

HUENEME ELEMENTARY SCHOOL DISTRICT

205 North Ventura Road

Port Hueneme, California 93041

(805) 488-3588

Regular Meeting

Monday, July 29, 2013

2013-2014 School Year

AGENDA OUTLINE

CALL TO ORDER: 5:30 P.M.
CLOSED SESSION: 5:35 P.M. (approximate)
PUBLIC SESSION: 6:30 P.M. (approximate)
LOCATION: **Hueneme Elementary School District – District Office**
205 N. Ventura Road
Port Hueneme, CA 93041

**Change of
Venue!**

Visitors are welcomed at meetings of the Governing Board and suggestions and comments are encouraged. Persons desiring to address the Board may do so under “**Communications.**” In accordance with Education Code 35145.5, the Board cannot enter into a formal discussion or make a decision on any matter not on the agenda. The Board may take action to refer any subject discussed to a later meeting or follow-up by the Superintendent. **Please arrive no later than 6:30 P.M. so that you do not miss an opportunity to speak to the board and/or hear open session discussions.** We ask that speakers complete an oral communications form and hand it to the recording secretary. Forms will be on the small table at the entrance to the room. The presiding board member will call each speaker to the podium.

Pursuant to Government Code 54954.1, persons with a disability who need reasonable accommodations to participate may request assistance in advance of the meeting. Contact the Superintendent’s secretary at the District Office, 205 North Ventura Road, Port Hueneme, California 93041 / Telephone: 805-488-3588, Ext. 100 / Confidential Fax: 805-986-8755

Meeting documents customarily are available at the District Office no later than the Thursday preceding a regularly scheduled Monday meeting. Meeting documents are also posted [in the Board area of the District website](#).

1. CALL TO ORDER AND FLAG SALUTE – 5:30 P.M.

At this time, any person may address the Governing Board regarding an agenda topic listed under Closed Session.

2. SPECIAL ANNOUNCEMENTS

- 2.1 Trustee Scott Swenson is taking part in this meeting via teleconference from 18874 Peninsula Trail, Battle Lake, MN 56515. Mr. Swenson posted the meeting agenda per Government Code 54953. His location is open to the public should anyone there wish to attend the meeting.
- 2.2 Government Code 54953 requires all votes of the Board to be by roll call to ensure that the teleconferenced member’s vote is accurately recorded. (Dannenberg)

3. ADOPTION OF THE AGENDA

Pursuant to Government Code Section 54954.2, items may be added to the agenda if (1) an "emergency situation" exists as defined by Government Code 54956.5 (majority vote required); (2) the need to take action arose after posting of the agenda (two-thirds vote of the Board or a unanimous vote of those present if less than the full Board); or (3) an item from a posted meeting that occurred not more than five calendar days prior to the current meeting must be continued at this meeting in order for action to be taken.

It is recommended that the Governing Board adopt the agenda, as submitted, or consider any request from an individual board member to revise the proposed agenda before adoption.

Motion: _____ Second: _____
Bruno: _____ Ramos: _____ Swenson: _____ Lopez: _____

4. CLOSED SESSION

The Governing Board will convene into a Closed Session discussion on the topics listed below.

- 4.1 CONSIDERATION OF PARTICULAR STUDENT MATTERS
(Pursuant to Education Code 35146)
 - Pending Student Readmit Case 12-13-01
- 4.2 COLLECTIVE BARGAINING: LABOR NEGOTIATIONS
(Pursuant to Government Code 54957.6)
 - Deborah DeSmeth, Assistant Superintendent-Human Resources
- 4.3 PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
(Pursuant to Government Code 54957)
- 4.4 CONFERENCE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION
(Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9)
 - One potential case

5. REGULAR SESSION

The presiding member will resume the regular session and make the following announcements:

- 5.1 Report on actions taken during closed session
- 5.2 Announcement of audio recording of this meeting

6. APPROVAL OF MINUTES

It is recommended that the Governing Board approve the following sets of minutes:

- 6.1 Minutes of a regular meeting on June 24, 2013
- 6.2 Minutes of the meeting for the Superintendent's year end evaluation on June 27, 2013

Motion: _____ Second: _____
Bruno: _____ Ramos: _____ Swenson: _____ Lopez: _____

7. COMMUNICATIONS

At regularly-scheduled Board meetings, Education Code, Section 35145.5 permits the taking of testimony on matters not on the agenda that a member of the public may wish to bring before the Board. However, no action may be taken by the Board on such matters at the same meeting at which the testimony is taken. Education Code 54954.3 requires that every agenda for a regular meeting provide an opportunity for the public to directly address the governing board on any item of interest to the public before the governing board's consideration of the item.

7.1 Oral Communications

- (1) General Speakers
- (2) Hueneme Education Association
- (3) California School Employees Association Chapter 273

7.2 Written Communications

8. ADOPTION OF THE CONSENT AGENDA

All matters on the Consent Agenda are considered by the Board to be routine and will be acted upon in a single motion. There will be no discussion of these items prior to the time the Board votes on the motion unless members of the Board, staff, or the public request that specific items be discussed and/or removed from the Consent Agenda.

Consideration to remove an item or transfer it from the Consent Agenda to the Action Agenda:

Item(s) Removed/Transferred: _____

Except for any item(s) removed upon majority agreement, it is recommended that the Governing Board use a single motion and vote to take the requested action(s) on all routine monthly and/or annual items listed on this Consent Agenda:

Motion: _____ Second: _____
Bruno: _____ Ramos: _____ Swenson: _____ Lopez: _____

- 8.1 Quarterly Report of on Williams Uniform Complaints (DeSmeth)
- 8.2 Approval of the Personnel Report (Tissler)
- 8.3 Ratification of the Expenditure Report: Commercial Payments, Payroll (Walker)
- 8.4 Ratification of the Report of Purchase Orders and Checks (Walker)
- 8.5 Ratification of the Report of Miscellaneous Income (Walker)

9. EDUCATIONAL SERVICES

9.1 Consideration to Readmit Previously Expelled Student into a District School (Hicklin)

It is recommended that the Governing Board approve one of the following actions:

- (1) readmit Student 12-13-01 to Blackstock Junior High School at the earliest opportunity; or
- (2) have the student remain at Gateway School for an additional semester; or
- (3) allow the student to return to the Hueneme Elementary School District but be placed in an alternative program or school.

Motion: _____ Second: _____
Bruno: _____ Ramos: _____ Swenson: _____ Lopez: _____

10. BUSINESS SERVICES

10.1 Approval of the 2013-2014 Consolidated Application for Funding Categorical Aid Programs (Villanueva)

It is recommended that the Governing Board approve the 2013-2014 Consolidated Application for Funding Categorical Aid Programs.

Motion: _____ Second: _____
Bruno: _____ Ramos: _____ Swenson: _____ Lopez: _____

10.2 Approval of a Supplemental Agreement with Gold Coast K9 Service (Villanueva)

It is recommended that the Governing Board approve a 2013-2014 Agreement for Services between the District and Gold Coast K9 for K9 detection sniffs.

Motion: _____ Second: _____
Bruno: _____ Ramos: _____ Swenson: _____ Lopez: _____

10.3 Approval of a Cost Sharing Agreement with the City of Oxnard for the School Resource Officer (SRO) Program (Dannenberg)

It is recommended that the Governing Board approve a Cost Sharing Agreement with the City of Oxnard for the District to fund 33% (\$56,520) of the cost to operate and administer the SRO program for FY 2013-2014 and for the City to fund the balance.

Motion: _____ Second: _____
Bruno: _____ Ramos: _____ Swenson: _____ Lopez: _____

10.4 Approval of Contract for CSM Consulting to Provide Services Related to the FCC E-Rate Program (Ragsdale)

It is recommended that the Governing Board approve the proposed contract for CSM Consulting to provide E-Rate compliance services to the District in 2013-2014.

Motion: _____ Second: _____
Bruno: _____ Ramos: _____ Swenson: _____ Lopez: _____

10.5 Approve Food Service Prices for 2013-2014 (Dannenberg)

FOOD ITEM	PRICE (\$)
Paid Student Breakfast	1.25
Reduced Student Breakfast	.25
Paid Elementary Student Lunch	2.50
Reduced Student Lunch	.40
Student Milk	.50

FOOD ITEM	PRICE (\$)
Student Breakfast – Summer School	0.00
Student Lunch – Summer School	0.00
Adult Side Order * (fries, vegetable of the day)	1.50
Adult Milk	.55
Adult Lunch *	4.00

FOOD ITEM	PRICE (\$)	FOOD ITEM	PRICE (\$)
Water	.50	Adult Entrée *	3.00
Juice – Junior High	1.00	Adult Breakfast	1.50
Juice – Elementary	.50	Entrée *	

*Adult food pricing may change due to the cost of food ingredients.

Motion: _____ Second: _____
Bruno: _____ Ramos: _____ Swenson: _____ Lopez: _____

10.6 Recommendation to Award Bid #CN1-13: Grocery, Commodity, and Non-Commodity Products (Dannenberg)

It is recommended that the Governing Board award the Bid for Grocery products to Sysco, Ventura for various bid items, based on individual item prices.

Motion: _____ Second: _____
Bruno: _____ Ramos: _____ Swenson: _____ Lopez: _____

10.7 Approval of an Implementation Agreement for the District's AVID® Program (DeSmeth)

It is recommended that the Governing Board approve an AVID® Implementation Agreement between District and the AVID Center, a California non-profit corporation.

Motion: _____ Second: _____
Bruno: _____ Ramos: _____ Swenson: _____ Lopez: _____

11. CONTRACT ADDENDUMS: SUPERINTENDENT AND ASSISTANT SUPERINTENDENTS

11.1 Approve Addendum No. 12 to the Superintendent's Agreement for Services (Lopez)

It is recommended that the Governing Board approve Addendum No. 12 to the Superintendent's Agreement for Services dated September 9, 2002 to extend the term of his contract by one year to June 30, 2017.

Motion: _____ Second: _____
Bruno: _____ Ramos: _____ Swenson: _____ Lopez: _____

11.2 Approve Addendum No. 1 to the Employment Contract for the Assistant Superintendent of Human Resources/Educational Services (Dannenberg)

It is recommended that the Governing Board approve Addendum No. 1 to the Employment Contract for the Assistant Superintendent of Human Resources/Educational Services signed February 25, 2013 to extend the term of her contract by one year to June 30, 2016.

Motion: _____ Second: _____
Bruno: _____ Ramos: _____ Swenson: _____ Lopez: _____

- 11.3 Approve Addendum No. 1 to the Employment Contract for the Assistant Superintendent of Business Services (Dannenberg)

It is recommended that the Governing Board approve Addendum No. 1 to the Employment Contract for the Assistant Superintendent of Business Services signed February 26, 2013 to extend the term of her contract by one year to June 30, 2016.

Motion: _____ Second: _____
Bruno: _____ Ramos: _____ Swenson: _____ Lopez: _____

12. DISTRICT POLICIES

- 12.1 Acceptance and First Reading of Proposed Revisions to Mandatory Board Policies, Administrative Regulations and Board Bylaws (Dannenberg)

It is recommended that the Governing Board accept and read proposed revisions to bylaws, policies and administrative regulations that are mandated by law and require updating to reflect current laws/legal requirements and district operations.

It is further recommended that the Governing Board give input regarding further revisions before a second reading at the next regular meeting at which staff will recommend that the board approve each item.

Motion: _____ Second: _____
Bruno: _____ Ramos: _____ Swenson: _____ Lopez: _____

- 12.2 Second Reading and Approval of a Revised Board Policy and Administrative Regulation (Dannenberg)

It is recommended that the Governing Board complete a second reading of Board Policy and Administrative Regulation 3400, *Management of District Assets/Accounts and Fraud Prevention*, as recommended by district auditors and to update these policy documents to align with current legal requirements.

Motion: _____ Second: _____
Bruno: _____ Ramos: _____ Swenson: _____ Lopez: _____

13. DISCUSSION REGARDING A VACANCY ON THE GOVERNING BOARD

The trustees and senior administrators will discuss the process and timing involved to fill a vacant seat on the Board that was created upon the recent death of trustee David Cenzano. (Dannenberg)

14. MONTHLY ACTIVITY REPORTS

- 14.1 Trustee Reports
14.2 Superintendent's Report
14.3 Next Meeting: Regular Meeting on Monday, August 26, 2013, 5:30 P.M. in Council Chambers for the City of Port Hueneme, California, at 250 North Ventura Road

15. ADJOURNMENT

NOTICE OF A DISTRICT FRAUD HOTLINE

Acts of fraud perpetrated against the Hueneme Elementary School District are expensive. In addition, the actions of perpetrators of fraud create a hostile and/or fearful environment for others.

Anyone who witnesses or is aware of a fraudulent act against the District is encouraged to report it using the District's FRAUD HOTLINE. **Reports may be called in to (805) 253-3191.** All reports will be investigated.

The reporter's identity will be kept confidential. In fact, any person who reports a fraudulent act may choose to remain anonymous.

6.1

Minutes of a Regular Meeting on June 24, 2013

This item containing the unapproved minutes of a regular meeting on June 24, 2013, and attachments, was posted and distributed as a separate component of the meeting packet.

6.2

Minutes of the Meeting for the Superintendent's Year End Evaluation on June 27, 2013

This item containing the unapproved minutes of a special meeting on June 27, 2013 for the Superintendent's 2012-2013 year-end evaluation was posted and distributed as a separate component of the meeting packet.

HUENEME ELEMENTARY SCHOOL DISTRICT

BOARD AGENDA ITEM: QUARTERLY REPORT ON WILLIAMS
UNIFORM COMPLAINTS

BOARD MEETING DATE: July 29, 2013

FROM: Deborah DeSmeth, Assistant Superintendent
Jerry Dannenberg, Superintendent

STAFF COMMENT

RECOMMENDATION

For information only

BACKGROUND

The Williams quarterly report under the Williams Lawsuit Settlement is attached. The District did not receive any complaints for the period of April 1, 2013 through June 30, 2013.

HUENEME ELEMENTARY SCHOOL DISTRICT

Quarterly Report on Williams Uniform Complaint [Education Code Section 35186] Fiscal Year 2012-2013

District: Hueneme Elementary

Person completing this form: Deborah DeSmeth Title: Assistant Superintendent

Quarterly Report Submission Date:
(check one)

- ☐ October 2012 (7/1/12 to 9/30/12)
☐ January 2013 (10/1/12 to 12/31/12)
☐ April 2013 (1/1/13 to 3/31/13)
☒ July 2013 (4/1/13 to 6/30/13)

Date for information to be reported publicly at Governing Board meeting: July 29, 2013

Please check the box that applies:

- ☒ No complaints were filed with any school in the district during the quarters indicated above.
- ☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0		
Teacher Vacancy or Misassignment	0		
Facilities Conditions	0		

Jerry Dannenberg
Name of District Superintendent

Signature of District Superintendent

HUENEME ELEMENTARY SCHOOL DISTRICT

BOARD AGENDA ITEM: APPROVAL OF PERSONNEL REPORT

BOARD MEETING DATE: July 29, 2013

FROM: Jennifer A. Tissler, Director of Personnel Services
Deborah DeSmeth, Assistant Superintendent
Jerry Dannenberg, Superintendent

STAFF COMMENT

RECOMMENDATION:

It is recommended that the Governing Board approve personnel actions in employee categories that are listed below. Identification of specific employees affected by the actions will be shared confidentially with the Governing Board and certain members of management in advance of the meeting.

BACKGROUND:

- (1) Certificated Management Services
Employment
- (2) Certificated Services
Employment
Recommendation for Approval of Job Sharing Request
Request for Change of Assignment
Request for Unpaid Personal Leave of Absence
Administrative Unpaid Leave of Absence
- (3) Classified Services
Employment
Resignation

HUENEME ELEMENTARY SCHOOL DISTRICT

BOARD AGENDA ITEM: RATIFICATION OF EXPENDITURE REPORT FOR
JUNE 2013

BOARD MEETING DATE: July 29, 2013

FROM: Christine McCloskey, Assistant Superintendent, Business Services
Jerry Dannenberg, Superintendent

STAFF COMMENT

RECOMMENDATION

It is recommended that the Governing Board ratify the attached Expenditure Report for June 2013, as follows:

- (1) Payroll
- (2) Commercial Payments

COMMERCIAL PAYMENT REGISTER
JUNE 2013

ISSUE DATE	CHECK NUMBERS	TOTAL AMOUNT	Unrestricted 010 FUND	Cafeteria 130 FUND	Def. Main. 140 FUND	Measure H 211 FUND	Measure I 214 FUND	Dev. Fees 250 FUND	Modernization 350 FUND	Bond Int. 510 FUND	ASB/USB 951-952-953 FUND	Accrued Sales Taxes
June 3, 2013	5002014687-5002014714	\$ 12,525.85	\$ 9,988.12	\$ 392.84							\$ 2,144.89	\$ 10.53
June 10, 2013	5002014715-5002014739	\$ 55,847.19	\$ 52,682.01	\$ 872.70			\$ 1,725.48				\$ 567.00	\$ 32.77
June 11, 2013	5002014740-5002014762	\$ 30,513.18	\$ 29,787.18								\$ 726.00	\$ 84.91
June 13, 2013	5002014763-5002014872	\$ 307,781.74	\$ 137,864.35	\$ 161,775.00			\$ 1,080.45				\$ 7,061.94	\$ 31.45
June 17, 2013	5002014873-5002014918	\$ 61,653.42	\$ 54,238.24	\$ 1,085.19			\$ 4,881.35				\$ 1,448.64	\$ 86.70
June 18, 2013	5002014919-5002014936	\$ 40,498.78	\$ 30,776.78								\$ 9,722.00	\$ 37.94
June 19, 2013	5002014937-5002014973	\$ 209,946.01	\$ 151,450.15	\$ 46,920.04						\$ 600.00	\$ 10,975.82	\$ 7.98
June 20, 2013	5002014974-5002015021	\$ 123,969.54	\$ 121,399.48								\$ 2,570.06	\$ 10.08
June 25, 2013	5002015022-5005015068	\$ 112,248.27	\$ 102,986.01								\$ 9,262.26	\$ 21.12
June 26, 2013	5002015069-5002015079	\$ 203,683.54	\$ 194,141.87					\$ 9,541.67				\$ 1.09
June 27, 2013	5002015080-5002015090	\$ 138,996.78	\$ 138,082.10	\$ 612.58							\$ 302.10	\$ 18.84
June 28, 2013	5002015091-5002015112	\$ 31,785.90	\$ 29,275.20	\$ 1,981.10							\$ 529.60	\$ 0.78
TOTAL PAYMENTS		\$ 1,329,450.20	\$ 1,052,671.49	\$ 213,639.45	\$ -	\$ -	\$ 7,687.28	\$ 9,541.67	\$ -	\$ 600.00	\$ 45,310.31	\$ 344.19

PAYROLL SUMMARY - June 2013

ISSUE DATE	GROSS EARNINGS	FRINGE BENEFITS	TOTAL PAYROLL	010 FUND General	130 FUND Cafeteria
6/5/2013	\$49.44	\$11.61	\$61.05	\$61.05	
6/6/2013	\$288.20	\$34.77	\$322.97	\$322.97	
6/10/2013	\$583,784.72	\$112,974.32	\$696,759.04	\$611,567.98	\$85,191.06
6/11/2013	\$616.56	\$144.77	\$761.33	\$761.33	
6/12/2013	\$124.60	\$15.04	\$139.64	\$139.64	
6/28/2013	\$3,931,114.50	\$1,217,598.34	\$5,148,712.84	\$4,965,331.72	\$183,381.12
Total	\$4,515,978.02	\$1,330,778.85	\$5,846,756.87	\$5,578,184.69	\$268,572.18

HUENEME ELEMENTARY SCHOOL DISTRICT

BOARD AGENDA ITEM: RATIFICATION OF PURCHASE ORDERS AND CHECKS
FOR JUNE 2013

BOARD MEETING DATE: July 29, 2013

FROM: Christine Walker,
Assistant Superintendent, Business Services
Jerry Dannenberg, Superintendent

STAFF COMMENT

RECOMMENDATION

It is recommended that the Governing Board ratify purchase orders and checks generated in June 2013.

BACKGROUND

The monthly purchase order listing is a summary of all purchase orders issued in one calendar month. It is provided to the Governing Board for ratification of district purchases. The purchase order numbering system is described below:

1. B13-0000 or B14-0000..... "B" series purchase orders are for "blanket" orders issued to vendors used on a monthly basis.
2. H13-0000 or H14-0000..... "H" series purchase orders are for "Hueneme Elementary School District" regularly issued orders.

For the period of June 1-30, 2013, purchase orders totaled **\$1,448,819.86**. The attached report reflects June 2013 totals by site:

00/01	District wide	18	Hathaway
02	Educational Services	18N	Neighborhood for Learning
03	Pupil Support Services	20	Haycox
04	Migrant Education	22	Hueneme
05	Educational Media Center	24	Larsen
08	Food Service	26	Parkview
09	Summer School	28	Sunkist
10	Bard	30	Williams
12	Beach	34	Print Shop
14	Blackstock	99	After School Program
16	E.O. Green	FOT	Facilities, Operations and Transportation

RATIFICATION OF PURCHASE ORDERS AND CHECKS FOR JUNE 2013

July 29, 2013

Page 2 of 3

The June purchase order listing includes the following:

H13-02236 VCOE (\$189,373.62)

Purchase Order for payment 2012-13 Special Education Transportation Costs.

B14-00007 Energy Education (\$93,600.00)

Purchase Order for 2013-14 Year for professional services.

H14-00048 VCOE (\$68,000.00)

Purchase order for 2013-14 Annual Support for the Escape Financial System.

H14-00122 VCOE (\$80,570.00)

Purchase order for 2013-14 Hosting Fee and Annual Software Support for Zangle.

H13-02327 CDW-G (\$25,969.75)

Purchase order for 60 netbooks at Haycox.

H14-00012 Houghton Mifflin Co (\$13,486.04)

Purchase order for consumable workbooks at Larsen School for the 2013-14 year.

H14-00038 Virco Mfg Co (\$21,323.89)

Purchase order for items for new classroom at Parkview School.

H13-02410 Barnes & Noble (\$37,820.32)

Purchase order for 100 Nooks and covers plus carts for After School Program.

H13-002435 Barnes & Noble (\$21,835.60)

Purchase order for 100 Nooks and covers plus e-books for After School Program.

H13-02366 A-Z Bus Sales (\$59,889.09)

Purchase order for CNG Replacement Tanks for 3 busses to be reimbursed by bus grant.

These numerical listings provide an internal system of checks and balances in the Business Office.

Reimbursement/direct pay orders are listed in the second part of the attached reports. Checks issued between June 1 and June 30 totaled **\$1,329,450.20**.

The June Check report includes:

RATIFICATION OF PURCHASE ORDERS AND CHECKS FOR JUNE 2013

July 29, 2013

Page 3 of 3

Rael & Letson (\$13,800.00)

This check paid for GASB 45 OPEB Actuarial.

VCOE (\$11,098.58)

This check paid for behavior therapist services and ASES workshops.

GHSB (\$9,070.40)

This check paid for attorney fees.

CDW-G (\$17,310.13)

This check paid 29 Netbooks paid out of Title III-Immigrant plus supplies at various sites.

CDW-G (\$25,969.75)

This check paid for 60 Netbooks at Haycox School.

Dave Bang Associates Inc (\$24,280.67)

This check paid for picnic tables and umbrellas at Beach and Blackstock Schools.

Includes 06/01/2013 - 06/30/2013					
PO Number	Vendor Name	Site	Description	Fund Object	Account Amount
B13-00194	Ricoh USA , Inc.	01	District/Repair/Service	010-5600	3,000.00
B14-00001	Ricoh USA , Inc.	01	District/Repair/Service	010-5600	240.00
B14-00003	USA Mobility Wireless Inc	01	District/Communication	010-5900	130.00
B14-00004	Ricoh USA , Inc.	01	District/Service/Repair	010-5600	28,318.44
B14-00007	Energy Education	01	DO/GF	010-5810	93,600.00
B14-00008	Ricoh USA , Inc.	01	District/Service/Repair	010-5600	28,595.52
H13-02236	VCOE	01	12-13 Spec Ed./Transportation Excess Costs	010-7142	189,373.62
H13-02323	Central Drug System	01	District Office	010-5800	41.00
H13-02330	Sams Club	01	District/Supplies	010-4300	177.68
H13-02333	Southwest School & Office	01	Stores	010-9320	475.20
H13-02335	Milano's Italian Restaurant	01	District Office	010-5800	860.00
H13-02336	Staples Advantage	01	District/Supplies	010-4300	830.28
H13-02338	Blick Art Materials	01	District/Supplies	010-4300	29.69
H13-02339	Southwest School & Office	01	Stores	010-9320	10,577.00
H13-02340	Office Depot School Division	01	Stores	010-9320	2,289.60
H13-02346	Scott Lang DBA All Communications	01	District/Service	010-5600	268.36
H13-02348	Susan Knupp	01	Retiree Reimb	010-9537	17.00
H13-02353	Empire Cleaning Supply	01	Stores	010-9320	5,466.48
H13-02354	Extreme Clean, Inc.	01	Stores	010-9320	10,033.72
H13-02359	Staples Advantage	01	District/HR/Supplies	010-4300	276.13
H13-02360	California Lutheran University Attn: Devon Dooley, CRLP	01	Title I	010-9510	59.00
H13-02367	VCSSFA	01	Workers Comp Overpayment	010-2200	78.34
H13-02380	Garcia,Hernandez,Sawhney & Bermudez	01	District Office	010-5800	9,070.40

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 1 of 16

Includes 06/01/2013 - 06/30/2013					
PO Number	Vendor Name	Site	Description	Fund Object	Account Amount
H13-02382	Ventura County Star	01	Legal Advertisement/Finance	010-5800	995.00
				214-5800	1,080.45
H13-02383	Staples Advantage	01	District/Supplies	010-4300	165.63
H13-02385	Q Users Experience	01	District/Conference	010-5200	500.00
H13-02387	Superior Sanitary Supplies	01	Distict/Supplies	010-9510	73.52
H13-02396	Document Systems Inc.	01	District/Sunkist/Blackstock/Service	010-5800	1,300.00
H13-02397	American Express	01	District/Board/Conf/Supplies	010-4300	3,152.51
				010-4400	2,291.73
				010-5200	1,968.06
				010-5216	671.56
H13-02409	Cal Coast Graphics	01	District/Service	010-5800	99.36
H13-02413	Union Bank Of California Corporate Trust Division	01	District/ADM Billing/GO Bonds	510-7433	600.00
H13-02424	Kelly Paper Store	01	Stores	010-9320	6,270.75
H13-02427	Aswell Trophy	01	Board/District/Supplies	010-4300	32.40
H13-02431	Aswell Trophy	01	District Office	010-5800	177.93
H13-02433	City Of Oxnard (Utilities)	01	Water & Sewer Utilites	010-5502	17,441.66
H13-02434	Verizon California	01	GTE Line/Utilites	010-5903	242.04
H13-02438	California Lutheran University Attn: Devon Dooley, CRLP	01	Title I	010-9510	118.00
H13-02445	VCOE	01	DoDEA/Service	010-9510	5,400.00

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 2 of 16

Includes 06/01/2013 - 06/30/2013					
PO Number	Vendor Name	Site	Description	Fund Object	Account Amount
H13-02450	Platinum Plus for Business	01	District/Supplies/Conf	010-4200	677.01
				010-4300	936.16
				010-5200	183.17
				010-5800	32.40
				130-5200	612.58
H13-02454	VCOE	01	District/Service	010-9510	1,148.44
H13-02456	Tax Deferred Services	01	Tax Shelters 06/30/2013	010-9533	134,133.30
H13-02459	Staples Advantage	01	District/Supplies	010-4300	350.22
H14-00037	CODESP	01	District Office/Professional Services	010-5300	1,850.00
H14-00047	City Of Oxnard (Utilities)	01	District/Water	010-5502	1,100.00
H14-00048	VCOE	01	DO/Business	010-5800	68,000.00
H14-00090	EnergyCAP Inc	01	District/Prof Svcs/SoftwareLicense	010-5800	2,093.00
H14-00108	VCOE	01	Title I	010-5200	480.00
H14-00110	Ventura County Star	01	District/Service	010-4300	250.65
H14-00121	Trebron Company Inc	01	District/Tech/Service	010-5800	5,250.00
H14-00122	VCOE	01	District/Service	010-5800	80,570.00
				130-5800	8,057.00
H14-00123	School Specialty	01	Stores	010-9320	772.42
H14-00124	Southwest School & Office	01	Stores	010-9320	2,222.21
H14-00125	School Kids Healthcare	01	Store	010-9320	248.40
H14-00126	Henry Schein Inc.	01	Stores	010-9320	374.33
				Totals for Site Id # 01	\$735,729.35
H13-02329	McGraw-Hill Companies Inc	02	Ed. Services/Instructional Services/EIA-LEP	010-4300	110.00

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ESCAPE ONLINE

Page 3 of 16

Includes 06/01/2013 - 06/30/2013					
PO Number	Vendor Name	Site	Description	Fund Object	Account Amount
H13-02358	Federal Express	02	Ed Svc/Cent EIA/Service	010-5800	135.84
H13-02384	CDW-G (Vernon Hills)	02	Title III Immig, EIA-LEP	010-4300	14,494.20
Totals for Site Id # 02					\$14,740.04
B13-00195	VCOE	03	PSS/Service	010-5100	30,000.00
H13-02337	VCOE	03	PSS/ Registration	010-5200	40.00
H13-02422	Sandra M Martinez	03	Reinbursement	010-4300	14.00
Totals for Site Id # 03					\$30,054.00
B14-00002	Ricoh USA , Inc.	04	Migrant/Repair/Service	010-5600	1,957.46
H13-02331	Island Packers Cruises	04	Migrant/Service	010-5800	3,402.00
H14-00078	Parent Project Inc	04	Ed. Services/Migrant/Supplies	010-4300	720.00
Totals for Site Id # 04					\$6,079.46
H14-00018	Follett Educational Services	05	Haycox/Title 1/EIA LEP/Consumable Workbooks	010-4300	21,630.47
H14-00033	Follett Educational Services	05	Bard/ Title 1/ EIA LEP/ Consumable Workbooks	010-4300	17,097.96
H14-00039	Follett Educational Services	05	EMC/Textbook Lottery/Consumable Workbooks	010-4100	1,225.85
H14-00040	Follett Educational Services	05	Larsen/Title 1/EIA LEP/ Consumable Workbooks	010-4300	11,690.88
H14-00054	General Binding Corp	05	EMC/Supplies	010-4300	760.14
H14-00055	Southwest School & Office	05	EMC/Supplies	010-4300	187.77
H14-00092	Follett Educational Services	05	EMC/textbook lottery/consumables	010-4100	14,686.51
H14-00093	Learning Plus Associates	05	Haycox/EIA LEP/Title 1/Standards Plus	010-4300	4,539.89
H14-00094	Learning Plus Associates	05	EMC/Textbook Lottery	010-4100	2,487.67
H14-00095	Learning Plus Associates	05	EMC/Textbook Lottery	010-4100	3,413.02
H14-00096	Houghton Mifflin Co	05	EMC/Textbook Lottery	010-4100	2,339.01

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ESCAPE ONLINE

Page 4 of 16

Includes 06/01/2013 - 06/30/2013					
PO Number	Vendor Name	Site	Description	Fund Object	Account Amount
H14-00097	Learning Plus Associates	05	Beach/Textbook Lottery	010-4100	2,036.66
H14-00101	Learning Plus Associates	05	Larsen/EIA LEP/Title 1/Standards Plus	010-4300	11,376.29
H14-00102	Learning Plus Associates	05	Williams/Title 1/EIA LEP/Standards Plus	010-4300	2,261.52
H14-00104	Learning Plus Associates	05	Sunkist/Title 1/EIA LEP/Standards Plus	010-4300	10,230.62
H14-00109	Learning Plus Associates	05	Bard/ EIA LEP/Title 1/Standards Plus	010-4300	2,812.32
H14-00111	McGraw-Hill Companies Inc	05	District Office/Bard/Textbook Lottery	010-4100	10,813.29
H14-00112	McGraw-Hill Companies Inc	05	Distirct Office/Bard/Textbook Lottery	010-4100	1,264.21
H14-00113	McGraw-Hill Companies Inc	05	District Office/Beach/Textbook Lottery	010-4100	8,258.35
H14-00114	McGraw-Hill Companies Inc	05	District Office/Hathaway/Textbook Lottery	010-4100	12,964.19
H14-00115	McGraw-Hill Companies Inc	05	District Office/Haycox/Textbook Lottery	010-4100	20,407.69
H14-00116	McGraw-Hill Companies Inc	05	District Office/Hueneme/Textbook Lottery	010-4100	9,990.53
H14-00117	McGraw-Hill Companies Inc	05	District Office/Larsen/Textbook Lottery	010-4100	15,238.87
H14-00118	McGraw-Hill Companies Inc	05	District Office/Larsen/Textbook Lottery	010-4100	1,405.38
H14-00119	McGraw-Hill Companies Inc	05	District Office/Parkview/TextbookLottery	010-4100	15,120.47
H14-00120	McGraw-Hill Companies Inc	05	District Office/Sunkist/Textbook Lottery	010-4100	16,994.54
H14-00127	McGraw-Hill Companies Inc	05	District Office/Williams/Textbook Lottery	010-4100	13,538.68

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ESCAPE ONLINE

Page 5 of 16

Includes 06/01/2013 - 06/30/2013					
PO Number	Vendor Name	Site	Description	Fund Object	Account Amount
H14-00128	McGraw-Hill Companies Inc	05	EMC/Textbook Lottery	010-4100	2,787.16
H14-00129	McGraw-Hill Companies Inc	05	District Office/Parkview/Textbook Lottery	010-4100	790.48
H14-00130	McGraw-Hill Companies Inc	05	District Office/Sunkist/Textbook Lottery	010-4100	1,282.37
Totals for Site Id # 05					\$239,632.79
H13-02334	Jordano's	08	Food Service/Equipment	130-4400	1,548.53
H13-02356	CSNA	08	Foodservice/Membership	130-5300	55.00
H13-02399	Castle Air Inc	08	Food Service/Repair	130-5600	1,106.36
H13-02412	Jordano's	08	Foodservice/Food/Non Food Inventory	130-4300	1,142.60
				130-9321	45,282.95
				130-9329	189.84
H13-02442	Cal Coast Graphics	08	Food Service/Prof Services	130-5800	1,398.60
H13-02443	Castle Air Inc	08	Food Service/Repairs	130-5600	582.50
Totals for Site Id # 08					\$51,306.38
H13-02369	Cornerstone Photography	10	Bard/USB/Yearbook	953-5800	2,115.45
H14-00019	Lakeshore Store #038	10	Bard/EIA-LEP/Supplies	010-4300	244.77
H14-00020	Alliance Publishing & Mktg.	10	Bard/GF/Supplies	010-4300	1,181.28
H14-00034	Markerboard People	10	Bard/EIA-LEP/Supplies	010-4300	142.50
H14-00035	Between Your Ears Entertainment	10	Bard/Title 1/EIA-LEP/Service	010-5800	775.00
H14-00036	Performances To Grow On	10	Bard/USB/Assembly	953-5800	1,850.00
H14-00105	Classroom Direct	10	BARD/GF/SUPPLIES	010-4300	1,782.36
Totals for Site Id # 10					\$8,091.36
H14-00021	Jive Communications Inc	12	VOiP Telephone/Hollywood Beach	010-5903	3,278.06
H14-00045	Edgewood Press Inc	12	Beach/GF/Supplies	010-4300	763.16

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ESCAPE ONLINE

Page 6 of 16

Includes 06/01/2013 - 06/30/2013					
PO Number	Vendor Name	Site	Description	Fund Object	Account Amount
H14-00046	Rochester 100 Inc	12	Beach/GF/Supplies	010-4300	248.40
Totals for Site Id # 12					\$4,289.62
H13-02404	Lorena Pintor Guereca	14	Blackstock/ASB/Dance	951-5800	350.00
H13-02405	Walsworth Publishing Co	14	Blackstock/ASB/Yearbook	951-5800	4,367.20
H14-00023	CDW-G (Vernon Hills)	14	Tech/Supplies	010-4300	448.29
H14-00072	AIM Education DBA Sunburst Visual Media	14	Blackstock / Title 1 - EIA/LEP / Supplies	010-5800	695.00
Totals for Site Id # 14					\$5,860.49
H13-02406	U-Rent Inc Party Pleasers	16	Green/ASB/Supply	952-4300	244.07
H13-02407	City of Oxnard Recreation Services	16	Green/ASB/Service	952-5800	180.00
H13-02408	Gateway Fund Raising Service	16	Green/ASB/Fundraiser	952-4300	3,020.00
H13-02430	Jostens Inc	16	Green/USB/Reimb	952-4300	7,327.80
H13-02440	Vogue Sign Company	16	Green/GF/Contracted Services	010-5800	470.97
H13-02441	The Outdoor School	16	Green/Science Camp/Contracted Services	010-5800	8,746.00
Totals for Site Id # 16					\$19,988.84
B14-00006	Fry's Electronics	18	Hathaway/EIA Lep & Title 1/ supplies	010-4300	300.00
H13-02332	Raymond Geddes & Company Inc	18	Hathaway/USB/Supply	953-4300	331.73
H13-02371	Aswell Trophy	18	Hathaway/USB/Supply	953-5800	515.92
H14-00022	Alliance Publishing & Mktg.	18	Hathaway/EIA-LEP/Supplies	010-4300	831.83
H14-00057	Southwest School & Office	18	Hathaway/Gen Fund/ Supplies	010-4300	268.89
H14-00058	Discount Two Way Radio	18	Hathaway/Gen Fund/ Supplies	010-4300	634.99
H14-00059	Accurate Label Design Inc	18	Hathaway/Gen Fund/ supplies	010-4300	162.84
H14-00060	Blick Art Materials	18	Hathaway/Gen Fund/Supplies	010-4300	64.48
H14-00061	Carrot-Top	18	Hathaway/Gen Fund/ Supplies	010-4300	138.67

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ESCAPE ONLINE

Page 7 of 16

Includes 06/01/2013 - 06/30/2013					
PO Number	Vendor Name	Site	Description	Fund Object	Account Amount
H14-00071	Southwest School & Office	18	Hathaway/EIA LEP & Title 1 /Inst. Supplies	010-4300	831.03
H14-00073	National Geographic School Publishing	18	Hathaway/EIA Lep/supplies	010-4300	1,466.74
H14-00075	Starfall Education	18	Hathaway/EIA Lep & Title 1/license renewal	010-5800	270.00
H14-00077	Dell Computer Corp	18	Hathaway/EIA Lep & Title 1 / Supplies	010-4300	935.58
H14-00079	Cambium Learning Inc	18	Hathaway/EIA Lep & Title 1/ Inst. Materials	010-5800	2,296.99
H14-00080	Southwest School & Office	18	Hathaway/EIA Lep & Title 1/ supplies	010-4300	20.70
H14-00098	Becker's School Supplies	18	Hathaway/USB/Supply	953-4300	166.05
H14-00100	Dell Computer Corp	18	Hathaway/EIA Lep & Title 1/ Supplies	010-4400	638.91
Totals for Site Id # 18					\$9,875.35
H13-02460	Aswell Trophy	18N	NFL/Business Cards/Supply	010-5800	63.18
Totals for Site Id # 18N					\$63.18
H13-02325	Quill Corporation	20	Haycox/Title 1/ EIA/LEP/instructional	010-4300	1,249.91
H13-02326	SCHOOLSin	20	Haycox/ Title1/EIA/LEP/Instructional	010-4300	3,883.42
H13-02327	CDW-G (Vernon Hills)	20	Haycox/Title1/Eia/Lep/ Instructional	010-4300	25,969.75
H13-02328	Dell Computer Corp	20	Haycox/Title1/ Eia/Lep/instructional	010-4300	2,299.67
				010-4400	4,275.12
H13-02370	Scholastic Book Fairs	20	Haycox/USB/Book Fair	953-4300	1,133.00
H13-02403	Aswell Trophy	20	Haycox/ Title1 EIA/LEP/ instructional	010-4300	1,233.04
H14-00041	Premier Agendas Inc A School Specialty Company	20	Haycox/Title1 EIA/LEP/ Instructional	010-4300	1,377.00

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ESCAPE ONLINE

Page 8 of 16

Includes 06/01/2013 - 06/30/2013					
PO Number	Vendor Name	Site	Description	Fund Object	Account Amount
				Totals for Site Id # 20	\$41,420.91
H13-02361	Learning Plus Associates	22	Hueneme/Eia-Lep/Supplies	010-4300	5,279.16
H14-00030	Quill Corporation	22	Hueneme/Title I/Supplies	010-4300	487.04
H14-00031	Dell Computer Corp	22	Hueneme/Title I/Supplies	010-4300	460.07
H14-00032	Starfall Education	22	Hueneme/Title I/Service	010-5800	270.00
				Totals for Site Id # 22	\$6,496.27
H13-02402	Document Systems Inc.	24	Larsen/Title-EIA/Service	010-5600	132.36
H13-02455	Witt Company	24	Larsen/EIA/LEP-Title/OVERAGE	010-5600	208.43
H14-00012	Houghton Mifflin Co	24	Larsen/EIA-LEP, Title 1/Supplies	010-4300	13,486.04
H14-00042	Really Good Stuff	24	Larsen/Title 1/Supplies	010-4300	352.33
H14-00043	Really Good Stuff	24	Larsen/Title 1/Supplies	010-4300	594.76
H14-00044	Oriental Trading Co Inc	24	Larsen/EIA-LEP/Supplies	010-4300	385.56
				Totals for Site Id # 24	\$15,159.48
H13-01661	Fry's Electronics	26	Parkview/Title-EIA/Supplies	010-4300	421.04
H13-02322	Maad Graphics	26	Parkview/GF/Supplies	010-5800	85.76
H13-02324	Wildlife Experience Inc	26	Parkview/USB/Performance	953-5800	295.00
H13-02352	Roadrunner Shuttle	26	Parkview/GATE/Service	010-5812	493.00
H13-02357	Aswell Trophy	26	Parkview/Gf/awards	010-4300	119.61
H13-02368	Durham School Services	26	Parkview/USB/Transportation	953-5812	1,359.92
H13-02429	Durham School Services	26	Parkview/USB/Reimb	953-5812	1,359.76
H13-02437	Document Systems Inc.	26	Pkv/Title/EIA/LEP/Overages	010-4300	67.21
H13-02451	Witt Company	26	Parkview/EIA/LEP-Title/OVERAGE	010-5600	127.37
H14-00038	Virco Mfg Corp	26	Parkview/Bond	250-6400	21,323.89

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ESCAPE ONLINE

Page 9 of 16

Includes 06/01/2013 - 06/30/2013					
PO Number	Vendor Name	Site	Description	Fund Object	Account Amount
H14-00091	Decker Equipment	26	Parkview/General	010-4300	231.88
H14-00099	Calloway House	26	Parkview/USB/Supply	953-4300	146.78
H14-00103	CDW-G (Vernon Hills)	26	PKV/Title-1/EIA/LEP	010-4300	517.05
H14-00106	Blick Art Materials	26	Pkv/Title-1/EIA/LEP	010-4300	554.91
				Totals for Site Id # 26	\$27,103.18
H13-02439	Aswell Trophy	28	Sunkist/Title 1/Supplies	010-5800	40.50
H14-00024	Staples Cust # 232520098	28	Sunkist/GF/Supplies	010-4300	552.21
H14-00025	Barco's Outdoor Products	28	Sunkist/General/Supplies	010-4300	1,752.13
				010-4400	956.98
H14-00026	Alliance Publishing & Mktg.	28	Sunkist/General/Supply	010-4300	2,104.76
H14-00028	McGraw-Hill Companies Inc	28	Sunkist/EIA-LEP/Supplies	010-4300	3,828.83
H14-00029	Novel Units Inc	28	Sunkist/Title 1 - EIA-LEP/Supplies	010-4300	704.43
H14-00049	Dell Computer Corp	28	Sunkist/General/Supplies	010-4400	988.51
H14-00050	Teachers' Discount	28	Sunkist/General/Supplies	010-4300	209.12
H14-00051	Demco Inc	28	Sunkist/General/Supplies	010-4300	179.93
H14-00052	Alliance Publishing & Mktg.	28	Sunkist/General/Supplies	010-4300	714.93
H14-00053	Alliance Publishing & Mktg.	28	Sunkist/General/Supplies	010-4300	1,389.83
H14-00056	Dell Computer Corp	28	Sunkist/General/Supplies	010-4400	1,784.26
H14-00062	Classroom Direct	28	Sunkist/General/Supplies	010-4300	510.16
H14-00063	Staples Advantage	28	Sunkist/General/Supplies	010-4300	456.22
H14-00064	Novel Units Inc	28	Sunkist/Title -1 EIA-LEP/Supplies	010-4200	523.49
H14-00065	VCOE	28	Sunkist/Title-1/Services	010-5200	140.00
H14-00066	Karen Myer DBA Estrellita	28	Sunkist/EIA-LEP/Books	010-4200	818.92
H14-00067	Novel Units Inc	28	Sunkist/EIA-LEP Title-1/Books	010-4200	468.11

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ESCAPE ONLINE

Page 10 of 16

Includes 06/01/2013 - 06/30/2013					
PO Number	Vendor Name	Site	Description	Fund Object	Account Amount
H14-00068	Novel Units Inc	28	Sunkist/EIA-LEP/Supplies	010-4300	11.79
H14-00069	Mathematical Olympiads	28	Sunkist/Title 1/Supplies	010-4200	118.00
H14-00070	Scholastic	28	Sunkist/EIA-LEP Title-1/Supplies	010-4300	3,118.50
H14-00081	School Specialty	28	Sunkist/EIA-LEP Title-1/Supplies	010-4300	1,422.92
H14-00082	L-E-T	28	Sunkist/EIA-LEP/Supplies	010-4300	327.35
H14-00083	National Geographic Learning C engage Learning	28	Sunkist/EIA-LEP/Supplies	010-4300	2,371.80
H14-00084	McGraw-Hill Companies Inc	28	Sunkist/Title 1/Supplies	010-4300	45.03
H14-00085	School Specialty	28	Sunkist/Title-1 EIA-LEP/Supplies	010-4300	733.14
H14-00086	Lakeshore Store #038	28	Sunkist/Title 1 EIA-LEP/Supplies	010-4300	900.22
H14-00087	Kaplan Companies Inc	28	Sunkist/Title-1 EIA LEP/Supplies	010-4300	950.49
H14-00088	Classroom Supply Mart	28	Sunkist/Title 1/Supplies	010-4300	382.21
H14-00089	Amerimacs	28	Sunkist/Title 1/Supplies	010-4300	1,844.34
Totals for Site Id # 28					\$30,349.11
H13-02344	Aswell Trophy	30	Williams/USB/Supply	953-5800	434.16
H13-02350	Edgewood Press Inc	30	Williams/G/F/Supplies	010-4300	1,081.08
H13-02351	Timothy Michael Griffin	30	Williams/GATE/Contracted SVC	010-5800	500.00
H13-02355	Dell Computer Corp	30	Williams/Title1/Supplies	010-4300	205.18
H13-02452	Scholastic	30	Williams/Title1/Supplies	010-4200	104.77
Totals for Site Id # 30					\$2,325.19
B14-00005	Ricoh USA, Inc	34	Print shop/Service	010-5600	15,620.84
H13-02458	Ray Edward Graham DBA Urban Graphics and Printing	34	Print Shop/Service	010-5800	1,090.48

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ESCAPE ONLINE

Page 11 of 16

Includes 06/01/2013 - 06/30/2013					
PO Number	Vendor Name	Site	Description	Fund Object	Account Amount
				Totals for Site Id # 34	\$16,711.32
H13-02362	The SPARK Programs-Institutes	99	DO/ASES/SUPPLIES	010-4300	4,546.42
H13-02363	Southwest School & Office	99	ASES/Green/Supplies	010-4300	815.62
H13-02364	Discount School Supply	99	DO/ASES/SUPPLIES	010-4300	116.15
H13-02365	Sax Arts & Crafts	99	Many Sites/ASES/Supplies	010-4300	271.24
H13-02398	Office Depot School Division	99	HAYCOX/ASES/SUPPLIES	010-4300	113.88
H13-02400	Staples Advantage	99	ASES/DO/SUPPLIES	010-4300	403.50
				010-4300	137.33
H13-02401	Office Depot School Division	99	ASES/DO/SUPPLIES	010-4300	390.13
H13-02410	Barnes & Noble Inc #2054 Account #6121495	99	DO/ASES/SUPPLIES	010-4300	14,854.32
				010-4400	22,966.00
H13-02411	Dell Computer Corp	99	DO/ASES/SUPPLIES	010-4400	1,492.28
H13-02419	Destin Thomas Radio	99	Blackstock/Hathaway/ASES/Supplies	010-4300	75.60
H13-02425	Staples Advantage	99	Green/Ases/Supplies	010-4300	353.21
H13-02426	Toy Depot	99	SUNKIST/ASES/SUPPLIES	010-4300	186.08
H13-02435	Barnes & Noble Inc #2054 Account #6121495	99	DO/ASES/Supplies	010-4300	21,835.60
H13-02446	Staples Advantage	99	DO/ASES/SUPPLIES	010-4300	160.07
				Totals for Site Id # 99	\$68,717.43
H13-02341	All Phase Electric	FOT	FOT/SUPPLIES/ELECTRICAL	010-4302	1,440.72
H13-02342	Grainger Industrial Supply	FOT	FOT/SERVICE/GENERAL	010-4300	555.87
H13-02343	Great Western Bldg Materials	FOT	FOT/SUPPLIES/BEACH	010-4300	49.14
H13-02345	Quill Corporation	FOT	FOT/Supplies	010-4300	125.16
H13-02347	Gold Coast Tire	FOT	FOT/SERVICE/BUSES	010-5600	2,320.82
H13-02349	Keenes Hardware	FOT	FOT/SUPPLIES/GENERAL	010-4300	210.65

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ESCAPE ONLINE

Page 12 of 16

Includes 06/01/2013 - 06/30/2013					
PO Number	Vendor Name	Site	Description	Fund Object	Account Amount
H13-02366	A-Z Bus Sales	FOT	FOT/Busses/CNG Replacement Tanks	010-5600	59,889.09
H13-02372	Oxnard Auto Supply	FOT	FOT/SUPPLIES/VEHICLES	010-4300	407.26
				010-4306	139.24
H13-02373	Sal Loera Transport	FOT	FOT/SERVICE/(G)	010-5600	775.00
H13-02374	Wilivaldo Izazaga DBA ALWI Pest Control	FOT	FOT/SERVICE/PEST ABATEMENT	010-5800	130.00
H13-02375	David Arceo DBA Arceos Smog Automotive	FOT	FOT/SERVICE/SMOG CERTIFICATIONS	010-5600	290.77
H13-02376	Coastal Pipco	FOT	FOT/SUPPLIES/(G)	010-4300	445.84
H13-02377	Ewing	FOT	FOT/SUPPLIES/(G)	010-4300	1,452.04
H13-02378	Cal Coast Machinery	FOT	FOT/SUPPLIES/(G)	010-4300	192.17
H13-02379	Chris Kim DBA K & S Lawnmower	FOT	FOT/SUPPLIES/(G)	010-4300	755.98
H13-02381	Superior Sanitary Supplies	FOT	FOT/SUPPLIES/CUSTODIAL	010-4300	617.41
H13-02386	Empire Cleaning Supply	FOT	Fot/Supplies	010-4300	2,109.30
H13-02388	Prime Masonry Materials	FOT	FOT/SUPPLIES/BEACH	010-4300	51.70
H13-02389	School Bus Parts	FOT	FOT/SUPPLIES/B16/18	010-4300	111.60
H13-02390	Taylor's Steel & Welding Inc	FOT	FOT/SUPPLIES/WELDING	010-4300	475.16
H13-02391	Waxie Sanitary Supply	FOT	FOT/SUPPLIES/CUSTODIAL	010-4300	248.29
				010-4400	2,915.07
H13-02392	Air Gas	FOT	FOT/SUPPLIES/WELDING	010-4300	557.76
H13-02393	Gold Coast Glass Inc	FOT	FOT/SUPPLIES/WINDOWS	010-4305	174.96
H13-02394	Zee Medical Service	FOT	FOT/SUPPLIES/FIRST AID	010-4300	455.54
H13-02414	Ricoh USA , Inc.	FOT	Print Shop/Supplies	010-4300	584.01
H13-02415	A-Z Bus Sales	FOT	FOT/SUPPLIES/B18, B24	010-4300	886.14
H13-02416	O'Reilly Automotive Stores	FOT	FOT/SUPPLIES/VEHS & BUSES	010-4300	1,214.51

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 13 of 16

Includes 06/01/2013 - 06/30/2013						
PO Number	Vendor Name	Site	Description	Fund Object	Account Amount	
H13-02417	Port Hueneme Marine Supply Co	FOT	FOT/SUPPLIES/GENERAL	010-9510	2,517.30	
H13-02418	Intermountain Lock & Security	FOT	FOT/SUPPLIES/GENERAL	010-4307	414.78	
H13-02420	Oxnard Pipe & Supply	FOT	FOT/SUPPLIES/PLUMBING	010-4301	5,562.19	
H13-02421	Dunn-Edwards Corp	FOT	FOT/SUPPLIES/PAINT	010-4300	1,761.97	
H13-02423	U-Haul Corp Acct #7445-990-50870	FOT	FOT/RENTAL/CAMP	010-5699	363.21	
H13-02428	Dave Bang Associates Inc	FOT	FOT/SUPPLIES/(G)	010-4300	791.52	
H13-02432	A-Z Bus Sales	FOT	FOT/SUPPLIES/B24	010-9510	412.09	
H13-02444	Dept of Toxic Substances Contr ol	FOT	FOT/SERVICE/EPA ID VERIFICATION FEE	010-5800	265.00	
H13-02447	Nason's Lock & Safe Inc	FOT	FOT/SUPPLIES/LOCK & KEY	010-9510	5.94	
H13-02448	Paradise Chevrolet	FOT	FOT/SUPPLIES B19	010-9510	221.07	
H13-02449	Castle Air Inc	FOT	FOT/SERVICE/HVAC	010-9510	14,361.00	
H13-02453	Home Depot	FOT	FOT/SUPPLIES/GENERAL	010-9510	3,229.48	
H13-02457	Weinerth & Sons Bee Removal	FOT	FOT/SERVICE/BEE ABATE WILLIAMS	010-9510	125.00	
H13-02461	Service Pro Fire Protection In c	FOT	FOT/SERVICE/FIRE EXTINGUISHERS	010-9510	5,214.36	
				Totals for Site Id # FOT	\$114,826.11	
Total Number of POs				260	Total	1,448,819.86

Fund Summary

Fund	Description	PO Count	Amount
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The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 14 of 16

Includes 06/01/2013 - 06/30/2013

Fund Summary

Fund	Description	PO Count	Amount
010	General Fund	108	668,148.41
130	Cafeteria Fund	7	51,918.96
214	Measure I Building Fund	1	1,080.45
510	Bond Interest and Redemption F	1	600.00
951	Blackstock ASB Fund	2	4,717.20
952	Green ASB Fund	4	10,771.87
953	Unorganized Student Body/Elem	8	7,544.94
Total Fiscal Year 2013			744,781.83
010	General Fund	128	672,494.31
130	Cafeteria Fund	1	8,057.00
250	Capital Facilities Fund	1	21,323.89
953	Unorganized Student Body/Elem	3	2,162.83
Total Fiscal Year 2014			704,038.03
Total			1,448,819.86

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ESCAPE ONLINE

Page 15 of 16

Includes 06/01/2013 - 06/30/2013

PO Changes

	New PO Amount	Fund/ Object	Description	Change Amount
B13-00088	13,200.00	010-5800	General Fund/Professnl/Consult Serv & Opera	3,000.00
H13-02063	504.46	010-4300	General Fund/Materials and Supplies	103.25
H13-02183	149.64	010-4300	General Fund/Materials and Supplies	18.51
H13-02218	1,022.27	010-4300	General Fund/Materials and Supplies	197.65
Total PO Changes				3,319.41

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ESCAPE ONLINE

Page 16 of 16

Checks Dated 06/01/2013 through 06/30/2013

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
5002014687	06/03/2013	Antonio B. Sacre	010-5800		2,000.00
5002014688	06/03/2013	Irma Cervantes	953-4300		1,596.38
5002014689	06/03/2013	Jerry Dannenberg	010-5211		59.89
5002014690	06/03/2013	Mari Donovan	953-4300		140.74
5002014691	06/03/2013	Nicole Gardia	010-4300		130.29
5002014692	06/03/2013	Lynn Graves	130-4300		61.02
5002014693	06/03/2013	Kim Henderson	130-4700		15.91
5002014694	06/03/2013	Rita Henry	010-4300		151.41
5002014695	06/03/2013	Tabitha Hottendorf	010-4300		21.17
5002014696	06/03/2013	Raechel Ines	010-4300		46.92
5002014697	06/03/2013	Tracy Lipsett	010-4300		360.24
5002014698	06/03/2013	Evangelina Luna	953-4300	177.28	
			953-5800	25.00	202.28
5002014699	06/03/2013	Anna Magallanes	010-4300		63.69
5002014700	06/03/2013	Michelle Mills	010-4300		24.43
5002014701	06/03/2013	Kara Muniz	130-5200		158.83
5002014702	06/03/2013	Linda Nahrstedt	010-4300		14.83
5002014703	06/03/2013	Albert Najar	953-4300		205.49
5002014704	06/03/2013	Jessica Osman	010-4300		82.86
5002014705	06/03/2013	Performances To Grow On	010-5800		1,200.00
5002014706	06/03/2013	Angel Pinedo	010-4300		88.40
5002014707	06/03/2013	Sandra Schiffner	010-4300	395.84	
			Unpaid Sales Tax	10.53-	385.31
5002014708	06/03/2013	Ada Seto	010-4300		9.28
5002014709	06/03/2013	Silvas Oil Company Inc	010-4300	2,161.30	
			010-4306	794.65	2,955.95
5002014710	06/03/2013	Rosalyn Tellez-Soto	010-4300		92.75
5002014711	06/03/2013	Ventura County Schools Authority	130-2200		157.08
5002014712	06/03/2013	Verizon California	010-5903		224.14
5002014713	06/03/2013	Verizon Business	010-5903		173.87
5002014714	06/03/2013	Wells Fargo Financial Leasing	010-5600		1,902.69
5002014715	06/10/2013	Castle Air Inc	130-5600	905.12	
			Unpaid Sales Tax	32.42-	872.70
5002014716	06/10/2013	CDW-G (Chicago)	010-4400	7,080.12	
			214-4300	1,725.48	8,805.60
5002014717	06/10/2013	City Of Oxnard/Treasurer Recycling	010-5501		275.42
5002014718	06/10/2013	Dell Marketing LP	010-4300	1,079.11	
			010-4400	901.59	1,980.70
5002014719	06/10/2013	Empire Cleaning Supply	010-9320		958.50
5002014720	06/10/2013	Federal Express	010-5900		56.05
5002014721	06/10/2013	Follett Library Resources	010-4200		303.74
5002014722	06/10/2013	Fry's Electronics	010-4300		16.15
5002014723	06/10/2013	Hoop'n with Hooper	010-5800		250.00
5002014724	06/10/2013	Jim Wald DBA JWS Productions	010-5800		500.00
5002014725	06/10/2013	Keenes Hardware	010-4300		210.65

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ESCAPE ONLINE

Page 1 of 12

Checks Dated 06/01/2013 through 06/30/2013

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
5002014726	06/10/2013	Mobile Mini, LLC-CA	010-5699		474.35
5002014727	06/10/2013	Office Depot	010-9320		5,135.40
5002014728	06/10/2013	Oxnard City Florist	010-5800		221.40
5002014729	06/10/2013	Rael & Letson	010-9510		13,800.00
5002014730	06/10/2013	Ricoh USA, Inc	010-5600		10,800.78
5002014731	06/10/2013	Santa Barbara Zoo	953-5800		567.00
5002014732	06/10/2013	School Specialty	010-4300		244.68
5002014733	06/10/2013	Sinclair Sanitary Supply Inc	010-9320		270.84
5002014734	06/10/2013	Southwest School & Office	010-9320		6,723.00
5002014735	06/10/2013	Sprint	010-5909		2,279.23
5002014736	06/10/2013	Elizabeth Stafford	010-4300		62.10
5002014737	06/10/2013	Ventura Spaghetti Company	010-5800	279.20	
			Unpaid Sales Tax	.35-	278.85
5002014738	06/10/2013	Vogue Sign Company	010-4300		174.96
5002014739	06/10/2013	Waxie Sanitary Supply	010-9320		585.09
5002014740	06/11/2013	John Abrams DBA Amazing School Assemblies	010-5800		700.00
5002014741	06/11/2013	Amerimacs	010-4300		374.97
5002014742	06/11/2013	Castle Park LLC Teacher Storehouse	010-4300	42.16	
			Unpaid Sales Tax	2.24-	39.92
5002014743	06/11/2013	CDW-G (Chicago)	010-4300		419.55
5002014744	06/11/2013	Heritage Valley Bus Inc	010-5812		1,129.41
5002014745	06/11/2013	Huntington Learning Center	010-5800		3,469.26
5002014746	06/11/2013	Imagestuff.Com	010-4300	115.47	
			Unpaid Sales Tax	.53-	114.94
5002014747	06/11/2013	LockDown Resources	010-4300	440.29	
			Unpaid Sales Tax	30.54-	409.75
5002014748	06/11/2013	Markerboard People	010-4300	153.90	
			Unpaid Sales Tax	11.40-	142.50
5002014749	06/11/2013	MJP Computers	010-4300	241.06	
			010-5800	55.00	296.06
5002014750	06/11/2013	National School Products	010-4200	558.58	
			Unpaid Sales Tax	2.37-	556.21
5002014751	06/11/2013	Oriental Trading Co Inc	010-4300	210.36	
			Unpaid Sales Tax	14.62-	195.74
5002014752	06/11/2013	Oxnard School District	010-5800		3,869.09
5002014753	06/11/2013	Positive Promotions (Cust #00198198)	010-4300	350.26	
			Unpaid Sales Tax	23.21-	327.05
5002014754	06/11/2013	Professional Tutors of America	010-5800		1,122.00
5002014755	06/11/2013	Quill Corporation	010-4300		804.61
5002014756	06/11/2013	Ricoh USA, Inc	010-5600		307.20
5002014757	06/11/2013	Santa Barbara Zoo	953-5800		726.00
5002014758	06/11/2013	School Specialty	010-9320		1,836.00
5002014759	06/11/2013	Southwest School & Office	010-4300		305.57
5002014760	06/11/2013	Staples Advantage	010-4300		160.07
5002014761	06/11/2013	VCOE	010-5800		11,098.58
5002014762	06/11/2013	Xamaze in Home Tutoring	010-5800		2,108.70
5002014763	06/13/2013	Francisco Quiroz, Jr	010-5800		272.80
5002014764	06/13/2013	ROBERT VELASQUEZ	010-4300		8.95

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ESCAPE ONLINE

Page 2 of 12

Checks Dated 06/01/2013 through 06/30/2013

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
5002014765	06/13/2013	Scott Lang DBA All Communications	010-5600		268.36
5002014766	06/13/2013	Castle Air Inc	010-5600	1,230.00	
			010-5603	13,141.62	
			Unpaid Sales Tax	1.12-	14,370.50
5002014767	06/13/2013	Channel Isl Beach Community Services District	010-5502		1,548.97
5002014768	06/13/2013	City Of Oxnard (Utilities)	010-5502		173.90
5002014769	06/13/2013	City Of Pt Hueneme	010-5502		13,728.49
5002014770	06/13/2013	James W. Reed DBA Coastal Events	010-5800		525.00
5002014771	06/13/2013	CRS Inc	010-5800		718.13
5002014772	06/13/2013	CSM Consulting Inc	010-5800		1,500.00
5002014773	06/13/2013	Harris Water Conditioning DBA Culligan of Ventura County	010-5699		30.00
5002014774	06/13/2013	Document Systems Inc.	010-4300	39.39	
			010-5600	864.07	903.46
5002014775	06/13/2013	GE Capital Information Technology Solutions, Inc.	010-5600		2,458.08
5002014776	06/13/2013	Rodney Allen Spicer DBAGold Coast K9	010-5800		400.00
5002014777	06/13/2013	McGraw-Hill Companies Inc	010-4300		946.00
5002014778	06/13/2013	Ricoh USA, Inc	010-5600		3,411.14
5002014779	06/13/2013	Rotary Club of Oxnard Sunrise	010-5300		57.00
5002014780	06/13/2013	School Specialty	010-4300		10.80
5002014781	06/13/2013	So Ca Edison Co	010-5506		292.71
5002014782	06/13/2013	So Ca Gas Company	010-4300	596.47	
			010-5507	247.55	844.02
5002014783	06/13/2013	State Of California (DOJ) Dept of Justice Acctg Office	010-5800		64.00
5002014784	06/13/2013	Teaching Learning Creating	010-5800		4,450.00
5002014785	06/13/2013	USA Mobility Wireless Inc	010-5900		10.34
5002014786	06/13/2013	Ventura County Schools Self-Funding Authority	010-2200		78.34
5002014787	06/13/2013	Verizon California	010-5903		25,921.18
5002014788	06/13/2013	Ventura County Star	010-5800	995.00	
			214-5800	1,080.45	2,075.45
5002014789	06/13/2013	Wells Fargo Financial Leasing	010-5600		2,041.28
5002014790	06/13/2013	All Phase Electric	010-4302		1,440.72
5002014791	06/13/2013	Wilivaldo Izazaga DBA ALWI Pest Control	010-5800		130.00
5002014792	06/13/2013	American Food Company	953-4300		200.00
5002014793	06/13/2013	David Arceo DBA Arceos Smog Automotive	010-5600		290.77
5002014794	06/13/2013	Aswell Trophy	953-5800		950.08
5002014795	06/13/2013	Don Baughn	951-5800		59.40
5002014796	06/13/2013	The Berry Man Inc	130-9321		36,303.49
5002014797	06/13/2013	Rebecca Briggs	953-4300		144.43
5002014798	06/13/2013	Cal Coast Graphics	010-5800		118.80
5002014799	06/13/2013	Cal Coast Machinery	010-4300		192.17
5002014800	06/13/2013	Rosa Carbajal	953-4300	18.43	
			953-5800	75.00	93.43

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ESCAPE ONLINE

Page 3 of 12

Checks Dated 06/01/2013 through 06/30/2013

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
5002014801	06/13/2013	CDW-G (Chicago)	010-4300		30.00
5002014802	06/13/2013	Central Drug System	010-5800		41.00
5002014803	06/13/2013	Martha Soria Cervantez	010-4300		215.28
5002014804	06/13/2013	Champion Chemical Co	010-9320		3,445.20
5002014805	06/13/2013	City of Oxnard Attn: Sylvia Paniagua	010-5800		34.00
5002014806	06/13/2013	Coastal Pipco	010-4300		445.84
5002014807	06/13/2013	Cornerstone Photography	953-5800		2,115.45
5002014808	06/13/2013	CSNA	130-5300		55.00
5002014809	06/13/2013	Jacqueline Curiel	010-5800		198.88
5002014810	06/13/2013	Document Systems Inc.	010-5800		1,300.00
5002014811	06/13/2013	Driftwood Dairy Inc.	130-9321		43,921.24
5002014812	06/13/2013	Carmelita Eckhart	953-5800		513.00
5002014813	06/13/2013	Empire Cleaning Supply	010-9320		11,537.64
5002014814	06/13/2013	Joy Epstein	953-4300		26.98
5002014815	06/13/2013	Ewing	010-4300		1,452.04
5002014816	06/13/2013	FedEx Office	010-5800		135.84
5002014817	06/13/2013	Garcia,Hernandez,Sawhney & Bermudez	010-5800		9,070.40
5002014818	06/13/2013	Amanda Glover	953-4300		132.84
5002014819	06/13/2013	Gold Coast Glass Inc	010-5600	180.34	
			010-5605	574.86	755.20
5002014820	06/13/2013	Sprinkle Tire Inc Gold Coast Tire #2	010-5600		2,320.82
5002014821	06/13/2013	Gold Star Foods Inc	130-5800	36.00	
			130-9321	65,678.73	65,714.73
5002014822	06/13/2013	Juliet Gomez	010-4300		205.94
5002014823	06/13/2013	Grainger	010-4300		555.87
5002014824	06/13/2013	Great Western Bldg Materials	010-4300		49.14
5002014825	06/13/2013	Steve Green	953-4300	72.00	
			953-5800	70.00	142.00
5002014826	06/13/2013	Deloris Harris	010-4300		63.37
5002014827	06/13/2013	Dennis Held	010-4300		64.57
5002014828	06/13/2013	Henry Schein Inc.	010-9320		393.12
5002014829	06/13/2013	Anna Hernandez	010-4300	106.77	
			953-4300	291.48	398.25
5002014830	06/13/2013	House Sanitary Supply	010-9320		1,154.74
5002014831	06/13/2013	Evelyn Jimenez	010-4300		332.16
5002014832	06/13/2013	Jordano's	130-4400		1,548.53
5002014833	06/13/2013	Chris Kim DBA K & S Lawnmower	010-4300	596.86	
			010-5600	159.12	755.98
5002014834	06/13/2013	Karena Kahlberg	951-4300		131.59
5002014835	06/13/2013	Kelly Paper Store	010-9320		6,270.75
5002014836	06/13/2013	Susan Knupp	010-9537		17.00
5002014837	06/13/2013	La Tolteca	130-9321		2,284.38
5002014838	06/13/2013	Learning Plus Associates	010-4300		5,279.16
5002014839	06/13/2013	Cesar Lopez	951-4300		121.46
5002014840	06/13/2013	Maad Graphics	010-5800	85.76	
			Unpaid Sales Tax	5.76-	80.00
5002014841	06/13/2013	Estela Macias	010-5200		253.25

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ESCAPE ONLINE

Page 4 of 12

Checks Dated 06/01/2013 through 06/30/2013

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
5002014842	06/13/2013	Elaine Melton	010-4200		500.54
5002014843	06/13/2013	Milano's Italian Restaurant	010-5800		860.00
5002014844	06/13/2013	Victor Moreno	010-4100		503.02
5002014845	06/13/2013	Kara Muniz	130-4300		29.26
5002014846	06/13/2013	Linda Nahrstedt	010-5200		262.16
5002014847	06/13/2013	Office Depot	010-9320		2,289.60
5002014848	06/13/2013	Oxnard Auto Supply	010-4300	407.25	
			010-4306	139.25	546.50
5002014849	06/13/2013	P & R Paper Supply Inc.	130-9329		7,980.61
5002014850	06/13/2013	Pacific Pride Bakery Distributors	130-9321		3,937.76
5002014851	06/13/2013	Joe Verardo DBA Pangram	010-4300		81.00
5002014852	06/13/2013	Sue Parsons	010-4300	47.43	
			953-4300	192.50	239.93
5002014853	06/13/2013	Julianne Pena	010-4300		197.60
5002014854	06/13/2013	Naomi Perez	010-4300		37.50
5002014855	06/13/2013	Maria A Pilotzi	953-4300		260.77
5002014856	06/13/2013	Port Hueneme Marine Supply Co	010-4400		1,490.29
5002014857	06/13/2013	Gilbert Quezada	010-4300		60.00
5002014858	06/13/2013	Raymond Geddes & Company Inc	953-4300	331.73	
			Unpaid Sales Tax	24.57-	307.16
5002014859	06/13/2013	Ricoh USA, Inc	010-5600		153.36
5002014860	06/13/2013	Leticia Rizo	010-4300		280.00
5002014861	06/13/2013	Mireya Rodriguez	010-4300		221.48
5002014862	06/13/2013	Sal Loera Transport	010-5600		775.00
5002014863	06/13/2013	David Satterberg	953-4300		136.64
5002014864	06/13/2013	Scholastic Book Fairs - 10	953-4300		1,133.00
5002014865	06/13/2013	Sinclair Sanitary Supply Inc	010-9320		236.52
5002014866	06/13/2013	Southwest School & Office	010-9320		2,179.44
5002014867	06/13/2013	Staples Advantage	010-4300	473.01	
			010-9320	736.37	1,209.38
5002014868	06/13/2013	Tacos Mi Pueblo Inc	010-5800		629.64
5002014869	06/13/2013	Gloria Valdez	010-4300	136.89	
			010-5200	24.68	161.57
5002014870	06/13/2013	VCOE	010-5200		345.00
5002014871	06/13/2013	Lisa Wallet	010-4300		32.45
5002014872	06/13/2013	Claudia Zeledon	953-5800		109.73
5002014873	06/17/2013	CARL GAYTON	010-8699		60.00
5002014874	06/17/2013	#1 We Can, Querer es Poder	010-5800		770.00
5002014875	06/17/2013	Air Gas	010-4300		557.76
5002014876	06/17/2013	American Express	010-4300	3,152.51	
			010-4400	2,291.73	
			010-5200	1,968.06	
			010-5216	671.56	
			Unpaid Sales Tax	51.97-	8,031.89
5002014877	06/17/2013	Arrowhead Mountain Springs	010-4300		178.73
5002014878	06/17/2013	Avaya Inc	010-5905		463.03
5002014879	06/17/2013	Ballard & Tighe Elaine Penkal	010-4300	697.62	

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ESCAPE ONLINE

Page 5 of 12

Checks Dated 06/01/2013 through 06/30/2013

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
			Unpaid Sales Tax	3.02-	694.60
5002014880	06/17/2013	Bound to Stay Bound	010-4200		451.92
5002014881	06/17/2013	Natalie Bullen	952-4300		126.47
5002014882	06/17/2013	CA Science Center Foundation	010-5800		958.25
5002014883	06/17/2013	David Castellano	952-4300		37.80
5002014884	06/17/2013	Castle Air Inc	130-5600	1,106.36	
			Unpaid Sales Tax	21.17-	1,085.19
5002014885	06/17/2013	Castle Park LLC Teacher Storehouse	010-4300	60.08	
			Unpaid Sales Tax	3.71-	56.37
5002014886	06/17/2013	CDW-G (Chicago)	010-4300	17,310.13	
			214-6400	484.02	17,794.15
5002014887	06/17/2013	Dell Marketing LP	010-4300	1,064.58	
			010-4400	8,074.94	9,139.52
5002014888	06/17/2013	Discount School Supply	010-4300		122.85
5002014889	06/17/2013	Krista Dugas	010-4300		98.71
5002014890	06/17/2013	Entourage Yearbook	010-5800		1,693.75
5002014891	06/17/2013	ESGI Software	010-5800		410.00
5002014892	06/17/2013	Farmer Brothers	010-4300		97.53
5002014893	06/17/2013	Federal Express	010-5900		69.69
5002014894	06/17/2013	Fry's Electronics	010-4300		414.65
5002014895	06/17/2013	Gold Coast Glass Inc	010-4305		174.96
5002014896	06/17/2013	Lorena Pintor Guereca	951-5800		350.00
5002014897	06/17/2013	Marisol Guillen	010-4300		73.89
5002014898	06/17/2013	Hensons Music Store	010-4300	306.48	
			010-5600	93.34	399.82
5002014899	06/17/2013	Evergreen Trails DBA Horizon Coach Lines	010-5812		2,117.66
5002014900	06/17/2013	HM Receivables Co LLC	010-4100		2,941.82
5002014901	06/17/2013	Karena Kahlberg	951-4300		314.60
5002014902	06/17/2013	Kathryn Magallanes	010-4300		73.91
5002014903	06/17/2013	Diane Mortimer	010-4300		303.55
5002014904	06/17/2013	Office Depot	010-4300		940.41
5002014905	06/17/2013	Oriental Trading Co Inc	010-4300	85.86	
			Unpaid Sales Tax	6.36-	79.50
5002014906	06/17/2013	Prime Masonry Materials	010-4300		51.70
5002014907	06/17/2013	Kathrine Riley	010-4300		563.27
5002014908	06/17/2013	Marcia Saklad	953-4300		409.81
5002014909	06/17/2013	Scholastic	010-4300		335.64
5002014910	06/17/2013	School Bus Parts	010-4300	111.60	
			Unpaid Sales Tax	.47-	111.13
5002014911	06/17/2013	Carol Short	952-4300		118.96
5002014912	06/17/2013	Monica Sides	010-4300		72.61
5002014913	06/17/2013	Staples Advantage	010-4300		496.73
5002014914	06/17/2013	Taylor's Steel & Welding Inc	010-4300		475.16
5002014915	06/17/2013	Rosalyn Tellez-Soto	010-4300		283.74
5002014916	06/17/2013	Virco Mfg Corp	214-4400		4,397.33
5002014917	06/17/2013	Waxie Sanitary Supply	010-4300	248.29	
			010-4400	2,915.07	3,163.36

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ESCAPE ONLINE

Page 6 of 12

Checks Dated 06/01/2013 through 06/30/2013

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
5002014918	06/17/2013	Will Geer Theatricum Botanicum	952-5800		91.00
5002014919	06/18/2013	Follett Library Resources	010-4200		1,874.35
5002014920	06/18/2013	IMED	010-5600		220.00
5002014921	06/18/2013	Island Packers Cruises	953-5800		9,722.00
5002014922	06/18/2013	J Taylor Education	010-4200	96.76	
			010-4300	307.98	404.74
5002014923	06/18/2013	JT'S Rubbish and Recycle	010-5501		7,864.00
5002014924	06/18/2013	Lakeshore	010-4100	237.48-	
			010-4300	1,176.07	938.59
5002014925	06/18/2013	Luminaud, Inc	010-4300	226.60	
			Unpaid Sales Tax	15.60-	211.00
5002014926	06/18/2013	Markerboard People	010-4300		142.50
5002014927	06/18/2013	Maximus Financial Services Inc	010-5800		3,430.00
5002014928	06/18/2013	McGraw-Hill Companies Inc	010-4300		898.24
5002014929	06/18/2013	MCI Comm Service	010-5903		30.94
5002014930	06/18/2013	Medical Billing Technologies Inc	010-5800		1,118.92
5002014931	06/18/2013	Mixteco/Indigena Community Organizing Project	010-5800		10,024.18
5002014932	06/18/2013	Mobile Mini, LLC-CA	010-5699		945.50
5002014933	06/18/2013	National School Products	010-4300	393.04	
			Unpaid Sales Tax	1.59-	391.45
5002014934	06/18/2013	Cengage Learning	010-4300	1,631.48	
			Unpaid Sales Tax	7.51-	1,623.97
5002014935	06/18/2013	Nick Rail Music Inc	010-4300	161.24	
			010-5600	321.66	482.90
5002014936	06/18/2013	Oliver & Andy's	010-4200	188.74	
			Unpaid Sales Tax	13.24-	175.50
5002014937	06/19/2013	Cal Coast Graphics	010-5800		99.36
5002014938	06/19/2013	City of Oxnard Recreation Services	952-5800		180.00
5002014939	06/19/2013	Empire Cleaning Supply	010-9320		5,466.48
5002014940	06/19/2013	Joy Epstein	953-4300		88.54
5002014941	06/19/2013	Gateway Fund Raising Service	952-4300		3,020.00
5002014942	06/19/2013	Amanda Glover	953-4300		49.29
5002014943	06/19/2013	Jordano's	130-4300	1,142.60	
			130-9321	45,282.95	
			130-9329	189.84	46,615.39
5002014944	06/19/2013	Medical Billing Technologies Inc	010-5800		2,612.08
5002014945	06/19/2013	Maria Naranjo	953-4300		100.52
5002014946	06/19/2013	Office Depot	010-4300		842.28
5002014947	06/19/2013	Oriental Trading Co Inc	010-4300	55.08	
			Unpaid Sales Tax	4.08-	51.00
5002014948	06/19/2013	Oxnard School District	010-7141		120,798.00
5002014949	06/19/2013	Parent Project Inc Payment Processing	010-4300		810.00
5002014950	06/19/2013	Pearson Educational	010-4300		1,443.44
5002014951	06/19/2013	NCS Pearson, Inc.	010-4300		475.16
5002014952	06/19/2013	Quill Corporation	010-4300		2,109.57
5002014953	06/19/2013	Really Good Stuff	010-4300	61.55	
			Unpaid Sales Tax	3.90-	57.65

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ESCAPE ONLINE

Page 7 of 12

Checks Dated 06/01/2013 through 06/30/2013

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
5002014954	06/19/2013	Renaissance Learning Inc	010-4300		243.29
5002014955	06/19/2013	Ricoh USA, Inc	010-4300		584.01
5002014956	06/19/2013	Roadrunner Shuttle	010-5812		1,803.00
5002014957	06/19/2013	S & S Classroom	Accounts Receivable	010-4300	66.47
5002014958	06/19/2013	Santa Barbara Airbus	951-5812	1,390.00	
			952-5812	1,390.00	2,780.00
5002014959	06/19/2013	School Specialty	010-4300		67.33
5002014960	06/19/2013	SCHOOLSin	010-4300		3,883.42
5002014961	06/19/2013	Silvas Oil Company Inc	010-4300	2,462.12	
			010-4306	931.95	3,394.07
5002014962	06/19/2013	Marianna Soto	953-4300		146.20
5002014963	06/19/2013	Southwest School & Office	010-4300	977.79	
			010-9320	1,656.72	2,634.51
5002014964	06/19/2013	Sparkletts	010-4300	325.71	
			010-5502	424.28	749.99
5002014965	06/19/2013	Staples Advantage	010-4300	762.38	
			010-9320	71.93	
			130-4300	304.65	1,138.96
5002014966	06/19/2013	Superior Sanitary Supplies	010-4300		617.41
5002014967	06/19/2013	Tri County Office Furniture	010-4300		496.82
5002014968	06/19/2013	U-Rent Inc	952-4300		244.07
5002014969	06/19/2013	Union Bank Of California	Corporate Trust	510-7433	600.00
		Division			
5002014970	06/19/2013	UROK Learning Institute	010-5800		483.75
5002014971	06/19/2013	VCOE	010-5200	40.00	
			010-5800	331.21	371.21
5002014972	06/19/2013	Walsworth Publishing Co	951-5800		4,367.20
5002014973	06/19/2013	Zee Medical Service	010-4300		455.54
5002014974	06/20/2013	A-Z Bus Sales	010-4300	886.14	
			Unpaid Sales Tax	4.11-	882.03
5002014975	06/20/2013	Raven Aipa	010-4300		399.58
5002014976	06/20/2013	Mirta Alcantar	953-4300		21.60
5002014977	06/20/2013	Assistance League School	010-5800		30,850.00
5002014978	06/20/2013	Aswell Trophy	010-4300	1,233.04	
			010-5800	522.45	
			952-5800	155.52	1,911.01
5002014979	06/20/2013	Avaya Inc	010-5905		1,210.01
5002014980	06/20/2013	Bernardos Flowers Inc	010-5800	377.85	
			Unpaid Sales Tax	.88-	376.97
5002014981	06/20/2013	Blick Art Materials	010-4300		29.69
5002014982	06/20/2013	Richard Castaniero	010-4300		32.22
5002014983	06/20/2013	CDW-G (Chicago)	010-4300	25,969.75	
			010-4400	2,996.98	
			010-5800	416.98	29,383.71
5002014984	06/20/2013	CSM Consulting Inc	010-5800		1,500.00
5002014985	06/20/2013	Dell Marketing LP	010-4300	205.18	
			010-4400	5,195.73	5,400.91

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ESCAPE ONLINE

Page 8 of 12

Checks Dated 06/01/2013 through 06/30/2013

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
5002014986	06/20/2013	Destin Thomas Radio	010-4300		75.60
5002014987	06/20/2013	Discount School Supply	010-4300		116.15
5002014988	06/20/2013	Val Donaire	953-4300		274.97
5002014989	06/20/2013	Draganchuk Security & Patrol	010-5800		400.00
5002014990	06/20/2013	Dunn-Edwards Corp	010-4300		1,761.97
5002014991	06/20/2013	Durham School Services	953-5812		1,359.92
5002014992	06/20/2013	Rachel Enevoldsen	010-4300		100.00
5002014993	06/20/2013	Extreme Clean, Inc.	010-9320		10,033.72
5002014994	06/20/2013	Federal Express	010-5900		73.48
5002014995	06/20/2013	Rodney Allen Spicer DBAGold Coast K9	010-5800		400.00
5002014996	06/20/2013	Tammi Hartman	010-5200		43.22
5002014997	06/20/2013	Ana Hinojosa	010-4300		357.47
5002014998	06/20/2013	Raechel Ines	010-4300		47.23
5002014999	06/20/2013	Intermountain Lock & Security	010-4307	414.78	
			Unpaid Sales Tax	4.87-	409.91
5002015000	06/20/2013	Diane Keelan	010-4300		232.65
5002015001	06/20/2013	Rafael Lira	010-5200		3.05
5002015002	06/20/2013	Nansi McCarroll	010-4300		58.81
5002015003	06/20/2013	Christine McCloskey	010-4300		30.99
5002015004	06/20/2013	Medical Billing Technologies Inc	010-5800		3,300.00
5002015005	06/20/2013	Linda Nahrstedt	010-5200		119.78
5002015006	06/20/2013	O'Reilly Automotive Stores	010-4300		1,214.51
5002015007	06/20/2013	Office Depot	010-4300		5,060.88
5002015008	06/20/2013	Oxnard Pipe & Supply	010-4301		5,562.19
5002015009	06/20/2013	Felicitas Perez	010-4300		180.84
5002015010	06/20/2013	Colleen Potuzak	010-4300		100.00
5002015011	06/20/2013	Evie Sancineto	010-4300		86.40
5002015012	06/20/2013	Sandra Schiffner	953-4300		443.30
5002015013	06/20/2013	Anne Sinclair	010-4300		100.00
5002015014	06/20/2013	Solution Tree	010-5810		15,600.00
5002015015	06/20/2013	Southwest School & Office	010-4300		815.62
5002015016	06/20/2013	Sprint	010-5909		1,876.02
5002015017	06/20/2013	Melissa Staley	953-4300		19.75
5002015018	06/20/2013	Staples Advantage	010-4300		995.91
5002015019	06/20/2013	TWAcomm.com Oceanview Promenade	010-4300	59.48	
			Unpaid Sales Tax	.22-	59.26
5002015020	06/20/2013	U-Haul Corp Acct #7445-990-50870	010-5699		363.21
5002015021	06/20/2013	Wildlife Experience Inc	953-5800		295.00
5002015022	06/25/2013	Raven Aipa	010-4300		198.49
5002015023	06/25/2013	Blanca Aldana	953-4300		21.74
5002015024	06/25/2013	Aswell Trophy	010-5800		239.25
5002015025	06/25/2013	Lisa Ayala	010-4300		124.25
5002015026	06/25/2013	Graciela Bautista	010-4300		125.48
5002015027	06/25/2013	Camarillo Academy For Excellence	010-5100	12,307.50	
			010-5800	4,042.50-	8,265.00

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ESCAPE ONLINE

Page 9 of 12

Checks Dated 06/01/2013 through 06/30/2013

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5002015028	06/25/2013	David Castellano	010-4300		140.15
5002015029	06/25/2013	Continuing Development Inc Chief Financial Officer	010-5800		35,217.48
5002015030	06/25/2013	City Of Oxnard (Utilities)	010-5502		17,441.66
5002015031	06/25/2013	Dave Bang Associates Inc	010-4300		791.52
5002015032	06/25/2013	Dell Marketing LP	010-4300		504.46
5002015033	06/25/2013	Demco Inc	010-4300		514.39
5002015034	06/25/2013	Deborah DeSmeth	010-5200		71.42
5002015035	06/25/2013	Document Systems Inc.	010-4300	67.21	
			010-5600	132.36	199.57
5002015036	06/25/2013	Andres Duran	010-5200		952.13
5002015037	06/25/2013	Durham School Services	953-5812		348.53
5002015038	06/25/2013	Connie Echevarria	010-4300		146.09
5002015039	06/25/2013	Carmelita Eckhart	953-4300	442.66	
			953-5800	75.00	517.66
5002015040	06/25/2013	Janice Edwards	010-4300	104.56	
			Unpaid Sales Tax	2.00-	102.56
5002015041	06/25/2013	Jose Gamez	010-4300		51.06
5002015042	06/25/2013	Norma Gonzalez	010-4300		26.91
5002015043	06/25/2013	Evelyn Jimenez	953-4300		142.53
5002015044	06/25/2013	Jostens Inc	952-4300		7,327.80
5002015045	06/25/2013	Robby Kissinger	952-5800		200.00
5002015046	06/25/2013	Diane Lombardi	010-4300		46.61
5002015047	06/25/2013	Deidre Hensley	010-4300		94.70
5002015048	06/25/2013	Monica Luna-Velasquez	953-5800		129.00
5002015049	06/25/2013	Kathryn Magallanes	010-4300		39.19
5002015050	06/25/2013	Roberto Martin	953-5800		575.00
5002015051	06/25/2013	Marisol J Moreno	010-4300		188.97
5002015052	06/25/2013	Lynz Mullaney	010-4300		124.46
5002015053	06/25/2013	Jessica Osman	010-4300		24.30
5002015054	06/25/2013	Jennifer Riner	010-4300		162.36
5002015055	06/25/2013	Dea Rivera	010-5200		755.57
5002015056	06/25/2013	Houghton Mifflin Company	010-4300		1,022.27
5002015057	06/25/2013	David Satterberg	010-4300		70.95
5002015058	06/25/2013	Scholastic	010-4200		419.08
5002015059	06/25/2013	So Ca Gas Company	010-5507		954.58
5002015060	06/25/2013	Ernesta Solano	010-5200		245.92
5002015061	06/25/2013	Southwest School & Office	010-9320		10,577.00
5002015062	06/25/2013	Super Duper Publications	010-4300	258.12	
			Unpaid Sales Tax	19.12-	239.00
5002015063	06/25/2013	Tristyne L.White	010-4300		100.00
5002015064	06/25/2013	Laura Van Auker	010-4300		75.35
5002015065	06/25/2013	Jeanette Vasquez	010-4300		105.76
5002015066	06/25/2013	VCOE	010-5100		22,159.63
5002015067	06/25/2013	Verizon Business	010-5903		242.04
5002015068	06/25/2013	Darlinda Wanderer	010-4300		226.40
5002015069	06/26/2013	Barnes & Noble Inc	010-4200	237.12	

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ESCAPE ONLINE

Page 10 of 12

Checks Dated 06/01/2013 through 06/30/2013

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
			Unpaid Sales Tax	1.09-	236.03
5002015070	06/26/2013	City of Oxnard ATTN: City Corps	010-5800		126,010.00
5002015071	06/26/2013	Dave Bang Associates Inc	010-4300	1,927.45	
			010-4400	12,811.55	
			250-4400	9,541.67	24,280.67
5002015072	06/26/2013	Dell Marketing LP	010-4400		108.60
5002015073	06/26/2013	Kelly Paper Store	010-9320		6,270.75
5002015074	06/26/2013	Office Depot	010-4300		504.01
5002015075	06/26/2013	School Specialty	010-4300		271.24
5002015076	06/26/2013	So Ca Edison Co	010-5506		40,969.31
5002015077	06/26/2013	The SPARK Programs-Institutes	010-4300		4,546.42
5002015078	06/26/2013	Staples Advantage	010-4300		403.50
5002015079	06/26/2013	Triarco Arts & Crafts Inc	010-4300		83.01
5002015080	06/27/2013	Darlene Bruno	010-5216		140.00
5002015081	06/27/2013	Krista Dugas	953-5800		82.35
5002015082	06/27/2013	Janice Edwards	010-5800		35.98
5002015083	06/27/2013	Nicole Gardia	953-5800		140.00
5002015084	06/27/2013	Raechel Ines	010-4300		22.31
5002015085	06/27/2013	Business Card	010-4200	677.01	
			010-4300	936.16	
			010-5200	183.17	
			010-5800	32.40	
			130-5200	612.58	
			Unpaid Sales Tax	18.36-	2,422.96
5002015086	06/27/2013	Sandra Schiffner	010-4300	271.16	
			Unpaid Sales Tax	.48-	270.68
5002015087	06/27/2013	Monica Sides	953-5800		79.75
5002015088	06/27/2013	Tax Deferred Services	010-9533		134,133.30
5002015089	06/27/2013	Ray Edward Graham DBA Urban Graphics and Printing	010-5800		1,090.48
5002015090	06/27/2013	Witt Company	010-5600		578.97
5002015091	06/28/2013	Pat Arriaga	010-4300		16.20
5002015092	06/28/2013	Aswell Trophy	010-5800		63.18
5002015093	06/28/2013	Darlene Bruno	010-5216		227.00
5002015094	06/28/2013	Cal Coast Graphics	130-5800		1,398.60
5002015095	06/28/2013	Castle Air Inc	130-5600		582.50
5002015096	06/28/2013	Jacqueline Curiel	010-5800		81.36
5002015097	06/28/2013	Dell Marketing LP	010-4300	2,340.70	
			010-4400	4,275.12	6,615.82
5002015098	06/28/2013	Dept of Toxic Substances Control	010-5800		265.00
5002015099	06/28/2013	Edgewood Press Inc	010-4300		1,081.08
5002015100	06/28/2013	Joy Epstein	953-4300		21.60
5002015101	06/28/2013	ETS Attn: Star Tac	010-5800		3,951.72
5002015102	06/28/2013	Farmer Brothers	010-4300		102.06
5002015103	06/28/2013	The Outdoor School	010-5800		8,746.00
5002015104	06/28/2013	Oxnard School District	010-5800		3,869.09
5002015105	06/28/2013	Parker & Covert LLP	010-5800		209.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Page 11 of 12

Checks Dated 06/01/2013 through 06/30/2013

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
5002015106	06/28/2013	Wendy Reyes	010-5200		75.00
5002015107	06/28/2013	Santa Barbara Zoo	953-5800		508.00
5002015108	06/28/2013	Scholastic	010-4200		104.77
5002015109	06/28/2013	Staples Advantage	010-4300		350.22
5002015110	06/28/2013	Strategies	010-5200		60.00
5002015111	06/28/2013	Toy Depot	010-4300	186.08	
			Unpaid Sales Tax	.78-	185.30
5002015112	06/28/2013	U-Rent Inc	010-5699		3,272.40
			Total Number of Checks	426	1,329,450.20

Fund Summary

Fund	Description	Check Count	Expensed Amount
010	General Fund	347	1,052,937.52
130	Cafeteria Fund	20	213,693.04
214	Measure I Building Fund	4	7,687.28
250	Capital Facilities Fund	1	9,541.67
510	Bond Interest and Redemption F	1	600.00
951	Blackstock ASB Fund	7	6,734.25
952	Green ASB Fund	11	12,891.62
953	Unorganized Student Body/Elem	45	25,709.01
Total Number of Checks		426	1,329,794.39
Less Unpaid Sales Tax Liability			344.19-
Net (Check Amount)			1,329,450.20

HUENEME ELEMENTARY SCHOOL DISTRICT

BOARD AGENDA ITEM: REPORT OF MISCELLANEOUS INCOME FOR
JUNE 2013

BOARD MEETING DATE: July 29, 2013

FROM: Christine Walker, Asst. Superintendent Business Services
Jerry Dannenberg, Superintendent

STAFF COMMENT

RECOMMENDATION

For information only

BACKGROUND

The monthly miscellaneous income report is a summary of funds received in the district office and transmitted to the Ventura County Office of Education for deposit into the various funds of the district at the County Treasury.

The June report reflects the receipt of \$523,905.99 as follows:

Fund	Description	June
010	General Fund	\$181,898.59
130	Cafeteria Fund	304,881.59
214	Bond Fund	0.00
250	Developer Fee Fund	17,122.56
95X	Student Funds	20,003.25
	Totals	\$523,905.99

During the month of June, the district received \$8,499.14 from American Fidelity Assurance for the close out of the plan year. The health care deposits from the State of California totaled \$24,873.30. The district received the May NFL payment of \$62,166.00. Another \$17,395.39 was received from the US Dept of Education for Section 8003.

The Cafeteria Fund received \$255,248.51 from the State of California for the April Federal Meal Reimbursements and \$21,832.60 for the April State Meal Reimbursement.

The balance of the income reported is primarily from: (1) District retirees paying the cost of insurance through the voluntary self-pay program; (2) medical excess cost payments from retirees participating in the District retiree medical insurance program; and (3) payments received for employees out on workers' compensation.

COUNTY - County Account											
Receipt Id	Receipt Status	Customer	Batch Id	Receipt Type	Receipt Date	Customer Reference #	Invoice #	Loc	Deposit Id	Comment	Receipt Amount
DP13-0001883	Posted	U.S. TREASURY	454	Check	06/05/13	5378534			CR9041	INCOME	1,137.00
(011136)	010- 8699- 0000- 0- 0000- 0000- 000- 000- 0000- 0					1,137.00					
DP13-0001884	Posted	(004488) Gloria Froyen	454	Check	06/05/13	0071275953	AR13-00446	01	CR9041	INSURANCE	85.00
(022204)	010- 9537- - - - - - - - - -					85.00					
DP13-0001885	Posted	(711604) Richard Froyen	454	Check	06/05/13	0071275954	AR13-00652	01	CR9041	INSURNCE	106.00
(022204)	010- 9537- - - - - - - - - -					106.00					
DP13-0001886	Posted	(710670) Shizue Maleport	454	Check	06/05/13	1185	AR13-00617	01	CR9041	INSURANCE	102.00
(022204)	010- 9537- - - - - - - - - -					102.00					
DP13-0001887	Posted	(003951) Mary Alice Waldo	454	Check	06/05/13	6287	AR13-00534		CR9041	INSURANCE	430.00
(022204)	010- 9537- - - - - - - - - -					430.00					
DP13-0001888	Posted	(713419) Key Equipment Finance	454	Check	06/05/13	022527	AR13-01062		CR9041	REFUND OVERPAYMENT	2,794.15
(010254)	010- 5600- 0000- 0- 1110- 1000- 000- 100- 0000- 0					2,794.15					
DP13-0001889	Posted	(701405) Ventura County Schools	454	Check	06/05/13	170243	AR13-01063		CR9041	W/C - A.SOLIS	339.82
(011563)	130- 2200- 5310- 0- 0000- 3700- 000- 560- 0000- 0					339.82					
DP13-0001890	Posted	(701405) Ventura County Schools	454	Check	06/05/13	170221	AR13-01064		CR9041	W/C - P.REYES	303.14
(011563)	130- 2200- 5310- 0- 0000- 3700- 000- 560- 0000- 0					303.14					
DP13-0001891	Posted	(701575) VCOE	454	Check	06/05/13	5071851625	AR13-01065	01	CR9041	SUPPORT STIPENDS	1,100.00
(038959)	010- 8590- 0369- 0- 0000- 0000- 000- 000- 0000- 0					1,100.00					
DP13-0001892	Posted	(712752) Ardella's Pizza	454	Check	06/05/13	34621	AR13-00201		CR9041	COMM REBATE jUNE	870.22
(011598)	130- 8699- 5310- 0- 0000- 0000- 000- 000- 0000- 0					870.22					
DP13-0001893	Posted	(712875) VCOE/SELPA	454	Check	06/05/13	5071851704	AR13-01042		CR9041	SESR REVIEW FEB AND MA	2,414.00
(033377)	010- 8699- 6500- 0- 5770- 0000- 000- 000- 0000- 0					2,414.00					
DP13-0001894	Posted	(711330) Bard Elementary School	454	Cash	06/05/13				CR9041	OUTDOOR SCHOOL MAY 20	682.20
(036296)	010- 8699- 0000- 0- 0000- 0000- 120- 000- 9970- 0					682.20					
DP13-0001895	Posted	(711330) Bard Elementary School	454	Check	06/05/13	4205			CR9041	INCOME RECEIVED	1,000.00
(029017)	010- 8699- 0000- 0- 0000- 0000- 100- 000- 9970- 0					1,000.00					
DP13-0001896	Posted	(711333) E O Green Jr High Schoo	454	Cash	06/05/13				CR9041	INCOME RECEIVED	142.31
(009714)	010- 4300- 0000- 0- 1110- 1000- 160- 110- 9000- 0					142.31					
DP13-0001897	Posted	UNITED STATES TREASURY	455	Check	06/12/13	05383526			CR9067	INCOME RECEIVED	3,828.50
(011136)	010- 8699- 0000- 0- 0000- 0000- 000- 000- 0000- 0					3,828.50					
DP13-0001898	Posted	(002897) Lynn Arnold	459	Check	06/12/13	3773	AR13-00250			INSURANCE	10.33
(022204)	010- 9537- - - - - - - - - -					10.33					

* On Hold

Selection Sorted by Receipt Id, Filtered by (Org = 602, Starting Receipt Date = 6/1/2013, Ending Receipt Date = 6/30/2013, User Created = N, On Hold = Y, Invoices = Y, Accounts? = Y, Recap = O, Sort/Group =)

ESCAPE ONLINE

Page 1 of 12

COUNTY - County Account											
Receipt Id	Receipt Status	Customer	Batch Id	Receipt Type	Receipt Date	Customer Reference #	Invoice #	Loc	Deposit Id	Comment	Receipt Amount
DP13-0001899	Posted	(711605) Rosie Garcia	459	Check	06/12/13	6878	AR13-00599	01		INSURANCE	217.00
(022204)	010- 9537-	- - - - -	-	-		217.00					
DP13-0001900	Posted	(710694) Cliff Morgan	459	Check	06/12/13	19685	AR13-00495	01		INSURANCE	162.00
(022204)	010- 9537-	- - - - -	-	-		162.00					
DP13-0001901	Posted	(711524) Dennis Recker	459	Check	06/12/13	2315	AR13-00632	01		INSURANCE	117.00
(022204)	010- 9537-	- - - - -	-	-		117.00					
DP13-0001902	Posted	(002705) Allyson Solorzano	459	Check	06/12/13	1179	AR13-00244			INSURANCE	184.33
(022204)	010- 9537-	- - - - -	-	-		184.33					
DP13-0001903	Posted	(701931) Delfina Zermenio	459	Check	06/12/13	7069	AR13-00552			INSURANCE	587.00
(022204)	010- 9537-	- - - - -	-	-		587.00					
DP13-0001904	Posted	(701405) Ventura County Schools	459	Check	06/12/13	170639	AR13-01068			W/C - R.LIRA	1,256.32
(007266)	010- 2200- 0000- 0- 0000- 8210- 000- 540- 0000- 0					1,256.32					
DP13-0001905	Posted	(701405) Ventura County Schools	459	Check	06/12/13	170635	AR13-01069			W/C - M.MURILLO	368.20
(011563)	130- 2200- 5310- 0- 0000- 3700- 000- 560- 0000- 0					368.20					
DP13-0001906	Posted	(701405) Ventura County Schools	459	Check	06/12/13	170641	AR13-01070			WC - M. RIZK	208.54
(011563)	130- 2200- 5310- 0- 0000- 3700- 000- 560- 0000- 0					208.54					
DP13-0001907	Posted	(711111) Child Development Resol	459	Check	06/12/13	646471	AR13-01018			PRE-K MARCH 2013	4,575.60
(031233)	130- 8634- 5310- 0- 0000- 0000- 000- 000- 2500- 0					4,575.60					
DP13-0001908	Posted	(711111) Child Development Resol	459	Check	06/12/13	646481	AR13-01041			CLASSROOM LEASE JUNE :	600.00
(011131)	010- 8650- 0000- 0- 0000- 0000- 000- 000- 0000- 0					600.00					
DP13-0001909	Posted	(711111) Child Development Resol	459	Check	06/12/13	646481	AR13-01041			CLASSROOM LEASE JUNE :	600.00
(011131)	010- 8650- 0000- 0- 0000- 0000- 000- 000- 0000- 0					600.00					
DP13-0001910	Posted	(712913) Heritage Valley Bus Inc	460	Check	06/12/13	2215				REFUND DUPLICATE CHAR	175.50
(033168)	010- 5800- 6010- 0- 1110- 1000- 140- 420- 9000- 0					175.50					
DP13-0001911	Posted	(712913) Heritage Valley Bus Inc	460	Check	06/12/13	2215				REFUND DUPLICATE CHAR	175.50
(033169)	010- 5800- 6010- 0- 1110- 1000- 160- 420- 9000- 0					175.50					
DP13-0001912	Posted	(711330) Bard Elementary School	459	Cash	06/12/13					INCOME RECEIVED	156.00
(009710)	010- 4300- 0000- 0- 1110- 1000- 100- 110- 9000- 0					156.00					
DP13-0001913	Posted	(711331) Beach Elementary Schoo	459	Check	06/12/13	2261				INCOME RECEIVED - ASSEM	1,200.00
(011142)	010- 8699- 0000- 0- 0000- 0000- 120- 000- 9000- 0					1,200.00					
DP13-0001914	Posted	(711331) Beach Elementary Schoo	459	Check	06/12/13	2259				INCOME RECEIVED- YEARB	1,693.75
(011142)	010- 8699- 0000- 0- 0000- 0000- 120- 000- 9000- 0					1,693.75					

* On Hold

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ESCAPE

ONLINE

Page 2 of 12

COUNTY - County Account											
Receipt Id	Receipt Status	Customer	Batch Id	Receipt Type	Receipt Date	Customer Reference #	Invoice #	Loc	Deposit Id	Comment	Receipt Amount
DP13-0001915	Posted	(711331) Beach Elementary Schoo	459	Check	06/12/13	2258				INCOME RECEIVED - HOOP	200.00
(011142)	010- 8699- 0000- 0- 0000- 0000- 120- 000- 9000- 0					200.00					
DP13-0001916	Posted	(711332) Blackstock Jr High Schoo	459	Cash	06/12/13					INCOME RECEIVED	60.00
(009712)	010- 4300- 0000- 0- 1110- 1000- 140- 110- 9000- 0					60.00					
DP13-0001917	Posted	(711333) E O Green Jr High Schoo	459	Cash	06/12/13					INCOME RECEIVED - OUTDI	3,321.00
(026523)	010- 8699- 0000- 0- 0000- 0000- 160- 000- 9970- 0					3,321.00					
DP13-0001918	Posted	(701503) State Of California	456	Check	06/12/13	36-279369	AR13-01071		CR9032	HEALTH CARE DEPOSIT 05/	1,387.29
(011099)	010- 8290- 5640- 0- 0000- 0000- 000- 000- 0000- 0					1,387.29					
DP13-0001919	Posted	(711099) Guadalupe Aguirre	462	Check	06/06/13	1151	AR13-00206		CR9067	INSURANCE	587.00
(022204)	010- 9537- - - - - - - - - -					587.00					
DP13-0001920	Posted	(711575) Barbara Bauman	462	Check	06/06/13	1911	AR13-00979		CR9067	INSURANCE	1,057.00
(022204)	010- 9537- - - - - - - - - -					1,057.00					
DP13-0001921	Posted	(711577) Marlene Blanchard	462	Check	06/06/13	8273	AR13-00423	01	CR9067	INSURANCE	581.00
(022204)	010- 9537- - - - - - - - - -					581.00					
DP13-0001922	Posted	(711602) Ken Bohn	462	Check	06/06/13	5968	AR13-00426	01	CR9067	INSURANCE	117.00
(022204)	010- 9537- - - - - - - - - -					117.00					
DP13-0001923	Posted	(710085) Ladell Bohn	462	Check	06/06/13	5969	AR13-00860	01	CR9067	INSURANCE	1,115.00
(022204)	010- 9537- - - - - - - - - -					1,115.00					
DP13-0001924	Posted	(713338) Marsha Brumana	462	Check	06/06/13	1461	AR13-00265		CR9067	INSURANCE	117.00
(022204)	010- 9537- - - - - - - - - -					117.00					
DP13-0001925	Posted	(712518) Susan Bures	462	Check	06/06/13	6906	AR13-00590	01	CR9067	INSURANCE	117.00
(022204)	010- 9537- - - - - - - - - -					117.00					
DP13-0001926	Posted	(000033) Jamileh Dickmann	462	Check	06/06/13	4570	AR13-00906		CR9067	INSURANCE	483.00
(022204)	010- 9537- - - - - - - - - -					483.00					
DP13-0001927	Posted	(711579) Andy Dominguez	462	Check	06/06/13	2213	AR13-00435	01	CR9067	INSURANCE	528.00
(022204)	010- 9537- - - - - - - - - -					528.00					
DP13-0001928	Posted	(710706) Sally Franco	462	Check	06/06/13	390	AR13-00358		CR9067	INSURANCE	269.48
(022204)	010- 9537- - - - - - - - - -					269.48					
DP13-0001929	Posted	(710412) Linda Gonzales	462	Check	06/06/13	1193	AR13-00223		CR9067	INSURANCE	278.23
(022204)	010- 9537- - - - - - - - - -					278.23					
DP13-0001930	Posted	(713339) Dennis Held	462	Check	06/06/13	1927	AR13-00558	00	CR9067	INSURANCE	430.00
(022204)	010- 9537- - - - - - - - - -					430.00					

* On Hold

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ESCAPE

ONLINE

Page 3 of 12

COUNTY - County Account											
Receipt Id	Receipt Status	Customer	Batch Id	Receipt Type	Receipt Date	Customer Reference #	Invoice #	Loc	Deposit Id	Comment	Receipt Amount
DP13-0001931	Posted	(710525) Frances Hruska	462	Check	06/06/13	0550	AR13-00602	01	CR9067	INSURANCE	51.00
(022204)	010- 9537-	- - - - -	-	-		51.00					
DP13-0001932	Posted	(711586) Fred Huante	462	Check	06/06/13	21124610504	AR13-00605	01	CR9067	INSURANCE	998.00
(022204)	010- 9537-	- - - - -	-	-		998.00					
DP13-0001933	Posted	(005585) Patricia Humphries	462	Check	06/06/13	3928	AR13-00280	01	CR9067	INSURANCE	89.33
(022204)	010- 9537-	- - - - -	-	-		89.33					
DP13-0001934	Posted	(710414) Donna Jimenez	462	Check	06/06/13	15462	AR13-00363	01	CR9067	INSURANCE	277.99
(022204)	010- 9537-	- - - - -	-	-		277.99					
DP13-0001935	Posted	(710414) Donna Jimenez	462	Check	06/06/13	15462			CR9067	DONATION	.34
(011136)	010- 8699- 0000- 0- 0000- 0000- 000- 000- 0000- 0					.34					
DP13-0001936	Posted	(700983) Susan Knupp	462	Check	06/06/13	0000995108	AR13-00470	01	CR9067	INSURANCE	117.00
(022204)	010- 9537-	- - - - -	-	-		117.00					
DP13-0001937	Posted	(713344) Rebecca Lopez	462	Check	06/06/13	4017	AR13-00614	00	CR9067	INSURANCE	59.00
(022204)	010- 9537-	- - - - -	-	-		59.00					
DP13-0001938	Posted	(700289) Maria Lopez	462	Check	06/06/13	1671	AR13-00369		CR9067	INSURANCE	117.00
(022204)	010- 9537-	- - - - -	-	-		117.00					
DP13-0001939	Posted	(713059) Victoria Martinez	462	Check	06/06/13	621	AR13-00372	01	CR9067	INSURANCE	527.21
(022204)	010- 9537-	- - - - -	-	-		527.21					
DP13-0001940	Posted	(711613) Sharon Meyer	462	Check	06/06/13	6828	AR13-00489	01	CR9067	INSURAANCE	59.00
(022204)	010- 9537-	- - - - -	-	-		59.00					
DP13-0001941	Posted	(710593) Linda Morris	462	Check	06/06/13	7809	AR13-00381		CR9067	INSURANCE	527.12
(022204)	010- 9537-	- - - - -	-	-		527.12					
DP13-0001942	Posted	(004375) Melinda Sharp	462	Check	06/06/13	9961	AR13-00510	01	CR9067	INSURANCE	998.00
(022204)	010- 9537-	- - - - -	-	-		998.00					
DP13-0001943	Posted	(711597) Vi Shoemaker	462	Check	06/06/13	0075117726	AR13-00441	01	CR9067	INSURANCE	497.00
(022204)	010- 9537-	- - - - -	-	-		497.00					
DP13-0001944	Posted	(710606) Bernabe Simon	462	Check	06/06/13	7424305311	AR13-00390	01	CR9067	INSURANCE	160.00
(022204)	010- 9537-	- - - - -	-	-		160.00					
DP13-0001945	Posted	(702574) Barbara Smalley	462	Check	06/06/13	1698	AR13-00516	01	CR9067	INSURANCE	587.00
(022204)	010- 9537-	- - - - -	-	-		587.00					
DP13-0001946	Posted	(005500) Patricia Villanueva	462	Check	06/06/13	71009-73969	AR13-00531		CR9067	INSURANCE	1,115.00
(022204)	010- 9537-	- - - - -	-	-		1,115.00					

* On Hold

Selection Sorted by Receipt Id, Filtered by (Org = 602, Starting Receipt Date = 6/1/2013, Ending Receipt Date = 6/30/2013, User Created = N, On Hold = Y, Invoices = Y, Accounts? = Y, Recap = O, Sort/Group =)

ESCAPE

ONLINE

Page 4 of 12

COUNTY - County Account											
Receipt Id	Receipt Status	Customer	Batch Id	Receipt Type	Receipt Date	Customer Reference #	Invoice #	Loc	Deposit Id	Comment	Receipt Amount
DP13-0001947	Posted	(712362) Continuing Development,	462	Check	06/06/13	198298	AR13-00918	01	CR9067	PRE-K LEASE JUN 2013	300.00
(011131)	010- 8650- 0000- 0- 0000- 0000- 000- 000- 0000- 0					300.00					
DP13-0001948	Posted	(710114) California Teachers Asso	462	Check	06/06/13	01900165	AR13-01059		CR9067	REL TIME S.BROWN 03-19-1	589.60
(032460)	010- 8699- 0000- 0- 0000- 0000- 000- 000- HEAO- 0					589.60					
DP13-0001949	Posted	(701405) Ventura County Schools	462	Check	06/06/13	171061	AR13-01072		CR9067	W/C - P.REYES	303.14
(011563)	130- 2200- 5310- 0- 0000- 3700- 000- 560- 0000- 0					303.14					
DP13-0001950	Posted	BARNES & NOBLE	462	Check	06/06/13	001348157			CR9067	REFUND FROM DICTIONAR	508.23
(009841)	010- 4300- 7091- 0- 4760- 1000- 200- 410- 9000- 0					508.23					
DP13-0001951	Posted	(000036) County of Ventura	462	Check	06/06/13	1001411529	AR13-01058		CR9067	FACILITY USE 06-15-13	180.00
(011131)	010- 8650- 0000- 0- 0000- 0000- 000- 000- 0000- 0					180.00					
DP13-0001952	Posted	(701575) VCOE	462	Check	06/06/13	5071852129			CR9067	REFUND PAYMENT SENT TI	500.00
(012487)	010- 5200- 0000- 0- 0000- 7200- 000- 500- 0000- 0					500.00					
DP13-0001953	Posted	(711727) American Fidelity Assurar	462	Check	06/06/13	2286010			CR9067	CLOSE OUT PLAN YEAR EN	8,499.14
(011136)	010- 8699- 0000- 0- 0000- 0000- 000- 000- 0000- 0					8,499.14					
DP13-0001954	Posted	(711336) Hueneme Elementary Scl	462	Check	06/06/13	170143			CR9067	INCOME RECEIVED	300.00
(011147)	010- 8699- 0000- 0- 0000- 0000- 220- 000- 9000- 0					300.00					
DP13-0001955	Posted	(711336) Hueneme Elementary Scl	462	Check	06/06/13	164858			CR9067	INCOME RECEIVED	300.00
(011147)	010- 8699- 0000- 0- 0000- 0000- 220- 000- 9000- 0					300.00					
DP13-0001956	Posted	(711338) Parkview Elementary Sch	462	Cash	06/06/13				CR9067	INCOME RECEIVED	9.70
(009724)	010- 4300- 0000- 0- 1110- 1000- 260- 110- 9000- 0					9.70					
DP13-0001957	Posted	(701503) State Of California	462	Check	06/07/13	68-650709	AR13-01073		CR9041	FED MEAL APRIL 2013	255,248.51
(011594)	130- 8220- 5310- 0- 0000- 0000- 000- 000- 0000- 0					255,248.51					
DP13-0001958	Posted	(701503) State Of California	462	Check	06/07/13	68-639669	AR13-01074		CR9041	STATE MEAL APRIL 2013	21,382.60
(011595)	130- 8520- 5310- 0- 0000- 0000- 000- 000- 0000- 0					21,382.60					
DP13-0001959	Posted	(701503) State Of California	462	Check	06/07/13	36-295220	AR13-01075		CR9041	HEALTH CARE DEP 05/31/13	17,413.86
(011099)	010- 8290- 5640- 0- 0000- 0000- 000- 000- 0000- 0					17,413.86					
DP13-0001960	Posted	(710593) Linda Morris	463	Check	06/06/13	7809			CR9067	OVERPAYMENT DEPOSITEI	.18
(011136)	010- 8699- 0000- 0- 0000- 0000- 000- 000- 0000- 0					.18					
DP13-0001961	Posted	(701503) State Of California	464	Check	06/14/13	36-304996	AR13-01080		CR9057	HEALTH CARE DEP 06-06-13	7,459.44
(011099)	010- 8290- 5640- 0- 0000- 0000- 000- 000- 0000- 0					7,459.44					
DP13-0001962	Posted	(711572) Barbara Baldwin	465	Check	06/26/13	3397	AR13-00573	01	CR9074	INSURANCE	587.00
(022204)	010- 9537- - - - - - - - - -					587.00					

* On Hold

Selection Sorted by Receipt Id, Filtered by (Org = 602, Starting Receipt Date = 6/1/2013, Ending Receipt Date = 6/30/2013, User Created = N, On Hold = Y, Invoices = Y, Accounts? = Y, Recap = O, Sort/Group =)

ESCAPE

ONLINE

Page 5 of 12

COUNTY - County Account											
Receipt Id	Receipt Status	Customer	Batch Id	Receipt Type	Receipt Date	Customer Reference #	Invoice #	Loc	Deposit Id	Comment	Receipt Amount
DP13-0001963	Posted	(711588) Frankie Jones	465	Check	06/26/13	3150	AR13-00464	01	CR9074	INSURANCE	59.00
(022204)	010- 9537-	- - - - -	-	-		59.00					
DP13-0001964	Posted	(703358) Donna Montgomery	465	Check	06/26/13	1359	AR13-00492		CR9074	INSURANCE	117.00
(022204)	010- 9537-	- - - - -	-	-		117.00					
DP13-0001965	Posted	(712635) Sally Nava	465	Check	06/26/13	1630	AR13-00620	01	CR9074	INSURANCE	536.00
(022204)	010- 9537-	- - - - -	-	-		536.00					
DP13-0001966	Posted	(711615) Mary Lou Quint	465	Check	06/26/13	942	AR13-00655	01	CR9074	INSURANCE	117.00
(022204)	010- 9537-	- - - - -	-	-		117.00					
DP13-0001967	Posted	(702288) Wilma Rogers	465	Check	06/26/13	11245	AR13-00387		CR9074	INSURANCE	173.23
(022204)	010- 9537-	- - - - -	-	-		173.23					
DP13-0001968	Posted	(701220) Elaine B. Simonds	465	Check	06/26/13	1392	AR13-00328	01	CR9074	INSURANCE	59.00
(022204)	010- 9537-	- - - - -	-	-		59.00					
DP13-0001969	Posted	(700877) Evangeline Urias	465	Check	06/26/13	9599	AR13-00641	01	CR9074	INSURANCE	117.00
(022204)	010- 9537-	- - - - -	-	-		117.00					
DP13-0001970	Posted	(711809) Linda Velthoen	465	Check	06/26/13	0076984767	AR13-00528	01	CR9074	INSURANCE	998.00
(022204)	010- 9537-	- - - - -	-	-		998.00					
DP13-0001971	Posted	(003951) Mary Alice Waldo	465	Check	06/26/13	6302	AR13-00534		CR9074	INSURANCE	430.00
(022204)	010- 9537-	- - - - -	-	-		430.00					
DP13-0001972	Posted	(002603) Delores Walker	465	Check	06/26/13	1185297176	AR13-00537	01	CR9074	INSURANCE	1,115.00
(022204)	010- 9537-	- - - - -	-	-		1,115.00					
DP13-0001973	Posted	(711620) Martha Weaver	465	Check	06/26/13	214	AR13-00540		CR9074	INSURANCE	59.00
(022204)	010- 9537-	- - - - -	-	-		59.00					
DP13-0001974	Posted	(000029) Cynthia Wunsch	465	Check	06/26/13	810	AR13-00247		CR9074	INSURANCE	278.20
(022204)	010- 9537-	- - - - -	-	-		278.20					
DP13-0001975	Posted	(000010) Moorpark Unified School	465	Check	06/26/13	5024013856	AR13-01054		CR9074	TAH 04-13-13	477.20
(038852)	010- 8699- 0000- 0- 0000- 0000- 000- 000- TAH0- 0					477.20					
DP13-0001976	Posted	(000010) Moorpark Unified School	465	Check	06/26/13	5024013856	AR13-01055		CR9074	TAH 04-25-13	371.14
(038852)	010- 8699- 0000- 0- 0000- 0000- 000- 000- TAH0- 0					371.14					
DP13-0001977	Posted	(711709) First Five Ventura County	465	Check	06/26/13	008691	AR13-01076		CR9074	NFL ADV MAY 2013	62,166.00
(019598)	010- 8590- 7811- 0- 0000- 0000- 000- 000- 0000- 0					62,166.00					
DP13-0001978	Posted	(711330) Bard Elementary School	465	Mixed Cash	06/26/13				CR9074	OUTDOOR SCHOOL JUNE 2	505.35
(029017)	010- 8699- 0000- 0- 0000- 0000- 100- 000- 9970- 0					505.35					

* On Hold

Selection Sorted by Receipt Id, Filtered by (Org = 602, Starting Receipt Date = 6/1/2013, Ending Receipt Date = 6/30/2013, User Created = N, On Hold = Y, Invoices = Y, Accounts? = Y, Recap = O, Sort/Group =)

ESCAPE

ONLINE

Page 6 of 12

COUNTY - County Account											
Receipt Id	Receipt Status	Customer	Batch Id	Receipt Type	Receipt Date	Customer Reference #	Invoice #	Loc	Deposit Id	Comment	Receipt Amount
DP13-0001979	Posted	(711331) Beach Elementary Schoo	465	Check	06/26/13	1017			CR9074	PTA DONATION - AR PRIZE\$	300.00
(011142)		010- 8699- 0000- 0- 0000- 0000- 120- 000- 9000- 0				300.00					
DP13-0001980	Posted	(711332) Blackstock Jr High Schoo	465	Cash	06/26/13				CR9074	ADULT ELD WORKBOOKS	60.00
(011136)		010- 8699- 0000- 0- 0000- 0000- 000- 000- 0000- 0				60.00					
DP13-0001981	Posted	(711333) E O Green Jr High Schoo	465	Mixed Cash	06/26/13	1373			CR9074	INCOME RECEIVED	153.30
(009714)		010- 4300- 0000- 0- 1110- 1000- 160- 110- 9000- 0				153.30					
DP13-0001982	Posted	(711333) E O Green Jr High Schoo	465	Check	06/26/13	4043			CR9074	DONATION	100.00
(024068)		010- 8699- 0000- 0- 0000- 0000- 160- 000- 9511- 0				100.00					
DP13-0001983	Posted	(711333) E O Green Jr High Schoo	465	Check	06/26/13	1006			CR9074	PTA DONATION - DOOR DE\$	600.00
(011144)		010- 8699- 0000- 0- 0000- 0000- 160- 000- 9000- 0				600.00					
DP13-0001984	Posted	(711333) E O Green Jr High Schoo	465	Check	06/26/13	164452			CR9074	INCOME - DONATION	45.00
(011144)		010- 8699- 0000- 0- 0000- 0000- 160- 000- 9000- 0				45.00					
DP13-0001985	Posted	(711333) E O Green Jr High Schoo	465	Check	06/26/13	169994			CR9074	INCOME - DONATION	45.00
(011144)		010- 8699- 0000- 0- 0000- 0000- 160- 000- 9000- 0				45.00					
DP13-0001986	Posted	(711338) Parkview Elementary Sch	465	Cash	06/26/13				CR9074	INCOME RECEIVED	37.30
(011150)		010- 8699- 0000- 0- 0000- 0000- 260- 000- 9000- 0				37.30					
DP13-0001987	Posted	(711339) Sunkist Elementary Scho	465	Mixed Cash	06/26/13				CR9074	INCOME RECEIVED	93.41
(009726)		010- 4300- 0000- 0- 1110- 1000- 280- 110- 9000- 0				93.41					
DP13-0001988	Posted	DISTRICT BAND CONCERT	465	Mixed Cash	06/26/13				CR9074	BAND TICKET SALES	2,375.50
(026012)		010- 8699- 0000- 0- 1140- 0000- 000- 200- 0000- 0				2,375.50					
DP13-0001989	Posted	(711754) U S Dept of Education	465	Electronic Fi	06/26/13		AR13-01079	01	CR9074	SECT 8003 FY 2011	17,395.39
(022394)		010- 8110- 0000- 0- 0000- 0000- 000- 000- 8003- 0				17,395.39					
DP13-0001990	Posted	(711763) E.O. Green ASB	465	Electronic Fi	06/26/13		AR13-01078		CR9074	ASB TSFR MAY 2013	3,429.02
(020449)		952- 4300- 0960- 0- 0000- 0000- 160- 000- 0000- 0				21.48-					
(020478)		952- 8639- 0960- 0- 0000- 0000- 160- 000- 0000- 0				147.00					
(020480)		952- 8639- 0961- 0- 0000- 0000- 160- 000- 0000- 0				460.00					
(020486)		952- 8639- 0964- 0- 0000- 0000- 160- 000- 0000- 0				208.50					
(020494)		952- 8639- 0968- 0- 0000- 0000- 160- 000- 0000- 0				775.00					
(026613)		952- 8639- 0975- 0- 0000- 0000- 160- 000- 0000- 0				160.00					
(038649)		952- 8639- 0980- 0- 0000- 0000- 160- 000- 0000- 0				1,700.00					

* On Hold

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ESCAPE ONLINE

Page 7 of 12

COUNTY - County Account											
Receipt Id	Receipt Status	Customer	Batch Id	Receipt Type	Receipt Date	Customer Reference #	Invoice #	Loc	Deposit Id	Comment	Receipt Amount
DP13-0001991	Posted	(711764) Hueneme School District	465	Electronic F	06/26/13		AR13-01077		CR9074	USB TSFR MAY 2013	16,722.29
(038653)	010- 8699- 0000- 0- 0000- 0000- 100- 000- 9518- 0					148.06					
(020029)	953- 4300- 0000- 0- 0000- 0000- 000- 000- 0000- 0					.00					
(020048)	953- 8639- 0910- 0- 0000- 0000- 100- 000- 0000- 0					2,198.01					
(037730)	953- 8639- 0912- 0- 0000- 0000- 120- 000- 0000- 0					200.00					
(020049)	953- 8639- 0918- 0- 0000- 0000- 180- 000- 0000- 0					1,462.12					
(020050)	953- 8639- 0920- 0- 0000- 0000- 200- 000- 0000- 0					1,931.64					
(020051)	953- 8639- 0922- 0- 0000- 0000- 220- 000- 0000- 0					348.00					
(020505)	953- 8639- 0924- 0- 0000- 0000- 240- 000- 0000- 0					6,155.95					
(020052)	953- 8639- 0926- 0- 0000- 0000- 260- 000- 0000- 0					401.05					
(020053)	953- 8639- 0928- 0- 0000- 0000- 280- 000- 0000- 0					1,341.00					
(020054)	953- 8639- 0930- 0- 0000- 0000- 300- 000- 0000- 0					1,394.23					
(020047)	953- 8699- 0000- 0- 0000- 0000- 000- 000- 0000- 0					1.60-					
(020040)	953- 8699- 0910- 0- 0000- 0000- 100- 000- 0000- 0					540.00					
(038651)	953- 8699- 0912- 0- 0000- 0000- 120- 000- 0000- 0					200.00					
(020045)	953- 8699- 0928- 0- 0000- 0000- 280- 000- 0000- 0					403.83					
DP13-0001992	Posted	(711130) Claudine Medina	466	Check	06/26/13	2874	AR13-00378	01	CR9074	INSURANCE	268.23
(022204)	010- 9537- - - - - - - - - -					268.23					
DP13-0001993	Posted	(703034) Julianne Speakman	466	Check	06/26/13	7953	AR13-00874		CR9074	INSURANCE	483.69
(022204)	010- 9537- - - - - - - - - -					483.69					
DP13-0001994	Posted	(701405) Ventura County Schools	466	Check	06/26/13	171407	AR13-01085		CR9074	W/C - R.LIRA	1,256.32
(007266)	010- 2200- 0000- 0- 0000- 8210- 000- 540- 0000- 0					1,256.32					
DP13-0001995	Posted	(701405) Ventura County Schools	466	Check	06/26/13	171376	AR13-01086		CR9074	W/C - M.MURILLO	157.80
(011563)	130- 2200- 5310- 0- 0000- 3700- 000- 560- 0000- 0					157.80					
DP13-0001996	Posted	(701405) Ventura County Schools	466	Check	06/26/13	171375	AR13-01087		CR9074	W/C - M.MURILLO	736.40
(011563)	130- 2200- 5310- 0- 0000- 3700- 000- 560- 0000- 0					736.40					
DP13-0001997	Posted	(701575) VCOE	466	Check	06/26/13	5071852286	AR13-01088	01	CR9074	SUPPORT STIP SPRING 201	5,050.00
(038959)	010- 8590- 0369- 0- 0000- 0000- 000- 000- 0000- 0					5,050.00					
DP13-0001998	Posted	(711331) Beach Elementary Schoo	466	Mixed Cash	06/26/13				CR9074	INCOME RECEIVED	102.01
(009711)	010- 4300- 0000- 0- 1110- 1000- 120- 110- 9000- 0					102.01					
DP13-0001999	Posted	(711331) Beach Elementary Schoo	466	Check	06/26/13	2267			CR9074	PTA DONATION - AR BAGS	42.12
(011142)	010- 8699- 0000- 0- 0000- 0000- 120- 000- 9000- 0					42.12					
DP13-0002000	Posted	(711333) E O Green Jr High Schoo	466	Mixed Cash	06/26/13				CR9074	INCOME RECEIVED	283.84
(009714)	010- 4300- 0000- 0- 1110- 1000- 160- 110- 9000- 0					283.84					

* On Hold

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ESCAPE

ONLINE

Page 8 of 12

COUNTY - County Account											
Receipt Id	Receipt Status	Customer	Batch Id	Receipt Type	Receipt Date	Customer Reference #	Invoice #	Loc	Deposit Id	Comment	Receipt Amount
DP13-0002001	Posted	(711333) E O Green Jr High Schoo	466	Cash	06/26/13				CR9074	INCOME RECEIVED	283.86
(009714)		010- 4300- 0000- 0- 1110- 1000- 160- 110- 9000- 0				283.86					
DP13-0002002	Posted	(711333) E O Green Jr High Schoo	469	Check	06/26/13	45009			CR9074	INCOME RECEIVED	4,581.00
(041221)		010- 8699- 0000- 0- 0000- 0000- 160- 000- 9920- 0				4,581.00					
DP13-0002003	Posted	(711334) Hathaway Elementary Sc	466	Cash	06/26/13				CR9074	INCOME RECEIVED	6.00
(009715)		010- 4300- 0000- 0- 1110- 1000- 180- 110- 9000- 0				6.00					
DP13-0002004	Posted	(711338) Parkview Elementary Sch	466	Check	06/26/13	1500513160			CR9074	INCOME RECEIVED	753.73
(011150)		010- 8699- 0000- 0- 0000- 0000- 260- 000- 9000- 0				753.73					
DP13-0002005	Posted	(711338) Parkview Elementary Sch	466	Cash	06/26/13				CR9074	INCOME RECEIVED	20.75
(009724)		010- 4300- 0000- 0- 1110- 1000- 260- 110- 9000- 0				20.75					
DP13-0002006	Posted	(711330) Bard Elementary School	467	Cash	06/24/13				CR9074	INCOME RECEIVED	108.83
(009710)		010- 4300- 0000- 0- 1110- 1000- 100- 110- 9000- 0				108.83					
DP13-0002007	Posted	(711332) Blackstock Jr High Schoo	467	Cash	06/24/13				CR9074	INCOME RECEIVED	30.00
(009712)		010- 4300- 0000- 0- 1110- 1000- 140- 110- 9000- 0				30.00					
DP13-0002008	Posted	(711333) E O Green Jr High Schoo	467	Cash	06/24/13				CR9074	INCOME RECEIVED	20.00
(009714)		010- 4300- 0000- 0- 1110- 1000- 160- 110- 9000- 0				20.00					
DP13-0002009	Posted	(711336) Hueneme Elementary Sch	467	Cash	06/24/13				CR9074	INCOME RECEIVED	26.00
(009719)		010- 4300- 0000- 0- 1110- 1000- 220- 110- 9000- 0				26.00					
DP13-0002010	Posted	(711337) Larsen Elementary Schoc	467	Cash	06/24/13				CR9074	INCOME RECEIVED	497.65
(009722)		010- 4300- 0000- 0- 1110- 1000- 240- 110- 9000- 0				497.65					
DP13-0002011	Posted	(711339) Sunkist Elementary Scho	467	Cash	06/24/13				CR9074	INCOME RECEIVED	44.49
(009726)		010- 4300- 0000- 0- 1110- 1000- 280- 110- 9000- 0				44.49					
DP13-0002012	Posted	(711333) E O Green Jr High Schoo	467	Cash	06/24/13				CR9074	OUTDOOR SCHOOL	2,765.00
(026523)		010- 8699- 0000- 0- 0000- 0000- 160- 000- 9970- 0				2,765.00					
DP13-0002013	Posted	(702177) Hueneme SD (Cafe)	468	Check	06/24/13	1530	AR13-01100	00	CR9074	CAFE SALES 04/01-06/30/13	15,000.00
(011596)		130- 8634- 5310- 0- 0000- 0000- 000- 000- 0000- 0				15,000.00					
DP13-0002014	Posted	(711111) Child Development Resou	470	Check	06/27/13	646980	AR13-01056		CR9080	PRE-K APR 2013 SPRING BF	1,187.60
(031233)		130- 8634- 5310- 0- 0000- 0000- 000- 000- 2500- 0				1,187.60					
DP13-0002015	Posted	(711111) Child Development Resou	470	Check	06/27/13	646980	AR13-01057		CR9080	PRE-K APR 2013	2,979.36
(031233)		130- 8634- 5310- 0- 0000- 0000- 000- 000- 2500- 0				2,979.36					
DP13-0002016	Posted	STANDARD PACIFIC HOMES	470	Check	06/27/13	16063069			CR9080	DEV FEES BUNGALOWS PH	17,122.56
(011703)		250- 8681- 0000- 0- 0000- 0000- 000- 000- 0000- 0				17,122.56					

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ESCAPE

ONLINE

Page 9 of 12

COUNTY - County Account											
Receipt Id	Receipt Status	Customer	Batch Id	Receipt Type	Receipt Date	Customer Reference #	Invoice #	Loc	Deposit Id	Comment	Receipt Amount
DP13-0002017	Posted	(701405) Ventura County Schools	470	Check	06/27/13	171028	AR13-01103		CR9080	W/C - A.SOLIS	305.84
(011563)	130- 2200- 5310- 0- 0000- 3700- 000- 560- 0000- 0					305.84					
DP13-0002018	Posted	(701405) Ventura County Schools	470	Check	06/27/13	171714	AR13-01104		CR9080	W/C - A. SOLIS	611.68
(011563)	130- 2200- 5310- 0- 0000- 3700- 000- 560- 0000- 0					611.68					
DP13-0002019	Posted	(701405) Ventura County Schools	470	Check	06/27/13	171718	AR13-01105		CR9080	W/C - P.REYES	303.14
(011563)	130- 2200- 5310- 0- 0000- 3700- 000- 560- 0000- 0					303.14					
DP13-0002020	Audit	(710525) Frances Hruska	471	Check	06/28/13	0551	AR13-00602	01		INSURANCE	51.00
(022204)	010- 9537- - - - - - - - - -					51.00					
DP13-0002021	Audit	(710694) Cliff Morgan	472	Check	06/24/13	19703	AR13-00495	01		INSURANCE	162.00
(022204)	010- 9537- - - - - - - - - -					162.00					
DP13-0002022	Audit	(702288) Wilma Rogers	472	Check	06/24/13	11250	AR13-00387			INSURANCE	3.00
(022204)	010- 9537- - - - - - - - - -					3.00					
DP13-0002023	Audit	(710452) Virginia Shibue	472	Check	06/24/13	2053	AR13-00513	01		INSURANCE	587.00
(022204)	010- 9537- - - - - - - - - -					587.00					
DP13-0002024	Audit	(711620) Martha Weaver	472	Check	06/24/13	215	AR13-00540			INVOICE	59.00
(022204)	010- 9537- - - - - - - - - -					59.00					
DP13-0002025	Audit	(710670) Shizue Maleport	472	Check	06/24/13	1188	AR13-00617	01		INSURANCE	102.00
(022204)	010- 9537- - - - - - - - - -					102.00					
DP13-0002026	Audit	(000029) Cynthia Wunsch	472	Check	06/24/13	002235097	AR13-00247			INSURANCE	556.46
(022204)	010- 9537- - - - - - - - - -					556.46					
DP13-0002027	Audit	(711330) Bard Elementary School	472	Check	06/24/13	1333 717				INCOME RECEIVED	21.70
(011141)	010- 8699- 0000- 0- 0000- 0000- 100- 000- 9000- 0					21.70					
DP13-0002028	Audit	(711333) E O Green Jr High Schoo	472	Check	06/24/13	\$80+\$263 MO				OUTDOOR SCHOOL	343.00
(026523)	010- 8699- 0000- 0- 0000- 0000- 160- 000- 9970- 0					343.00					
DP13-0002029	Audit	(711339) Sunkist Elementary Scho	472	Check	06/24/13	1183				INCOME RECEIVED	17.93
(009726)	010- 4300- 0000- 0- 1110- 1000- 280- 110- 9000- 0					17.93					
DP13-0002030	Audit	(000029) Cynthia Wunsch	473	Cash	06/27/13		AR13-00247			BALANCE. SHORT PAID WIT	.03
(022204)	010- 9537- - - - - - - - - -					.03					
DP13-0002031	Audit	(711337) Larsen Elementary Schoc	474	Check	06/21/13	1518				INCOME RECEIVED	9.84
(009722)	010- 4300- 0000- 0- 1110- 1000- 240- 110- 9000- 0					9.84					
Total for Hueneme Elementary School District											523,905.99

Fund-Object Recap

* On Hold

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ESCAPE ONLINE

Page 10 of 12

COUNTY - County Account

Receipt Id	Receipt Status	Customer	Batch Id	Receipt Type	Receipt Date	Customer Reference #	Invoice #	Loc	Deposit Id	Comment	Receipt Amount
Fund-Object Recap											
		010-2200		Classified Support Salaries							2,512.64
		010-4300		Materials and Supplies							2,574.15
		010-5200		Travel and Conferences							500.00
		010-5600		Rentals, Leases and Repairs							2,794.15
		010-5800		Professnl/Consult Serv & Opera							351.00
		010-8110		Maint & Operations (Public Law							17,395.39
		010-8290		All Other Federal Revenue							26,260.59
		010-8590		All Other State Revenues							68,316.00
		010-8650		Leases and Rentals							1,680.00
		010-8699		All Other Local Revenue							38,736.81
		010-9537		Retiree Benefits Liability							20,777.86
Fund 010 - General Fund									181,898.59		
		130-2200		Classified Support Salaries							3,637.70
		130-8220		Child Nutrition Programs							255,248.51
		130-8520		Child Nutrition Programs							21,382.60
		130-8634		Food Services Sales							23,742.56
		130-8699		All Other Local Revenue							870.22
Fund 130 - Cafeteria Fund									304,881.59		
		250-8681		Mitigation/Developer Fees							17,122.56
Fund 250 - Capital Facilities Fund									17,122.56		
		952-4300		Materials and Supplies							21.48-
		952-8639		All Other Sales							3,450.50
Fund 952 - Green ASB Fund									3,429.02		
		953-4300		Materials and Supplies							.00
		953-8639		All Other Sales							15,432.00
		953-8699		All Other Local Revenue							1,142.23
Fund 953 - Unorganized Student Body/Elem									16,574.23		

* On Hold

Selection Sorted by Receipt Id, Filtered by (Org = 602, Starting Receipt Date = 6/1/2013, Ending Receipt Date = 6/30/2013, User Created = N, On Hold = Y, Invoices = Y, Accounts? = Y, Recap = O, Sort/Group =)

ESCAPE ONLINE

Page 11 of 12

COUNTY - County Account

Receipt Id	Receipt Status	Customer	Batch Id	Receipt Type	Receipt Date	Customer Reference #	Invoice #	Loc	Deposit Id	Comment	Receipt Amount
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Total for Hueneme Elementary School District 523,905.99

Org Recap

Hueneme Elementary School District

\$ - Cash	8,271.12
C - Check	474,574.76
E - Electronic Funds Xfer	37,546.70
M - Mixed Cash & Check	3,513.41

Total Receipts	<u><u>523,905.99</u></u>
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Report Total	<u><u>523,905.99</u></u>
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* On Hold

Selection Sorted by Receipt Id, Filtered by (Org = 602, Starting Receipt Date = 6/1/2013, Ending Receipt Date = 6/30/2013, User Created = N, On Hold = Y, Invoices = Y, Accounts? = Y, Recap = O, Sort/Group =)

ESCAPE ONLINE

Page 12 of 12

HUENEME ELEMENTARY SCHOOL DISTRICT

BOARD AGENDA ITEM: CONSIDERATION TO READMIT PREVIOUSLY
EXPELLED STUDENT INTO A DISTRICT SCHOOL

BOARD MEETING DATE: July 29, 2013

FROM: Denise B. Hicklin, Senior Director, Pupil Support Services
Deborah De Smeth, Assistant Superintendent,
Human Resources and Educational Services
Jerry Dannenberg, Superintendent

STAFF COMMENT

ISSUE

Should the Board of Education readmit a student who was expelled from the Hueneme Elementary School District?

RECOMMENDATION

It is recommended that the Governing Board approve one of the following actions:

- (1) Readmit Student 12-13-01 to Blackstock Junior High School at the earliest opportunity; or
- (2) Have the student remain at Gateway School for an additional semester; or
- (3) Allow the student to return to the Hueneme Elementary School District but be placed in an alternative program or school.

BACKGROUND

Student 12-13-01 was expelled by the Governing Board of the Hueneme Elementary School District in November, 2012.

Conditions of the student's expulsion stated that the student would be eligible to request readmission to the school district in June, 2013, if the terms and conditions of the Rehabilitation Contract were met.

The student has fulfilled the terms and conditions of the Rehabilitation Contract. Staff therefore; recommends that the Board approve that Student 12-13-01 be readmitted to an alternative program or school, E.O. Green Junior High School, at the earliest opportunity (option 3, above).

HUENEME ELEMENTARY SCHOOL DISTRICT

BOARD AGENDA ITEM: APPROVAL OF THE 2013-2014 CONSOLIDATED
APPLICATION FOR FUNDING CATEGORICAL AID
PROGRAMS

BOARD MEETING DATE: July 29, 2013

FROM: Irma Villanueva, Senior Director of Educational Projects
Deborah DeSmeth, Assistant Superintendent
Jerry Dannenberg, Superintendent

STAFF COMMENT

RECOMMENDATION

It is recommended that the Governing Board approve the 2013-2014 Consolidated Application for Funding Categorical Aid Programs.

BACKGROUND

Not later than June 30, 2013, school districts are required to indicate their intent to reapply for State and Federal Categorical Funds by completing the Consolidated Application Report System (CARS). CARS is the new online system the district will use to submit the Consolidated Application for formula-based categorical programs, track categorical program expenditures, and report on program activities.

CARS consists of two phases of reporting. Phase I, due June 30, 2013, lists the programs in which the district intends to participate. Phase II, scheduled for submission in October 2013 and January 2014, requires the district to list categorical expenditures for the 2012-2013 school year. The state will use the information reported by the district in Phases I and II of CARS to determine the amount of categorical funding the district will receive for the 2013-2014 school year.

The district is requesting funding for the following categorical programs:

- California's Economic Impact Aid-Limited English Proficient Program (EIA-LEP)
- Federal Title I, Title II and Title III programs

APPROVAL OF THE 2013-2014 CONSOLIDATED
APPLICATION FOR FUNDING CATEGORICAL AID PROGRAMS
July 29, 2013
Page 2 of 2

Estimated 2013-2014 entitlements are presented below:

Economic Impact Aid-Limited English Proficient	\$ 2,140,232
NCLB Title I – Basic	\$ 1,775,604
NCLB Title II – Teacher Quality, Part A	\$ 394,723
NCLB Title III – Immigrant	\$ 32,700
NCLB Title III – Language Instruction for LEP Students, Part A	\$ 404,898

Estimates of entitlements are based on the level of funds actually received in 2012-2013. Exact entitlements will not be known until later in the school year. A copy of the submitted Consolidated Application, Phases I and II, will be available in the Educational Projects Office and will be reviewed and endorsed by the District English Learner Advisory Committee (DELAC) as well as by the Superintendent or his designee.

2013-14 Certification of Assurances

Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <http://www.cde.ca.gov/fg/aa/co/ca13asstoc.asp>.

CDE Program Contact:

Anne Daniels, Education Data Office, adaniels@cde.ca.gov, 916-319-0640

LEA Plan

An LEA that receives Title III funds or any LEA that receives Title I funds and is in Program Improvement corrective action must certify that its LEA Plan, including any Addenda to the Plan, is current and provide the local online web address for their LEA Plan.

State Board of Education approval date	7/11/2003
LEA Plan Web Site	http://www.huensd.k12.ca.us/cms/lib/02/CA01001114/Centricity/Domain/23/LEA_Plan_2012.pdf

Consolidated Application Certification Statement

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to have the use of these funds reviewed and/or audited according to the standards and criteria set forth in the California Department of Education's Categorical Program Monitoring (CPM) Manual. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this page are on file.

Irma Villanueva 6/26/13

Authorized Representative's Full Name	Irma Villanueva
Authorized Representative's Title	Senior Director of Educational Projects
Authorized Representative Signature Date	06/26/2013

California Department of Education**Consolidated Application**

Hueneme Elementary (56 72462 0000000)

Status: Certified
Saved by: Irma Villanueva
Date: 6/26/2013 4:46 PM**2013-14 Protected Prayer Certification**

ESEA Section 9524(b) specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

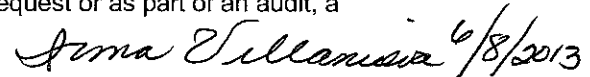
CDE Program Contact:

Franco Rozic, Title I Monitoring & Support, frozic@cde.ca.gov, 916-319-0269
Mary Payne, District Improvement Office, MPayne@cde.ca.gov, 916-319-0379

Protected Prayer Certification Statement

The LEA hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

 *Irma Villanueva* 6/8/2013

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Irma Villanueva
Authorized Representative Title	Sr. Director of Educational Projects
Authorized Representative Signature Date	06/08/2013
Comment If the LEA is not able to certify at this time an explanation must be provided in the Comment field.	

2013-14 Application for Funding**CDE Program Contact:**Anne Daniels, Education Data Office, adaniels@cde.ca.gov, 916-319-0640**Local Governing Board Approval**

The LEA is required to review and receive approval of their Application for Funding selections with their local governing board.

Date of approval by local governing board	07/29/2013
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District English Learner Advisory Committee (DELAC) Review

Per Title 5 of the California Code of Regulations Section 11308, if your district has more than 50 English learners the district must establish a District English Learner Advisory Committee (DELAC) and involve them in the application for funding for programs that serve English learners.

DELAC representative's full name	Gabriela Gallegos
DELAC review date	06/25/2013
Meeting minutes web address Please enter the web address of DELAC review meeting minutes. If a web address is not available, the LEA must keep the minutes on file which indicates that the application is approved by the committee.	
DELAC comment If an advisory committee refused to review the application, or if DELAC review is not applicable, enter a comment.	

Application for Categorical Programs

To receive specific categorical funds for a school year the LEA must apply for the fund by selecting Yes. Only the categorical funds the LEA is eligible to receive are displayed.

Economic Impact Aid EC 54000 SACS 7090, 7091 By applying for Economic Impact Aid funds the LEA is agreeing to comply with the assurances posted at http://www.cde.ca.gov/fg/aa/co/ca12asstoc.asp .	Yes
Title I Part A (Basic Grant) ESEA Sec. 1111 et seq. SACS 3010	Yes
Title I Part D (Delinquent) ESEA Sec. 1401 SACS 3025	No
Title II Part A (Teacher Quality)	Yes

California Department of Education

Hueneme Elementary (56 72462 0000000)

Consolidated Application

Status: Certified
Saved by: Irma Villanueva
Date: 6/26/2013 4:49 PM

2013-14 Application for Funding**CDE Program Contact:**Anne Daniels, Education Data Office, adaniels@cde.ca.gov, 916-319-0640

ESEA Sec. 2101 SACS 4035	
Title III Part A LEP ESEA Sec. 3102 SACS 4203	Yes

2013-14 Title III, Part A LEP Proposed Obligations

This data collection captures proposed expenditures for the coming year, based on the projected entitlement amount.

CDE Program Contact:

Patty Stevens, Title III Language Policy & Leadership Office, pstevens@cde.ca.gov, 916-323-5838
Geoffrey Ndirangu, Language Policy & Leadership Office, gndirang@cde.ca.gov, 916-323-5831

Required and Authorized LEP Sub-grantee Activities**Required**

Section 3115 (c)(1) To increase the English Proficiency by providing high-quality language instruction educational programs that are based on scientifically based research demonstrating the effectiveness of the programs.

Section 3115 (c)(2) To provide high quality professional development to classroom teachers (including teachers in classroom settings that are not the settings of language instruction educational programs), principals, administrators, and other school or community-based organizational personnel.

Authorized

- (1) Upgrading program objectives and effective instruction strategies.
- (2) Improving the instruction program for limited English proficient children by identifying acquiring and upgrading curricula, instruction materials, educational software, and assessment procedures.
- (3) Providing tutorials and academic or vocational education for limited English proficient children and intensified instruction.
- (4) Developing and implementing elementary school or secondary school language instruction educational programs that are coordinated with other relevant programs and services.
- (5) Improving the English proficiency and academic achievement of limited English proficient children.
- (6) Providing community participation programs, family literacy services and parent outreach and training activities to limited English proficient children and their families.

Proposed entitlement:	\$375,146
Object Code - Activity	
1000-1999 Proposed certificated personnel salaries	\$255,794
2000-2999 Proposed classified personnel salaries	\$24,265
3000-3999 Proposed employee benefits	\$82,010
4000-4999 Proposed books and supplies	\$5,722
5000-5999 Proposed services and other operating expenditures	
Proposed administrative and indirect costs	\$7,355
Total proposed obligations	\$375,146

2013-14 Substitute System for Time Accounting

This certification may be used by auditors and by CDE oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the LEA submits and certifies this data collection.

CDE Program Contact:

Julie Brucklacher, Financial Accountability & Info Srv, jbruckla@cde.ca.gov, 916-327-0858

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate.

2013-14 Request for authorization	Yes
2012-13 Request for authorization (Retroactive to July 1, 2012)	No
LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters)	At this time there are no known deficiencies with the substitute system or known challenges with implementing the system.

HUENEME ELEMENTARY SCHOOL DISTRICT

BOARD AGENDA ITEM: APPROVAL OF A SUPPLEMENTAL AGREEMENT WITH
GOLD COAST K9 SERVICE

BOARD MEETING DATE: July 29, 2013

FROM: Irma Villanueva, Senior Director, Educational Projects
Deborah DeSmeth, Assistant Superintendent-Educational
Services
Christine Walker, Assistant Superintendent-Business Services
Jerry Dannenberg, Superintendent

STAFF COMMENT

RECOMMENDATION

It is recommended that the Governing Board approve a 2013-2014 Agreement for Services between the District and Gold Coast K9 for K9 detection sniffs.

BACKGROUND

Gold Coast K9 has provided service to the district's two junior high school campuses since the beginning of the 2011-2012 school year. A continuation of services for 2012-2013 was approved by the Board on August 27, 2012, and covered the period from August 21, 2012 through June 13, 2013.

In May 2013, Gold Coast K9 submitted the attached proposal for the 2013-2014 school year. They would provide regularly-scheduled K9 detection sniffs in accordance with District policy and using methods accepted within the profession and designed to meet California training standards. Gold Coast K9 would charge \$4,000.00 for 20 regularly scheduled K9 sniffs (\$200/service).

The exact schedule of safety checks will be determined during the summer 2013 recess by staff and Rodney Spicer, President of Gold Coast K9. The schedule will include one visit per month to each of the district's two junior high schools, for ten months. The two months of summer recess will be excluded.



May 28, 2013

Irma Villanueva
205 North Ventura Rd.
Port Hueneme, Ca.
93041

Ms. Villanueva

I am writing to introduce myself and ask your willingness to meet with me to discuss conducting K9 Safety Checks for the Rio School District. Gold Coast K9 currently provides K9 Safety Checks for the following School Districts (37 Schools):

Oxnard Union High School District
Oxnard School District
Hueneme Elementary School District
Conejo Valley School District
Westmark School

Ventura Unified School District
Santa Paula Union School District
Santa Paula Elementary School District
Las Virgenes Unified School District

Gold Coast K9 has trained over 250 law enforcement agencies from 32 states and six countries as well as being the subject matter expert for the Oxnard Police Department, Port Hueneme Police Department and Culver City Police Department. We have also conducted K9 detection sniffs for Fortune 500 Companies and Heads of States.

Our K9's are trained in a passive response to detect guns, alcohol, marijuana, heroin, cocaine, meth and explosives. We can assist in developing a school safety program based on our twenty eight years experience and trends that we see on a daily basis. Our trained K9's act as a deterrent and locating tool in maintaining a safe learning environment.

It is my plan to contact you soon to determine the possibility of setting up a short meeting at your convenience.

Thank you for your consideration.

Sincerely,

Rodney Spicer
Owner/ Trainer



AGREEMENT FOR SERVICES TO BE PROVIDED TO HUENEME ELEMENTARY
SCHOOL DISTRICT

SUBMITTED
May 20, 2013

Gold Coast K9 proposes to provide regularly-scheduled K9 detection sniffs for the 2013/2014 school year. Gold Coast K9 will conduct all detection sniffs in accordance with the Hueneme Elementary School District Policy and utilize training methods accepted within the profession and designed to meet POST training standards in the state of California

Gold Coast K9 will provide detection sniffs for the following odors.

- Heroin
- Marijuana
- Cocaine
- Methamphetamine
- Guns
- Smokeless Powder
- TNT
- Dynamite
- Potassium Chlorate
- Sodium Chlorate
- C-4
- Ammonium Nitrate Dynamite
- PETN
- RDX
- Det Cord
- Guns

For the services to be provided, Gold Coast K9 will charge \$4,000.00 for 20 regularly scheduled K9 sniffs which equals \$200.00 per K9 sniff. One visit per month at EO Green and Blackstock for ten months.

GOLD Coast K9 Training Center

Submitted by: Rodney Spicer 5/20/13
Rodney Spicer, Owner/trainer

District Representative



AGREEMENT FOR SERVICES TO BE PROVIDED TO HUENEME ELEMENTARY
SCHOOL DISTRICT

SUBMITTED
May 20, 2013

Gold Coast K9 proposes to provide regularly-scheduled K9 detection sniffs for the 2013/2014 school year. Gold Coast K9 will conduct all detection sniffs in accordance with the Hueneme Elementary School District Policy and utilize training methods accepted within the profession and designed to meet POST training standards in the state of California

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For the services to be provided, Gold Coast K9 will charge \$4,000.00 for 20 regularly scheduled K9 sniffs which equals \$200.00 per K9 sniff. One visit per month at EO Green and Blackstock for ten months.

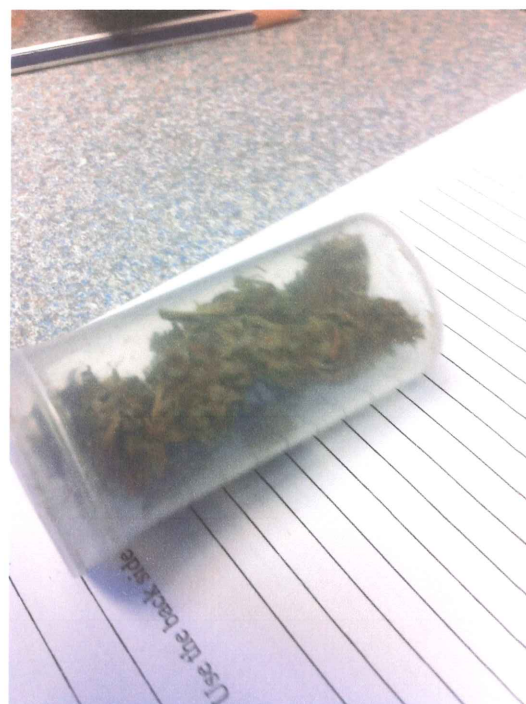
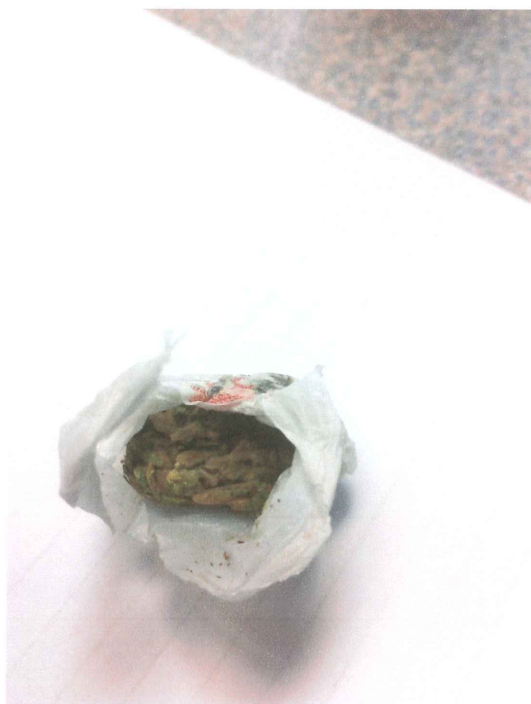
GOLD Coast K9 Training Center

Submitted by: Rodney Spicer 5/20/13
Rodney Spicer, Owner/trainer

District Representative



A K9 safety check was conducted at Blackstock Intermediate School on 4/16/13. I was accompanied by Maria. While walking K9 thru open quad area to next sniff location (classroom) , I observed a change in behavior as he began to excitedly sniff the air and pull towards a boy's bathroom. At this time I smelled the odor of burnt marijuana and observed two boys leaving restroom. I notified Maria of my observation. Two more boys were present in restroom and all four were escorted to office for questioning. Upon entering restroom I was overwhelmed by the odor of burnt marijuana. Two separate containers of marijuana and visine were located. Mr. T. Beneke took possession.





K9 safety check Blackstock Middle School 2/14/13

A K9 safety check was conducted at Blackstock Middle School 2/14/13. The areas sniffed were the student classrooms. I was accompanied with AP. Granado. As the K9 was sniffing a classroom while the students were outside I noticed a change in his behavior as he began to sniff a purse and come to a final response and alerted by sitting. I notified AP. Granado of the alert. The student and purse was then taken to the office. Inside the purse was a scale and two bags of marijuana.



HUENEME ELEMENTARY SCHOOL DISTRICT

BOARD AGENDA ITEM: APPROVAL OF A COST SHARING AGREEMENT WITH THE CITY OF OXNARD FOR THE SCHOOL RESOURCE OFFICER (SRO) PROGRAM

BOARD MEETING DATE: July 29, 2013

FROM: Jerry Dannenberg, Superintendent

STAFF COMMENT

RECOMMENDATION

It is recommended that the Governing Board approve a Cost Sharing Agreement with the City of Oxnard for the District to fund 33% (\$56,520) of the cost to operate and administer the SRO program for FY 2013-2014 and for the City to fund the balance.

BACKGROUND

On November 28, 2011, the Board approved a Memorandum of Understanding between the district and the City of Oxnard regarding the School Resource Officer (SRO) program that is in place at Charles Blackstock and E.O. Green Junior High Schools.

School Resource Officers assist the school in maintaining a safe environment and develop a positive relationship between students and law enforcement. The SROs participate in meetings with school administrators, teachers, parents and students to discuss and proactively address issues of school safety. The SROs provide to the district reports of trends and findings related to maintaining a safe school environment.

The City now wishes to share the cost of operating and administering the SRO program to ensure program effectiveness and continuity. District personnel have reviewed the proposed Cost Sharing Agreement and believe it is appropriate for the district to fund \$56,520 of the cost, which represents only 33% of the total program costs. The City of Oxnard will fund the remaining cost of the program.

If approved, the City of Oxnard will invoice the district for this amount no less than 30 days prior to June 30, 2014.

The terms and conditions of the existing MOU will remain in place except that the City has agreed to add a requirement for them to notify the Superintendent in writing within five (5) business days of City's anticipation of a SRO absence from a school exceeding a period of nine (9) consecutive school days. This added consideration will ensure there are no gaps in our schools receiving critical services.

COST SHARING AGREEMENT

THIS COST SHARING AGREEMENT FOR THE SCHOOL RESOURCE OFFICER PROGRAM (“**Agreement**”) by and between the City of Oxnard, a municipal corporation (“**City**”) and the Hueneme School District (“**District**”) is made and entered into as of July 1, 2013. City and District are sometimes individually referred to as “Party” and collectively as “Parties.”

RECITALS

A. City and District previously entered into that certain Memorandum of Understanding dated, 11th day of November 2011, (the “**MOU**”) that establishes a framework for the School Resource Officer (SRO) program and sets forth guidelines to ensure that law enforcement, school officials, and the communities they serve have a shared understanding of the goals of the SRO program and that SROs receive the necessary support and training to ensure a safe school environment while respecting the rights of students and improving the overall school climate.

B. City and District now wish to share in the cost of operating and administering the SRO program to ensure program effectiveness and continuity.

NOW, THEREFORE, in consideration of the above recitals and the mutual covenants hereinafter contained and for good and valuable consideration, the receipt of which is hereby acknowledged, the Parties agree as follows:

TERMS

1. Term. The term of this Agreement shall be from July 1, 2013 to June 30, 2014, unless earlier terminated as provided herein.

2. Operation and Administration of SRO Program. City and District agree that the SRO program shall be operated pursuant to the above-referenced MOU and that any compensation City receives pursuant to this Agreement shall be used solely for the purposes set forth therein. In addition to the obligations set forth in the MOU, City shall notify the District Superintendent in writing within five (5) business days of City’s anticipation of a SRO absence from a school exceeding a period of nine (9) consecutive school days.

3. Cost Sharing; Reimbursement; Method of Reimbursement. City and District agree that District shall be obligated to fund thirty-three percent (33%) of the cost to operate and administer the SRO program for FY 2013-2014 and that City shall be obligated to fund the balance. City shall submit to District an invoice in the amount of Fifty Six Thousand Five Hundred and Twenty Dollars (\$56,520) no less than thirty (30) days prior to June 30, 2014. City shall send all invoices to: Dr. Jerry Dannenberg, Superintendent, Hueneme School District, 205

N. Ventura Road, Port Hueneme, California 93041-3065. District shall, within forty-five (45) days of receiving such invoice, review the invoice and pay all charges.

4. Termination. Either Party may, by written notice to the other, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to the other Party of such termination, and specifying the effective date thereof, at least seven (7) business days before the effective date of such termination. In the event either Party exercises its right to terminate this Agreement prior to expiration of this Agreement, City shall be compensated for thirty-three percent (33%) of the cost that City has incurred up to the effective date of termination to operate and administer the SRO program.

5. Mutual Indemnification. Each Party shall defend, hold harmless, and indemnify the other Party and its officers, directors, employees, agents and representatives against any and all loss, liability, damage, or expense, including any direct, indirect or consequential loss, liability, damage, or cost of defense (including attorneys' fees) for injury or death to persons, including employees of either Party, and damage to property, including property of either Party, arising out of or in connection with the indemnifying Party's performance of this Agreement or failure to comply with any of its obligations contained in this Agreement. However, neither Party shall be indemnified hereunder for any loss, liability, damage, or expense resulting from its sole negligence or willful misconduct.

6. Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective Parties at the following addresses, or at such other address as the respective Parties may provide in writing for this purpose:

City:

Oxnard Police Department
251 South "C" Street
Oxnard, California 93030
Attention: Jason Benites, Assistant Chief of Police

District:

Hueneme School District
205 N. Ventura Road
Port Hueneme, California 93041-3065
Attention: Dr. Jerry Dannenberg, Superintendent

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the Party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

7. Governing Law. This Agreement shall be governed by the laws of the State of California without regard to the conflicts of laws principles. This Agreement shall be deemed to

have been made in the County of Ventura, regardless of the order of signatures of the Parties affixed hereto. Any litigation or other legal proceedings which arise under or in connection with this Agreement shall be conducted in a federal or state court located within or for the County of Ventura, California. The Parties consent to the personal jurisdiction and venue of a federal or state court located within or for the County of Ventura, California and hereby waive any defenses or objections thereto including defenses based on the doctrine of forum non conveniens.

8. Successors and Assigns. This Agreement shall be binding on the successors and assigns of the Parties.

9. Construction; References; Captions. Since the Parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. Any term referencing time, days or period of performance shall be deemed calendar days and not work days unless otherwise specified. All references to City include all officials, officers, employees, personnel, agents, volunteers, contractors and subcontractors of City, except as otherwise specified in this Agreement. All references to District include all officials, officers, employees, personnel, agents, volunteers, contractors and subcontractors of District, unless otherwise specified in this Agreement. The captions of the various paragraphs and sections are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, or intent of this Agreement.

10. Assignment. The Parties may not assign, hypothecate or transfer, either directly or by operation of law, this Agreement or any interest herein without the prior written consent of the other Party.

11. Amendment; Modification. No supplement, modification or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties.

12. Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel or otherwise.

13. No Third Party Beneficiaries. This Agreement and the performance of the obligations hereunder are for the sole and exclusive benefit of City and District. No person or entity who or which is not a signatory to this Agreement shall be deemed to be benefited or intended to be benefited by any provision hereof, and no such person or entity shall acquire any rights or causes of action against either City or District hereunder as a result of the Parties performance or nonperformance of their respective obligations under this Agreement.

14. Invalidity; Severability. If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

15. Cooperation; Further Acts. The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this Agreement.

16. Authority to Enter Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

17. Counterparts. This Agreement may be signed in counterparts, each of which shall constitute an original.

18. Entire Agreement. This Agreement contains the entire Agreement of the Parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements.

CITY OF OXNARD

HUENEME SCHOOL DISTRICT

Karen Burnham, Interim City Manager

Dr. Jerry Dannenberg, Superintendent

APPROVED AS TO FORM

Alan Holmberg, City Attorney

APPROVED AS TO CONTENT

Jeri Williams, Police Chief

HUENEME ELEMENTARY SCHOOL DISTRICT

BOARD AGENDA ITEM: APPROVAL OF CONTRACT FOR CSM CONSULTING TO PROVIDE SERVICES RELATED TO THE FCC E-RATE PROGRAM

BOARD MEETING DATE: July 29, 2013

FROM: David Ragsdale, Senior Director of Technology
Christine Walker, Assistant Superintendent, Bus. Svcs.
Jerry Dannenberg, Superintendent

RECOMMENDATION

It is recommended that the Governing Board approve the proposed contract for CSM Consulting to provide E-Rate compliance services to the District in 2013-14.

BACKGROUND

The district began contracting with CSM Consulting in 2005-06 to provide services related to the Federal Communications Commission (FCC) E-Rate program. CSM provides a variety of complex, specialized tasks related to E-rate filings for reimbursement of costs related to district technology services and purchases.

Initially, the contract included preparation and submission of all E-rate applications, and reimbursement documentation as required, at a flat amount of \$15,000.00 per year. The audit piece verifying receipt of the correct reimbursement was an option. Due to increased audit requirements by the FCC, the audit piece was added to the contract price. When an audit task was added in 2009-2010, \$3,000.00 was added for a total annual contract price of \$18,000.00.

The proposed new contract includes a 5% increase to help cover costs associated with an increase in special compliance/selective reviews, and enhanced in-depth reviews of funding requests for a total cost to the district of \$18,900.

Although the price of the service contract may seem steep, since 2009 - 2010 the district has received approximately \$350,000.00 to \$400,000 per year in telephone and Internet connection cost reimbursements based on our E-rate applications filed by CSM on behalf of the district.

The cost of the services is paid from the unrestricted general fund.



June 2013

RE: E-Rate consulting contract renewal

Attached please find a signed electronic copy of our renewal agreement for E-Rate consulting services for the upcoming file year(s). If the District requires a hard copy this agreement in lieu of the attached version, please do not hesitate to let us know by emailing a request to contracts@csmcentral.com.

Please note that the final page of the agreement contains our Letter of Agency (LOA), which allows us to effectively communicate with the Schools and Libraries Division regarding the District's E-Rate program. Please copy this page on District letterhead before signing and returning the renewal agreement.

Please feel free to return one copy of the executed agreement via email or postal service to either of the following destinations:

Via email: contracts@csmcentral.com

Via postal service: CSM Consulting, Inc., Attn: Contracts, PO Box 4408, El Dorado Hills, CA 95762

We look forward to working with the District as we begin another year of successful E-Rate filing. Please feel free to contact anyone from our team if you have any questions or concerns regarding the renewal agreement.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Cichella".

David Cichella
Vice President

A handwritten signature in black ink, appearing to read "Kimberly Friends".

Kimberly Friends
Vice President



June 2013

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A handwritten signature in black ink, appearing to read "D. Cichella".

David Cichella
Vice President

A handwritten signature in black ink, appearing to read "Kimberly Friends".

Kimberly Friends
Vice President



CONTRACT FOR E-RATE COMPLIANCE SERVICES

This agreement is made and entered into this _____ day of _____, 2013 by and between **Hueneme Elementary School District**, a local education agency under the laws of the State of California ("District") and CSM Consulting, Inc., a California Corporation ("Consultant").

RECITALS

- A. District desires to have a Consultant to prepare documentation, forms and applications regarding the Federal Communications Commission ("FCC") E-Rate program.
- B. District has the authority to enter into an Agreement with a Consultant for purposes of complying with the FCC E-Rate program.
- C. Consultant is duly qualified to provide the services called for in this Agreement in consideration for the fee stipulated in this Agreement.

I. CONSULTANT'S RESPONSIBILITIES

- 1. Shall provide to District completed forms and processes related to all Priority One and Priority Two applications of the Federal Communications Commission E-Rate filings with the schools and library division ("SLD") for filing year 2014-2015 also known as Funding Year Seventeen (17). Services provided under this agreement to include the following:
 - Advise and coordinate the preparation and filing of FCC Forms: 470, 471, 486 and 500.
 - Advise and coordinate the preparation and filing of:
 - Item 21 Attachments
 - Form 472 (Billed Entity Applicant Reimbursement Form) and/or vendor specific discount forms (i.e. Data Gathering Form, Existing Services List, etc.)
 - Implementation Deadline Extension Request (ImDER)
 - Invoice Deadline Extension Request (IDER)
 - Service Provider Identification Number (SPIN) Change Requests
 - Service Substitution Requests
 - Service Certifications (standard)
 - Response to the following requests from USAC:
 - Program Integrity Assurance (PIA)
 - Selective Review Information Request (SRIR) related to a contracted filing year (current)
 - Payment Quality Assurance (PQA)
 - Invoice reconciliation for previous funding year disbursements
- 2. Up to two onsite meetings with District per funding year to assess technology and telecommunications needs as they relate to the upcoming application period.
- 3. Act as District's main point of contact with the SLD.
- 4. Advise District on E-Rate compliance including updates on rule or regulatory changes, as applicable.

II. DISTRICT RESPONSIBILITIES

1. Provide all required information and data for filing all forms with the SLD for Year 17 in a timely manner.
2. Take such official action, such as review of Consultants drafts and promptly sign and return all forms required for filing with a third party in a timely manner so that Consultant can perform its obligations under this Agreement.
3. Promptly pay Consultant its fee for services rendered. All payments are due and payable within 30 days after delivery to the District of the invoice.
4. Sign, date and certify all forms filed by Consultant on District's behalf.

III. MISCELLANEOUS

1. **Term.** Until all issues with Year 17 E-rate are resolved.
2. **Modifications.** This Agreement may be modified only by a written amendment to this Agreement, executed by both parties.
3. **Independent Contractor.** While engaged in carrying out and complying with the terms and conditions of the Agreement, Consultant is an independent contractor and not an officer, employee, or agent of the District.
4. **Additional Professional Services.**
 - A. At the written request of the District, the Consultant will provide additional Professional Services based upon the following hourly rates.

Officer/Principal	\$175 per hour
Information Technology Consultant	\$150 per hour
Lead Consultant	\$120 per hour
Specialist II	\$90 per hour
Specialist I	\$60 per hour

Such service costs are not included in the cost of services amount in the contract for E-Rate Compliance Services in **E-Rate Services Pricing Proposal (APPENDIX A)** of this agreement. These Professional Services may include but are not limited to the following:

- RFPs/RFIs/RFQs, etc.
- Surveys (alternate discount method)
- Technical Specifications
- Comprehensive Technology Plan Writing
- Coordination of response to Special Compliance Reviews
- Assistance with procurement process
- Technology needs assessment, subject to guidelines provided by the District.
- Preparation of USAC and/or FCC appeals
- Technology Plan and Technology Plan Addenda preparation
- On-site audit support
- On-site meetings exceeding the quantity specified under "Consultant's Responsibilities" (including attendance at Board meeting or other special meetings)
- Preparation of documentation/reports/presentations for Board meetings or other special meetings

- Travel expenses for any non-inclusive on-site meetings including hourly rate, standard mileage reimbursement and actual accommodation/travel expense (including airfare if applicable)

B. If it is determined after **Master Technology Plan Review** that the District Technology Plan does not align with upcoming E-Rate applications, Consultant will work with the District to develop updated language as appropriate for filing a Technology Plan Addendum with CTAP (or USAC-certified Technology Plan Approver (TPA)) in compliance with program rules. The service will be provided at a fixed cost of \$1,500 per year. The cost of this service is **not** included in the cost of services amount for Services relating to E-Rate in the Pricing Proposal of this agreement. **Comprehensive Technology Plan Writing** is also available as an **Additional Professional Service** (as defined in **Detailed Scope of Services**).

NOTE: This is for updates to current plans only.

Please check the appropriate box for designation of service ☐ Yes ☐ No

5. **Conflict of Interest.** No business or personal relationship exists between any school employee and the service provider.
6. **Attorney's Fees and Costs.** In any litigation, mediation or other proceeding by which one party either seeks to enforce its rights under this Agreement (whether in contract, tort, or both) or seeks a declaration of any rights or obligations under this Agreement, each party shall bear its own attorney fees, together with any costs and expenses to resolve the dispute and to enforce the final judgment.
7. **Severability.** If any term of this Agreement is held by a court of competent jurisdiction to be void or unenforceable, the remainder of this Agreement shall remain in full force and effect and shall not be affected.
8. **Notices.** All notices that are required to be given by one party to the other under this Agreement shall be in writing and shall be deemed to have been given if delivered personally or enclosed in a properly addressed envelope postage prepaid and deposited with a United States Post Office for delivery by first class and certified mail addressed to the parties at the following addresses, unless such addresses are changed by notice, in writing, to the other party.

Hueneme Elementary School District
205 N. Ventura
Port Hueneme, CA 93041

CSM Consulting, Inc.
P.O. Box 4408
El Dorado Hills, CA 95762-0018

9. **Limitation of Liability.** The aggregate liability in connection with any claim arising out of or relating to this agreement whether in contract, tort or otherwise, shall be limited to an amount equivalent to the fee(s) paid by the District to Consultant for services performed pursuant to this Agreement. Consultant shall not in any circumstances be liable to District, whether in contract, tort or otherwise, for any special, indirect, incidental, or consequential damages of any kind whatsoever whether Consultant is made aware in any way due to, resulting from, or arising in connection with the services performed by Consultant pursuant to this Agreement. District's right to monetary damages listed above in that amount shall be in lieu of all other remedies that District may have.

10. **Governing Law.** The validity of this Agreement and each of its terms and provisions, as well as the rights and duties of the parties under this Agreement, shall be construed pursuant to and in accordance with the law of the State of California.
11. **Authority.** The individuals executing this Agreement represent and warrant that they have the legal capacity and authority to execute and contractually bind their respective legal entities.
12. **Entire Agreement.** This Agreement, set forth as Appendix A, the "E-Rate Services Pricing Proposal", supersedes any and all other agreements, whether oral or in writing, between the parties with respect to the subject of this Agreement. This Agreement contains all of the covenants and agreements between the parties with respect to the subject of this Agreement, and each party acknowledges that no representations, inducements, promises, or agreements have been made by or on behalf of any party except the covenants and agreements embodied in this Agreement. No agreement, statement, or promise not contained in this Agreement shall be valid or binding on the parties with respect to the subject of this Agreement.

Executed at _____, on the day and year set forth above.



_____, Vice President
David T. Cichella

_____, Title _____

_____, Print Name

Hueneme Elementary School District

APPENDIX A

E-RATE SERVICES PRICING PROPOSAL

This proposal for **Hueneme Elementary School District** is to provide the services set forth under Section I of the Agreement for Services Relating to E-Rate.

The cost for services rendered regarding the E-Rate application process as referred to in Section I of this agreement shall amount to **\$18,900** per year. Invoices for services will be provided monthly beginning at final execution and continue through June 30, 2014.

June 12, 2013



_____, Vice President
David T. Cichella

CSM Consulting, Inc.
3130-C Inland Empire Blvd. Ontario, CA
91764

AUTHORITY TO COMMUNICATE – Letter of Agency (LOA)

This ATC/LOA (Agreement) entered into on this _____ day of _____, 2013 by and between **CSM Consulting, Inc.**, *Consultant Registration Number 16043564*, a California Corporation ("Consultant") and **Hueneme Elementary School District**, a local education agency under the laws of the State of California ("District"). Consultant's authority to communicate shall remain in effect during the term of the "E-Rate Services" consulting contract.

Consultant and District determines it is necessary to prepare documentation, forms and applications regarding the Federal Communications Commission ("FCC") E-Rate program.

District grants to Consultant the authority to investigate and communicate, in any form, with any telecommunication company, service provider or the Schools and Libraries Division with regard to the E-Rate Program on District's behalf. Consultant acknowledges that nothing contained herein shall constitute a principal and agent relationship or be construed to evidence the intention of the District to constitute such. The District represents and warrants that the officer executing this Agreement has been duly authorized.

The term of this assignment is from the date of final execution (above) until all issues with E-Rate Years 2004, 2005, 2006, 2007, 2008 2009, 2010, 2011, 2012, 2013, 2014, 2015 and 2016 are resolved or June 30, 2017. When executed, this agreement is authorization for all employees of Consultant to communicate on behalf of the District in performance of the duties outlined herein.

Hueneme Elementary School District

Name: _____

Print Name: _____

Title: _____

HUENEME ELEMENTARY SCHOOL DISTRICT

BOARD AGENDA ITEM: APPROVE FOOD SERVICE PRICES FOR THE 2013-2014 SCHOOL YEAR

BOARD MEETING DATE: July 29, 2013

FROM: Kara Muniz, Director of Food Services
Christine Walker, Assistant Superintendent, Business Services
Jerry Dannenberg, Superintendent

STAFF COMMENT

RECOMMENDATION

It is recommended that the Governing Board approve the following school meal and à la carte prices for the 2013-2014 school year:

FOOD ITEM	PRICE (\$)	FOOD ITEM	PRICE (\$)
Paid Student Breakfast	1.25	Student Breakfast – Summer School	0.00
Reduced Student Breakfast	.25	Student Lunch – Summer School	0.00
Paid Elementary Student Lunch	2.50	Adult Side Order * (fries, vegetable of the day)	1.50
Reduced Student Lunch	.40	Adult Milk	.55
Student Milk	.50	Adult Lunch *	4.00
Water	.50	Adult Entrée *	3.00
Juice – Junior High	1.00	Adult Breakfast Entrée *	1.50
Juice – Elementary	.50		

*Adult food pricing may change due to the cost of food ingredients.

BACKGROUND

Pursuant to Education Code 39874, the Governing Board is required to annually set prices for cafeteria products such as lunches, milk, and a la carte items. In 2009-2010, prices were not changed. In 2010-2011, the Governing Board approved an increase in the price of adult taco salad and a decrease in the price of water. For 2011-2012, the Governing Board approved an increase in elementary lunch from 2.00 to 2.10. For 2012-2013, the Governing Board approved an increase in elementary lunch from 2.10 to 2.20.

APPROVE FOOD SERVICE PRICES FOR THE 2013-2014 SCHOOL YEAR

July 29, 2013

Page 2 of 2

For 2013-14, we are proposing the following changes:

1. Increase the price of Paid Elementary Student Lunch from \$2.20 to \$2.50.
2. Increase the price of Paid Elementary Breakfast from \$1.00 to \$1.25.

Effective July 1, 2011, section 205 of the Healthy, Hunger-Free Kids Act of 2010 requires school food authorities (SFA's) participating in the National School Lunch Program to provide the same level of support for lunches served to students who are not eligible for free or reduced price lunches (i.e., paid lunches) as they are for lunches served to students eligible for free lunches. (This Equity in School Lunch Pricing Provision requires us to either gradually adjust meal prices or provide non-Federal funding to cover the difference.)

Effective July 1, 2013, the district will continue the Provision 2 (Universal Feeding) program in our schools with a 72% or higher free and reduced lunch population. We have a total of seven (7) schools on this program which are: Blackstock Junior High, E.O. Green Junior High, Hathaway, Haycox, Larsen, Parkview and Sunkist Elementary Schools.

The purpose of the Provision 2 program is to increase the federal and state reimbursement income at a school site by increasing the number of students participating. There will be no charge for any student (free, reduced or paid) for eating a federal/state-approved breakfast or lunch. Students may purchase a la carte items at the prices listed in the price chart on page 1.

HUENEME ELEMENTARY SCHOOL DISTRICT

BOARD AGENDA ITEM: RECOMMENDATION TO AWARD BID# CN1-13
Grocery; Commodity and Non-Commodity Products

BOARD MEETING DATE: July 29, 2013

FROM: Kara Muniz, Director of Food Services
Christine Walker, Assistant Superintendent, Business Services
Jerry Dannenberg, Superintendent

STAFF COMMENT

RECOMMENDATION

It is recommended that the Governing Board award the Bid for Grocery products to Sysco, Ventura for various bid items, based on individual item prices.

BACKGROUND

On May 13, 2013, the Governing Board authorized a call for bids for grocery products for the food services program. Pursuant to board policy, bids were solicited by notice by Ventura Unified School District. This bid contained the contingency to piggyback with Ventura Unified School District. Three county districts took part in the piggyback clause: Hueneme Elementary School District, Rio School District and Ojai Unified School District. Bids were opened on June 7, 2013. Administrative staff analyzed the bids for responsiveness, price, and bidder responsibility.

Bids were received from two (4) vendors: A&R Food Distributors, Jordano's Foodservice, Sysco Ventura, and US Foods.

It is recommended that Grocery bid will be awarded to Sysco Ventura.

HUENEME ELEMENTARY SCHOOL DISTRICT

BOARD AGENDA ITEM: APPROVAL OF AN IMPLEMENTATION
AGREEMENT FOR THE DISTRICT'S AVID®
PROGRAM

BOARD MEETING DATE: July 29, 2013

FROM: Deborah DeSmeth, Assistant Superintendent
Jerry Dannenberg, Superintendent

STAFF COMMENT

RECOMMENDATION

It is recommended that the Governing Board approve an AVID® Implementation Agreement between District and the AVID Center, a California non-profit corporation.

BACKGROUND

AVID's mission is to close the achievement gap by preparing all students for college readiness and success in a global society.

AVID Center is a non-profit corporation formed to strengthen and support the AVID community through a focus on service to schools to ensure the quality implementation of the AVID College Readiness System.

For 2013-2014, the state will no longer fund the AVID program. In addition, support for the program that had been provided by the Ventura County Office of Education will no longer be provided because of cuts to the county budget.

While staff recommends that the AVID Center's Implementation Agreement be approved, we want to make it clear that the district will face challenges in continuing to fund and support the program.

AVID® IMPLEMENTATION AGREEMENT

This AVID Implementation Agreement ("Agreement") for AVID membership, materials, and training is entered into by and between the AVID Center, a California non-profit corporation ("AVID Center") and the school system named in Attachment A ("School System").

Article I. AVID Membership Benefits

1.1 AVID Mission and Purpose:

AVID's mission is to close the achievement gap by preparing all students for college readiness and success in a global society.

AVID Center is a non-profit corporation formed to strengthen and support the AVID community through: a focus on service to schools to ensure the quality implementation of the AVID College Readiness System; national leadership in education; and innovation through current research.

1.2 AVID Membership:

"AVID Members" or "AVID Member School Sites" are those School Sites listed in Attachment A as implementing one or more AVID programs—Elementary and/or Secondary—and with a Site Status of either "New" or "Existing". Annual membership runs concurrently with the Term of this Agreement. Sites listed in Attachment A as "planning" are not considered AVID Members and are not eligible for membership.

1.3 AVID College Readiness System and Materials:

School System is entitled to implement the applicable AVID program(s) only at the AVID Member School Sites listed in Attachment A, and to use the licensed AVID trademarks, libraries, and student materials for the AVID Member School Sites' AVID College Readiness System pursuant to the provisions of this Agreement.

Sections with "Secondary" or "District Director" in the header title herein will only apply if Secondary is listed in any AVID Member School Site's Program Name on Attachment A. Sections with "Elementary" or "Elementary Liaison" in the header title herein will only apply if Elementary is listed in any AVID Member School Site's Program Name on Attachment A.

1.4 AVID Center Support for Secondary:

AVID Center agrees to provide support to School System for its Secondary AVID Member School Sites through the District Director and in conjunction with AVID Center's national and/or divisional offices. Membership for School System and Member School Sites implementing the Secondary Program includes support from AVID Center's national and/or divisional offices in the following ways:

- access to training for the AVID site team(s) and AVID elective teacher(s) through AVID Summer Institute;
- access to training for the District Director through the two-year AVID District Leadership Training (ADL), divisional/state meetings and Summer Institute;
- access to other quality continuing professional learning trainings or services such as AVID Path Trainings, AVID Weekly, AVID Test Prep, and others;
- coordination with School System's District Director to collect, report, and analyze data from School System and Member School Sites;
- review the quality of implementation through the Certification process;
- access to ongoing AVID College Readiness System development through various divisional workshops and online offerings;
- permission to use the AVID Trademarks as described in Section 4.2 below;
- electronic newsletters and access to the resources available through the password-protected MyAVID area of AVID Center's website;
- an AVID yearbook and ACCESS academic journals for School System and each Member School Site listed in Attachment A as implementing the Secondary Program; and
- assistance in disseminating information about AVID to potential new AVID middle school and high school sites within School System.

1.4a AVID Center Support for AVID Elementary:

AVID Center agrees to provide support to School System for its Elementary AVID Member School Sites through the Elementary Liaison and in conjunction with AVID Center national and/or divisional offices. AVID Elementary support includes:

- access to training for the AVID Elementary site team(s) through AVID Summer Institute;
- access to training for the AVID Elementary Liaison at AVID Summer Institute and through the two-year AVID Elementary Leadership Training;
- coaching and implementation guidance during coaching visits;
- AVID Center technical assistance for the Elementary Liaison;
- coordination with School System's Elementary Liaison to collect, report, and analyze data from Member School Sites;
- permission to use the AVID Trademarks as described in Section 4.2 below;
- Elementary AVID Weekly membership, an AVID yearbook, and ACCESS academic journals for each Member School Site listed in Attachment A as implementing the Elementary program; and
- assistance in disseminating information about AVID to potential new AVID Elementary sites within School System.

1.5 AVID Reports:

AVID Center agrees to provide School System with reports on AVID data collected in School System.

1.6 AVID Summer Institute:

AVID Center agrees to provide School System and its listed AVID Member School Sites access to AVID Summer Institute. School System and its listed AVID Member School Sites may attend strands at AVID Summer Institutes including the Implementation strands appropriate for their level of implementation (i.e. Elementary and/or Secondary). Planning districts and sites are restricted from attending any of the Implementation strands offered but can attend all other strands offered for their program level.

1.7 Licensing Benefits:

Membership includes a license to use the AVID Trademarks to promote the Member School Sites' implementation of the AVID College Readiness System, to use and implement the AVID Methodologies, and to copy the student activity sheets from the AVID Materials for educational purposes relating to AVID, all pursuant to the provisions of this Agreement. Licensing runs concurrently with the Term of this Agreement.

1.8 Annual Membership/License Fee:

School System agrees to pay AVID Center an annual membership/license fee based on the total number of Member School Sites in School System's AVID program according to the pricing schedule set forth in Attachment A.

Article II. School System Responsibilities

2.1 AVID Secondary Methodology:

School System agrees to implement AVID according to AVID guidelines and teaching methodologies (collectively "AVID Methodologies") set forth in the AVID publications, guidebooks, and materials (collectively "AVID Materials") or otherwise established by AVID Center, as the same may be modified and/or updated by AVID from time to time at AVID's discretion. School System will implement the AVID Methodologies in the AVID elective class and in academic subject area classes. School System will not materially deviate from the AVID Methodologies without the prior written consent of the Executive Director of AVID Center. School System is responsible for each of its AVID Member School Sites' compliance with this Agreement.

2.1a AVID Elementary Methodology:

AVID Elementary classrooms will embed the AVID Methodologies across the curriculum and school day as designated in the implementation resources. School System will not materially deviate from the AVID Methodologies without the prior written consent of the Executive Director of AVID Center.

2.2 AVID Secondary Student Selection:

School System agrees to select students for AVID in accordance with the selection criteria established in the AVID Eleven Essentials. AVID Eleven Essentials may be modified and/or updated by AVID from time to time at AVID's sole discretion. Any modifications or updates will be made available to the School System and its AVID Member School Sites via the MyAVID portal.

2.2a AVID Elementary Student Selection:

AVID Elementary serves all students of the AVID Member School Sites listed on Attachment A as implementing the Elementary program and does not require a student selection process.

2.3 AVID Secondary Qualified Staff:

School System agrees to maintain, at its expense, at least one AVID District Director. The District Director will enroll in and complete or have previously completed the two year AVID District Leadership (ADL) training. School System also agrees to pay the ADL training, materials and support cost ("District Director Professional Learning Services Price") set forth in Attachment A for its District Director(s). AVID District Director responsibilities are listed in Article III below. School System will ensure that its District Director(s) comply with all of the provisions of Article III below.

2.3a AVID Elementary Qualified Staff:

School System agrees to maintain, at its expense, at least one Elementary Liaison. AVID Center recommends that the School System maintains one Elementary Liaison for every 10-15 AVID Member School Sites implementing the AVID Elementary program. The Elementary Liaison will receive training at an AVID Summer Institute and will enroll in and complete the two year AVID Elementary Leadership Training. School System also agrees to pay the AVID Elementary Leadership training, materials, and support cost ("Elementary Liaison Professional Learning Services Price") set forth in Attachment A. AVID Elementary Liaison responsibilities are listed in Article III below and include providing AVID Member School Sites implementing the AVID Elementary program with on-site support, articulation and data collection as it relates to AVID Elementary.

2.4 AVID Secondary Staff Training:

School System agrees to provide, at its expense, ongoing training for site coordinators and AVID site teams at AVID Member School Sites.

A. AVID Summer Institute: School System agrees to ensure that each secondary site in their initial year of implementing AVID and listed as "new" on Attachment A send a team of eight (8) members to an AVID Summer Institute. AVID Center recommends sending a site team that includes the principal, counselor, AVID coordinator, and core subject area teachers. AVID Center recommends AVID Member School Sites implementing the second year of the Secondary program send teams of at least five (5) members and encourages AVID Member School Sites to continue to send teams to its Summer Institute in subsequent years to maintain and enhance the quality of AVID at their sites. The AVID District Director may attend at no additional cost and shall not be included in the minimum number of participants required per site team.

The AVID Summer Institute has three different registration rates--"Early Bird," "Regular," and "Late." All rates can be found online at www.avid.org. If School System signs and returns this Agreement on or after May 2, 2013, the Regular Registration rate will apply to each participant listed on Attachment A. School System understands that travel, lodging, per diem costs and any other costs are not included in the price of the participant registration.

B. School System Professional Learning: School System agrees to conduct AVID professional learning for AVID Member School Sites in the School System based on AVID's national model of providing site coordinator workshops and site team conferences. Agenda for professional learning sessions will be based on school needs, on AVID's national model for coordinator workshops, on topics and agendas provided in the AVID District Leadership training materials, and on the content areas related to educational reform initiatives in public schools in School System's state.

2.4a AVID Elementary Staff Training:

School System agrees to provide at its expense, ongoing training for all AVID Elementary administrators, classroom teachers and support staff through AVID Summer Institute teams.

A. AVID Summer Institute: All AVID Member School Sites in Year 1 or Year 2 of implementing the AVID Elementary program will send a minimum of four (4) members to an AVID Summer Institute. The AVID Elementary site team will include a site administrator and lead teachers. The AVID Elementary Liaison may attend at no additional cost and shall not be included in the minimum number of participants required per site team.

The AVID Summer Institute has three different registration rates, "Early Bird," "Regular," and "Late." All rates can be found online at www.avid.org. If School System signs and returns this Agreement on or after May 2, 2013, the Regular Registration rate will apply to each participant listed on Attachment A. School System understands that travel, lodging, per diem costs and any other costs are not included in the price of the participant registration.

B. AVID Elementary Coaching Package: School Systems that have AVID Member School Sites in Year 1 and/or Year 2 of implementation of the AVID Elementary program will be required to schedule an AVID Elementary Coaching Package. This package of two (2) consecutive on-site days allows for individualized coaching to address unique needs of each district and Elementary Liaison. AVID Center will work with the Elementary Liaison to schedule the days. The School System may request additional days at the rate of \$1,800.00 per day.

2.5 Data Collection:

On at least an annual basis, according to the timeline established by AVID Center, School System shall collect data pertaining to student demographics, course enrollment, site characteristics and related outcomes specified by AVID Center and provide that data to AVID Center via their secure web portal. School System shall also submit such individual student academic and disciplinary data concerning AVID participants as AVID Center may specify. AVID Center's data collection process conforms to the privacy protections specified in the federal Family Educational Rights and Privacy Act (FERPA). AVID Center will maintain as confidential any personally identifiable student information or information that is privileged or confidential under federal or state law and that is conspicuously marked by School System as "privileged" or "confidential" before School System delivers to AVID Center. AVID Center will destroy all individual student data when it is no longer needed for reporting purposes. School System reserves the right to withhold, revise, and/or edit certain confidential data such as student names, Social Security numbers and any other information the disclosure of which would violate FERPA. AVID Center agrees not to use any of the data collected under this Paragraph 2.5 in a manner that would violate, or cause School System to violate, any applicable provision of FERPA.

2.6 AVID Curriculum Library:

The AVID teachers and students benefit from the classroom strategies and activities provided in the AVID Curriculum Library. Each type of Curriculum Library—Elementary, Middle Level, High School—consists of a set of AVID publications and materials.

2.6a Curriculum Library, Secondary:

School System agrees to purchase at least one (1) complete AVID Curriculum Library for each AVID Member School Site implementing the Secondary program and listed as “new” in Attachment A prior to each AVID Member School Site’s initial implementation of AVID. AVID Curriculum Library prices are set forth in Attachment A. School System shall be entitled to use AVID Secondary libraries only at the AVID Member School Sites listed in Attachment A with the Program Name including Secondary and for which the materials were originally purchased. AVID libraries are non-transferable. School System and its individual AVID Member School Sites agree to ensure that each AVID classroom has adequate AVID curriculum materials. The use of the AVID Curriculum Libraries, which are part of the AVID Materials, will also be subject to the provisions of Article IV below.

2.6b Curriculum Library, Elementary:

School System agrees to purchase at least one (1) complete AVID Elementary Implementation Library for each AVID Member School Site implementing the Elementary program and listed as “new” in Attachment A prior to each AVID Member School site’s initial implementation of AVID. Curriculum Library prices are set forth in Attachment A. School System shall be entitled to use AVID Elementary Implementation Libraries only at the AVID Member School Sites listed in Attachment A with the Program Name including Elementary and for which the materials were originally purchased. AVID Elementary Implementation Libraries are non-transferable. School System and its AVID Member School Sites agree to ensure that each AVID classroom has adequate AVID materials. The use of the Curriculum Libraries, which are part of the AVID Materials, will also be subject to the provisions of Article IV below.

2.6c Curriculum Shipment(s):

AVID Center will ship curriculum libraries upon full execution of this agreement, once materials have been produced, if conditions of Article VII herein are fulfilled, and in accordance with the delivery date requested by School System as indicated on Attachment A as the "Requested Delivery Date". Curriculum will be shipped to the addresses listed on Attachment A as provided by School System. School System confirms that this date and location reflect the best time and location for receipt of shipment. School System should allow a few weeks on either side of the Requested Delivery Date as unforeseen circumstances may occur in the supply chain. Please allow additional time if Requested Delivery Date is within three (3) weeks of AVID Center's receipt of a fully executed copy of this Agreement. The Requested Delivery Date is provided for School System's convenience only. AVID Center's collection and School System's provision of such date does not constitute an affirmation of fact or promise nor does it create an obligation of law or in equity on behalf of AVID Center if materials do not arrive within the given timeframe. School System agrees that AVID Center makes no remedial promise and does not expressly intend to create a warranty or guarantee for any loss or damage, whether material or immaterial, arising from the late or early shipment of materials.

Article III. AVID District Director (Secondary) and/or Elementary Liaison

3.1 Role of the AVID District Director (Secondary):

In order to disseminate the AVID Secondary program effectively and to build a strong District AVID College Readiness System, AVID Center coordinates training and networking of district leaders known as AVID District Directors. The primary role of the AVID District Director is to coordinate support for the AVID Secondary program within School System. These individuals accept responsibility for ensuring the implementation of the AVID Secondary program according to the AVID Methodologies and for facilitating the development of site conditions that ensure effective AVID implementation. AVID District Directors attend four (4) sequential AVID District Leadership trainings (ADL) in various locations to be announced throughout a two-year period. Included in ADL Sessions 1-4 are site visits to AVID Member School Sites and curriculum which develop district and regional capacity to deepen existing programs, build new programs, and provide ongoing support and professional learning to the AVID College Readiness System and coordinators.

3.1a Role of the AVID Elementary Liaison:

In order to implement quality grade level effectiveness and to build strong AVID Feeder Patterns, AVID Center coordinates training and networking of district leaders known as Elementary Liaisons. The primary role of the Elementary Liaison is to coordinate support and provide articulation opportunities for AVID Elementary sites. These individuals accept responsibility for ensuring the implementation of AVID Elementary key components according to the AVID Elementary Essentials and for facilitating the development of AVID Feeder Patterns and site conditions that ensure effective elementary implementation. Elementary Liaisons attend four (4) sequential AVID Elementary Leadership trainings throughout a two-year period. Trainings consist of AVID Methodologies, understanding the role and responsibilities of the Elementary Liaison, and learning about AVID's online resources, data collection, certification, and continued professional learning. Elementary Liaisons attend the Elementary Administrator and/or Elementary Liaison Strands at AVID Summer Institute with their teams and help develop the feeder patterns vision and plan for quality implementation. The Elementary Liaison attends and supports ongoing professional learning through AVID Coaching Packages.

3.2 Time Allocation for the AVID District Director:

The ability of the District Director to plan and conduct AVID activities is impacted by what proportion of the Director's job responsibilities is designated for AVID. Should School System have five (5) or more AVID Member School Sites, AVID Center recommends that a substantial portion of the District Director's time be allocated to AVID oversight. AVID Center recommends that full-time allocation or multiple District Directors be considered for rural districts with ten (10) or more AVID Member School Sites, and for urban or suburban districts with twenty (20) or more AVID Member School Sites.

3.2a Time Allocation for the AVID Elementary Liaison:

The ability of the Elementary Liaison to plan and conduct AVID activities is impacted by what proportion of the Elementary Liaison's job responsibilities is designated for AVID. Should School System have five (5) or more AVID Member School Sites, AVID Center recommends that a substantial portion of the Elementary Liaison's time be allocated to AVID Elementary oversight. AVID Center recommends that full-time allocation or multiple AVID Elementary Liaisons be considered for rural districts with ten (10) or more AVID Elementary Sites and for urban or suburban districts with twenty (20) or more AVID Elementary Sites.

3.3 Secondary Professional Learning:

The District Director coordinates workshops for AVID coordinators, training for AVID tutors, site team conference(s) for AVID site teams, and site team participation in the AVID Summer Institute(s).

3.3a Elementary Professional Learning:

The Elementary Liaison coordinates feeder pattern articulation meetings (with administrators, teachers, and support staff), site support, and participates in the AVID Summer Institute(s) according to the elementary training cycle.

3.4 Secondary Technical Support to Sites:

The District Director periodically visits each AVID Member School Site, at minimum, once per academic quarter. A site visit includes AVID classroom observation and coaching of the AVID coordinator, observation of subject area teachers who have participated in AVID professional learning, meeting with the AVID site team to facilitate progress towards goals identified in the Site Team Plan, and meeting with the principal to promote administrative support for and institutionalization of AVID.

3.4a Elementary Technical Support to Sites:

The Elementary Liaison visits sites, observes classrooms, coaches administration, teachers and support staff to facilitate progress toward goals identified, and to promote institutionalization of AVID Elementary Essentials. The Elementary Liaison attends AVID Elementary Leadership Training and provides ongoing professional learning for all AVID Elementary sites.

3.5 Data Collection and Research:

The District Director and/or Elementary Liaison coordinates the collection of data as requested by the national AVID Center, and uses resources within the School System or region, as available, in order to monitor progress and success of regional AVID College Readiness Systems.

3.6 Building a Structure of Support:

The District Director and/or Elementary Liaison coordinates the establishment of an AVID District team or advisory group that is made up of top-level district administration, site-level representation and representatives from local post-secondary institutions. The AVID District team or advisory group ensures the implementation and fidelity of the AVID system and collaborates on issues regarding student access to, and success in, rigorous college preparatory courses.

3.7 Outreach:

The District Director and/or Elementary Liaison responds to inquiries from his or her community regarding AVID dissemination by providing information sessions and publicity.

3.8 Secondary Partnerships with Postsecondary Institutions:

The District Director works with college and university staff to coordinate student outreach, tutor employment, AVID summer bridge programs, and support for secondary AVID students at AVID Member School Sites enrolling at the postsecondary institutions.

3.9 Secondary Special Events:

The District Director facilitates AVID events (e.g. AVID student writing contest, AVID student conference, AVID family conference).

3.9a Elementary Special Events:

The Elementary Liaison facilitates AVID elementary events (e.g. end of year recognition events, transition events and feeder pattern articulation meetings).

3.10 Partnership with AVID Center:

The District Director and/or Elementary Liaison coordinates communication with AVID Center regarding contracts for consultant services, technical assistance for district or regional planning, and the AVID certification process. The District Director also maintains open communication and collaboration with AVID Center by mailing information about regional AVID activities, by participating in AVID conferences, by networking via phone/ FAX/ email, by contributing to the AVID international academic journal, etc.

3.11 AVID District Leadership Training for District Directors (Secondary):

AVID District Leadership Training (ADL) Sessions are designed to prepare and support the AVID District Director. The four sessions are taken in sequential order over a two year period at various facilities throughout the country (the School System should periodically check www.avid.org or their divisional contact for listings). The District Director is to maintain a portfolio and additionally participate in online and web-hosted meetings coordinated by AVID Center. Upon completion of all four sessions, the District Director becomes certified by AVID as a District Director and continues their training by attending ongoing national, divisional, or state AVID Center meetings.

A. AVID provides AVID District Leadership (ADL) Training as part of the District Director Professional Learning Services fee. ADL training is for district level personnel responsible for start-up and quality assurance of the AVID Secondary program as described above and takes place over two years. ADL includes two small-group trainings per year which consist of AVID methodologies, understanding the role and responsibilities of the District Director; and learning about our online resources, data collection, certification, and continued professional learning.

The District Director Professional Learning Services Fee is \$15,000.00 per District Director, payable over two years at \$9,000.00 for the first year and \$6,000.00 for the second year. If additional district level training is required due to turnover or supplemental support, the School System may be eligible to receive a discount at the discretion of AVID Center. The service fee does not include travel, meals, or any other expenses.

The ADL Training Schedule is split into two years. Year 1 of training includes Summer Institute, Session 1, and Session 2. Time allocated for these trainings consists of three (3) days over the summer for Summer Institute and two and a half (2½) days for each session, one (1) in the fall and one (1) in the spring. Year 2 of training includes two (2) Summer Institutes, Session 3, and Session 4. Time allocated for these trainings consists of three (3) days over the summer between training years, and two and a half (2½) days for each session, one (1) in the fall and one (1) in the spring, followed by a final three (3) days over the summer.

B. Summer Institute – District Director leads the district's AVID site team facilitation at the AVID Summer Institute. The District Director attends Summer Institute as part of their ongoing training; therefore, the Summer Institute registration fee for the District Director is included in the total District Director Professional Services Price.

C. Materials – After attending the first ADL session, the District Director will be provided with a sample set of all Middle Level and High School curriculum, materials, binders, CDs, and supplemental materials needed for district support.

D. AVID National Office & Divisional Support – AVID Center will provide support from our national office, divisional offices, and state offices. This support will consist of phone calls, emails, and district visits at the discretion of AVID Center.

3.11a AVID Elementary Leadership Training:

AVID Elementary Leadership Training Sessions are designed to prepare and support the Elementary Liaison. The four sessions are taken in sequential order over a two year period. The location of the trainings may vary (the School System should periodically check www.avid.org or contact the AVID Elementary team for listings).

A. AVID provides the following services to the district for start-up and quality assurance of the program: AVID Elementary Leadership Training is for the designated Elementary Liaison and takes place over two years. AVID Elementary Leadership Training includes two small-group trainings per year which consist of AVID methodologies, understanding the role and responsibilities of the Elementary Liaison, and learning about the AVID College Readiness System, as well as our online resources, data collection, certification, and professional learning opportunities.

The Elementary Liaison Professional Learning Services Fee is \$9,000.00 per Liaison, payable over two years at \$5,400.00 for the first year and \$3,600.00 for the second year. The service fee does not include travel, meals, or any other expenses.

The Elementary Leadership Training Schedule is split into two years. Year 1 of training includes Summer Institute, Session 1, and Session 2. Time allocated for these trainings consist of three (3) days over the summer for Summer Institute and two and a half (2½) days for each session, one (1) in the fall and one (1) in the spring. Year 2 of training includes two (2) Summer Institutes, Session 3, and Session 4. Time allocated for these trainings consist of three (3) days over the summer between both training years, and two and a half (2 ½) days for each session, one (1) in the fall and one (1) in the spring, followed by a final three (3) days over the summer.

B. Summer Institute - The Elementary Liaison is required to attend Summer Institute with new implementing elementary sites. The Elementary Liaison attends Summer Institute as part of their ongoing training; therefore, the Summer Institute registration fee for the Elementary Liaison is included in the total Elementary Liaison Professional Learning Services Price.

C. Materials –the Elementary Liaison will be provided with an Elementary Implementation Library set at about the same time the site(s) will get their order per the signed Agreement.

D. AVID National, Divisional, State Office Support – AVID Center will provide support from our national office, divisional offices, state offices, and/or independent consultants. This support will consist of phone calls, emails, and visits at the discretion of AVID Center.

Article IV. Licenses and Proprietary Rights

4.1 Copyright License:

Subject to School System's performance of all the provisions of this Agreement, AVID Center hereby grants to School System during the Term a non-exclusive, non-transferable license, without the right to sublicense, to distribute, reproduce, and display the AVID Materials and the AVID Methodologies solely to implement AVID at the Member School Sites as listed in Attachment A, and for no other purpose. For each Member School Site listed in Attachment A, this license extends only to the AVID Materials and AVID Methodologies corresponding to the AVID Program Name(s) (e.g. Elementary, Secondary, etc.) listed for that AVID Member School Site.

A. School System may distribute, reproduce, and display the AVID Materials only to appropriate staff and students of the AVID Member School Sites listed in Attachment A, for the sole purpose of implementing the specified AVID Programs at the AVID Member School Sites and for no other purpose. School System will not permit any of the AVID Materials or AVID Methodologies to be used by anyone other than the AVID Member School Sites.

B. Further, School System will only distribute, display, photocopy, reproduce or otherwise duplicate, those AVID Materials and AVID Methodologies corresponding to the specific AVID Program(s) listed for each AVID Member School Site in Attachment A. (For example, if Attachment A specifies both the Elementary and Secondary AVID Programs at ABC School Site, but only specifies the Elementary AVID Program at XYZ School Site, School System will not distribute, display, photocopy, reproduce, duplicate, or otherwise make available the Secondary AVID Program Materials and Methodologies to XYZ School Site).

C. School System and its individual school sites will not distribute, display, photocopy, reproduce or otherwise duplicate, all or any part of the AVID Materials or AVID Methodologies to anyone other than the AVID Member School Sites without AVID Center's prior written consent.

D. Should School System wish to make any of the AVID Materials or AVID Methodologies accessible to its AVID Member School Sites through the Internet, it will do so on a password-protected website, and it will ensure that only appropriate staff and students of the AVID Member School Sites are allowed access to the website.

E. Should School System wish to make electronic versions of any of the AVID Materials or AVID Methodologies available for download by its AVID Member School Sites, it will ensure that only appropriate staff and students of the AVID Member School Sites are allowed access to those materials, and it will require that those staff and students agree not to distribute, reproduce, display, or transfer those materials to anyone other than appropriate staff and students of the AVID Member School Sites before downloading those materials.

F. School System and its individual school sites shall not modify or otherwise alter the AVID Materials or AVID Methodologies in any way, or create or distribute any derivative works of the AVID Methodologies or the AVID Materials in any way. School System also agrees not to use or adopt the AVID Methodologies or AVID Materials with respect to any educational or other program except solely to implement AVID under the provisions of this Agreement.

G. School System and its individual school sites acknowledge that they do not have the right to sell, sublicense, transfer, or lease any of the AVID Materials or AVID Methodologies to any person or entity.

4.2 Trademark License:

Subject to School System's performance of all the provisions of this Agreement, AVID Center hereby grants to School System during the Term a non-exclusive, non-transferable, indivisible license, without the right to sublicense, to use the AVID® trademarks (collectively "AVID Trademarks"), (a) only as they are incorporated in the AVID Materials, and (b) only on advertising flyers and written promotional materials created by School System or the AVID Member School Sites listed in Attachment A in order to promote and implement AVID at those Member School Sites. School System agrees that it will use its best efforts to use the AVID Trademarks in a professional manner in order to preserve and enhance AVID Center's substantial goodwill associated with the AVID Trademarks. School System agrees that it or its individual school sites will not use any of the AVID Trademarks as a corporate or business entity name, as a fictitious business name or as a trade name, and will not use any name in such capacity that is confusingly similar to the AVID Trademarks. School System further acknowledges and agrees that it and its AVID Member School Sites cannot modify or otherwise alter any of the AVID Trademarks or use any other designs or logos in conjunction with its use of the AVID Trademarks. School System cannot use the AVID Trademarks for any educational or other program other than to implement AVID at the Member School Sites listed in Attachment A consistent with the above license. School System and its AVID Member School Sites will always use the proprietary symbol ® immediately adjacent to the respective AVID Trademarks as noted above with respect to their use of the AVID Trademarks. If School System or its Member School Sites desire to use or place the AVID Trademarks on any products, things, or other merchandising items in order to promote AVID, it must first seek and obtain permission from AVID Center by completing AVID Center's Request to Use AVID Center Trademark Form and complying with any of AVID Center's conditions for approval. Any such additional uses of the AVID Trademarks approved by AVID Center shall also be subject to the terms of this license and the other provisions of this Article IV.

4.3 Rights Reserved:

Notwithstanding anything to the contrary in this Agreement, all rights not specifically granted in this Agreement to School System shall be reserved and remain always with AVID Center.

4.4 Proprietary Rights:

The parties agree that AVID Center shall solely own and have exclusive worldwide right, title and interest in and to the AVID Trademarks, AVID Materials and AVID Methodologies, to all modifications, enhancements and derivative works thereof, and to all United States and worldwide trademarks, service marks, trade names, trade dress, logos, copyrights, rights of authorship, moral rights, patents, know-how, trade secrets and all other intellectual and industrial property rights related thereto ("Intellectual Property Rights"). School System shall not challenge, contest or otherwise impair AVID Center's ownership of the AVID Trademarks, AVID Materials or AVID Methodologies, or any of AVID Center's applications or registrations thereof, or the validity or enforceability of AVID Center's Intellectual Property Rights related thereto. School System also agrees not to submit any applications or otherwise attempt to register for itself or others any of the AVID Trademarks, AVID Materials or AVID Methodologies.

4.5 Enforcement:

The parties agree that except to the limited extent expressly set forth in Paragraphs 4.1 and 4.2 above, AVID Center will be irreparably harmed and money damages would be inadequate compensation to AVID Center in the event School System breaches any material provision of Article IV. Accordingly, all of the provisions of this Agreement shall be specifically enforceable by injunctive and other relief against School System without the requirement to post a bond, in addition to any other remedies available to AVID Center, for School System's breach of any provision of this Agreement.

4.6 Proprietary Notices:

School System agrees not to remove, alter or otherwise render illegible any trademark, copyright or other proprietary right notices or other identifying marks from the AVID Materials or any permitted copies thereof.

4.7 Infringement:

School System agrees to notify AVID Center of any conduct or actions on the part of third parties of which it becomes aware that might be deemed an infringement or other violation of AVID Center's rights in the AVID Trademarks, AVID Materials or AVID Methodologies. In such event, AVID Center shall have the sole right to bring an action for infringement or other appropriate action with respect thereto. AVID Center shall exclusively control the prosecution and settlement of any such action. School System agrees to fully cooperate with AVID Center in any such action and provide AVID Center with all information and assistance reasonably requested by AVID Center.

4.8 Compliance with Laws:

School System agrees that the AVID Trademarks, AVID Materials and AVID Methodologies will be used in accordance with all applicable laws and regulations and in compliance with any regulatory or governmental agency that has jurisdiction over School System and its educational programs.

Article V. Quality Control Procedures

5.1 Quality Standards:

To ensure the successful implementation of AVID, School System agrees to comply with the quality standards described in the AVID Materials and in the AVID training sessions or otherwise established by AVID Center from time to time (collectively "AVID Quality Standards").

5.2 Annual Certification:

School System agrees to participate in AVID Center's annual certification process whereby each AVID Member School Site completes a self-study that is certified by School System's AVID District Director. AVID Center will train School System's AVID District Director in the certification process and will provide consultation and review. School System will forward the results of this annual certification to AVID Center in a timely fashion. AVID Center will make the final determination of each Member School Site's certification status.

5.3 AVID Quality Assurances:

AVID Center has the right in its sole discretion to review School System's compliance with the AVID Quality Standards, including, without limitation, the annual certification process described above. The Certification process provides a two-year timeline to encourage site level program improvement, if necessary, in AVID Member School Sites. If as part of the Annual Certification process or otherwise AVID Center suggests certain changes be made to School System's AVID College Readiness System, School System agrees to implement such changes. As per Certification guidelines, AVID Member School Sites that do not meet the AVID Quality Standards or do not implement AVID Center's suggested changes may be designated "affiliate" AVID Member School Sites. Should AVID Member School Sites and/or School System not meet the AVID Quality Standards or implement AVID Center's suggested changes for multiple years, they may be asked to discontinue AVID at the end of a school year.

Article VI. Period of Agreement

6.1 Term:

The Term ("Term") of this Agreement shall be as set forth in Attachment A unless earlier terminated as provided herein.

6.2 Cessation of the AVID College Readiness System:

AVID Center requests that if School System determines that it will permanently cease using or implementing the AVID College Readiness System at the end of the school year, School System should notify AVID Center in writing by May 31 of that year. AVID Center retains the right to verify that any School System that conducted the AVID College Readiness System in prior years but has indicated it is discontinuing or has discontinued AVID has: (a) ceased to offer the particular AVID Program at the school site(s), (b) ceased any further use of the AVID Materials and AVID Methodologies, and (c) ceased any further use or display of the AVID Trademarks.

Article VII. Compensation

7.1 Agreement and Purchase Order:

School System must include, along with this signed Agreement, a fully and completely executed Purchase Order for the entire Agreement as detailed on Attachment A and any other applicable and incorporated attachments. AVID Center will not fulfill any services or materials, including the shipment of any libraries without a fully executed Purchase Order and this signed Agreement. The terms and conditions of this Agreement shall control for all Purchase Orders issued pursuant to this Agreement; no terms and conditions on Purchase Orders will apply to this Agreement.

7.2 Fulfillment, Invoicing, Payment Terms:

AVID Center will invoice School System for the entire Agreement upon receiving this executed Agreement and the executed Purchase Order as detailed in Attachment A and any other applicable and incorporated attachments. School System hereby agrees to pay AVID Center for any and all fees detailed in Attachment A and any other applicable and incorporated attachments. The School System agrees to pay the total invoice amount which is due net 30 days from the date of the invoice. If School System requires any special invoicing other than as indicated above, School System MUST request so in writing at the time of execution of this Agreement.

7.3 Fulfillment, Invoicing, Payment Terms: If No Purchase Order Is Required by School System:

If the policy of the School System states that no Purchase Order is required for purchases or that this executed Agreement suffices as the School System's authorization for purchase, the School System must initial below representing and warranting to AVID Center that the School System is fully able to pay any and all fees as invoiced on Attachment A and any other applicable and incorporated attachments without an additional Purchase Order. AVID Center will invoice School System for the entire Agreement, as detailed on Attachment A and any other applicable and incorporated attachments, upon receiving this executed Agreement. The School System agrees to pay the total invoice amount which is due net 30 days from the date of the invoice. If School System requires any special invoicing other than as indicated above, School System MUST request so in writing at the time of execution of this Agreement.

_____ INITIALS

Article VIII. Status of Parties

8.1 Independent Contractors:

AVID Center and School System are independent contractors and their relationship is that of a licensor and licensee. This Agreement is not intended to create a relationship of employment, agency, partnership, joint venture, or similar arrangement between the parties. Neither party shall have any power or authority to bind or commit the other party in any respect, contractually or otherwise. In no event shall either party, or any of its respective officers, agents, or employees, be considered the officers, agents, or employees of the other party.

Article IX. Authority

9.1 AVID Center Warranty:

AVID Center warrants that the person signing this Agreement is authorized to enter into this Agreement on behalf of the non-profit AVID Center and to bind AVID Center to perform all of its obligations under this Agreement. AVID Center warrants that it is a 501 (c)(3) non-profit educational corporation and the developer and sole source distributor of the AVID College Readiness System.

9.2 School System Warranty:

School System warrants that it has obtained all necessary approvals and taken all necessary steps to enter into this Agreement. The person signing on behalf of School System warrants that he or she has the authority to enter into this Agreement on behalf of School System and to bind School System to perform all of its obligations under this Agreement.

Article X. Termination

10.1 Termination for Cause:

Subject to the last sentence of this Paragraph 10.1, either party has the right to terminate this Agreement at any time if the other party is in material breach of any warranty, term, condition or covenant of this Agreement (including, but not limited to, School System being materially out of compliance with the intellectual property licenses and related provisions of this Agreement, or with the AVID Quality Standards) and (i) fails to cure that breach within thirty (30) days (or ten (10) days in the case of a breach involving the nonpayment of fees) of receiving notice from the non-breaching party which specifies such material breach and demands cure thereof, or (ii) fails to provide the non-breaching party assurance that the breach will be cured within a longer period of time which is acceptable to the non-breaching party. In the case of a breach by School System that is not cured as described above, AVID Center shall have the right to terminate School System's right to conduct all programs or part of an AVID program at one or more specific AVID Member School Sites, by giving written notice to School System of the sites so terminated, without terminating this Agreement with respect to the other programs at the particular AVID Member School Site and/or other AVID Member School Site(s) subject to this Agreement. Any termination under this Paragraph 10.1 will become effective automatically upon expiration of the cure period in the absence of a cure or mutually agreed-upon resolution. Notwithstanding the foregoing, any breach by School System of any of the provisions of Article IV shall be deemed non-curable and AVID Center shall have the right to immediately terminate this Agreement upon the breach by School System of its obligations under Article IV.

10.2 Other Terminations:

Notwithstanding Paragraph 10.1 above, either party may terminate this Agreement: (a) immediately upon the bankruptcy, dissolution, or insolvency of the other party, or (b) upon thirty (30) days' prior written notice to the other party.

10.3 Cessation of Use:

Upon termination or expiration of this Agreement: (a) the licenses in Article IV shall automatically terminate and revert to AVID Center, (b) School System shall thereafter immediately discontinue AVID in all of its school sites, and cease using the AVID Materials, AVID Methodologies or the AVID Trademarks in any way, and (c) School System shall pay any unpaid balances to AVID Center and remain liable for its obligations or other actions that accrued or occurred prior to the termination date.

10.4 Cumulative Remedies:

All rights and remedies conferred herein shall be cumulative and in addition to all of the rights and remedies available to each party at law, equity or otherwise. In addition, Sections 4.3, 4.4, 4.5, 4.6, 7.1, 7.2, 7.3 and all of the provisions of Articles X and XI shall survive the termination or expiration of this Agreement.

Article XI. General Provisions

11.1 Governing Law and Venue:

If any action at law or in equity is brought to enforce or interpret the provisions of this Agreement, then (i) if School System is the party initiating that action (e.g., as plaintiff), this Agreement shall be interpreted under California law, the action shall be submitted to the exclusive jurisdiction of the applicable court in San Diego, California, and venue for the action shall be San Diego, California; and (ii) if AVID is the party initiating the action (e.g., as plaintiff), this Agreement shall be interpreted under the law of the State in which School System is located, the action shall be submitted to the exclusive jurisdiction of the applicable court in the city and State where School System is located (set forth in § 3 of Attachment A), and venue for the action shall be that city and State.

11.2 Entire Agreement:

All Attachments to this Agreement are fully incorporated herein. This Agreement, including Attachments, constitutes the entire agreement between the parties regarding this subject matter hereof and supersedes all prior oral or written agreements or understandings regarding this subject matter. This Agreement can only be amended by a written document signed by both parties.

11.3 Limitation of Liability:

NEITHER PARTY SHALL BE LIABLE FOR ANY INDIRECT, SPECIAL, INCIDENTAL, CONSEQUENTIAL OR EXEMPLARY DAMAGES, WHETHER FORESEEABLE OR NOT, THAT ARE IN ANY WAY RELATED TO THIS AGREEMENT, THE BREACH THEREOF, THE USE OR THE INABILITY TO USE THE AVID COLLEGE READINESS SYSTEM, THE RESULTS GENERATED FROM THE USE OF THE AVID COLLEGE READINESS SYSTEM, LOSS OF GOODWILL OR PROFITS AND/OR FROM ANY OTHER CAUSE WHATSOEVER.

11.4 Severability:

If any provision of this Agreement is judicially determined to be invalid, void or unenforceable, the remaining provisions shall remain in full force and effect.

11.5 Attorney's Fees:

In the event a dispute arises regarding this Agreement, the prevailing party shall be entitled to recover its reasonable attorney's fees and costs, in addition to other relief to which it is entitled.

11.6 Assignment:

School System acknowledges that the favorable terms of this Agreement were granted solely to School System, and that the substitution of any party by School System would destroy the intent of the parties. Accordingly, School System shall have no right to assign, delegate, transfer or otherwise encumber this Agreement or any portion thereof without AVID Center's prior written consent, which can be withheld in its sole discretion.

11.7 Notice:

All notices, requests or other communications under this Agreement shall be in writing, and shall be sent to the designated representatives of the parties at the addresses set forth below their signatures on this Agreement or in Attachment A, and shall be deemed to have been duly given on the date of service if sent by facsimile or electronic mail, or on the day following service if sent by overnight air courier service with next day delivery and with written confirmation of delivery, or five (5) days after mailing if sent by first class, registered or certified mail, return receipt requested. Each party is required to notify the other party in the above manner of any change of address.

11.8 Counterparts:

This Agreement may be executed in several counterparts that together shall be originals and constitute one and the same instrument.

11.9 Waiver:

The failure of a party to enforce any of its rights hereunder or at law or in equity shall not be deemed a waiver or a continuing waiver of any of its rights or remedies against the other party, unless such waiver is in writing and signed by the party to be charged.

11.10 Facsimile and Electronic Signatures:

The parties hereto (i) each agree to permit the use, from time to time and where appropriate under the circumstances, of signatures sent via facsimile or electronically in a .pdf file or other digital format in order to expedite the transaction(s) contemplated by this Agreement; (ii) each intend to be bound by its respective signature sent by that party via facsimile or electronically in a .pdf file or other digital format; (iii) are each aware that the other, and the other's agents and employees, will rely on signature pages sent via facsimile or electronically in a .pdf file or other digital format; and (iv) each acknowledge such reliance and waive any defenses to the enforcement of this Agreement or of other documents effecting the transactions contemplated by this Agreement based on the signature page being a facsimile, .pdf copy or other digital format. The parties covenant to each other that each time they send a signature page via facsimile or electronically in a .pdf file or other digital format; they will in a timely manner send the other party the countersigned signature page(s).

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates below their respective signatures, but such dates shall not alter the Term of this Agreement as specified in Attachment A

AVID Center,
a California Non-Profit Corporation 501(c)(3)

Hueneme School District
CA

Signature: AVID Center Authorized

Signature: Superintendent or Designee

Printed or Typed Name

Printed or Typed Name

Title

Title of Designee

Date

Date

AVID Center
9246 Lightwave Avenue, Suite 200
San Diego, CA 92123
Employer ID # 33-0522594

4. District Director:

AVID District Director (DD):	Heidi Haines
Title:	Junior High School Principal
District Name:	Hueneme School District
Business Address:	3739 South C Street
City, State, Zip Code, Country:	Oxnard, CA, 93033, USA
Telephone:	805-986-8750
E-mail:	hhaines@huensd.k12.ca.us

5. **Member Schools:**

School System will offer the AVID program in two (2) total school(s) during the 2013 - 2014 school year.

School Name	Grades AVID Program Implemented	Program Name	Site Status
Blackstock Junior High School	6, 7, 8	Secondary	Existing
E.O. Green Junior High School	6, 7, 8	Secondary	Existing

Subtotal Schools

Secondary	2
Total Schools:	2

6. Fee Schedule:

# of Schools	AVID Secondary Membership/License Fee per School Site
1 to 9	\$3,385.00
10 to 19	\$3,095.00
20 to 29	\$2,820.00
30 to 39	\$2,155.00
40 to 59	\$2,010.00
60 to 79	\$2,010.00
80 to 99	\$1,850.00
100 to 119	\$1,850.00

Two (2) Secondary school(s) X \$3,385.00 =

Total Membership Price =

\$6,770.00

\$6,770.00

7. District Director Professional Learning Services:

District Director(s)

Heidi Haines :

ADL Training Status

New, Year 1, will attend Sessions 1 & 2

Heidi Haines: Year 1 (Special Pricing)

Total District Director Professional Learning Services Price =

*Year 1 and Year 2 Professional Learning Fee Covered by PO H13-01537 and is reduced below

\$2,000.00

\$2,000.00*

TOTAL 2013-2014 IMPLEMENTATION PRICE

Total Implementation Price

Less Amount Covered by PO H13-01537

Contract signed and returned on or before June 30, 2013

\$8,770.00

(\$2,000.00)

\$6,770.00

Plus applicable taxes

HUENEME ELEMENTARY SCHOOL DISTRICT

BOARD AGENDA ITEM: APPROVE ADDENDUM NO. 12 TO THE
SUPERINTENDENT'S AGREEMENT FOR SERVICES

BOARD MEETING DATE: July 29, 2013

FROM: Vianey Lopez, Board Clerk

STAFF COMMENT

RECOMMENDATION

It is recommended that the Governing Board approve Addendum No. 12 to the Superintendent's Agreement for Services dated September 9, 2002 to extend the term of his contract by one year to June 30, 2017.

BACKGROUND

At the Superintendent's annual performance evaluation on June 27, 2013, the Board found that the Superintendent meets or exceeds expectations in all areas evaluated. It is therefore appropriate that the Board extend the term of his Agreement for Services.

HUENEME ELEMENTARY SCHOOL DISTRICT

205 North Ventura Road
Port Hueneme, California 93041

ADDENDUM NO. 12
to
AGREEMENT FOR SERVICES
as
SUPERINTENDENT

The Agreement for Services as Superintendent dated September 9, 2002 is hereby amended as follows:

Page one (1) of eight (8), paragraph 2. *Term of Agreement*

2.1 **Replace** ... ending on June 30, 2016
 With ... ending on June 30, 2017

In all other respects, the Agreement for Services as Superintendent dated September 9, 2002 continues unchanged and in force.

Approved: July 29, 2013

David A. Cenzano, President

Vianey Lopez, Clerk of the Board

Darlene A. Bruno, Trustee

Rafael (Ralph) Ramos, Trustee

Scott E. Swenson, Trustee

Received by:

Jerry Dannenberg, Ed.D.
Superintendent

HUENEME ELEMENTARY SCHOOL DISTRICT

BOARD AGENDA ITEM: APPROVE ADDENDUM NO. 1 TO THE EMPLOYMENT
CONTRACT FOR THE ASSISTANT SUPERINTENDENT OF
HUMAN RESOURCES/EDUCATIONAL SERVICES

BOARD MEETING DATE: July 29, 2013

FROM: Jerry Dannenberg, Superintendent

STAFF COMMENT

RECOMMENDATION

It is recommended that the Governing Board approve Addendum No. 1 to the Employment Contract for the Assistant Superintendent of Human Resources/Educational Services signed February 25, 2013 to extend the term of her contract by one year to June 30, 2016.

BACKGROUND

At the end of the 2012-2013 school year, the Superintendent evaluated the performance of the Assistant Superintendent of Human Resources/Educational Services and found that she meets or exceeds expectations in all areas evaluated. It is therefore appropriate that the Board extend the term of her Employment Contract by one year.

HUENEME ELEMENTARY SCHOOL DISTRICT

205 North Ventura Road
Port Hueneme, California 93041

ADDENDUM NO. 1
to the
EMPLOYMENT CONTRACT
for the
ASSISTANT SUPERINTENDENT OF HUMAN RESOURCES/EDUCATIONAL SERVICES

The Employment Contract for the Assistant Superintendent of Human Resources/Educational Services signed on February 25, 2013 is hereby amended as follows:

Page one (1) of five (5), paragraph 1. *Term of Agreement*

Replace ... terminating on June 30, 2015
With ... terminating on June 30, 2016

In all other respects, the Employment Contract for the Assistant Superintendent of Human Resources/Educational Services signed on February 25, 2013 continues unchanged and in force.

Approved: July 29, 2013

[Vacant], President

Vianey Lopez, Clerk of the Board

Darlene A. Bruno, Trustee

Rafael (Ralph) Ramos, Trustee

Scott E. Swenson, Trustee

Received by:

Deborah DeSmeth
Assistant Superintendent of Human Resources/Educational Services

HUENEME ELEMENTARY SCHOOL DISTRICT

BOARD AGENDA ITEM: APPROVE ADDENDUM NO. 1 TO THE EMPLOYMENT
CONTRACT FOR THE ASSISTANT SUPERINTENDENT OF
BUSINESS SERVICES

BOARD MEETING DATE: July 29, 2013

FROM: Jerry Dannenberg, Superintendent

STAFF COMMENT

RECOMMENDATION

It is recommended that the Governing Board approve Addendum No. 1 to the Employment Contract for the Assistant Superintendent of Business Services signed February 26, 2013 to extend the term of her contract by one year to June 30, 2016.

BACKGROUND

At the end of the 2012-2013 school year, the Superintendent evaluated the performance of the Assistant Superintendent of Business Services and found that she meets or exceeds expectations in all areas evaluated. It is therefore appropriate that the Board extend the term of her Employment Contract by one year.

It should be noted that the surname of the Assistant Superintendent of Business Services was "McCloskey" at the time of signing. Recently, Christine changed her surname from McCloskey to Walker. To make it clear that she is the person for whom the employment contract was written, she will sign the addendum with both surnames, i.e., "McCloskey-Walker."

HUENEME ELEMENTARY SCHOOL DISTRICT

205 North Ventura Road
Port Hueneme, California 93041

ADDENDUM NO. 1
to the
EMPLOYMENT CONTRACT
for the
ASSISTANT SUPERINTENDENT OF BUSINESS SERVICES

The Employment Contract for the Assistant Superintendent of Business Services signed on February 26, 2013 is hereby amended as follows:

Page one (1) of five (5), paragraph 1. *Term of Agreement*

Replace	... terminating on June 30, 2015
With	... terminating on June 30, 2016

In all other respects, the Employment Contract for the Assistant Superintendent of Business Services signed on February 26, 2013 continues unchanged and in force.

Approved: July 29, 2013

[Vacant], President

Vianey Lopez, Clerk of the Board

Darlene A. Bruno, Trustee

Rafael (Ralph) Ramos, Trustee

Scott E. Swenson, Trustee

Received by:

Christine McCloskey-Walker
Assistant Superintendent of Business Services

12.1

Acceptance and First Reading of Proposed Revisions to Mandatory Board Policies, Administrative Regulations and Board Bylaws

There are 32 policy documents in addition to the three-page item that provides the recommendation to the Board and background information regarding the topic. Because the combined file is very large, it has been posted and distributed as a separate component of the meeting packet.

Please see the document titled, "12.1 Policies-First Reading" for the entire file of revised policy documents.

HUENEME ELEMENTARY SCHOOL DISTRICT

BOARD AGENDA ITEM: SECOND READING AND APPROVAL OF A REVISED
BOARD POLICY AND ADMINISTRATIVE REGULATION

BOARD MEETING DATE: July 29, 2013

FROM: Jerry Dannenberg, Superintendent

STAFF COMMENT

RECOMMENDATION

It is recommended that the Governing Board complete a second reading of Board Policy and Administrative Regulation 3400, *Management of District Assets/Accounts and Fraud Prevention*, as recommended by district auditors and to update these policy documents to align with current legal requirements.

BACKGROUND

Pursuant to Governing Board Bylaw 9310, the district maintains a Policy Manual containing Board Policies (BPs), Administrative Regulations (ARs), Board Bylaws (BBs), and Exhibits (Es). Maintenance of the Policy Manual is the responsibility of the Superintendent and his staff. It is published online at the district website at <http://www.huensd.k12.ca.us>. Policy documents are available for review by the general public.

In accordance with Board Bylaw 9311, the Superintendent or his designee shall present drafts of new policy and/or policy revisions when changes in law occur or if specific needs require it. When drafting or revising policies that affect other governmental agencies, the Board welcomes input from the agencies and will work with them to address matters of mutual concern.

Before implementing changes to policy, policy documents shall normally have two readings by the Board. At the second reading, the document(s) may be adopted upon a majority vote of the Board. The Board has the option to waive a second reading or require more than two.

The following policy documents were presented and accepted for a first reading at the regular meeting in the preceding month. No further changes were suggested; therefore, revision markings were removed and the documents are presented for a second reading. If no further revisions are suggested, it is recommended that the Governing Board approve

SECOND READING AND APPROVAL OF A REVISED BOARD POLICY AND
ADMINISTRATIVE REGULATION

July 29, 2013

Page 2 of 2

the proposed documents, authorize that the information be disseminated, and that revised procedures be implemented.

Policy series titles are as follows:

0000 – Philosophy, Goals, and Comprehensive Plans

1000 – Community Relations

2000 – Administration

3000 – Business and Non-Instructional Operations

4000 – Personnel

5000 – Students

6000 – Instruction

7000 – Facilities

8000 – *Series not in use at this time*

9000 – Board Bylaws

NUMBER AND TYPE	TITLE	RECOMMENDED ACTION(S)
3400, BP and AR	Management of District Assets/Accounts and Fraud Prevention	The board policy was last revised in September 2003 and was updated to reflect new law and guidelines at the suggestion of district auditors. The title of both documents was revised to add “FRAUD PREVENTION.” No other changes were made to the regulation.

Business and Noninstructional Operations

MANAGEMENT OF DISTRICT ASSETS/ACCOUNTS AND FRAUD PREVENTION

The Governing Board recognizes its fiduciary responsibility to effectively manage and safeguard the district's assets and resources in order to help achieve the district's goals for student learning. The Superintendent or designee shall establish and maintain an accurate, efficient financial management system that enhances the district's ability to meet its fiscal obligations, produces reliable financial reports, and complies with laws, regulations, policies and procedures. He/she shall ensure that the district's accounting system provides ongoing internal controls and meets generally accepted accounting standards.

- (cf. 3000 – Concepts and Roles)
- (cf. 3100 – Budget)
- (cf. 3300 – Expenditures and Purchases)
- (cf. 3312 – Contracts)
- (cf. 3314 – Payment for Goods and Services)
- (cf. 3460 – Financial Reports and Accountability)

Capital Assets

The Superintendent or designee shall develop a system to accurately identify and value district assets in order to help ensure financial accountability and to minimize the risk of loss or misuse. District assets with a useful life of more than one year and an initial acquisition cost of \$5,000 or more shall be considered capital assets. The Superintendent or designee shall determine the estimated useful life of each capital asset and shall calculate and report the estimated loss of value or depreciation during each accounting period for all capital assets.

- (cf. 3440 - Inventories)

Internal Controls/Fraud Prevention

The Board expects all Board members and other employees, consultants, vendors, contractors and other parties maintaining a business relationship with the district to act with integrity and due diligence in dealings involving the district's assets and fiscal resources.

The Superintendent or designee shall develop internal controls which aid in the prevention and detection of fraud, financial impropriety or irregularity within the district. These internal controls may include, but are not limited to, segregating employee duties relating to authorization, custody of assets, and recording or reporting of transactions; providing detailed, written job descriptions explaining the segregation of functions; adopting an integrated financial system; conducting background checks on business office employees; and requiring continuous in-service training for business office staff on the importance of fraud prevention.

Business and Noninstructional Operations

MANAGEMENT OF DISTRICT ASSETS/ACCOUNTS AND FRAUD PREVENTION

All employees shall be alert for any indication of fraud, financial impropriety or irregularity within their area of responsibility. Any employee who suspects fraud, impropriety or irregularity shall immediately report those suspicions to his/her immediate supervisor and/or the Superintendent or designee. The Superintendent or designee shall establish a method for employees and outside persons to anonymously report any suspected instances of fraud, impropriety, or irregularity.

(cf. 4119.1/4219.1/4319.1 - Civil and Legal Rights)

The Superintendent or designee have primary responsibility for any necessary investigations of suspected fraud, impropriety, or irregularity, in coordination with legal counsel, the district's auditors, law enforcement agencies, or other governmental entities, as appropriate.

The Superintendent or designee shall provide regular reports to the Board on the status of the district's internal control procedures and recommend any necessary revisions to related Board policies or administrative regulations.

Legal References:
Next page

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Business and Noninstructional Operations

MANAGEMENT OF DISTRICT ASSETS/ACCOUNTS AND FRAUD PREVENTION

Legal Reference:

EDUCATION CODE

14500-14508 Financial and compliance audits

35035 Powers and duties of superintendent

35250 Duty to keep certain records and reports

41010-41023 Accounting regulations, budget controls and audits

42600-42604 Control of expenditures

42647 Drawing of warrants by district on county treasurer; form; reports, statements and other data

GOVERNMENT CODE

53995-53997 Obligation of contract

Management Resources:

CSBA PUBLICATIONS

Maximizing School Board Governance: Budget Planning and Adoption, 2006

Maximizing School Board Governance: Fiscal Accountability, 2006

School Finance CD-ROM, 2005

GOVERNMENTAL ACCOUNTING STANDARDS BOARD

Statement 34, Basic Financial Statements - and Management's Discussion and Analysis - For State and Local Governments, June 1999

WEB SITES

CSBA: <http://www.csba.org>

California Association of School Business Officials: <http://www.casbo.org>

California Department of Education, School Finance: <http://www.cde.ca.gov/fg>

California State Controller's Office: <http://www.sco.ca.gov>

Fiscal Crisis & Management Assistance Team: <http://www.fcmat.org>

Governmental Accounting Standards Board: <http://www.gasb.org>

School Services of California: <http://www.sscal.com>

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Business and Noninstructional Operations

MANAGEMENT OF DISTRICT ASSETS/ACCOUNTS AND FRAUD PREVENTION

Accounts

The district's accounting system shall fully comply with the definitions, instructions and procedures set forth in the California Department of Education School Accounting Manual. (Education Code 41010)

After an expenditure is committed for subsequent payment, the Superintendent or designee shall ensure that funds are encumbered in the district accounting records.

(cf. 3110 - Transfer of Funds)

Fraud Prevention and Investigation

Fraud, financial improprieties or irregularities include but are not limited to:

1. Forgery or unauthorized alteration of any document or account belonging to the district
2. Forgery or unauthorized alteration of a check, bank draft or any other financial document
3. Misappropriation of funds, securities, supplies or other assets
4. Impropriety in the handling of money or reporting of financial transactions
5. Profiteering as a result of insider knowledge of district information or activities
6. Disclosing confidential and/or proprietary information to outside parties

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

7. Disclosing investment activities engaged in or contemplated by the district

(cf. 3430 - Investing)

8. Accepting or seeking anything of material value from contractors, vendors or persons providing services or materials to the district
9. Destroying, removing or inappropriately using of records, furniture, fixtures or equipment
10. Failing to provide financial records to authorized state or local entities

Business and Noninstructional Operations

MANAGEMENT OF DISTRICT ASSETS/ACCOUNTS AND FRAUD PREVENTION

11. Any other dishonest or fraudulent act

The Superintendent or designee shall investigate reports of fraudulent activity in a manner that protects the confidentiality of the parties and the facts. All employees involved in the investigation shall be advised to keep information about the investigation confidential.

If an investigation substantiates the occurrence of a fraudulent activity, the Superintendent or designee shall issue a report to appropriate personnel and to the Governing Board. The final disposition of the matter and any decision to file a criminal complaint or refer the matter to the appropriate law enforcement and/or regulatory agency for independent investigation shall be made in consultation with legal counsel. The result of the investigation shall not be disclosed to or discussed with anyone other than those individuals with a legitimate need to know.

(cf. 4112.6/4212.6/4312.6 - Personnel Files)

(cf. 4119.1/4219.1/4319.1 - Civil and Legal Rights)

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HUENEME ELEMENTARY SCHOOL DISTRICT

BOARD AGENDA ITEM: DISCUSSION REGARDING A VACANCY ON THE
GOVERNING BOARD

BOARD MEETING DATE: July 29, 2013

FROM: Jerry Dannenberg, Superintendent

STAFF COMMENT

DISCUSSION

Board Bylaw 9223 outlines the process for filling vacancies on the Board. With the tragic loss of Mr. Cenzano, we need to make a provisional appointment to our Board.

Education Code 5091 mandates that the provisional appointment must be made within 60 days from the date of the vacancy, which occurred on July 5, 2013. In this case, the appointment must be made by September 2, 2013.

Staff recommends that the Board advertise the vacancy beginning on August 5 and accept applications up to 4:00 P.M. on Friday, August 16, 2013.

During the week of August 19, district personnel will screen the applicants to determine if they are qualified to serve on the Board of Education.

Staff suggests that we conduct interviews on August 27, 2013 and make the provisional appointment followed by administration of the Oath of Office at the same meeting.

10. **Governing Law.** The validity of this Agreement and each of its terms and provisions, as well as the rights and duties of the parties under this Agreement, shall be construed pursuant to and in accordance with the law of the State of California.
11. **Authority.** The individuals executing this Agreement represent and warrant that they have the legal capacity and authority to execute and contractually bind their respective legal entities.
12. **Entire Agreement.** This Agreement, set forth as Appendix A, the "E-Rate Services Pricing Proposal", supersedes any and all other agreements, whether oral or in writing, between the parties with respect to the subject of this Agreement. This Agreement contains all of the covenants and agreements between the parties with respect to the subject of this Agreement, and each party acknowledges that no representations, inducements, promises, or agreements have been made by or on behalf of any party except the covenants and agreements embodied in this Agreement. No agreement, statement, or promise not contained in this Agreement shall be valid or binding on the parties with respect to the subject of this Agreement.

Executed at _____, on the day and year set forth above.



_____, Vice President
David T. Cichella

_____, Title _____

_____, Print Name

Hueneme Elementary School District

APPENDIX A

E-RATE SERVICES PRICING PROPOSAL

This proposal for **Hueneme Elementary School District** is to provide the services set forth under Section I of the Agreement for Services Relating to E-Rate.

The cost for services rendered regarding the E-Rate application process as referred to in Section I of this agreement shall amount to **\$18,900** per year. Invoices for services will be provided monthly beginning at final execution and continue through June 30, 2014.

June 12, 2013



_____, Vice President
David T. Cichella

CSM Consulting, Inc.
3130-C Inland Empire Blvd. Ontario, CA
91764

Business and Noninstructional Operations**MANAGEMENT OF DISTRICT ASSETS/ACCOUNTS AND FRAUD PREVENTION**

The Governing Board recognizes its fiduciary responsibility to effectively manage and safeguard the district's assets and resources in order to help achieve the district's goals for student learning. The Superintendent or designee shall establish and maintain an accurate, efficient financial management system that enhances the district's ability to meet its fiscal obligations, produces reliable financial reports, and complies with laws, regulations, policies and procedures. He/she shall ensure that the district's accounting system provides ongoing internal controls and meets generally accepted accounting standards.

- (cf. 3000 – Concepts and Roles)
- (cf. 3100 – Budget)
- (cf. 3300 – Expenditures and Purchases)
- (cf. 3312 – Contracts)
- (cf. 3314 – Payment for Goods and Services)
- (cf. 3460 – Financial Reports and Accountability)

Capital Assets

The Superintendent or designee shall develop a system to accurately identify and value district assets in order to help ensure financial accountability and to minimize the risk of loss or misuse. District assets with a useful life of more than one year and an initial acquisition cost of \$5,000 or more shall be considered capital assets. The Superintendent or designee shall determine the estimated useful life of each capital asset and shall calculate and report the estimated loss of value or depreciation during each accounting period for all capital assets.

- (cf. 3440 - Inventories)

Internal Controls/Fraud Prevention

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The Superintendent or designee shall develop internal controls which aid in the prevention and detection of fraud, financial impropriety or irregularity within the district. These internal controls may include, but are not limited to, segregating employee duties relating to authorization, custody of assets, and recording or reporting of transactions; providing detailed, written job descriptions explaining the segregation of functions; adopting an integrated financial system; conducting background checks on business office employees; and requiring continuous in-service training for business office staff on the importance of fraud prevention.

Business and Noninstructional Operations

MANAGEMENT OF DISTRICT ASSETS/ACCOUNTS AND FRAUD PREVENTION

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(cf. 4119.1/4219.1/4319.1 - Civil and Legal Rights)

The Superintendent or designee have primary responsibility for any necessary investigations of suspected fraud, impropriety, or irregularity, in coordination with legal counsel, the district's auditors, law enforcement agencies, or other governmental entities, as appropriate.

The Superintendent or designee shall provide regular reports to the Board on the status of the district's internal control procedures and recommend any necessary revisions to related Board policies or administrative regulations.

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Next page

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Business and Noninstructional Operations

MANAGEMENT OF DISTRICT ASSETS/ACCOUNTS AND FRAUD PREVENTION

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42647 Drawing of warrants by district on county treasurer; form; reports, statements and other data

GOVERNMENT CODE

53995-53997 Obligation of contract

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School Finance CD-ROM, 2005

GOVERNMENTAL ACCOUNTING STANDARDS BOARD

Statement 34, Basic Financial Statements - and Management's Discussion and Analysis - For State and Local Governments, June 1999

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California Association of School Business Officials: <http://www.casbo.org>

California Department of Education, School Finance: <http://www.cde.ca.gov/fg>

California State Controller's Office: <http://www.sco.ca.gov>

Fiscal Crisis & Management Assistance Team: <http://www.fcmat.org>

Governmental Accounting Standards Board: <http://www.gasb.org>

School Services of California: <http://www.sscal.com>

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Business and Noninstructional Operations

MANAGEMENT OF DISTRICT ASSETS/ACCOUNTS AND FRAUD PREVENTION

Accounts

The district's accounting system shall fully comply with the definitions, instructions and procedures set forth in the California Department of Education School Accounting Manual. (Education Code 41010)

After an expenditure is committed for subsequent payment, the Superintendent or designee shall ensure that funds are encumbered in the district accounting records.

(cf. 3110 - Transfer of Funds)

Fraud Prevention and Investigation

Fraud, financial improprieties or irregularities include but are not limited to:

1. Forgery or unauthorized alteration of any document or account belonging to the district
2. Forgery or unauthorized alteration of a check, bank draft or any other financial document
3. Misappropriation of funds, securities, supplies or other assets
4. Impropriety in the handling of money or reporting of financial transactions
5. Profiteering as a result of insider knowledge of district information or activities
6. Disclosing confidential and/or proprietary information to outside parties

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

7. Disclosing investment activities engaged in or contemplated by the district

(cf. 3430 - Investing)

8. Accepting or seeking anything of material value from contractors, vendors or persons providing services or materials to the district
9. Destroying, removing or inappropriately using of records, furniture, fixtures or equipment
10. Failing to provide financial records to authorized state or local entities

Business and Noninstructional Operations

MANAGEMENT OF DISTRICT ASSETS/ACCOUNTS AND FRAUD PREVENTION

11. Any other dishonest or fraudulent act

The Superintendent or designee shall investigate reports of fraudulent activity in a manner that protects the confidentiality of the parties and the facts. All employees involved in the investigation shall be advised to keep information about the investigation confidential.

If an investigation substantiates the occurrence of a fraudulent activity, the Superintendent or designee shall issue a report to appropriate personnel and to the Governing Board. The final disposition of the matter and any decision to file a criminal complaint or refer the matter to the appropriate law enforcement and/or regulatory agency for independent investigation shall be made in consultation with legal counsel. The result of the investigation shall not be disclosed to or discussed with anyone other than those individuals with a legitimate need to know.

(cf. 4112.6/4212.6/4312.6 - Personnel Files)

(cf. 4119.1/4219.1/4319.1 - Civil and Legal Rights)

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