

WEST KERN COMMUNITY COLLEGE DISTRICT
AGENDA FOR REGULAR MEETING

January 10, 2024

Cougar Room
(Access Through the Library Entrance)
29 Cougar Court
Taft, California 93268

5:00 p.m.

A. Accessibility. In compliance with the Americans with Disabilities Act, if you need special assistance to access the meeting room or to otherwise participate in this meeting, including auxiliary aids or services, please contact Sarah Criss at (661) 763-7711. Notification at least 48 hours prior to the meeting will enable the Governing Board to make reasonable arrangements to ensure accessibility to the meeting.

B. Obtaining Public Records. A copy of the Board packet, including documents relating to any open session item are available to members of the public on the District website and also at the District Office. Any writings or documents that are public records and are provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in the District Office located at 29 Cougar Ct., Taft, California, during normal business hours. These documents will be made available to the public at the same time that they are made available to a majority of the Board.

C. Language Assistance. The District welcomes Spanish and other language speakers to Board meetings. Anyone planning to attend and needing an interpreter should call Sarah Criss at (661) 763-7711 forty-eight (48) hours in advance of the meeting so that arrangements can be made for an interpreter. El Distrito da la bienvenida a las personas de habla hispana a las juntas de la Mesa Directiva. Si planea asistir y necesita interpretacion llame al (661) 763-7711 (48) horas antes de la junta, para poder hacer arreglos de interpretacion.

D. Addressing the District Board. The Board encourages public participation and involvement. Community members will therefore have several opportunities to address the Board. However, please respect the Board's time and the need for efficient board meetings. The Board also requests that comments be respectful and professional.

1. **Agenda Items.** If you wish to address the Board on an agenda item, please do so when that item is called. Oral presentations will be limited to a maximum of five (5) minutes. Time limitations are at the discretion of the Board President.
2. **Non-Agenda Items.** Individuals have an opportunity to address the Board during the period set aside for Public Comment on Items of General Interest on topics within the subject matter jurisdiction of the Board **not** listed on the agenda. Oral presentations will be limited to a maximum of five (5) minutes, with a total of thirty (30) minutes designated for this portion of the agenda.

E. Questions for the Board. Individuals with questions on District issues may submit them in writing. The Board will refer such requests to the Superintendent, who will endeavor to respond to your questions after the meeting.

F. Placing issues on the Board Agenda. Items from the public pertaining directly to College business may be placed on the Board agenda by submitting the request in writing to the Office of the Superintendent. The proposed agenda item will be reviewed and placed, if appropriate, on the Board's agenda within a reasonable period of time. Please contact the Office of the Superintendent at (661) 763-7711 for further information.

1. CALL TO ORDER
2. PUBLIC COMMENT ON CLOSED SESSION ITEMS
3. ADJOURN TO CLOSED SESSION
 - A. Public Employee Appointment/Employment, Government Code Section 54957
Title: Superintendent/President
 - B. Public Employee Performance Evaluations, Government Code Section 54957
 - C. Public Employee Discipline/Dismissal/Release/Complaint, Government Code Section 54957
 - D. Conference with Labor Negotiators (Government Code section 54957.6)
Agency Designated Representative: Superintendent/President
Employee Organizations: TC Faculty Association, CSEA Chapter #543 & Management/Supervisory/Classified Confidential Employees
 - E. Conference with Legal Counsel – Potential Litigation, Pursuant to Paragraph (4) of Subdivision (d) of Government Code Section 54956.9
 - F. Student Discipline and Other Confidential Student Matters, Education Code Sections 35146, 48900 et. Seq. and 48912(b)
 - G. Conference with Real Property Negotiations
Property: Franklin Field
Agency Negotiator: Todd Hampton, VP of Administrative Services
Under Negotiation: Sale or Lease of Property, Including Price and Terms of Payment
4. RECONVENE IN OPEN SESSION; ANNOUNCE CLOSED SESSION ACTION
5. FLAG SALUTE
6. PUBLIC COMMENT ON OPEN SESSION AGENDA ITEMS
7. GENERAL COMMUNICATIONS
8. APPROVAL OF MINUTES – Regular meeting December 13, 2023
9. NEW BUSINESS:
 - A. Request for Approval – West Kern Community College Financial Annual Financial Report, June 30, 2023
 - B. Request for Approval – Request to Award TC 24-003 NKTC Re-Roof Project; \$138,700.00

- C. Request for Approval and Second Presentation – Taft College Faculty Association and West Kern Community College District Memorandum of Understanding - College Concurrent Program Advisor Compensation
- D. Second Reading and Request for Approval – Board Policy Revisions
 - BP #7340 Leaves
 - BP #6800 Occupational Safety
 - BP #2430 Delegation of Authority to the Superintendent/President
- E. First Reading – Board Policy Revisions
 - BP #2735 Board Member Travel
 - BP #3250 Institutional Planning
 - BP #7120 Recruitment and Hiring
 - BP #7600 Campus Security Officers

10. CONSENT AGENDA (Items A – M)

- A. Request for Approval – Central Valley Mother Lode Regional Consortium Master Agreement No. 2023/25 – Strong Workforce Program (SWP-8 Regional); 7/1/23 – 6/30/25; Award of \$480,185.00
- B. Request for Ratification – Non-Disclosure Agreement between OpenClassrooms, Inc. and West Kern Community College District (WKCCD); 11/30/23 – 11/30/26
- C. Request for Ratification – ZTC Acceleration Grant Awarded by the California Community College Chancellor’s Office (CCCCO) to West Kern Community College District (WKCCD) for Management Pathway; 12/1/23 – 6/30/26; Award of \$200,000.00
- D. Request for Ratification – ZTC Acceleration Grant Awarded by the California Community College Chancellor’s Office (CCCCO) to West Kern Community College District (WKCCD) for Law, Public Policy & Society Pathway; 12/1/23 – 6/30/26; Award of \$200,000.00
- E. Request for Ratification – ZTC Acceleration Grant Awarded by the California Community College Chancellor’s Office (CCCCO) to West Kern Community College District (WKCCD) for Studio Arts AA Pathway; 12/1/23 – 6/30/26; Award of \$25,000.00

- F. Request for Ratification – Agreement between Kern County Superintendent of Schools (KCSOS) and West Kern Community College District (WKCCD) for the Early Care, Education and Family Studies (ECEFS) Program; 1/10/24 – 6/30/24
- G. Request for Ratification – Nexstar Media Group, LLC Bakersfield and KGET Digital Agreement; 12/1/23 – 7/31/24; \$10,000.00
- H. Request for Approval – Annual Renewal Agreement with Finalsite (Blackboard Connect) for Emergency Outreach Messaging Services; 2/14/23 – 2/13/25; \$5,274.00
- I. Request for Approval – Athletics Counselor Training Contract Agreement; 1/11/24 – 5/31/24; Not to Exceed \$2,000.00
- J. Request for Approval – Arvin Union School District Piggyback Bid No. 2023-24-012; Expires 10/16/24
- K. Request for Approval – 2023-2026 Property and Casualty Claims Administration Services Agreement; 7/1/23 – 6/30/24
- L. Request for Approval – Agreement with Quicksilver Software, Inc. to Update TC-Stats Software Package; \$950.00 and Up to \$500.00 for Maintenance/Enhancements
- M. Ratification of the December 2023 Vendor Check & Purchase Order Registers

11. PUBLIC COMMENT ON ITEMS OF GENERAL INTEREST

12. EMPLOYMENT (Action)

- A. Academic (Appendix I)
- B. Classified/Confidential/Management Employment (Appendix II)
- C. Separations (Appendix III)

13. REPORTS:

- A. Financial Reports (For Information)
 - 1. Revenue Accounts (Account Level 1) FY 2023/24
 - 2. Expenditure Accounts (Account Level 1) FY 2023/24
 - 3. Expenditure Detail of \$10,000.00 or Greater, December 2023
 - 4. Student Organization and Special Accounts, December 2023
 - 5. Funds Deposited in County Treasury, December 2023
 - 6. Employee Travel Report – December 2023

- B. Trustee Reports
- C. Academic Senate Report
- D. Reports from Staff and Student Organizations

14. REPORT OF THE SUPERINTENDENT/PRESIDENT

15. NEXT MEETING DATE

The next regular meeting is tentatively scheduled for Wednesday, February 14, 2024, at 5:00 p.m.

16. CONTINUATION OF CLOSED SESSION (If Necessary)

17. ADJOURNMENT

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

REGULAR MEETING

December 13, 2023

The regular meeting of the Board of Trustees of the West Kern Community College District was called to order at 5:00 p.m. by President Billy White. Secretary Kathy Orrin and trustees Dawn Cole, Mike Eveland and Jeremy Gregory were also in attendance. Interim Superintendent/President Brock McMurray and Executive Secretary Sarah Criss were in attendance.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

No comments were made.

CLOSED SESSION

At 5:01 p.m. it was moved by Secretary Orrin, seconded by Trustee Gregory and unanimously carried, that the Board convene in Closed Session to discuss the District's position regarding the following matters:

- A. Public Employee Appointment/Employment, Government Code Section 54957
Title: Superintendent/President
- B. Public Employee Performance Evaluations, Government Code Section 54957
- C. Public Employee Discipline/Dismissal/Release/Complaint, Government Code Section 54957
- D. Conference with Labor Negotiators (Government Code section 54957.6)
Agency Designated Representative: Superintendent/President
Employee Organizations: TC Faculty Association, CSEA Chapter #543 &
Management/Supervisory/Classified Confidential Employees
- E. Conference with Legal Counsel – Potential Litigation, Pursuant to Paragraph (4) of Subdivision (d) of Government Code Section 54956.9
- F. Student Discipline and Other Confidential Student Matters, Education Code Sections 35146, 48900 et. Seq. and 48912(b)

RECONVENE IN OPEN SESSION; ANNOUNCE CLOSED SESSION ACTIONS

At 5:57 p.m., it was moved by Trustee Gregory, seconded by Trustee Cole and unanimously carried, to reconvene in Public Session. President White announced that no action was taken.

PLEDGE OF ALLEGIANCE

President Billy White led the pledge of allegiance.

PUBLIC COMMENT ON OPEN SESSION ITEMS

There was no public comment.

GENERAL COMMUNICATIONS

There were no general communications.

APPROVAL OF MINUTES

On a motion by Trustee Gregory, seconded by Trustee Eveland and unanimously carried, the minutes of the Regular meeting held November 8, 2023 were approved.

ANNUAL ORGANIZATION MEETING

Organization of Board of Trustees

Trustee Cole nominated Trustee White for President. Trustee White accepted the nomination. there were no other nominations. On a motion by Trustee Cole, seconded by Trustee Orrin and unanimously carried, Trustee White was selected as President.

Trustee Cole nominated Trustee Orrin to serve as Secretary. Trustee Orrin accepted the nomination. There were no other nominations. On a motion by Trustee Cole, seconded by Trustee Eveland and unanimously carried, Trustee Orrin was selected as Secretary.

Setting of a Regular Monthly Meeting as Required by Law

On a motion by Trustee Gregory, seconded by Trustee Eveland and unanimously carried, the dates as recommended were approved (copy attached to official minutes).

NEW BUSINESS

Request for Approval – Collaborative Brain Trust – Educational Master Planning Services; \$144,000.00

Brock McMurray said the Educational Master Plan is a ten-year long plan. This agreement will allow for Collaborative Brain Trust to assist in developing the new plan. On a motion by Trustee Cole, seconded by Secretary Orrin and unanimously carried, the request was approved (copy attached to official minutes).

Request for Approval – Kern Health Systems – Healthcare Workforce Initiative Agreement with West Kern Community College District/Taft College; 11/17/23 – 11/17/25

Mr. McMurray shared details of the \$300,000 healthcare grant that will aid in the development of a nursing program. Trustee Cole commended the college for the first step to bringing such a needed program to the College. On a motion by Trustee Gregory, seconded by Trustee Cole and unanimously carried, the agreement was approved (copy attached to official minutes).

Request for Approval – General Services Administration (GSA) Purchasing for Allegion/Montgomery Hardware GSA

Dr. Todd Hampton, Vice President of Administrative Services, said that this item and the following item are related. This agreement would allow the District to use the agreement's terms for pricing without the need to complete a bid process. On a motion by Trustee Cole, seconded by Secretary Orrin and unanimously carried, the agreement was approved (copy attached to official minutes).

Request for Approval – Award Door Hardware Replace to Montgomery Hardware GSA; \$112,607.58

Dr. Hampton told the Board that this project would address updates needed in the G Buildings, sports complex, Dental Hygiene and includes necessary door upgrades in the gymnasium. On a motion by Secretary Orrin, seconded by Trustee Eveland and unanimously carried, the request was approved (copy attached to official minutes).

Request for Approval – Dental Hygiene Flooring Project Change Order No. 1; \$73,969.90

Dr. Hampton reported details of the Dental Hygiene damage found during the demolition of the previous flooring. The restroom had a lot of damage and termites were found. On a motion by Trustee Gregory, seconded by Trustee Eveland and unanimously carried, the change order was approved (copy attached to official minutes).

First Presentation – Taft College Faculty Association and West Kern Community College District Memorandum of Understanding – College Concurrent Program Advisor Compensation

Heather del Rosario, Vice President of Human Resources, stated that increased concurrent enrollment at Taft Union High School over the years has led to the need to update the level of compensation for the advisor (copy attached to official minutes).

First Reading – Board Policy Revisions

- BP #7340 Leaves**
- BP #6800 Occupational Safety**
- BP #2430 Delegation of Authority to the Superintendent/President**

Mr. McMurray said that these revisions are aligned with CCLC Policy and Procedure recommendations to meet current law (copy attached to official minutes).

CONSENT AGENDA:

- A. Request for Ratification – Pro Safety and Rescue and West Kern Community College District Clinical Training Program Agreement; 10/1/23 – 9/30/26
- B. Request for Ratification – West Side Health Care District and West Kern Community College District Clinical Training Program Agreement; 10/1/23 – 9/30/26
- C. Request for Ratification – Memorandum of Understanding between the Greenfield Union School District (GFUSD) and West Kern Community College District (WKCCD); 11/8/23 – 6/30/26
- D. Request for Ratification – Agreement for Legal Services with Lozano Smith, LLP; Effective July 1, 2023
- E. Request for Ratification – Cxtec- Switch Replacement Project (25); \$81,561.31
- F. Request for Ratification – CDW-G Cisco Meraki Enterprise – Subscription License; Five Years; \$47,820.25
- G. Request for Ratification – Cxtec – Special Switch Replacement Project; \$29,980.20
- H. Request for Approval – Purchase of Millermatic 355 Welding Equipment; \$28,342.23
- I. Request for Ratification – Extension Lease Agreement with the Beard Family Trust for Instructional Use of Facilities located at the Taft Industrial Park; 10/31/23 – 10/31/25; \$3,800.00 per Month

- J. Request for Approval – Title IX Training – Transcend Consulting Group, LLC and Global Solutions, LLC; December 2023 – January 2024; \$13,500.00
- K. Request for Approval – Contract for Professional Services Agreement with Craig Elliot, PhD and Taft College for DEIAA Committee Training; 1/1/24 – 12/31/24; \$10,000.00
- L. Request for Approval – Contract for Gilbert Garcia as TIL Grant Consultant; 1/1/24 – 12/31/24; \$95 per Hour, Not to Exceed 100 Hours
- M. Request for Approval – Community College Survey of Student Engagement (CCSSE); \$7,750.00
- N. Request for Approval – Facility Use Agreement with Taft Union High School Soccer Fields for Spring 2024; 1/16/24 – 5/17/24; \$5,000 and Maintenance Costs as Necessary
- O. Request for Approval – CI Solutions – ID Badge Migration Project; \$2,945.00
- P. Request for Approval – Brown Act Training – Liebert Cassidy Whitmore; One Day Training; \$2,250.00 fee plus \$750.00 for Travel Time
- Q. Request for Approval – Program Services Agreement 2023-2024 Mini Grants Program; 12/6/23 – 5/31/24; \$2,000 in Revenue
- R. Request for Approval – Agreement with the Chancellor’s Office Tax Offset Program (COTOP); 10/1/23 – 12/31/24
- S. Information Item – CCFS – 311Q for the 1st Quarter Ended September 30, 2023
- T. Request for Approval – Resolution No. 2023/24-04 – Authorizing Kern County Auditor-Controller to Release Excess Local Tax Revenues
- U. Ratification of the November 2023 Vendor Check & Purchase Order Registers

On a motion by Trustee Gregory, seconded by Trustee Eveland and unanimously carried, items A-U were approved (materials related to the items are attached to official minutes).

PUBLIC COMMENTS ON ITEMS OF GENERAL INTEREST

There were no comments.

EMPLOYMENT

On a motion by Trustee Cole and seconded by Trustee Eveland, the Employment Items below were approved by the following vote (Employment Items A - C are attached to official minutes):

- A. Academic Employment
- B. Classified Employment
- C. Separations

Yes: Dawn Cole, Billy White, Mike Eveland, Dr. Kathy Orrin, Jeremy Gregory

No: None

Abstain: None

Absent: None

REPORTS

Financial Reports

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

Financial Reports (for information):

1. Revenue Accounts (Account Level 1) FY 2023/24
2. Expenditure Accounts (Account Level 1) FY 2023/24
3. Expenditure Detail of \$10,000.00 or Greater, November 2023
4. Student Organization and Special Accounts, November 2023
5. Funds Deposited in County Treasury, November 2023
6. Employee Travel Report – November 2023

Trustee Reports

Secretary Orrin attended the College Open House event and thanked President White for being Santa Claus for the community children.

President White attended the WSPA holiday event benefiting the Foundation, the Foundation Christmas dinner, the College employee holiday potluck, the community Christmas parade, as well as participating in the Open House event. He thanked the staff involved in each event and acknowledged the College was busy this holiday season.

Trustee Cole thanked the Foundation for the annual Christmas dinner. She noted it is always nice to get to speak with Foundation Board members who volunteer their time and effort all year long.

Trustee Gregory attended the community Christmas parade, the Foundation Christmas dinner, Veteran's day community events and the College Open House. He echoed appreciation of staff to be involved in so many community events.

Academic Senate

Candace Duron, Academic Senate (AS) President, provided a copy of the Fall Plenary conference brochure to share details with the Trustees of current AS topics. She and three others attended either in person or online.

Associated Student Organization (ASO)

Jay Cuevas, Student Trustee, told the Board details of events that included a Thanksgiving dinner for the College's foster students, participation in the community Christmas parade and College Open House, and a President's luncheon with the ASO President and Superintendent/President McMurray. The ASO is also interested and is researching possible upgrades to the park on campus near the Ash Street dorms.

Marketing and Community Relations

Susan Groveman, Executive Director of Marketing and Community Relations, is working across departments to promote spring enrollment in a variety of methods that span across digital, radio, and news media. Athletics is participating in a local sports news interview campaign with Greg Kerr. Coach Vince Maiocco recently spoke with Mr. Kerr on the upcoming baseball season. Ms. Groveman added that work with the new website is wrapping up with copy editing coming to an end.

Student Services

Cecilia Alvarado, Dean of Student Services, said that Student Services staff held a “celebrate the student” day with stylus pens available for professors to share with students and the President’s Luncheon hosted with the ASO. She thanked the Board and staff for attending and participating in the Open House. The event was successful and featured food from Mi Casita, Santa Claus, cross-department representation of College services, and a chance to register potential students. Student Services staff also recently held a staff training day which included pronoun training and a focus on an inclusive student environment. Ms. Alvarado also said that a Cougar Express day was held and a luncheon hosted for the College foster/homeless students with EOPS.

Lori Sundgren, Learning Center Director, told the Board that longtime tutor Wei Hill is retiring. She also shared details from a conference that included collaboration with national peers to meet academic needs of students. She was pleased to see that Taft College, though small, offers much of what bigger institutions do.

Foundation

Dr. Sheri Horn-Bunk, Executive Director, thanked the Board for attendance at the Christmas party and at the KEDC Energy Summit event that featured a video of Taft College. The Foundation continues to work on internship offerings in healthcare and in engineering this summer.

Instruction

Dr. Leslie Minor, Vice President of Instruction, said that Dental Hygiene is preparing for a February accreditation visit and that Dual Enrollment agreements continue to receive interest for growth. Distance Education staff are training faculty on accessibility and improved instructional design. Dr. Devin Daugherty, Dean of Instruction/CTE, told the Board of Paramedic Program development with adjunct professor Nick Lidgett who is working to bridge the program to an expanding Bakersfield Fire Department.

Jose Valadez, MESA Director, said that the MESA program has completed its first semester with appreciation of the support from the campus. The program hosted a field trip with Ridgeview High School students and Ridgeview staff were impressed to have been welcomed by the President of the College personally. The MESA program also participated in the community Christmas parade and a Parent University event to share resources that Taft College can offer future college students.

Transition to Independent Living (TIL)

Aaron Markovitz, TIL Director, said that TIL staff and students held their holiday party today. Students will be home during the winter break. The staff also celebrated Susan Wells, longtime TIL employee, as she retired this semester.

Administrative Services

Dr. Todd Hampton, Vice President of Administrative Services, reported that auditors have completed site work and are compiling the annual report in time to present to the Board at the January meeting. The Bookstore served 236 EOPS and Promise students with their books and materials for the spring

semester. Facilities work continues in making parking lot safety upgrades and a job walk was held for a WESTEC roofing project. This is the third walk completed and with new advertising in the process it appears to be more successful in attracting bidders.

SUPERINTENDENT REPORT

Mr. McMurray recognized recent Employee of the Month recipients Tiffany Payne and Alexis Ramirez. In recent weeks Mr. McMurray has attend the Taft Union High School Oil Technology Academy dinner and meeting, a College student art exhibit, the Taft Chamber Christmas parade, the College Open House, a President's luncheon with the ASO, Foundation Christmas dinner, the WSPA holiday event, and the employee holiday potluck. He also shared details from the initial Black Student Union dinner event.

NEXT MEETING

The next monthly meeting is scheduled for Wednesday, January 10, 2020.

CONTINUATION OF CLOSED SESSION

There was no continuation of closed session.

ADJOURNMENT

At 7:15 p.m., on a motion by Trustee Gregory, seconded by Trustee Cole and unanimously carried the meeting was adjourned.

Respectfully Submitted:

Dr. Kathy Orrin, Secretary

Date: December 21, 2023

Submitted by: Nick Valsamides, Executive Director of Fiscal Services 

Area Administrator: Todd Hampton, Ed.D., Vice President of Administrative Services

Subject: Request for Approval

Board Meeting Date: January 10, 2024

Title of Board Item:

West Kern Community College District Annual Financial Report, June 30, 2023.

Background:

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

The annual financial report as prepared by CWDL, Certified Public Accountants, shows the District complied in all material respects with all standards for the 2022/23 fiscal year. An unqualified opinion is included with the financial report.

The audit can be accessed by clicking on this [LINK](#).

Terms (if applicable): Not applicable.

Expense (if applicable): Not applicable.

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

Approved: 
Brock McMurray, Interim Superintendent/President

BOARD AGENDA ITEM

Date: December 18, 2023

Submitted by: Richard Treece, Director of Facilities & Planning 

Area Administrator: Todd Hampton, Ed.D., Vice President of Administrative Services

Subject: Request for Approval

Board Meeting Date: January 10, 2024

Title of Board Item: Request to Award TC 24-003 NKTC Re-Roof project.

Background:

The District is currently phasing the replacement of the shingle roofing on several buildings at the North Kern Training Center (NKTC) (WESTEC) in Shafter CA; this project will complete the phased roofing projects. Two previous solicitations for proposals (11/22/2022 and 03/21/2023) had failed responses; no proposals were received for this portion of the overall roofing projects.

The project scope was re-written and the District engaged in formal bidding for this project, advertisement in the Bakersfield Californian and the Kern County Builders Exchange (KCBEX). Sixty four contractors viewed the project; which ten of those saved the project, and three bids were received. Please see the attached bid tabulation and Bid proposal forms.

It is my recommendation that the Board of Trustees award this project to Fresno Roof Co., Inc for the total sum of \$138,700.00.

Terms (if applicable):

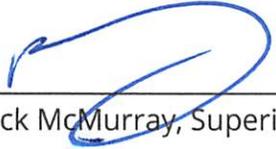
None.

Expense (if applicable):

The total cost for this project is \$138,700.00.

Fiscal Impact Including Source of Funds (if applicable):

This project will be funded through 2022-23 PPIS Budget and the FM&O budget.

Approved: 
Brock McMurray, Superintendent/President

BID TABULATION



Project Name: NKTC Re-Roof Bldgs

Job Walk: 12/12/23 2:00 PM

Project No: TC 24-003

Proposals Rcvd at: Taft College Facilities

Owner: West Kern CCD / Taft College

Proposals Requested: 11/28/23

Architect: N/A

Proposals Due: 12/21/23 2:00 PM

Contractor	Base Bid	Alternate No.1	Total Bid	Bid Bond	CSLB#	DIR #	Date RCVD	Remarks
Fresno Roofing Co., Inc.	\$ 103,650.00	\$ 35,050.00	\$ 138,700.00	Y	302777	1000004536	12/21/23	
Superior Roofing	\$ 108,213.25	\$ 47,420.94	\$ 155,634.19	Y	867069	1000011676	12/21/23	
Nations Roof West	\$ 136,529.00	\$ 39,238.00	\$ 175,767.00	Y	1012378	1000036446	12/21/23	
Black Hall Construction	\$ -	\$ -	\$ -		860638	1000005963		Did not bid
Graham Prewett, Inc	\$ -	\$ -	\$ -		793065	1000002797		Did not bid
	\$ -	\$ -	\$ -					
	\$ -	\$ -	\$ -					

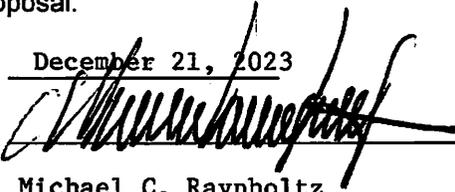
BID PROPOSAL FORM

RE: TC 24-003 NKTC Re-Roof
 TO: Taft College / West Kern Community College District
 FROM: Fresno Roofing Co Inc
 (Bidder Name)

1. The above identified Bidder submits the following proposed Bid Price for the TC 24-003 NKTC Re-Roof project.

Base Bid (Building #64)	\$ 103,650.00**
Alternate No. 1 (Building #63)	\$ 35,050.00**
Total = Base Bid + Alt No. 1	\$ 138,700.00**
Facia Replacement per SqFt cost	\$ 35.00 - P.L.F.
Wood Deck Replacement per SqFt cost	\$ 9.25 - P.S.F.

2. The Total Bid Price is inclusive of all labor, materials, equipment and services necessary to complete the Project in accordance with requirements of the Contract Documents.
3. The Total Bid Price incorporates requirements of, and pricing for, all matters described in the Contract Documents, including Bid Addendum Nos. 1, 2 inclusive.
4. The Bidder has submitted the following with this Proposal:
- Bid Security (if required)
 - Non-Collusion Affidavit
 - Certificate of Workers Compensation
 - Subcontractors List
 - Drug-Free Workplace Certification
5. The individual executing this Proposal on behalf of the Bidder is an employee of the Bidder, authorized to submit this Proposal on behalf of the Bidder and to bind the Bidder to the Proposal.

Dated: December 21, 2023
 By: 
Michael C. Raypholtz
 (Name Typed or Printed)
 Title Secretary/Treasurer

DIR Registration #: PWCR 1000004536 CSLB #: 302777
 Fresno Roofing Co Inc. / (559) 255-8377 / Estimator: Salvador Alvaraz
 5950 E. Olive Avenue EMAIL: salvador@fresnorroofingco.net
 Fresno, CA 93727 AND ed@fresnorroofingco.net

BID PROPOSAL FORM

RE: TC 24-003 NKTC Re-Roof
TO: Taft College / West Kern Community College District
FROM: Nations Roof West, LLC
(Bidder Name)

1. The above identified Bidder submits the following proposed Bid Price for the TC 24-003 NKTC Re-Roof project.

Base Bid (Building #64)	\$ 136,529.00
Alternate No. 1 (Building #63)	\$ 39,238.00
Total = Base Bid + Alt No. 1	\$ 175,767.00
Facia Replacement per SqFt cost	\$ 18.00
Wood Deck Replacement per SqFt cost	\$ 19.00

2. The Total Bid Price is inclusive of all labor, materials, equipment and services necessary to complete the Project in accordance with requirements of the Contract Documents.

3. The Total Bid Price incorporates requirements of, and pricing for, all matters described in the Contract Documents, including Bid Addendum Nos. 1,2 inclusive.

4. The Bidder has submitted the following with this Proposal:

- Bid Security (if required)
- Non-Collusion Affidavit
- Certificate of Workers Compensation
- Subcontractors List
- Drug-Free Workplace Certification

5. The individual executing this Proposal on behalf of the Bidder is an employee of the Bidder, authorized to submit this Proposal on behalf of the Bidder and to bind the Bidder to the Proposal.

Dated: 12/21/2023

By: 

Sean Rauch
(Name Typed or Printed)

Title President/CEO

DIR Registration #: PWCR 1000036446

CSLB #: 1012378

BID PROPOSAL FORM

RE: TC 24-003 NKTC Re-Roof
TO: Taft College / West Kern Community College District
FROM: Superior Roofing, Inc
(Bidder Name)

1. The above identified Bidder submits the following proposed Bid Price for the TC 24-003 NKTC Re-Roof project.

Base Bid (Building #64)	\$ 108,213.25
Alternate No. 1 (Building #63)	\$ 47,420.94
Total = Base Bid + Alt No. 1	\$ 155,634.19
Facia Replacement per SqFt cost	\$ 26.00
Wood Deck Replacement per SqFt cost	\$ 6.50

2. The Total Bid Price is inclusive of all labor, materials, equipment and services necessary to complete the Project in accordance with requirements of the Contract Documents.
3. The Total Bid Price incorporates requirements of, and pricing for, all matters described in the Contract Documents, including Bid Addendum Nos. 1,2 inclusive.
4. The Bidder has submitted the following with this Proposal:

Bid Security (if required) Subcontractors List
Non-Collusion Affidavit Drug-Free Workplace Certification
Certificate of Workers Compensation

5. The individual executing this Proposal on behalf of the Bidder is an employee of the Bidder, authorized to submit this Proposal on behalf of the Bidder and to bind the Bidder to the Proposal.

Dated: 12/21/2023
By: 
Sergio Olmos
(Name Typed or Printed)
Title Owner/Operator

DIR Registration #: PWCR 1000011676 CSLB #: 867069

AGREEMENT

This Agreement is entered into on this 10th day of January, 2024 in the City of Taft, County of Kern, State of California, by and between **WEST KERN COMMUNITY COLLEGE DISTRICT**, a California Community College District ("District") and **Fresno Roof Co., Inc.** ("Contractor").

1. **Contract Documents Work.** The Contractor shall provide work, labor, materials, equipment and services necessary to perform the Work identified or described in the Contract Bid Documents in accordance with requirements thereof.
2. **Contract Price.** The District shall pay the Contractor as full consideration for the Contractor's full, complete and faithful performance of the Contractor's obligations under the Contract Documents the Contract Price of **One Hundred Thirty Eight Thousand Seven Hundred Dollars (\$138,700.00)**. The District's payment of the Contract Price shall be in accordance with the Contract Documents. The Contract Price is allocated to work of the Contract Documents as follows:
3. **Contract Time; Liquidated Damages.** The Contractor shall achieve Substantial Completion of all Work Sixty (60) calendar days after the date established for commencement of the Work in the Notice to Proceed issued by the District to the Contractor.

The Contract Time is subject to adjustment in accordance with terms of the Contract Documents. Failure to complete the Project within the Contract Time will subject the Contractor to Liquidated Damages at the per diem rate of **Two Hundred Fifty Dollars (\$250.00)** per calendar day until the Project is completed.

4. **Certificates of Insurance.** Prior to commencement of Work at the Site, the Contractor shall deliver to the District the Contractor's Certificates of Insurance evidencing the policies of insurance with the minimum coverage limits required by the Contract Documents.

The Contractor shall provide the District with Subcontractors' Certificates of Insurance evidencing the policies of insurance and the minimum coverage limits required under the Contract Documents prior to a Subcontractor's commencement of work at the Site.

5. **Performance Bond; Labor and Materials Payment Bond.** Prior to commencement of Work, the Contractor shall obtain and submit to the District a Performance Bond and a Labor and Materials Payment Bond ("Payment Bond"). The penal sums of the Performance Bond and Payment Bond shall be the Contract Price. The Performance Bond and Payment Bond shall be issued by a California admitted surety insurer who is AM Best rated at least A-/VII.
6. **Amendments.** This Agreement shall not be changed, modified or amended except in writing and executed by both the District and Contractor.

7. **Counterparts.** This Agreement may be executed in one of more counterpart copies, each of which shall be deemed a duplicate original.
8. **Governing Law; Interpretation.** This Agreement shall be governed, enforced and interpreted in accordance the laws of the State of California. This Agreement shall be interpreted in accordance with its fair meaning and not strictly for or against the District or the Completion Contractor.
9. **Notices.** Any notices which are required by the Contract Documents shall be addressed and delivered as follows. Notices delivered by email are effective upon transmittal. Notices by United States Mail are effective the third (3rd) business day after the postmark date. Notices to the District, shall be via email to: thampton@taftcollege.edu or by United States Mail, postage prepaid addressed to:

WEST KERN COMMUNITY COLLEGE DISTRICT
ATTENTION: Todd Hampton, Vice President, Administrative Services/CFO
29 Cougar Ct.
Taft, CA 93268
(661) 763-7717

Notices to the Contractor, shall be via email to: Michael@fresnorooftingco.net or by United States Mail, postage prepaid addressed to:

Fresno Roof Co., Inc
ATTENTION: Michael Raypholtz
5950 E. Olive Ave
Fresno, CA 93727
(559) 255-8377

10. **Successors and Assigns.** This Agreement shall be binding upon the parties and their respective successors and assigns.
11. **Authority to Execute.** Each individual executing this Agreement on behalf of the District or the Contractor warrant and represent that she/he is duly authorized to execute this Agreement on behalf of the District or the Contractor, as applicable and to bind the District and the Contractor to the terms hereof. The foregoing notwithstanding, this Agreement shall not be enforceable against the District until the District's Board of Trustees approves this Agreement at an open public meeting of the Board of Trustees.
12. **No Waiver.** The failure of either the District or Contractor to exercise in any respect a right provided for in this Agreement shall not be deemed to be a subsequent waiver of the same right or of any other right.
13. **Severability.** In the event that any provision of this Agreement is deemed by a court of competent jurisdiction to be invalid, illegal or unenforceable in any respect, such provision shall be deemed

stricken and deleted herefrom, but all other provisions of this Agreement shall be unaffected and remain in full force and effect.

**CONTRACTORS ARE REQUIRED BY LAW TO BE LICENSED AND REGULATED BY THE
CONTRACTORS' STATE LICENSE BOARD. QUESTIONS CONCERNING A
CONTRACTOR MAY BE REFERRED TO THE REGISTRAR, CONTRACTORS' STATE
LICENSE BOARD, P.O. BOX 2600, SACRAMENTO, CALIFORNIA 95826**

IN WITNESS WHEREOF, this Agreement has been duly executed by the District and the Contractor as of the date set forth above.

"DISTRICT"

"CONTRACTOR"

WEST KERN COMMUNITY

Fresno Roof Co., Inc

COLLEGE DISTRICT

By: _____

By: _____

Brock McMurray,

Interim Superintendent/President

President

Date: December 1, 2023

Submitted by: Heather del Rosario, Vice President of Human Resources

Area Administrator: Brock McMurray, Interim Superintendent/President

Subject: Request for Approval

Board Meeting Date: January 10, 2024

Title of Board Item:

Second Presentation and Request for Approval: College Concurrent Program Advisor Compensation

Background:

As part of continuing dialogue through the Taft College Faculty Collective Bargaining Committee, the parties have reached a consensus on the compensation for the College Concurrent Program Advisor with Taft Union High School (TUHS). The College Concurrent Program Advisor has been compensated at 1 hour per week during the academic year at the appropriate adjunct rate. Due to the increase in course offerings and student participation, resulting in increased workload, the consensus is to increase compensation to 3 hours per week.

Terms (if applicable):

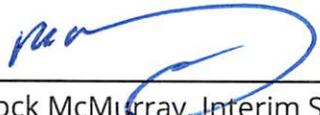
Agreement would become effective after ratification by the TCFA/CTA/NEA and once approved by the WKCCD Board of Trustees.

Expense (if applicable):

N/A

Fiscal Impact Including Source of Funds (if applicable):

N/A

Approved: 
Brock McMurray, Interim Superintendent/President

Tentative Agreement Between
Taft College Faculty Association (TCFA/CTA/NEA)
And
West Kern Community College District

COLLEGE CONCURRENT PROGRAM ADVISOR COMPENSATION

This Tentative Agreement ("Agreement") is made by and between the Taft College Faculty Association ("TCFA/CTA/NEA") and the West Kern Community College District ("District") (collectively referenced as the "parties") for the 23-24 academic year and can be renewed annually with respect to the following recitals:

As part of continuing dialogue through the Taft College Faculty Collective Bargaining Committee, the parties have reached a consensus on the compensation for the College Concurrent Program Advisor with Taft Union High School (TUHS).

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

1. The above recitals are true and correct.
2. For compensation purposes, the College Concurrent Program Advisor will be compensated for 3 hours per week during the academic year at the appropriate adjunct rate, retroactive to July 1, 2023.
3. Except as set forth in this Agreement, as with all TC courses all other terms and conditions of the CBA shall remain unchanged, including evaluation procedures. Similarly, all board policies will be followed, and all federal regulations, including FERPA, will be maintained.
4. This Agreement will become effective after ratification by the TCFA/CTA/NEA members and the District's Governing Board.

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

Ruby Payne, President
Taft College Faculty Association/CTA/NEA

Dated: January _____, 2024

Dated: January _____, 2024

Board Approval:
First Presentation: December 13, 2023
Second Presentation/Approval: January 10, 2024



BOARD AGENDA ITEM

Date: November 22, 2023
Submitted by: Brock McMurray, Interim Superintendent/President
Area Administrator: Brock McMurray, Interim Superintendent/President
Subject: Request for Approval

Board Meeting Date: January 10, 2024

Title of Board Item:

Second Reading and Request for Approval – Board Policy Revisions

Background:

The Board Policies listed below have been reviewed and revised to be consistent with District practice and current recommended practices from the Community College League of California's Policy and Procedure Services as best practice and in alignment with current law.

BP #7340 Leaves
BP #6800 Occupational Safety
BP #2430 Delegation of Authority to the Superintendent/President

Terms (if applicable):

N/A

Expense (if applicable):

N/A

Fiscal Impact Including Source of Funds (if applicable):

N/A

Approved: 
Brock McMurray, Interim Superintendent/President

BP 7340 Leaves

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References:

*Education Code Sections 87763 et seq. and 88190 et seq. and
cites below
Labor Code Sections 245 et seq.*

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The Superintendent/President shall establish procedures for employee leaves as authorized by law and by any collective bargaining agreements entered into by the District. Such leaves shall include, but are not limited to:

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1. Illness or injury leaves for all classes of permanent employees (Education Code 87781 and 88192~~1~~).
2. Paid sick leave (Labor Code Section 246).
3. Vacation leave for members of the classified service, administrators, supervisors and managers (Education Code Section 88197);
4. Leave for service as an elected official or steward of a community college District public employee organization, or of any statewide or national employee organization with which the local organization is affiliated or leave for a reasonable number of unelected classified employees for the purpose of enabling an employee to attend important organizational activities authorized by the public employees organization (Education Code Sections 87768.5 and 88210; Government Code Section 3558.8).
5. Leave of absence for permanent academic employees to serve as an elected member of the State legislature (Education Code Section 87701).
6. Pregnancy leave (Education Code Sections 87766 and 88193; Government Code Section 12945).
7. Leave to bond with a new child (Education Code Sections 87780.1, 87784.5, 88196.1 and 88207.5)
8. Family care and medical leave (Government Code Sections 12945.1 and 12945.2)

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9. Use of illness leave for personal necessity (Education Code Sections 87784 and 88207).
10. Industrial accident and illness leave (Education Code Sections 87787 and 88192).
11. Bereavement leave (Government Code Section 12945.7 and Education Code Sections 87788 and 88194).
12. Jury service or appearance as a witness in court (Education Code Sections 87035 and 87036).
13. Military service (Education Code Section 87700).
14. Sabbatical leaves for full-time, tenured faculty and administrators.

Vacation leave for members of the classified service, educational administrators and classified supervisors and managers shall not accumulate beyond 60 days or 480 hours of paid leave.

Employees shall be permitted to take vacation in a timely manner to avoid accumulation of excess vacation.

In addition to these policies and collective bargaining agreements, the Board retains the power to grant leaves with or without pay for other purposes or for other periods of time.

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BP 6800 Occupational Safety

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Reference:

Government Code Section 7597.1;
49 Code of Federal Regulations, Parts 40 and 655;
Title 8 Section 3203;
29 Code of Federal Regulations, 1910.101 et seq.;
Health & Safety Code Section 104420

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The Superintendent/President shall establish administrative procedures to ensure the safety of employees and students on District sites, including the following:

1. Compliance with the United States Department of Transportation regulations implementing the Federal Omnibus Transportation Employee Testing Act of 1991. Specifically, the District shall comply with the regulations of the Federal Highway Administration (FHWA) and, if applicable, the Federal Transit Administration (FTA). Compliance with these policies and procedures may be a condition of employment.
2. Establishment of an Injury and Illness Prevention Program in compliance with applicable OSHA regulations and state law. These procedures shall promote an active and aggressive program to reduce and/or control safety and health risks.
3. Establishment of a Hazardous Material Communications Program which shall include review of all chemicals or materials received by the District for hazardous properties, instruction for employees and students on the safe handling of such materials, and proper disposal methods for hazardous materials.
4. Prohibition of the use of tobacco in all public buildings.

See Administrative Procedures AP 6800 and AP 6850

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BP 2430 Delegation of Authority to the Superintendent/President

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Reference:

*Education Code Sections 70902(d), & 72400;
ACCJC Accreditation Standards IV.B.5, IV.C.12, and IV.D.1 (formerly
IV.B.1.j; IV.B.2)*

The Board delegates to the Superintendent/President the executive responsibility for administering the policies adopted by the Board and executing all decisions of the Board requiring administrative action.

The Superintendent/President may delegate any powers and duties entrusted to him or her by the Board including the administration of colleges and centers, but will be specifically responsible to the Board for the execution of such delegated powers and duties.

The Superintendent/President is empowered to reasonably interpret Board policy. In situations where there is no Board policy direction, the Superintendent/President shall have the power to act, but such decisions shall be subject to review by the Board. It is the duty of the Superintendent/President to inform the Board of such action and to recommend written board policy if one is required.

The Superintendent/President is expected to perform the duties contained in the Superintendent/President job description and fulfill other responsibilities as may be determined in annual goal-setting or evaluation sessions. The job description and goals and objectives for performance shall be developed by the Board in consultation with the Superintendent/President. Because of the hours and duties required of the Superintendent/President, the District shall provide, and the Superintendent/President shall accept, housing owned by the District in the City of Taft.

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The Superintendent/President shall ensure that all relevant laws and regulations are complied with, and that required reports are submitted in a timely fashion.

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The Superintendent/President shall make available any information or give any report requested by the Board as a whole. Individual trustee requests for

WKCCD Board Policies & Procedures

Updated – Typographical Change Only 5/2/16 Revised ??/??/??

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information shall be met if, in the opinion of the Superintendent/President, they are not unduly burdensome or disruptive to District operations. Information provided to any trustee shall be available to all trustees.

The Superintendent/President shall act as the professional advisor to the Board in policy formation.

See Administrative Procedure 2430 Delegation of Authority

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Date: December 6, 2023
Submitted by: Brock McMurray, Interim Superintendent/President
Area Administrator: Brock McMurray, Interim Superintendent/President
Subject: Information Item

Board Meeting Date: January 10, 2024

Title of Board Item:
First Reading – Board Policy Revisions

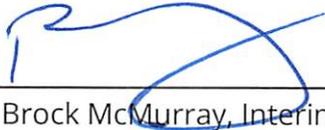
Background:
The Board Policies listed below have been reviewed and revised to be consistent with District practice and current recommended practices from the Community College League of California’s Policy and Procedure Services as best practice and in alignment with current law.

- BP #2735 Board Member Travel
- BP #3250 Institutional Planning
- BP #7120 Recruitment and Hiring
- BP #7600 Campus Security Officers

Terms (if applicable):
N/A

Expense (if applicable):
N/A

Fiscal Impact Including Source of Funds (if applicable):
N/A

Approved: 
Brock McMurray, Interim Superintendent/President

BP 2735 Board Member Travel

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Reference:

Education Code Section 72423;

Government Code Section 11139.8

Members of the Board and their officers shall have travel expenses paid whenever they travel as representatives of and perform services directed by the Board consistent with the travel reimbursement policies for District employees. In the event that expenses exceed the amount allowable for employees, the actual expenses will be reimbursed.

~~Government Code Section 11139.8 prohibits a state agency from requiring its employees, officers, or members to travel to, or approving a request for state-funded or sponsored travel to, any state that, after June 26, 2015 has eliminated protections against discrimination on the basis of sexual orientation, gender identity, or gender expression.~~

See Administrative Procedures AP 2735

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WKCCD Board Policies & Procedures

Revised 5/3/21??/??/??

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BP 3250 Institutional Planning

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Reference:

*Accreditation Standard I.B;
Title 5 Sections 51008, 51010, 51027, 53003, 54220, 55080, 55190,
55250, 55510, and 56270 et seq.*

The Superintendent/President shall ensure that the District has and implements a broad-based comprehensive, systematic and integrated system of planning that involves appropriate segments of the college community and is supported by institutional effectiveness research.

The planning system shall include plans required by law, including, but not limited to:

1. Long Range Educational or Academic Master Plan, which shall be updated periodically as deemed necessary by the Governing Board
2. Facilities Plan
3. Equal Employment Opportunity Plan
4. Student Equity and Achievement Plan
5. Transfer Center Plan

~~6. Cooperative Work Experience Plan~~

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~~7.6. EOPS Plan~~

~~8.7. Technology Master Plan~~

The Superintendent/President shall submit those plans for which Board approval is required by Title 5 to the Board.

The Superintendent/President shall inform the Board about the status of planning and the various plans.

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The Superintendent/President shall ensure the Board has an opportunity to assist in developing the general institutional mission and goals for the comprehensive plans.

See Administrative Procedures AP 3250

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BP 7120 Recruitment and Hiring

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Reference:

Education Code Section 70901.2, 70902 subdivisions (b)(7) & (d), 87100 et seq., and 87458;

Title 5, Section 53000, et seq. and 51023.5;

ACCJC Accreditation Standard III. A. 1

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The District's recruitment and hiring procedures will demonstrate a commitment to diversity, equality, and inclusion in order to achieve the District's mission and support students in achieving their educational goals. The District's recruitment and hiring procedures will allow the District to engage in diversity hiring that increases the representation of underrepresented communities in the District's workforce. Diversity hiring includes a hiring process that mitigates unconscious bias and eliminates irrational barriers to employment to allow the District to hire the best candidate regardless of the candidate's protected classes. Underrepresented communities consist of individuals holding identities broadly underrepresented in the District's workforce in comparison to their representation in the field or job category within the state of California or nationally in higher education.

The Superintendent/President shall establish procedures for the recruitment and selection of employees including, but not limited to, the following criteria.

An Equal Employment Opportunity plan shall be implemented according to Title 5 and Board Policy 3420 titled Equal Employment Opportunity. The District's Equal Employment Opportunity plan will document the multiple measures that capture the board array of strategies and actions the District uses or will use to ensure equal employment opportunity. The Vice President of Human Resources will provide the Board with an annual report regarding the District's Equal Employment Opportunity Plan.

All District employees shall demonstrate the ability to work with and serve individuals within a diverse community college campus environment.

Academic employees shall possess the minimum qualifications prescribed for their positions by the Board of Governors.

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Revised xx/xx/xx4/6/22

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The criteria and procedures for hiring academic employees shall be established and implemented in accordance with board policies and procedures regarding the Academic Senate's role in local decision-making.

The criteria and procedures for hiring classified employees shall be established after first affording CSEA Chapter #543 an opportunity to participate in the decisions under the Board's policies regarding local decision making.

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BP 7600 Campus Security Officers

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Reference:

Education Code Section 72330.5;

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Penal Code Sections 832 et seq.;

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Title 5 Sections 51028, 51100, 51102, and 59700 et seq.

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The District shall employ campus security officers, who shall provide services as security guards, or patrol persons on or about the campus(es) owned or operated by the District. The District recognizes that campus security officers play a particularly important role in fostering inclusion, forging cultural awareness, and promoting mutual understanding and respect. The District is committed to employing and supporting qualified campus security officers who are dedicated to eradicating racism, discrimination, and biases from our campuses.

Public safety services must adhere to principles of diversity, equity, inclusion, and accessibility. Public safety services must advance access to education, educational equity, and opportunities for student success by creating safe, secure, peaceful, and inclusive campus environments in which all persons may fully develop their individual potential without fear or undue risk of physical or emotional harm.

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Security officers' duties include, but are not limited to the primary use of de-escalation techniques in protecting persons or property, preventing the theft of District property, and reporting any unlawful activity to the District and local law enforcement.

The Superintendent/President shall establish procedures necessary for administration of campus security. In addition, the Superintendent/President shall enter into an agreement with local law enforcement, which includes provisions that campus security officers shall cooperate with local law enforcement in performing their duties.

Every campus security officer who works more than twenty hours per week shall complete a course of training developed by the Bureau of Security and Investigative Services of the Department of Consumer Affairs as required by Education Code Section 72330.5. If an officer is required to carry a firearm, he or she shall also

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satisfy the training requirements of Penal Code Section 832, and any other legal requirements.

Every campus security officer shall meet other requirements set out in Education Code Section 72330.5.

Campus Security and Student Success

The Superintendent/President will develop procedures to ensure the District develops a "Public Safety Compact" with District Stakeholders, including campus security officers. The Public Safety Compact will establish the District's requirements for the delivery of public safety-related services on campus, including the respective roles and responsibilities of administrators, faculty, campus security officers, mental health and social services workers, crisis counselors, community non-profits, and other related service providers in responding to the public safety needs of the campus.

The District will establish a public safety advisory committee to make recommendations to the District governing board related to District policies governing campus public safety services. The District will engage in active efforts to recruit advisory committee members from historically underserved communities.

Public Safety Data

The Superintendent/President will develop procedures to ensure the District will record public safety data metrics, including key performance indicators, track data related to traffic stops and other officer-initiated contacts, and conduct stakeholder climate surveys focused on campus public safety services.

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See Administrative Procedures AP 7600

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Date: December 18, 2023
Submitted by: Dr. Devin Daugherty, Dean of Instruction and CTE
Area Administrator: Dr. Leslie Minor, VP of Instruction
Subject: Request for Approval

Board Meeting Date:
January 11, 2024

Title of Board Item:
Central Valley Mother Lode Regional Consortium Master Agreement No. 2023/25 – Strong Workforce Program (SWP-8 Regional)

Background:
This is an agreement between Kern Community College District (KCCD) and West Kern Community College District (WKCCD) for Strong Workforce Program (SWP-8 Regional) funding. KCCD is the fiscal agent for the Central Valley Mother Lode Regional Consortium.

Terms (if applicable):
July 1, 2023, to June 30, 2025

Expense (if applicable):
N/A

Fiscal Impact Including Source of Funds (if applicable):
Revenue = \$480,185.00

Approved: 
Brock McMurray, Interim Superintendent/President

**CENTRAL VALLEY MOTHER LODE REGIONAL CONSORTIUM
MASTER AGREEMENT NO. 2023/25– STRONG WORKFORCE PROGRAM
BETWEEN
KERN COMMUNITY COLLEGE DISTRICT
AND
WEST KERN COMMUNITY COLLEGE DISTRICT**

July 1, 2023 – June 30, 2025

This Agreement, entered into July 1, 2023 between Kern Community College District, hereinafter referred to as “District,” whose address is 2100 Chester Ave., Bakersfield, California, 93301, and West Kern Community College District (individually “Contractor”). District and Contractor is also referred to collectively as “Parties” and individually as “Party.” This Agreement is based on the Strong Workforce Program Agreement between the District and the California Community Colleges, Chancellor’s Office and is effective to cover activities beginning July 1, 2023 and ending June 30, 2025.

RECITALS

WHEREAS, the District, as of July 1, 2023 (the “Effective Date”), has been designated as the Regional Fiscal Agent for the Strong Workforce Program for the Central Valley Mother Lode Regional Consortium, hereinafter referred to as CVML and is responsible for distributing funds to each community college district within the region district within the region once spending decisions have been authorized by the Regional Consortium as stipulated in the Strong Workforce legislation.

WHEREAS The Fiscal Agent Award Notice and its Appendices are attached to this Agreement as a reference.

WHEREAS, the Fiscal Agent, Kern Community College District, has the right to enter into agreements with outside entities for various services with the approval of its Board of Trustees; and

WHEREAS, the Subrecipient is a community college district, located within the boundaries of the regional consortium, and agrees to participate in the CVML in accordance with the rules and procedures as approved by the Prime Sponsor and as stipulated in the Strong Workforce Program.

NOW, THEREFORE, in consideration of these mutual promises, the Parties agree as follows:

1. PARTICIPATION AGREEMENT

Contractors shall perform the Scope of Work as established by the District and agreed upon by each individual Party that will be detailed using individually executed Participation Agreements.

Such Participation Agreements shall fully detail the Scope of Work between Parties. As needed, the Scope of Work can be amended and modified based on written approval by the Parties. Contractor should not begin specified work without a fully-executed Participation Agreement. By signing this Master Agreement, District and Contractors agree that Participation Agreements signed by the Parties' Representative assigned to complete the Scope of Work will be binding under this Master Agreement without further action by the Parties.

2. SCOPE OF WORK:

Guidance for the Strong Workforce Regional Program are attached hereto as Exhibits A-F:

EXHIBIT A—Chancellor's Office Memorandum Dated August 15, 2023: Strong Workforce Program FY 2023-24 with Program Metrics

EXHIBIT B—Chancellor's Office Memorandum Dated September 14, 2016: Guidelines, Definitions and Reasonable Standards for Strong Workforce Funding Investment (Local and Regional Share)

EXHIBIT C—Chancellor's Office Memorandum Dated September 22, 2023: Expanded Uses of Strong Workforce Program Funding

EXHIBIT D—Chancellor's Office Memorandum Dated December 17, 2021: Regional Fiscal Agent Notification

EXHIBIT E—Central Valley Mother Lode Regional Consortium Strong Workforce Program – Regional Share (40%) Allocations

EXHIBIT F—Central Valley Mother Lode Regional Consortium (CVML) CEO E-Vote for the Strong Workforce Program 8 Allocation dated 9/19/2023

EXHIBIT G—Chancellor's Office Memo on Use of Funds for the Fiscal Agent Dated August 25, 2016

3. PERIOD OF PERFORMANCE

The period of performance for this Agreement is specified in Exhibit A of this agreement, unless terminated earlier in accordance with this Subcontract or modified by mutual written agreement.

4. TERM OF AGREEMENT

The term of agreement refers to the period of performance beginning in July 1, 2023, as per the fiscal agent transition in Exhibit D.

Effective Date of Agreement: July 1, 2023

Expiration Date of Agreement: June 30, 2025

Parties may renew this Master Agreement and any Participation Agreement annually, contingent upon the availability of grant funds, as mutually agreed upon.

5. CERTIFIED PROJECT PLANS

Subrecipient shall perform the Scopes of Work detailed using individually certified Project Plans contained in NOVA (nova.cccco.edu). Certified Project Plans covered by this agreement are those plans entered on the on-line Regional Strong Workforce Program platform, NOVA, in

which the Subrecipient has committed Strong Workforce Program 40% Regional funds on one or more budget line items, and which have been fully completed and formally certified, indicating the Subrecipient's certification that their expenditures in the project meet the intention and requirements of the Strong Workforce Program legislation. Such certified Project Plans shall fully detail the scope of work to be performed. By signing this Agreement, the Fiscal Agent and Subrecipient agree that the Certified Project Plans will be binding under this Agreement without further action by the Parties.

Subrecipient agrees to make the investments and to conduct the work as described in the Certified Project Plans submitted by or on behalf of the Subrecipient. Subrecipient agrees that funds will be used for the purpose of meeting the following goals established through the CVML Regional Collaborative Planning Process:

- Goal A: Meet the needs of employers for well-qualified candidates for middle-skill positions that pay livable wages
- Goal B: Provide pathways that enable all Bay area residents to find employment and advance to livable wages
- Goal C: Ensure equity in participation, completion, and employment

In order to ensure timely and full expenditure of funds Subrecipient shall submit and certify Project Plans in NOVA, with budgets equal to the funds allocated to Subrecipient as shown in Exhibits C and E, by the deadlines established and communicated by the Chancellor's Office and the CVML. It is understood that Subrecipient's portfolio of projects and their budgets will evolve over time.

6. COLLABORATION

Where plans involve multiple Subrecipients, all Parties agree to work collaboratively with all other Subrecipients specifically referenced in the Project Plans in order to complete the Scope of Work and meet reporting requirements.

7. ALLOCATION

The total payment due to Subrecipient for performance under this Agreement is set forth in Exhibits C and E and is known as the Allocation. Exhibits C and E may be modified under the following circumstances:

- Transfer of funds to or from other colleges to carry out collaborative projects
- Reallocation of regional direct-to-college funds (see following paragraph)
- Recalculation of total regional allocations by the Chancellor's Office
- Direction from the Chancellor's Office
- Reallocations made by vote of the CVML member colleges

Whereas the region is collectively responsible for fully expending the regional allocation within the specified timeline, and whereas failure to do so can result in a reduced allocation in the following round, it is necessary to have a process for reallocating funds when Subrecipients are unable to fully spend their allocation. In order to ensure the region is able to fully expend its allocation Subrecipient should regularly monitor its rate of expenditures and contact CVML to discuss reallocation of funds as soon as possible if it becomes evident that Subrecipient may be

unable to fully expend Allocation. The CVML will initiate a discussion about possible reallocation if the Subrecipient has not reported expenditures in NOVA equal to the amount of the advance payment listed in paragraph 7 by the end of the reporting period for Q1 of the second fiscal year. If Subrecipient is unable to fully expend Allocation according to the established timeline, currently active or future allocations may be diminished by an amount equal to the under-expenditure.

8. BUDGET

Subrecipient agrees that expenditure of funds under the Agreement will be in accordance with the project budgets submitted by the Subrecipient in the Certified Project Plans submitted on NOVA (nova.cccco.edu) in accordance with Section 2, which by reference are incorporated into this Agreement.

Funds are to be utilized by the Subrecipient in accordance with the terms and conditions of both this Agreement and guidance on the allowable use of funds from the California Community Colleges Chancellor's Office as published in the guidance section on the Strong Workforce Program website: StrongWorkforce.net

If there is a reduction in funding to the Fiscal Agent by the Chancellor's Office, the Fiscal Agent reserves the right to reduce Allocations to the Subrecipient up to and including a requirement to cease all expenditures of funds covered by this agreement with a 30-day notice. If such reductions occur, the subrecipient will be required to adjust the number of projects and the scope of projects in NOVA to accommodate the reduction in funding. Subrecipient understands that the Allocation must be fully expended according to the schedules specified in Exhibits C and E. Subrecipient agrees to work with Fiscal Agent to accomplish Project revisions, transfers, and reallocations in a timely way to ensure all funds for the Allocation are fully spent or released and reallocated to another college that can fully spend the funds within the specified timeline.

9. PAYMENTS AND INVOICING

Allocations from District to Parties will be specified in the Agreement and will be utilized in accordance with the terms and conditions of both this Master Agreement and the pertinent Participation Agreement. These sums are subject to reduction by the District should the District experience a reduction in funding from the Chancellor's Office. The District reserves the right to adjust the scope of work and funding accordingly, up to and including, the end of all activities under this Agreement and any Participation Agreement.

Invoices shall reference the purchase order numbers associated with this Participation Agreement and must be supported by financial detail reports that itemize costs by Project No. Invoices shall be submitted no more frequently than monthly, and preferably, on a quarterly basis. Salary and benefits for regular, ongoing payroll that are funded by regional projects must be documented and submitted with biannual reporting in NOVA. Final payment is contingent upon the completion of the Scope of Work, a final invoice requesting payment, and the District's approval of a final report in NOVA. A final invoice for the performance period of the grant under this Agreement is due no later than August 15, 2025.

Each Party shall submit periodic progress reports upon request by the Fiscal Agent. The submission deadlines and format for these progress reports will be stipulated in the Participation Agreement.

10. SUBCONTRACTS

A. In any event, if the Parties wish to enter into a subcontract agreement for performance of any part of the activities listed in the Participation Agreement, the Party shall disclose the intended purpose and amount of the subcontracting and identify the proposed subcontractor. No subcontract may be entered into without prior written approval of the District and the California Community Colleges, Chancellor's Office.

B. Contractor agrees to be as fully responsible to the District for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by them, as it is for the acts and omissions of persons directly employed by Contractor. Contractor's obligation to pay its subcontractors is independent from the obligation of the District to make payments to Contractor. As a result, the District shall have no obligation to pay or enforce the payment of any monies to any subcontractor.

11. RECORDS AND AUDITS

A. Parties must maintain records regarding the use of Program funds, and progress made toward objectives and/or performance under the applicable Participation Agreement.

B. Parties agree that the District, the Chancellor's Office, the Bureau of State Audits, and any other appropriate state or federal oversight agency, or their designated representative(s), shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Contractors agree to maintain such records for possible audit for a minimum of five (5) years after the final payment or until any audit findings have been resolved, unless a longer period of records retention is stipulated. Contractors agree to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Contractors agree to include a similar right of the District, the Chancellor's Office, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s) to audit records and interview staff in any subcontract related to performance of this Agreement or any Participation Agreement.

1) If any audit or other actions involving the records has been started before the expiration of this period, the records must be retained until the completion of the action and resolution of all issues which arise from it or until the end of the five (5) year period, whichever is later.

2) All records must be retained throughout the project. The five (5) year period of retention starts on the last day of the performance period stipulated in the Participation Agreement.

12. TERMINATION

A. Without Cause. A Party may suspend or terminate this Agreement or any Participation Agreement upon thirty (30) days advance written notice to the other Party or Parties prior to the requested termination date. Termination of any Agreement, however, will not invalidate commitments or obligations entered into on a Participation Agreement prior to the date of termination that cannot be cancelled.

B. With Cause. Each Party may terminate this Agreement upon any other Party's material breach of any provisions of this Agreement. A Party intending to terminate this Agreement pursuant to this subsection shall provide the breaching Party with written notice at least 30 days ("Cure Period") before the effective termination date. Such notice by the non-breaching Party shall specify the provision of this Agreement that was breached by the breaching Party, the acts or omissions of the breaching Party that constitute a material breach of this Agreement, and the corrective action and/or remedy requested from the breaching Party, and provide the breaching Party with an opportunity to cure the material breach within the Cure Period unless the non-breaching party shall agree in writing to an extension of the Cure Period before the expiration of the Cure period. Upon expiration of the Cure Period, and if the breaching party has not cured the breach and provided written notice of such cure to the non-breaching Party, this Agreement shall terminate effective the day immediately following the expiration of the Cure period without any further notice by the Parties. Termination of this Agreement, however, will not invalidate commitments or obligations entered into on a Participation Agreement prior to the date of termination that cannot be cancelled.

13. UNENFORCEABLE PROVISION

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

14. DISPUTES

All claims, disputes, and other matters in question between the District and Parties arising out of or relating to this Agreement or any breach shall be addressed in the following manner. The Parties shall enter into good faith negotiations to reach an equitable settlement. If a good faith settlement cannot be reached, the Parties may agree to select a method of dispute resolution other than litigation, such as arbitration, mediation, or other method of alternative dispute resolution. In the event that the Parties are unable to agree on a method of dispute resolution other than litigation, suit may be brought in a court located in Bakersfield, California. Should it be necessary for a Party to initiate legal proceedings to resolve a dispute arising out of or relating to this Agreement, the prevailing Party shall be entitled to receive from the other Party all costs and expenses, including reasonable attorney fees, incurred in such proceedings. Notwithstanding the fact that a dispute, controversy or question shall have arisen in the interpretation of any provision of this Agreement, the performance of any work, the delivery of any material, the payment of any monies to Contractor, or otherwise, Contractor agrees that it will not directly or indirectly stop or delay the work directed by District, or any part thereof, or stop or delay the delivery of

any material or services required to be furnished hereunder, pending the determination of such dispute or controversy, regardless of whether such dispute, controversy or question is or may be subject to litigation or other form of dispute resolution.

15. INDEMNIFICATION

Contractors agree to defend, hold harmless and indemnify District, its parent, affiliates, subsidiaries, authorized representatives, directors, officers, agents and employees against any and all liability for any judgments, awards, expenses, fines, penalties, attorney fees, or other claims for damages in connection with any suit, complaint, charge, proceeding or action of any kind alleging a violation of any statutory or regulatory provision or otherwise arising out of the negligence or willful misconduct by Contractor(s), of its duties and responsibilities under this Agreement, unless the performance or nonperformance occurred at the direction of or was caused by the District. This hold harmless and indemnification includes but is not limited to direct damages, compensatory damages, punitive damages, regulatory fines and penalties, and extra-contractual liability.

District agrees to defend, hold harmless and indemnify Contractors, their parents, affiliates, subsidiaries, authorized representatives, directors, officers, agents and employees against any and all liability for any judgments, awards, expenses, fines, penalties, attorney fees, or other claims for damages in connection with any suit, complaint, charge, proceeding or action of any kind alleging a violation of any statutory or regulatory provision or otherwise arising out of the negligence or willful misconduct by District, of its duties and responsibilities under this Agreement, unless the performance or nonperformance occurred at the direction of or was caused by Contractor(s). This hold harmless and indemnification includes but is not limited to direct damages, compensatory damages, punitive damages, regulatory fines and penalties, and extra-contractual liability.

16. INSURANCE

The District and the Contractors are self-insured public entities for the purposes of professional liability, general liability and workers' compensation. The District and Contractors all warrant that through their programs of self-insurance they have adequate liability, general liability and workers' compensation to provide coverage for liabilities arising out of District and Contractors performance of this contract.

Contractors agree to maintain, during the performance of the Scope of Work under their Performance Agreement, through a combination of self-insurance, insurance, and liability coverages from a Joint Powers Agreement, and for a period of not less than one (1) year following the expiration of this Agreement, at its sole expense, the following insurance coverages: (i) Commercial General Liability insurance naming District as an Additional Insured, with limits of not less than One Million Dollars (\$1,000,000) per occurrence; (ii) Professional Liability insurance with limits of not less than One Million Dollars (\$1,000,000); (iii) Automobile Liability insurance with combined single limit of One Million Dollars (\$1,000,000) per accident; (iv) Workers' Compensation insurance as required by law; and (v) Employer's Liability with limits of not less than One Million Dollars (\$1,000,000) per occurrence.

Contractors shall deliver Certificates of Insurance and Additional Insured Endorsements evidencing the required coverages to the District, which shall be subject to the District's approval for adequacy of protection, including the satisfactory character of any insurer, including a Best's rating of not less than A-VII and an admitted carrier in the State of California. Certificates of Insurance and Additional Insured Endorsements must be returned with the signed Agreement or no later than thirty (30) days prior to the effective date of this Agreement. If requested by the District, a certified copy of the actual policies with appropriate Endorsements and other documents shall be provided to the District.

All policies required by this Agreement shall provide that the District shall be given thirty (30) days' notice of each expiration or cancellation thereof or reduction of the coverage provided thereby.

17. FEDERAL, STATE AND LOCAL TAXES

Except as may be otherwise specifically provided in this Agreement or any Participation Agreement, the Contractor price includes all applicable Federal, State and local taxes and duties, and, therefore, Contractor shall be responsible for paying all such costs.

18. INDEPENDENT CONTRACTOR

Contractor, in the performance of this Agreement, shall be and act as an independent contractor and not an employee of District. Contractor understands and agrees that they and all of their employees shall not be considered officers, employees or agents of the District, and are not entitled to benefits of any kind or nature normally provided to employees of the District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Workers' Compensation. Contractor assumes the full responsibility for their acts and/or liabilities including those of their employees or agents as they relate to the services provided under this Agreement. Contractor shall assume full responsibility for withholding and payment of all: federal, state, local and applicable income taxes; workers' compensation; contributions, including but not limited to, unemployment insurance and social security with respect to Contractor and Contractor's employees. The District will not withhold taxes, unemployment insurance or social security for Contractor or Contractor's employees or independent subcontractors. Contractor agrees to indemnify and hold District harmless from and against any and all liability arising from any failure of Contractor to withhold or pay any applicable tax, unemployment insurance or social security when due.

19. PARTICIPATION IN GRANT-FUNDED ACTIVITIES

A. During the performance of this Agreement, Contractors shall ensure that no person is excluded from, denied the benefits of, or otherwise subjected to discrimination with respect to participation in any program or activity funded under this Agreement on the basis of ethnic group identification, national origin, religion, age, sex, race, color, ancestry, sexual orientation, or physical or mental disability.

B. Programs funded by this Agreement should not be designed, administered, or advertised in a manner that discourages participation on any of the bases set forth above. Any informational, advertising, or promotional materials regarding such programs may not include any statements to the effect that a program is for, or designed for, students of a particular race, color, national origin, ethnicity or gender. In the event that mentoring or counseling services are provided with funding provided by this Agreement, students may not be paired with mentors or counselors based solely upon the race, color, national origin, ethnicity or gender of the students, mentors, or counselors.

20. DISCRIMINATION

A. During the performance of this Grant, Contractors shall not unlawfully discriminate, harass or allow harassment, against any employee or applicant for employment because of sex, race, color, ancestry, religion, creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer and genetic characteristics), age (over 40), marital status, denial of family care leave, sexual orientation, political affiliation, or position in a labor dispute. Contractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.

B. Contractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code, §§ 12900 et seq.) and the applicable regulations promulgated thereunder (Cal. Code Regs., tit. 2, §§ 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code section 12990 (a-f), set forth in chapter 5 of division 4 of title 2 of the California Code of Regulations are incorporated into this Agreement by reference and made a part hereof as if set forth in full.

C. Contractors shall also comply with the provisions of Government Code sections 11135-11139.8, and the regulations promulgated thereunder by the Board of Governors of the California Community Colleges (Cal. Code of Regulations, title 5, sections 59300 et seq.)

21. ACCESSIBILITY FOR PERSONS WITH DISABILITIES

A. By signing this Agreement, Contractor assures District that it complies with the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA.

B. Contractor shall, upon request by any person, make any materials produced with funds under this agreement available in Braille, large print, electronic text, or other appropriate alternate format. Contractor has in place or shall establish policies and procedures to respond to such requests in a timely manner.

C. All data processing, telecommunications, and/or electronic and information technology (including software, equipment, or other resources) developed, procured, or maintained by Contractor, whether purchased, leased or provided under some other arrangement for use in connection with this Agreement, shall comply with the regulations implementing Section 508 of

the Rehabilitation Act of 1973, as amended, set forth at 36 Code of Federal Regulations, part 1194.

D. Design of computer or web-based instructional materials shall conform to guidelines of the Web Access Initiative (see <http://www.w3.org/TR/WAI-WEBCONTENT/>) or similar guidelines as developed by the California Community Colleges, Chancellor's Office.

E. Contractor shall respond to and resolve any complaints regarding accessibility of its products and services as required by this section. If such complaints are not informally resolved, they shall be treated and processed as complaints of discrimination based on disability pursuant to California Code of Regulations, title 5, sections 59300 et seq.

F. Contractor shall indemnify, defend, and hold harmless District and the California Community Colleges, Chancellor's Office, as well as their officers, agents, and employees, from any and all claims by any person resulting from the failure to comply with the requirements of this section.

22. INTELLECTUAL PROPERTY

A. Any work product resulting from this Agreement falls under the California Community Colleges, Chancellor's Office Creative Commons Attribution license which gives permission to the public to reproduce, distribute, perform, display or adapt the licensed materials for any purpose, so long as the user gives attribution to the author.

B. Any and all services rendered and documents or other materials, inventions, procedures, processes, machines, manufactures, or compositions of matter, copyright, and/or trademarks or servicemarks first created, developed or produced pursuant to this Agreement shall be and are Work for Hire. All rights, title and interest in and to the Work first developed under this Agreement or any other subcontract shall be assigned and transferred to the Chancellor's Office. This Work for Hire agreement shall survive the expiration or early termination of this Agreement.

C. All materials first developed in draft and in final form pursuant to this Agreement shall, in a prominent place, bear the symbol © (the letter "c" in a circle) or the word "Copyright," or the abbreviation "Copr.," followed by the year created, and the words "California Community Colleges, Chancellor's Office." All patents for inventions, processes, machines, manufactures, or compositions of matter developed, or trademarks or servicemarks obtained pursuant to this Agreement, shall be issued to the "California Community Colleges, Chancellor's Office." Contractor will be responsible for applying for, paying the filing fees for, and securing said copyright, trademark, patent, etc.

D. All technical communications and records originated or first prepared by the Contractor or its subcontractors, if any, pursuant to this Work for Hire agreement, including papers, reports, charts, computer programs, and technical schematics and diagrams, and other documentation, but not including Contractor's administrative communications and records relating to this Agreement, shall be made available upon request of the Chancellor's Office and may be copyrighted by the Chancellor's Office.

E. In connection with any license granted pursuant to the preceding paragraphs, Contractor agrees not to permit infringement by any person, to compensate Chancellor's Office for any infringement which may occur, and to indemnify and hold harmless the Chancellor's Office for any and all claims arising out of or in connection with such license, Contractor may, with the permission of the Chancellor's Office, enter into a written sublicensing agreement subject to these same conditions.

23. DEBARMENT AND SUSPENSION

A. By executing this contractual instrument, Contractors agree to comply with applicable federal suspension and debarment regulations, including, but not limited to, regulations implementing Executive Order 12549 (29 C.F.R. Part 98).

B. By executing this contractual instrument, Contractors certify to the best of their knowledge and belief that it and its principals:

- 1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
- 2) Have not, within a three (3) year period preceding the execution of this contractual instrument, been convicted of, or had a civil judgment rendered against them, for: (a) Commission of a fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or Local) or private transaction of contract; (b) Violation of Federal or State antitrust statutes; (c) Commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice; or (d) Commission of any other offense indicating a lack of business integrity or business honesty that seriously and directly affects Contractor's present responsibility;
- 3) Are not presently indicted for, or otherwise criminally or civilly charged by any government entity (Federal, State or Local), with commission of any of the offenses enumerated in B(2) above;
- 4) Have not, within a three (3) year period preceding the execution of this contractual instrument, had one or more public transactions (Federal, State or Local) terminated for cause or default.

24. LAW

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

25. WAIVER

Any waiver by District of any breach of any one or more of the terms of this Agreement shall not be construed to be a waiver of any subsequent or other breach of the same or of any other term. Failure on the part of District to require full, exact, and complete compliance with any terms of this Agreement shall not be construed as in any manner changing the terms of this Agreement, or stopping District from enforcing the terms of this Agreement.

26. SEVERABILITY

If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect without being impaired or invalidated in any way.

27. COUNTERPARTS

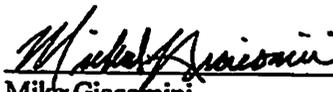
This agreement may be signed in any number of counterparts, each of which is an original and all of which taken together form one single document.

28. AGREEMENT IS COMPLETE

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

IN WITNESS WHEREOF, all Parties agree.

Kern Community College District



Mike Giacomini,
Chief Financial Officer

West Kern Community College District



Brock McMurray
Superintendent/President

12/12/2023

Date

12-15-23

Date

EXHIBIT A



MEMORANDUM
August 15, 2023

23-020 | Via Email

TO: Chief Executive Officers
Chief Instructional Officers
Chief Business Officers
Chief Student Services Officers
Career Technical Education Deans
Regional Consortia Chairs

FROM: Sandra Sanchez, Interim Vice Chancellor
Workforce and Economic Development Division

CC: Dr. Aisha Lowe, Executive Vice Chancellor
Office of Equitable Student Experience, Learning and Impact

LaCandice Ochoa, Dean
Workforce and Economic Development Division

RE: Strong Workforce Program FY 2023-24 Funding Allocations

The purpose of this memorandum is to announce the Strong Workforce Program (SWP) base and 17% incentive funding allocations for Fiscal Year (FY) 2023-24 and to provide the SWP reporting timelines.

2023-24 Funding Allocations

SWP funding allocations should be used to meet the intent of the program to accomplish the following:

- Increase the number of students in quality career technical education courses, programs, and pathways that will achieve successful workforce outcomes; and
- Increase the number of quality career technical education courses, programs, and pathways that lead to successful workforce outcomes, or invest in new or emerging career technical education courses, programs, and pathways that may become operative in subsequent years and are likely to lead to successful workforce outcomes.

Proportional formula factors for the FY 2023-24 SWP allocation calculations include Career Technical Education CTE Full Time Equivalent Students (CTE FTES), regional job openings, regional unemployment rates, and incentive funding based on SWP metrics.

- **CTE FTES (1/3 proportion of SWP Funds)**
 - Overall, statewide CTE enrollments decreased due to the COVID-19 pandemic. The decline in enrollment was even throughout regions and the effect of CTE enrollment declines on the 2023-24 allocations was minimal.
- **Regional Job Openings (1/6 proportion of SWP Funds)**

Chancellor's Office, Workforce and Economic Development Division

1102 Q Street, Sacramento, CA 95811 | 916.445.8752 | www.cccco.edu

A11Y 8/15/23

Strong Workforce Program FY 2023-24 Allocations
August 15, 2023

- Funding is allocated to regions where new jobs are being created. Job openings account for new jobs, not the back filling of vacant jobs. This factor measures regional economic growth and is typically affected by population size. During the COVID-19 pandemic, job contraction was experienced in the Los Angeles and Bay Area regions. Post pandemic, the Los Angeles and Bay Area regions saw an increase population and job development compared to pre-pandemic levels. The Inland Empire region did not experience the same job development and growth at the same post-pandemic rates as other regions.
- **Regional Unemployment Rate (1/3 proportion of SWP Funds)**
 - The State unemployment rate is back to pre-pandemic levels. The funding calculation compares the region's unemployment rates to the overall state unemployment rate. This factor mostly impacted regions with larger population counts.
- **17% Incentive Funding (1/6 proportion of SWP Funds)**
 - The 17% incentive funding factor is based on the district's performance for SWP program metrics outlined in Table 1.
 - Earnings and change in earnings for SWP students are not measured until they have exited all postsecondary (community college and four-year institutions).

Table 1: SWP Metrics

Metric Type	Metric
Progress	Strong Workforce Program Students Who Earned 9 or More CTE Units in the District in a Single Year
	Strong Workforce Program Students Who Completed a Noncredit CTE or Workforce Preparation Course
Credential Attainment	Strong Workforce Program Students Who Earned a Degree or Certificate or Attained Apprenticeship Journey Status
Transfer	Strong Workforce Program Students Who Transferred to a Four-Year Postsecondary Institution
Employment	Strong Workforce Program Students with a Job Closely Related to Their Field of Study

Strong Workforce Program FY 2023-24 Allocations
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Metric Type	Metric
Earnings	Median Annual Earnings for Strong Workforce Program Exiting Students
	Median Change in Earnings for Strong Workforce Program Exiting Students
	Strong Workforce Program Exiting Students Who Attained the Living Wage

FY 2023-24 SWP Allocation Tables

Please see the following appendices for the FY 2023-24 base funding allocations:

- Appendix A – SWP Local Allocations
- Appendix B – SWP Regional Allocations

Reminder About Hold Back of Funds

As a reminder for FY 2023-24, the Chancellor’s Office will continue to hold back funds allocated for districts that have 50% or more of prior Round 1 - 5 unallocated balances as of July 1, 2023. Round 1 – 5 funding fiscal year and expenditure expiration dates are outlined in Table 2. The Chancellor’s Office has allowed districts to expend expired Round 1 – 5 funding for a period of up to 12 months as approved by the Regional Monitor within the NOVA system.

Table 2: SWP Round 1 – 5 Funding and Expenditure Timelines

Funding Round	Corresponding Fiscal Year	Expenditure Expiration Date
1	FY 2016 - 17	June 30, 2022
2	FY 2017 - 18	June 30, 2022
3	FY 2018 - 19	June 30, 2022
4	FY 2019 - 20	June 30, 2022
5	FY 2020 - 21	June 30, 2022

For districts and colleges who did not enter plans in the NOVA system to fully expend prior Round 1 – 5 allocations, distribution of the district’s full FY 2023-24 allocation will be delayed until this process is completed. Districts impacted by hold back of FY 2023-24 funds will be contacted directly by Chancellor’s Office Strong Workforce Program Dean, LaCandice Ochoa.

Districts and colleges that have entered plans in the NOVA system to fully budget prior Round 1 – 5 allocations by October 31, 2023 and approved by their Regional Monitor by November 30, 2023 can expect to receive their full allocation reflected in First Principal (P1) apportionment payment in February 2024.

Strong Workforce Program FY 2023-24 Allocations
August 15, 2023

For additional information regarding the hold back of funds, please reference [the Chancellor's Office's January 5, 2021 memo](#).

Expanded Uses of SWP Funding

The Fiscal Year 2023 – 2024 enacted State budget included expanded uses of SWP funding as outlined in [Education Code section 88825](#). SWP funds apportioned directly to a community college district may also be used for all of the following:

- Providing funds for student grants to cover fees for third-party certification and licensing;
- Enhancing student services to support retention, work experience, and job placement; and
- Providing students with an integrated educational program that connects academic curricula to applied and experiential learning in the workplace, including, but not limited to, work-based learning programs and models.

The Chancellor's Office will be issuing additional guidance for community districts about the expanded uses of SWP funding.

2023-24 SWP Reporting Deadlines

SWP plans for Fiscal Year 202-24 must be submitted and certified in NOVA by no later than

5:00 PM on October 31, 2023. Please ensure that your local plans approval process is completed by the above deadline. Colleges will have 24 months to expend 2023-24 allocation funding and are expected to report their expenditures and activities for the 2023-24 allocation on the following dates:

Report Number	Reporting Period	Due Date	Reporting Due
1	July 1 – December 31, 2023	February 15, 2024	Fiscal and Programmatic
2	January 1 – June 30, 2024	August 15, 2024	Fiscal and Programmatic
3	July 1 – December 31, 2024	February 15, 2025	Fiscal and Programmatic
4	January 1 – June 30, 2025	August 15, 2025	Fiscal and Programmatic

Strong Workforce Program FY 2023-24 Allocations
 August 15, 2023

Appendix A: 2023-24 SWP Local Share Allocations

Community College District (CCD)	District Local Allocation	District 17% Incentive Allocation	Total Local Allocation
Allan Hancock Joint CCD	\$ 1,219,576	\$ 238,621	\$ 1,458,194
Antelope Valley CCD	\$ 1,870,326	\$ 255,851	\$ 2,126,177
Barstow CCD	\$ 221,713	\$ 62,236	\$ 283,949
Butte-Glenn CCD	\$ 2,664,039	\$ 280,907	\$ 2,944,946
Cabrillo CCD	\$ 1,052,245	\$ 211,567	\$ 1,263,812
Cerritos CCD	\$ 1,279,070	\$ 476,818	\$ 1,755,888
Chabot-Las Positas CCD	\$ 1,835,896	\$ 471,523	\$ 2,307,419
Chaffey CCD	\$ 2,304,388	\$ 374,313	\$ 2,678,702
Citrus CCD	\$ 706,451	\$ 227,307	\$ 933,758
Coast CCD	\$ 2,688,540	\$ 680,733	\$ 3,369,272
Compton CCD	\$ 551,966	\$ 70,042	\$ 622,008
Contra Costa CCD	\$ 3,332,818	\$ 623,549	\$ 3,956,367
Copper Mountain CCD	\$ 172,889	\$ 39,278	\$ 212,167

Strong Workforce Program FY 2023-24 Allocations
August 15, 2023

Community College District (CCD)	District Local Allocation	District 17% Incentive Allocation	Total Local Allocation
Desert CCD	\$ 1,622,640	\$ 250,445	\$ 1,873,085
El Camino CCD	\$ 1,442,621	\$ 345,121	\$ 1,787,742
Feather River CCD	\$ 329,801	\$ 60,883	\$ 390,684
Foothill-DeAnza CCD	\$ 2,137,450	\$ 766,604	\$ 2,904,053
Gavilan Joint CCD	\$ 666,369	\$ 154,625	\$ 820,995
Glendale CCD	\$ 864,127	\$ 257,369	\$ 1,121,496
Grossmont-Cuyamaca CCD	\$ 1,602,940	\$ 325,121	\$ 1,928,061
Hartnell CCD	\$ 1,144,067	\$ 162,722	\$ 1,306,789
Imperial CCD	\$ 1,305,067	\$ 138,757	\$ 1,443,824
Kern CCD	\$ 4,302,306	\$ 730,720	\$ 5,033,026
Lake Tahoe CCD	\$ 230,332	\$ 95,069	\$ 325,401
Lassen CCD	\$ 267,984	\$ 48,588	\$ 316,572
Long Beach CCD	\$ 1,531,248	\$ 405,851	\$ 1,937,099
Los Angeles CCD	\$ 11,597,543	\$ 2,174,705	\$ 13,772,248
Los Rios CCD	\$ 7,511,520	\$ 1,552,090	\$ 9,063,610

Strong Workforce Program FY 2023-24 Allocations
August 15, 2023

Community College District (CCD)	District Local Allocation	District 17% Incentive Allocation	Total Local Allocation
Marin CCD	\$ 524,021	\$ 70,159	\$ 594,181
Mendocino-Lake CCD	\$ 988,472	\$ 78,249	\$ 1,066,721
Merced CCD	\$ 1,269,700	\$ 234,459	\$ 1,504,159
MiraCosta CCD	\$ 1,200,195	\$ 241,011	\$ 1,441,206
Monterey Peninsula CCD	\$ 765,159	\$ 174,457	\$ 939,615
Mt. San Antonio CCD	\$ 2,488,338	\$ 603,844	\$ 3,092,182
Mt. San Jacinto CCD	\$ 2,191,841	\$ 261,074	\$ 2,452,915
Napa Valley CCD	\$ 407,999	\$ 112,505	\$ 520,504
North Orange County CCD	\$ 3,534,969	\$ 673,852	\$ 4,208,821
Ohlone CCD	\$ 772,849	\$ 157,821	\$ 930,670
Palo Verde CCD	\$ 186,898	\$ 60,447	\$ 247,345
Palomar CCD	\$ 2,432,503	\$ 410,742	\$ 2,843,245
Pasadena Area CCD	\$ 1,219,632	\$ 495,192	\$ 1,714,824
Peralta CCD	\$ 2,061,311	\$ 400,877	\$ 2,462,188

Strong Workforce Program FY 2023-24 Allocations
August 15, 2023

Community College District (CCD)	District Local Allocation	District 17% Incentive Allocation	Total Local Allocation
Rancho Santiago CCD	\$ 3,811,577	\$ 748,273	\$ 4,559,850
Redwoods CCD	\$ 1,351,405	\$ 108,066	\$ 1,459,471
Rio Hondo CCD	\$ 1,167,075	\$ 382,717	\$ 1,549,792
Riverside CCD	\$ 3,317,370	\$ 805,522	\$ 4,122,892
San Bernardino CCD	\$ 2,191,945	\$ 401,218	\$ 2,593,163
San Diego CCD	\$ 4,861,730	\$ 1,259,620	\$ 6,121,350
San Francisco CCD	\$ 2,214,647	\$ 520,473	\$ 2,735,120
San Joaquin Delta CCD	\$ 2,967,355	\$ 417,770	\$ 3,385,125
San Jose-Evergreen CCD	\$ 2,277,078	\$ 300,061	\$ 2,577,140
San Luis Obispo County CCD	\$ 1,127,213	\$ 232,131	\$ 1,359,344
San Mateo County CCD	\$ 2,442,832	\$ 362,413	\$ 2,805,245
Santa Barbara CCD	\$ 1,263,459	\$ 310,085	\$ 1,573,544
Santa Clarita CCD	\$ 1,681,301	\$ 401,207	\$ 2,082,508
Santa Monica CCD	\$ 1,099,449	\$ 466,464	\$ 1,565,914

Strong Workforce Program FY 2023-24 Allocations
 August 15, 2023

Community College District (CCD)	District Local Allocation	District 17% Incentive Allocation	Total Local Allocation
Sequoias CCD	\$ 1,563,291	\$ 266,025	\$ 1,829,317
Shasta-Tehama-Trinity Joint CCD	\$ 2,400,874	\$ 220,133	\$ 2,621,007
Sierra Joint CCD	\$ 1,926,577	\$ 386,956	\$ 2,313,533
Siskiyou Joint CCD	\$ 473,364	\$ 60,569	\$ 533,934
Solano CCD	\$ 1,115,033	\$ 185,654	\$ 1,300,687
Sonoma County CCD	\$ 1,843,638	\$ 435,323	\$ 2,278,961
South Orange County CCD	\$ 3,022,933	\$ 608,200	\$ 3,631,133
Southwestern CCD	\$ 1,891,207	\$ 327,599	\$ 2,218,806
State Center CCD	\$ 4,738,085	\$ 927,889	\$ 5,665,975
Ventura County CCD	\$ 3,380,575	\$ 583,522	\$ 3,964,097
Victor Valley CCD	\$ 1,377,829	\$ 239,625	\$ 1,617,454
West Hills CCD	\$ 562,138	\$ 162,683	\$ 724,821
West Kern CCD	\$ 174,074	\$ 95,228	\$ 269,302
West Valley-Mission CCD	\$ 1,386,071	\$ 279,156	\$ 1,665,227

Strong Workforce Program FY 2023-24 Allocations
 August 15, 2023

Community College District (CCD)	District Local Allocation	District 17% Incentive Allocation	Total Local Allocation
Yosemite CCD	\$ 2,371,627	\$ 401,271	\$ 2,772,897
Yuba CCD	\$ 1,438,429	\$ 236,042	\$ 1,674,471
Totals	\$ 137,940,000	\$ 27,588,000	\$ 165,528,000

Strong Workforce Program FY 2023-24 Allocations
 August 15, 2023

Appendix B: 2023-24 SWP Regional Share Allocations

Region	Regional Base Allocation	Regional 17% Incentive Allocation	Total Allocation
Bay Area	\$ 17,319,655	\$ 3,592,993	\$ 20,912,649
Central Valley Mother Lode	\$ 11,965,718	\$ 2,157,363	\$ 14,123,082
Inland Empire/ Desert	\$ 9,058,342	\$ 1,662,773	\$ 10,721,115
Los Angeles	\$ 15,965,013	\$ 3,936,953	\$ 19,901,967
Orange County	\$ 8,705,346	\$ 1,807,371	\$ 10,512,717
North Far North	\$ 13,055,197	\$ 2,085,035	\$ 15,140,232
San Diego/Imperial	\$ 8,862,428	\$ 1,801,900	\$ 10,664,327
South Central Coast	\$ 7,028,300	\$ 1,347,611	\$ 8,375,911
Totals	\$ 91,960,000	\$ 18,392,000	\$ 110,352,000

EXHIBIT B

Guidelines, Definitions and Reasonable Standards for Strong Workforce Funding Investment

(Local and Regional Share)

Reasonable

Reasonable is defined by the dictionary as: agreeable to sound judgment, not exceeding the limit prescribed by reason (not excessive), moderate in price, and a rational decision. Systems that can guide this definition are: necessary for the performance of the funding; follow sound business practices (procurement processes, follow state and local laws, follow the terms of the funding source); use of fair market prices; acting with prudence under the circumstances; and having no significant deviation from established prices.

The following, directly relate to Strong Workforce Education Code Requirements and some examples of the standard non-allowable activities that meet the "front-page of the newspaper" test of reasonable and the allowable indirect cost rate:

- 1. **Supplanting:** Funds appropriated to community college districts for local or regional share investment shall supplement, not supplant, existing funding of community college career technical education programs. This shall not be interpreted to mean that a participating community college district is prohibited from eliminating or altering existing programs, but the percentage of that community college district's total full-time equivalent students enrolled in career technical education courses relative to the total full-time equivalent students enrolled in the district shall not be reduced from the percentage computed for the 2015–16 fiscal year. [EC§88824(e)]
- 1. **Funding CTE Only:** Funds expended must show a direct benefit to the requirements of the Strong Workforce Program outcomes of increasing the number of quality students or programs in CTE courses programs and pathways and addressing the recommendations of the Strong Workforce Task Force. [EC§88824(d)(5)(A-C)]
- 1. **Duplication of Effort:** To avoid duplication of effort, activities funded under the Strong Workforce Program shall be informed by, aligned with, and expand upon the activities of existing workforce and education regional partnerships, including those partnership activities that pertain to regional planning efforts established pursuant to the federal Workforce Innovation and Opportunity Act (Public Law 113-128), adult education block grant consortia, and K-12 career technical education programs. [EC§88821(4)(d)]
- 1. **District Procedures:** All fiscal policy and program procedures adopted by the applicable Community College District shall be followed when expending (local and regional) allocations.

Non-Allowable Activities:

Entertainment – Costs of entertainment, including amusement, diversion, and social activities and any costs directly associated with such costs (such as tickets to shows or sports events, meals, lodging, rentals, transportation, and gratuities) are unallowable.

Alcoholic Beverages – Costs of alcoholic beverages are unallowable.

Contingency (Rainy Day Funds) – Contributions to a contingency reserve or any similar provision made for events the occurrence of which cannot be foretold with certainty as to time, intensity, or with an assurance of their happening, are unallowable.

Goods and Services for Personal Use – Cost of goods and services for Personal use is unallowable.

Lobbying – Lobbying is never allowed unless it meets the following criteria: (1) Technical and factual presentations on topics directly related to the performance of a grant, contract, or other agreement (through hearing testimony, statements, or letters to the Congress or a State legislature, or subdivision, member, or cognizant staff member thereof), in response to a documented request (including a Congressional Record notice requesting testimony or statements for the record at a regularly scheduled hearing) made by the recipient member, legislative body or subdivision, or a cognizant staff member thereof, provided such information is readily obtainable and can be readily put in deliverable form, and further provided that costs under this section for travel, lodging or meals are unallowable unless incurred to offer testimony at a regularly scheduled Congressional hearing pursuant to a written request for such presentation made by the Chairman or Ranking Minority Member of the Committee or Subcommittee conducting such hearings.

Contributions or Donations – Cash or property contributions or donations are unallowable.

Fund Raising and Investment Costs – Costs of organized fund raising, including financial campaigns, solicitation of gifts and bequests, and similar expenses incurred to raise capital or obtain contributions are unallowable, regardless of the purpose for which the funds will be used.

Indirect Cost Rates Allowed

Allocation	Indirect Cost Rate (Total Direct Costs)
60% Local Share	4%
40% Regional Share	No Indirect Allowed

The following table can be used as a quick reference guide for participation requirements and/or plan requirements as listed within Division 7, Title 3 Education Code Section 88820-88826 (Strong Workforce Program) guidelines. This table is not meant to substitute a full review of

Division 7, Title 3 Education Code Section 88820-88826 (Strong Workforce Program) guidelines in their entirety in addition to all recommendations from the Strong Workforce Task Force. Links to the above mentioned documents and documents that are designed to inform in the development of these investments can be found at:
<http://doingwhatmatters.cccco.edu/StrongWorkforce.aspx>

Recipients of Local or Regional Share Funding Shall	Plans for Local or Regional Share Funding Shall Address
<p>Be a member of a consortium [EC§88824(d)(1)] (Career Technical Education Regional Consortium," or "consortium," means an administrative grouping of community college districts by the Division of Workforce and Economic Development of the chancellor's office for the purpose of coordination and joint planning within regions, as defined in subdivision [EC88822§(c)])</p>	<p>Increasing the number of student in quality career technical education courses, programs, and pathways that will achieve successful workforce outcomes. [EC§88824(d)(5)(A)]</p>
<p>Work with other members of the consortium to create and submit a plan to the chancellor by January 31, 2017 [EC§88824 (d)(2)], for inclusion in the submissions of regional plans for purposes of the program and the federal Workforce Innovation and Opportunity Act (Public Law 113-128).</p>	<p>Increasing the number of quality career technical education courses, programs, and pathways that lead to successful workforce outcomes, or invest in new or emerging career technical education courses, programs, and pathways that may become operative in subsequent years and are likely to lead to successful workforce outcomes (completions, transfer, employment rates, employment in a field of study, earning, median change in earning, proportion of student who attained living wages). [EC§88824(d)(5)(B)]</p>
<p>Collaborate: [EC§88821(a-e)] All Community College Districts participating in local or regional investments are required to follow collaboration requirements as specified in these sections.</p>	<p>Address recommendations from the Strong Workforce Task Force, including the recommended provision of student services related to career exploration, job readiness and job placement, and work-based learning. [EC§88824(d)(5)(C)] http://doingwhatmatters.cccco.edu/portals/6/docs/sw/2016_11%20Workforce_Task_Force_Implementation%20Recommendations%20Version%201.pdf</p>
<p>LMI Data: [EC§88824(d)(4)] Provide accessible performance and labor-market data that can be used by community college districts and their regional partners to support the implementation of the program and describe related efforts to align regional workforce and education programming with regional labor market needs, including, but not limited to, regional planning efforts established pursuant to the federal Workforce Innovation and Opportunity Act (Public Law 113-128).</p>	<p>Local Investment Shall: Provide Evidence of Demand for Workers within the funded CTE Program or Across Multiple Programs</p> <ul style="list-style-type: none"> · Identify geography and occupations targeted · Identify demand and supply and gap Cite source of Labor Market Information

<p>Local Investment Planning Efforts: <i>[EC§88823(f)]</i> Community College Districts participating in a consortium shall utilize their region's plan to inform local campus planning efforts to implement career technical education courses, programs, and pathways and integrate available local, regional, state, and nonpublic resources to ensure that students will achieve successful workforce outcomes.</p>	<p>Regional Investment Shall – <i>[EC 88823(b)(3-7)]</i> review for the following:</p> <ul style="list-style-type: none"> Summary of Local Share Investments by Sector Regional/Sub Regional Labor Market Information Supply & Demand Table with Living Wage Occupations Other Establish Questions & Agenda for Collaborative Regional Planning Are priority and emergent sectors for the region still the same? What more must be done for students to move through the region's career pathways in the sectors? How will job placement, internships, and regional industry engagement be coordinated? How can industry inform and co-invest in CTE?
<p>Certifications: <i>[EC§88824(d)(5)(A-C)]</i> Community College Districts will certify that the use of funds will meet the intent of the program to accomplish all of the following:</p> <ul style="list-style-type: none"> (A) Increase the number of students in quality career technical education courses, programs, and pathways that will achieve successful workforce outcomes. (B) Increase the number of quality career technical education courses, programs, and pathways that lead to successful workforce outcomes, or invest in new or emerging career technical education courses, programs, and pathways that may become operative in subsequent years and are likely to lead to successful workforce outcomes. (C) Address recommendations from the Strong Workforce Task Force, including the recommended provision of student services related to career exploration, job readiness and job placement, and work-based learning. 	<p>Regional Share Plan <i>[EC §88823 (h)]</i></p> <p>Each region's plan shall be for the primary purpose of informing the development of strategies related to career technical education and workforce development courses, programs, and pathways. Each region's plan shall reflect strategies to efficiently and effectively utilize any available public and private resources, including funds for the Career Technical Education Pathways Program established in Part 52 (commencing with Section 88530), in a manner that better aligns career technical education courses, programs, and pathways with the needs of their regional economies.</p>
<p>Regional Share Consortium Shall:</p> <ul style="list-style-type: none"> • <i>[EC§88824(c)(1) & §88823(b)(1)]</i> each consortium shall select a CCD to be fiscal agent. • <i>[EC§88824(f)]</i> a consortium shall allocate funds only to CCDs. • <i>[EC§88823(b)(2)]</i> a consortium shall establish a governance model for the consortium. Fiscal Resources shall be determined exclusively by the CCDs participating in the consortium. 	



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EXHIBIT C

MEMORANDUM
September 22, 2023

23-023 | Via Email

TO: Chief Executive Officers
Chief Instructional Officers
Chief Business Officers
Chief Student Services Officers
Career Technical Education Deans
Regional Consortia Chairs

FROM: Sandra Sanchez, Interim Vice Chancellor
Workforce and Economic Development Division

CC: Dr. Aisha Lowe, Executive Vice Chancellor
Office of Equitable Student Learning, Experience and Impact

LaCandice Ochoa, Dean
Workforce and Economic Development Division

RE: Expanded Uses of Strong Workforce Program Funding

This memorandum provides community college districts with additional guidance regarding the expanded uses of the Strong Workforce Program (SWP) funding.

Expanded Uses of SWP Funding

The Fiscal Year 2023 – 2024 enacted State budget included expanded uses of SWP funding as outlined in Education Code section 88825. SWP funds apportioned directly to a community college district may also be used for all of the following:

- i. Providing funds for student grants to cover fees for third-party certification and licensing;
- ii. Enhancing student services to support retention, work experience, and job placement;
and
- iii. Providing students with an integrated educational program that connects academic curricula to applied and experiential learning in the workplace including, but not limited to, work-based learning programs and models.

(i) Providing funds for student grants to cover fees for third-party certification and licensing.

The intent of the Chancellor's Office is not to impact a student's financial aid award. Therefore, our guidance is for colleges to procure vouchers for third-party certification or licensing fees as instructional supplies or materials and maintain records of students who receive these vouchers. Procurement of third-party certification or license fee vouchers should be associated with enrollment in a capstone course for a student completing a certificate and or degree in a Career Education pathway.

Chancellor's Office, Workforce & Economic Development Division
1102 Q Street, Sacramento, CA 95811 | 916.445.8752 | www.cccco.edu

Fees for third-party certification and licensing can vary widely depending on the industry, the specific certification or license, and the organization or agency responsible for overseeing the process. Covered fees must be a requirement in the industry for students to obtain employment post completion of an approved Career Technical Education (CTE) program and be linked to an approved local project plan in NOVA. Examples of fees associated with third-party certification and licensing include but are not limited to:

- Professional Licenses
- Trade Licenses
- Specialized Driver's Licenses
- Health Care Certifications
- Information Technology (IT) Certifications
- Automotive Certifications
- Construction Certifications
- Culinary Certifications

(ii) Enhancing student services to support retention, work experience, and job placement.

Refining student services to bolster retention rates, cultivate work experience, and facilitate successful job placements is an integral component of fostering student achievement. SWP funding offers a valuable opportunity to amplify services, with a particular focus on leveraging and utilizing SWP funds to build a robust infrastructure that help districts and colleges achieve the intended student outcomes as outlined in Table 1: SWP Metrics. Such services collectively contribute to elevating student achievement and career readiness.

Table 1: SWP Metrics

Metric Type	Metric
Progress	Strong Workforce Program Students Who Earned 9 or More CTE Units in the District in a Single Year
	Strong Workforce Program Students Who Completed a Noncredit CTE or Workforce Preparation Course
Credential Attainment	Strong Workforce Program Students Who Earned a Degree or Certificate or Attained Apprenticeship Journey Status
Transfer	Strong Workforce Program Students Who Transferred to a Four-Year Postsecondary Institution
Employment	Strong Workforce Program Students with a Job Closely Related to Their Field of Study

Metric Type	Metric
Earnings	Median Annual Earnings for Strong Workforce Program Exiting Students
	Median Change in Earnings for Strong Workforce Program Exiting Students
	Strong Workforce Program Exiting Students Who Attained the Living Wage

(iii) Providing students with an integrated educational program that connects academic curricula to applied and experiential learning in the workplace, including, but not limited to, work-based learning programs and models.

The Chancellor's Office recently released [implementation guidance for the work experience education regulation revisions](#) to Title 5. These regulations became effective on **August 26, 2023**, and districts have one hundred and eighty (180) days from the effective date, or **until February 22, 2024**, to conform their policies and procedures to the regulatory requirements. (See 5 Cal. Code Regs. § 52010.)

§ 55250. Purpose and Definition of Work Experience Education.

(a) The purpose of work experience education is to provide students with an integrated instructional program that provides opportunities to connect academic curricula to applied experiential learning in the workplace. Work experience education should be substantive in nature, linked in a way relevant to a student's educational pathway, and contribute to demonstrable learning outcomes that have value towards a degree or certificate.

SWP funding can be invested into modernizing curriculum and enhancing apprenticeship, internship, and work experience opportunities. Apprenticeships span various industries and provide individuals with hands-on training and experience while earning a wage. Internships provide relevant hands-on experience in various fields. Work experience opportunities offer valuable insights into industry sectors and help students develop skills and competencies relevant to their career goals.

For additional questions about the expanded uses of SWP funding, please contact the SWP helpdesk: strongworkforcehelpdesk@cccco.edu.

EXHIBIT D



California
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SHENEUI WEBER

Vice Chancellor

Workforce and Economic Development

December 17, 2021

Dr. Jessica Grimes, Regional Chair
Central Valley-Motherlode Region
Kern Community College District
2100 Chester Avenue
Bakersfield, CA 93301

RE: Regional Collaboration and Coordination Grant

Dear Dr. Grimes:

This letter serves as notification of award to Kern Community College District in the amount of \$1,605,908 for the period of January 1 to December 31, 2022 (Year 1), for the Regional Collaboration and Coordination grant. The funding was approved by the Board of Governors of the California Community Colleges on November 15, 2021, for a total period of five years.

Please note the following:

- 1) The grant is renewed annually based on grant performance and outcomes.
- 2) Annual allocation amount will vary based on formula factors: CTE FTES, number of colleges, Unemployment Rate and Jobs.
- 3) The District is to submit a final workplan and budget in an Excel document already provided to the Chancellor's Office for review and approval no later than April 15, 2022.

Chancellor's Office
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SHENEUI WEBER
Vice Chancellor
Workforce and Economic Development

- 4) The grant face sheet and agreement will be sent to Districts by the end of January 2022.

Please contact Alejandro Sandoval at asandoval@cccco.edu with any questions about this award notification.

Sincerely,

A handwritten signature in cursive script that reads "Sheneui Weber".

Sheneui Weber, Vice Chancellor
Workforce & Economic Development Division
California Community Colleges Chancellor's Office

cc: Sandra Sanchez, Assistant Vice Chancellor
Perkins and EWD Program Team

EXHIBIT E



www.crconsortium.com

Steering Committee (SC) Meeting Friday, September 8 10:00 am to 3:00 pm			
Location: West Hills College Lemoore, Student Union 900 Building			
Steering Committee Members:			
<input checked="" type="checkbox"/> Anthony Cordova (Bakersfield)	<input checked="" type="checkbox"/> Devin Daugherty (Taft) Represented by Jaime Lopez	<input checked="" type="checkbox"/> Becky Barabe (Fresno)	<input checked="" type="checkbox"/> Bryan Tassey (Merced) Represented by Autumn Gardla
<input checked="" type="checkbox"/> Danell Hepworth (Delta)	<input checked="" type="checkbox"/> Dave Clark (Reedley)	<input checked="" type="checkbox"/> Jonna Schengel (Sequoias)	<input checked="" type="checkbox"/> Sarah Maokosy (Coalinga)
<input checked="" type="checkbox"/> Laura Hill (Clovis)	<input checked="" type="checkbox"/> Nicole Griffin (Cerro Coso)	<input checked="" type="checkbox"/> Osvaldo Del Valle (Porterville)	<input checked="" type="checkbox"/> Pedro Mendez (Modesto)
<input checked="" type="checkbox"/> Justin Garcia (Madera)	<input checked="" type="checkbox"/> Brandon Price (Columbia)		

Pre-Meeting Fiscal Technical Assistance 8:30 to 9:30 am/Breakfast Served 8:00-10:30 am/Lunch served 12:00 to 12:45 pm			
Time	Agenda	Minutes	Action/Next Steps:
10:00 am	Welcome/Introduction	Dr. Jessica Grimes welcomed all attendees to the first steering committee meeting of the 2023-2024 fiscal year. Kris Costa, WHCL host, also welcomed everyone to West Hills Community College Lemoore. Jessica then welcomed Javier Cazares from the Chancellor's Office. He updated the Steering Committee that the hold back of funds for un-spent and un-allocated funds from SWP Rounds 1-5 have gone out through NOVA. He asked that districts allocate the funds in NOVA by October 31, 2023. The deadline is November 15, 2023. He also mentioned that the Regional Plan is due January 2024. Javier also updated that out-of-state travel no longer requires the Chancellor's Office approval. Also, if needed, there is a point of contact section in NOVA which can be updated as well as the institution section to receive the NOVA updates.	
Steering Committee Votes (CTE Deans)		Motion/Second/Approval (MSA)	
10:10-11:45 am	June 12, 2023 Minutes	VOTE: Becky Barabe moved to approve the June 12, 2023 minutes, and it was seconded by Kris Costa. The motion carried unanimously.	
	Centers of Excellence RFA & Letter of Support	Jessica stated that the Chancellor's Office has two RFAs related to LMI and the Centers of Excellence. She stated that there are eight regional consortia that have a Center of Excellence hosted at a community college or community college district. The RFA just came out, and the application is due September 11, 2023. Since then, there has been a conversation via email regarding the CVML RC letter	CVML Regional Chair, Dr. Jessica Grimes, will write a letter of support for both Yosemite and State Center.



		<p>of support. Two entities have expressed interest: Modesto Junior College, which currently has the contract with the Chancellor's office, and State Center. Both institutions have made a request for the CVML regional consortium to write a letter of support either for one application or for all application. After some discussion, which included a history of the CVML generally supporting one application as it has a non-competitive policy, it was decided to support both applications as indicated in the vote below.</p> <p>VOTE: Becky Barabe motioned for the CVML Regional Consortium to write a letter of support for both Yosemite and State Center. Anthony Cordova seconded the motion. Osvaldo Del Valle abstained.</p>	
	<p>SWP 1-5 & SWP 8 and New Guidelines</p>	<p>Jessica mentioned State Center is trying to close out SWP 5 and informed Kern CCD that there is a remaining balance of \$464,029 from region-wide funds. In addition to the balance from SWP 5, there is ~\$1.4 million region-wide funds from SWP 8 that requires a discussion and vote. She stated that by looking at what was approved in the past, the steering committee could use past precedent to begin the conversation. Also, she stated that there were two action items to be addressed:</p> <ol style="list-style-type: none"> 1. The recommendation for SWP 8 was based on historical program allocation in terms of percentage per district back in 2016-17 when SWP was launched. That recommendation from the deans was then forwarded to the college CEOs who vote on approval. 2. In addition to the overall allocation breakdown, the steering committee votes on region-wide projects. <p>The <u>SWP 8 Regional Share and Local Share Allocations</u> is the draft document that will be sent to the college CEOs for approval.</p> <p>The following conversation ensued:</p> <p>Pedro Mendez asked if the percentage is rolled out and maintained throughout the years and what was the increase, if any, to the regional allocations from the last year. Tony Cordova mentioned that the original percentage was changed to allow for more funding for the smaller college districts. In order to fix the issue, the consortium came up with the current model.</p> <p>Jessica shared that last year the regional allocations totaled \$1.468 million, and this year it is \$1.412. Dr. Grimes expressed that \$464,029.79 from SWP 5 Region Wide Funds had not been expended. These</p>	<p>The region-wide projects for SWP 5 and SWP 8 will be inputted into NOVA.</p> <p>Since the steering committee approved SWP 8, Jessica will request the college CEOs to vote on this allocation.</p>



	<p>funds needed to be expended by October 31, 2024. Possibilities for these funds could be to pay for LinkedIn Learning, TPM 3 Employer Collaboratives RFA, or CVML Website redesign. Jessica shared that \$395,000 of SWP 6 was allocated for CTE marketing, outreach and engagement and that the rest of the funds (\$750,000 in total) was, split between SWP 6 and 7 for a total of \$750,000. There has been less than \$50,000 invoiced. Also, Bakersfield College and Modesto Junior College have opted out of utilizing these marketing funds, so she stressed the need for colleges to expend these funds. .</p> <p>Kris Costa proposed to pay for projects that were going to be paid for with SWP 6 funds. For example, Amatrol, Launch, or LinkedIn Learning. Jessica mentioned that SWP 5 funds have a longer expenditure window than SWP 6.</p> <p>The proposed projects for <u>SWP 5 Region Wide Funds</u> were LinkedIn Learning and Amatrol.</p> <p>In addition, the steering committee discussed <u>SWP 8 Region Wide Funds</u>. Following past precedent on what has been invested in prior rounds, there was \$556,599 remaining after moving Amatrol and LinkedIn Learning annual subscription to SWP 5. SACA Membership, SACA Train the Trainer, and Geographic Solutions for West Hills College Lemoore and College of the Sequoias were added to the proposed Region-Wide Projects for SWP 8 funds.</p> <p>VOTE: Kris Costa motioned to approve the SWP 5 and SWP 8 Regional Share and Local Share Allocations. Becky Barabe seconded the motion. The motion carried.</p>	
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<p>CTE Instructor Training (Loren Kelly)</p>	<p>Loren Kelly presented possible dates for the Winter session of the CTE Instructor Training Level 1 with these three options:</p> <ol style="list-style-type: none"> 1. Monday through Wednesday, December 18-20, 2023. This session could be face-to-face or virtual. 2. Tuesday through Thursday, January 2-4 or Wednesday through Friday, January 3-5, 2023, also potentially face-to-face or virtual. 3. Friday through Sunday, January 5-7, 2023. This session will be virtual. <p>The steering committee decided they would like to choose the third option. This will be a virtual session. Loren Kelly will be sending a filer for the Level 1 training to the steering committee the week of September 11 through 15, 2023.</p> <p>There was an Inquiry regarding the Level 3 training, which focused on diversity, equity, and inclusion and research. The steering committee is interested in re-opening this session for 10 attendees. Loren Kelly will be rolling it out. The information will be added to the CVML <u>CTE Instructor Training</u> section on the website. Loren Kelly will be sending a filer for the Level 3 training to the steering committee the week of September 11 through 15, 2023.</p> <p>The Spring Academic and Career Coaching training will be canceled since it was an alternative for the Level 3 training. Here is the link to <u>Loren Kelly's 23/24 Service Proposal</u>.</p>	<p>Loren will also be sending a filer for the trainings to the steering committee the week of September 11 through 15, 2023.</p>
<p>Program Approvals (see pp. 2)</p>	<p>Jessica stated that in the prior SC meeting in June, it was requested that only programs that had received prior approval via the Regional CTE platform would be on the agenda, so she stated that those programs were on the agenda.</p> <p>Kris proposed that the steering committee develop a guideline of what should be included in the program recommendations before they are posted for approval. Pedro Mendez suggested that this could be a professional development opportunity where program review training is provided.</p> <p>Jessica stated that the CVML thoroughly reviews submissions and asks follow-up questions, even putting submissions back to draft mode but that there isn't a clear consensus among the 15 Curriculum Committees, which approve items differently, so what is considered ready for approval, varies. Jessica also stated that she created a slide deck that presented the program review process, according to the <u>8th edition of the PCAH</u> where topics such as, what is a program recommendation via</p>	<p>The steering committee has a Program Review Committee that will develop a guideline for the program recommendations before they are submitted for approval.</p> <p>Jessica will send a copy of the slide deck that she prepared for feedback and discussion.</p>



		<p>an advisory committee and how to interpret the requirements, et cetera. It will be sent out to the steering committee members and asked for feedback. Also, she stated that she has been in conversation with the Statewide CTE Subcommittee for the Academic Senate which has identified issues that will be addressed in a 6-hour training for CTE faculty and deans. The CVML will host this convening in February 2024. The CVML website also provides Program Recommendations & Processes resources.</p> <p>VOTE: Tony Cordova motioned to approve all approved programs. Becky Barabe seconded the motion. The motion carried.</p>	
<p>Standing Information Items</p>			
<p>1:00-3:00 pm</p>	<p>Needs Assessment (Nora Seronello)</p>	<p>An email was sent out regarding the needs assessment that was discussed at the June 2023 CVML Annual Planning Committee meeting. In that meeting, she asked the deans for feedback. Nora wanted to follow up as there are now 145 responses from employers.</p> <p>At the planning meeting in June, there was an inquiry about getting the steering committee's industry partners involved in the needs assessment and if the Center of Excellence could share the data. Nora received confirmation from her State Lead that the assessment may be shared, so Nora asked if the deans wanted to add up to three more questions to the needs assessment survey. This is an option not a requirement. The turnaround time for this assessment is estimated for mid-October 2023.</p> <p>Jessica stated that since this process has taken about a year, it may be that the deans have already provided the feedback needed to proceed. There was a consensus among the steering committee that they have nothing more to add, so Nora will send out the link by Friday, September 15, 2023 that the deans will send out to their industry partners. The survey will close in 3 weeks on Friday, October 6, 2023.</p>	<p>Nora will send out the link for the survey by Friday, September 15, 2023. The survey will close in 3 weeks on Friday, October 6, 2023. The deans will send out the link to their industry partners.</p>



<p>K14 TAP and K12 PC Updates/K12 SWP 6</p>	<p>Dr. Octavio Patifio shared that K12 SWP 6 RFA was released late August. Octavio and the K12 Pathway Coordinators have been working together to help the LEAs that haven't reported expenditures from rounds 2-5 or that haven't invoiced their 70%. The CVML fiscal team has also been a great help in advancing these processes for the LEAs. A major challenge to timely fiscal reporting is that contacts may not be current in NOVA. This challenge, in particular, is being solved by the Pathway Coordinators who are helping to update the K12 contacts and sharing their findings with Octavio.</p> <p>Octavio stated that for Round 6, there is more of an emphasis on aligning pathways between high schools and community colleges. Octavio requested the deans to think about where the Pathway Coordinators and he could further assist and in addressing gaps.</p> <p>Becky Barabe, who is one the CTE Deans on the K12 Selection Committee, invited other deans to sign up as she has seen a need for more community college representation. Octavio and Jessica have invited others as well to support.</p> <p>Kris Costa asked for an update on the Regional Convenings to facilitate partnerships with K12 that was a point of discussion at the CVML Annual Committee in June 2023. Kevin Fox suggested the convening meetings be planned before summer. Tony Cordova proposed to create workshops that align K12 pathways with community college pathways and beyond..</p> <p>Octavio has a list of convenings but wasn't aware that the deans wanted to be included, so he will add the deans to the K12 convening that will be focused on pathway alignment and other related topics.</p> <p>Jessica has done some analysis of the investments that have been made from prior rounds, and there was more of a trend to fund across CTE sectors rather than just to identify pathways. About 44% of round 4 and round 5 are across industry sectors. She stated a goal would be to strategize where the CVML can make investments based on the high priority industry sectors to have a better alignment there. Jessica will provide information on how much is being spent per student based on SWP and K12 SWP funding for the next SC meeting.</p>	<p>Octavio will add the deans to the K12 convening that will be focused on pathway alignment between K12 and Community Colleges.</p> <p>Jessica is planning to include in the regional plan how much is being spent per student based on SWP and K12 SWP funding for the upcoming SC meeting.</p>
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<p>RDs of Employer Engagement</p>	<p>Jessica provided an updated regarding the active recruitment for the CVML Regional Director of Employer Engagement for the North Sub-region. This will be the third time that the position has been posted that can be found at this link.</p> <p>Then, she invited updates from the Regional Director of Employer Engagement of the South and Central subregions and the Consultant for the North Subregion.</p> <p>Adia Smith is working with Jobspeaker in getting the quarterly data. The upcoming meeting is for Wednesday, September 13, 2023. If any of the deans are interested in discussing Jobspeaker, they can contact Adia, and she can set up a meeting. The quarterly reports will be coming out this month with data and more information for the deans to look over.</p> <p>Gary Potter updated the group that the LinkedIn Learning Community of Practice starts Tuesday, September 12, 2023. The flyer can be found on the CVML website under the Professional Development and Conference Opportunities section. If any of the deans would like to implement SACA, or have questions regarding the program, they can reach out to Gary and he can help with connecting them to the SOCA team.</p> <p>Dr. Vickie Trask and Maryanne Ambler updated the steering committee that they have been working on the gap analysis and needs assessment for the North subregional colleges. They have been researching the strong programs at each college and what the college needs are, so they can fill in those gaps.</p>	<p>If any of the deans are interested in discussing Jobspeaker, they may contact Adia and she can set up a meeting.</p> <p>If any of the deans would like to implement SACA or have questions regarding the program they may reach out to Gary, and he can help with connecting them to the SACA team.</p>
<p>Slide Deck by Dr. Jessica Grimes Other Update</p>	<p>Jessica presented the following slide deck to provide context on a strategic direction for the CVML in reference to outcomes and metrics and the Chancellor's Roadmap 2030, which is an iterative process. Still, although the goals may be further refined, the information is useful to help us further refine goals on where we are going as a region.</p> <p>Kris Costa asked when the NOVA fiscal reports will be open and requested that they be opened three weeks before reports are due and that a timeline be given with opening and closing dates.</p> <p>Jessica said that she sends an announcement when plans will through her weekly updates. In addition, she said that Beatrice Licon sends out an email to let the deans know when they can make updates in NOVA along with a timeline. She also stated that the fiscal reporting timeline is available on the</p>	<p>Dr. Grimes sends an announcement when SWP 8 will be open through her weekly updates, as well as Beatrice Licon sends out an email to let the deans know that SWP 8 is open. There is a timeline created and it will be sent out.</p>



	website. Tony mentioned that the CCCAOE conference is coming up. Autumn Gardia requested that the CVML colleges provide at least 4 gift baskets for a raffle, and Pedro mentioned that hotels are running out of rooms.
Upcoming:	CVML SC Meeting at Merced on 10/27/2023 & Launch CVML (Apprenticeship) (Upcoming SC meetings can be found https://crconsortium.com/crc-meetings/here . Registration is open for the fall CCCAOE 2023 Conference .)

Program Approvals

Program Names	College	Submission Date	Approval Date	Vote Count
1. Agricultural Production	Porterville	07/06/2023	08/17/2023	Approved 9 votes- FCC, WHCL, TC, Clovis, COS, BC, Merced, PC and Cerro Coso
2. Business Management Emphasis in Global Entrepreneurship	Porterville	07/06/2023	08/29/23	Approved 10 votes TC, PC, COS, FCC, BC, Clovis, Merced, Cerro Coso, SJDC, and Madera
3. Entrepreneurship COA	Porterville	07/06/2023	08/29/23	Approved 10 votes COS, Clovis, FCC, TC, BC, Merced, PC, Cerro Coso, SJDC and Madera
4. Commercial Music COA	Porterville	07/06/2023	08/29/23	Approved 10 votes COS, Clovis, FCC, TC, BC, Merced, PC, Cerro Coso, SJDC and Madera
5. Music Teaching Certificate Program	FCC	06/20/2023	08/24/2023	Approved 9 votes: Merced, Clovis, WHCL, TC, BC, FCC, Cerro Coso, CO ,and PC
6. Reserve Officer COA	Cerro Coso	09/06/2023	09/07/2023	Approved 9 Votes - COS, Cerro Coso, BC, WHCL, PC, Merced, Madera, FCC and Clovis
7. Police Officer COA	Cerro Coso	09/06/2023	09/07/2023	Approved 9 Votes - COS, Cerro Coso, BC, PC, Merced, Madera, FCC, Clovis and Columbia
8. Corrections Officer COA	Cerro Coso	09/06/2023	09/07/2023	Approved 9 Votes - Cerro Coso. BC, Merced, PC, Madera, FCC, COS, Clovis and Columbia



Central/Mother Lode Regional Consortium				
Strong Workforce Program				
\$14,123,082: Regional Share (40%)				
Regional Share Allocation per District (SWP, FY 2023-24: 7/1/23-6/30/25)				
DISTRICT	SWP/PYB Modified REGIONAL Funding Previously Approved by CEOs	SWP SWB/PYB REGIONAL (83% of Base)	SWB/PYB Incentive 17% Allocation	Total Regional (100% of 40%)
Kern	22%	\$ 2,237,569	\$ 403,427	\$ 2,641,016
Mered	7%	\$ 711,960	\$ 128,353	\$ 840,323
San Joaquin Delta	13%	\$ 1,322,212	\$ 238,389	\$ 1,560,600
Sequoias	8%	\$ 813,669	\$ 146,701	\$ 960,370
State Center	24%	\$ 2,441,006	\$ 440,102	\$ 2,881,109
West Hills	6%	\$ 613,669	\$ 146,701	\$ 760,370
West Kern	4%	\$ 406,834	\$ 73,350	\$ 480,185
Yosemite	14%	\$ 1,423,920	\$ 266,726	\$ 1,690,647
SWP Regional District Allocation Subtotal	100%	\$ 10,170,850	\$ 1,833,750	\$ 12,004,619
Region-Wide Projects	15% Retainage			
	(1) 10% of 40%	\$ 1,196,572	\$ 215,736	\$ 1,412,308
CRC Admin/Fiscal Agent: 5%	(2) 5% of 40%	\$ 598,286	\$ 107,868	\$ 706,154
SWP Regional Setaside Subtotal		\$ 1,794,858	\$ 323,605	\$ 2,118,463
Total Regional SWP SWB/PYB (100% of 40%)				\$ 14,123,082
Notes of Allocation Approval:				

Central/Mother Lode Regional Consortium			
Strong Workforce Program			
\$21,184,622: Local Share (60%)			
LOCAL Share Allocation per District (SWP, FY 2023-24: 7/1/23-6/30/25)			
DISTRICT	SWP SWB Local (Base:87%)	SWP SWB Local (Incentive:17%)	Total Local (100% of 60%)
Kern	\$ 4,102,500	\$ 730,720	\$ 4,833,228
Mered	\$ 1,269,700	\$ 234,459	\$ 1,504,159
San Joaquin Delta	\$ 2,567,355	\$ 417,770	\$ 3,385,125
Sequoias	\$ 1,563,291	\$ 296,025	\$ 1,829,317
State Center	\$ 4,738,085	\$ 927,899	\$ 5,665,975
West Hills	\$ 662,138	\$ 102,643	\$ 724,821
West Kern	\$ 174,074	\$ 95,208	\$ 269,302
Yosemite	\$ 2,371,627	\$ 401,271	\$ 2,772,897
Subtotal	\$ 17,948,576	\$ 3,236,045	\$ 21,184,622

Total Local & Regional SWP \$ 35,307,704 SWB/PYB

EXHIBIT F

From: jessica.grimes@crconsortium.com
To: jessica.grimes@crconsortium.com
Bcc: sean.hancock@cerrocoso.edu; beatrice.licon@kccd.edu; maira.nunez@kccd.edu; osvaldo.del@portervillecollege.edu; claudia.habib@portervillecollege.edu; amybaker@whccd.edu; angel.reyna@sccd.edu; becky.barabe@fresnocitycollege.edu; Bethanymatos@whccd.edu; bmc Murray@taftcollege.edu; brentc@cos.edu; bryan.tassev@mccd.edu; carlatweed@whccd.edu; chris.vitell@mccd.edu; danel.hepworth@deltacollege.edu; david.clark@reedleycollege.edu; d. Daugherty@taftcollege.edu; jamespreston@whccd.edu; jerry.buckley@reedleycollege.edu; jonnas@cos.edu; Justin.Garcia@maderacollege.edu; Kim.armstrong@cloviscollege.edu; kriscosta@whccd.edu; lisa.lawrenson@deltacollege.edu; presidentsoffice@fresnocitycollege.edu; redwingc@mic.edu; sarahmaokosy@whccd.edu; steven.watkin@bakersfieldcollege.edu; tranl@yosemite.edu
Subject: FW: Action Requested: E-VOTE for the Strong Workforce Program Round 8 Allocation
Date: Friday, September 22, 2023 10:53:02 AM
Attachments: [image001.png](#)
[SWP8 Reg and Local Allocation draft.pdf](#)
Importance: High

Good morning, everyone:

I want to thank you for submitting your e-votes for the SWP 8 regional allocation:

Colleges	Vote Yes	Vote No
Bakersfield College	x	
Cerro Coso Community College	x	
Clovis Community College	x	
College of the Sequoias	x	
Columbia College	x	
Fresno City College	x	
Madera Community College	x	
Merced College	x	
Modesto Junior College	x	
Porterville College	x	
Reedley College	x	
San Joaquin Delta College	x	
Taft College	x	
West Hills - Coalinga	x	
West Hills - Lemoore	x	

Now that this item has been approved, we will begin the contracting process with your districts.

Thank you,

Jessica Grimes, PhD

Regional Chair/Assoc. VC, Career Ed. & Workforce Dev.

EXHIBIT G

STATE OF CALIFORNIA

ERIK E. SKINNER, ACTING CHANCELLOR

CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE

1102 Q STREET, SUITE 4550
SACRAMENTO, CA 95811-6549
(916) 445-8752
<http://www.cccco.edu>



August 25, 2016

To: Regional Consortium Chairs

From: Matt Roberts, Ed.D. Dean of Field Operations
Workforce and Economic Development Division

Subject: Guidance on use of funds for strong workforce program

This memorandum provides guidance on the use of funds for the strong workforce program.

August 24, 2016 – Scope of Work

Roles and Responsibility

Regional Share Fiscal Agent

The fiscal agent has no authority over decisions on the use of funding, rather the fiscal agent role is to dispense, monitor and audit sub-grants once spending decisions have been authorized by the CTE Regional Consortia as stipulated in Strong Workforce legislation. The district designated as the fiscal agent shall perform the following roles and responsibilities:

- Provide a single-point of contact to act as an embedded member of the CTE Regional Consortium (RC) Team to account for financial operation and control associated with the Regional Share.
- Review sub-awardee applications for compliance with grant terms and requirements. Work with sub-awardees to resolve issues that arise.
- Review sub-award application budgets to ensure that expenditures are allowable under the grant terms and conditions, are properly classified, and that the calculations are correct. Work with sub-awardees to resolve any issues that arise.
- Develop policies, procedures, systems and timelines for disbursement of funds.
- Determine the documentation required to ensure funds are properly accounted for
- Develop systems to track each of the contracts/grants and their status that can be shared with the RCs, the CCCCCO grant monitors, and sub-awardees.
- Develop sub-award agreements with each of the sub-awardees that incorporate the contracting requirements of the CCCCCO and the Fiscal Agent.
- Provide information, guidelines and technical assistance to sub-awardees.
- Manage the flow of funds to sub-awardees by receiving, reviewing and approving claims for funds and ensure that proper documentation has been received to verify that what was requested conforms to what was approved when discrepancies occur.
- Issue payments and verify that payments have been received.
- Fulfill reporting requirements by receiving and monitoring quarterly reports and final reports from the sub-awardees.
- Follow-up on missing or incorrect reports. Work with sub-awardees to resolve issues.
- Consolidate reports and report up to the RC/CCCCO as required and upon request.
- Conduct sub-recipient monitoring and audits, in accordance with grant requirements and OMB Uniform Guidelines.
- Field questions on allowable expenditures in accordance with any CCCCCO guidance
- Review sub-awardees' requests for approval of contracts and sub-agreements, prior to forwarding requests to CCCCCO for final approval. Provide guidance and direction to the colleges to ensure compliance and facilitate CCCCCO review and approval, as needed.
- Collaborate with RCs to standardize Strong Workforce related fiscal related and reporting processes, procedures and to develop recommendations and responses to CCCCCO.

Expanded Regionalized Coordination:

The chart below shows a regional model funding breakdown that includes the following sources: Perkins 1b and the regional share allocation. Under this model, the CTE Regional Consortia shall use 5% of the regional share allocation for basic operations of the CTE Regional Consortia capacity including any fiscal agency costs. 2% of the 5% regional share operational amount will cover the fiscal agency costs (with amounts adjusted to a maximum of \$200,000 and a minimum of \$100,000. This adjustment affects Regions B, D, & G1). The remaining 3% is then leveraged with the Perkins 1b funds, and becomes the total funds available for RC basic operations and key talent expenditures. These amounts are represented in the last column of the chart.

Region	Region	Perkins 1B Leashtship	From Regional Share	Fiscal Agent Costs	FA Minimum	FA Maximum	Allowable Fiscal Agent Costs*	Regional Share Available for RC	Total Funds for RC
A	Northern Inland, Northern Coastal, Greater Sacramento	\$ 370,000.00	\$ 6,870,845.00	\$ 348,542.25	\$ 139,418.90	\$ 200,000.00	\$ 139,418.90	\$ 209,125.35	\$ 578,125.35
B	San Joaquin, East Bay, Wilson Valley, North Bay, Santa Cruz/Monterey	\$ 370,000.00	\$ 18,875,900.00	\$ 933,795.00	\$ 353,518.00	\$ 200,000.00	\$ 200,000.00	\$ 733,795.00	\$ 1,003,795.00
C	Central Valley, Mother Lode	\$ 220,000.00	\$ 7,779,102.00	\$ 389,949.10	\$ 155,987.64	\$ 200,000.00	\$ 155,987.64	\$ 233,581.48	\$ 333,581.48
D	South Central Coast	\$ 220,000.00	\$ 4,221,648.00	\$ 211,377.40	\$ 84,550.56	\$ 200,000.00	\$ 100,000.00	\$ 111,377.40	\$ 331,377.40
E	San Diego & Imperial	\$ 220,000.00	\$ 4,604,171.00	\$ 230,206.55	\$ 92,763.42	\$ 200,000.00	\$ 132,083.42	\$ 168,125.13	\$ 418,125.13
F	Irwindale Empire & Desert	\$ 220,000.00	\$ 7,703,657.00	\$ 385,177.85	\$ 154,071.14	\$ 200,000.00	\$ 154,071.14	\$ 231,168.71	\$ 451,168.71
G1	Los Angeles	\$ 185,000.00	\$ 18,631,147.00	\$ 931,857.35	\$ 372,822.84	\$ 200,000.00	\$ 200,000.00	\$ 731,857.35	\$ 916,857.35
G2	Orange County	\$ 185,000.00	\$ 7,407,450.00	\$ 370,372.50	\$ 148,149.00	\$ 200,000.00	\$ 148,149.00	\$ 222,223.50	\$ 407,223.50
		\$ 2,070,000.00	\$ 76,000,000.00	\$ 3,880,000.00	\$ 1,520,000.00	\$ 2,000,000.00	\$ 1,228,508.10	\$ 2,570,651.00	\$ 4,640,651.00

Budget Development Guidance/Fiscal Agent fees

As you continue budget development, please consider the following points:

- The total amount taken from the regional share allocation is 5%. Of this amount, the fiscal agency costs shall be capped at 2% (=40% of the 5%) or a maximum of \$200,000 and a minimum of \$100,000 for each region, leaving 3% (=60% of the 5%) to cover regional consortium costs.
- Indirect cannot be taken on any part of the 5% funds. The 2% (with a max of \$200,000 and a min of \$100,000) shall fund the fiscal agent operational costs such as office space, network support, copier use, personnel, etc. The 3% (along with the Perkins 1B allocation) will fund the regional consortium operational costs such as clerical/office staff, travel, meeting facilitation, etc.
- Perkins 1B funds should be used to pay for Key Talent costs, such as the RC salaries. Keep in mind that these funds have a 4% indirect being charged to the each of these grants.
- If 5% of the regional allocation is for fiscal agent and regional consortium costs, and 85% of the regional allocation is for more and better CTE program(s). The remaining 10% covers soft costs associated with Task Force recommendations should not be used to build regional consortium capacity or infrastructure. This percentage should be used for the following:
 - o Region-wide outreach to employers with ultimate goal of increasing internships/hires
 - o Region-wide outreach to students/parents about CTE options
 - o Additional data-related needs
 - o Professional development for curriculum approval

**Agenda Item Details**

Meeting	Dec 12, 2023 - Board of Trustees Annual Organizational Meeting
Category	12. Educational Services ---Approval: The Educational Services Items listed below are recommended for approval in accordance with Board Policy 4020, Educational Program/Courses. Also listed are Items requiring approval to authorize the Chief Financial Officer to execute agreements in accordance with Board Policy 6340.
Subject	D. Authorization for the Chief Financial Officer to execute agreements between the Kern Community College District (KCCD), as the Central Valley Mother Lode Regional Consortium Fiscal Agent, and the regional consortium community college districts, as subgrantees for the execution of regionally aligned economic and workforce development initiatives. The term is from July 1, 2023 through June 30, 2025. The amount payable to the District is \$14,123,082.00, to be deposited into RP676 Restricted Program fund. The amount payable to the subgrantee community college districts is in the amount of \$12,004,620.00, to be paid from RP676 Restricted Program fund
Access	Public
Type	Action
Preferred Date	Dec 13, 2023
Absolute Date	Dec 13, 2023
Fiscal Impact	Yes
Dollar Amount	14,123,082.00
Budgeted	Yes
Budget Source	RP 676
Recommended Action	Recommended for approval

Public Content

On October 8, 2021, the California Community College's Chancellor's Office Workforce and Economic Development Division awarded the District a Regional Collaboration and Coordination Grant replacing SCCCC as the fiscal agent for the Central Mother/Lode Regional Consortium's Strong Workforce Program (SWP) and K-12 SWP. The Regional Collaboration and Coordination Grant awarded to the District includes the Strong Workforce Program (SWP) Grant Round 8 sub-grantee award of \$14,123,082.00, of which the following contractors will receive \$12,004,620.00 for the term of July 1, 2023 through June 30, 2025. The remaining \$2,118,462.00 is being held back for various administrative purposes and/or future projects.



KERN COMMUNITY COLLEGE DISTRICT					
KCCD as the Fiscal Agent for the CENTRAL VALLEY MOTHER LODE REGIONAL CONSORTIUM (CVML)					
WORKFORCE AND ECONOMIC DEVELOPMENT NOVEMBER 2023 BOARD OF TRUSTEES MEETING					
No.	Subgrantee Name	Description of Service	Duration of Term	Total Cost for Term of Contract	FUND and NAME
1	Kern Community College District	Strong Workforce Program (SWP) 8 focuses on career technical education outcomes in support of students completing certificates, degrees, apprenticeships and secure jobs	24 months	\$ 2,641,016	RP 676 Restricted Fund
2	Merced Community College District	Strong Workforce Program (SWP) 8 focuses on career technical education outcomes in support of students completing certificates, degrees, apprenticeships and secure jobs	24 months	\$ 840,323	RP 676 Restricted Fund
3	San Joaquin Delta Community College District	Strong Workforce Program (SWP) 8 focuses on career technical education outcomes in support of students completing certificates, degrees, apprenticeships and secure jobs	24 months	\$ 1,560,600	RP 676 Restricted Fund
4	Sequoias Community College District	Strong Workforce Program (SWP) 8 focuses on career technical education outcomes in support of students completing certificates, degrees, apprenticeships and secure jobs	24 months	\$ 960,370	RP 676 Restricted Fund
5	State Center Community College District	Strong Workforce Program (SWP) 8 focuses on career technical education outcomes in support of students completing certificates, degrees, apprenticeships and secure jobs	24 months	\$ 2,881,109	RP 676 Restricted Fund
6	West Hills Community College District	Strong Workforce Program (SWP) 8 focuses on career technical education outcomes in support of students completing certificates, degrees, apprenticeships and secure jobs	24 months	\$ 960,370	RP 676 Restricted Fund
7	West Kern Community College District	Strong Workforce Program (SWP) 8 focuses on career technical education outcomes in support of students completing certificates, degrees, apprenticeships and secure jobs	24 months	\$ 480,185	RP 676 Restricted Fund
8	Yosemite Community College District	Strong Workforce Program (SWP) 8 focuses on career technical education outcomes in support of students completing certificates, degrees, apprenticeships and secure jobs	24 months	\$ 1,680,647	RP 676 Restricted Fund
TOTAL				\$ 12,004,620	RP 676 Restricted Fund

SWP 8- KERN COMMUNITY COLLEGE DISTRICT.pdf (2,252 KB)

SWP 8-SAN JOAQUIN DELTA COMMUNITY COLLEGE DISTRICT.pdf (2,252 KB)

SWP 8-COLLEGE OF THE SEQUOIAS COMMUNITY COLLEGE DISTRICT.pdf (2,252 KB)

SWP 8-STATE CENTER COMMUNITY COLLEGE DISTRICT.pdf (2,252 KB)

SWP 8-WEST KERN COMMUNITY COLLEGE DISTRICT.pdf (2,252 KB)

SWP 8-WEST HILLS COMMUNITY COLLEGE DISTRICT.pdf (2,252 KB)

SWP 8-YOSEMITE COMMUNITY COLLEGE DISTRICT.pdf (2,251 KB)

Motion & Voting

Recommended for approval

Motion by Nan Gomez-Heltzeberg, second by Yovani Jimenez.

Final Resolution: Motion Carries

Ayes: Romeo Agbalog, John S Corkins, Kay S Meek, Kyle W Carter, Nan Gomez-Heltzeberg, Yovani Jimenez, Christina Scrivner

Date: December 6, 2023
Submitted by: Jaime Lopez, Associate Dean of Instruction
Area Administrator: Dr. Leslie Minor, Vice President of Instruction
Subject: Request for Ratification



Board Meeting Date: January 10, 2024

Title of Board Item:

Non-Disclosure Agreement between OpenClassrooms Inc. and West Kern Community College District (WKCCD)

Background:

The purpose of this Agreement is to ensure security of confidential information shared as we explore a possible collaboration with OpenClassrooms Inc to create Apprenticeship programs at TC in an effort to expand work-based learning opportunities for students.

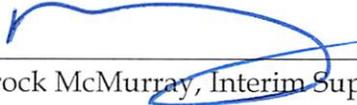
Terms (if applicable):

November 30, 2023 - November 30, 2026

Expense (if applicable):

N/A

Fiscal Impact Including Source of Funds (if applicable):

Approved: 
Brock McMurray, Interim Superintendent/President

OPENCLASSROOMS

NON DISCLOSURE AGREEMENT MUTUAL

OPENCLASSROOMS INC.

WEST KERN COMMUNITY COLLEGE DISTRICT

Registered office location : 251 Little Falls Drive, City of Wilmington, County of Newcastle, 19808, USA

Registered office location: 29 Cougar Ct, Taft, CA 93268

Jeremy Durand, SVP International

Brock McMurray , Interim Superintendent/President

Hereunder « OpenClassrooms »

Hereunder the « Company »

Hereunder designated individually as a "Party" and collectively as the "Parties"

PREAMBLE

OpenClassrooms publishes an online e-education platform offering high quality professional training, focused on the development of skills through concrete projects and personalized support.

The Company's mission is to create a community of learners by enriching the lives of all students served through career technical education, transfer programs, foundational programs, baccalaureate programs and student support services.

The Parties intend to explore potential avenues for partnership including a joint application to the Chancellor's office CAI grant to co-build a new tech apprenticeship program (the "Project")

In this context, each Party will have to communicate to the other Party information concerning their activities and know-how which they consider as confidential.

The Parties wish to agree on the conditions of disclosure of this Confidential Information and to set the rules for its use and protection.

IT HAS BEEN AGREED AS FOLLOWS:

Definition

Under this Agreement, the terms listed below have the following meaning:

Affiliate: with respect to either Party, any other entity that directly or indirectly controls, is controlled by or is under common control with such Party. The term

OPENCLASSROOMS

“control” is understood with regard to any corporate entity of which such Party beneficially owns, directly or indirectly, voting securities carrying more than fifty percent (50%) of the voting rights attached to all voting securities of the body corporate for the time being outstanding.

Agreement: this document, the appendix and any amendments.

Effective Date: effective date of the Agreement, i.e on 11/16/2023.

Confidential Information: all elements directly or indirectly related to the Project and exchanged within the framework of the latter. In particular, are considered confidential, all technical, financial, legal, fiscal, commercial information of any nature whatsoever (written, oral...) and whatever the medium, as well as personal data, as well as any document referring to or prepared on the basis of said elements. The content and execution of the Agreement shall also be considered as Confidential Information.

Project: objective defined by the Parties in the Preamble.

Representatives: each Party's Affiliates, agents, directors, officers, employees, shareholders, consultants, potential investors and/or financial partners, external lawyers and advisors.

Rights and obligations

Each Party undertakes that Confidential Information will only be :

- transmitted to the Representatives who need to know it and that these Representatives are subject to an equal obligation of confidentiality;
- used within the framework and for the execution of the Project; any use, in part or in full, outside the defined framework, is prohibited.

Warranties

Each Party warrants that it has all necessary authorisations to transmit Confidential Information to the other Party.

However, Confidential Information is transmitted without any warranty, whether implied or expressed, as to its accuracy or completeness. Each Party shall bear full responsibility for the conclusions it draws from its review of the Confidential Information to the other Party.

Each Party shall indemnify and vouch for the respect of the Representatives who have access to Confidential Information in accordance with the Agreement.

Each Party also undertakes to :

OPENCLASSROOMS

- take all necessary measures (technical, legal or organizational) to guarantee the confidentiality, availability and integrity of Confidential Information.
- put in place measures to ensure the protection of its servers and IT tools.
- warn the other Party as soon as it becomes aware of Confidential Information's leak.

Exceptions

The Agreement does not apply to the information:

- which entered the public domain prior to its disclosure or after it but, in this case, in the absence of any fault from the Party which received it;
- which is known by the Party which received it before it is transmitted by the other Party, provided however it can validly demonstrate that it had prior knowledge thereof;
- which have been the subject of a written agreement by the owning Party;
- communicated by a third party in a lawful manner and received in good faith;
- already in the possession of the Party involved or developed independently by it;
- which have been the subject of a communication required by an administrative authority or by virtue of a law, a decree, a regulation or a court decision. The involved Party undertakes to inform, if possible, the other Party, as soon as practical, so as to enable it to request, directly from the authority concerned, any appropriate protective measures at the latter's expense. If such protection is not obtained, the Party subjected to the request shall provide only the portion of Confidential Information that must be disclosed and shall, to the extent possible, ensure the confidentiality of Confidential Information.

If only a portion of Confidential Information falls within the exceptions set forth above, then only that portion will be exempt from the confidentiality obligations detailed in this Agreement. The incorporation of Confidential Information into a non-confidential information package shall not relieve the Party of its confidentiality obligations either.

Property

All Confidential Information transmitted by the owning Party shall remain its exclusive property.

In no event the transmission of Confidential Information by one of the Parties and/or its Representatives under this Agreement shall be construed as conferring the other Party and its Representatives any express or implied right of use with respect to such information and the data to which it relates.

Nothing in the Agreement shall also be construed as obliging one of the Parties to transmit to the other Party any Confidential Information for any purpose, or to enter into any contractual relationship with the latter in the future.

OPENCLASSROOMS

Duration of the Agreement

The Agreement shall come into force on the Effective Date and shall expire three (3) years from the latter. Any modification shall be agreed upon in writing.

In case of breach of the Agreement by one of the Party, the other Party may terminate their relationship by sending a registered letter with acknowledgement of receipt, without prejudice to any damages to which it may be entitled. The termination will take effect within fifteen (15) days from the date of the first presentation or on the date of the first presentation in the event of a serious breach.

Upon expiry of the Agreement, for whatever reason, each Party shall, upon first request:

- return all Confidential Information to the other Party, or
- destroy it, whatever the medium, within a maximum of thirty (30) days, and certify its destruction if necessary.

However, a copy may be kept by the Parties as part of its legal obligations. In this case, the obligations provided for in the Agreement will continue to apply for the duration of the said retention.

Data Protection

The Parties acknowledge they are fully aware of the obligations resulting from the General Data Protection Regulation 2016/679 of 27 April 2016 (hereinafter "GDPR") and any other applicable regulations on the protection of personal data which apply to them.

Thus, each Party shall take, as far as it is concerned, all appropriate measures to ensure compliance with such regulations in the performance of the Agreement.

The Parties agree that, as of the date hereof, no processing, under any circumstances and for any reason whatsoever, the processing of personal data by a Party acting as a processor, on behalf of the other Party, as a controller within the meaning of the GDPR.

In the event that a Party, for any reason whatsoever, should ultimately carry out, directly or indirectly, a processing of personal data on the occasion of the performance of its obligations under the Agreement, on behalf of the other Party, it is expressly agreed that the latter will have the quality of processor within the meaning of the RGPD.

In this context, the Parties undertake to enter into any agreement or binding legal act,

OPENCLASSROOMS

defining and determining, in particular (i) the object and duration of the processing, (ii) the nature and purpose of the processing, (iii) the type of personal data, (iv) the categories of persons concerned, (v) the obligations and rights of the controller and processor, (vi) the communication arrangements between them, (vii) the level of security applicable to the processing and, in general, all the obligations listed in Article 28-3 of the GDPR.

Miscellaneous

1. **Partial invalidity.** If any provision of the Agreement is held to be invalid by any law, regulation or final decision of a competent court, it shall be deemed unwritten. The other provisions shall, nevertheless, retain their full force and scope.
2. **Independence of the Parties.** The Agreement shall not be construed as creating a subordinate relationship, an agency relationship, a partnership or any other form of joint enterprise between the Parties acting in their own name.
3. **Waiver.** Delay or failure to exercise any of the rights conferred under this Agreement or by law shall not constitute a waiver of such right or of any other right or remedy thereafter.
4. **Assignment.** Neither Party shall be permitted to assign or subcontract any of its rights or obligations to a third party without the prior written consent of the other Party.

Applicable Law - Litigation

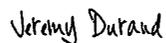
Both Parties consent to the application of the laws of the State of Delaware to govern, interpret, and enforce all of the rights, duties, and obligations arising from, or relating in any manner to, the subject matter of this Agreement, without regard to its conflict of law principles.

Electronically signed, each Party declares having received a copy,

OpenClassrooms Inc.

Jérémy Durand

SVP, International



Signed: 11/17/2023

The Company

Brock McMurray

Superintendent/Pres



Signed: 11/30/2023

Record of Signing

For
Name Jérémy Durand
Title SVP, International

Jeremy Durand

Signed on 2023-11-17 11:18:37 GMT

Secured by Concord™
DocumentID: MDNjNDc5ODEtM2
SigningID: YjMwYTMtMyZctNT
Signing date: 11/17/2023
IP Address: 187.189.213.93
Email: jeremy.durand@openclassrooms.com

For
Name Brock McMurray
Title Superintendent/Pres

Brock McMurray

Signed on 2023-11-30 18:14:21 GMT

Secured by Concord™
DocumentID: MDNjNDc5ODEtM2
SigningID: OTdhYjk3YzctZW
Signing date: 11/30/2023
IP Address: 207.233.123.254
Email: bmcurray@taftcollege.edu



BOARD AGENDA ITEM

Date: December 6, 2023
Submitted by: Jaime Lopez, Associate Dean of Instruction
Area Administrator: Dr. Leslie Minor, Vice President of Instruction
Subject: Request for Ratification



Board Meeting Date: January 10, 2024

Title of Board Item:

ZTC Acceleration Grant awarded by the California Community College Chancellors Office (CCCCO) to West Kern Community College District (WKCCD) for Management Pathway

Background:

The purpose of the ZTC acceleration grant is to support the development, updating and/or adoption of OER texts in courses leading to Zero Textbook Cost pathways in an effort to remove barriers for students. The CCCCCO is awarding WKCCD \$200,000 to support OER development, adoption, and utilization in the Associate of Science in Management pathway.

Terms (if applicable):

December 1, 2023- June 30, 2026

Expense (if applicable):

N/A

Fiscal Impact Including Source of Funds (if applicable):

Approved: _____



Brock McMurray, Interim Superintendent/President

From: [Zero Textbook Cost Program](#)
To: [Leslie Minor](#); [Jaime Lopez](#); [Brock McMurray](#); [Xiaohong Li](#); [Michelle Oja](#)
Subject: Taft College ZTC Acceleration Grant Award Notification
Date: Friday, December 1, 2023 9:13:50 AM
Attachments: [image001.png](#)

Dear Taft College:

We are happy to inform you that the program plans and award amounts indicated in the award box has been approved to receive ZTC Acceleration Grant funds. If your college submitted more program plans than indicated below, thank you for your patience as we continue to review program plans to determine additional awards. For the remainder of your college's programs, it is likely that your college was invited to participate in coordination cohorts to avoid duplication of effort in these other subject matter areas.

Taft College	Management AA/AS	\$200,000
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What's Next?

Funds will be allocated to the college via special apportionment at the P1 allocation. As colleges continue to submit ZTC program pathway plans, duplication of degree/CTE certificate program subject matter duplication and/or content duplication could develop. In such cases, your college may be notified and asked to collaborate with other colleges to reduce duplication of effort and support the development of shareable content in accordance with the authorizing legislation (thus the notification to your college and directions provided in the bullet point above).

What Data Do Colleges Need to Track and Report?

By accepting the ZTC Acceleration Grant funding, your college will be required to obtain and provide progress report data and expenditure reports in accordance with the legislative requirements and Chancellor's Office reporting needs. Please make preparations at your institution to collect and report the information outlined below for both the ZTC Acceleration Grant or ZTC Implementation Grant funds in forthcoming annual progress reports:

1. Course name/course number/section number of each section offered in a ZTC pathway created with the ZTC Degree Program grant funding. For example: History of the US / History 1A / course section 12345
2. The number of degrees (or CTE certificate programs) that were developed and implemented that eliminated textbook costs
3. All Open Educational Resources (OERs) developed and curated using ZTC Degree Grant Program funds at each college
4. The estimated annual savings to students (methodology to be provided prior to the Fall 2024 progress report)
5. Number of students who completed the zero-textbook-cost program pathway created (directly or indirectly) by ZTC Degree Grant Program funds
6. Number of students who accessed Open Educational Resources developed and curated using ZTC Degree Grant Program funds
7. Additional degrees or CTE certificates that became fully ZTC due to conversion of courses using ZTC grant funds

In addition, to better document the impact of your efforts and to identify areas for ZTC Grant Program improvement, we may ask your college to complete surveys and participate in interviews beginning in Spring 2024.

Where Do Colleges Share Their Developed OER Content?

Per Education Code, all materials used in pathways developed with ZTC Degree Program Grant funding must be included in the California Digital Open Source Library, aka Cool4Ed. Please watch for guidance on what specific information should be included in this “referatory.”

What Support is Available?

- In the near future, you will receive an on-boarding packet from the ZTC Technical Assistance Provider
- For updates and information about the program, please subscribe to the ZTC mailing list: ZTC@LISTSERV.CCCNEXT.NET
- For questions about technical assistance and support, please contact the ZTC Technical Assistance Team at: ztctap@canyons.edu
- For questions about payment and reporting processes, please contact the State Chancellor’s Office ZTC team at ZTC@cccco.edu

We congratulate you and your colleagues on your commitment to undertake significant transformation of teaching and learning in order to benefit students across California. We are pleased to support your efforts, and we look forward to collaborating with and supporting you.

Collegially,



Zero Textbook Cost Program
Equitable Student Learning, Experience & Impact Office
Educational Services & Support Division
✉ ZTC@cccco.edu
California Community Colleges
Chancellor’s Office
1102 Q Street
Sacramento, California 95811
www.cccco.edu

***** This is an
EXTERNAL EMAIL. Stop and
think before replying, clicking
links or opening attachments.

Date: December 6, 2023
Submitted by: Jaime Lopez, Associate Dean of Instruction
Area Administrator: Dr. Leslie Minor, Vice President of Instruction
Subject: Request for Ratification



Board Meeting Date: January 10, 2024

Title of Board Item:

ZTC Acceleration Grant awarded by the California Community College Chancellors Office (CCCCO) to West Kern Community College District (WKCCD) for Law, Public Policy & Society Pathway

Background:

The purpose of the ZTC acceleration grant is to support the development, updating and/or adoption of OER texts in courses leading to Zero Textbook Cost pathways in an effort to remove barriers for students. The CCCCCO is awarding WKCCD \$200,000 to support OER development, adoption, and utilization in the Associate Degree for Transfer in Law, Public Policy & Society pathway.

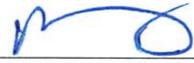
Terms (if applicable):

December 1, 2023- June 30, 2026

Expense (if applicable):

N/A

Fiscal Impact Including Source of Funds (if applicable):

Approved: 
Brock McMurray, Interim Superintendent/President

From: [Zero Textbook Cost Program](#)
To: [Leslie Minor](#); [Jaime Lopez](#); [Brock McMurray](#); [Xiaohong Li](#); [Michelle Oja](#)
Subject: Taft College ZTC Acceleration Grant Award Notification
Date: Tuesday, December 5, 2023 10:45:37 AM
Attachments: [image001.png](#)

Dear Taft College:

We are happy to inform you that the program plan and award amount indicated in the award box has been approved to receive ZTC Acceleration Grant funds. If your college submitted more program plans than indicated below, thank you for your patience as we continue to review program plans to determine additional awards. For the remainder of your college's programs, it is likely that your college will be invited to participate in coordination cohorts to avoid duplication of effort in these other subject matter areas.

Taft College	Law, Public Policy & Society ADT	\$200,000
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What's Next?

Funds will be allocated to the college via special apportionment at the P1 allocation. As colleges continue to submit ZTC program pathway plans, duplication of degree/CTE certificate program subject matter duplication and/or content duplication could develop. In such cases, your college may be notified and asked to collaborate with other colleges to reduce duplication of effort and support the development of shareable content in accordance with the authorizing legislation (thus the notification to your college and directions provided in the bullet point above).

What Data Do Colleges Need to Track and Report?

By accepting the ZTC Acceleration Grant funding, your college will be required to obtain and provide progress report data and expenditure reports in accordance with the legislative requirements and Chancellor's Office reporting needs. Please make preparations at your institution to collect and report the information outlined below for both the ZTC Acceleration Grant or ZTC Implementation Grant funds in forthcoming annual progress reports:

1. Course name/course number/section number of each section offered in a ZTC pathway created with the ZTC Degree Program grant funding. For example: History of the US / History 1A / course section 12345
2. The number of degrees (or CTE certificate programs) that were developed and implemented that eliminated textbook costs
3. All Open Educational Resources (OERs) developed and curated using ZTC Degree Grant Program funds at each college
4. The estimated annual savings to students (methodology to be provided prior to the Fall 2024 progress report)
5. Number of students who completed the zero-textbook-cost program pathway created (directly or indirectly) by ZTC Degree Grant Program funds
6. Number of students who accessed Open Educational Resources developed and curated using ZTC Degree Grant Program funds
7. Additional degrees or CTE certificates that became fully ZTC due to conversion of courses using ZTC grant funds

In addition, to better document the impact of your efforts and to identify areas for ZTC Grant Program improvement, we may ask your college to complete surveys and participate in interviews beginning in Spring 2024.

Where Do Colleges Share Their Developed OER Content?

Per Education Code, all materials used in pathways developed with ZTC Degree Program Grant funding must be included in the California Digital Open Source Library, aka Cool4Ed. Please watch for guidance on what specific information should be included in this “referatory.”

What Support is Available?

- In the near future, you will receive an on-boarding packet from the ZTC Technical Assistance Provider
- For updates and information about the program, please subscribe to the ZTC mailing list: ZTC@LISTSERV.CCCNEXT.NET
- For questions about technical assistance and support, please contact the ZTC Technical Assistance Team at: ztctap@canyons.edu
- For questions about payment and reporting processes, please contact the State Chancellor's Office ZTC team at ZTC@cccco.edu

We congratulate you and your colleagues on your commitment to undertake significant transformation of teaching and learning in order to benefit students across California. We are pleased to support your efforts, and we look forward to collaborating with and supporting you.

Collegially,



Zero Textbook Cost Program
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***** This is an
EXTERNAL EMAIL. Stop and
think before replying, clicking
links or opening attachments.

Date: December 6, 2023
Submitted by: Jaime Lopez, Associate Dean of Instruction
Area Administrator: Dr. Leslie Minor, Vice President of Instruction
Subject: Request for Ratification



Board Meeting Date: January 10, 2024

Title of Board Item:

ZTC Acceleration Grant awarded by the California Community College Chancellors Office (CCCCO) to West Kern Community College District (WKCCD) for Studio Arts AA Pathway

Background:

The purpose of the ZTC acceleration grant is to support the development, updating and/or adoption of OER texts in courses leading to Zero Textbook Cost pathways in an effort to remove barriers for students. The CCCCCO is awarding WKCCD \$25,000 to participate in the collaboration cohort to support OER development for the Studio Arts AA Pathway.

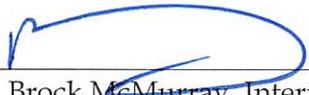
Terms (if applicable):

December 1, 2023- June 30, 2026

Expense (if applicable):

N/A

Fiscal Impact Including Source of Funds (if applicable):

Approved: 
Brock McMurray, Interim Superintendent/President

From: [Zero Textbook Cost Program](#)
To: [Coc Ztc](#)
Subject: ZTC Acceleration Degree Grant Program Studio Arts Collaboration Cohort Invitation
Date: Wednesday, November 22, 2023 1:41:13 PM
Attachments: [image001.png](#)
[OERI Collaboration Cohorts - Agreement.pdf](#)
[Collaboration Cohort Flow Chart - Final.pdf](#)

Dear Colleagues:

Thank you for submitting the program plans in NOVA for the Zero Textbook Cost (ZTC) Acceleration Grant. Per CA Ed Code § [78052](#), the California Community Colleges Chancellor's Office shall "ensure that a grant does not result in the development or implementation of duplicate degrees for a subject matter to avoid duplication of effort and ensure the development and implementation of the greatest number of degrees for the benefit of the greatest number of students." Your proposed ZTC Acceleration Grant pathway program carries a high likelihood of duplication with submissions from other colleges.

To comply with the legislative requirements and also to support colleges' efforts to develop and implement ZTC program pathway(s) for their students, the Chancellor's Office invites you to participate in a Collaboration Cohort for this subject matter. This notification email and the attached agreement document will allow the Chancellor's Office to approve your ZTC program plan where duplication in a subject matter area has a high potential to occur. The Chancellor's Office is partnering with the Academic Senate for California Community Colleges Open Educational Resources Initiative (ASCCC OERI) to facilitate Collaboration Cohorts. By partnering with the ASCCC OERI, program plans that have not been acted upon may receive approval status. The ASCCC OERI will develop work plans for the subject matter area in cooperation with invited colleges to mitigate duplication of effort and also offer options for colleges to work collaboratively on projects leading to ZTC program pathways at their respective institutions.

Colleges that elect to join a Collaboration Cohort will receive an initial award of \$25,000 to begin the project, and the Chancellor's Office will allocate \$5,000 on behalf of the college to the ASCCC OERI to support the cohort's facilitation. The OERI's role is to work with the cohort to ensure awareness of existing resources, clarify common and unique resource needs, and then support resource development by providing the following project management support and guidance, as follows:

1. Conduct a needs assessment with the participating colleges to determine the resources required to implement the ZTC program pathway.
2. Develop a work plan, specifying responsible parties and establishing deadlines and timelines.
3. Identify needed training.
4. Clarify deliverables (e.g., how many chapters a book will consist of with

- titles/topics and approximate pages).
5. Develop templates (e.g., chapter structure - are objectives included - and what format, types of headings, etc. - so the look and feel has consistency).
 6. Report to CCCCO the developed work plan, per college, and validate additional resources colleges might need to complete OER development.
 7. Identify needed training.
 8. Clarify deliverables (e.g., how many chapters a book will consist of with titles/topics and approximate pages).
 9. Develop templates (e.g., chapter structure - are objectives included - and what format, types of headings, etc. - so the look and feel has consistency).
 10. Report to CCCCO the developed work plan, per college, and validate additional resources colleges might need to complete OER development.
 11. Facilitate addition of developed resources to California Digital Open Source Library established in Section 66408 (i.e., COOL4ED).

Collaboration Cohorts will begin no later than February 2024 and conclude by May 2024, with a report of the cohort's work plans being available by August 2024. The timeline for each cohort will be dependent upon the responsiveness of the colleges and the size of the cohort.

Upon completion of participation in the Collaboration Cohort, if it is determined that more funds are needed to complete the ZTC program pathway at your college, then the opportunity will be provided for your college to submit an updated program plan with a request for additional funds.

If your submitted program plans have been identified as having a high likelihood of duplication, and you elect to not participate in the Collaboration Cohort, you will not receive any funds at this time. However, you will have an opportunity to submit a justification of non-duplication at the conclusion of the Collaboration Cohort when the cohort's report is completed and can be reviewed (expected to be August 2024).

Please review the attached document and provide the response from your college back to the Chancellor's Office at ztc@cccco.edu by December 1, 2023. If your college agrees to participate in a Collaboration Cohort and responds by the deadline, then your college will receive the first allocation of funding at the P1 allocation date to move forward with developing and implementing your ZTC program pathway. Your college representative to the collaboration cohort can be either your ZTC lead or the relevant subject matter faculty involved in ZTC course conversion.

Collegially,



Zero Textbook Cost Program

Equitable Student Learning, Experience & Impact Office
Educational Services & Support Division

✉ ZTC@cccco.edu

California Community Colleges
Chancellor's Office

1102 Q Street
Sacramento, California 95811

www.cccco.edu

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Stop and think before
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Date: December 15, 2023
Submitted by: Jaime Lopez, Associate Dean of Instruction
Area Administrator: Dr. Leslie Minor, Vice President of Instruction
Subject: Request for Ratification

Board Meeting Date: January 10, 2024

Title of Board Item:

Agreement between Kern County Superintendent of Schools (KCSOS) and West Kern Community College District (WKCCD) for the Early Care, Education and Family Studies (ECEFS) Program.

Background:

KCSOS and WKCCD have a longstanding history of collaboration to support our local education system to educate our children. The purpose of this MOU is to formalize the collaboration between KCSOS and WKCCD for the purpose of providing training to local teachers, aides and assistants working in local Transitional Kindergarten programs. KCSOS will recruit, refer, and fund tuition fees for 20 local educators to enroll in ECEFS 1501 offered in the spring semester at Taft College.

Terms (if applicable):

January 10, 2024- June 30, 2024

Expense (if applicable):

N/A

Fiscal Impact Including Source of Funds (if applicable):

Approved: _____


Brock McMurray, Interim Superintendent/President

**AGREEMENT FOR THE PROVISION OF STUDENTS FOR THE TAFT COLLEGE
EARLY CARE, EDUCATION, AND FAMILY STUDIES PROGRAM**

Memorandum of Understanding for Collaboration

BETWEEN

**Kern County Superintendent of Schools (KCSOS) and West Kern Community College
District (WKCCD) on behalf of Taft College (TC)**

THIS AGREEMENT is made and entered into on January 10, 2024, by and between **Kern County Superintendent of Schools, hereinafter referred to as KCSOS, and West Kern Community College District, hereinafter referred to as WKCCD.**

WITNESSETH:

WHEREAS:

- A.** WKCCD operates an approved Child Development program in the Early Care, Education, and Family Studies Pathway, hereinafter referred to as “TC ECEFS Program.”
- B.** KCSOS would like to expand professional development opportunities for local teachers, aides and assistants working in local early childhood/transitional kindergarten programs in Kern County.
- C.** WKCCD offers ECEFS courses to support the training of educators in Kern County.
- D.** It is for the mutual benefit of both parties to enter into the Agreement as herein set forth.

NOW THEREFORE, in consideration of the foregoing and of the mutual promises set forth herein, KCSOS and WKCCD agree as follows:

I. RESPONSIBILITIES OF KCSOS:

- A.** KCSOS will fund the tuition and enrollment fees for 20 local teachers, aides and assistants working in local early childhood/transitional kindergarten programs identified and approved by KCSOS to enroll in ECEFS 1501 course offered by TC.
- B.** KCSOS will support the recruitment of approved local teachers, aides and assistants working in local early childhood/transitional kindergarten programs and provide a list to TC no later than two weeks prior to the start of the course for invoicing.
- C.** KCSOS will reimburse tuition and enrollment fees assessed by TC for approved local teachers, aides and assistants working in local early childhood/transitional kindergarten programs.
- D.** KCSOS will provide the necessary materials required for approved students enrolled in ECEFS 1501.

II. RESPONSIBILITIES OF WKCCD:

- A. TC will provide ECEF 1501 during Spring 2024 in an 8-week schedule to meet the needs of KCSOS referred students.
- B. The TC will provide students enrolled in ECEFS 1501 (APPENDIX A) with instruction on developmentally appropriate curriculum and environments for children birth through age eight. Students will use knowledge of children's development, theories of learning and development, and examples from various models of developmentally appropriate practice to plan environments and curriculum in all content areas to support children's development and learning integrated throughout indoor and outdoor settings.
- C. TC will provide enrolled students with student support services currently available to students such as tutoring, counseling, and advising.
- D. TC will provide application assistance and orientation workshop to students identified by KCSOS for onboarding.

III. EARLY TERMINATION

Either party may terminate the underlying Agreement for the material breach of any covenant, term, or condition by the other party, its officers, agents, or employees, provided that the breach is not cured within ten (10) business days after written notice thereof is presented to the non-terminating party.

Either party may terminate the underlying Agreement, without cause after thirty (30) calendar days' notice to the other party.

IV. INSURANCE

Each party shall maintain in effect during the life of this Agreement the following insurance policies:

- A. Professional Liability coverage with limits of One Million Dollars (\$1,000,000) per occurrence and an aggregate of Three Million Dollars (\$3,000,000).
- B. General Liability coverage with limits of One Million Dollars (\$1,000,000) per occurrence and an aggregate of Three Million Dollars (\$3,000,000).
- C. Such other insurance in such amounts which from time to time may be reasonably required by the mutual consent of the parties, against other insurable risks relating to this Agreement. It should be expressly understood, however, that the coverage required under this Section shall not in any way limit the liability of WKCCD or KCSOS.
- D. WKCCD and KCSOS upon execution of this Agreement, shall each furnish the other with certificates evidencing compliance with these insurance requirements. Certificates shall further provide for thirty (30) days advance written notice to KCSOS or WKCCD, as the case may be, of any cancellation of the above coverage.

V. INDEMNIFICATION

Each party hereby agrees to indemnify, defend and hold harmless the other party and the other party's agents, officers, employees, volunteers and authorized representatives from any and all losses, liabilities, costs, expenses, charges, damages, claims, liens, and causes of action, of whatsoever kind or nature (including, but not limited to, reasonable attorneys' fees) which are in any manner directly or indirectly caused, occasioned, or contributed to in whole or in part, through any act, omission, fault, or negligence of the indemnifying party or the indemnifying party's officers, agents, employees, or authorized representatives, which relates in any manner to this Agreement, any work to be performed by the indemnifying party under this Agreement, or any authority delegated to the indemnifying party under this Agreement, unless the same is caused by the sole negligence or willful misconduct of the party indemnified or held harmless. Without limiting the generality of the foregoing, the same shall include injury or death to any person or persons and damage to any property, regardless of where located.

VI. COMPENSATION

KCSOS agrees to reimburse WKCCD for assessed tuition and enrollment fees for approved students within 30 days of receipt of invoice. WKCCD is not responsible to pay any monetary compensation to student referred by KCSOS for approved training as it pertains to this Agreement.

VII. TERM

The term of this Agreement shall be effective January 10, 2024, and shall terminate on June 30, 2024. The Agreement may be extended, modified, or cancelled by mutual agreement in accordance with the terms agreed upon.

VIII. NONDISCRIMINATION

KCSOS and WKCCD agree that neither will discriminate against a beneficiary of services provided by either party in the performance of this Agreement or against any individual on the basis of age, sex, race, color, religious belief, national origin, or physical handicap.

IX. DRUG-FREE WORKPLACE CERTIFICATION

KCSOS certifies that KCSOS will comply with the requirements of the Drug-Free Workplace Act of 1990 (Government Code, Section 8355 et. seq.) and will provide a drug-free workplace by doing all that Section 8355 et seq. require.

X. INDEPENDENT CONTRACTOR STATUS

The parties hereby acknowledge that they are independent contractors. In no event shall this Agreement be construed as establishing a partnership, joint venture, or similar relationship between the parties hereto, and nothing herein contained shall be construed to authorize either party to act as agent for the other. KCSOS and the WKCCD shall be liable for their own debts, obligations, acts, and omissions, including the payment of all required withholding, social security, and other taxes or benefits.

XI. CONFIDENTIALITY

Each party shall ensure information is kept confidential in accordance with applicable Federal, State, and local law. Confidential information requires special precautions to protect it from loss, unauthorized use, access, disclosure modification and destruction. Students may authorize sharing and/or release of information by completing and submitting a waiver to WKCCD.

XII. NON-ASSIGNMENT AND SUB-CONTRACTING

This Agreement shall not be assigned or transferred without the written mutual approval of the parties. This Agreement shall constitute the entire understanding between the parties with respect to the subject matter hereof and supersedes any and all prior understandings and agreements, oral and written relating hereto.

XIII. STATUS

The parties expressly understand and agree that enrolled students are completing training approved by KCSOS and WKCCD is not responsible for any benefits agreed upon by KCSOS and the employee including but not limited to, compensation, health insurance, welfare, and pension benefits.

Nothing contained in the underlying Agreement shall be construed to imply a joint venture, partnership, employer-employee, or principal-agent relationship between the parties, and neither party shall have the authority to bind or make any commitment on behalf of the other.

XIV. GOVERNING LAW/VENUE

The validity, interpretation, and performance of the underlying Agreement shall be governed by and construed in accordance with the laws of the State of California. The Venue shall be Kern County.

XV. NO THIRD-PARTY BENEFICIARIES

It is expressly understood and agreed that the enforcement of these terms and conditions and all rights of action relating to such enforcement shall be strictly reserved to WKCCD and KCSOS. Nothing contained in the underlying Agreement shall give or allow any claim or right of action whatsoever by any third person including, but not limited to, participating program students. It is the express intention of WKCCD and KCSOS that any person or entity, other than WKCCD or KCSOS receiving services or benefits under the Agreement shall be deemed an incidental beneficiary only.

XVI. SOLE AGREEMENT

The underlying Agreement contains the entire agreement between the parties relating to this partnership on KCSOS staff training project. No inducements, representations, or promises have been made, other than those recited in the underlying Agreement. No oral promise, modification, change, or inducement shall be effective or given any force or effect.

XVII. NOTICES

Changes and notices relating to this MOU shall be in writing and shall be provided by personal delivery, deposited in the US Mail, or sent by certified or registered mail to the addresses specified below.

Notices to KCSOS shall be addressed as follows:

Ami Moser, Coordinator II- UPK
Kern County Superintendent of Schools
1300 17th Street
Bakersfield, CA 93301

Notices to WKCCD shall be addressed as follows:

Leslie Minor, Vice President of Instruction
West Kern Community College District
29 Cougar Court
Taft, CA 93268

IN WITNESS THEREOF, the authorized representative of the parties has made and executed this Agreement on the day and year first written above.

KERN COUNTY SUPERINTENDENT OF SCHOOLS

By: _____
Dr. John G. Mendiburu, Superintendent

WEST KERN COMMUNITY COLLEGE DISTRICT

By: _____
Brock McMurray, Interim Superintendent/President

APPENDIX A



Revised by: R. Roth
Reviewed by: M. Beasley
Reviewed by: S. Eveland
Textbook Update: Spring 2020
C G & E Approved: December 5, 2017
Board Approved: January 10, 2018
Semester Effective: Spring 2019

Early Care, Education and Family Studies (ECEP) 1501 Early Care, Education, and Family Studies Curriculum (3 Units) (DS3) CSU
[formerly Early Childhood Education 1501; Early Childhood Education 2]

Advisory: Eligibility for English 1500 strongly recommended

Hours and Units Calculation: 48 hours lecture + 96 Outside of class hours (144 Total Student Learning Hours) = 3 Units.

Catalog Description: This course is designed as an introduction to the appropriate and effective methods, theories and practices of Early Care, Education and Family Studies curriculum. It is also a practical "hands-on" approach to presenting a variety of learning experiences to children birth through age 8 with an awareness of cultural differences and diverse abilities. The following content areas will be examined: mathematics, language and literacy, science, nutrition, and arts and creativity, social and emotional learning and sensory learning. The teacher's role in supporting learning and development in young children, with an emphasis on the role of play, will also be examined. TB clearance is required. C-ID: ECE 130

Type of Class/Course: Degree Credit

Text: Gonzalez-Mena, Janet. *Foundations of Early Childhood Education: Teaching Children in a Diverse Society*. 6th ed., McGraw-Hill, 2013.

California Preschool Learning Foundations, vol. 2, California Department of Education, 2010.

Moravcik, Eva, and Sherry Nolte. *Meaningful Curriculum for Young Children (2nd Edition)*. Pearson, 2017.

Additional Required Materials:

Instructor prepared materials, including: art, math and science books, language curriculum and other seasonal activity books.

Course Objectives:

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



1. Recognize developmentally appropriate principles and teaching strategies and apply them in supervised settings with young children,
2. Demonstrate an understanding of the many aspects of the teachers' role in early childhood programs,
3. Identify theoretical and program model implications for curriculum,
4. Analyze activity plans with regard to theory and program model foundations,
5. Demonstrate an understanding of the assessment, curriculum planning, implementation, documentation cycle and use it to plan, implement, and evaluate sample ECE activities, and
6. Recognize variation in individual child needs and strategies to accommodate those needs.

Course Scope and Content:

- Unit I Characteristics of the Learning Process and Educational Strategies
 - A. The Importance of Play
 - B. Developmentally Appropriate Practice
 - C. Theoretical and Historical Foundations in Early Care, Education, and Family Studies (ECEP)

- Unit II Observation and Assessment
 - A. Techniques
 - B. Desired Results Developmental Profile Desired Results Developmental-Profiles (DRDP)
 - C. California Preschool Learning Foundations

- Unit III Fostering Relationships and Communication
 - A. Children
 - B. Adult
 - C. Parent

- Unit IV The Environment
 - A. The Physical Environment
 - B. The Social Emotional Environment
 - C. Using Early Childhood Environmental Rating Scale (ECERS) to Create the Environment

- Unit V Developmentally Appropriate Curriculum
 - A. Caregiving as Curriculum
 - B. Language and Emergent Literacy
 - C. Math, Science and Nutrition
 - D. Art and Creativity
 - E. Music and Movement
 - F. Social and Emotional Learning

- Unit VI The Role of the Teacher
 - A. Fostering Social Skills
 - B. The Power of Language
 - C. Curriculum and Materials

- D. Reflection and Evaluation
- E. Collaboration

- Unit VII Context for Developmentally-Appropriate Practice
- A. Developmental theory as it applies to curriculum development
 - B. Observation and assessment strategies as they apply to curriculum planning and evaluation.
- Unit VIII Impacts on Child Development and Curriculum Planning/Implementation
- A. Language and culture
 - B. Engagement and interest
 - C. Learning styles and modalities
 - D. Special needs
 - E. Standards from legislation and accrediting groups
- Unit IX ECE Classrooms
- A. Learning centers
 - B. Components of learning environments
 - C. Program models and approaches
- Unit X Adjusting for and including
- A. Families, cultures, and languages of the communities served
 - B. Children with special needs
 - C. Infants and toddlers
 - D. The curriculum planning process
 - E. The continuing cycle of observation, assessment, curriculum planning, and documentation

Learning Activities Required Outside of Class:

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

1. Studying
2. Answering questions
3. Skill practice
4. Completing required reading
5. Written work
6. Observation of or participation in an activity related to course content
7. Projects hands on

Methods of instruction:

1. Lecture
2. Participation workshops for a hands-on approach to teaching the preschool curriculum
3. Films when available
4. Lesson presentations



5. Guest panel of local preschool directors

Methods of evaluation:

1. Substantial writing assignments, including:
 - a. essay exams
 - b. written homework
 - c. hands-on projects

2. Computational or non-computational problem solving demonstrations, including:
 - a. exams
 - b. field work
 - c. observational reports
 - d. hands-on projects

3. Skill demonstrations, including:
 - a. class performance
 - b. performance exams
 - c. field work
 - d. hands-on projects

4. Other examinations, including:
 - a. multiple choice
 - b. matching items
 - c. true/false items

Supplemental Data:

TOP Code:	130500: Child Development/Early Care a
SAM Priority Code:	C: Clearly Occupational
Distance Education:	Online; Offline
Funding Agency:	Y: Not Applicable(funds not used)
Program Status:	1: Program Applicable
Noncredit Category:	Y: Not Applicable, Credit Course

Special Class Status:	N: Course is not a special class
Basic Skills Status:	N: Course is not a basic skills course
Prior to College Level:	Y: Not applicable
Cooperative Work Experience:	N: Is not part of a cooperative work experience education program
Eligible for Credit by Exam:	NO
Eligible for Pass/No Pass:	C: Pass/No Pass
Taft College General Education:	NONE

Date: November 21, 2023

Submitted by: Susan Groveman, Executive Director of Marketing and
Community Relations

Area Administrator: Brock McMurray, Interim Superintendent/President

Subject: Request for Approval

Board Meeting Date: December 13, 2023

Title of Board Item:

Nexstar Media Group, LLC Bakersfield and KGET Digital Agreement—December 1, 2023 –
January 31, 2024

Background:

The attached agreement will enable the college to further build its digital communications plan that includes varied media strategies to increase enrollment for Spring Semester 2024, promote Taft College, and reach target audiences on their preferred devices. This agreement begins a partnership with local broadcaster KGET that will allow promotion of information, using keyword search targeting, through display advertising, online video pre-roll messages, and streaming online video messages via internet-connected TV. Live and pre-taped local broadcast news segments will be offered, as available. This KGET partnership would also allow future access to our Spanish-language target audiences through Telemundo television broadcasting company.

Terms (if applicable):

December 1, 2023 – January 31, 2024

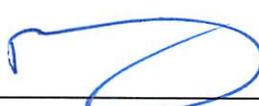
Expense (if applicable):

\$10,000.00

Fiscal Impact Including Source of Funds (if applicable):

Expense will be covered by District funds or grant funding when available.

Approved: _____


Brock McMurray, Superintendent/President



= \$ 0.02
2 cents per impression

Client Agreement

Start Date: December 1, 2023
End Date: January 31, 2024
Term: 2 MONTHS

Brock McMurray 11/2/23

Print Client Name

[Signature]
Client Signature

Nexstar Media KGFT - Bakersfield,
CA Signature

~~100~~ 594,698 total impressions

Products	Details	Cost
Display Keyword Search Targeting	166,667 IMPRESSIONS PER MONTH	\$2,000 MONTH
Pre Roll Keyword Search Targeting	68,182 IMPRESSIONS PER MONTH	\$1,500 MONTH
CTV 65	62,500 IMPRESSIONS PER MONTH	\$1,500 MONTH
RECURRING TOTAL		\$ 5,000 MONTH
GRAND TOTAL		\$ 10,000

Date: December 20, 2023

Submitted by: Dr. Damon A. Bell, VP of Student Services 

Area Administrator: Brock McMurray, Interim Superintendent/President

Subject: Request for Approval

Board Meeting Date: January 10, 2024

Title of Board Item:

Annual Renewal Agreement with Finalsity (Blackboard Connect) for Emergency Outreach Messaging Services

Background:

Finalsity is a service used for emergency messaging purposes, and allows us to quickly notify students, faculty, and staff of campus emergencies or campus closure via text message, email, voice message or any combination of the above depending on the nature of the emergency. In the event of a campus emergency, it is vital to be able to communicate warning notices or other time sensitive and critical information as promptly and efficiently as possible to help protect the safety of all.

Terms (if applicable):

The term of the agreement is for one year effective February 14, 2024 through February 13, 2025.

Expense (if applicable):

The cost for services is \$5,274.00 for a year.

Fiscal Impact Including Source of Funds (if applicable):

The cost for services has been budgeted under the 2023-2024 General Unrestricted Funds (VPSS) budget for this service.

Approved: 
Brock McMurray, Interim Superintendent/President



Renewal Confirmation Notice

Customer: Taft College
Accounts Payable 29 Cougar Court
Taft, CA

Finalsite
655 Winding Brook Drive
Glastonbury, CT 06033 | USA
www.finalsite.com

Contract Start Date: February 14, 2024
Contract End Date: February 13, 2025
Renewal Contact: Katy Ruiz // katy.ruiz@finalsite.com

Connect 5	
CONNECT CARE ANNUAL FEE	CONNECT STND UNLTD -RUC

Schedule	Amount
Period 1 - Feb 14 2024	\$ 5,274

Payment options will be visible on the invoice.
PO's should be sent to accounting@finalsite.com.
For more information contact:
800-592-2469 x8 // accounting@finalsite.com

Date: December 21, 2023
Submitted by: Cecilia Alvarado, Dean of Student Services 
Area Administrator: Brock McMurray, Interim Superintendent/President
Subject: Request for Approval

Board Meeting Date: January 10, 2024

Title of Board Item:

Athletics Counselor Training Contract Agreement

Background:

Request to contract Dr. Angel Meraz to train Taft College Counselors to ensure student-athlete transfer students meet all eligibility requirements for four-year universities to transfer and play in Fall 2024.

Terms (if applicable):

The term of the agreement is for the Spring Semester 2024, effective January 11, 2024, through May 31, 2024.

Expense (if applicable):

The cost for services is \$200 for one hour of training with ongoing training throughout the Spring 2024 semester, for a sum of no more than \$2,000.00.

Fiscal Impact Including Source of Funds (if applicable):

The cost for services will be budgeted under the 2023-2024 Counseling Contract budget for this service. 11000 302 5641 63100.

Approved: 
Brock McMurray, Interim Superintendent/President

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

This agreement is entered into by and between the WEST KERN COMMUNITY COLLEGE DISTRICT (“District”) and Dr. Angel Meraz (“Independent Contractor”). The agreement is effective January 11, 2024.

Recitals

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

Terms

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. **Recitals Approved.** The above recitals are true and correct.
2. **Length of Agreement.** Independent Contractor shall provide the services from January 11 – May 31, 2024.
3. **Services to be Provided.** The services to be provided to the District by the Independent Contractor include but are not necessarily limited to the following:
 - a) Provide a one-hour training to Taft College Counselors to assist student-athletes with degree requirements and NCAA requirements needed to transfer to a four-year university.
 - b) Continue to provide ongoing training throughout the Spring 2024 semester to Taft College Counselors to assist student-athletes with degree requirements and NCAA requirements needed to transfer to a four-year university.
4. **Compensation.** Independent Contractor shall be paid the sum of \$200 for the initial one-hour training, and a sum of up to \$2,000 for training during Spring 2024.
5. **Hold Harmless Agreement.** Any amounts paid under this Agreement constitute the total compensation for all services rendered by Independent Contractor. The Independent Contractor agrees to pay all Social Security and other income taxes which may

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

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

7. **Travel Expenses/Mileage Reimbursement.** The District shall not reimburse Independent Contractor for travel expenses/mileage.

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

9. **Earlier Termination.** District may terminate this Agreement upon providing Independent Contractor with fifteen (15) days prior written notice of such termination.

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

Date of WKCCD Board Approval:

West Kern Community College District:

Independent Contractor:

By: Brock McMurray

By: Dr. Angel Meraz

Signature

Signature

BOARD AGENDA ITEM

Date: December 15, 2023

Submitted by: Todd Hampton, Ed.D., Vice President of Administrative Services 

Area Administrator: Brock McMurray, Interim Superintendent/President

Subject: Request for Approval

Board Meeting Date: January 10, 2024

Title of Board Item:

Request for Approval of Arvin Union School District Piggyback Bid No. 2023-24-012

Background:

Arvin Union School District went out to bid on September 13, 2023, for school furnishings, office furnishings, and accessories. The bid was awarded to Sierra School Equipment on October 17, 2023, and expires on October 16, 2024.

West Kern Community College District (WKCCD) has used the Arvin Union School District Piggyback Bid for many years to meet our school and office furnishings and accessories needs. Relevant bid documents can be accessed by clicking this [LINK](#).

Terms (if applicable): Expires October 16, 2024

Expense (if applicable): Not applicable.

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

Approved: 
Brock McMurray, Interim Superintendent/President

GEORGIA RHETT
District Superintendent

EMMA PEREIDA-MARTINEZ
Assistant Superintendent

ARVIN UNION SCHOOL DISTRICT

737 Bear Mountain Blvd.
Arvin, CA 93203
(661) 854-6500 FAX (661) 854-2362



November 28, 2023

Sierra School Equipment
3003 Citation Way
Bakersfield, CA 93308

Notice of Award Bid No. 2023-24-012 School Furnishings, Office Furnishings, and Accessories

Dear Sierra School Equipment,

Thank you for your participation in the Arvin Union School District bid process. Sierra School Equipment is one of the successful bidders for Bid No. 2023-24-012: School Furnishings, Office Furnishings, and Accessories and is hereby awarded on October 17, 2023.

A purchase order will be issued as needed for purchases throughout the term of the agreement.

Please sign below for acceptance of the term. A fully executed contract will be returned to you for your records upon acceptance by both parties.

Arvin Union School District

Signature

Print Name

11/23/23
Date

Sierra School Equipment

Signature

Print Name

11/20/2023
Date



3003 Citation Way, Bakersfield, CA 93308
P.O. Box 80667 Bakersfield, CA 93380-0667
O 661-399-2993 | F 661-399-0218
www.ssecinc.com

October 9, 2023

Mr. Chris Davis
Arvin Union School District
Chief Business Officer
737 Bear Mountain Blvd.
Arvin, CA 93203

Email: chdavis@arvin-do.com
Phone: 661-854-6500

Re: Arvin USD Bid #2023-24-012: School Furnishings, Office Furnishings, and Accessories.

Dear Chris,

Sierra School Equipment is pleased to submit the following submission for Arvin Union School District Bid #2023-24-012: School Furnishings, Office Furnishings, and Accessories.

If you have any questions regarding our submission, please do not hesitate to contact our office.

Sincerely,

Gregory R. McDermott

Gregory R. McDermott
President

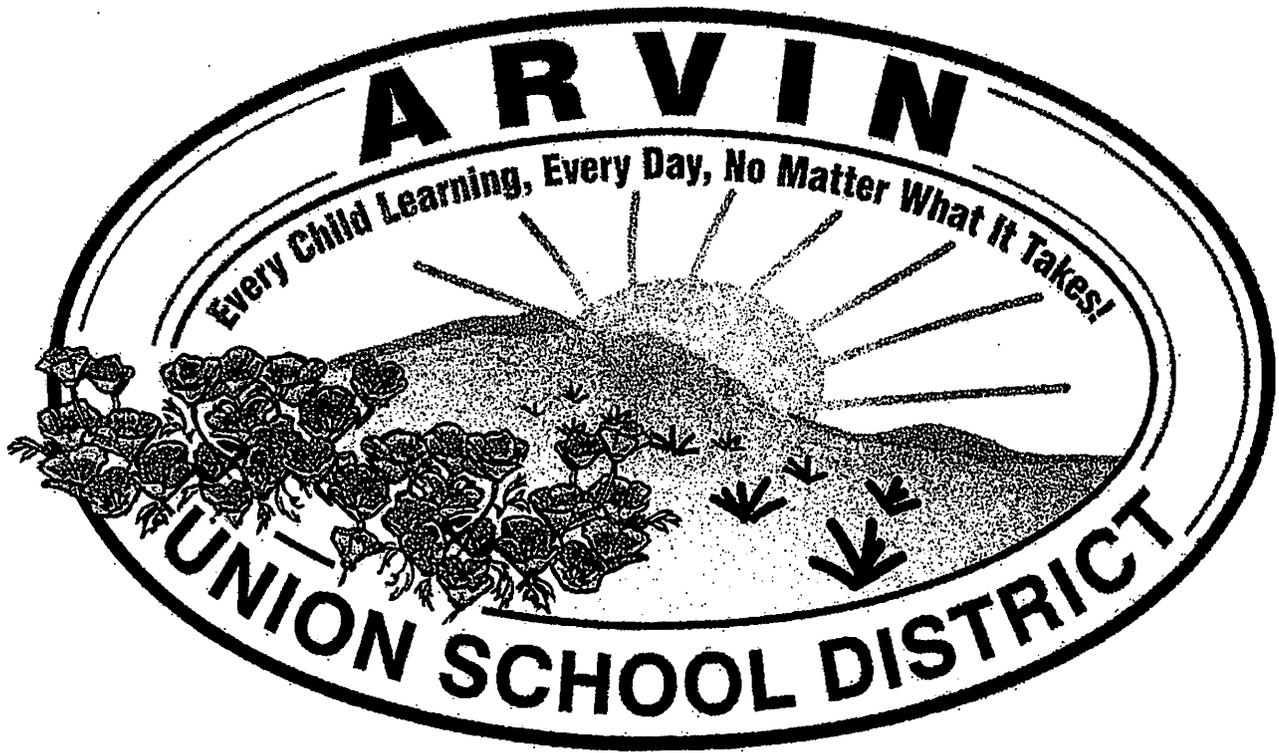


3003 Citation Way, Bakersfield, CA 93308
P.O. Box 80667 Bakersfield, CA 93380-0667
☎ 661-399-2993 | 📠 661-399-0218
www.ssecinc.com

Arvin Union School District Piggyback Bid 2023-24-012

Expires: October 16, 2024





Bid Number 2023-24-012

School Furnishings, Office Furnishings and Accessories

ARVIN UNION SCHOOL DISTRICT

737 Bear Mountain Boulevard

Arvin, CA 93203

Issue Date: September 13, 2023

Bid Opening Date/Time: October 10, 2023 @ 1:30 pm

The Bakersfield Californian

FRIDAY, SEPTEMBER 15, 2023 • BAKERSFIELD.COM

NOTICE OF BID

Notice is hereby given that the Board of Education for the ARVIN UNION SCHOOL DISTRICT, Arvin, California (Kern County), will receive Bid Number 2023-24-012 for the following:

School Furnishings, Office Furnishings and Accessories

Sealed bids must be delivered to the Arvin Union School District, Business Office, 737 Bear Mountain Boulevard, Arvin, California 93203 no later than 1:30pm on October 10, 2023.

The State Allocation Board (SAB) may make all or part of the funding for this project available and as a result, the contract award must be made in accordance with the SAB participation requirements for Disabled Veteran Business Enterprises (DVBE). A description of these requirements and the DVBE forms, which must be turned in with the bid, are contained in the project specifications.

Companies interested in bidding should request appropriate bid documents from the Business Office, (661) 854-6500.

The Board of Education reserves the right to reject any and all bids. No bidder may withdraw their bid for a period of sixty (60) days after the date set for the opening of bids. Refer to the formal bid documents and specifications for additional information, terms, and conditions.

September 15, 25, 2023
244666

Department is requesting an Invitation for

Legal Notices

Legal Notices

NOTICE OF BID

et Notice is hereby given that the Board of Education for the ARVIN UNION SCHOOL DISTRICT, Arvin, California (Kern County), will receive Bid Number 2023-24-012 for the following:

School Furnishings, Office Furnishings and Accessories

Sealed bids must be delivered to the Arvin Union School District, Business Office, 737 Bear Mountain Boulevard, Arvin, California 93203 no later than 1:30pm on October 10, 2023.

The State Allocation Board (SAB) may make all or part of the funding for this project available and as a result, the contract award must be made in accordance with the SAB participation requirements for Disabled Veteran Business Enterprises (DVBE). A description of these requirements and the DVBE forms, which must be turned in with the bid, are contained in the project specifications.

Companies interested in bidding should request appropriate bid documents from the Business Office, (661) 854-6500.

The Board of Education reserves the right to reject any and all bids. No bidder may withdraw their bid for a period of sixty (60) days after the date set for the opening of bids. Refer to the formal bid documents and specifications for additional information, terms, and conditions.

September 15, 25, 2023
244666

Date: December 18, 2023

Submitted by: Todd Hampton, Ed.D., Vice President of Administrative Services 

Area Administrator: Brock McMurray, President

Subject: Request for Approval

Board Meeting Date: January 10, 2024

Title of Board Item:

2023-2026 Property and Casualty Claims Administration Services Agreement

Background:

The purpose of this agreement is to extend our contract with Keenan & Associates who provides our Property and Casualty Claims Administration. Their services range from monthly claim status reports and investigative and adjustment services, to providing for claims payments. Keenan & Associates is specially trained, experienced, and competent in administering the Property and Liability Claims Programs for the District. I recommend we continue our agreement with Keenan & Associates for the period from July 1, 2023 - June 30, 2026, and approve the compensation schedule attached as Exhibit B for 2023-2026.

Terms (if applicable):

The agreement is effective from July 1, 2023, to June 30, 2026. The current compensation schedule is effective from July 1, 2023, to June 30, 2024.

Expense (if applicable):

V.P./A.V.P./Claims Manager	\$104.40 per hour (3% increase from 22/23)
Senior Claims Examiner	\$98.48 per hour (3% increase from 22/23)
Claims Examiner	\$87.03 per hour (2.77% increase from 22/23)
Expenses	45% of hourly billing (1% increase from 22/23)
Minimum per file charge	One hour

Fiscal Impact Including Source of Funds (if applicable):

The District will be billed on a time and expense basis; therefore, there is no minimum nor not to exceed dollar amount. The cost for these services is included in the Vice President of Administrative Services budget and general revenue funds will be utilized.

Approved: 

Brock McMurray, Interim Superintendent/President

PROPERTY AND CASUALTY

CLAIMS ADMINISTRATION SERVICES AGREEMENT

This Property and Casualty Claims Administration Services Agreement Agreement”) is made and entered into by and between West Kern Community College District (“Client”) and Keenan & Associates (“Keenan”), as of July 1, 2023 (“Effective Date”). Client and Keenan are also referred to individually as a “party” and collectively as the “parties.”

In consideration of the mutual obligations contained herein, the Parties agree as follows:

1. **TERM**

The term of this Agreement is from July 1, 2023 through June 30, 2026 (“Term”) unless extended or terminated earlier as provided herein.

2. **KEENAN RESPONSIBILITIES AND SCOPE OF SERVICES**

A. Keenan shall provide Client with the services described in the attached Exhibits A that are checked below:

Exhibit A-1 – Administrative Services

Exhibit A-2 – Adjustment Services

Exhibit A-3 – Investigative Services

Exhibit A-4 – Additional Investigative Services



B. The Claims that are covered by this Agreement include all currently open claims and those accidents, incidents or claims reported to Keenan in writing on or after the effective date of this Agreement for which Client has financial responsibility as part of the coverage or insurance Statewide Association of Community Colleges (the “Coverage”) provided by the Insurance Policy or Memorandum of Coverage issued by. Such claims shall be referred to hereafter as “Claims.”

C. Keenan shall perform its obligations hereunder as an independent contractor and Keenan shall at all times remain responsible for its own operational and personnel expenses. Under no circumstance shall any employee of one party look to the other party for any payment or the provision of any benefit, including without exception, workers’ compensation coverage.

D. Keenan’s services are limited to the specific obligations described herein and Keenan is authorized to act on behalf of Client as expressly stated in this Agreement. Except for Keenan’s responsibilities with respect to funds obtained from or held on behalf of Client, Keenan shall not be a fiduciary of Client.

- E. Keenan agrees to comply with all applicable State and Federal Laws that relate to the Coverage.

3. **CLIENT'S DUTIES AND RESPONSIBILITIES**

- A. Client shall retain final authority and responsibility to approve the resolution of all Claims that are within the member retained limits and is responsible for all other aspects of the Coverage, except for the services to be provided by Keenan under this Agreement.
- B. Client shall provide Keenan with all applicable information in a timely manner so that Keenan can fulfill its obligations under this Agreement. Client certifies that all information provided to Keenan shall be complete, accurate and timely and that Keenan may rely upon such information without further investigation or review. Client understands and agrees that such information has not been audited by Keenan and Client shall remain liable for its accuracy.
- C. To the extent Keenan requires the assistance of Client's staff or any third parties who are assisting, advising or representing Client to fulfill its obligations hereunder, Client shall have its staff and these third parties assist Keenan.
- D. If a trust account is opened by Keenan on behalf of the Client, Client hereby agrees to fund such trust account and to maintain a minimum balance, during the Term of this Agreement, of at least an amount sufficient to ensure that there are sufficient funds available to pay all appropriate and properly submitted Claims. If Claims exceed the balance in the trust account Client shall be responsible for covering those Claims. Keenan agrees to notify the Client if there are any deficiencies in the minimum balance of the trust account when Claims exceed the account balance. All deficiencies in the minimum balances in the trust account are due and payable upon receipt of notice from Keenan. Client hereby agrees to provide funds to sufficiently fund the trust account in a timely manner. Keenan shall not, under any circumstances or occurrences, be responsible for funding any deficiencies in the trust account; nor, shall it be responsible for the payment of any appropriate and properly submitted Claims.
- E. Client acknowledges and agrees that Keenan will use its discretion in its role as Claims administrator. In such capacity, Keenan shall have no responsibility or liability for actions taken or payments approved, unless it shall be determined that Keenan acted in willful misconduct or in a manner that was grossly negligent.
- F. Client understands that Keenan is not providing any legal, tax or accounting services or advice and agrees to seek the counsel of its own attorney on all legal issues or matters and consult with its own tax and accounting experts on all tax and accounting issues and matters relating to the Claims Services.

4. **COMPENSATION**

Keenan shall receive compensation for the services rendered under this Agreement as provided in the attached Exhibit B.

5. **INSURANCE**

Keenan shall procure and maintain during the term of this Agreement the following insurance coverages, and shall provide certificates of insurance to Client upon Client's request.

- A. **Workers' Compensation:** Coverage in conformance with the laws of the State of California and applicable federal laws;
- B. **General Liability:** Coverage (including motor vehicle operation) with a Two Million Dollar (\$2,000,000) limit of liability for each occurrence and a Two Million Dollar (\$2,000,000) aggregate limit of liability; and
- C. **Errors and Omissions:** Coverage with a Two Million Dollar (\$2,000,000) limit of liability for each occurrence and a Two Million Dollar (\$2,000,000) aggregate limit of liability.
- D. **Cyber Liability/Privacy:** Coverage with a Two Million Dollar (\$2,000,000) limit of liability for each occurrence and a Two Million Dollar (\$2,000,000) aggregate limit of liability.

6. **INDEMNIFICATION**

If either party breaches this Agreement, then the breaching party shall indemnify and hold harmless the non-breaching party, its officers, agents and employees against all claims, losses, demands, actions, liabilities, and costs (including, without limitation, reasonable attorneys' fees and expenses) arising from such breach. In addition, if Keenan (i) becomes the subject of a subpoena or is otherwise compelled to testify or (ii) becomes the subject of a claim, demand, action or liability brought or asserted by any individual or entity other than the Client ("Third-Party Demand") relating to the Services and such Third-Party Demand is not a direct result of Keenan's negligence or willful misconduct, then Client shall indemnify and hold Keenan harmless from all losses, payments, and expenses incurred by Keenan in resolving such Third-Party Demand.

7. **LIMITATION OF LIABILITY**

Notwithstanding anything to the contrary in this Agreement, in no event shall either party be liable for any punitive damages, fines, penalties, taxes or any indirect, incidental, or special

damages incurred by the other party, its officers, employees, agents, contractors or consultants whether or not foreseeable and whether or not based in contract or tort claims or otherwise, arising out of or in connection with this Agreement even if advised of the possibility of such damage. Keenan's liability under this Agreement shall further be limited to, and shall not exceed, the amount of its available insurance coverage, but not exceeding the limits of coverage outlined in Section 5.

8. **DISPUTE RESOLUTION**

- A. In the event of any dispute arising out of or relating to this Agreement, such dispute shall be resolved by submission to binding arbitration before Judicial Arbitration & Mediation Services ("JAMS") or ADR Services, at the claimant's choice, in Kern County, California, before a retired judge or justice. If the parties are unable to agree on a retired judge or justice, the selected arbitration service (JAMS or ADR Services) will select the arbitrator.
- B. In any such arbitration, the parties shall be entitled to take discovery in accordance with the provisions of the California Code of Civil Procedure, but either party may request that the arbitrator limit the amount or scope of such discovery, and in determining whether to do so, the arbitrator shall balance the need for the discovery against the parties' mutual desire to resolve disputes expeditiously and inexpensively.
- C. The prevailing party in any action, arbitration, or proceeding arising out of or to enforce any provision of this Agreement will be awarded reasonable attorneys' fees and costs incurred in that action, arbitration, or proceeding, or in the enforcement of any judgment or award rendered.

9. **TERMINATION**

- A. This Agreement may be terminated upon the occurrence of any of the following events:
 - i. By either party upon the dissolution or insolvency of either party;
 - ii. By either party following the filing of a bankruptcy petition by or against either party (if the petition is not dismissed within sixty (60) days in the case of an involuntary bankruptcy petition);
 - iii. If the application of any law, rule, regulation, or court or administrative decision prohibits the continuation of this Agreement or would cause a penalty to either party if the Agreement is continued, and if the Agreement cannot be amended to conform to such law, rule, regulation, or court or administrative decision in a manner that would preserve the original intent of the parties with respect to their rights and duties under this Agreement; or

- iv. By the non-breaching party if a breach of this Agreement is not cured within thirty (30) days following receipt of written notice of the breach from the non-breaching party.
 - v. Either party shall have the right to terminate at any time without cause or penalty upon sixty (60) days prior written notice to the other party.
- B. In the event of termination pursuant to Section 9A above, Keenan shall be paid for the full value of all services rendered through the date of termination.
- C. If Client requests that Keenan continue to provide services under this Agreement after its expiration, Keenan may agree to provide services and the Agreement shall be extended on a month-to-month basis until terminated by either party. In such case, compensation shall be paid to Keenan on a monthly basis, under the then current rates.

10. **DISPOSITION OF FILES**

- A. All files on each Claim shall be the property of Client. However, Keenan shall be entitled to keep a copy of such files and documents as may be necessary to demonstrate its performance under this Agreement.
- B. In the event of the expiration or termination of this Agreement, Keenan shall return all files to Client unless Client requests Keenan to continue to process any file(s), which file(s) Keenan will continue to process on a fee basis as negotiated.

11. **OWNERSHIP OF RECORDS**

- A. Records of the services provided under this Agreement shall be the property of Client. However, Keenan shall be entitled to keep a copy of such files and documents as may be necessary to demonstrate its performance under this Agreement.
- B. In the event of the expiration or termination of this Agreement, Keenan shall return all Client files except as may otherwise be agreed to, in writing, between Keenan and Client.

12. **SOLICITATION OF EMPLOYEES**

During the Term and for a period of twelve (12) months following any termination or expiration of the Agreement, neither party shall solicit the employment or engagement of any employee or agent of the other party that interacted directly with the soliciting party; provided, however, the foregoing provision shall not prevent either party from soliciting for employment or employing an employee who responds to general solicitations of advertisements in periodicals including newspapers and trade publications, so long as such solicitations or advertisements are not specifically directed at the employee(s) of the other party.

13. **MARKETING**

Keenan may use Client's name in its representative client list. Keenan shall obtain Client's written consent before using Client's name for any other purpose.

14. **OTHER RELATIONSHIPS**

- A. Client also understands that Keenan or its affiliates may provide services for other entities that also participate in the same pool as Client and or maintain Coverage with Keenan for similar insurance needs and that Keenan may be separately compensated for those additional services. Such services may include, without limitation, providing similar services for other members of the pool or providing other services for insurers or reinsurers that may provide coverage under the pool.
- B. Client understands that Keenan or its affiliates may provide Client with other services or insurance coverage not provided in this Agreement and receives compensation related to such other services including, without limitation, loss control services, joint powers administration, insurance brokerage services, reinsurance, obtaining other reinsurance coverage for Client, Claims administration, investigative services, financial processing and other related services.
- C. In the event a Claim is reported to Keenan and it is determined that the claimants or cross-complainants are also clients of Keenan to whom Keenan is also committed to serve by contract, Keenan shall notify the Client of the actual or potential conflict of interest. In such event, Client shall either waive the conflict or retain the services of another investigator/adjuster to administer the Claim, and Keenan shall assist the Client in obtaining such service.

15. **GENERAL**

- A. This Agreement, its recitals and all attached exhibits constitute the entire understanding of the parties related to the subject matter of the Agreement, and supersede all prior and collateral statements, presentations, communications, reports, agreements or understandings, if any, related to such matter(s).
- B. The obligations set forth in this Agreement other than Keenan's obligation to perform the Services and Client's responsibility to pay for the Services shall survive the expiration or termination of this Agreement. Nothing in this Section 15 shall, however, be interpreted as relieving Client of its obligation to pay for any Services rendered by Keenan prior to the termination date of this Agreement.
- C. If any person or entity attempts to pursue any claim or remedy based upon or arising in any way out of this agreement, to the extent such claim or remedy is permitted, then such person or entity shall be bound by the terms of this Agreement.

- D. No modifications or amendments to this Agreement shall be binding unless in writing and signed by authorized representatives from both parties. Any waiver or delay by a party in enforcing this Agreement shall not deprive that party of the right to take appropriate action at a later time or due to another breach. This Agreement shall be interpreted as if written jointly by the parties.
- E. Any provision determined by a court of competent jurisdiction to be partially or wholly invalid or unenforceable shall be severed from this Agreement and replaced by a valid and enforceable provision that most closely expresses the intention of the invalid or unenforceable provision. The severance of any such provision shall not affect the validity of the remaining provisions of this Agreement.
- F. Neither party shall be liable or deemed to be in default for any delay or failure in performance under this Agreement resulting, directly or indirectly, from acts of God, civil or military authority, acts of public enemy, war, accidents, fires, explosions, earthquakes, floods, power outages, failure of computer systems, machinery or supplies, vandalism, strikes, or other work interruptions or any similar or other cause beyond the reasonable control of either party. Each party shall make a good faith effort to perform under this Agreement in the event of any such circumstances, and shall resume full performance of its contract duties once the cause of the delay has abated.
- G. All payments and invoices are due and payable upon presentation by Keenan. In the event Client fails to pay any invoice within thirty days of presentation, Keenan shall be entitled to receive interest on such outstanding invoice from the date of presentation at the rate of (a) 1½ percent per month or (b) the maximum interest rate permitted by applicable law, whichever is lower.
- H. All notices hereunder shall be in writing and shall be sent to the parties at the addresses as set forth below, or to such other individual or address as a party may later designate. Notices shall be sent via personal delivery, courier service, United States mail (postage pre-paid, return receipt requested), express mail service or electronic mail. Notice shall be effective when delivered, or if refused, when delivery is attempted. Notices delivered during non-working hours shall be deemed to be effective as of the next business day.

If the notice relates to a legal matter or dispute, a copy shall be sent to:

Keenan and Associates
2355 Crenshaw Blvd., Ste. 200
Torrance, CA 90501
Attn: Legal Department

- I. This Agreement may be executed in counterparts and by electronic signatures.

- J. Each person signing this Agreement on behalf of a party represents and warrants that he or she has the necessary authority to bind such party and that this Agreement is binding on and enforceable against such party.

<u>West Kern Community College District</u>		<u>Keenan & Associates</u>	
<u>Signature:</u>		<u>Signature:</u>	
<u>By:</u>	Todd Hampton	<u>By:</u>	Eric J. Lucas, Esq
<u>Title:</u>	VP, Admin. Svcs.	<u>Title:</u>	Vice President
<u>Address:</u>	29 Emmons Park Drive	<u>Address:</u>	2355 Crenshaw Blvd., Ste. 200
	Taft, CA 93268		Torrance, CA 90501
<u>Attention:</u>	Trudi Blanco	<u>Attention:</u>	Bradley Keenan
<u>Telephone:</u>		<u>Telephone:</u>	
<u>E-mail:</u>	tblanco@taftcollege.edu	<u>E-mail:</u>	bkeenan1@keenan.com

EXHIBIT A-1
ADMINISTRATIVE SERVICES

1. Keenan agrees to provide, during the term of this Agreement, the following administrative services:
 - A. Provide Client a tabulated Monthly Status Report on all active Claims, indicating the open or closed status of each reported Claim assigned to Keenan, the details of each Claim, the payments during the month and the reserve status.
 - B. If requested by Client, Keenan shall establish a trust account from which Claims that are within the member retained limits are paid. If an account has already been established on the Client's behalf, Keenan shall continue to maintain the account upon renewal of services. Keenan will provide transaction registers of all such expenditures. The Client will maintain a balance adequate to pay bills and expenditures, on a monthly basis from the account and will reimburse said account promptly on a monthly basis in the amount the account is depleted, as outlined in the Agreement.
 - C. Provide for the payment of Claims, according to the guidelines given by Client, to the extent that there are funds available in Client's trust account.

EXHIBIT A-2 ADJUSTMENT SERVICES

1. Keenan agrees to provide, during the term of this Agreement, the following adjustment services on each Claim:
 - A. The maintenance of a file on each Claim reported to Keenan.
 - B. Periodic review and adjustment of reserves on all open Claims.
 - C. Whenever investigation results in a determination that Client sustained a liability to a third party, Keenan shall process any such Claim for settlement in accordance with the Coverage and instructions and policies of Client presented to Keenan in writing.
 - D. Investigate, evaluate and adjust all Claims by a covered party in accordance with the terms of the Coverage.
 - E. Notification of Client's primary and excess coverage providers of all Claims, which exceed Client's retained limit and maintenance of liaison between the Coverage providers and the Client on matters affecting the adjustment of such Claims and seek reimbursements for loss in excess of retention or deductible.
 - F. Pursue and direct subrogation/third-party recovery against any party responsible or partially responsible for loss incurred by Client, in accordance with the terms of the "Memorandum of Coverage" or "Insurance Policy" and, if a recovery is successful, the reimbursement of any amounts (net of subrogation effort expenses) shall be made in inverse order, to the extent of each party's disbursement: first to the reinsurer; then to the pool where the Client is a member and then to the Client.
 - G. Recommendation of rejection of Claims when appropriate pursuant to relevant provisions of Title 1, Division 3.6, Part 3, Chapter 2, of the Government Code of the State of California.
 - H. Attempt to obtain Release Agreements on behalf of Client in connection with the settlement of Claims.
 - I. Retain defense and coverage counsel in accordance with approved guidelines for the Coverage. Files referred to counsel will be sent with the appropriate instructions to advise counsel of the steps which are being authorized. All legal bills are to be reviewed for the nature of the work performed and reasonableness of the time charged.

EXHIBIT A-3 INVESTIGATIVE SERVICES

1. Keenan agrees to provide, during the term of this Agreement, the following investigative services:
 - A. Receipt and examination of all reports of Claims.
 - B. Initiate investigation through in-house review of Claims, where the nature of the Claim warrants such investigation or when requested by Client; such investigation to include telephonic or written contact with claimant, witnesses, or employees of Client.
 - C. Provide a report to Client with the findings of such investigation and information regarding any potential for subrogation/third-party recovery.
 - D. Assignment to and monitoring of all experts, consultants and field investigators appropriate for the type of Claim presented.

2. Client shall make available to Keenan all employees of Client who are witnesses to an incident or accident or who have knowledge of the event or incident, which is the subject matter of a Claim. If possible, Client shall provide Keenan with photographs and engineering drawings or other descriptive material of all conditions of Client property which are alleged to be dangerous or that were damaged in the events which produced the Claim under investigation.

EXHIBIT A-4
ADDITIONAL INVESTIGATIVE SERVICES

1. If necessary to determine probable liability/damage or deny coverage of a Claim and if a third-party recovery is pursued, Keenan shall conduct additional investigation of such Claims, where the nature of the Claim warrants such investigation or when requested by Client as follows:
 - A. Additional Investigative Services shall include additional contact with claimant, witnesses, or employees of Client, and other additional investigative services, such as professional photography, laboratory services, property damage appraisals, taking statements from witnesses away from the premises of Keenan, on-site investigation, copying material and other records, trial preparation and professional engineering services including, but not limited to, map preparation, accident reconstruction, material analysis and premises evaluation (collectively, "Additional Investigative Services").
2. Keenan agrees to manage and monitor the activities of any such vendors involved in the potential recovery and to assist them in the provision of such services.
3. Client agrees to pay for the cost of Additional Investigative Services. The invoice for such services shall be due and payable upon presentation. Client acknowledges that Additional Investigative Services may be provided by independent third-party vendors or by employees or affiliates of Keenan; provided that the rates charged by Keenan employees or affiliates shall be at market rates.

EXHIBIT A-5
SECTION 111 REPORTING SERVICES

1. Section 111 of the Medicare, Medicaid and SCHIP Extension Act of 2007 (“Section 111”) requires the reporting of certain liability settlements and/or payments to the Center for Medicare Services (“CMS”). Client is the Responsible Reporting Entity (“RRE”), as defined under Section 111, for any liability payment or settlement made by it from its own funds.

For each claim managed by Keenan under the Agreement, Keenan shall, in its capacity as TPA, perform the following services:

- a. Determine whether or not a Section 111 report (“Report”) must be filed; and
 - b. File any required Reports on behalf of Client.
2. When a claim payment or settlement exceeds Client’s retained limit or deductible (“MRL/Deductible”), Keenan, as Client’s TPA, shall file a Report with respect to the portion of the payment made from the client’s MRL/Deductible. The coverage provider, **Statewide Association of Community Colleges**, is responsible for submitting a Report with respect to any payments made by the coverage provider.
 3. It is the Client’s responsibility to timely provide Keenan with all information in its possession that is required for the filing of a 111 Report. Keenan shall not be responsible for any penalty or fine that is assessed for a failure to file a timely, accurate and/or complete Report if such failure was the result of the failure of the Client or any third party to provide Keenan with all information necessary to file a timely, accurate, and complete Report.
 4. Keenan cannot issue a payment to a claimant until all information required for the filing of a Report has been received.
 5. Keenan shall have no responsibility to file a Report for any payment or settlement made by Client without the involvement of Keenan. In such cases, Client, or its designee, shall be solely responsible for its own Section 111 compliance. This includes, without limitation, the determination of whether or not a Report must be submitted, as well as the preparation and submission of all required Reports.

**EXHIBIT B
COMPENSATION**

1. Client agrees to pay Keenan fees calculated as follows:

A. For the period of July 1, 2023 – June 30, 2024:

V.P./A.V.P./Claims Manager -	\$ 104.40 per hour
Senior Claims Examiner -	\$ 98.48 per hour
Claims Examiner -	\$ 87.03 per hour
Expenses -	45% of hourly billing
Minimum per file charge	One hour

2. Fees for subsequent contract years, as applicable, will be determined based upon Keenan's then-current hourly rate. Keenan shall provide Client notice of the rates for subsequent years at least sixty (60) days before the beginning of the applicable contract year.
3. Invoices will be issued quarterly for fees for time and expense actually accrued, if any, and are due and payable upon receipt of the invoice.
4. Any balance not paid within thirty (30) days following the date on the invoice shall be deemed late. Interest on any late payment shall accrue as of the date of Keenan's original invoice at the rate of (a) 1½ percent per month, or (b) the maximum interest rate permitted by applicable law, whichever is lower. Keenan shall have the right to suspend its Services if any balance owed by Client is more than sixty (60) days late.

Date: December 6, 2023
Submitted by: Dr. Leslie Minor, Vice President of Instruction
Area Administrator: Brock McMurray, Interim Superintendent/President
Subject: Request for Approval



Board Meeting Date: January 10, 2024

Title of Board Item:

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

Background:

TC-Stats is an iPad app developed here for data analysis that is used in an integral part of the Stat 1510 class. This will bring TC-Stats onto iOS 17 as well as address other enhancements to the app.

Terms (if applicable):

Effective upon signature

Expense (if applicable):

\$950 plus up to \$500 for maintenance/enhancements

Fiscal Impact Including Source of Funds (if applicable):

Office of Instruction budget for 2023/2024

Approved: _____


Brock McMurray, Acting Superintendent/President



Quicksilver Software, Inc.

7 December 2023

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

Re: Amendment to Agreement for iPad Software Product Development

Dear David:

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

This document is an amendment to the original Agreement dated 5 April 2011 for the development of the TC-Stats software package for Apple iPad (the "Original Agreement") and is a follow-on to the most recent amendment, dated 19 October 2022. Unless explicitly noted below, all terms and conditions of the Original Agreement shall remain in full force and effect.

Principal Business Terms

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

Summary of Work:

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

Target date for completion is 31 January 2024, assuming project startup before the end of December 2023.

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

**Quicksilver
Obligations:**

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

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

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

**Client
Obligations:**

Client will continue to work with Quicksilver to provide clear definitions of terminology and functionality for specific issues, if any are identified, as needed, in order to ensure the accuracy of the results provided by the Product. At present, there are no known issues other than updating the app for compatibility with the latest version of Apple iOS.

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

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

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

**Intellectual
Property Rights:**

For purposes of ownership, all rights to the Product-specific work created under this Agreement, including all intellectual property rights, shall belong solely to Client. A license to any necessary Quicksilver-owned elements shall also be granted, as provided below. For avoidance of

doubt, the parties agree that Quicksilver shall not obtain any rights to patented property of Client as a result of this Agreement.

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

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

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

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

Cancellation: Client may decide to cancel development of the Product at any time and for any reason, provided only that Quicksilver be given thirty (30) calendar days advance notice of any such cancellation. All reasonable documented costs of Quicksilver incurred prior to the effective date of any such cancellation, including costs incurred prior to Quicksilver's receipt of a fully executed agreement, shall be fully recoupable and paid upon cancellation. All payments made by Client shall be non-refundable.

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

Agreed by:



Signed

Signed

William C. Fisher

Name

Name

President

Title

Title

Quicksilver Software, Inc.

Organization

West Kern Community College District

Organization

6 December 2023

Date

Date

638 Camino de los Mares, Suite H130-479
San Clemente, CA 92673

29 Emmons Park Drive
Taft, CA 93268

Exhibit A

Project Deliverables

Development Schedule (Milestones)

1. Startup:
 - a. Signed agreement
 - b. Maintenance issues for identified for investigation, if any
2. Delivery 1 (Beta Version): Approximately 30 December 2023
 - a. Version ready for testing on iPad operating system version 17 to verify functionality and fixes to any identified issues for which work is approved
3. Delivery 2 (Complete Version): Approximately 31 January 2024
 - a. App functional on all current versions of Apple iOS, including version 17 (target is to support versions 12-17)
 - b. Identified issues resolved unless otherwise mutually agreed upon in writing
 - c. Q/A fixes and enhancements, as needed
 - d. App ready for submission to the Apple App Store

Development Terms

1. Total Project cost: \$950 for iOS 17 compatibility and up to \$500 for maintenance and enhancements, if requested (currently, none)
2. Payments:
 - a. Balance of \$950 plus maintenance and enhancement costs (grand total not to exceed \$1,450) upon delivery of Milestone #3
3. Terms: NET 15

Exhibit B

Statement of Work

Features

Features of the Product will be the same as those in the build prepared for release to the App Store in early 2024. There are no known major issues with the current product, but if issues are discovered a provision for maintenance work not to exceed \$500 has been included in this Agreement.

The Product shall be updated so that it can operate in a reasonable business manner on versions of the Apple iOS Operating System more recent than those supported by the original product. This specifically means support for iOS version 17.

Quicksilver shall make reasonable efforts to ensure that the Product can be used on older iPad devices; however, due to the deprecation of some software APIs by Apple, Quicksilver cannot guarantee that versions of iOS that were originally supported will continue to be supported by the newer version of the Product. Current plans are to support iOS versions 12-17, which should be more than sufficient to cover devices currently in use.

Quicksilver Tools

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

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

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

Third-Party Tools

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

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78066852	12/06/2023	A003135181000Bulbs.com	I0074463	W03814579	11000	431	4310	65100	42.57
78066853	12/06/2023	A002000164Imprint	I0074493	11816945	12620	202	4310	61900	5,704.68
78066854	12/06/2023	A00200017A.P.I. Plumbing	I0074456	27021	11000	431	4310	65100	43.85
					11000	431	4310	65500	141.81
78066855	12/06/2023	Cancelled Check							
78066856	12/06/2023	A00327115ABC Occupational Medical Cen	I0074444	EM015575	11000	411	5985	67300	45.00
78066857	12/06/2023	A00334609Aldaco, Christopher P.	I0074428	111823	12909	351	5710	64900	140.00
78066858	12/06/2023	A00238497All-Tech Fire & Security, In	I0074464	2802	11000	431	5632	65100	440.00
78066859	12/06/2023	A00201875Amazon Capital Services	I0074477	13MX-1HGM-9TV7	12477	203	6310	61200	26.51
			I0074478	1G1D-FN6C-4CJ9	31000	423	4115	69100	27.89
			I0074480	1YCQ-GR9C-1RCH	11000	431	6210	65100	638.13
			I0074482	1PX1-T3LX-HW4W	12000	318	4310	64800	200.75
			I0074483	1KNC-6CMN-6CWF	12679	320	4410	64900	490.67
			I0074484	1G6C-YNFT-9PH7	12560	223	4311	09565	83.33
			I0074488	16HC-JVXC-Y1NP	12477	203	6310	61200	1,542.26
			I0074489	13CY-7WX7-GJ6T	12477	203	6310	61200	60.77
			I0074491	1FMY-V777-NKHK	12477	203	6310	61200	233.87
			I0074492	11TL-X6J7-41LJ	12477	203	6310	61200	27.62
78066860	12/06/2023	A00200080Barajas, Alma R.	I0074398	111623	12375	310	5710	69200	38.65
78066861	12/06/2023	A00200773Beasley, Michelle A.	I0074450	111523	12653	301	5710	63900	1,907.49
78066862	12/06/2023	A00261766Benco Dental Supply Co.	I0074445	1T398238	11000	205	5632	12042	646.90
			I0074446	1T370609	11000	205	4311	12042	24.88
78066863	12/06/2023	A00250001Blake, Paul A.	I0074437	111723	11000	209	5710	09011	6.00
78066864	12/06/2023	A00200243Blick Art Materials	I0074423	1730225	31000	423	4310	69100	58.69
78066865	12/06/2023	A00200096Board of Governors, CCC	I0074479	22-610	72000	354	7130	67200	4,489.50
78066866	12/06/2023	A00002889Cantrell, Victoria R.	I0074416	102623	12000	303	7606	73200	148.70
78066867	12/06/2023	A00200146Carolina Biological Supply C	I0074473	52372396RI	11000	209	4311	04011	166.59
			I0074496	52365457RI	11000	209	4311	04011	158.01
78066868	12/06/2023	A00327741Cash, William J.	I0074439	111823	12642	223	4310	60103	6.84
78066869	12/06/2023	A00200161CDW-G	I0074448	MX16851	12642	223	4310	60103	359.41
			I0074449	MX19146	11000	202	6412	60100	420.32
78066870	12/06/2023	A00230466Classic Charter, Inc.	I0074471	165301	11000	352	5750	69610	2,189.00
78066871	12/06/2023	A00258703College House	I0074487	81256	31000	423	4310	69100	1,943.60
					31000	423	5940	69100	220.78
78066872	12/06/2023	A00102126Criss, Sarah V.	I0074426	111423	11000	110	5710	66003	389.40
78066873	12/06/2023	A00335974Daugherty, Devin	I0074401	NOV 23	12643	223	5710	60100	282.17
78066874	12/06/2023	A00265229DK&M Property	I0074422	DEC 23	39000	314	5610	64991	1,745.45
78066875	12/06/2023	A00331577Electric Embroidery Company	I0074419	1261	12495	319	4310	61900	60.00
78066876	12/06/2023	A00200307Farmer Bros. Company	I0074433	90195041	32000	422	4410	69400	1,072.73
78066877	12/06/2023	A00202335Fastenal Industrial & Constr	I0074407	CATAF53622	11000	431	4310	65100	266.23
78066878	12/06/2023	A00332921Ferrilli	I0074415	SIN002869	11000	113	5510	67801	4,655.00
78066879	12/06/2023	A00319544FFP Fund V Lessee, LLC	I0074413	2024-F5L1-00001	11000	431	5830	65700	11,977.71
7066880	12/06/2023	A00338155Flexground LLC	I0074503	3793	12375	310	6120	69200	2,962.76
78066881	12/06/2023	A00329125Foundation Properties Inc	I0074421	DEC 23	39000	314	5610	64991	2,127.27
78066882	12/06/2023	A00202041Fresno Oxygen	I0074405	0063282776	12642	223	6412	09565	955.21
			I0074406	0063283207	12643	223	4311	09565	301.76
			I0074435	0063282788	12642	223	4310	09565	2,129.02
			I0074436	0063282794	12560	223	4311	09565	520.04
78066883	12/06/2023	A00317357Garcia, Amber M.	I0074397	112723	12653	301	5710	63900	39.30

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78066884	12/06/2023	A00200629Grainger	I0074462	9876882300	11000	431	6210	65100	84.54
					11000	431	4310	65100	44.39
78066885	12/06/2023	A00200645Hardy Diagnostics	I0074441	1963750	11000	209	4311	04100	336.75
			I0074442	2851603	11000	209	4311	04012	92.42
			I0074481	167758	11000	209	4311	04012	139.00
78066886	12/06/2023	A00311504Hovind, Giselle R.	I0074440	112723	12653	301	5710	63900	40.48
78066887	12/06/2023	A00201357Hudson, Brandi J.	I0074400	111623	12375	310	5710	69200	48.47
78066888	12/06/2023	A00244581Independent Fire and Safety,	I0074475	63166	11000	431	5631	65100	862.00
78066889	12/06/2023	A00278633Johnson, Taylor E.	S0058753		11000		9526		138.00
78066890	12/06/2023	A00200721Kiwanis Club of Taft	I0074476	19915	11000	202	5210	60100	60.00
78066891	12/06/2023	A00202334Linder Backflow Service	I0074461	11323	11000	431	5631	65100	191.38
78066892	12/06/2023	A00002482May, James P.	I0074429	110323	11000	209	5740	19011	186.00
78066893	12/06/2023	A00271247Mendenhall, Janis L.	I0074411	112723	12653	301	5710	63900	40.35
78066894	12/06/2023	A00200567Mickelberry, Gracie	I0074410	112723	12653	301	5710	63900	40.35
78066895	12/06/2023	A00308756Montgomery Hardware Co.	I0074455	757854	11000	431	4310	65100	1,521.78
					11000	431	5940	65100	36.00
78066896	12/06/2023	A00227183North Kern Water Storage Dis	I0074425	15784	11000	431	5810	65100	1,012.65
78066897	12/06/2023	A00200498Office Depot	I0074447	339391447001	11000	209	4310	04011	62.67
			I0074451	338267812001	12600	309	4410	64992	144.62
			I0074452	339824090001	39000	314	4310	64991	236.70
					12433	314	4310	69800	78.90
			I0074486	337402018001	12000	311	4310	64200	51.19
			I0074497	338566244001	31000	423	4321	69100	55.35
			I0074504	336669492001	11000	202	6415	60100	89.72
78066898	12/06/2023	A00324842Payne, Kenneth E.	I0074420	DEC 23	39000	314	5610	64991	2,110.92
78066899	12/06/2023	A00200522Pepsi-Cola Company	I0074485	77795102	32000	422	4410	69400	1,628.88
78066900	12/06/2023	A00280086Rothgeb, Julie J.	I0074412	NOV 23	12642	223	5710	60103	39.30
78066901	12/06/2023	A00307141Ruiz, Christopher J.	I0074408	2324-24	11000	352	5510	69610	500.00
			I0074454	2324-19	11000	352	5510	69610	500.00
78066902	12/06/2023	A00202046Salinas, Cassie L.	I0074399	111623	12375	310	5710	69200	48.47
78066903	12/06/2023	A00338664Sequoia Sandwich Company	I0074430	112723	12653	301	4410	63900	640.83
78066904	12/06/2023	A00321772Sinclair Broadcast Group, In	I0074404	2068344-1	11000	115	5970	67100	3,500.00
78066905	12/06/2023	A00337933Sorenson Communications, LLC	I0074470	PI-000006463	12000	311	5641	64200	3,000.00
78066906	12/06/2023	A00200393Sparkletts	I0074453	110323	11000	223	4310	60103	35.98
78066907	12/06/2023	A00200417Sysco Food Service of Ventur	I0074434	379406347	32000	422	4410	69400	6,154.48
					32000	422	4411	69400	714.50
					32000	422	4411	69400	856.57
					32000	422	5940	69400	1.27
			I0074466	379401388	32000	422	4410	69400	3,444.85
					32000	422	4411	69400	610.62
					32000	422	4411	69400	522.06
					32000	422	5940	69400	0.01
			I0074498	379399448	12676	320	4410	64900	15,758.42
			I0074499	379391230	33429	310	4410	69250	1,536.69
			I0074502	379399451	33429	310	4411	69250	255.90
78066908	12/06/2023	A00319064T-Mobile USA Inc.	I0074395	12/13/23	39000	314	5840	64991	182.71
					12433	314	5840	69800	60.91
			I0074396	12-13-23	35000	360	6412	67701	29.41
			I0074403	12.13.23	12676	351	5840	64900	147.05
78066909	12/06/2023	A00200423Taft City School District	I0074460	24-45	11000	432	4312	65100	81.00
					11000	432	5632	65100	41.00

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					11000	432	4312	65100	117.89
					11000	432	5632	65100	82.00
					11000	432	4312	65500	80.00
					11000	432	5632	65500	41.00
				I0074465 24-39	11000	432	4312	67703	730.55
					11000	432	5632	67703	41.00
					39000	314	4312	69800	329.47
					39000	314	5632	69800	123.00
					11000	432	4312	65100	2.00
					11000	432	5632	65100	41.00
					11000	432	5632	65100	41.00
78066910	12/06/2023	A00200862Taft College Bookstore	I0074472 0044		11000	353	4310	64600	973.60
78066911	12/06/2023	A00200862Taft College Bookstore	I0074474 5153		11000	213	4310	15016	24.06
78066912	12/06/2023	A00200862Taft College Bookstore	I0074494 0798		12620	202	4310	61900	37.89
					11000	213	5950	49999	17.97
					11000	213	4310	15016	168.88
					11000	213	5950	49999	27.41
					11000	210	4310	13052	4.32
					11000	213	4311	10023	222.88
					11000	213	4310	11051	56.61
					11000	213	4310	15016	10.97
					11000	209	4310	04100	173.19
					11000	213	4310	05062	37.89
					11000	213	4310	15016	37.89
					11000	208	4310	15013	42.62
78066913	12/06/2023	A00200862Taft College Bookstore	I0074495 5879		11000	213	4310	15016	10.80
78066914	12/06/2023	A00242833The Bulk Yard	I0074458 28247		11000	431	4310	69610	1,402.73
			I0074459 28355		11000	431	6120	65500	1,269.07
78066915	12/06/2023	A00336205TPx Communications	I0074424 175819647-0		11000	431	5840	65700	577.93
78066916	12/06/2023	A00200282True Value Home Center	I0074457 475953		11000	431	4310	65100	21.66
					12560	223	4310	09565	34.62
					11000	435	4310	65192	21.64
					11000	431	4310	69200	35.71
					11000	431	4312	65100	30.36
				I0074468 476291	11000	431	4310	69800	16.22
					11000	431	4310	65100	169.78
				I0074469 474771	11000	431	4310	65100	20.32
78066917	12/06/2023	A00255644U.S. Bank Equipment Finance	I0074417 515425783		12560	223	5612	60103	245.81
					11000	205	5612	12042	245.81
					11000	203	5612	61200	245.81
					11000	203	5612	61200	245.81
					12000	318	5612	64800	245.81
					11000	202	5612	60100	245.81
					11000	113	5612	67801	245.86
					11000	431	5612	65100	245.81
					33428	310	5612	69200	61.45
					33528	310	5612	69200	61.45
					33588	310	5612	69200	61.45
					33591	310	5612	69200	61.45
					11000	207	5612	49999	245.81
78066917	12/06/2023	A00255644U.S. Bank Equipment Finance	I0074417 515425783		11000	202	5612	60100	245.81

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				11000	110	5612	66003	81.94
				11000	202	5612	60100	81.94
				11000	114	5612	66005	81.94
				11000	202	5612	60100	245.81
				11000	421	5612	67200	110.62
				11000	401	5612	67200	24.58
				11000	411	5612	67300	110.62
				39000	314	5612	64991	245.81
				12551	353	5612	64600	61.45
				11000	301	5612	64500	61.45
				11000	302	5612	63100	61.45
				11000	358	5612	62100	61.45
				11000	421	5612	67200	245.81
				11000	401	5612	67200	245.81
				11000	401	5612	67200	245.81
				31000	423	5612	69100	245.81
				31000	423	5612	69100	155.27
				12495	319	5612	61900	56.29
			I0074418 515425783.	31000	423	5971	69100	321.22
				12560	223	5971	60103	124.31
				11000	205	5971	12042	447.62
				12477	203	5971	61200	60.84
				11000	202	5971	60100	184.43
				33428	310	5971	69200	73.26
				33528	310	5971	69200	73.26
				33591	310	5971	69200	73.26
				33588	310	5971	69200	73.26
				11000	207	5971	49999	142.05
				11000	202	5971	60100	231.43
				11000	110	5971	66003	75.73
				11000	202	5971	60100	75.73
				11000	114	5971	66005	75.73
				11000	202	5971	60100	229.48
				39000	314	5971	64991	501.64
				12551	353	5971	64600	168.25
				11000	301	5971	64500	168.25
				11000	302	5971	63100	168.25
				11000	358	5971	62100	168.25
				11000	421	5971	67200	53.38
				31000	423	5971	69100	4,322.70
78066918	12/06/2023	A00200284U.S. Foods	I0074432 3098963	32000	422	4411	69400	1,906.33
			I0074500 5604922	33429	310	4411	69250	215.29
			I0074501 5791678	33429	310	4410	69250	1,705.60
78066919	12/06/2023	A00210209ULINE	I0074467 170025946	31000	423	4321	69100	552.08
				31000	423	5940	69100	57.55
78066920	12/06/2023	A00000456Uribe Berumen, Jose	I0074490 OCT '23	11000	435	5633	65192	1,800.00
78066921	12/06/2023	A00294733West Kern Adult Education Ne	I0074431 11302023-A	12603	125	7410	73100	83,256.00
78066922	12/06/2023	A00200355West Kern Water District	I0074393 111723	12560	223	5850	09565	145.47
78066923	12/06/2023	A00200355West Kern Water District	I0074409 112223	33428	310	5810	69200	16.38
				33528	310	5810	69200	16.38
				33588	310	5810	69200	32.78

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78066924	12/06/2023	A00200355West Kern Water District	I0074414	11/22/23	11000	435	5810	65192	61.72
78066925	12/06/2023	A00200355West Kern Water District	I0074427	11-22-23	11000	431	5810	65700	105.39
					39000	314	5810	64991	19.43
					12433	314	5810	69800	2.16
78066926	12/06/2023	A00329149WEX Bank	I0074394	93353960	11000	432	4316	67703	1,488.06
78066927	12/07/2023	A00336553Blackwater, Alyah S.	S0058793		11000		9526		1,172.82
78066928	12/07/2023	A00272474Callison, Bailey R.	S0058794		11000		9526		1,250.00
78066929	12/07/2023	A00285861Enciso, Araceli	S0058780		11000		9526		473.52
78066930	12/07/2023	A00323706Flores Flores, Ana P.	S0058792		11000		9526		900.00
78066931	12/07/2023	A00313601Gomez, Katelynn C.	S0058778		11000		9526		140.00
78066932	12/07/2023	A00336049Granada Huertas, Jhonner S.	S0058791		11000		9526		900.00
78066933	12/07/2023	A00327545Hartley, Payge T.	S0058779		11000		9526		420.00
78066934	12/07/2023	A00317671Hunter, Macayla C.	S0058781		11000		9526		473.52
78066935	12/07/2023	A00332365Kendrick, Kalin C.	S0058786		11000		9526		1,500.00
78066936	12/07/2023	A00331834Letterman, Claudia N.	S0058787		11000		9526		1,500.00
78066937	12/07/2023	A00334475Lira Martinez, Cynthia D.	S0058788		11000		9526		1,500.00
78066938	12/07/2023	A00275173Mesa, Sabrina	S0058782		11000		9526		473.52
78066939	12/07/2023	A00333895Parke, Lucas J.	S0058795		11000		9526		150.00
78066940	12/07/2023	A00318370Perez, Yvette	S0058783		11000		9526		157.84
78066941	12/07/2023	A00335429Ramirez, Jacqueline V.	S0058789		11000		9526		1,500.00
78066942	12/07/2023	A00324631Robertson, Ladonna M.	S0058784		11000		9526		236.76
78066943	12/07/2023	A00330130Valadez, Cecilia	S0058785		11000		9526		236.76
78066944	12/07/2023	A00335646Zavala, Jennavieve	S0058790		11000		9526		684.40
78066945	12/12/2023	A003135181000Bulbs.com	I0074545	W03840921	11000	431	4310	65100	127.21
78066946	12/12/2023	A00200017A.P.I. Plumbing	I0074551	27065	11000	431	4310	65500	274.96
					35819	357	4310	69700	45.47
78066947	12/12/2023	A00327115ABC Occupational Medical Cen	I0074578	EM015449	11000	411	5985	67300	15.00
			I0074581	EM015663	11000	411	5985	67300	45.00
78066948	12/12/2023	A00292936Albertson's LLC	I0074537	177691112823	32000	422	4410	69400	300.40
			I0074539	177689112823	39000	314	4310	64991	219.61
					12433	314	3310	69800	67.73
			I0074547	17768911/28/23	39000	314	4310	64991	174.68
					12433	314	3310	69800	53.87
78066949	12/12/2023	A00238497All-Tech Fire & Security, In	I0074563	2811	33428	310	5632	69200	220.00
					33528	310	5632	69200	220.00
					33588	310	5632	69200	440.00
			I0074564	1780	12050	431	6121	65113	15,028.50
78066950	12/12/2023	A00106729Alvarez, Olimpo	I0074568	120623	32000	422	4410	69400	33.89
78066951	12/12/2023	A00201875Amazon Capital Services	I0074544	1PV6-KYWY-P7TM	12679	320	4410	64900	38.90
			I0074594	1QQ7-PGNK-DRLP	11000	224	4310	60200	37.87
78066952	12/12/2023	A00201055American Dental Education As	I0074535	1188835	11000	205	5210	12042	945.00
78066953	12/12/2023	A00200043American Express	I0074528	11005112523	11000	000	7211	00000	9,172.94
78066954	12/12/2023	A00200063Austin's Pest Control, Inc.	I0074559	NOV 23	11000	431	5860	65100	420.00
			I0074583	NOV. 23	39000	314	5631	64991	100.00
78066955	12/12/2023	A00310237Benson, Nathan R.	I0074600	111823	12642	223	5710	60103	355.10
78066956	12/12/2023	A00303750Blanco, Erik R.	I0074402	111823	12642	223	5710	60103	355.10
78066957	12/12/2023	A00334819Brady Industries	I0074522	8474669	11000	431	4310	65300	2,561.42
					12433	314	4310	69800	623.98
					39000	314	4320	64992	528.88
					11000	431	5940	65300	6.00
			I0074523	8474668	11000	431	4310	65300	1,954.25

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78066958	12/12/2023	A00321194C & P Sanitary Supply, INC	I0074576 93246	11000	431	5940	65300	6.00
			I0074589 93300	11000	431	4310	65300	995.90
78066959	12/12/2023	A00200119C.A. Reding Company, Inc.	I0074597 689529	31000	423	5971	69100	366.43
78066960	12/12/2023	A00328288Cal Pro Specialties	I0074541 12656	12642	223	5613	60103	5.24
			I0074542 12655	12642	223	5613	60103	1,873.66
78066961	12/12/2023	A00200128California Library Assoc.	I0074549 300013234	11000	203	5210	61200	1,035.29
78066962	12/12/2023	A00200146Carolina Biological Supply C	I0074593 52300602RI	11000	209	4311	04013	150.00
78066963	12/12/2023	A00327741Cash, William J.	I0074599 11/18/23	12642	223	5710	60103	1,435.50
78066964	12/12/2023	A00308113Central Cal Surveys, LLC	I0074558 12010	12050	431	6121	65115	225.31
78066965	12/12/2023	A00200181City of Taft	I0074511 56258	39000	314	5850	64991	750.00
78066966	12/12/2023	A00200181City of Taft	I0074529 56263	31000	423	5850	69100	9.11
78066967	12/12/2023	A00200181City of Taft	I0074579 56256	11000	431	5850	65700	61.65
				11000	431	5850	65500	1,991.17
78066968	12/12/2023	A00258703College House	I0074598 81214	31000	423	4310	69100	40.64
78066968	12/12/2023	A00258703College House	I0074598 81214	31000	423	5940	69100	3,368.10
78066969	12/12/2023	A00200198Community College League of	I0074548 14042	12477	203	5642	61200	635.21
78066970	12/12/2023	A00275503Commvault Systems Inc.	I0074595 100-097486	12913	113	5641	66002	31,907.00
78066971	12/12/2023	A00220080CXtec	I0074518 7216082	12913	113	6415	66002	6,492.00
			I0074519 7215513	12913	113	6415	66002	362.64
			I0074520 7215197	12647	223	5612	60103	3,344.93
				12913	113	6415	66002	39,149.43
78066972	12/12/2023	A00233814D3 Sports	I0074586 9485	11000	352	4310	69610	32,175.71
78066973	12/12/2023	A00209835Daktronics	I0074554 7065603	11000	352	4310	69610	1,198.60
78066974	12/12/2023	A00336434Delgado, Emily	I0074527 NOV 23	12676	351	5710	64900	85.80
78066975	12/12/2023	A00211453Department of Industrial Rel	I0074536 S2013860SB	11000	431	5631	65100	47.03
78066976	12/12/2023	A00200238Department of Justice	I0074577 685239	32000	422	5985	69400	675.00
				12433	314	5985	64991	32.00
				12655	351	5985	64400	32.00
				39000	314	5985	64991	32.00
				12000	319	5985	63200	32.00
				11000	203	5985	61200	32.00
				11000	113	5985	67800	32.00
78066976	12/12/2023	A00200238Department of Justice	I0074577 685239	12642	223	5990	12500	128.00
				11000	202	5985	60100	32.00
78066977	12/12/2023	A00200246Division of the State Archit	I0074534 03-123907	12050	431	6121	65127	1,917.12
78066978	12/12/2023	A00277845Double D Cleaning Service	I0074565 101	12560	223	5890	09565	240.00
78066979	12/12/2023	A00201737Duran, Diana	I0074533 113023	11000	110	4310	66003	39.21
78066980	12/12/2023	A00200298Elsevier Health Science	I0074550 34046DG2	31000	423	4110	69100	1,839.05
78066981	12/12/2023	A00200307Farmer Bros. Company	I0074538 90195129	32000	422	4410	69400	1,494.33
78066982	12/12/2023	A00200308Federal Express Corporation	I0074505 9-664-16760	11000	401	5940	67705	8.24
			I0074596 9-662-80462	11000	401	5940	67705	6.82
78066983	12/12/2023	A00326939Garcia, Vincent	I0074601 111823	12642	223	5710	60103	225.31
78066984	12/12/2023	A00200629Grainger	I0074562 9890801815	11000	431	4310	65100	104.17
78066985	12/12/2023	A00307514Great River Learning	I0074585 5697011	31000	423	4110	69100	12,138.00
78066986	12/12/2023	A00200645Hardy Diagnostics	I0074590 173914	11000	209	4311	04012	89.20
			I0074591 173915	11000	209	4311	04012	100.05
78066987	12/12/2023	A00200662Hobart Corporation	I0074546 35865349	11000	431	5632	69400	1,313.05
78066988	12/12/2023	A00202073Human Kinetics	I0074556 46018107	31000	423	4115	69100	4,291.20
				31000	423	5940	69100	159.81

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78066989	12/12/2023	A00200693	John Wiley & Sons, Inc.	I0074555	8061028	31000	423	4110	69100	840.00		
						31000	423	5940	69100	94.33		
78066990	12/12/2023	A00200715	Kern Electric Distributors	I0074561	598676	11000	431	4310	65100	215.07		
78066991	12/12/2023	A00327810	Minuteman Press	I0074532	78142	31000	423	5971	69100	775.06		
						31000	423	5940	69100	40.94		
78066992	12/12/2023	A000083160	'Neill, Terra D.	I0074521	112723	12653	301	5710	63900	40.35		
78066993	12/12/2023	A00334628	Ocelot	I0074574	0031-07	12000	353	5970	64600	6,051.00		
78066994	12/12/2023	A00315956	Orkin Pest Control	I0074592	252086180	11000	431	5860	65100	191.99		
78066995	12/12/2023	A00201272	Owens, Patricia A.	I0074508	111823	12433	312	5710	69800	16.00		
						39000	312	5710	64991	16.00		
78066996	12/12/2023	A00200516	Patterson Dental Supply, Inc	I0074582	3027661497	11000	205	4310	12042	263.08		
78066997	12/12/2023	A00200518	Pearson Education	I0074588	23776772	31000	423	4110	69100	17,758.15		
78066998	12/12/2023	A00200522	Pepsi-Cola Company	I0074540	23416654	31000	423	4310	69100	61.58		
						I0074567	05041705	32000	422	4410	69400	2,354.83
78066999	12/12/2023	A00200458	Roth, Rebecca E.	I0074050	102323	12528	223	4310	67500	154.14		
78067000	12/12/2023	A00241620	Sanchez, Morgan E.	I0074525	120823	12000	303	4323	64300	124.63		
						I0074526	12/08/23	12000	303	4410	64300	295.32
78067001	12/12/2023	A00337933	Sorenson Communications, LLC	I0074509	PI-000006695	12000	311	5641	64200	900.00		
						I0074587	PI-000006571	12000	311	5641	64200	1,950.00
78067002	12/12/2023	A00200393	Sparkletts	I0074553	112323	12375	301	5990	64500	97.93		
78067003	12/12/2023	A00200417	Sysco Food Service of Ventur	I0074512	379413587	33429	310	4411	69250	139.96		
						I0074514	379406349	33429	310	4410	69250	1,338.39
						I0074515	379419902	32000	422	4410	69400	7,413.55
								32000	422	4411	69400	309.67
								32000	422	4411	69400	573.46
						I0074552	379408657	12676	320	4410	64900	1,314.21
						I0074573	379413585	32000	422	4410	69400	2,833.16
								32000	422	4411	69400	1,150.16
								32000	422	4411	69400	719.88
								32000	422	5940	69400	32.41
78067004	12/12/2023	A00200425	Taft College	I0074566	112023	31000	423	7130	69100	30.00		
78067005	12/12/2023	A00200862	Taft College Bookstore	I0074524	5227.	12642	223	4310	09565	75.78		
78067006	12/12/2023	A00200862	Taft College Bookstore	I0074569	604?	12560	223	4110	09565	1,136.46		
78067007	12/12/2023	A00339389	Technical Smoke Testing Inc.	I0074557	820072	11000	432	5632	67703	200.00		
78067008	12/12/2023	A00200282	True Value Home Center	I0074560	476426	11000	431	4310	65100	39.25		
								11000	431	4310	65500	51.94
78067009	12/12/2023	A00243766	Tweedy, Allisa M.	I0074602	111823	12642	223	5710	60103	368.60		
78067010	12/12/2023	A00200284	U.S. Foods	I0074510	3098965	33429	310	4411	69250	401.52		
						I0074513	3098964	33429	310	4410	69250	1,357.38
						I0074516	3418839	32000	422	4411	69400	655.06
						I0074517	3418838	32000	422	4411	69400	247.65
						I0074571	3267088	32000	422	4411	69400	2,301.87
						I0074572	3267092	32000	422	4411	69400	221.36
78067011	12/12/2023	A00243587	United Healthcare Insurance	I0074531	DEC 23	11000	412	3350	59100	22,299.07		
78067012	12/12/2023	A00200293	United Parcel Service	I0074506	0000969726483.	31000	423	5940	67705	1,558.38		
78067013	12/12/2023	A00336843	Valadez, Jose A.	I0074570	110723	12620	202	4310	61900	630.49		
78067014	12/12/2023	A00317777	Watermark Insights LLC	I0074543	SI-00012120	12000	319	5641	63200	14,580.56		
78067015	12/12/2023	A00200352	Waxie Sanitary Supply	I0074575	82121094	11000	431	4310	65300	4,568.37		
78067016	12/12/2023	A00200355	West Kern Water District	I0074530	113023	33428	310	5810	69200	19.86		
								33528	310	5810	69200	19.86
								33588	310	5810	69200	39.72

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78067017	12/12/2023	A00200360Westec	I0074507	28765	11450	204	5641	09543	35,857.50
78067018	12/12/2023	A00201081Westside Waste Management Co	I0074580	49664	11000	431	5850	65700	5,800.64
					12433	314	5850	69800	91.25
					39000	314	5850	64991	517.06
					12560	223	5850	09565	135.25
78067019	12/12/2023	A00319010XanEdu Publishing, Inc.	I0074584	27133-111623	31000	423	4110	69100	3,824.00
78067020	12/12/2023	A00304914Yamsuan, Alexa H.	I0074438	111823	12642	223	5710	60103	33.00
78067021	12/14/2023	A00313287Ambriz, Jasmine B.	S0058822		11000		9526		128.00
78067022	12/14/2023	A00323614Armstrong, Reese W.	S0058821		11000		9526		138.00
78067023	12/14/2023	A00326574Brogdon, Kenidee M.	S0058809		11000		9526		414.00
78067024	12/14/2023	A00327842Calhoun, Nikolas	S0058805		11000		9526		642.00
78067025	12/14/2023	A00092333Clark, Jennifer D.	S0058815		11000		9526		184.00
78067026	12/14/2023	A00246976Connick, Christina R.	S0058798		11000		9526		3,000.00
78067027	12/14/2023	A00271324Crouch, Corbin J.	S0058816		11000		9526		184.00
78067028	12/14/2023	A00321127Fonseca, Juliet M.	S0058807		11000		9526		460.00
78067029	12/14/2023	A00203132George, Wesley D.	S0058806		11000		9526		506.00
78067030	12/14/2023	A00323323Goodwin, Davis M.	S0058817		11000		9526		186.00
78067031	12/14/2023	A00315797Gutierrez, Julianna	S0058812		11000		9526		322.00
78067032	12/14/2023	A00326740Hallum, Faith A.	S0058804		11000		9526		552.00
78067033	12/14/2023	A00323463Heber, Brock R.	S0058818		11000		9526		186.00
78067034	12/14/2023	A00270140Huerta, Juan A.	S0058814		11000		9526		230.00
78067035	12/14/2023	A00337783Lomeli, Ivan L.	S0058797		11000		9526		236.00
78067036	12/14/2023	A00323470McClanahan, Fletcher R.	S0058819		11000		9526		186.00
78067037	12/14/2023	A00313636Mcghee, Deyja A.	S0058796		11000		9526		1,683.00
78067038	12/14/2023	A00018371McGill, Lakeyshia R.	S0058802		11000		9526		1,695.00
78067039	12/14/2023	A00325428Metcalf, Sarah E.	S0058799		11000		9526		3,000.00
78067040	12/14/2023	A00327679Olvera, Natalie N.	S0058820		11000		9526		184.00
78067041	12/14/2023	A00337366Ortiz, Audrey A.	S0058813		11000		9526		322.00
78067042	12/14/2023	A00323227Ramirez Aparicio, Aileen A.	S0058810		11000		9526		414.00
78067043	12/14/2023	A00329903Ramos, Vanessa M.	S0058800		11000		9526		3,000.00
78067044	12/14/2023	A00337099Robinson, Shelby L.	S0058808		11000		9526		598.00
78067045	12/14/2023	A00333835Rowden, Levi C.	S0058823		11000		9526		50.00
78067046	12/14/2023	A00329994Siegel, Chloe R.	S0058803		11000		9526		1,410.00
78067047	12/14/2023	A00061732Stinson, Megan D.	S0058801		11000		9526		3,000.00
78067048	12/14/2023	A00327554Wiyninger, Catriona T.	S0058811		11000		9526		370.00
78067049	12/18/2023	A00200017A.P.I. Plumbing	I0074658	27091	11000	431	4310	65100	175.37
			I0074690	27068	11000	431	4310	65500	37.62
					11000	431	4310	69200	21.65
78067050	12/18/2023	A00200023Abate-A-Weed	I0074686	1024845	11000	432	4310	65100	221.14
78067051	12/18/2023	A00330532Acadental Inc.	I0074616	71281	11000	205	4311	12042	557.90
78067052	12/18/2023	A00238497All-Tech Fire & Security, In	I0074670	2823	11000	431	5632	65100	660.00
78067053	12/18/2023	A00201875Amazon Capital Services	I0074644	1PV9-F6FR-H7GJ	12560	223	4311	09565	33.53
			I0074647	1JGC-N6PF-W7P4	11000	431	4310	69400	36.29
			I0074678	1QPD-M7X6-Q41Q	11000	212	4310	61100	77.96
			I0074680	1VV6-6399-V6Q6	11000	431	4310	69400	38.29
78067054	12/18/2023	A00288646Amazon Web Services, Inc.	I0074654	1507309557	11000	113	5644	67801	1,441.79
78067055	12/18/2023	A00200044American General Media	I0074626	IN-1231130113	11000	115	5970	67100	5,040.00
78067056	12/18/2023	A00223048AMS.NET	I0074692	0073236	11000	113	5641	67801	3,600.00
78067057	12/18/2023	A00200053Apple Computer Inc.	I0074614	MA47886079	11000	210	6415	21056	1,930.77
			I0074615	MA47994691	11000	213	6415	10023	1,930.77
78067058	12/18/2023	A00202445AT&T Mobility	I0074606	120223	12551	353	6415	64600	120.72

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78067059	12/18/2023	A00200063Austin's Pest Control, Inc.	I0074684	NOV '23	12560	223	5860	09565	55.00
78067060	12/18/2023	A00272600Beard Family Trust	I0074625	JAN 24	12560	223	5610	09565	3,500.00
			I0074694	100	12560	223	4310	09565	1,500.00
78067061	12/18/2023	A00201984California State University	I0074623	FDN9000265	12676	351	5990	64900	399.50
78067062	12/18/2023	A00200149Carquest Auto Parts	I0074637	7305-339280	12647	223	4312	09565	160.55
78067063	12/18/2023	A00200161CDW-G	I0074671	ND64563	12913	113	6415	66002	13,811.49
78067064	12/18/2023	A00200107Charter Communications	I0074608	120123	12560	223	5610	09565	332.93
78067065	12/18/2023	A00200107Charter Communications	I0074619	121123	11000	435	5840	65192	162.96
78067066	12/18/2023	A00043716Chavira, Margaret	I0074697	12/11/23	12916	321	4323	64900	135.37
78067067	12/18/2023	A00200181City of Taft	I0074607	56259	12560	202	5850	09565	9.11
78067068	12/18/2023	A00200182City of Taft Police Departme	I0074632	1023WKCCD	32000	422	5985	69400	30.00
					12642	223	5990	12500	120.00
					12433	314	2361	64991	30.00
					39000	314	5985	64991	30.00
					12000	319	5985	63200	30.00
					11000	203	5985	61200	30.00
					11000	113	5985	67800	30.00
78067069	12/18/2023	A00264649Convergent Technologies, LLC	I0074657	IN00125848	12050	431	6121	65125	1,395.60
78067070	12/18/2023	A00200467Cotto, Apolonia	I0074655	NOV 23	12676	351	5710	64900	53.58
78067071	12/18/2023	A00280761County of Kern Public Works	I0074660	120823	11000	431	5850	65500	245.31
78067072	12/18/2023	A00200238Department of Justice	I0074633	692132	12620	202	5985	61900	32.00
					39000	314	5985	64991	32.00
					12433	314	5985	64991	96.00
					11000	352	5985	12500	32.00
					12642	223	5990	12500	209.00
78067073	12/18/2023	A00265229DK&M Property	I0074649	JAN 24	39000	314	5610	64991	1,745.45
78067074	12/18/2023	A00283199Fork Lift Specialties, Inc.	I0074685	24534485	12560	223	5632	09565	3,059.63
78067075	12/18/2023	A00329125Foundation Properties Inc	I0074650	JAN 24	39000	314	5610	64991	2,127.27
78067076	12/18/2023	A00200627Gonzalez, Lourdes	I0074629	12/04/23	12599	309	5710	64992	111.65
78067076	12/18/2023	A00200627Gonzalez, Lourdes	I0074630	12-04-23	12599	309	5710	64992	404.46
78067077	12/18/2023	A00312275Grovesman, Susan D.	I0074611	120423	11000	115	4310	67100	244.14
78067078	12/18/2023	A00200645Hardy Diagnostics	I0074677	180976	11000	209	4311	04012	41.88
78067079	12/18/2023	A00200655Henry Schein, Inc.	I0074665	59975209	11000	205	4311	12042	2,991.18
			I0074683	59893236	11000	352	4310	69619	449.43
78067080	12/18/2023	A00324742Jarrett Electric, Inc.	I0074639	13645	12050	431	6121	65125	2,221.85
			I0074640	13646	12050	431	6121	65113	2,451.00
78067081	12/18/2023	A00200707Keenan & Associates	I0074613	298782	11000	412	5510	67300	5,000.00
			I0074627	295861	11000	412	5510	67300	5,000.00
78067082	12/18/2023	A00200715Kern Electric Distributors	I0074636	598909	11000	431	4310	65100	122.76
78067083	12/18/2023	A00270994Legal Books Distributing	I0074659	508032	31000	423	4110	69100	296.52
78067084	12/18/2023	A00294677Lilly, Tabitha E.	S0058196		11000		9526		184.00
78067085	12/18/2023	A00325895Linde Gas & Equipment Inc.	I0074645	39613383	11000	205	5641	12042	321.93
78067085	12/18/2023	A00325895Linde Gas & Equipment Inc.	I0074646	39568316	11000	205	5641	12042	957.71
78067086	12/18/2023	A00080440Montoya, Donna D.	I0074610	112723	12653	301	5710	63900	39.82
78067087	12/18/2023	A00200498Office Depot	I0074663	335917250001	11000	213	4310	10023	98.31
			I0074664	338657818001	11000	205	4310	12042	63.77
			I0074666	342729337001	11000	302	4310	63100	55.33
			I0074672	341079663001	11000	210	4310	20014	394.42
			I0074673	342544867001	12000	303	4310	64300	409.49
			I0074674	340460726001	11000	209	4310	19051	205.52
			I0074675	338467198001	11000	352	4310	69610	71.24

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			I0074676	340985003001	11000	401	4310	67200	161.03
			I0074682	340360087001	11000	209	4310	17016	59.06
78067088	12/18/2023	A00315956Orkin Pest Control	I0074652	253614628	11000	431	5860	65100	191.99
78067089	12/18/2023	A00200508P. G. & E.	I0074604	121223	39000	314	5830	64991	187.48
78067090	12/18/2023	A00200508P. G. & E.	I0074605	120123	12560	223	5860	09565	513.63
78067091	12/18/2023	A00200508P. G. & E.	I0074609	12/12/23	39000	314	5830	64991	41.56
78067092	12/18/2023	A00200508P. G. & E.	I0074661	121023	11000	435	5830	65191	29.18
					11000	435	5820	65191	13.38
78067093	12/18/2023	A00200508P. G. & E.	I0074662	120823	11000	435	5830	65192	325.10
					11000	435	5820	65192	200.16
78067094	12/18/2023	A00266719Parts Town, LLC	I0074679	2100948478	11000	431	4312	69400	1,032.43
78067095	12/18/2023	A00318539Paycor, Inc.	I0074631	INV00060976	12571	411	5985	67300	370.00
78067096	12/18/2023	A00324842Payne, Kenneth E.	I0074651	JAN 24	39000	314	5610	64991	2,110.92
78067097	12/18/2023	A00200522Pepsi-Cola Company	I0074635	20125354	32000	422	4410	69400	628.63
78067098	12/18/2023	A00307141Ruiz, Christopher J.	I0074656	2324-38	11000	352	5510	69610	500.00
78067099	12/18/2023	A00285838Sammy's Detail	I0074667	2667	11000	432	5632	67703	505.00
					39000	314	5632	64991	115.00
			I0074668	2667.	12560	223	5632	09565	140.00
78067100	12/18/2023	A00200417Sysco Food Service of Ventur	I0074638	379424275	32000	422	4410	69400	4,677.63
					32000	422	4411	69400	514.59
					32000	422	4411	69400	290.61
			I0074681	379419903	12679	320	4410	64900	1,111.74
78067101	12/18/2023	A00200419T.C. Clearing Account	I0074634	OCT 23	11000	421	5912	67200	3,058.82
78067102	12/18/2023	A00200423Taft City School District	I0074669	24-55	11000	432	4312	67703	274.18
					11000	432	5632	67703	164.00
					11000	432	4312	67703	115.92
					11000	432	5632	67703	164.00
					11000	432	5632	67703	82.00
					11000	432	5632	65300	41.00
78067103	12/18/2023	A00200425Taft College	I0074648	120423	31000	423	7130	69100	30.00
78067104	12/18/2023	A00200862Taft College Bookstore	I0074612	3077	11000	213	4310	15016	10.80
78067105	12/18/2023	A00200862Taft College Bookstore	I0074691	5179	12642	223	5613	60103	909.30
78067106	12/18/2023	A00200862Taft College Bookstore	I0074693	5335	12642	223	5613	60103	389.60
78067107	12/18/2023	A00252942TC Federal Financial Aid Cle	I0074618	121323	11000	353	7130	64600	679.00
78067108	12/18/2023	A00309285The Home Depot Pro	I0074688	773984174	11000	431	4310	65300	148.36
			I0074689	773677232	11000	431	4310	65300	2,055.02
					12433	314	4310	69800	224.08
					39000	314	4320	64992	224.08
78067109	12/18/2023	A00313898TimeClock Plus, LLC	I0074642	INV00310032	11000	411	5641	67300	214.20
78067110	12/18/2023	A00200282True Value Home Center	I0074653	476959	11000	110	4310	68900	46.30
			I0074687	476692	11000	431	4310	69400	21.63
78067111	12/18/2023	A00000456Uribe Berumen, Jose	I0074695	NOV 23	11000	435	5633	65191	120.00
			I0074696	NOV. 23	11000	435	5633	65192	300.00
78067112	12/18/2023	A00336843Valadez, Jose A.	I0074621	120723	12620	202	4310	61900	69.40
78067113	12/18/2023	A00200338Verizon Wireless	I0074603	9950607547	11000	357	5840	69700	128.36
78067114	12/18/2023	A00200433Vibul Tangpraphaphorn, M.D.	I0074641	NOV 23	11000	411	5985	67300	45.00
78067115	12/18/2023	A00200352Waxie Sanitary Supply	I0074617	82139382	11000	431	4310	65300	165.36
78067116	12/18/2023	A00200355West Kern Water District	I0074620	120723	11000	435	5810	65191	39.85
78067117	12/18/2023	A00200355West Kern Water District	I0074628	12/07/23	11000	431	5810	65700	2,438.13
					39000	314	5810	69800	449.44
					12433	314	5810	69800	49.93

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78067118	12/18/2023	A00200355	West Kern Water District	I0074643	11/30/23	11000	431	5810	65700	660.30
						39000	314	5810	69800	121.72
						12433	314	5810	69800	13.52
78067119	12/18/2023	A00201081	Westside Waste Management Co	I0074624	49658	39000	314	5850	64991	75.88
78067120	12/20/2023	A00293918	A&B Athletics	I0074754	6712	11000	352	4310	69610	97.43
78067121	12/20/2023	A00200017	A.P.I. Plumbing	I0074760	26581	11000	431	4310	65500	10.29
78067122	12/20/2023	A00201875	Amazon Capital Services	I0074700	19CW-4C66-CXCQ	31000	423	4110	69100	6.54
				I0074720	1QCR-VTL1-WXNH	11000	431	4310	65100	110.29
						11000	431	5940	65100	14.94
				I0074732	1VKQ-K6DC-NXDN	11000	431	4310	65100	60.64
				I0074733	1GNQ-MMLJ-PXG9	35815	314	4310	69700	1,005.59
				I0074742	16G7-GRPv-3JR7	31000	423	4310	69100	90.44
				I0074753	1V6M-NVV1-41QW	11000	205	4311	12042	215.40
				I0074768	13Q7-4PNW-1JDD	12655	351	4310	64400	540.22
78067123	12/20/2023	A00200076	Bandy, Ingrun K.	I0074756	121123	11000	352	4310	69610	195.93
78067124	12/20/2023	A00306416	Belcher, William C.	I0074699	11312023-CB10	11000	401	5510	67200	300.00
78067125	12/20/2023	A00261766	Benco Dental Supply Co.	I0074727	1T551681	11000	205	4311	12042	56.81
				I0074729	1T544067	11000	205	4311	12042	157.58
				I0074730	1T546543	11000	205	4311	12042	10.23
78067126	12/20/2023	A00200243	Blick Art Materials	I0074741	1955008	31000	423	4310	69100	2,027.38
78067127	12/20/2023	A00334819	Brady Industries	I0074762	8492866	11000	431	4310	65300	25.52
78067128	12/20/2023	A00200161	CDW-G	I0074737	NJ18457	12913	113	6415	66002	24,866.53
						12647	223	5612	60103	22,953.72
78067129	12/20/2023	A00201685	Cengage Learning	I0074703	83038100	31000	423	4115	69100	3,240.00
						31000	423	5940	69100	138.69
				I0074738	83022917	31000	423	4110	69100	1,875.00
78067130	12/20/2023	A00220080	CXtec	I0074707	7217010	12647	223	5612	60103	29,971.99
				I0074750	7216856	12913	113	6415	66002	362.64
78067131	12/20/2023	A00253023	Ellucian Company L.P.	I0074702	90405952	11000	358	5641	62100	24,684.18
						12000	319	5641	63200	24,684.18
						11000	421	5643	71004	40,753.59
						11000	411	5641	67300	41,057.60
						11000	202	5642	60100	23,805.35
						11000	113	5643	67801	35,018.00
						11000	353	5641	64600	52,882.10
78067132	12/20/2023	A00200308	Federal Express Corporation	I0074712	8-327-99867	11000	401	5940	67705	34.56
78067133	12/20/2023	A00332921	Ferrilli	I0074708	SIN003288	11000	113	5510	67801	3,800.00
78067134	12/20/2023	A00202041	Fresno Oxygen	I0074751	0063293313	12643	223	4311	09565	190.63
				I0074752	0063292704	12642	223	4311	09565	399.44
78067135	12/20/2023	A00283264	Frontier California Inc.	I0074714	5703120723	11000	431	5840	65700	155.26
78067136	12/20/2023	A00201045	Golling, Greg P.	I0074763	SPRING 2024	31000	423	4110	69100	1,415.25
78067137	12/20/2023	A00200645	Hardy Diagnostics	I0074716	188796	11000	209	4311	04100	48.29
				I0074724	188117	11000	209	4311	04100	157.61
78067138	12/20/2023	A00200655	Henry Schein, Inc.	I0074728	63091271	11000	205	4311	12042	2,144.94
78067139	12/20/2023	A00200687	Jean, Brian M.	I0074711	120523	11000	202	5510	60100	2,153.33
78067140	12/20/2023	A00200708	Kendall/Hunt Publishing Co.	I0074739	13463166	31000	423	4110	69100	852.03
						31000	423	5940	69100	108.74
78067141	12/20/2023	A00200721	Kiwanis Club of Taft	I0074731	19962	11000	202	5210	60100	76.00
78067142	12/20/2023	A00329896	Living Water Treatment, Inc.	I0074758	12721	11000	431	5641	65100	890.00
78067143	12/20/2023	A00330042	Lotus Bakersfield Corp.	I0074748	IN-1231193365	11000	115	5970	67100	4,460.00
78067144	12/20/2023	A00253920	Mancomm, Inc.	I0074766	158401	31000	423	4110	69100	1,161.48

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78067145	12/20/2023	A00227772MBS Textbook Exchange, Inc.	I0074722	47-5359185	31000	423	4115	69100	50.00
					31000	423	5940	69100	22.09
			I0074749	47-5358572	31000	423	4110	69100	1,170.00
					31000	423	5940	69100	56.86
78067145	12/20/2023	A00227772MBS Textbook Exchange, Inc.	I0074765	47-5353060	31000	423	4115	69100	194.89
					31000	423	5940	69100	45.27
78067146	12/20/2023	A00327810Minuteman Press	I0074719	78560	31000	423	5971	69100	1,683.80
					31000	423	5940	69100	19.41
78067147	12/20/2023	A00308756Montgomery Hardware Co.	I0074709	758550	12560	223	4310	09565	418.44
78067148	12/20/2023	A00200498Office Depot	I0074734	343584060001	39000	314	4310	64991	114.91
					12433	314	4310	69800	38.31
			I0074735	337817099001	11000	352	4310	69610	131.78
			I0074736	342544867002	12000	303	4310	64300	84.40
			I0074767	341904327001	11000	209	4310	04013	74.04
			I0074769	344639293001	32000	422	4310	69400	78.70
78067149	12/20/2023	A00200508P. G. & E.	I0074713	121323	11000	431	5830	65700	27,539.67
					39000	314	5830	64991	3,752.01
					12433	314	5830	69800	416.89
					33428	310	5830	69200	1,251.95
					33528	310	5830	69200	1,251.95
					33588	310	5830	69200	2,503.90
78067150	12/20/2023	A00200518Pearson Education	I0074740	23833275	31000	423	4110	69100	2,734.58
78067150	12/20/2023	A00200518Pearson Education	I0074740	23833275	31000	423	5940	69100	172.73
78067151	12/20/2023	A00317367Quadient Leasing USA, Inc.	I0074726	Q1097669	11000	423	5612	69100	1,104.64
78067152	12/20/2023	A00018310Reynolds, David S.	I0074764	SPRING 2024	31000	423	4110	69100	2,610.00
78067153	12/20/2023	A00321772Sinclair Broadcast Group, In	I0074698	2102523-1	11000	115	5970	67100	3,825.00
78067154	12/20/2023	A00298573SmartSign	I0074757	MPS-825575	36000	433	6121	69500	8,416.96
78067155	12/20/2023	A00337933Sorenson Communications, LLC	I0074723	PI-000006843	12000	311	5641	64200	2,100.00
78067156	12/20/2023	A00268861Sports Imports, Inc.	I0074721	INV13760	11000	352	4310	69610	871.19
78067157	12/20/2023	A00211077Strata Information Group	I0074770	50152	12569	353	5510	64600	595.00
78067158	12/20/2023	A00330155Strautman, James A.	I0074761	231211	11000	115	5510	67100	15,000.00
78067159	12/20/2023	A00200417Sysco Food Service of Ventur	I0074704	379419906	33429	310	4411	69250	398.87
			I0074706	379430010	33429	310	4410	69250	1,873.59
			I0074743	379430006	32000	422	4410	69400	7,573.67
					32000	422	4411	69400	1,332.42
					32000	422	4411	69400	841.46
			I0074744	379430009	39000	314	4311	64991	277.92
78067160	12/20/2023	A00200862Taft College Bookstore	I0074715	5210	11000	210	4110	49999	247.89
					11000	207	4110	08354	184.34
					11000	210	4110	22081	41.75
					11000	210	4110	22012	10.81
					11000	210	4110	21056	92.73
78067161	12/20/2023	A00200862Taft College Bookstore	I0074745	0214	12495	319	4310	61900	459.94
78067162	12/20/2023	A00200862Taft College Bookstore	I0074746	5520	12495	319	4310	61900	38.97
78067163	12/20/2023	A00200862Taft College Bookstore	I0074755	5347	11000	352	5940	69610	21.35
78067164	12/20/2023	A00200832Taft College Foundation	I0074717	120823	31000	423	7130	69100	163.91
			I0074718	12/08/23	31000	423	7130	69100	64.13
78067165	12/20/2023	A00200432Taft Union High School	I0074759	24-013	11000	431	5633	69610	1,775.32
			I0074772	24-012	11000	352	5611	69612	409.94
					11000	352	5611	69613	409.93

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78067166	12/20/2023	A00200282	True Value Home Center	I0074710	477247	11000	431	4310	65500	35.69
						36000	433	6121	69500	45.44
						11000	431	4310	65100	8.55
						35815	314	4310	69700	119.00
						36000	433	6121	69500	55.69
				I0074771	477042	11000	431	4310	65100	52.92
78067167	12/20/2023	A00255644	U.S. Bank Equipment Finance	I0074701	517730578	12560	223	5612	60103	266.67
						11000	205	5612	12042	266.67
						11000	203	5612	61200	266.67
						11000	203	5612	61200	266.67
						12000	318	5612	64800	266.67
						11000	202	5612	60100	266.67
						11000	113	5612	67801	266.67
						11000	431	5612	65100	266.67
						33428	310	5612	69200	66.67
						33528	310	5612	69200	66.67
						33588	310	5612	69200	66.67
						33591	310	5612	69200	66.67
						11000	207	5612	49999	266.67
						11000	202	5612	60100	266.67
						11000	110	5612	66003	88.89
						11000	202	5612	60100	88.89
						11000	114	5612	66005	88.89
						11000	202	5612	60100	266.67
						11000	421	5612	67200	120.00
						11000	401	5612	67200	26.67
						11000	411	5612	67300	120.00
						39000	314	5612	64991	266.67
						12551	353	5612	64600	66.67
						11000	301	5612	64500	66.67
						11000	302	5612	63100	66.67
						11000	358	5612	62100	66.67
						11000	421	5612	67200	266.64
						11000	401	5612	67200	266.67
						11000	401	5612	67200	266.67
						31000	423	5612	69100	266.67
31000	423	5612	69100	168.44						
12495	319	5612	61900	61.06						
78067168	12/20/2023	A00200284	U.S. Foods	I0074705	3418840	33429	310	4410	69250	1,561.09
				I0074747	3601109	32000	422	4411	69400	2,447.85
78067169	12/20/2023	A00210209	ULINE	I0074725	170861295	31000	423	4321	69100	171.69
						31000	423	5940	69100	77.20

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USER ID	ACTIVITY DATE	VENDOR		PURCHASE ORDER		PURCHASE ORDER	REQ. DATE	PURCHASE ORDER	CL C A
		NUMBER	NAME	NUMBER	DATE				
AOMEGA	12/05/2023	A00201055	American Dental Education As	P0063144	11/30/2023	11/30/2023		\$945.00	
	12/14/2023	A00200425	Taft College	P0063225	12/13/2023	12/13/2023		\$431.65	
	12/18/2023	A00200425	Taft College	P0063238	12/14/2023	12/14/2023		\$68.49	

								TOTAL USER	\$1,445.14
BYOUNG	12/13/2023	A00253023	Ellucian Company L.P.	P0063180	12/06/2023	12/06/2023		\$242,885.01	
	12/19/2023	A00200116	Burt Electric & Communicatio	P0063278	12/19/2023	12/19/2023		\$253.62	
		A00200161	CDW-G	P0063272	12/19/2023	12/19/2023		\$2,840.55	

								TOTAL USER	\$245,979.18
DDURAN	12/01/2023	A00201737	Duran, Diana	P0063150	11/30/2023	11/30/2023		\$39.21	
	12/05/2023	A00200498	Office Depot	P0063129	11/29/2023	11/29/2023		\$85.39	
	12/06/2023	A00312275	Groveman, Susan D.	P0063163	12/05/2023	12/05/2023		\$244.13	
		A00200498	Office Depot	P0063181	12/06/2023	12/06/2023		\$811.33	
	12/07/2023	A00106729	Alvarez, Olimpo	P0063179	12/06/2023	12/06/2023		\$33.89	
	12/12/2023	A00200053	Apple Computer Inc.	P0063202	12/11/2023	12/11/2023		\$85.52	
		A00200498	Office Depot	P0063209	12/11/2023	12/11/2023		\$121.65	
		A00200862	Taft College Bookstore	P0063205	12/11/2023	12/11/2023		\$577.52	
				P0063211	12/11/2023	12/11/2023		\$847.08	
	12/13/2023	A00200498	Office Depot	P0063217	12/12/2023	12/12/2023		\$131.91	
	12/14/2023	A00200146	Carolina Biological Supply C	P0063235	12/14/2023	12/14/2023		\$933.48	
		A00200498	Office Depot	P0063236	12/14/2023	12/14/2023		\$96.71	
	12/15/2023	A00200721	Kiwanis Club of Taft	P0063226	12/13/2023	12/13/2023		\$76.00	
	12/18/2023	A00200498	Office Depot	P0063259	12/18/2023	12/18/2023		\$109.11	
	12/20/2023	A00200432	Taft Union High School	P0063252	12/18/2023	12/18/2023		\$150.00	
		A00200498	Office Depot	P0063260	12/18/2023	12/18/2023		\$68.12	

								TOTAL USER	\$4,411.05
DMONTOYA	12/08/2023	A00304624	Kurzweil Education, Inc.	P0063176	12/06/2023	12/06/2023		\$3,300.00	

								TOTAL USER	\$3,300.00
DNAVARRO	12/08/2023	A00200862	Taft College Bookstore	P0063166	12/05/2023	12/05/2023		\$38.97	

								TOTAL USER	\$38.97

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USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
DRIOS	12/01/2023	A00200417	Sysco Food Service of Ventur	P0063118	11/28/2023	11/28/2023				\$350.00
				P0063119	11/28/2023	11/28/2023				\$1,000.00
	12/19/2023	A00055076	Rios, Debra Sue.	P0063213	12/12/2023	12/12/2023				\$21.95
		A00201120	Rite Away Carpet Cleaning	P0063233	12/14/2023	12/14/2023				\$100.00

							TOTAL USER			\$1,471.95
DVOHNOUT	12/05/2023	A00200760	Devine, William M.	P0063134	11/30/2023	11/30/2023				\$48.00
	12/12/2023	A00200687	Jean, Brian M.	P0063214	12/12/2023	12/12/2023				\$2,153.33
	12/14/2023	A00200432	Taft Union High School	P0063220	12/13/2023	12/13/2023				\$5,000.00
		A00283088	Mitchell, David Thomas.	P0063234	12/14/2023	12/14/2023				\$99.00
	12/20/2023	A00337165	Lopez, Jaime	P0063281	12/19/2023	12/19/2023				\$982.50

							TOTAL USER			\$8,282.83
JEDMAISTON	12/08/2023	A00200076	Bandy, Ingrun K.	P0063185	12/07/2023	12/07/2023				\$575.00
	12/19/2023	A00200862	Taft College Bookstore	P0063208	12/11/2023	12/11/2023				\$21.35
				P0063246	12/15/2023	12/15/2023				\$216.50
		A00293918	A&B Athletics	P0063207	12/11/2023	12/11/2023				\$97.43
		A00200076	Bandy, Ingrun K.	P0063206	12/11/2023	12/11/2023				\$195.93
		A00200432	Taft Union High School	P0063198	12/11/2023	12/11/2023				\$819.87
		A00200498	Office Depot	P0063245	12/15/2023	12/15/2023				\$649.50
	12/21/2023	A00321724	Barker, Fred	P0063288	12/20/2023	12/20/2023				\$3,550.00

							TOTAL USER			\$6,125.58
JMADDING	12/01/2023	A00200017	A.P.I. Plumbing	P0063101	11/27/2023	11/27/2023				\$320.43
	12/04/2023	A00200017	A.P.I. Plumbing	P0063139	11/30/2023	11/30/2023				\$59.28
				P0063151	12/01/2023	12/01/2023				\$175.37
		A00200282	True Value Home Center	P0063138	11/30/2023	11/30/2023				\$21.63
		A00200309	United Refrigeration, Inc.	P0063124	11/29/2023	11/29/2023				\$804.44
		A00200423	Taft City School District	P0063135	11/30/2023	11/30/2023				\$841.10
		A00200498	Office Depot	P0063133	11/30/2023	11/30/2023				\$55.63
		A00238497	All-Tech Fire & Security, In	P0063137	11/30/2023	11/30/2023				\$660.00
		A00309285	The Home Depot Pro	P0063140	11/30/2023	11/30/2023				\$148.35
				P0063141	11/30/2023	11/30/2023				\$2,657.50
		A00200246	Division of the State Archit	P0063157	12/04/2023	12/04/2023				\$1,917.12
		A00200715	Kern Electric Distributors	P0063158	12/04/2023	12/04/2023				\$122.75
		A00211453	Department of Industrial Rel	P0063160	12/04/2023	12/04/2023				\$675.00
	12/05/2023	A00324742	Jarrett Electric, Inc.	P0063161	12/05/2023	12/05/2023				\$2,221.85
			P0063162	12/05/2023	12/05/2023				\$2,451.00	

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		A00200352	Waxie Sanitary Supply	P0063152	12/01/2023	12/01/2023				\$711.04
		A00200149	Carquest Auto Parts	P0063156	12/04/2023	12/04/2023				\$160.55
		A00238497	All-Tech Fire & Security, In	P0063103	11/27/2023	11/27/2023				\$880.00
	12/06/2023	A00200282	True Value Home Center	P0063159	12/04/2023	12/04/2023				\$46.31
	12/07/2023	A00201875	Amazon Capital Services	P0063171	12/06/2023	12/06/2023				\$60.64
		A00321194	C & P Sanitary Supply, INC	P0063178	12/06/2023	12/06/2023				\$271.88
		A00339551	Pillar EHS Solutions, Inc.	P0063170	12/06/2023	12/06/2023				\$6,000.00
	12/08/2023	A00201875	Amazon Capital Services	P0063164	12/05/2023	12/05/2023				\$1,005.59
	12/11/2023	A00321194	C & P Sanitary Supply, INC	P0063177	12/06/2023	12/06/2023				\$5,302.09
	12/12/2023	A00200017	A.P.I. Plumbing	P0063204	12/11/2023	12/11/2023				\$10.28
		A00200432	Taft Union High School	P0063203	12/11/2023	12/11/2023				\$1,775.32
		A00200282	True Value Home Center	P0063184	12/07/2023	12/07/2023				\$108.61
		A00200355	West Kern Water District	P0063183	12/07/2023	12/07/2023				\$24,250.00
	12/14/2023	A00200282	True Value Home Center	P0063219	12/13/2023	12/13/2023				\$208.68
		A00339551	Pillar EHS Solutions, Inc.	P0063221	12/13/2023	12/13/2023				\$7,420.00
	12/18/2023	A00200282	True Value Home Center	P0063229	12/14/2023	12/14/2023				\$2.49
		A00201122	Home Depot Credit Services	P0063251	12/18/2023	12/18/2023				\$215.42
		A00201875	Amazon Capital Services	P0063249	12/15/2023	12/15/2023				\$29.21
		A00309285	The Home Depot Pro	P0063232	12/14/2023	12/14/2023				\$1,820.15
		A00321194	C & P Sanitary Supply, INC	P0063231	12/14/2023	12/14/2023				\$1,150.00
		A00308756	Montgomery Hardware Co.	P0063228	12/14/2023	12/14/2023				\$112,607.58
	12/19/2023	A00200149	Carquest Auto Parts	P0063257	12/18/2023	12/18/2023				\$46.49
		A00200282	True Value Home Center	P0063258	12/18/2023	12/18/2023				\$67.09
		A00336205	TPx Communications	P0063267	12/19/2023	12/19/2023				\$600.00
	12/20/2023	A00200282	True Value Home Center	P0063273	12/19/2023	12/19/2023				\$39.48
				P0063277	12/19/2023	12/19/2023				\$36.78
		A00201875	Amazon Capital Services	P0063270	12/19/2023	12/19/2023				\$30.17
		A00200063	Austin's Pest Control, Inc.	P0063275	12/19/2023	12/19/2023				\$280.00
				P0063276	12/19/2023	12/19/2023				\$455.00
		A00200109	Brown & Reich Petroleum, Inc	P0063268	12/19/2023	12/19/2023				\$1,289.41
				P0063269	12/19/2023	12/19/2023				\$892.43

							TOTAL USER			\$180,904.14
JROTHGEB	12/05/2023	A00200862	Taft College Bookstore	P0063169	12/05/2023	12/05/2023				\$2,606.20
	12/06/2023	A00200064	B & B Surplus	P0063172	12/06/2023	12/06/2023				\$584.55
		A00202041	Fresno Oxygen	P0063173	12/06/2023	12/06/2023				\$600.43
		A00334993	MatterHackers, Inc.	P0063175	12/06/2023	12/06/2023				\$1,122.00
	12/07/2023	A00200064	B & B Surplus	P0063186	12/07/2023	12/07/2023				\$438.41
	12/12/2023	A00200862	Taft College Bookstore	P0063199	12/11/2023	12/11/2023				\$487.13
				P0063215	12/12/2023	12/12/2023				\$1,125.80
				P0063216	12/12/2023	12/12/2023				\$454.65

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USER ID	ACTIVITY DATE	VENDOR		PURCHASE ORDER		PURCHASE ORDER	CL	C	A
		NUMBER	NAME	NUMBER	DATE				
		A00202041	Fresno Oxygen	P0063194	12/11/2023	12/11/2023			\$1,594.73
	12/14/2023	A00200023	Abate-A-Weed	P0063230	12/14/2023	12/14/2023			\$2,433.10
						TOTAL USER			\$11,447.00
KSTEARMAN	12/05/2023	A00210330	Redleaf Press	P0063165	12/05/2023	12/05/2023			\$950.00
		A00339536	Matthews Book Company	P0063155	12/04/2023	12/04/2023			\$1,000.00
	12/12/2023	A00234628	MPS	P0063210	12/11/2023	12/11/2023			\$3,267.84
		A00018310	Reynolds, David S.	P0063190	12/08/2023	12/08/2023			\$2,610.00
		A00200143	Carlson, Kamala A.	P0063188	12/08/2023	12/08/2023			\$6,000.00
		A00200832	Taft College Foundation	P0063192	12/08/2023	12/08/2023			\$163.91
				P0063193	12/08/2023	12/08/2023			\$64.13
		A00201045	Golling, Greg P.	P0063189	12/08/2023	12/08/2023			\$1,500.00
		A00201548	Scholastic Inc.	P0063201	12/11/2023	12/11/2023			\$200.00
		A00203431	Grimes, Jessica R.	P0063187	12/08/2023	12/08/2023			\$2,500.00
		A00327810	Minuteman Press	P0063191	12/08/2023	12/08/2023			\$4,350.00
	12/20/2023	A00200628	The Goodheart-Willcox Compan	P0063222	12/13/2023	12/13/2023			\$3,085.63
		A00227772	MBS Textbook Exchange, Inc.	P0063243	12/15/2023	12/15/2023			\$2,698.75
				P0063244	12/15/2023	12/15/2023			\$4,627.25
	12/21/2023	A00200016	4Imprint	P0063289	12/20/2023	12/20/2023			\$1,439.98
	A00202546	Herff Jones, Inc.	P0063280	12/19/2023	12/19/2023			\$4,000.00	
	A00339915	Chicory Meadow, LLC	P0063279	12/19/2023	12/19/2023			\$600.00	
						TOTAL USER			\$39,057.49
LWHITE	12/01/2023	A00200862	Taft College Bookstore	P0063153	12/01/2023	12/01/2023			\$432.95
	12/19/2023	A00200498	Office Depot	P0063250	12/15/2023	12/22/2023			\$574.25
	12/21/2023	A00200862	Taft College Bookstore	P0063284	12/19/2023	12/19/2023			\$3,109.60
	12/22/2023	A00200862	Taft College Bookstore	P0063291	12/20/2023	12/20/2023			\$33.56
						TOTAL USER			\$4,150.36
MBLANCO	12/01/2023	A00271247	Mendenhall, Janis Lee.	P0063143	11/30/2023	11/30/2023			\$43.23
		A00303163	Matchware Inc.	P0063126	11/29/2023	11/29/2023			\$1,657.50
	12/12/2023	A00339511	Elliott PhD, Craig	P0063154	12/01/2023	12/01/2023			\$12,000.00
	12/19/2023	A00328288	Cal Pro Specialties	P0062801	10/11/2023	10/11/2023			\$2,671.68
		A00200376	Nicholas, Barbara J.	P0063263	12/18/2023	12/18/2023			\$398.82
		A00200498	Office Depot	P0063242	12/15/2023	12/15/2023			\$281.45
		A00200862	Taft College Bookstore	P0063240	12/14/2023	12/14/2023			\$37.89
				P0063266	12/18/2023	12/18/2023			\$1,310.83
		A00250711	White, Alexcia R.	P0063265	12/18/2023	12/18/2023			\$485.17
		A00328681	Pablo, Nidia	P0063241	12/14/2023	12/14/2023			\$99.99

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USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
		A00335691	Acosta, Marlene	P0063264	12/18/2023	12/18/2023				\$468.54
		A00336434	Delgado, Emily	P0063239	12/14/2023	12/14/2023				\$40.00
	12/21/2023	A00200155	CCCSFAAA	P0063261	12/18/2023	12/18/2023				\$1,350.00
		A00200161	CDW-G	P0063292	12/20/2023	12/20/2023				\$103.38
		A00200862	Taft College Bookstore	P0063247	12/15/2023	12/15/2023				\$2,868.35
		A00339895	Margaritaville Resort Palm S	P0063262	12/18/2023	12/18/2023				\$2,555.70

							TOTAL USER			\$26,372.53
MMATTHEWS	12/14/2023	A00339856	American Dental Accessories,	P0063227	12/13/2023	12/20/2023				\$166.67
	12/18/2023	A00200498	Office Depot	P0063255	12/18/2023	12/22/2023				\$167.00
		A00201875	Amazon Capital Services	P0063254	12/18/2023	12/22/2023				\$77.73

							TOTAL USER			\$411.40
MSANCHEZ	12/01/2023	A00328681	Pablo, Nidia	P0063132	11/29/2023	12/29/2023				\$99.99
	12/08/2023	A00241620	Sanchez, Morgan Elaine.	P0063149	11/30/2023	12/31/2023				\$400.00
	12/11/2023	A00043716	Chavira, Margaret	P0063197	12/11/2023	12/28/2023				\$150.00

							TOTAL USER			\$649.99
MSILVEIRA	12/14/2023	A00200282	True Value Home Center	P0063223	12/13/2023	12/13/2023				\$500.00

							TOTAL USER			\$500.00
MTOFTE	12/12/2023	A00200273	Ebsco Subscription Service	P0063196	12/11/2023	12/11/2023				\$35.43
	12/20/2023	A00264391	YBP Library Services	P0063274	12/19/2023	12/19/2023				\$15.10

							TOTAL USER			\$50.53
NFIGUEROA	12/20/2023	A00259618	Taft College ASB General	P0063290	12/20/2023	12/20/2023				\$430.00

							TOTAL USER			\$430.00
TBLANCO	12/05/2023	A00200043	American Express	P0063127	11/29/2023	11/29/2023				\$9,172.94
		A00320862	Biopac Systems Inc	P0063168	12/05/2023	12/05/2023				\$167.95
	12/07/2023	A00330330	Hampton, Todd	P0063167	12/05/2023	12/05/2023				\$188.00
	12/12/2023	A00330330	Hampton, Todd	P0063212	12/12/2023	12/12/2023				\$49.65
	12/13/2023	A00200498	Office Depot	P0063200	12/11/2023	12/11/2023				\$477.61
		A00200862	Taft College Bookstore	P0063224	12/13/2023	12/13/2023				\$1,417.38
	12/18/2023	A00270674	Public Agency Law Group	P0063253	12/18/2023	12/18/2023				\$680.00
	12/19/2023	A00200498	Office Depot	P0063256	12/18/2023	12/18/2023				\$72.23

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USER ID	ACTIVITY DATE	VENDOR		PURCHASE ORDER		PURCHASE ORDER	CL	C	A
		NUMBER	NAME	NUMBER	DATE				
	12/20/2023	A00339918	Walt Disney Travel Co., LLC	P0063287	12/20/2023	12/20/2023			\$3,621.00
		A00337407	Eide Bailly LLP	P0063271	12/19/2023	12/19/2023			\$25,000.00
						TOTAL USER			----- \$40,846.76
TEONEILL	12/08/2023	A00201875	Amazon Capital Services	P0063174	12/06/2023	12/06/2023			\$540.22
	12/19/2023	A00200862	Taft College Bookstore	P0063195	12/11/2023	12/11/2023			\$48.26
		A00201875	Amazon Capital Services	P0063237	12/14/2023	12/14/2023			\$35.70
	12/22/2023	A00250711	White, Alexcia R.	P0063295	12/21/2023	12/21/2023			\$624.40
		A00311504	Hovind, Giselle Renee.	P0063294	12/21/2023	12/21/2023			\$624.40
		A00323826	Flores, Metztl Flor.	P0063297	12/21/2023	12/21/2023			\$64.95
		A00324223	Montoya, Raul Candelario.	P0063296	12/21/2023	12/21/2023			\$623.61
		A00333368	Uribe, Mariana J.	P0063298	12/21/2023	12/21/2023			\$64.95
						TOTAL USER			----- \$2,626.49
TROWDEN	12/05/2023	A00200182	City of Taft Police Departme	P0063130	11/29/2023	11/29/2023			\$300.00
		A00200238	Department of Justice	P0063088	11/21/2023	11/21/2023			\$384.00
	12/08/2023	A00200238	Department of Justice	P0063131	11/29/2023	11/29/2023			\$401.00
	12/12/2023	A00200433	Vibul Tangpraphaphorn, M.D.	P0063085	11/21/2023	11/21/2023			\$45.00
		A00201787	Standard Insurance Company	P0063182	12/07/2023	12/07/2023			\$14,000.00
		A00313898	TimeClock Plus, LLC	P0063087	11/21/2023	11/21/2023			\$214.20
	12/13/2023	A00200161	CDW-G	P0063218	12/12/2023	12/12/2023			\$359.41
	12/20/2023	A00327115	ABC Occupational Medical Cen	P0063282	12/19/2023	12/19/2023			\$270.00
	12/22/2023	A00200182	City of Taft Police Departme	P0063283	12/19/2023	12/19/2023			\$120.00
						TOTAL USER			----- \$16,093.61

**West Kern Community College District
Board of Trustees Meeting
January 10, 2024**

**Agenda Item 12.
A. Academic Employment**

1. Faculty Development Assignments

Item	Name	Assignment	Total Amount Not to Exceed	Effective Date
a.	Mansi, Gregory	Staff Development Pay for Fall 2023	\$266.10	08/14/2023-12/15/2023
b.	Montelongo, Maribel	Staff Development Pay for Fall 2023	\$354.80	08/14/2023-12/15/2023
c.	VanRy, Veronica	Staff Development Pay for Fall 2023	\$266.10	08/14/2023-12/15/2023
d.	White, Marisol	Staff Development Pay for Fall 2023	\$266.10	08/14/2023-12/15/2023

2. Faculty Extra Duty Assignments

Item	Name	Assignment	Rate	Effective Date
a.	Bogle, Darcy	Extra Duty - Counselor	\$88.70	1/2/2024
b.	Golling, Leigh	Extra Duty - Introduction to Theater & Elementary Acting	\$88.70	12/1/2023
c.	Lidgett, Nick	Extra Duty - Paramedic Program	\$88.70	12/13/2023

3. Faculty and Adjunct Assignments

Item	Name	Assignment	Hourly Rate	Effective Date
a.	Agundez, Adrian	CIS 2020	\$88.70	01/16/2024-05/16/2024
b.	Aycock, Bette	DNTL 2024,2243	\$88.70	01/16/2024-05/16/2024
c.	Borjon, Brandi	PHED 1506,1721,2506	\$88.70	01/16/2024-05/16/2024
d.	Brennan, Sean	GEOG 1510	\$88.70	01/16/2024-05/16/2024
e.	Burnham, Kyle	MUSC 1510	\$88.70	02/26/2024-05/16/2024
f.	Cahoon, Marni	MATH 2100	\$88.70	01/16/2024-05/16/2024
g.	Chariez, Yvonne	DNTL 2024,2243	\$88.70	01/16/2024-05/16/2024
h.	Combs, Noelle	POSC 1501	\$88.70	01/16/2024-05/16/2024
i.	Connors, April	BIOL 1500	\$88.70	01/16/2024-05/16/2024
j.	Cottrell, Angela	BUSN 1500, MGMT 1520,1545,1550	\$88.70	01/16/2024-05/16/2024
k.	Cutrona, Angelo	PHED 1523,1542,1623,1723,1742,1823	\$88.70	01/16/2024-05/16/2024
l.	Davis, Terry	ENER 1503,1510	\$88.70	01/16/2024-05/16/2024
m.	Dodson, Rebecca	DNTL 2020,2024,2243	\$88.70	01/16/2024-05/16/2024
n.	Duncan, Brandon	HIST 2210	\$88.70	01/16/2024-05/16/2024
o.	Durkan, Jana	BUSN 1055	\$88.70	01/16/2024-05/16/2024
p.	Enciso, Rigoberto	OSH 2058	\$88.70	03/11/2024-05/08/2024
q.	Ferguson, Bruce	HLED 1541,PHED 1649	\$88.70	01/16/2024-05/16/2024
r.	Gee, Steven	PHED 1523,1623,1723,1823	\$88.70	01/16/2024-05/16/2024
s.	Golling, Leigh	COMM 1511, DRAM 1510,1535	\$88.70	01/16/2024-05/16/2024

t.	Gonzalez, Omar	HIST 2210	\$79.08	01/16/2024-05/16/2024
u.	Goodman, Daniel	CIS 1532	\$88.70	03/11/2024-05/08/2024
v.	Hall, Daniel	CIS 1902	\$88.70	03/11/2024-05/08/2024
w.	Hickman, Ryan	BIOL 1510,2370	\$88.70	01/16/2024-05/16/2024
x.	Kashani, Tony	HUM 1500,2010	\$88.70	01/16/2024-05/16/2024
y.	Lagmany, Romeo	PHED 1508,1523,1534,1623,1723,1734,1823,2508,2734	\$88.70	01/16/2024-05/16/2024
z.	Layne, David	BUSN 1051	\$88.70	01/16/2024-05/16/2024
aa.	Leonzo, Hector	MATH 1500	\$88.70	01/16/2024-05/16/2024
bb.	Lidgett, Nick	HLED 1531,1535	\$88.70	01/16/2024-05/16/2024
cc.	Lohman, Benjamin	COMM 1510	\$88.70	01/16/2024/05/16/2024
dd.	Mansi, Gregory	HIST 2212	\$88.70	01/16/2024-05/16/2024
ee.	Martin, Lyle	PHED 1523,1542,1623,1723,1742,1823	\$88.70	01/16/2024-05/16/2024
ff.	Medina-Gonzalez, Brian	ENGR 2000,2200	\$79.08	01/16/2024-05/16/2024
gg.	Montelongo, Maribel	SPAN 1601,2500	\$88.70	01/16/2024-05/16/2024
hh.	Niday, George	INTC 1100, WELD 1510	\$88.70	01/16/2024-05/16/2024
ii.	Nunez, Joseph	DNTL 2024,2243	\$88.70	01/16/2024-05/16/2024
jj.	Payne, Aaron	INTC 1000, WELD 1530	\$88.70	01/16/2024-05/16/2024
kk.	Payne, Bryan	WELD 1500	\$88.70	01/16/2024-05/16/2024
ll.	Reed, Nyoka	ART 1500,1610	\$88.70	01/16/2024-05/16/2024
mm.	Ruff, Mandy	BUSN 1510	\$88.70	01/16/2024-05/16/2024
nn.	Salinas, Mario	OSH 2065	\$88.70	01/16/2024-03/08/2024
oo.	Sheibani, Shahrzad	BUSN 1510	\$88.70	01/16/2024-05/16/2024
pp.	Sicari, Chad	OSH 2900	\$88.70	01/16/2024-05/16/2024
qq.	Smith, Gaysha	ARTH 1520,2040	\$88.70	01/16/2024-05/16/2024
rr.	Taibjee, Sukena	LIBR 1548	\$88.70	01/16/2024-05/16/2024
ss.	Vallejo, Benigno	HLED 1541	\$88.70	01/16/2024-05/16/2024
tt.	Villa, Walter	POSC 1501	\$88.70	01/16/2024-05/16/2024
uu.	Ward, Kelly	DNTL 2024,2243	\$88.70	01/16/2024-05/16/2024
vv.	Wymore, David	ADMJ 1502	\$88.70	01/16/2024-05/16/2024

West Kern Community College District
Board of Trustees Meeting
January 10, 2024

B. Non-Academic Employment

1. Classified

Item	Name	Assignment	Range/ Step	FTE	Rate	Effective Date
a.	Curry, Sarah	Temporary Custodian	13A	A/N	\$21.51	12/13/2023
b.	Chavira, Margaret	Substitute EOPS/CARE/CalWorks Technician	21A	A/N	\$25.86	1/2/2024

2. Confidential

Item	Name	Assignment	Range/ Step	FTE	Rate	Effective Date
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**West Kern Community College District
Board of Trustees Meeting
January 10, 2024**

C. Separations

1. Academic

Item	Name	Assignment	Retired?	Effective Date
a.	Bogden, Steven	Adjunct and Assistant Men's Soccer Coach	No	12/31/2023

2. Classified

Item	Name	Position	Retired?	Effective Date
a.	Bogden, Steven	Dorm Resident Aide	No	12/31/2023
b.	Swope, Kody	Direct Support Coordinator	No	12/15/2023
c.	Chavira, Margaret	Temporary EOPS/CARE/CalWorks Technician	No	12/22/2023
d.	O'Neill, Terra	Administrative Assistant	No	1/16/2024

3. Administration

Item	Name	Position	Retired?	Effective Date
a.	Aldaco, Christopher	Community Outreach Coordinator	No	2/2/2024
b.	Wells, Susan	TIL Career Educational Faciliator	Yes	2/20/2024

4. Confidential

Item	Name	Position	Status	Effective Date
a.				

**WEST KERN COMMUNITY COLLEGE DISTRICT GENERAL FUND UNRESTRICTED
 BUDGETED SOURCES OF FUNDS AT ACCOUNT LEVEL 1
 REVENUE ACCOUNTS FISCAL YEAR 2023-2024
 FOR THE MONTH ENDING DECEMBER 31, 2023**

Account Level	Account Level Description	Adopted Budget	Adjusted Budget	YTD Activity	Encumbrances	Balance
8600	State Revenues	30,177,440	30,177,440	15,381,108	0	14,796,332
8800	Local Revenues	8,359,925	8,359,925	2,062,275	0	6,297,650
Summary		\$ 38,537,365	\$ 38,537,365	\$ 17,443,383	\$ -	\$ 21,093,982

**West Kern Community College District General Fund Unrestricted
 Budgeted Sources of Funds at Account Level 1
 Expenditure Accounts Fiscal Year 2023-2024
 For the Month Ending December 31, 2023**

Account Level	Account Level Description	Adopted Budget	Adjusted Budget	YTD Activity	Encumbrances	Balance
1000	Academic Salaries	12,366,900	12,366,900	4,134,792	0	8,232,107
2000	Classified & Other Nonacademic Sala	7,310,941	7,310,941	2,758,398	0	4,552,543
3000	Employee Benefits	10,431,333	10,429,647	3,597,419	293,968	6,538,259
4000	Supplies and Materials	496,527	494,577	160,395	96,632	237,550
5000	Other Operating Expenses & Services	6,122,145	6,126,184	1,989,829	1,645,925	2,848,980
6000	Capital Outlay	577,589	577,186	256,768	19,836	300,582
7000	Other Outgo	111,000	111,000	28,340	17,807	64,854
7200	Transfers	1,120,931	1,120,931	3,180,228	244	-2,059,541
		\$ 38,537,365	\$ 38,537,365	\$ 16,106,170	\$ 2,074,412	\$ 20,715,333

**Disbursement Register of Expenditures Greater than \$10,000
for the Month of December 2023**

Check Number	Check Date	Vendor Name	Description	Net Amount
78066879	12/06/2023	FFP Fund V Lessee1, LLC	ForeFront Power - 23-24 Open PO	11,977.71
78066985	12/12/2023	Great River Learning	Textbooks	12,138.00
78067063	12/18/2023	CDW-G	CDWG Switch Back Up (2)	13,811.49
78067014	12/12/2023	Watermark Insights LLC	Online Catalog 2/1/24-1/31/25	14,580.56
78067158	12/20/2023	James Alexander Strautman	Copywriting and Consulting, July-December 2023	15,000.00
78066949	12/12/2023	All-Tech Fire & Security, Inc.	All-Tech - Fire Alarm Inspection Repairs	15,028.50
78066907	12/06/2023	Sysco Food Service of Ventura	Food Box Items	15,758.42
78066997	12/12/2023	Pearson Education	Textbooks	17,758.15
78066855	12/06/2023	AARP Health Care Options	2023-24 Retiree Medical Supplemental Insurance	22,299.07
78067011	12/12/2023	United Healthcare Insurance Company	2023-24 Retiree RX Supplemental Insurance	22,299.07
78067130	12/20/2023	CXtec	CXtec Special Switches (DMZ and LAN)	29,971.99
78066969	12/12/2023	Community College League of California	CCLC Database Annual Renewal	31,907.00
78067017	12/12/2023	Westec	WESTEC-23/24 FY Contract Sept.-June	35,857.50
78067149	12/20/2023	P. G. & E.	PGE - 23-24 - District	36,716.37
78067128	12/20/2023	CDW-G	CDWG 13 Meraki Licenses - IT Dept.	47,820.25
78066971	12/12/2023	CXtec	CXtec Switch purchase (12)	71,325.14
78066921	12/06/2023	West Kern Adult Education Network JPA	2023-24 AEBG Pass-through to WKAEN	83,256.00
				497,505.22

ASO Balance Sheet

As of December 31, 2023

Dec 31, 23

ASSETS

Current Assets

Checking/Savings

ASO Safe1 158,985.21

ASO Safe1 - Savings 143.98

Total Checking/Savings 159,129.19

Total Current Assets 159,129.19

TOTAL ASSETS 159,129.19

Restricted Funds

Anime and Above 1,692.00

Art Club 834.00

ASO Athletics 23,470.10

ASO General - Operating 54,770.61

ASSE 385.43

Baseball Club 34.24

Best Buddies 4,307.21

Cougar Echo 773.50

DH Class of 2024 3,076.50

DH Club General 905.43

ECE 2,598.99

Golf Club Mens 1,261.08

Golf Club Womens 1,121.25

Intersivity Club 1,543.19

Literary Club 1,831.53

NSLS Club 3,128.22

Performing Arts 2,402.62

Roleplaying Game Club 745.42

Soccer Club - Mens 5,058.09

Soccer Club - Womens 1,969.28

Social Science/ Research 21.47

Softball Club 5,944.44

Spectrum 1,482.45

STEM 1,525.76

TC Cares 609.00

TIL Reunion 1,461.73

Uniform Replacement 26,168.50

Veterans Club 1,639.91

Women's Athletic Club 3,953.43

Women's Basketball Club 4,413.81

Total Restricted Funds 159,129.19

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

USER NAME
 Jessica White
 SUBMIT DATE
 Dec 12, 2023 11:58:58AM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 DEPT NO. 0886
 EROD NO.
 620673

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF \$49,460.87

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
October 2023 Credit Card Sales	84096	0886	5490	\$49,460.87	\$49,460.87

TOTAL DEPOSIT: \$49,460.87

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK **ACCOUNT DEPOSITED:** General **CASH:** \$49,460.87 **CHECKS:** \$0.00 **DIRECT DEPOSIT:** \$0.00 **CREDIT CARD:** \$0.00
NOTES: Deposit #240059

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

NOT PROCESSED
 NOT SIGNED _____
 AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED
 NOT SIGNED _____
 TTC AUTHORIZED SIGNATURE

CC Dont enter

078 WEST KERN COMM. COLLEGE
WKCCD Deposit

DEPOSIT TRANSACTIONS
Date last used from: 00/00/0000 To 99/99/9999
Transaction Number from: 240059 To 240059
Date entered from: 00/00/0000 To 99/99/9999

J70914 DC0100 L.00.01 12/12/23 PAGE 1

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT	A/R
LN.	DI	DETAIL	DESCR			
240059	12/12/2023	12/12/2023	WKCCD Deposit			
1.	78	October 23	Credit Card Sales	11000-000-9161-00000		
				ENTERED BY: JRWB	UNAPPROVED	
				TOTAL AMOUNT	49,460.87	N
					49,460.87	*
				DISTRICT TOTAL	49,460.87	**
				GRAND TOTAL	49,460.87	***

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

USER NAME
 Jessica White
 SUBMIT DATE
 Dec 12, 2023 11:55:51AM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 DEPT NO.
 0886
 EROD NO.
 620670

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF \$64,451.56

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
September 2023 Credit Card Sales	84096	0886	5490	\$64,451.56	\$64,451.56

TOTAL DEPOSIT: \$64,451.56

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$64,451.56 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00
 NOTES: Deposit #240058

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

NOT PROCESSED

NOT SIGNED
 AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED

NOT SIGNED
 TTC AUTHORIZED SIGNATURE

CC Don't enter

078 WEST KERN COMM. COLLEGE
WKCCD Deposit

DEPOSIT TRANSACTIONS
Date last used from: 00/00/0000 To 99/99/9999
Transaction Number from: 240058 To 240058
Date entered from: 00/00/0000 To 99/99/9999

J70911 DC0100 L.00.01 12/12/23 PAGE 1

APPROVED AND UNAPPROVED TRANSACTIONS						
NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT	A/R
LN.	DI	DETAIL	DESCR			
240058	12/12/2023	12/12/2023	WKCCD Deposit			
1.	78	September 23	Credit Card Sales	11000-000-9161-00000		
				ENTERED BY: JRWB	UNAPPROVED	
				TOTAL AMOUNT	64,451.56	N
				DISTRICT TOTAL	64,451.56	**
				GRAND TOTAL	64,451.56	***

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

USER NAME
 Jessica White
 SUBMIT DATE
 Dec 12, 2023 11:53:00AM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 DEPT NO.
 0886
 EROD NO.
 620668

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$91,591.46**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
July 2023 Credit Card Sales	84096	0886	5490	\$91,591.46	\$91,591.46

TOTAL DEPOSIT: **\$91,591.46**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$91,591.46 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00
 NOTES: Deposit #240057

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

NOT PROCESSED

NOT SIGNED
 AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED

NOT SIGNED
 TTC AUTHORIZED SIGNATURE

cc Dont enter

078 WEST KERN COMM. COLLEGE
WKCCD Deposit

DEPOSIT TRANSACTIONS
Date last used from: 00/00/0000 To 99/99/9999
Transaction Number from: 240057 To 240057
Date entered from: 00/00/0000 To 99/99/9999

J70907 DC0100 L.00.01 12/12/23 PAGE 1

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT	A/R
LN.	DI	DETAIL	DESCR			
240057	12/12/2023	12/12/2023	WKCCD Deposit			
1.	78	July 2023	Credit Card Sales	11000-000-9161-00000		
				ENTERED BY: JRWB	UNAPPROVED	
				TOTAL AMOUNT	91,591.46	N
				DISTRICT TOTAL	91,591.46	**
				GRAND TOTAL	91,591.46	***

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

USER NAME
 Jessica White
 SUBMIT DATE
 Dec 14, 2023 02:30:56PM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 DEPT NO.
 0886
 EROD NO.
 620884

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$43,333.89**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
BOOKSTORE Sales 11/26-12/13/23	84698	0886	5490	\$43,333.89	\$43,333.89

TOTAL DEPOSIT: **\$43,333.89**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$43,333.89 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00
 NOTES: Deposit #240060

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

NOT PROCESSED

NOT SIGNED
 AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED

NOT SIGNED
 TTC AUTHORIZED SIGNATURE

078 WEST KERN COMM. COLLEGE
WKCCD Deposit

DEPOSIT TRANSACTIONS
Date last used from: 00/00/0000 To 99/99/9999
Transaction Number from: 240060 To 240060
Date entered from: 00/00/0000 To 99/99/9999

J72711 DC0100 L.00.01 12/14/23 PAGE 1

APPROVED AND UNAPPROVED TRANSACTIONS						
NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT	A/R
LN.	DI	DETAIL	DESCR			
240060	12/14/2023	12/14/2023	WKCCD Deposit			
1.	78	Booksotre Sales	11/26-12/13/23	31000-423-8841-69100		
				ENTERED BY: JRWB	UNAPPROVED	
					TOTAL AMOUNT	43,333.89 N
						43,333.89 *
					DISTRICT TOTAL	43,333.89 **
					GRAND TOTAL	43,333.89 ***

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

USER NAME
 Jessica White
 SUBMIT DATE
 Dec 14, 2023 02:34:41PM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 DEPT NO.
 0886
 EROD NO.
 620885

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$45,153.00**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
Student Receipts 11/30-12/13/2023	84096	0886	5490	\$45,153.00	\$45,153.00

TOTAL DEPOSIT: **\$45,153.00**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$45,153.00 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00
 NOTES: Deposit #240061

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

NOT PROCESSED
NOT SIGNED
 AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED
NOT SIGNED
 TTC AUTHORIZED SIGNATURE

078 WEST KERN COMM. COLLEGE
WKCCD Deposit

DEPOSIT TRANSACTIONS
Date last used from: 00/00/0000 To 99/99/9999
Transaction Number from: 240061 To 240061
Date entered from: 00/00/0000 To 99/99/9999

J72725 DC0100 L.00.01 12/14/23 PAGE 1

APPROVED AND UNAPPROVED TRANSACTIONS									
NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-			AMOUNT	A/R	
LN.	DI	DETAIL	DESCR						
240061	12/14/2023	12/14/2023	WKCCD Deposit	ENTERED BY: JRWB UNAPPROVED			45,153.00	N	
1.	78	Student Receipt	11/30-1213/23	11000-000-9161-00000			45,153.00	*	
TOTAL AMOUNT							45,153.00	*	
DISTRICT TOTAL							45,153.00	**	
GRAND TOTAL							45,153.00	***	

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

USER NAME
 Jessica White
 SUBMIT DATE
 Dec 14, 2023 02:48:55PM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 DEPT NO.
 0886
 EROD NO.
 620886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF \$895,634.44

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
GENERAL FUND	84096	0886	5490	\$112,018.14	\$112,018.14
RESTRICTED FUND	84097	0886	5490	\$1,436.74	\$1,436.74
CHILD DEVELOPMENT	84496	0886	5490	\$439,155.00	\$439,155.00
TIL	84697	0886	5490	\$289,345.19	\$289,345.19
CAFETERIA	84699	0886	5490	\$53,679.37	\$53,679.37

TOTAL DEPOSIT: \$895,634.44

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$895,634.44 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00
 NOTES: Deposit #240062

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

NOT PROCESSED

NOT SIGNED
 AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED

NOT SIGNED
 TTC AUTHORIZED SIGNATURE

078 WEST KERN COMM. COLLEGE
 WKCCD Deposit

DEPOSIT TRANSACTIONS
 Date last used from: 00/00/0000 To 99/99/9999
 Transaction Number from: 240062 To 240062
 Date entered from: 00/00/0000 To 99/99/9999

J72760 DC0100 L.00.01 12/14/23 PAGE 1

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT	A/R
LN.	DI	DETAIL	DESCR			
240062	12/14/2023	12/14/2023	WKCCD Deposit	ENTERED BY: JRWB UNAPPROVED		
1.	78	Insurance Reimbursements		11000-412-8876-67300	2,434.49	N
2.	78	Degree Verify		11000-301-8879-64500	204.00	N
3.	78	Reimb. Do Good Be Good		11000-110-4410-66003	216.89	N
4.	78	West Kern OPEB		11000-412-5990-73900	45,000.00	N
5.	78	Retained FA		11000-000-9526-00000	9,402.00	N
6.	78	Transcript Fees		11000-000-8879-00000	179.35	N
7.	78	ETEC Office Build Half Pymt.		11000-431-6211-65100	10,733.78	N
8.	78	WESTEC Enrollment		11450-204-8874-70990	42,000.00	N
9.	78	Innovation Grant		11000-113-6414-67801	723.29	N
10.	78	Innovation Grant		11000-431-4310-65500	1,124.34	N
11.	78	Library Programs		12201-203-8892-61200	1,436.74	N
12.	78	Cafeteria Sales		32000-422-8841-69400	53,679.37	N
13.	78	CC General		33428-310-8621-69200	153,785.00	N
14.	78	CC State Preschool		33528-310-8621-69200	72,962.00	N
15.	78	CC Migrant Bilingual		33591-310-8621-69200	56,245.00	N
16.	78	CC Migrant Ed Grant		33588-310-8621-69200	12,376.00	N
17.	78	Reimbursement		33588-310-2190-69200	143,787.00	N
18.	78	TIL Regional Centers		39000-314-8699-64991	286,245.19	N
19.	78	Kern Regional Training		39000-314-2150-64991	3,100.00	N
TOTAL AMOUNT					895,634.44	*
DISTRICT TOTAL					895,634.44	**
GRAND TOTAL					895,634.44	***

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

USER NAME
Jessica White
SUBMIT DATE
Dec 21, 2023 02:58:46PM
PROCESS DATE
NOT PROCESSED AT
THIS TIME
DEPT NO.
0886
EROD NO.
621544

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL
IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$6,085.70**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
BOOKSTORE Sales 12/14-12/19/23	84698	0886	5490	\$6,085.70	\$6,085.70

TOTAL DEPOSIT: **\$6,085.70**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$6,085.70 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT
CARD: \$0.00
NOTES: Deposit #240063

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

NOT PROCESSED

NOT SIGNED
AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED

NOT SIGNED
TTC AUTHORIZED SIGNATURE

078 WEST KERN COMM. COLLEGE
WKCCD Deposit

DEPOSIT TRANSACTIONS
Date last used from: 00/00/0000 To 99/99/9999
Transaction Number from: 240063 To 240063
Date entered from: 00/00/0000 To 99/99/9999

J76415 DC0100 L.00.01 12/21/23 PAGE 1

APPROVED AND UNAPPROVED TRANSACTIONS						
NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT	A/R
LN.	DI	DETAIL	DESCR			
240063	12/21/2023	12/21/2023	WKCCD Deposit			
1.	78	Bookstore Sales	12/14-12/19/23	31000-423-8841-69100		
				ENTERED BY: JRWB	UNAPPROVED	
				TOTAL AMOUNT	6,085.70	N
					6,085.70	*
				DISTRICT TOTAL	6,085.70	**
				GRAND TOTAL	6,085.70	***

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

USER NAME
 Jessica White
 SUBMIT DATE
 Dec 21, 2023 03:05:50PM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 DEPT NO.
 0886
 EROD NO.
 621546

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$9,055.83**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
Student Receipts 12/14-12/20/23	84096	0886	5490	\$9,055.83	\$9,055.83

TOTAL DEPOSIT: **\$9,055.83**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$9,055.83 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00
 NOTES: Deposit #240064

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

NOT PROCESSED
NOT SIGNED
 AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED
NOT SIGNED
 TTC AUTHORIZED SIGNATURE

078 WEST KERN COMM. COLLEGE
WKCCD Deposit

DEPOSIT TRANSACTIONS
Date last used from: 00/00/0000 To 99/99/9999
Transaction Number from: 240064 To 240064
Date entered from: 00/00/0000 To 99/99/9999

J76426 DC0100 L.00.01 12/21/23 PAGE 1

APPROVED AND UNAPPROVED TRANSACTIONS						
NUMBER	DATE	ENTERED	DESCRIPTION			
LN.	DI	DETAIL	DESCR	-FUND-ORG-ACCT-PROGR-	AMOUNT	A/R
240064	12/21/2023	12/21/2023	WKCCD Deposit			
1.	78	Student Receipts	12/14-12/20/2	11000-000-9161-00000		
				ENTERED BY: JRWB	UNAPPROVED	
				TOTAL AMOUNT	9,055.83	N
					9,055.83	*
				DISTRICT TOTAL	9,055.83	**
				GRAND TOTAL	9,055.83	***

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

USER NAME
 Jessica White
 SUBMIT DATE
 Dec 21, 2023 03:28:26PM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 DEPT NO.
 0886
 EROD NO.
 621548

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$165,269.78**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
GENERAL FUND	84096	0886	5490	\$340.18	\$340.18
RESTRICTED FUND	84097	0886	5490	\$11,005.58	\$11,005.58
CHILD DEVELOPMENT	84496	0886	5490	\$5,026.57	\$5,026.57
TIL	84697	0886	5490	\$4,105.74	\$4,105.74
BOOKSTORE	84698	0886	5490	\$143,913.46	\$143,913.46
CAFETERIA	84699	0886	5490	\$878.25	\$878.25

TOTAL DEPOSIT: **\$165,269.78**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$165,269.78 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00
 NOTES: Deposit #240065

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

NOT PROCESSED
NOT SIGNED
 AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED
NOT SIGNED
 TTC AUTHORIZED SIGNATURE

078 WEST KERN COMM. COLLEGE
 WKCCD Deposit

DEPOSIT TRANSACTIONS
 Date last used from: 00/00/0000 To 99/99/9999
 Transaction Number from: 240065 To 240065
 Date entered from: 00/00/0000 To 99/99/9999

J76456 DC0100 L.00.01 12/21/23 PAGE 1

APPROVED AND UNAPPROVED TRANSACTIONS										
NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT	A/R				
LN.	DI	DETAIL	DESCR							
240065	12/21/2023	12/21/2023	WKCCD Deposit				ENTERED BY: JRWB UNAPPROVED			
1.	78	Insurance Reimbursements		11000-412-8876-67300	221.10	N				
2.	78	Refund to Amex		11000-110-4310-66003	119.08	N				
3.	78	Federal Work Study (FWP)		12401-353-8153-64600	4,931.28	N				
4.	78	FWS Admin Allowance		12401-353-8151-64600	245.72	N				
5.	78	MAA-Child Care		12375-000-8171-00000	2,040.00	N				
6.	78	MAA-TIL		12375-314-8171-00000	2,040.00	N				
7.	78	MAA-Student Services		12375-301-8171-00000	1,165.72	N				
8.	78	MAA-Admin Services		12375-401-8171-00000	291.43	N				
9.	78	MAA-President Office		12375-110-8171-00000	291.43	N				
10.	78	Bookstore Sales		31000-423-8841-69100	143,913.46	N				
11.	78	Cafeteria Sales		32000-422-8841-69400	878.25	N				
12.	78	CIL & Fed Reimbursement		33429-310-8159-69250	4,749.96	N				
13.	78	CC Child Care Food		33429-310-8621-69250	271.61	N				
14.	78	CC State Preschool		33528-310-8621-69200	5.00	N				
15.	78	TIL Regional Centers-A. Crew		39000-314-8699-64991	4,105.74	N				
					TOTAL AMOUNT	165,269.78	*			
					DISTRICT TOTAL	165,269.78	**			
					GRAND TOTAL	165,269.78	***			

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

Travel Period: 12/01/2023-12/31/2023

Employee	Event/Purpose	Location	Travel Start Date	Travel End Date	Estimated Cost	Processing Date
Owens, Patty	Supporting Students in Independence	Kern County	7/1/2023	6/30/2024	\$ -	12/11/2023
Valsamides, Nick	SWACC Board Meeting	Ontario, CA	11/16/2023	11/17/2023	\$ -	12/1/2023
Aldaco, Chris	UC Riverside PODER Conference	Riverside, CA	11/18/2023	11/18/2023	\$ 1,060.00	12/1/2023
Montoya, Raul	Student Services Retreat	Bakersfield, CA	11/27/2023	11/27/2023	\$ 15.72	12/1/2023
Zermeno, Mireya	Student Services Retreat	Bakersfield, CA	11/27/2023	11/27/2023	\$ 40.04	12/1/2023
Sanchez, Morgan	Student Services Retreat	Bakersfield, CA	11/27/2023	11/27/2023	\$ -	12/1/2023
Sundgren, Lori	Student Services Retreat	Bakersfield, CA	11/27/2023	11/27/2023	\$ -	12/1/2023
Blake, Paul	Fieldtrip - Frito Lay	Bakersfield, CA	11/30/2023	11/30/2023	\$ -	12/1/2023
Devine, William	Observations of Adjunct Faculty Dual Enrollment	Santa Ynez, CA	11/30/2023	11/30/2023	\$ 48.00	12/1/2023
Lytle, Steve	LA Museum Natural History Field Trip	Los Angeles, CA	12/1/2023	12/1/2023	\$ 496.75	12/1/2023
Lagmay, Romeo	Jockey Club	Bakersfield, CA	12/12/2023	12/12/2023	\$ -	12/7/2023
Hampton, Todd	WESTEC Board Meeting	Shafter, CA	12/12/2023	12/12/2023	\$ 49.65	12/15/2023