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BATCH 34; FEBRUARY 25 2017 012 HAMILTON UNIFIED SCHOOL DIST. J43274 000125/00 000219/00 001449/00 002059/00 000973/00 Vendor/Addr Remit name 000524/00 000012/00 Req Reference PO-017231 01/27/2017 1154615 PO-017231 01/25/2017 1154736 PO-017231 02/01/2017 1156329 PO-017231 01/31/2017 1155739 PO-017413 12/14/2016 SMR000000158437 PO-017466 01/26/2017 1001-ACCA DECA SHIRTS PO-000442 02/01/2017 FEB PHONE;000644849 PO-000442 02/01/2017 FEB DATA;000644849 PO-017491 01/20/2017 95911271001 PV-000132 01/17/2017 CAREER FAIR TRANS MEALS PO-017291 01/24/2017 570300 JIVE COMMUNICATIONS INC JOHN HIRONIMUS MCGRAW-HILL SCHOOL EDUCATION MARC EDDY LOVE AND LOGIC INSTITUTE MJB WELDING SUPPLY NAPA AUTO PARTS Date Description 570710663 020783048 Tax ID num 1 01-1400-0-1110-1000-4200-000-000-00000 NN TOTAL PAYMENT AMOUNT 107 62 * TOTAL PAYMENT AMOUNT TOTAL PAYMENT AMOUNT TOTAL PAYMENT AMOUNT TOTAL PAYMENT AMOUNT 1 01-6382-0-3800-1000-4300-000-000-0000 NN TOTAL PAYMENT AMOUNT 21.45 * TOTAL PAYMENT AMOUNT BATCH: 0034 BATCH 34:FEBRUARY 28 2017 Fund : 01 GENERAL FUND ACCOUNTS PAYABLE PRELIST Deposit type 2 01-0350-0-66000-1000-4300-000-053-00000 NN 2 01-0350-0-66000-1000-4300-000-053-00000 NN 2 01-0350-0-66000-1000-4300-000-053-00000 NN 3 01-0350-0-66000-1000-5890-000-053-00000 NN T AMOUNT 279.84 * 1 01-6264-0-1110-1000-5200-000-000-00000 NN 1 01-0000-0-1110-1000-4300-100-000-00000 NN F 1 01-0000-0-0000-2700-5990-000-000-00000 1 01-0000-0-0000-2700-5990-000-000-00000 T AMOUNT 2,603.69 * Lt type
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203.48

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	BATCH 34; FEBRUARY 25 2017	012 HAMILTON UNIFIED SCHOOL DIST. J43274
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Vendor/Addr Remit name Req Reference Date

Description

Tax ID num Deposit type ABA num Account num Fd Res Y Goal Func Obj Sit BdR DD T9MPS
TOTAL Fund PAYMENT 11,016.70 **

Liq Amt Net Amount

012 HAMILTON UNIFIED SCHOOL DIST. J43274 BATCH 34; FEBRUARY 25 2017

ACCOUNTS PAYABLE PRELIST
BATCH: 0034 BATCH 34:FEBRUARY 28 2017

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000773/00

CAPITAL ENGINEERING

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PO-017195 01/17/2017 0066739-PROJ#151128.00 .00 1 14-0000-0-0000-8100-5890-800-024-00000 NY F TOTAL PAYMENT AMOUNT 1,500.00 * 1,500.00 1,500.00

TOTAL, Fund PAYMENT 1,600.00 ** 1,600.00

TOTAL USE TAX AMOUNT 52,071.24 *** 3.93 0.00 52,071.24

TOTAL DISTRICT PAYMENT TOTAL USE TAX AMOUNT 52,071.24 **** 3.93 0.00 52,071.24

TOTAL FOR ALL DISTRICTS:
TOTAL USE TAX AMOUNT 52,071.24 **** 3.93 0.00 52,071.24

Number of checks to be printed: 46, not counting voids due to stub overflows.

Printed: 02/09/2017 14:23:03

11

Hamilton Unified School District

Quarterly Report on Williams Uniform Complaints (Education Code § 35186)

Person completing this for	rm: Charles Tracy	Title: Superintenden	t
Quarterly Report Submiss	sion Date:	January 2017 April 2017 July 2017 October 2017	
Date for information to be	e reported publicly at gov	verning board meeting:	August 18, 2016
Please check the box that	applies:		
	complaints were filed wicated above.	ith any school in the dis	strict during the quarter
indi	nplaints were filed with icated above. The follow plution of these complain	ving chart summarizes t	
	Total No. of Complaints	No. Resolved	No. Unresolved
Textbooks and Instructional Materials			
Teacher Vacancy or Misassignment			
Facilities Conditions			
TOTALS			
	Charles Tracy, St	unerintendent	
	Date Sig		_

HAMILTON UNIFIED SCHOOL DISTRICT BOARD MEETING MINUTES

Hamilton High School Library

Wednesday, January 25, 2017

	6:00 p.m.	Closed Session		
	6:30 p.m.	Open Session - No Earlier than 6:3	0 PM	
1.0	OPENING BUSINESS: So Call to order a	tart at 6:35 p.m. Open Session nd roll call		
			Rosalinda Sanchez Rod Boone	XGabriel Leal
2.0	IDENTIFY CLOSED SESS	ION ITEMS:		
3.0		CLOSED SESSION ITEMS: Public commore than three minutes per speaker a		osed session items. The board may
4.0	 Government Code Charles Tracy, and Government Code resignation, dismis Government Code 	SESSION: To consider qualified matter Section 54957.6, Labor Negotiations. Attorney, Matt Juhl-Darlington regard Section 54957 (b), Personnel Issue. To sal, or discipline of a classified and cer Section 54956.9, Subdivision (a), Conf Unified School District, Glenn County	To confer with the District's ing HTA and CSEA negotiati consider the employment, tificated employees.	ons. evaluation, reassignment, existing litigation. Name of case:
	Report out actions take	n in closed session.		
	Board President, Tomas	s Loera: The Board gave the Superinte	ndent direction labor negot	ations.
5.0	PUBLIC SESSION/FLAG	SALUTE:		
6.0	 Swearing in ceremany Board Me BOARD PRESIDENT Elect Boar 	mber, Gabriel Leal		Vendall Lower seconded the
		Rosalinda Sanchez, seconded by Wen	dali Lower.	Motion Carried: 5-0
	Loera: Aye		Boone: Aye	
	Leal: Aye		Lower: Aye	
	Sanchez: Aye			
7.0		M) Tomas Loera, seconded by Rosalinda		Motion Carried: 5-0
	Loera: Aye		Boone: Aye	
	Leal: Aye		Lower: Aye	
	Sanchez: Aye			

8.0 **COMMUNICATIONS/REPORTS:**

- 1. Board Member Comments/Reports
 - a. Nothing to report.
- 2. ASB President and Student Council President Reports.
 - a. Hamilton High, Hernan Urena-Valdes.
 - Student returned from winter break to the second semester of the 2016-17 school year. Sports are continuing and it is off to a good start.
 - Hamilton High School Homecoming is Friday, February 3rd.
 - 1. Dress-up days begin on Monday, January 30th.
 - iii. The hogs and lambs have arrived for FFA students.
 - b. Hamilton Elementary, Jose Mendez.
 - i. Not present nothing to report.
- 3. District Reports
 - a. Food Service Report by LeAnn Radtke. (Page 1)
 - b. Operations Report by Marc Eddy. (Page 2)
 - c. Technology Report by Derek Hawley. (Page 3)
- 4. Principal and Dean of Student Reports
 - a. Cris Oseguera, Hamilton High School Principal.
 - i. Hamilton High School current enrollment is 276
 - ii. Our attendance is at 97 percent.
 - iii. The second semester of the 2016-17 school year is in full swing. I would like to thank office staff for working over the winter break to prepare for the second semester.
 - iv. SWAT Students Working Against Tobacco.
 - 1. Students presented on the effects of tobacco on our community and schools and their proximity to schools.
 - v. Letter from California State Athletic Directors Association. (Page 4)
 - 1. Erin Johnson will be awarded the Northern Section Athletic Director of the Year Award for 2016-17.
 - vi. Correspondence from Orland Pantry. (Page 5)
 - Hamilton High School was the leading school for donating food to those in Hamilton City and surrounding communities. In total 225 families were provided with food for the holiday season.
 - b. Darcy Pollak, Hamilton Elementary School Principal.
 - i. Basketball has begun at Hamilton Elementary School.
 - ii. A lot of testing coming up and benchmark assessment, including CAASP testing.
 - iii. Current enrollment at Hamilton Elementary School is 411.
 - iv. Kindergarten round up is coming up quickly.
 - v. Middle of second English language arts pilot reach program.
 - vi. Continuing with ELD
 - 1. Approximately 36 to 40 students are up for possible redesignation.
 - vii. Teachers at high school are co planning and co teaching with teachers at the elementary school in all content.
 - viii. $4^{th} 8^{th}$ grade students who are at risk are meeting with parents and teachers about how to get the back on track.
 - ix. Our 'Wolf Pack' students continue to help younger kids learn and work to play together they will read to kindergarteners.
 - x. Mrs. Leveroni was interviewed by Channel 9 for her success in the STEM program.
 - xi. Send condolences to Brett Silvas family.
 - c. Maria Reyes, District Dean of Students.
 - i. Not present report distributed to board members and including in office copy of board packet.
- 5. Chief Business Official/Facilities Report by Diane Lyon.
 - a. Not present report distributed to board members and including in office copy of board packet.
- 6. Superintendent Report by Charles Tracy.
 - a. Dates to Remember:

- i. Holidays:
 - 1. Monday, February 13th observance of Lincolns Birthday.
 - 2. Monday, February 20th observance of Presidents Day.
- ii. February 22nd: School Board Meeting in the Hamilton High School Library at 6:30 pm for Open Session.
- iii. February 25th: Board Workshop in Hamilton High School Library regarding the Board Governance Handbook. 8:30am to noon or 1pm
- iv. February 28th: Board Site Visitations 8:15 am to 10:30 am. Goes out to classrooms and meets with students.
- b. Form 700 Annual Statement of Economic Interests.
- c. Sacramento State Recruitment Fair- plan on attending to recruit for music teacher.
- d. Governor's Budget Workshop.
 - i. Attended in January 2 billion dollars shorter than the state budgeted for however the economy is anticipated to grow.
- e. Small School Districts Association (SSDA) Conference March 6th, 7th, and 8th.
- f. Saturday, March 11th is board workshop LCAP 8:30 a.m. to noon.
- g. Saturday, March 11th is the annual corn beef and cabbage dinner for the Hamilton City Lions Club.

9.0 **CORRESPONDENCE:** None

10.0 **DISCUSSION ITEMS:**

- 1. Spanish Language Instructional Options (H. Sufuentes). (Page 6-7)
 - a. Dual immersion was brought up at one of our board meetings. It is currently being investigated. Next year would be the research year. The models to consider are a 50/50 or 90/10.
 - b. If chosen to move forward one of the biggest hurdles will be support from the community and parents.
 - c. There has been interest and discussion during 'morning coffee' at the elementary school.
 - d. We will need to look at funding, curriculum and professional development needed.
 - e. Board Member, Tomas Loera: What do the models represent?
 - f. Hamilton Elementary School Assistant Principal, Heather Sufuentes: the 90/10 model represents 90 percent of instruction will be in Spanish and 10 percent in English and the 50/50 model represents 50 percent in English and 50 percent in Spanish. Biliteracy.
 - g. The first 3 years of implementation are the most critical if piloted. We would need to investment in it employing staff for this instruction.
 - h. Board President, Gabriel Leal when will you have a write up on the information?
 - i. Hamilton Elementary School Assistant Principal, Heather Sufuentes: by April hopefully, on steps that need to be taken.
- 11.0 **PUBLIC COMMENT**: Public comment on any item of interest to the public that is within the Board's jurisdiction will be heard (agenda and non-agenda items). The Board may limit comments to no more than three minutes per speaker and 15 minutes per topic. Public comment will also be allowed on each specific action item prior to board action thereon.

Hamilton Elementary School Parent, Maribel Solorio:

Noted the hours for the Hamilton Elementary School Library could be improved. Extra hours in the morning are nice but she would like to request that the library would be open after school for a short time also. This would allow students to access resources after school hours.

She has witnessed students, staff, and parents being hit by the doors. She would to like to please like to see that the half circles on ground around the doors at elementary school be repainted.

Superintendent, Charles Tracy: Yes, we will have our maintenance staff repaint half circles around doors in needed areas.

12.0 ACTION ITEMS:

1. Approve Hamilton Unified School District Board Meeting Schedule dates adjustment and deadline for agenda items. (Page 8)

Motion for approval by Wendall Lower, seconded by Rosalinda Sanchez.

Motion Carried: 5-0

Loera: Aye	Boone: Aye
Leal: Aye	Lower: Aye
Sanchez: Aye	

2. Approve HTA to HUSD Request to Bargain, second reading. (Mr. Tracy) (Page 9)

Motion for approval by Tomas Loera, seconded by Wendall Lower.

Motion Carried: 5-0

Loera: Aye	Boone: Aye
Leal: Aye	Lower: Aye
Sanchez: Aye	

- 3. Approve District Advisory Committee Appointments, One Board Member, One Elementary Teacher and One Community Member/Parent. (Mr. Tracy)
 - a. Recommended appointments:

Board Member: Rosalinda Sanchez
 Site Staff Member: Lynn Larson

iii. Parent Member: Lenia Garciaiv. Parent Member: Raymond Villar

Motion for approval by Rod Boone, seconded by Tomas Loera.

Motion Carried: 5-0

Loera: Aye	Boone: Aye	
Leal: Aye	Lower: Aye	
Sanchez: Aye		

- 13.0 **CONSENT AGENDA:** Items in the consent agenda are considered routine and are acted upon by the Board in one motion. There is no discussion of these items prior to the Board vote and unless a member of the Board, staff, or public request specific items be discussed and/or removed from the consent agenda. Each item on the consent agenda approved by the Board shall be deemed to have been considered in full and adopted as recommended.
 - 1. Approve Warrants and Expenditures. (Page 10-41)
 - 2. Approve Minutes for the Regular Board Meeting on December 14, 2016. (Page 42-44)
 - 3. Approve edited Minutes for the Board Meeting on June 9, 2016. (Page 45-49)
 - 4. Approve edited Minutes for the Board Meeting on June 21, 2016. (Page 50-54)
 - 5. Approve Certificated and Classified seniority lists. (Page 55-56)
 - Approve 2015-2016 School Accountability Report Cards (SARC): Hamilton High School, Ella Barkley High School, Hamilton Community Day School and Hamilton Elementary School. (Page 57-109)
 - 7. Approve Jive Communications, Inc. Proposal for Service. (Page 110)
 - 8. Approve Hamilton High School Cross Country Team Lithia Track and Field Invitational on April 22nd, 2017. (Page 114)
 - 9. Approve Document Tracking Services for Translation of the 2015-16 School Accountability Report Cards (SARC). (Page 115)
 - 10. Approve Interdistrict Transfers (new elementary students reapply annually).
 - a. Out
 - i. None to report
 - b. In
- i. None to report
- 11. Approve Personnel Actions as Presented:
 - a. New Hires:

î.	Charles Johnson	JV Volleyball Coach	District
ii.	Brittney Garrett	JV Boys Basketball Coach	District
iii.		7 th /8 th Grade Boys Basketball Coach	District
iv.	Jason Pezzetti	7 th /8 th Grade Girls Basketball Coach	District
٧.	Tony Longueira	Boys Soccer Coach	District

b. Resignations/Retirement:

i. Retirement: Anthony "Tony" Robertson

ii. Retirement: Ralph "Rick" Brand

 ${\bf District\ Universal-Maint.\ \&\ Trans,}$

District

Crossing Guard

HES

Motion for approval by Rosalinda Sanchez, seconded by Rod Boone.

Motion Carried: 5-0

Loera: Aye	Boone: Aye
Leal: Aye	Lower: Aye
Sanchez: Aye	

14.0 **ADJOURNMENT:** 7:37 p.m.

Close in Memory of: Gary Beckman Michael Anthony Bass Brett Silva Luella Boone

Wendall Lower, Clerk	
Charles Tracy, Superintendent	

Hamilton High School Application for Student Club

form a Student Club. (Attach a list of the students sponsoring this

1. We the students of Hamilton High School request permission to

	application.)
2	This club will be called Hamilton High Decathletes is being formed for the purpose(s) of: promoting interest in night education and academic success; and team building.
3.	Mr./Ms. <u>Patricia</u> Hernandez will serve as the advisor for this club.
4.	We have attached: a. A copy of the proposed constitution for this club. b. A copy of the proposed budget for this club for the school year.
5.	Submitted by: Student Club representative: Signature Signature Signature
	Club Advisor Signature Date
6.	Approved by:
	Principal Instruction 11/2/16
	ASB President Hernan Oriental Signature Signature Signature Date 11/3/16 Signature Date
	ASB Advisor Clegandra Chare 11/3/16 Signature Date
7.	Recorded in student council Minutes on (Date): 1/3/16

Hamilton High Decathletes Constitution

Article 1	Name: Hamilton High Decathletes
Article 2	Purpose: To promote interest in higher education and academic success for all.
Article 3	Authority: Hamilton High Decathletes derives its authority directly from the Hamilton High School ASB club and indirectly from the Principal and Board of Education.
Article 4	Membership: Members must be students at Hamilton High School.
Article 5	Meetings: Hamilton High Decathletes will meet on Wednesdays during lunch time. Special meetings may be called by the president and/or club advisor.
Article 6	Officers: Mallory Walker, President Cristal Vargas, Vice President Tania Rubio, Secretary Iris Palacios, Treasurer Nikki Thor, Publicist President-Oversees all activities and fund raisers Vice President- Fills in for president Secretary-Takes minutes of meetings and keeps records of activities and correspondence Treasurer- Responsible for money and budget Publicist- Advertises fund raisers and activities
Article 6	Elections: Elections will be held once a year in October.
Article 7	Committees: The president will appoint committees as needed during the school year.
Article 8	Amendments: All changes or amendments to this club constitution shall be by a 2/3 vote of the club membership present at the date of the meeting scheduling such a change.

Approval Signatures	
Faculty Club Advisor:	Print Name: Patricia Hernandez
Club President & Slend Woley	Print Name: Mallora Walker
Activities Director: Oleangracher	Print Name: Alexandra Charlon
Administrator: In Oseguen	Print Name: (ris Osequera
Auministrator.	

HAMILTON HIGH SCHOOL Associated Student Body CLUB INFORMATION SHEET FY 2016-17

Name of Club Hamilton High Decothletes

Purpose/Charter of Club To promote interest in higher education and academic success for alliand teambuilding.
acrie accident somes for see and reaching.
Advisor Name Patricia Hernanolez
Cell # 530 - 321-7310
Email Address phernandez @husdschools.org
Name of Club President Mallony Walker
Name of Club President Mallory Walker
Name of Club President Indent of Vousier Varyas, Vice president Name of Additional Student Representative Cristal Varyas, Vice president
Place of Club Meetings ROOM 3
Date & Time of Club Meetings 12-Dm, Wednesdays
Date & Time of Club Meetings 12pm, Wearlesdays
162-17
20 Budget
$\sim 10^{-10}$
Ending Balance \$
Projected Revenue \$_100 oo_
Projected Expenses \$ 2500
Projected Ending Balance \$ 7500
Projected Ending Balance \$ 103

Hamilton High Decathletes 2016-2017 Budget

Ending Balance: None

Projected Revenue: \$100.00

Proposed Expenses: \$25.00

Projected Ending Balance: \$75.00

Proposed Fundraising Activities: Club members fundraising activities may include baked goods sales, lollipop sales, chocolate candy bar sales, hot chocolate/donut sales, car wash and or food sales.

Proposed Use for Funds: Funds will be used for purchasing club tee shirts to be used for the promotion of the club and club activities. Funds will also be used for field trip activities to promote the extracurricular learning of the club members as it relates to the Academic Decathlon topic.

Hamilton Union High School

STUDENT BODY OFFICER ELECTION PETITION

Gandidates Name:	amilton High D	ecothletes		
0.00	The same of the same of the	none en co		
Office Applying for:	to become a club	out HHS		
Grade Requirements: *	Satisfactory Unsatisfactor	Ory School Secretary's Signature		
Other Requirements:	Must have permission of the school			
al/A	business officer for the position of Treasurer.			
1~//1	Business Officer's Signatur	e Student Body Secretary's Signature		
Citizenship:	Satisfactory Unsatisfactor	ry Principal's Stelaure		
* Must have a 2.0 GPA	in the previous grading period.			
"If elected I will serve to with the Constitution while	the best of my ability. I agree that my le I am holding office."	grades must be in accordance		
	NA	Signature of Candidate		
Note: Petition is not valid	d unless signed by candidate			
All signers of this petition each office.	n must be REGISTERED VOTERS.	You may sign ONE petition for		
1. Cristal Vargas 2	goods 2. Joel Mondoza	3. Adrienne Boone		
4. Bemany Hal	5. Ashley George	6. Herran Unerta		
7. Tate Someone	8. Egmeralda Rojas	9. Nathalie Rios.		
10. Chantal Oa	tiz 11. stilica Oxeda	12. Whan passavist		
13. Panelle Garnet	14. Dawna winar			
1 10000100	et 17. Januar.	18. Ofelia Flores R-		
	ren 20. Levi Fox	21. engling hallo		
22. ildalis Leijon	23. 12.62	24. In Hunty		
25 mis Slunds	26 00 5 10 000 01			
The above signatures have been verified and This form was received COMPLETE not later				
the petition is completed	than 12 Noon.			
Signature:	Signature:	('Cly-		
080701:C:FORMS:Stu Body Off Elec	tion Pet:bdp	()		



INFINITY COMMUNICATIONS & CONSULTING, INC. MASTER AGREEMENT FOR PROFESSIONAL SERVICES

Client No: 0461

This Agreement for Professional Services ("Agreement") is entered as of this day, <u>February 2, 2017</u>, between <u>Infinity Communications & Consulting, Inc.</u> hereinafter referred to as "Infinity," and <u>Hamilton Unified School District</u> hereinafter referred to as the "Client." The parties agree as follows:

SERVICES

Infinity agrees to perform Consulting and Professional Services ("Services") on behalf of the Client as set forth in this agreement and attachments. Infinity's responsibilities and determination of reimbursable cost for said Services are set forth in the project attachment(s), which include our Scope of Work and Compensation and Reimbursable Expenses Schedule.

2. BASIS OF COMPENSATION

Infinity will invoice for services performed under the scope of work for each of the project attachment(s). The client will render payment to Infinity upon receipt of invoices.

3. TERM AND TERMINATION OF SERVICE

Infinity's services are provided on a term commitment basis as specified in the project attachments. The term commences on the signed acceptance of the project attachment(s).

The Client and/or Infinity may terminate this Agreement, without cause, at any time by submitting written notice to the other party. The written Notice of Termination must be received no less than Thirty (30) days prior to the desired date of Termination.

In the event, the Client terminates this Agreement without cause, the Client agrees to compensate Infinity for all work, Service Fees, and reimbursable expenses completed prior to the date of termination, and release Infinity from all liability, claims and causes of action resulting from negligent acts or omissions of the Client, its agents and/or employees performed after the date of termination.

In the event, the Agreement is terminated; Infinity shall deliver copies of all data and files related to this Agreement to the Client within Thirty (30) days.

4. CLIENT'S RESPONSIBILITY

The Client agrees to comply with the responsibilities as specified in the project attachments to ensure the successful completion of services covered in this Agreement.

5. RECORDS

Infinity will maintain full and accurate records in connection with this Agreement and will make them available to the Client for inspection during normal business hours, Monday to Friday, 8am to 5pm.

6. STATUS OF INFINITY

The Client and Infinity agree that Infinity, in performing the services specified in this Agreement, shall act as an independent contractor and shall have control of all work and the manner in which it is performed. Infinity shall be free to contract for similar service to be performed for other parties while under contract with the Client. Infinity is not entitled to participate in any pension plan, insurance, bonus or similar benefits the Client provides for its employees.



PROJECT ATTACHMENT #0461-16C.1

Master	
Agreement No:	0461

SERVICES: CATEGORY TWO ERATE APPLICATION MANAGEMENT SERVICES

INFINITY'S RESPONSIBILITIES

Infinity shall perform the following tasks for our <u>Category Two Erate Application Management Services for Network Electronics</u>: E-rate Application Management, including:

- 1. Consult with the Client to determine the filing strategy that best suits their needs.
- 2. Prepare and submit to the Client, for their certification, the following program forms; Form 470, Form 471, and Form 486.
- 3. Monitor and inform the Client of their Application and Funding Commitment status.
- 4. Coordinate with the Client and Service Provider to respond to Program Integrity Assurance (PIA) questions.
- 5. Assist the Client, if requested, in the preparation of program auditor's requested documentation.
- 6. Provide the Client with one (1) Electronic and one (1) Hardcopy copy of all pre-Form 471 "Bidding Documents", bid evaluations, and contracts, as required for Document Retention per the E-rate program.

Excluded from Infinity's Service Offering:

- System design, project engineering, drafting, and/or technical spec writing services.
- · On-site services, including but not limited Job-Walks, Site Assessments, etc.
- E-rate Service Substitutions, Invoice and Deadline Extension requests.

Additional Services requested by the Client of Infinity to perform, other than those listed above and/or in the quantity listed above, will be billed to the Client at an Hourly rate plus actual and necessary expenses, per the attached Compensation and Reimbursable Expenses Schedule.

CLIENT RESPONSIBILITIES

The Client's responsibilities, for the successful completion of our Category Two Erate Application Management Services, shall include:

- 1. Appoint and identify a representative to act on their behalf whom has the authority to render decisions.
- 2. Respond to requests from Infinity, no later than three (3) business days upon receipt of written request from Infinity, as not to cause unreasonable delay in the progress of Infinity's services.
- Furnish all legal, insurance and accounting services, that may be reasonably necessary, that meet the Client's own needs and interests.
- 4. Provide reasonable access to the site and Client's personnel to allow Infinity to perform the work detailed in this agreement.
- 5. Provide Infinity with all "Design Documents" required for the successful completion of the agreed service, including, but not limited to; a scope of work for the requested services, equipment and/or performance specifications, project drawings and/or system single-line diagrams.
 - a. The Client accepts the sole responsibility and liability for the quality and accuracy of the "Design Documents" provided to Infinity.
- Grant Infinity permission and license to distribute the provided "Design Documents" to perform the work described in this
 agreement.
- Provide Infinity with all E-rate "Supporting Documents" required for the successful completion of the agreed service, including, but not limited to; Approved Free & Reduced Lunch numbers, Approved Technology Plan, Budget Information, Copy of CIPA Compliance, Evaluation of Bid Responses, Board Meeting Minutes, Copy of Executed Agreements, etc.
- 8. Provide a Letter of Authorization (LOA), authorizing Infinity, to act on the Client's behalf to file E-rate forms and respond to the USAC's request for information.
- Sign and certify the E-rate forms required for the Client's application for funding, in a timely manner, as not to cause a failure to comply with the E-rate Program's time sensitive deadlines.
- 10. Comply with all of Schools and Libraries Division's (SLD) E-rate program rules and requirements, including but not limited to:
 - a. Conduct an "Open and Competitive" bid process, to comply with all applicable Local/State/Federal biding laws.
 - b. Wait a minimum of 28 days after the posting of the Form 470 or the release of the RFP, whichever comes later, before selecting a Service Provider or executing a Contract.
 - c. Conduct a non-bias bid evaluation, per the E-rate Program's "Evaluations of Bid" requirements, with the cost of E-rate eligible goods and services as the highest weighted factor.
 - d. Award a contract the successful Bidder prior to submitting a request for funding (Form 471).
 - e. Maintain and update an "Equipment Asset Register" (EAR). The EAR shall detail the make, model, serial number, and location of all equipment purchased with the support of the Universal Services Fund (E-rate Program). The Client will provide Infinity a copy of the EAR for compliance with the "Inventory" section of E-rate's "Document Retention Policy".

Project Attachment #0461-16C.1 Page 1 of 3



COMMUNICATIONS AND CONSULTING

IN WITNESS THEREOF, the parties hereto have executed this Agreement on the date written below

	. Infinity Communications & Consultin	g, Inc.	Hamilton Unified School Distr	rict
(-//	2-2-2017		
	Signature	Date	Signature	Date
	Martin Skiby	General Manager		
/	Warne	Title	Name	Title
7	P.O. Box 999, Bakersfield, Ca. 93302			
	Address/City/Sate/Zip		Address/City/Sate/Zip	
	82-0573429			
	Federal Tax ID#		Federal Tax ID#	