



HOLTVILLE UNIFIED SCHOOL DISTRICT

Governing Board of Trustees

Regular Board Meeting

April 14, 2025

Board of Trustees

Ben Abatti Jr., President

Julie Duarte, Clerk

Kevin Grizzle, Member

Larry Iten, Member

Jared Garewal, Member

Superintendent

Celso Ruiz

Assistant Superintendent

John Paul Wells



**REGULAR MEETING
of the
BOARD OF TRUSTEES
HOLTVILLE UNIFIED SCHOOL DISTRICT**

Monday, April 14, 2025

CLOSED SESSION 5:00 P.M., OPEN SESSION 6:00 P.M.

Holtville Unified School District, Board Room, 621 East 6th Street., Holtville, CA. 92250

From time-to-time writings that are public records, which are related to open session items on an agenda for a regular meeting, may be distributed to Trustees after the posting of the agenda. Whenever this occurs, such writings will be available for public inspection in the Office of the Superintendent located at 621 E. Sixth Street, Holtville, Ca. 92250

Members of the public who require disability accommodation in order to participate in the meeting should contact the Superintendent at (760)356-2974, or in writing, at least 24 hours prior to the meeting. (Government Code section 54954.2).

1. PRELIMINARY

Call to Order

Flag Salute

Roll Call

Present Absent

Ben Abatti Jr., President

Julie Duarte, Clerk

Kevin Grizzle, Member

Larry Iten, Member

Jared Garewal, Member

Luis Martinez, Student Rep

2. MODIFICATIONS OF THE ORDER OF THE AGENDA, IF ANY.

Motion: _____ Second: _____ Ayes: ____ Nays: ____ Vote: ____ - ____

**3. STATEMENTS FROM THE PUBLIC REGARDING ITEMS ON THE
CLOSED SESSION AGENDA.**

At this time, members of the public may address the Board only as to items on the closed session agenda. If you wish to address the Board, please stand, give your name and address and proceed to the podium from which you will speak. Individual presentations shall not be for more than three (3) minutes and the total time for this purpose shall not exceed twenty minutes.

4. CLOSED SESSION

A) Negotiations with the CSEA Chapter 338 – Pursuant to Government Code Section 3549.1

*B) Conference with Labor Negotiator Pursuant to Government Code Section 54957.6: Agency
Negotiator: Superintendent; Employee organization: Holtville Teachers Association*

5. REPORTABLE CLOSED SESSION ACTIONS:

**BOARD OF TRUSTEES
HOLTVILLE UNIFIED SCHOOL DISTRICT
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6. RECOGNITIONS

*Freedom Academy – Mr. Drye
Pine – Mrs. Harrison*

7. PUBLIC COMMENT ON ITEMS ON THE OPEN SESSION AGENDA AND ON NON AGENDA ITEMS OF INTEREST TO THE PUBLIC THAT ARE WITHIN THE SUBJECT MATTER

JURISDICTION OF THE BOARD. *At this time, members of the public may address the Board only as to items on the open session agenda or items within the subject matter jurisdiction of the Board. Public comment will not be taken during the Board's consideration of an item on the open session agenda. If you wish to address the Board, please stand, give your name and address and proceed to the podium from which you will speak. Individual presentations shall not be for more than three (3) minutes and the total time for this purpose shall not exceed twenty minutes. In accordance with the Brown Act, unless an item has been placed on the published agenda, there shall be no action taken. The Board may 1) acknowledge receipt of the information, 2) refer to staff for further study, or 3) refer the matter to the next agenda.*

8. COMMUNICATIONS FROM THE SCHOOL DISTRICT

*Holtville Teachers Association
California School Employees Association
Student Board Member
Governing Board
Assistant Superintendent
Superintendent*

9. CONSENT AGENDA

All matters on the Consent Agenda are considered by the Board to be routine and will be enacted by the Board in one motion in the form listed below. The Superintendent and staff recommend approval of all Consent Agenda items.

A. GENERAL FUNCTION

- 1) Adoption of Minutes: March 17& March 25, 2025 Pgs. 3-7
(Supplemental Information)*

B. FINANCE AND BUSINESS

- 1) Warrant Orders week beginning 3/20/25 to week ending 4/10/25 Pgs. 9-21
(Supplemental Information)*

C. PERSONNEL SERVICES

- 1) Classified Employment Pg. 23
2) Certificated Resignation Pg. 24
3) Certificated Retirement Pg. 25
4) Medical Leave Pg. 26
5) Classified Resignation Pg. 27*

D. GENERAL BUSINESS

The Board is asked to approve the following items:

- 1) Grant award from CA FFA Foundation in the amount of \$3833.27 Pg. 29
2) Overnight trip for FFA to San Luis Obispo, CA 5/1/25-5/3/25 Pg. 30
3) Overnight trip for Migrant Speech & Debate to Monterey, CA 5/2/25-5/4/25 Pg. 30
4) 2025/26 MOU between ICOE & HUSD regarding the ERP System Pgs. 31-40*

**BOARD OF TRUSTEES
HOLTVILLE UNIFIED SCHOOL DISTRICT
REGULAR MEETING – April 14, 2025
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GENERAL BUSINESS continued

- 5) *Annual Statement of Need 30-Day Substitute and Designated Subjects Career Technical Education 30-Day Substitute Teaching Permits* Pgs. 41-42
- 6) *Quarterly Report on Williams Uniform Complaints for January 2025* Pg. 43
- 7) *MOU between ICOE & HUSD Regarding Account Auditor/Payroll-Retirement Services* Pgs. 44-48
- 8) *Electrical Proposal from D.W. Hibbert Electric Co, Inc. for HHS Welding Receptacles in the amount of \$49,829.85* Pgs. 49-51
- 9) *2025-26 HUSD School Calendar* Pg. 52
- 10) *Urban Greening Project Grant Application for the planting of 125 trees for HUSD sites* Pgs. 53-58
- 11) *Community Emissions Reduction Program (CERP) Grant Application for HMS & Pine parking lots* Pgs. 59-63
- 12) *Missoula Children's Theatre contract with Pine School for May 2, 2025, performance* Pgs. 64-65
- 13) *Planned Service Agreement from Johnson Controls for fire extinguishers* Pgs. 66-71

Motion: _____ Second: _____ Ayes: ____ Nays: ____ Vote: ____ - ____

10. INFORMATION ITEMS

- A) Update on construction – Greg Cox
- B) Reading Intervention at Finley & HMS – Ms. Villegas

11. ACTION/DISCUSSION ITEMS

The Board is asked to approve the following items:

- A) Approve Board Resolution 2024/25-004 Day of the Teacher May 14, 2025**

(Mr. Ruiz) Pg. 74

Motion: _____ Second: _____

Roll Call Vote: Abatti: ____ Duarte: ____ Grizzle: ____ Iten: ____ Garewal: ____

Ayes: ____ Nays: ____ Vote: ____ - ____

- B) Approve Board Resolution 2024/25-005 Classified School Employees Week May 19 – 23, 2025**

(Mr. Ruiz) Pg. 75

Motion: _____ Second: _____

Roll Call Vote: Abatti: ____ Duarte: ____ Grizzle: ____ Iten: ____ Garewal: ____

Ayes: ____ Nays: ____ Vote: ____ - ____

- C) Approve the Declaration of Need for Fully Qualified Educators**

(Mr. Ruiz) Pgs. 76-79

Motion: _____ Second: _____

Preferential Student Vote - Aye: ____ Nay: ____

Ayes: ____ Nays: ____ Vote: ____ - ____

**BOARD OF TRUSTEES
HOLTVILLE UNIFIED SCHOOL DISTRICT
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ACTION/DISCUSSION continued

- D)** *Approve the BorderLAN Cybersecurity agreement in the amount of \$93,600 for detection and response services (Mr. Martinez) Pgs. 80-85*

*Motion: _____ Second: _____
Preferential Student Vote - Aye: ____ Nay: ____
Ayes: _____ Nays: _____ Vote: ____ - ____ .*

- E)** *Discuss the criteria for the High School Salutatorian and Valedictorian (Mr. Arevalo)*

12. FUTURE BOARD MEETING DATE

Monday, May 19, 2025, is the next Regular Board Meeting

13. ADJOURNMENT

14. CLOSED SESSION if needed

- A) Negotiations with the CSEA Chapter 338 – Pursuant to Government Code Section 3549.1
B) Conference with Labor Negotiator Pursuant to Government Code Section 54957.6: Agency
Negotiator: Superintendent; Employee organization: Holtville Teachers Association*

****** A copy is available at the District Office and online www.husd.net**

MISSION STATEMENT

The Mission of the Holtville Unified School District is to ensure a standards-based curriculum that promotes excellence in academic, social and emotional growth for every student through the establishment of strong parent/school/community partnerships in a stable and safe learning environment.

HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

CONSENT AGENDA

HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

MINUTES

**Holtville Unified School District
Special Board Meeting
Minutes – March 17, 2025**

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The Board of Trustees of the Holtville Unified School District met in a Special Session on March 17, 2025, at the Holtville Unified School District Board Room 621 E 6th Street, Holtville, California. The meeting was called to order at 5:00 p.m. by the Presiding Chairman.

MEMBERS PRESENT: Ben Abatti Jr., President; Julie Duarte, Clerk; Kevin Grizzle, Member; Larry Iten, Member; Jared Garewal, Member; Celso Ruiz, Superintendent; John Paul Wells, Assistant Superintendent; Luis Martinez, Student Rep.

MEMBERS ABSENT: None

MODIFICATION OF THE AGENDA: Moved by Trustee Duarte, Seconded by Trustee Iten to move 11 B to A and A to B. Approved by unanimous votes, Ayes: 5, Nays: 0. Vote: 5-0.

STATEMENTS FROM THE PUBLIC REGARDING ITEMS ON THE CLOSED SESSION AGENDA. None

CLOSED SESSION

Negotiations with the CSEA Chapter 338- Pursuant to Government Code Section 3549.1
Conference with Labor Negotiator Pursuant to Government Code Section 54957.6: Agency
Negotiator: Superintendent; Employee Organization: Holtville Teachers Association

REPORT OF CLOSED SESSION In: 5:03 p.m. **Out:** 6:13 p.m.
Nothing to report.

RECOGNITIONS

Mr. Arevalo introduced Ms. Arias, HHS girls' soccer coach. She did not have any players present, but she announced that this is her last season as coach. She is proud of the girl's dedication.

Mr. Navarro, the girls' wrestling coach, stated he was very proud of his team. They placed third in CIF.

Donovan Johnston, boys' wrestling assistant coach, introduced Marcos Garcia, Sebastian Duarte, Drew Kellum, Dion Johnston and George Escobar, a few athletes from the boys' wrestling team. They placed second in CIF and had two athletes make it to State. He stated he was very proud of the team.

ORAL COMMUNICATION FROM THE PUBLIC ON NON AGENDA ITEMS AND/OR ITEMS OF INTEREST TO THE PUBLIC THAT ARE WITHIN THE SUBJECT MATTER JURISDICTION OF THE BOARD.

Stephany Leal – grandparent of two students that attend Pine expressed her concern over a horrible matter concerning sexual harassment from an older student to her grandson on the bus to Pine School. The incidents were reported on Friday. She stated that this matter had been going

on for months and nothing was done. Her grandson had asked the bus driver to be moved from his seat to avoid the other student, but the bus driver would not allow him to move. She is upset with the principal at Pine because she didn't show any compassion or empathy. The incidents need to be investigated properly and the District needs to do better to make sure our children are protected. Mr. Abatti told her that this will be looked into further.

Cynthia Kendall – parent of a Pine student that also rides the bus expressed her concern over the same incident as Mrs. Leal. Her daughter was questioned about the incidents that took place on the bus, and she was asked to identify the student that was harassing the other student. The only reason Mrs. Kendall knew about everything was because she is friends with Mrs. Leal. Had she known what was going on she would've contacted the transportation director and asked to move her daughter from her assigned seat on the bus. She didn't receive any notification that her daughter was involved or questioned. This is concerning.

COMMUNICATIONS FROM THE SCHOOL DISTRICT

HTA - Crystal Arias congratulated the teachers that are retiring.

CSEA – Mr. Castro stated that they are almost ready to make a good deal.

Luis Martinez – there was a pep rally on March 3 at HHS, and High School Madness on March 4. There will be a Krispy Kreme fundraiser next week. The HHS prom will be April 12.

Garewal – congratulated the Holtville FFA on having superior students. Congratulations on the retirees.

Iten – IVROP will be having Dancing with the Stars on May 2 at Quechan Casino. Proceeds go towards funding student scholarships. Holtville FFA & 4H did very well at the fair. He told Mrs. Villegas that the Finley father/daughter dance was a success.

Grizzle – congratulated the retirees. Thanked Arias for her coaching of the girls' soccer team.

Duarte – very proud of the Holtville FFA & 4H kids. Congratulated retirees and thanked Arias for coaching.

Abatti – echoed the congratulations of the FFA & 4H as well as thanking Arias for her coaching.

Ruiz – congratulated the FFA & 4H and the retirees.

CONSENT AGENDA

GENERAL FUNCTIONS

Moved by Trustee Grizzle, Seconded by Trustee Iten to approve the following consent agenda items as follows: GENERAL FUNCTION – Adoption of Minutes: February 18, 2025 & March 10, 2025. FINANCE AND BUSINESS – Warrant orders week beginning 2/20/25 to week ending 3/13/25. PERSONNEL SERVICES – Classified Employment of Ezekiel Nevarez, SpEd Bus Assistant Temp. Certificated Employment of Mercedes Lopez Guevara, Teacher (Finley). Certificated Leave of Absence of Chelsea Garcia, Finley Teacher, 2/18/25-4/2/25; Mary Siegel Davis, Pine Teacher, 3/19/25-4/14/25; Alicia Arevalo, HHS Teacher, 4/28/25-6/6/25. Certificated Retirement of Bonnie Sorenson, Teacher (HHS) 7/1/25; Mary Siegel Davis, Teacher (Pine) 6/6/25; Sandra Duran, Teacher (Finley) 6/6/25. Classified resignation of Miguel Lara, Grounds Temp, 3/20/25. GENERAL BUSINESS – Temporary Athletic team Coach certification

**Holtville Unified School District
Special Board Meeting
Minutes – March 17, 2025**

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24-25. 2025 IID Special Project Grant Application. MOU between IVROP CTE & HUSD. Overnight HHS Ag Team state Conference in Sacramento, CA 3/31/25-4/6/25. Wilkinson, Hadley, King & Co. regular Financial Audit Engagement Letter for the year ending June 30, 2025. College & Career Access Pathways (CCAP) A Dual Enrollment Partnership Agreement. ASB Fundraiser for HMS Shields, Cheer and Flags Teams. AVID Center Products & Services Quote/Order. 2025-26 CIF Application for Renewal of Multi-School Membership. Halycon Compromise Assessment Service Agreement. HUSD Hourly Salary Schedule Effective 4/1/25. All approved by unanimous votes, Ayes: 6, Nays: 0. Vote: 6-0.

PUBLIC HEARING

Public Hearing Pursuant to Government Code Section 3547 (a) Regarding the Initial Proposal from the California School Employees Association (CSEA) to the Holtville Unified School District

INFORMATION ITEMS

At this time, we can hear comments from the public to receive input regarding the initial proposal from the California School Employees Association (CSEA) to the Holtville Unified School District. No comments or input from the public.

Greg Cox gave a written update on construction. HMS Fence, the guy is working on the gates. HHS fire alarm, PyroCom is progressing on the system, 75% complete. HHS Gym, DSA is requiring us to design an illuminated dispersal area at the outdoor basketball courts. We have just completed the design of that area. DSA approval is close.

ACTION/DISCUSSION ITEMS

Moved by Trustee Garewal, Seconded by Trustee Grizzle to approve the California College Guidance Initiative (CCGI) and Holtville Unified School District K-12 LEA Partnership Agreement. Preferential Student Vote; Aye. Passed by unanimous votes Ayes: 6, Nays: 0. Vote: 6-0. Moved by Trustee Iten, Seconded by Trustee Garewal to approve the 2024-25 Second Interim Report. Mr. Wells presented a PowerPoint on the 2024-25 Second Interim Budget figures. The LCFF projected calculation shows \$23,288,171 before adjustments. LCFF is tied to the LCAP. The General Fund revenues are down &125,700 since the December report due to the elimination of county-educated SpEd students now being serviced by other Districts. The General Fund revenues are also down \$53,000 due to the release of CTEIG allocations, which are far below than anticipated. The General Fund expenditures are down \$79,200 since the September report due largely to diminished transfer of SpEd students transfer to ICOE. The General Fund expenditures are down \$105,700 due to the closed position vacancies. The General Fund Unrestricted projected end fund balance is down \$46,500 since the last report, and the General Fund Restricted projected end fund balance is up \$52,700 since the last report. The initial multi-year projections show deficits of \$500,900 for 2024-25, -\$382,300 for 2025-26, and -\$113,500 for 2026-27. The cause of the deficit is the flat funding year in 2024-25 that puts us behind keeping up with the normal annual expenditure increases, as well as a dip in enrollment/ADA and the Unduplicated Pupil percentage. Mr. Wells concluded his report that the

**Holtville Unified School District
Special Board Meeting
Minutes – March 17, 2025**

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District will continue to monitor the 2024-25 projections and make updates as necessary.
Preferential Student Vote; Aye. Passed by unanimous votes Ayes: 6, Nays: 0. Vote: 6-0.

FUTURE BOARD MEETING DATE

Regular Board Meeting: Monday, April 14, 2025

ADJOURNMENT

The meeting adjourned at 7:06 p.m.

CLOSED SESSION

Negotiations with the CSEA Chapter 338- Pursuant to Government Code Section 3549.1
Conference with Labor Negotiator Pursuant to Government Code Section 54957.6: Agency
Negotiator: Superintendent; Employee Organization: Holtville Teachers Association

REPORT OF SESSION CLOSED In: 7:15 p.m. Out: 7:28 p.m.

Nothing to report

ADJOURNMENT

The meeting adjourned at 7:28 p.m.

**Julie Duarte, Clerk
Holtville Unified School District
Board of Trustees**

**Holtville Unified School District
Special Board Meeting
Minutes – March 25, 2025**

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The Board of Trustees of the Holtville Unified School District met in a Special Session on March 25, 2025, at the Holtville Unified School District Board Room 621 E 6th Street, Holtville, California. The meeting was called to order at 4:04 p.m. by the Presiding Chairman.

MEMBERS PRESENT: Ben Abatti Jr., President; Julie Duarte, Clerk; Kevin Grizzle, Member; Jared Garewal, Member; Celso Ruiz, Superintendent; John Paul Wells, Assistant Superintendent

MEMBERS ABSENT: Larry Iten, Member; Luis Martinez, Student Rep.

MODIFICATION OF THE AGENDA: None

STATEMENTS FROM THE PUBLIC REGARDING ITEMS ON THE CLOSED SESSION AGENDA. None

CLOSED SESSION

A) Negotiations with the CSEA Chapter 338 – Pursuant to Government Code Section 6549.1

B) Conference with Labor Negotiator Pursuant to Government Code Section 5497.6: Agency Negotiator: Superintendent; Employee organization: Holtville Teachers Association

C) Student Discipline Pursuant to California Education Code Section 48900

REPORT OF CLOSED SESSION In: 4:06 p.m. **Out:** 6:11 p.m.

Nothing to report

ORAL COMMUNICATION FROM THE PUBLIC ON NON AGENDA ITEMS AND/OR ITEMS OF INTEREST TO THE PUBLIC THAT ARE WITHIN THE SUBJECT MATTER JURISDICTION OF THE BOARD. Nothing

FUTURE BOARD MEETING DATE

Regular Board Meeting: Monday, April 14, 2025

ADJOURNMENT

The meeting adjourned at 6:11 p.m.

**Julie Duarte, Clerk
Holtville Unified School District
Board of Trustees**

HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

WARRANTS

Register 000339 - 03/20/2025

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
Bank Account COUNTY - County, Register 000339, Dated 03/20/2025					
25315644	1,725.36	Printed	010		A T & T (000008/2)
25315645	362.77	Printed	010		AMAZON CAPITAL SERVICES, INC (000822/1)
25315646	300.60	Printed	010		AVILA, DAVID (000510/1)
25315647	20.46	Printed	130		Brady Industries of California (001176/1)
25315648	1,162.60	Printed	010		CALIBER SCREENING (000075/1)
25315649	1,870.00	Printed	010		CALIFORNIA ASSOCIATION FFA (000077/1)
25315650	53.85	Printed	010		CAPITAL ONE TRADE CREDIT (000972/3)
25315651	1,908.82	Printed	010		COASTAL SUPPLY CO, INC (001225/1)
25315652	465.89	Printed	010		D LUPITAS RESTAURANT (000119/1)
25315653	190.76	Printed	010		DEL SOL MARKET (000125/1)
25315654	154.85	Printed	010		DELL MARKETING LP (000126/1)
25315655	226.00	Printed	010		Department of Justice Accounting Office (000130/1)
25315656	159.00	Printed	010		English, Carissa (000796/1)
25315657	180.03	Printed	010		GEORGES PIZZA (000177/1)
25315658	4,091.71	Printed	130		GOLD STAR FOODS, INC (001163/3)
25315659	400.00	Printed	010		GONZALES, JOSE (001367/1)
25315660	1,342.15	Printed	130		HOLLANDIA DAIRY, INC (000608/1)
25315661	120.00	Printed	010		HOLTVILLE UNIFIED SCHOOL DISTR (000202/1)
25315662	260.50	Printed	010		HOLTVILLE USD- TRANSPORTATION DEPARTMENT (000661/1)
25315663	4,169.76	Printed	010		IMPERIAL IRRIGATION DISTRICT (000221/1)
25315664	112.00	Printed	010		IMPERIAL VALLEY ROP (000232/1)
25315665	148.00	Printed	010		Irma Marquez (001332/1)
25315666	231.25	Printed	010		Jack Schreder & Associates (000824/2)
25315667	3,900.00	Printed	010		Jesus Martinez (000955/1)
25315668	3,122.54	Printed	010		JOHNSTON, CARL J (000533/1)
25315669	714.00	Printed	010		JR ACHIEVEMENT OF S.D. COUNTY (001019/1)
25315670	283.88	Printed	010		KC AUTO SERVICE LLC (001368/1)
25315671	2,734.10	Printed	010		KONICA MINOLTA BUSINESS (000642/4)
25315672	454.60	Printed	010		MAMER, KAYLIAN (001283/1)
25315673	1,524.12	Printed	130		PAPA JOHNS PIZZA (001318/1)
25315674	13,456.80	Printed	010		Pixabytes Solutions, Inc (000884/1)
25315675	7,920.00	Printed	210		PRECISION INSPECTIONS INC (001147/1)
25315676	120.00	Printed	010		R and M SPORTS (000319/1)
25315677	147.00	Printed	010		ROMANS WATER (000331/1)
25315678	9,884.26	Printed	130		SHAMROCK FOODS COMPANY (000356/2)

Selection Grouped by Sort/Group - Sorted by Sort, Check Number, Include Address? No, Check Dates 03/20/2025 - 03/30/2025, Filtered by (Bank Account(s)
IN ('COUNTY'), Source = A, Pay To = N, Payment Method = C, Summary? = N, Sort/Group = 1, Further Sort by = N)

ERP for California

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Register 000339 - 03/20/2025

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
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Bank Account COUNTY - County, Register 000339, Dated 03/20/2025 (continued)

25315679	400.00	Printed	010		SOUTHWEST HIGH SCHOOL ASB (000613/2)
25315680	49.18	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25315681	278.31	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25315682	290.03	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25315683	278.88	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25315684	181.90	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25315685	1,511.99	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25315686	56.76	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25315687	147.84	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25315688	317.30	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25315689	138.10	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25315690	645.69	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25315691	189.77	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25315692	83.21	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25315693	1,494.41	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25315694	224.87	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25315695	353.67	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25315696	336.23	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25315697	300.65	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25315698	232.60	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25315699	127.00	Printed	010		T-Mobile USA, Inc. (001153/1)
25315700	98.00	Printed	010		TERRILL, TIFFANY (000588/1)
25315701	500.00	Printed	010		VANACKER, CHAD (000584/1)
25315702	13,395.00	Printed	010		VICS AIR CONDITIONING and ELE (000423/1)

85,549.05

Number of Items

59 Totals for Register 000339

Selection Grouped by Sort/Group - Sorted by Sort, Check Number, Include Address? No, Check Dates 03/20/2025 - 03/30/2025, Filtered by (Bank Account(s)
IN ('COUNTY'), Source = A, Pay To = N, Payment Method = C, Summary? = N, Sort/Group = 1, Further Sort by = N)

ERP for California

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030 - Holtville Unified School District

Generated for Zayda Solis (ZAYDA.SOLIS), Mar 19 2025 2:28PM

Org Summary

Holtville Unified School District

Check #	25315644	through	25315702	Total Count	59	\$85,549.05
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Register 000340 - 03/27/2025

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
Bank Account COUNTY - County, Register 000340, Dated 03/27/2025					
25316464	1,169.81	Printed	010		A T & T (000008/2)
25316465	249.69	Printed	010		AMAZON CAPITAL SERVICES, INC (000822/1)
25316466	248.85	Printed	010		AUTO ZONE (000049/1)
25316467	20.00	Printed	010		Baja Desert Tire Co (000052/2)
25316468	300.00	Printed	010		BRAVOSOL TOURS (001134/1)
25316469	745.84	Printed	010		CALIBER SCREENING (000075/1)
25316470	27.08	Printed	010		CAPITAL ONE TRADE CREDIT (000972/3)
25316471	780.00	Printed	010		City of El Centro (000939/1)
25316472	214.26	Printed	010		D LUPITAS RESTAURANT (000119/1)
25316473	528.61	Printed	010		DEL SOL MARKET (000125/1)
25316474	655.53	Printed	010		DELL MARKETING LP (000126/1)
25316475	360.00	Printed	010		EWELL EDUCATIONAL SERVICES (001186/1)
25316476	186.55	Printed	130		FBC OF HENDERSON LLC (000154/3)
25316477	537.80	Printed	010		FRAZIER, DENNISE (001003/1)
25316478	598.48	Printed	010		GAS COMPANY (000172/1)
25316479	193.95	Printed	010		GEORGES PIZZA (000177/1)
25316480	3,083.12	Printed	130		GOLD STAR FOODS, INC (001163/2)
25316481	475.00	Printed	010		HILLTOP HIGH SCHOOL (000382/4)
25316482	2,626.65	Printed	130		HOLLANDIA DAIRY, INC (000608/1)
25316483	410.00	Printed	010		HOLTVILLE UNIFIED SCHOOL DISTR (000202/1)
25316484	32,910.56	Printed	010		IMPERIAL IRRIGATION DISTRICT (000221/1)
25316485	1,064.19	Printed	010		JOHNSTON, CARL J (000533/1)
25316486	3,580.02	Printed	010		KONICA MINOLTA PREMIER FINANCE (000642/3)
25316487	58.00	Printed	010		MAMER, KAYLIAN (001283/1)
25316488	135.00	Printed	010		MATTHEW BRYANT (001369/1)
25316489	925.31	Printed	010		MCCLURE, GEORGE (001370/1)
25316490	500.00	Printed	010		MCT INC (000274/1)
25316491	1,090.07	Printed	010		MEDIC FIRST (000700/4)
25316492	98.35	Printed	010		QUILL CORP (000318/1)
25316493	851.00	Printed	010		RICHEY ATHLETICS (001363/2)
25316494	84.04	Printed	010		ROMANS WATER (000331/1)
25316495	198.20	Printed	010		RUIZ, CELSO (000576/1)
25316496	5,559.40	Printed	130		SHAMROCK FOODS COMPANY (000356/2)
25316497	525.28	Printed	010		SPARKLETT'S WATERS (000370/1)
25316498	342.47	Printed	010		STIFF, LOVETTE (000590/1)

Selection Grouped by Sort/Group - Sorted by Sort, Check Number, Include Address? No, Checks Dated 03/27/2025, Filtered by (Bank Account(s) IN ('COUNTY'), Source = A, Pay To = N, Payment Method = C, Summary? = N, Sort/Group = 1, Further Sort by = N)

ERP for California

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Register 000340 - 03/27/2025

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
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Bank Account COUNTY - County, Register 000340, Dated 03/27/2025 (continued)

25316499	519.53	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25316500	136.92	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25316501	176.90	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25316502	89.27	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25316503	379.18	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25316504	308.62	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25316505	341.95	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25316506	853.71	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25316507	325.22	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25316508	1,722.63	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25316509	100.37	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25316510	692.62	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25316511	18.11	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25316512	9.56	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25316513	561.73	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25316514	126.67	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25316515	473.30	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25316516	663.14	Printed	010		UNFIRST CORPORATION (000727/2)
25316517	691.16	Printed	010		US AWARDS (000412/1)
25316518	549.06	Printed	010		Verizon Wireless Services LLC (000422/1)
25316519	1,000.00	Printed	010		VICS AIR CONDITIONING and ELE (000423/1)

71,072.76

Number of Items

56 Totals for Register 000340

Org Summary

Holtville Unified School District

Check #	25316464 through	25316519 Total Count	56	\$71,072.76
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Register 000341 - 04/03/2025

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
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Bank Account COUNTY - County, Register 000341, Dated 04/03/2025

25318002	769.13	Printed	010		AMAZON CAPITAL SERVICES, INC (000822/1)
25318003	71.87	Printed	010		BOJORQUEZ-CASTRO, ARTURO (001148/1)
25318004	4,600.00	Printed	010		BRAVOSOL TOURS (001134/1)
25318005	1,437.21	Printed	010		CALIFORNIA SCHOOLS VEBA (000083/1)
25318006	77.45	Printed	010		CAPITAL ONE TRADE CREDIT (000972/3)
25318007	330.75	Printed	010		City of El Centro (000939/1)
25318008	694.30	Printed	010		COSTCO (000110/1)
25318009	209.58	Printed	010		D LUPITAS RESTAURANT (000119/1)
25318010	622.60	Printed	010		FIDELITY SECURITY LIFE INSURANCE CO (000276/1)
25318011	130.93	Printed	010		GEORGES PIZZA (000177/1)
25318012	1,931.94	Printed	130		GOLD STAR FOODS, INC (001163/2)
25318013	13.42	Printed	010		GONZALES, HECTOR (000780/2)
25318014	690.10	Printed	010		Havens and Sons Trucking Inc (000192/1)
25318015	169.37	Printed	130		HOLLANDIA DAIRY, INC (000608/1)
25318016	15,650.88	Printed	010		Imperial County Sheriff (000938/1)
25318017	250.00	Printed	010		IMPERIAL FOOTBALL CLUB (000226/4)
25318018	33.79	Printed	010		JOSE CHABOYA (000497/1)
25318019	499.12	Printed	010		KC AUTO SERVICE LLC (001368/1)
25318020	70.55	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
25318021	70.55	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
25318022	70.55	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
25318023	70.55	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
25318024	70.55	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
25318025	70.55	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
25318026	70.55	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
25318027	70.55	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
25318028	70.55	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
25318029	70.55	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
25318030	70.55	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
25318031	70.55	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
25318032	70.55	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
25318033	70.55	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
25318034	70.55	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
25318035	276.71	Printed	130		LUZ CHABOLLA (000495/1)
25318036	1,241.80	Printed	010		PHILLIPS,BRIAN (000562/1)

Selection Grouped by Sort/Group - Sorted by Sort, Check Number, Include Address? No, Checks Dated 04/03/2025, Filtered by (Bank Account(s) IN ('COUNTY'), Source = A, Pay To = N, Payment Method = C, Summary? = N, Sort/Group = 1, Further Sort by = N)

Register 000341 - 04/03/2025

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
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Bank Account COUNTY - County, Register 000341, Dated 04/03/2025 (continued)

25318037	274.61	Printed	010		R S D (000320/1)
25318038	16.20	Printed	010		RAMIREZ, RAQUEL (000779/1)
25318039	539.50	Printed	010		RUIZ, CELSO (000576/1)
25318040	17,096.73	Printed	010		SEMACONNECT LLC (001360/1)
25318041	4,392.27	Printed	130		SHAMROCK FOODS COMPANY (000356/2)
25318042	1,286.49	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25318043	181.72	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25318044	309.76	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25318045	790.05	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25318046	530.42	Printed	010		THE SHERWIN- WILLIAMS CO (000357/3)
25318047	2,506.86	Printed	010		Verizon Wireless Services LLC (000422/1)
25318048	4,569.36	Printed	010		VISION SERVICE PLAN (000424/1)
25318049	11,740.48	Printed	010		VOL. EMPLOYEES' BENEFITS ASSOC (000480/1)

74,993.65

Number of Items

48 Totals for Register 000341

Org Summary

Holtville Unified School District

Check #	25318002	through	25318049	Total Count	48	\$74,993.65
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Register 000342 - 04/10/2025

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
Bank Account COUNTY - County, Register 000342, Dated 04/10/2025					
25318819	1,385.63	Printed	010		A T & T (000008/2)
25318820	3,684.06	Printed	010		AMAZON CAPITAL SERVICES, INC (000822/1)
25318821	93.51	Printed	010		ANIXTER INC (000031/2)
25318822	23.69	Printed	010		AUTO ZONE (000049/1)
25318823	364.15	Printed	010		Baja Desert Tire Co (000052/2)
25318824	634.29	Printed	010		BAKER DISTRIBUTING COMPANY (000053/1)
25318825	80.15	Printed	010		BOJORQUEZ-CASTRO, ARTURO (001148/1)
25318826	2,100.00	Printed	010		BOOST COLLABORATIVE (000065/1)
25318827	429.15	Printed	130		Brady Industries of California (001176/1)
25318828	1,861.90	Printed	010		CALIBER SCREENING (000075/1)
25318829	8,000.00	Printed	010		CALIFORNIA INTERSCHOLASTIC FED (000080/4)
25318830	38.73	Printed	010		CAPITAL ONE TRADE CREDIT (000972/3)
25318831	5,492.80	Printed	010		CARDMEMBER SERVICES (000322/2)
25318832	10,790.00	Printed	010		CURRIER and HUDSON (000117/2)
25318833	30.00	Printed	010		David West (000758/1)
25318834	1,128.00	Printed	010		DAVID WEST INSURANCE (000121/1)
25318835	796.34	Printed	010		DEL SOL MARKET (000125/1)
25318836	2,500.00	Printed	010		DISCOVERY EDUCATION INC (001061/4)
25318837	71.75	Printed	130		FBC OF HENDERSON LLC (000154/3)
25318838	186.41	Printed	010		FERGUSON ENTERPRISES INC (000156/2)
25318839	20,412.00	Printed	300		FINNEY ARCHITECTS, INC (001156/1)
25318840	248.95	Printed	010		FORENSIC DRUG TESTING (000162/1)
25318841	353.32	Printed	010		GEORGES PIZZA (000177/1)
25318842	3,705.31	Printed	130		GOLD STAR FOODS, INC (001163/2)
25318843	16.01	Printed	010		GONZALEZ, ROGELIO (000639/1)
25318844	2,922.34	Printed	130		HOLLANDIA DAIRY, INC (000608/1)
25318845	475.00	Printed	010		HOLTVILLE UNIFIED SCHOOL DISTR (000202/1)
25318846	4,500.00	Printed	010		ICOE (000210/1)
25318847	245.00	Printed	010		IRUNGARARY, MARIA (000534/1)
25318848	21.09	Printed	010		JOSE CHABOYA (000497/1)
25318849	388.68	Printed	010		KC AUTO SERVICE LLC (001368/1)
25318850	87.67	Printed	010		KC MANUFACTURING INC (000252/1)
25318851	3,009.00	Printed	010		Law Offices Arthur Palkowitz (001116/1)
25318852	132.97	Printed	010		MSTS RECEIVABLES LLC (000190/2)
25318853	15,744.37	Printed	010		Pixabytes Solutions, Inc (000884/1)

Selection Grouped by Sort/Group - Sorted by Sort, Check Number, Include Address? No, Checks Dated 04/10/2025, Filtered by (Bank Account(s) IN ('COUNTY'), Source = A, Pay To = N, Payment Method = C, Summary? = N, Sort/Group = 1, Further Sort by = N)

Register 000342 - 04/10/2025

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
Bank Account COUNTY - County, Register 000342, Dated 04/10/2025 (continued)					
25318854	8,360.00	Printed	210		PRECISION INSPECTIONS INC (001147/1)
25318855	25.84	Printed	010		QUILL CORP (000318/1)
25318856	101.26	Printed	010		QUILL CORP (000318/1)
25318857	4,885.91	Printed	010		R S D (000320/1)
25318858	20.23	Printed	010		RAMIREZ, RAQUEL (000779/1)
25318859	1,460.00	Printed	010		ROTO ROOTER SEWER (000332/1)
25318860	10,865.56	Printed	130		SHAMROCK FOODS COMPANY (000356/2)
25318861	1,988.80	Printed	010		SISC II Life Ins (000474/1)
25318862	5,610.15	Printed	010		SISC III (000473/1)
25318863	199,923.12	Printed	010		SISC III- INS (000361/1)
25318864	124.80	Printed	130		SMART and FINAL (000362/1)
25318865	302.97	Printed	010		SOFTCHOICE CORPORATION (000786/2)
25318866	118.89	Printed	010		SPARKLETT'S WATERS (000370/1)
25318867	613.08	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25318868	97.37	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25318869	549.83	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25318870	988.44	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25318871	464.76	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25318872	1,016.36	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25318873	132.16	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25318874	42.74	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25318875	511.60	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25318876	326.81	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25318877	158.08	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25318878	1,964.83	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25318879	368.14	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25318880	65.52	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25318881	123.00	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25318882	768.87	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25318883	645.08	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25318884	470.00	Printed	010		Tom A Brady and Sons Inc (000394/1)
25318885	840.87	Printed	010		UNFIRST CORPORATION (000727/2)
25318886	512.20	Printed	010		Velazquez, Gerardo (000795/1)
25318887	1,285.00	Printed	010		WATER TREATMENT SERVICES (000483/1)
25318888	316.53	Printed	010		WOLFE, EMILY (000592/2)

Selection Grouped by Sort/Group - Sorted by Sort, Check Number, Include Address? No, Checks Dated 04/10/2025, Filtered by (Bank Account(s) IN ('COUNTY')), Source = A, Pay To = N, Payment Method = C, Summary? = N, Sort/Group = 1, Further Sort by = N)

ERP for California

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Register 000342 - 04/10/2025

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
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Bank Account COUNTY - County, Register 000342, Dated 04/10/2025 (continued)

25318889	140.00	Printed	010		WRIGHT, GINA (000591/2)
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338,141.07

Number of Items

71 Totals for Register 000342

Org Summary

Holtville Unified School District

Check #	25318819	through	25318889	Total Count	71	\$338,141.07
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HOLTVILLE UNIFIED SCHOOL DISTRICT

School Board Meeting Agenda

PERSONNEL

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSÓ RUIZ, SUPERINTENDENT
SUBJECT: CLASSIFIED EMPLOYMENT
DATE: APRIL 14, 2025

The Board is requested to approve the following Classified Employment for the 2024/25 SY:

1. Miguel Lara	Grounds	District
2. Nathan Ramos	Maintenance III	District
3. Marina Mendez	Bus Driver/Custodian	District
4. Alejandro Campos	Proctor	Pine
5. Julia Meza	Projects Secretary	District

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSO RUIZ, SUPERINTENDENT
SUBJECT: CERTIFICATED RESIGNATION
DATE: APRIL 14, 2025

The Board is requested to accept the following Certificated Resignation:

1) Dennise Frazier	Speech-Language Pathologist	6/30/25
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MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSO RUIZ, SUPERINTENDENT
SUBJECT: CERTIFICATED RETIREMENT
DATE: APRIL 14, 2025

The Board is requested to accept the following Certificated Retirement:

- | | | |
|------------------|---------------|--------|
| 1. Mike Goodsell | Teacher (HHS) | 6/6/25 |
|------------------|---------------|--------|

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSO RUIZ, SUPERINTENDENT
SUBJECT: MEDICAL LEAVE
DATE: APRIL 14, 2025

The Board is requested to accept the following Medical Leave:

1) Kacie Mange	Finley Teacher	extended to 3/31/25
2) Nadia Pizano	Migrant Program Coordinator	4/15/25-5/5/25

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSO RUIZ, SUPERINTENDENT
SUBJECT: CLASSIFIED RESIGNATIONS
DATE: APRIL 14, 2025

The Board is requested to accept the following Classified Resignation:

- | | | |
|---------------|---------------------------|---------|
| 1. Julia Meza | Paraprofessional (Finley) | 4/17/25 |
|---------------|---------------------------|---------|

HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

GENERAL BUSINESS

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSO RUIZ, SUPERINTENDENT
SUBJECT: GRANT AWARD
DATE: APRIL 14, 2025

The Board is requested to approve the following grant award:

1. Grant award to Holtville FFA for shade house in the amount of \$3,833.27 from California FFA Foundation

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSO RUIZ, SUPERINTENDENT
SUBJECT: OVERNIGHT AND/OR OUT OF STATE TRIPS
DATE: APRIL 14, 2025

The Board is requested to approve the following overnight and/or out of state trips:

1. HHS Ag Team to State Finals in San Luis Obispo, CA 5/1/25-5/3/25
2. Migrant Speech & Debate to Monterey, CA 5/2/25-5/4/25

Memorandum of Understanding

Between the Imperial County Office of Education and the Holtville Unified School District Regarding the ERP System

This Memorandum of Understanding establishes an Agreement between the Imperial County Office of Education (ICOE) and Holtville Unified School District (Subscriber) for the ICOE to maintain and make available to Subscriber a business process management system of integrated fiscal, HR, and Payroll applications (ERP System) for the 2025-2026 Fiscal Year (with provisions for automatic renewal).

The terms of this Agreement are as follows:

1. **Effective Date and Term.** The Effective Date of the Agreement shall be the date the last party signs the Agreement. The Term of the Agreement shall be from July 1, 2025, through June 30, 2026, but shall automatically renew for a one-year period, unless ICOE or Subscriber communicates to the other party at least 120 days prior to the end of the Term a desire to end the Agreement at the current termination date. Such automatic renewal shall continue from term to term until either Party communicates a desire to end the Agreement as set forth herein.
2. **Definitions.**
 - a. "Parties" refers to both ICOE and Subscriber collectively.
 - b. "Party" refers to either ICOE or Subscriber.
 - c. "Fiscal year" means the annual period that begins on July 1 and ends on June 30 of the subsequent calendar year.
3. **ICOE Obligations:**
 - a. ICOE will manage and operate the ERP System and provide Subscriber, as a participating school district in Imperial County, with access to the following computer business services:

- i. Accounts Payable
 - ii. Accounts Receivable
 - iii. Budgeting
 - iv. General Ledger
 - v. Position Control
 - vi. Employee Management
 - vii. Leaves of Absence
 - viii. Credentials
 - ix. Payroll
 - x. Retirement
- b. Maintain the ERP system to meet the requirements of this Agreement and any federal and state reporting requirements.
 - c. Work with Subscriber to evaluate potential changes to the ERP system with consideration of costs and feasibility.
 - d. Provide documentation, training and basic support to Subscriber in the usage of the ERP system and related system enhancements.

4. Subscriber Obligations:

- a. The Subscriber shall access the ERP system responsibly, adhering to all ICOE policies.
- b. The Subscriber is responsible for ensuring that all authorized users access the ERP system in compliance with ICOE policies and do not engage in the following prohibited activities:
 - i. Unlawful activities
 - ii. Commercial purposes and or personal financial gain
 - iii. In a manner that violates the confidentiality and privacy of the ERP system data
 - iv. In a manner that violates any ICOE intellectual property rights
- c. The Subscriber shall not extend ICOE ERP system services to unauthorized individuals or entities. Usage is strictly limited to the Subscriber's organization.
- d. Monetary Obligations: In exchange for services provided by ICOE under this Agreement, Subscriber will compensate ICOE as follows:
 - i. Total Cost to Subscriber: Subscriber agrees to pay the ICOE for the services rendered based on the Cost Model set out below.
 - ii. Cost Model: The cost allocation is based on the level of usage of the ERP system.

1. The cost is distributed across all subscribers based on the count of commercial and payroll warrants issued during the fiscal year two years prior to the Term of the Agreement, allocating 25% of the cost to commercial warrants activity and 75% to payroll warrants activity as detailed in Appendix A - Cost allocation.
2. For subsequent Terms (assuming automatic renewal as set forth in Paragraph 1), the ICOE shall notify Subscriber in writing of its estimate of the next year's Total Cost no later than 120 days prior to the end of the current Term (which shall assume continued participation of the then current subscribers and will be subject to changes should the current subscribers non-renew or new subscribers enter the ERP system).
- iii. Billing: ICOE shall collect payment from the Subscriber on a monthly basis for the above services for the Term of the Agreement. Payment will be collected by ICOE through an inter-district fund transfer. If the Subscriber does not have the capability of a direct transfer of funds, ICOE will invoice the Subscriber on a monthly basis for the above services. Within 30 days of receiving the ICOE's invoice, the Subscriber shall pay the invoiced amount to ICOE.

5. Security and Cyber Incident Reporting

- a. Due to the high value of the information contained in the ERP Financial System, the Subscriber must implement adequate security measures when connecting to the system. To protect sensitive financial data, the Subscriber agrees to use secure access methods such as Virtual Private Network (VPN) and Multi-Factor Authentication (MFA). Furthermore, the Subscriber is responsible for keeping the VPN and MFA software up to date.
- b. ICOE reserves the right to temporarily suspend a Subscriber's connection if there is reasonable suspicion of malware infection or other cybersecurity threats. ICOE will promptly notify the Subscriber of any such actions.
- c. The Subscriber must immediately notify ICOE upon suspecting or confirming of any cyber incident affecting its systems or user accounts that could compromise the security of the ERP Financial System. The notification must be made through a secure method, such as a phone call or text message. If email is used, the Subscriber must first ensure that it has not been compromised.

6. User Account Management and Security

- a. As part of our ongoing commitment to maintaining the security and efficiency of the ERP Financial System, Subscriber shall actively manage user accounts and access permissions. To help ensure account security and compliance with best practices, Subscriber shall:
 - i. Regularly review and deactivate accounts of individuals who are no longer employed with the district.
 - ii. Confirm that active user accounts have the appropriate level of access based on staff roles and responsibilities.
 - iii. Update user information for employees who have changed positions within the district.
- b. To enhance security measures, ICOE has implemented an automated account deactivation feature. This feature runs at scheduled intervals to automatically deactivate user accounts that have remained inactive for an extended period, as defined by the ERP (e.g., three months). Subscribers have the ability to reactivate deactivated accounts as needed.

7. Termination:

- a. Either Party may terminate this Agreement with or without cause by providing 90 days' written notice to the other Party. The Parties may mutually agree to waive this notice requirement and terminate the Agreement immediately.
- b. In the event that the Subscriber fails to perform on a material term of this Agreement, ICOE has the right to terminate the Agreement upon seven days written notice and all other rights and remedies available to it at law and equity.
- c. In the event that ICOE fails to perform on a material term of this Agreement, then the Subscriber shall have the right to terminate the Agreement upon seven days written notice and all other rights and remedies available to it at law and equity.

8. **Additional Services.** If the Subscriber requests additional services beyond the scope of this agreement, the Subscriber shall cover the associated costs. If the Subscriber believes that additional services are necessary or desirable, and they are agreeable by both Parties, ICOE shall submit a written description of the additional services to the Subscriber, along with the reasons the additional services are required or reasonable, and the specific cost of the additional services. Such services shall be performed only after both Parties agree in writing to proceed with the additional services.

9. Indemnification.

- a. The Subscriber agrees to indemnify, defend, and hold harmless ICOE, its officers, agents and employees against any claim, liability, loss, injury or damage imposed on ICOE arising out of the Subscriber's performance on this Agreement, except for liability resulting from the negligent or willful misconduct of ICOE, its officers, agents and employees. If obligated to indemnify, defend, or hold harmless ICOE under this Agreement, the Subscriber shall reimburse ICOE for all costs, attorney's fees, expenses and liabilities associated with any resulting legal action. The Subscriber shall seek ICOE approval of any settlement that could adversely affect the ICOE, its officers, agents or employees.
- b. ICOE agrees to indemnify, defend, and hold harmless the Subscriber, its officers, agents and employees against any claim, liability, loss, injury or damage imposed on the Subscriber arising out of ICOE's performance on this Agreement, except for liability resulting from the negligent or willful misconduct of Subscriber, its officers, agents and employees. If obligated to indemnify, defend, or hold harmless the Subscriber under this Agreement, ICOE shall reimburse the Subscriber for all costs, attorney's fees, expenses and liabilities associated with any resulting legal action.

10. Insurance.

- a. Each party shall obtain, pay for and maintain in effect during the life of this Agreement a Commercial General Liability insurance policy that includes coverage for Premises Operations, Products/Completed Operations, Contractual, Independent Contractors, Broad Form Property Damage, and Personal Injury; with a minimum combined single limit of not less than \$1,000,000 for Bodily injury and Property Damage (each occurrence) and a \$2,000,000 aggregate.
- b. Nothing in this Insurance section shall reduce a party's liabilities or obligations under the Indemnification section of this Agreement.
- c. The Parties acknowledge that ICOE is permissibly self-insured under California law.
- d. Upon request, each Party shall provide proof of said insurance to the other Party.

- 11. Arbitration.** The Parties agree that should any controversy or claim arise out of or relating to this Agreement they will first seek to resolve the matter informally for a reasonable period of time not to exceed forty-five (45) days. If the dispute remains, it shall be subject to mediation

with a mediator agreed to by both parties and paid for by both parties, absent an agreement otherwise. If after mediation there is no resolution of the dispute, the parties agree to resolve the dispute by binding arbitration administered by the American Arbitration Association ("AAA") in accordance with its Commercial Arbitration Rules, and judgment on an arbitrator's award may be entered in any court having jurisdiction thereof.

- a. The Parties shall select one arbitrator pursuant to the AAA's Commercial Arbitration Rules.
- b. The arbitrator shall present a written, well-reasoned decision that includes the arbitrator's findings of fact and conclusions of law. The decision of the arbitrator shall be binding and conclusive on the Parties.
- c. The arbitrator shall have no authority to award punitive or other damages not measured by the prevailing Party's actual damages, except as may be required by statute. The arbitrator shall have no authority to award equitable relief. Any arbitration award initiated under this clause shall be limited to monetary damages and shall include no injunction or direction to either Party other than the direction to pay a monetary amount. As determined by the arbitrator, the arbitrator shall award the prevailing Party, if any, all of its costs and fees. The term "costs and fees" includes all reasonable pre-award arbitration expenses, including arbitrator fees, administrative fees, witness fees, attorney's fees and costs, court costs, travel expenses, and out-of-pocket expenses such as photocopy and telephone expenses. The decision of the arbitrator is not reviewable, except to determine whether the arbitrator complied with sections (b) and (c) of this paragraph.

12. **Governing Law and Venue.** This Agreement shall be governed by the laws of the State of California, with Imperial County designated as the venue for any disputes.
13. **Entire Agreement.** This Agreement represents the entire Agreement between ICOE and the Subscriber and supersedes any and all prior negotiations, representations, understandings or agreements, either written or oral.
14. **Interpretation.** This Agreement shall be interpreted to give effect to its fair meaning and shall be construed as though both parties prepared it.

15. **Assignment.** Unless authorized in writing by both Parties, neither Party shall assign or transfer any rights or obligations covered by this Agreement. Any unauthorized assignment or transfer shall constitute grounds for termination by the other Party.
16. **Compliance with Laws.** The Parties shall, at their own cost and expense, comply with all local, state, and federal ordinances, regulations, and statutes now in force and which may hereafter be enacted that affect this Agreement.
17. **No Waiver of Default.** No delay or failure to require performance of any provision of this Agreement shall constitute a waiver of that provision as to that instance or any other instance. Any waiver must be in writing and shall only apply to that instance.
18. **Successors and Assigns.** All representations, covenants, and warranties set forth by, on behalf of, or for the benefit of either Party herein shall be binding upon and inure to the benefit of such Party and its successors and assigns.
19. **Amendment.** This Agreement may only be altered, amended, or modified by written instrument executed by both Parties. The Parties agree to waive any right to claim, contest, or assert that this Agreement was modified, canceled, superseded, or altered by oral agreement, course of conduct, waiver, or estoppel.
20. **Severability.** If any one or more of the provisions of this Agreement is held to be invalid, illegal, or unenforceable, then such provision or provisions shall be severed from the Agreement, and the remaining provisions of the Agreement shall continue in full force and effect and shall not be affected, impaired, or invalidated in any way.
21. **Execution of Counterparts.** If this Agreement is executed in counterparts, each counterpart shall be deemed an original, and all such counterparts or as many of them as the Parties preserve undestroyed shall together constitute one and the same Agreement.
22. **Authority.** The Parties warrant and represent that they have the authority to enter into this Agreement in the names, titles, and capacities stated herein and on behalf of the entities, persons, or firms named herein and that all legal requirements to enter into this Agreement have been fulfilled.

23. **Nondiscrimination.** During the performance of this Agreement, the Parties shall not discriminate against any employee, applicant, student or other person connected to this Agreement in a manner prohibited by the laws of the United States or the State of California (including, but not limited to, on the basis of religion, race, color, national origin, handicap, ancestry, sex, sexual orientation, marital status or age).
24. **Disclaimer of Warranties.** The use of the ERP System is on an as-is basis at the election of the Subscriber. Other than as is set forth in this Agreement, neither Party makes any representations or warranties, express or implied, including but not limited to warranties of merchantability or fitness for a particular purpose.
25. **Notice.** Any notice given under this Agreement shall be in writing to the Parties' representatives and shall be deemed delivered three (3) days after the deposit in the United States mail, certified or registered, postage prepaid, and addressed to the parties. Parties shall promptly update each other when representatives and contact information change.

The Parties' representatives shall be:

<u>Imperial County Office of Education:</u> Name: Maribel Paez	<u>School District:</u> Name: Celso Ruiz
Title: Chief Business Officer	Title: Superintendent
Address: 1398 Sperber Road	Address: 621 East 6th Street
City, State, ZIP: El Centro, CA 92243	City, State, ZIP: Holtville, CA 92250
Phone: (760) 312-6585	Phone: (760) 356-2974
Email: maribel.paez@icoe.org	Email: celso@husd.net
<p align="center">IN WITNESS WHEREOF, the parties have executed this Agreement as of the date hereof.</p>	
<u>For the Imperial County Office of Education</u> By:	<u>For the School District</u> By:
<p align="center">J. Todd Finnell, Ed.D. County Superintendent of Schools</p> Date:	<p align="center">Celso Ruiz Superintendent Holtville Unified School District</p> Date:

ERP_Cost_Allocation 2025-26

ERP Cost Allocation

Budget Fiscal Year 2023-24: 1,229,801.96

Increase 3%
Budget Fiscal Year 2025-26: 1,266,696.00

APY 25%

PAY 75%

	Counts from Fiscal Year 2023				Fiscal Year 2024-25			Counts from Fiscal Year 2024				Fiscal Year 2025-26			(+/-)
	APY Transactions	PAY Transactions	APY Transactions	PAY Transactions	APY 25%	PAY 75%		APY Transactions	PAY Transactions	APY Transactions	PAY Transactions	APY 25%	PAY 75%		
1 Imperial Valley College	4	0.01%	9,698	11.13%	25.00	93,261.76	93,286.76	40	0.08%	10,226	10.50%	245.27	99,772.26	100,017.53	6,730.77
10 Brawley Elementary	2,352	4.78%	7,084	8.13%	14,700.73	69,619.33	84,320.06	2,352	4.55%	7,646	7.85%	14,421.59	74,599.91	89,021.50	4,701.44
12 Brawley High	2,231	4.54%	3,246	3.73%	13,944.44	35,067.29	49,011.74	2,280	4.41%	3,547	3.64%	13,980.11	34,607.10	48,587.21	(424.53)
15 Calexico Unified	5,501	11.20%	16,195	18.59%	34,382.96	171,749.47	206,132.43	5,201	10.07%	18,001	18.49%	31,890.59	175,630.79	207,521.39	1,388.95
18 Calipatria Unified	2,052	4.18%	2,276	2.61%	12,825.64	24,088.33	36,913.96	1,968	3.81%	2,509	2.58%	12,067.04	24,479.62	36,546.66	(367.30)
21 Central Union High	3,272	6.66%	6,765	7.77%	20,451.02	72,136.17	92,587.18	3,253	6.30%	7,414	7.61%	19,946.18	72,336.35	92,282.54	(304.65)
24 El Centro Elementary	4,298	8.75%	10,666	12.24%	26,863.83	112,068.69	138,932.52	4,582	8.87%	12,419	12.75%	28,095.11	121,168.76	149,263.87	10,331.35
27 Heber Elementary	1,812	3.69%	2,688	3.09%	11,325.56	30,994.77	42,320.33	1,897	3.67%	3,279	3.37%	11,631.70	31,992.30	43,624.00	1,303.66
30 Holtville Unified	2,657	5.41%	3,649	4.19%	16,607.08	40,784.68	57,391.75	2,501	4.84%	4,211	4.32%	15,335.20	41,085.57	56,420.76	(970.99)
33 Imperial Unified	2,694	5.49%	6,622	7.60%	16,838.34	73,374.77	90,213.10	2,952	5.72%	8,107	8.33%	18,100.56	79,097.76	97,198.33	6,985.22
36 Magnolia Elementary	338	0.69%	219	0.25%	2,112.60	2,606.02	4,718.62	479	0.93%	289	0.30%	2,937.05	2,819.69	5,756.74	1,038.12
39 McCabe Elementary	1,352	2.75%	2,117	2.43%	8,450.42	23,860.42	32,310.84	1,288	2.49%	2,326	2.39%	7,897.54	22,694.14	30,591.68	(1,719.17)
42 Meadows Elementary	1,405	2.86%	1,153	1.32%	8,781.69	13,376.90	22,158.59	1,315	2.55%	1,343	1.38%	8,063.09	13,103.28	21,166.37	(992.22)
45 Mulberry Elementary	402	0.82%	139	0.16%	2,512.62	1,337.69	3,850.31	381	0.74%	132	0.14%	2,336.15	1,287.89	3,624.04	(226.28)
48 San Pasqual Valley Unified	1,729	3.52%	1,824	2.09%	10,806.79	18,380.85	29,187.64	1,694	3.28%	1,850	1.90%	10,386.98	18,049.94	28,436.92	(750.72)
51 Seeley Elementary	899	1.83%	1,026	1.18%	5,619.03	10,265.53	15,884.56	957	1.85%	965	0.99%	5,867.97	9,415.24	15,283.21	(601.35)
54 Westmorland Elementary	1,065	2.17%	1,253	1.44%	6,656.58	13,515.62	20,172.20	1,100	2.13%	1,417	1.46%	6,744.79	13,825.28	20,570.07	397.86
60 ICOE	11,773	23.98%	8,828	10.13%	73,584.91	94,044.55	167,629.46	13,181	25.52%	9,857	10.12%	80,820.97	96,172.03	176,993.00	9,363.54
68 IVROP	3,159	6.43%	1,659	1.90%	19,744.73	20,194.16	39,938.89	3,723	7.21%	1,833	1.88%	22,828.05	17,884.08	40,712.12	773.23
71 ICOE-SIPIC	8	0.02%	-	0.00%	50.00	-	50.00	15	0.03%	-	0.00%	91.97	-	91.97	41.97
77 ICOE-JTPA	19	0.04%	-	0.00%	118.76	-	118.76	16	0.03%	-	0.00%	98.11	-	98.11	(20.65)
80 ICOE-IVTA	69	0.14%	-	0.00%	431.27	-	431.27	83	0.16%	-	0.00%	508.93	-	508.93	77.65
90 IC Schools VEBA					2,165.96	-	2,165.96	379	0.73%	-	0.00%	2,323.89	-	2,323.89	157.93
102 Ballington Academy	12	0.02%	-	0.00%	75.00	-	75.00	9	0.02%	-	0.00%	55.18	-	55.18	(19.82)
	49,103	100.0%	87,107	100.00%	309,074.96	920,727.00	1,229,801.96	51,646	100.0%	97,371	100.00%	316,674.00	950,022.00	1,266,696.00	36,894.04

Per Section 6 of the ERP System MOU Additional Services are billed at an hourly rate of \$85.00



ANNUAL STATEMENT OF NEED 30-DAY SUBSTITUTE and DESIGNATED SUBJECTS CAREER TECHNICAL EDUCATION 30-DAY SUBSTITUTE TEACHING PERMITS

INSTRUCTIONS TO THE EMPLOYER

This statement of need must be filed at the school district office each school year when employing holders of Emergency 30-Day Substitute Permits. The employing agency will complete a single statement of need form (below) and retain the form at the school district office.

The form must be completed annually, indicating that either no credentialed person is available or that those available are not deemed qualified for substitute teaching and details of the circumstances that necessitate the use of emergency permit holders rather than fully credentialed teachers.

This statement of need form does not require listing specific employees or their positions. The form must be signed by the superintendent of the employing school district. It does not need to be co-signed by the county superintendent of schools.

A copy of the form does not need to be submitted to the county or the Commission with each Emergency 30-Day Substitute Teaching Permit application; however, the county superintendent of schools, whose responsibilities include areas such as district payroll or district substitute placement, may request a copy of the district's statement of need form to accurately fulfill these duties.

County superintendent of schools offices employing holders of the Emergency 30-Day Substitute Teaching Permit are also required to annually file, at their office, this completed statement of need form. The county superintendent of schools will sign the form.

The Commission does not require that the school board approve the statement of need. The individual school district may establish its own policy regarding this matter.

References: California Education Code, Sections 44225 and 44300 and California Code of Regulations, Title 5, Sections 80023, 80025 and 80026

This form must be signed by either:

- ☒ The district superintendent of schools and filed at the school district office if the holder of any Emergency 30-Day Substitute Teaching Permit will be employed as a substitute in a public school operated by a school district.

OR

- ☐ The county superintendent of schools and filed at the county superintendent of schools' office if the holder of any Emergency 30-Day Substitute Teaching Permit will be employed as a substitute in a county-operated school.

Certification and Authorized Signature

The district superintendent of schools or the county superintendent of schools has reviewed the information contained in this statement of need and certifies one the following:

- ☒ Either a credentialed person is not available or one or more credentialed persons are available, but are not deemed qualified by the district or county, as applicable, to serve as a day-to-day substitute teacher.

OR

- ☐ The situation or circumstances that necessitate the use of an emergency permit holder are as follows: (Attach additional sheets, if necessary.)

I hereby certify that all of the information contained in this statement of need is true and correct.

<hr/>	<hr/>	<hr/>
<i>Signature of the District Superintendent</i>	<i>District</i>	<i>Date</i>
<hr/>	<hr/>	<hr/>
<i>Signature of the County Superintendent of Schools</i>	<i>County</i>	<i>Date</i>

It is not necessary to submit this form to the Commission on Teacher Credentialing.

Valenzuela/CAHSEE Lawsuit Settlement
Quarterly Report on *Williams* Uniform Complaints
[Education Code § 35186(d)]

District: Holtville Unified School District

Person completing this form: Ann Garcia

Title: Administrative Assistant

Quarterly Report Submission Date: *(check one)*

☐ October 2024

Quarter Ending Sept. 30, 2024

☒ January 2025

Quarter Ending Dec. 31, 2024

☐ April 2025

Quarter Ending Mar. 31, 2025

☐ July 2025

Quarter Ending June 30, 2025

Date for information to be reported publicly at governing board meeting: 4/14/25
Please check the box that applies:

☒ No complaints were filed with any school in the district during the quarter 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		
Facilities Conditions	0		
Teacher Vacancy or Misassignment	0		
TOTALS	0		

Celso Ruiz

Print Name of District Superintendent

Signature of District Superintendent

Date

Memorandum of Understanding

Between the Imperial County Office of Education and Holtville Unified School District Regarding Account Auditor/Payroll-Retirement Services

This Memorandum of Understanding (MOU) establishes an agreement between the Imperial County Office of Education (ICOE) and Holtville Unified School District (District) for ICOE to provide payroll and retirement-auditing services to the District for the 2025-2026 Fiscal Year. ICOE's Business Services Division will be primarily responsible for ICOE obligations under this Agreement.

The terms of this Agreement are as follows:

1. Effective Date and Term

This Agreement shall become effective on the date it is signed by the last party and shall remain in effect from July 1, 2025, through June 30, 2026.

2. ICOE Obligations:

- a. ICOE agrees to provide payroll and retirement auditing services through a designated Account Auditor/Payroll-Retirement as outlined in the Agreement.
- b. The Account Auditor/Payroll-Retirement will conduct payroll and retirement audits, review payroll procedures, and provide advisory support to the District as necessary.
- c. The Account Auditor/Payroll-Retirement will provide feedback to the District on payroll and retirement errors identified during the audit process.
- d. The Account Auditor/Payroll-Retirement will report to ICOE's Assistant Director of District Payroll and Retirement Services.
- e. ICOE will train the Account Auditor/Payroll-Retirement to effectively provide services under this Agreement. This may include possible site visits accompanied by other ICOE staff as needed.
- f. Payroll and Retirement Audit Services to be provided:
 - i. Review Notices of Employment to ensure alignment and proper salary schedule payments.
 - ii. Verify salary calculations, including equal-pay worksheets, part-time positions, contract balances, daily/hourly positions, and overtime calculations.
 - iii. Audit payroll prelists to confirm alignment with Notices of Employment, overtime submissions, and proper payroll and retirement coding.
 - iv. Review payroll and retirement coding to ensure accurate tax withholdings and retirement contributions are taken out by the payroll system.
 - v. Conduct audits both before and after payroll runs, with an emphasis on pre-payroll auditing. Given time constraints or late submissions, post-payroll auditing may also continue as needed until the audit is complete or until the start of the next payroll cycle.

- vi. Review documentation provided by the district to verify compliance with CalPERS and CalSTRS regulations.
 - g. Notify the District of identified payroll and retirement and recommend corrective actions.
 - h. ICOE will make every reasonable effort to identify and address payroll issues; however, it cannot guarantee the detection of all possible errors. ICOE will work diligently with the District to enhance payroll accuracy and provide guidance and support throughout the process.
 - i. Maintain the confidentiality and security of any District data or documents accessed during the audit process.
- 3. District Obligations:**
- a. The District agrees to provide the necessary documentation and support to facilitate an effective payroll audit, including but not limited to:
 - i. Notice of Employment
 - ii. Salary Schedule
 - iii. Average Pay Worksheet
 - iv. Dock Notice or Summary
 - v. Lottery Payment Summary
 - vi. Description of Services or Job Description
 - b. Provide appropriate office workspace for the Account Auditor/Payroll-Retirement to perform on-site services, with reasonable advance notice.
 - c. The District will be responsible for making corrections that **ARE** identified through the ICOE audit process.
 - d. Monetary Obligations: In consideration of the services provided, the District agrees to compensate ICOE as follows:
 - i. Total Cost to District: \$4,866.23 (See Attachment 1)
 - ii. Cost Model: The Total Cost to the District is determined as follows:
 - a. The cost allocation is based on the District's Employee Count, which is defined as the number of employees paid during the October Regular payroll and the November Supplemental payroll.
 - b. The Total Position Cost includes the annual salary and benefits for the Account Auditor/Payroll-Retirement position.
 - c. The Cost Per Employee is determined by dividing the Total Position Cost by the Total Employee Count across all participating districts.
 - d. The District's Total Cost is determined by multiplying the Cost Per Employee by the District's Employee Count. (See Attachment 1 for details).
 - iii. Billing: ICOE will collect payment from the District at the end of the Agreement Term via an inter-district fund transfer. If the District lacks the capability for a direct fund transfer, ICOE will invoice the District on a monthly basis. The District must remit payment to ICOE within 30 days of receiving the invoice.

4. Termination:

- a. Either Party may terminate this Agreement for any reason or no reason upon a 90-day written notice to the other Party. The Parties may mutually agree to waive this notice requirement and terminate the Agreement immediately.
- b. In the event that the District fails to perform on a material terms of this Agreement, ICOE has the right to terminate the Agreement upon seven days' written notice and all other rights and remedies available to it at law and equity.
- c. In the event that ICOE fails to perform on a material term of this Agreement, then the District shall have the right to terminate the Agreement upon seven days written notice and all other rights and remedies available to it at law and equity.

5. Additional Services:

- a. In the event either Party requires services from the other Party in addition to those set forth in this Agreement, the Party requiring additional services shall compensate the other Party for costs incurred by those additional services. If either Party believes that additional services are necessary or desirable, that Party shall submit a written description of the additional services to the other Party, along with the reasons the additional services are required or reasonable, and the specific cost of the additional services. Such services shall be performed only after both Parties agree in writing to proceed with the additional services.

The Parties' representatives shall be:

ICOE:

Maribel Paez, CBO
Business Services
Imperial County Office of Education
1398 Sperber Road
El Centro, CA 92243
(760) 312-6585
maribel.paez@icoe.org

District:

Celso Ruiz
Superintendent
Holtville Unified School District
621 East 6th Street
Holtville, CA 92250
(760) 356-2974
celso@husd.net

Memorandum of Understanding Between the Imperial County Office of Education and Holtville Unified School District Regarding Payroll and Retirement Auditing Services for FY 2025-2026

In WITNESS WHEREOF, the parties have executed the Agreement as of the date hereof:

For the Imperial County Office of Education

For Holtville Unified School District

By: _____

By: _____

J. Todd Finnell, Ed. D.
County Superintendent of Schools

Celso Ruiz
Superintendent
Holtville Unified School District

Date: _____

Date: _____

Attachments:

Attachment 1- Cost Model for Participating Districts Spreadsheet

{Remainder of page intentionally left blank}

**Imperial County Office of Education
District Financial Services**

Yearly Cost of Account Auditor/Payroll-Retirement Per District - 2025/2026

District	Employee Count* October P/R	Cost Per District
01 IVC	853	\$12,465.14
10 Brawley Elementary	681	\$9,951.65
12 Brawley Union High	280	\$4,091.72
15 Calexico Unified	1,503	\$21,963.78
18 Calipatria Unified	205	\$2,995.73
21 Central High	623	\$9,104.08
24 El Centro Elementary	1,083	\$15,826.20
27 Heber	252	\$3,682.55
30 Holtville	333	\$4,866.23
33 Imperial Unified	721	\$10,536.19
36 Magnolia Union	20	\$292.27
39 McCabe Union	185	\$2,703.46
42 Meadows Union	98	\$1,432.10
45 Mulberry	13	\$189.97
48 San Pasqual Valley Unified	156	\$2,279.67
51 Seeley Union	79	\$1,154.45
54 Westmorland Union	97	\$1,417.49
60 ICOE	662	\$9,674.00
68 IVROP	137	\$2,002.02
Total Employee Count	7,981	
Total Cost		\$116,628.70
2025-2026 Cost Per Employee	\$14.61	

*Employee Count for October 2024 includes the November Supplemental Payroll



D.W. HIBBERT ELECTRIC CO, INC.

1670 E. ALAMO RD. HOLTVILLE CA 92250

Phone: (760)234-5591 Fax:

Electrical Proposal

Job Name: Holtville High School Welding Receptacles

Submitted to:

We are pleased to submit a price on the above referenced project to provide and install the electrical as outlined in the scope below.

Scope of work to include the following:

General Conditions:

- As built-drawings if required.
- Operations and Maintenance Manuals.
- Sealing of electrical penetrations through firewalls and floors.
- Sleeving and core drilling for our scope of work.
- Daily clean-up of our trash to G.C. provided dumpster.
- Sales Tax Included.

Assumptions:

- All deviations will be charged on a Time & Material basis.
- Scope of work is based on the drawings and information provided by customer.
- Any deviation from the above scope of work will be completed with prior written approval of the customer.
- Thank you for the opportunity to provide this proposal. Should you require any additional information regarding this matter, please contact us.

Including:

- Furnish and install total of 10 breakers
- Furnish and install total of 10 50 amp receptacles
- Furnish and install all devices as shown on the plans.
- Branch circuits and distributions of power as shown.
- Electrical work as shown on the site plans.

Proposal Breakdown:

Material Totals	
Assembly	Cost
Receptacle Assembly # 1	\$406.58
Receptacle Assembly # 2	\$575.01
Receptacle Assembly # 3	\$575.01
Receptacle Assembly # 4	\$575.01
Receptacle Assembly # 5	\$575.01
Receptacle Assembly # 6	\$406.58
Receptacle Assembly # 7	\$406.58

Receptacle Assembly # 8	\$406.58
Receptacle Assembly # 9	\$406.58
Receptacle Assembly # 10	\$406.58
THQB 50 AMP 2 POLE BREAKERS	\$476.42
Total	\$5,215.93

Quoted Material

Qty	Description	Cost
Receptacles		
1	3Wire-50A 250v,Range Recpt	
1	3Wire-50A 250v,Range Recpt	
1	3Wire-50A 250v,Range Recpt	
1	3Wire-50A 250v,Range Recpt	
1	3Wire-50A 250v,Range Recpt	
1	3Wire-50A 250v,Range Recpt	
1	3Wire-50A 250v,Range Recpt	
1	3Wire-50A 250v,Range Recpt	
1	3Wire-50A 250v,Range Recpt	
1	3Wire-50A 250v,Range Recpt	

Sales Tax (8.00%)	\$417.27
--------------------------	-----------------

Total Material With tax	\$5,633.20
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Labor

Description	Man Hours
Receptacle Assembly # 1	16.66
Receptacle Assembly # 2	23.25
Receptacle Assembly # 3	23.25
Receptacle Assembly # 4	23.25
Receptacle Assembly # 5	23.25
Receptacle Assembly # 6	16.66
Receptacle Assembly # 7	16.66
Receptacle Assembly # 8	16.66
Receptacle Assembly # 9	16.66
Receptacle Assembly # 10	16.66
THQB 50 AMP 2 POLE BREAKERS	2.00
Demo abandon electrical / safe off	80.00
Trace & label existing electrical work	95.00
Total	369.93

Labor Rates

Description	Man Hours	Percent	Rate	Cost
Journeyman	369.93	100.00%	\$98.00	\$36,252.94
Total				\$36,252.94

Other Costs

Description	Man Hours	Cost
Total		\$0.00

Job Sub Total (Prime Cost)	\$41,886.15
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Overhead (5.00%)	\$2,094.31
Profit (10.00%)	\$4,398.05
Bond Engineering (3.00%)	\$1,451.35
Bond Engineering (0.00%)	\$0.00
Price for the above scope of work:	\$49,829.85

Exclusions:

- Scheduled overtime due to delays in work caused by other trades.

HOLTVILLE UNIFIED SCHOOL DISTRICT CALENDAR*

DRAFT 2025-26 *DRAFT

August 1-11, 2025	Counselor Contract Days (Non-School Days)
August 12-15, 2025	Teacher Contract Days (Non-School Days)
August 18, 2025	FIRST DAY OF SCHOOL (MINIMUM DAY)
September 1, 2025	Labor Day Observed - Holiday
September 12, 2025	Deficiency Notices
October 10, 2025	End of 1st Quarter
October 20-24, 2025	Parent Conf. Week/Report Cards
November 7, 2025	Deficiency Notices
November 10, 2025	Non-School Day
November 11, 2025	Veteran's Day Observed - Holiday
November 21, 2025	Minimum Day
November 24-28, 2025	Thanksgiving Break
November 27, 2025	Thanksgiving Day Observed - Holiday
December 19, 2025	End of Quarter/Minimum Day Release
Dec 22 - Jan 2, 2026	Christmas Break
January 1, 2026	New Year's Day Observed - Holiday
January 19, 2026	MLK B-Day Observed - Holiday
February 6, 2026	Deficiency Notices
February 13, 2026	Lincoln's B-Day Observed- Holiday
February 16, 2026	Washington's B-Day Observed - Holiday
*March 6, 2026	Fair Day - Local Holiday
March 13, 2026	End of 3rd Quarter
April 2, 2026	Minimum Day
April 3, 2026	Good Friday Observed - Holiday
April 6-10, 2026	Spring Break
May 1, 2026	Deficiency Notices
May 25, 2026	Memorial Day Observed - Holiday
June 3, 2026	End of 4th Quarter
June 4, 2026	LAST DAY OF SCHOOL (MINIMUM DAY)
June 5, 2026	Teacher Check-Out/Last Contract Day
June 8-25, 2026	Counselor Contract Days (Non-School Days)
June 19, 2026	Juneteenth Observed - Holiday
July 3, 2026	No summer school
July 4, 2026	Independence Day Observed - Holiday
	First and Last School Days (Min. Days)
	Staff Development/Non-School Day
	End of Quarters
	Holidays No School
	Minimum Day 12:00 pm Release
	Counselor Contract Day/Non-School Day

WHERE TRADITION MEETS VISION

August 2025	September 2025	October 2025
S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 S= 10 TC= 14	S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 S= 21 TC= 21	S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 S= 23 TC= 23
November 2025	December 2025	January 2026
S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 S= 13 TC= 13	S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 S= 15 TC= 15	S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 S= 19 TC= 19
February 2026	March 2026	April 2026
S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 S= 18 TC= 18	S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 S= 21 TC= 21	S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 S= 16 TC= 16
May 2026	June 2026	July 2026
S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 S= 20 TC= 20	S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 S= 4 TC= 5	S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 S= School Days, TC= Contract Days
June 2 - Pine Promotion	June 3 - HMS Promotion	June 4 - HHS Graduation
June 1 - Freedom Promotion & Graduation		

Board Approved:

revision: 041025

Please note: this calendar applies to students and Certificated staff only. Classified Staff should consult with their immediate supervisors regarding their workdays.

*Fair Day date tentative



Urban Greening Project Proposal Application

Salton Sea Communities

(Salton City, Vista del Mar, Salton Sea Beach, Desert Shores and Bombay Beach)



OFFICE USE ONLY

Date of Application Submittal: _____

Funding Amount Requested: _____

Status of Application: _____

Application ID Number: _____

DATE STAMP

Urban Greening Project Proposal Application

Date	<u>04/02/2025</u>
Project	<u>Holtville Unified School District Tree Project</u> Please give your project a brief title
Beneficiary	<u>All school sites under the Holtville Unified School District.</u> Who benefits from this project? (ex. Salton City, Vista del Mar, etc.)

Applicant Contact Information

Applicant Name	<u>Mitchell Drye</u>
Applicant Telephone	<u>760-791-0105</u>
Applicant E-mail	<u>mdrye@husd.net</u>
Other	<u>mdrye7@gmail.com</u>

Project Summary

Please use this section to briefly describe your project. Indicate in this section how your project will meet environmental goals or have an environmental benefit.

Holtville Unified School District is in Holtville California, in a small farm community in Southern California, in one of the poorest communities in California. Many of our students, families, groups, and individuals use our facilities for lots of different events. For the benefit of all our stakeholders Holtville Unified always strives to provide the best facilities possible and this grant will help us support our community.

The goal of our project is to spread these trees around all school sites, district location and our new Community Center. Each location has a growing need to provide locations for all stake holders to be available to avoid the extreem heat each year, durring class breaks, sports events, parent and family events such as our Welcome Back activities, graduation events, and many more events that take place outside. In addition we have some new locations that have just been built or are still in the process of being built such as the Holtville Middle School Gym, the Holtville High School Gym currently under construction and the District new Community Center. Each of these will benifit greatly in having shade, special locations for all stakeholders to take part in outside activities and to provide a plesent look, design and area for every to be proud of.

In addition to these key goals, we also see this tree project as part of our growing activities that we have done to help improve the air quality that all of our stakeholders share here in Holtville. In the last five years we have replaced about 99% of our buses with electric or alternative fuel units. We participate in the daily warnigns that are determined through the County Clear Air Warning System.

Scope of Work

Identify the proposed project location and describe the current site conditions. Please note the extent of public access to the proposed project site

i.e., Provide address or cross-streets, and describe surrounding area. Also note legal owners of each parcel within the project footprint. Please attach photographs of the project site and a representation of the project plan area (i.e., site plan). For projects with vegetative barriers, please include planned barrier height and thickness.

Our proposal calls for the planting of 125 trees, providing 125 trees, labor, watering support for all school sites and locations owned and operated by Holtville Unified School District located at 621 E. Sixth Street in Holtville CA. 92250. Trees will be planted in all areas of these locations that best provides services to all of our stakeholders. The locations are Holtville High School, Freedom Academy, Sam Webb Continuation, and Adult Education located on the block cornered by 6th street and Olive in Holtville. Trees will also be planted at Finley Elementary, Holtville Community Center, and the Holtville District office located on the block on the corner of 6th Street and Chestnut Ave. in Holtville, CA 92250. Trees will also be planted at Holtville Middle School located on the block on the corner of 7th Street and Beale also located in Holtville. To finish, trees will be planted at Pine Elementary School located on 3295 Holt road also located in Holtville. (Maps and pictures of the locations are attached to this document.)

Trees will be included with a pavement grant project located at the Pine School and Holtville Middle School to improve shade, dust control and provide beautification with the creation of parking lots for these two sites. This grant is only being requested for trees, if we want to add brush or other items with this project HUSD will provide the funds for this. We plan to purchase only the Sisscoo (Supper) PS trees that are about six feet high and less than two inches wide, and provided in five gallon buckets.

Describe the proposed greenery

Please include the quantity of each species of plant or tree to be planted. Please also note environmental benefits of the selected species (e.g., if the species is native or drought-resistant), if possible.

The goal of this grant is to purchase 125 Sisscoo (Super) PS trees or the Indian Rosewood, labor and water supports for the trees in order to maximize shade coverage over time for the benefit of all our stakeholders. We have selected the Sisscoo (Super) PS, or the Indian Rosewood tree because it meets the grant's requirements, and it has proven to be hardy, heat-tolerant in the Imperial Valley climate, and easy to manage and maintain.

Some of these trees will be incorporated into a grant application for a pavement improvement project at Pine School and Holtville Middle School. This project aims to enhance shade, reduce dust, and improve the aesthetics of newly developed parking lots at both sites. Please note, this grant request is solely for the purchase of trees, labor, a providing water to the plants. If additional landscaping elements such as brush are added to the project, HUSD will cover those costs. We plan to purchase Sisscoo (Super) PS, or the Indian Rosewood trees that are approximately six feet tall, under two inches in trunk diameter, and delivered in five-gallon containers.

Area of green space to be created or enhanced (acres or square footage) **8 total sites over a large # of acres**

Describe the proposed irrigation systems

Please note the type of irrigation systems (e.g., drip, overhead spray)

In order to assure that all trees that are planted will service, when planting each tree evaluation of water need, and how to provide it will need to be made. Because of the number of locations, number of trees and the goals to have healthy trees providing the most shades will require us to have necessary resources on hand to tap into existing irrigation systems, pipes to extend local water supplies and miscellaneous sprinkler heads, fuddling instruments, bubbler, flexible hoses, and other items.

Most trees, about 90% of them located at our Pine Schools, Finley Schools, High School, Middle School, Sam Webb, and Adult Education will fortunately be provided water through flood irrigation. The remainder trees are ones that are located in corners, isolated areas, and non flooding areas are provided water either by hose, used by our large number of maintenance staff and piping, with bubblers, low flow spray heads, and small flooders units.

Scope of Work, Continued

Describe any possible project limits such as parking, hours of operation, available staffing, user fees, seasonal restrictions, or other ecological considerations.

Provide a list of sensitive receptors (i.e., schools, daycares, residences) within 1,000 feet of the project

Name of Location	Distance from Project
All School Sites	Trees will not be planted under or near power lines
All School Sites	Trees will not be planted near any buildings
All School Sites	Trees will not be planted near any underground structures
All School Sites	Trees will be planted to maximize all stakeholder use
All School Sites	Tree s will be planted in a reas that may or may not be open to the public 100% of the time.

Provide an estimated timeline for project implementation, assuming the project is notified of grant approval within 60 days of submittal of this application.

Since Holtville Unified is a public educational institution the project has the additional need for Board approval.

The availabilities of trees may also slow down the project.

The over all time line to complete the grant, installing all 125 trees, and installing the necessary water supply for each tree we are looking at five months from the date of award.

Please include preliminary design, environmental documentation, permitting, and long-term operation and maintenance commitments as steps in this timeline.

Date	Action
06/20/2025	Holtville Is awarded the grant
07/11/2025	Project goes out bid, minimum two week ad time, and thirty day board approval time.
08/15/2025	Bids awarded and approved, trees, and supplies ordered.
9/15/2025	Trees recieved, supplies recieved
11/15/2025	Trees Planted, and water sytem installed. Project Completed.

Application ID Number: _____

Describe the measures that will be utilized to assure completion of the project within the indicated time

By 11/12/2025 a review of the completed work will be done and to determine that the contractor has completed the project the following items must be checked off as completed.

- 1: 125 trees are planted, each with four sticks as supports.
- 2: Trees are the correct ones and are healthy.
- 3: It must be demonstrated that the tree is able to get water.

If the installer can show all three of these as complete the project is complete.

Identify the key individuals responsible for project implementation and their roles.

Name	Title/Position	Project Role
Celso Ruiz	Superintendent	Direction and decision making.
John Paul Wells	Assist. Sup. and CBO	Financial Manager
Adrianne Lawsen	Accounts payable and Receivables	Collect funds and pay bills
Miguel Mata	Maintenance Director	Responsible for all direction related to Maintenance
Mitchell Drye	Principal/Projects/Grant Writer	Assure that all grant directions and rules are done as agreed

Project Funding

Describe the estimated costs of the project:

Supplies and Materials Trees, water systems items, tree stakes, fertilizer, planting mix and misc. \$ 60,000
Labor and Construction Plant Trees, install water system to trees \$ 8,000
Contracted Services \$ 2,500
Signs and Interpretive Aids N/A
Non-Construction Costs \$ 10,000
Contingency Costs \$ 3,000

What is the requested funding amount to be used toward eligible project costs? \$ 83,500

How much additional funding has been secured for this project? Amount: NONE Source: N/A

Emissions Reductions

Please attach a completed version of the California Natural Resources Agency (CNRA) Draft Urban Greening Benefits Calculator Tool to this application (See Appendix B-4).

Project Commitment**The applicant commits to the following requirements:**

- ☒ Applicant is the owner of the Urban Greening project area, or has authority to construct and maintain the project on the property
- ☒ Applicant will maintain the green space during the entire contract period, 10 years
- ☒ Applicant will make the project available for inspection if requested by ICAPCD and/or CARB staff during the entire contract period, 10 years
- ☒ Applicant will contact the Imperial County Agricultural Commissioner's Office before obtaining any plant material originating from outside Imperial County
- ☒ Applicant will ensure that trees are purchased, planted, and maintained to the specifications provided in Appendix F of CAL FIRE's Urban and Community Forestry Grant Guidelines.¹
- ☒ Where feasible, projects shall provide public access
- ☒ All property taxes are current as of the time of this application
- ☒ Applicant will obtain any permits required to do the project
- ☒ Applicant or their sponsor has financial capacity to complete, operate, and maintain the project
- ☒ Any funds required from other sources will be available on the time frame needed to carry out the project
- ☒ Photo documentation will be provided project upon completion
- ☒ Photo documentation or tree condition report will be provided annually to demonstrate ongoing project maintenance
- ☒ Plant species selected maximize greenhouse gas reductions and minimize emissions of biogenic volatile organic compounds (BVOC) and allergenic pollen, where possible
- ☒ Projects incorporate recommendations in the anti-displacement resources provided, as applicable

Date _____

Signature _____

¹ Appendix F, CAL FIRE Urban and Community Forestry Grant Guidelines. Available: <https://34c031f8-c9fd-4018-8c5a-4159cdf6b0d-cdn-endpoint.azureedge.net/-/media/calfire-website/what-we-do/grants/urban-and-community-forestry/urban-forestry-grants-project-applications-forms-and-information/grant-guidelinesgreen-schoolyards322.pdf?rev=02f2214bf26c4ef397b2e70b5ac9e8ad&hash=F5A38AA2A98E7D699AC33EF0D50E3143>. Accessed: January 2021.

Application for Proposals: Paving Projects

**Imperial County Community Emissions Reduction Program (CERP) for the
El Centro-Heber-Calexico Corridor**



The Imperial Community Emissions Reduction Program (CERP) for the El Centro-Heber-Calexico Corridor and associated emission and exposure reduction projects are part of California Climate Investments, a statewide initiative that puts billions of Cap-and-Trade dollars to work reducing greenhouse gas emissions, strengthening the economy, and improving public health and the environment — particularly in disadvantaged communities.

Paving Project Proposal Application

Date	April 2, 2025
Project	Holtville Middle School Parking Lot
	Please give your project a brief title
Beneficiary	Holtville Unified School District
	Who benefits from this project? (ex. City of El Centro)

Project Oversight Information

Name	Mitchell Drye
Agency	Holtville Unified School District
Company	Holtville Unified School District
Title	Principal and Special Projects
Address	621 E. Sixth Street
City	Holtville
State	California
Zip Code	92250

Contact Information

Telephone	760-791-0105
E-mail	mdrye@husd.net
Other	mdrye7@gmail.com

Project Summary

Please use this section to briefly describe your project. Indicate in this section how your project will meet environmental goals or have an environmental benefit.

Proposal to Pave a Dirt Parking Area at Holtville Middle School, Next to the Patrick Ward Gym

We propose the pavement of dirt parking area of a currently undeveloped ground north of the Patrick Ward Gym, which is presently used for daily parking and event-related parking for the Patrick Ward Gym. This area, approximately 41,000 square feet, will be improved to provide designated parking, including regular and handicap-accessible spaces, ensuring convenience for all stakeholders utilizing the facilities to decrease dust and dirt pollution and improving safety for all users. In addition to serving Holtville Middle School events and activities, this parking area could function as a secondary overflow lot for the public ball park, located just across the street, southeast of the gym .

To enhance the aesthetics and environmental quality of the space, planter boxes, areas will be installed around portions of the parking area, adding greenery, fresh air, and visual appeal. Additionally, trees are planned to be planted as part of the CAPCD grant initiative. If grant funding is not secured, Holtville Unified School District will do their best to provide the trees to maintain the landscaping vision. This project aims to improve accessibility, optimize event logistics, and enhance the overall experience for visitors while contributing to a greener and more sustainable campus environment.

Scope of Work

Describe the type of paving project:

☐ Unpaved Road(s) ☒ Unpaved Parking Lot(s) ☐ Other (specify) _____

Identify the location of the project site

i.e., address, Assessor Parcel Number (APN), and/or cross streets

Located at 801 Webb Ave. Holtville Ca. 92250, next to the Patrick Ward Gym, which is currently virgin, dirt, grass and weed flat surface. Parcel # 045-621-001
-115.3683846 / 32.8170211

Describe the current use of the project site

ex. unpaved staff parking lot, unpaved access road, unpaved fire lane, etc.

The project site is presently serving as a parking area for all HMS activities and as a storage facility for supplies and equipment used in construction projects at other Holtville Unified School District school sites.

Describe the existing condition of the project site

i.e., surface conditions, accessibility issues

The area in question can best be described as, "virgin ground" typically characterized by pinkish-gray and light brown calcareous silty clay soils, with a surface of grass, weed, rock and pebbles.

Describe any existing mitigation measures currently implemented.

Please include any measure implemented to reduce visible dust emissions in terms of application, frequency and type. (ex. entire lot is watered twice per day).

In order to mediate current negative results from its use, HMS has allowed for a large portion of it to be used for temporary construction of construction supplies and equipment. Traffic is currently being limited, to reduce dust, and some areas around the planned parking areas there has been concrete, and sphalt installed along with grass areas around the parking area is being encouraged to grow.

Size of paving project (miles, acres, or square footage) Proximately 41,000 sq. ft.

Current vehicle use of the project (# vehicles per day or event, frequency of use) Average of 100 vehicles & Bus/Day

Identify the type of documentation available to help substantiate vehicle miles

Visitor Records Scheduled Gym Events, Yearly Sports Schedules, Graduation and Parent events.

Traffic Counter No official counters, but location is current pickup and drop off student site

Other (specify) Gym is a focal point for activities involving large traffic numbers. Possible overflow parking for a city ball park.

Identify the expected vehicle use of the project once paved (# vehicles per day or event, frequency of use) Expected increase by at least 10% to average of 110

Provide a-list of sensitive receptors (i.e., schools, daycares, residences) within 1,000 feet of the project

Name of Location	Distance from Project
Single family houses across the street of the location	50 to 1000 yards of the planned project
No other receptors located in the area of the project.	

Scope of Work – Continued

Describe the project goals and objectives

Provide dust free parking, spaces for a newly built school gym, reducing the current dust, improving safety, providing traffic control, and providing a clean and organized area for all stakeholders including Holtville Middle School Staff to park for all current and new events that will be taking place at the new gym and the sports fields located on both sides of the planned project.

Describe any co-benefits the project may have

(ex. improved accessibility, improved surface conditions, sustainable features).

Improve general parking along with handicap parking. Provides more safe parking by having a smooth surface free of holes, rocks and other items that can cause tripping or falling. Provide safer parking allowing people who would have parked on the side of the road during sports events to now be able to park off the road. Increase easier access parking to Holtville Middle School Staff and parents. Spreads traffic congestions between Beale and Webb roads during school hours.

Provide an estimated timeline for project implementation, assuming the project is notified of grant approval within 60 days of submittal of this application.

Date	Action
June 9th, 2025	Project goes out to bid
Aug 20, 2025	Winning bid accepted and approved at HUSD general board meeting, on the third Monday of the month.
Dec. 31st, 2025	Contracting, bonding, permits, prep, installation, cleaning, marking, planting trees and plants, completed

Describe the measures that will be utilized to ensure completion of the project within the indicated time

To ensure the parking lot construction project is completed within the specified time frame, the following measures will be implemented:
-Develop a detailed project schedule with clearly defined milestones.
-Conduct regular progress meetings to ensure adherence to deadlines
-Provide damages in the contract to be paid in the event the project does not meet the timelines.
By implementing these measures, the project team will ensure the timely completion of the parking lot construction.

Identify the key individuals responsible for project implementation and their roles.

Name	Title/Position	Project Role
Celso Ruiz	District Superintendent	Overall Supervision and direction.
John Paul Wells	District Assistant Sup. and CBO	Financial oversight
Adrienne Lawson	Accounts Payable/Recievable	Account payable and Receivable manager
Miguel Mata	Maintenance	Assist project with information as needed
Mitchell Drye	Principal, Grant Coordinator	Assure that all grant assurances are followed

Project Funding

Describe the estimated costs of the project:

Supplies, Equipment, and Materials	\$ 240,000
Labor and Construction	\$ 281,000
Non-Construction Costs	\$ 70,000
Contingency Costs	\$ 30,000

What is the requested funding amount to be used toward eligible project costs? \$ 621,000

How much additional funding has been secured for this project?

Amount: 0.00 Source: Urban Green Project Grant

Project Commitment

The applicant commits to the following requirements:

- ☒ Applicant is the owner of the area to be paved or has authority to pave the area
- ☒ Applicant will maintain the project during the entire contract period
- ☒ Applicant will make the project available for inspection if requested ICAPCD and/or CARB staff during the entire contract period
- ☒ Project will be sufficiently utilized as demonstrated in the application
- ☒ All property taxes are current as of the time of this application
- ☒ Applicant will obtain any permits required to do the project
- ☒ Applicant or their sponsor has financial capacity to complete, operate, and maintain the project
- ☒ Any funds required from other sources will be available on the timeframe needed to carry out the project
- ☒ Photo documentation will be provided upon project completion
- ☒ Photo documentation will be provided annually to demonstrate ongoing project maintenance
- ☒ Project will comply with ICAPCD Rule 801
- ☒ Project will comply with ICAPCD Rule 805
- ☒ Project will comply with the applicable municipal codes and ordinances

Date _____

Signature _____

MISSOULA CHILDREN'S THEATRE

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MCT, Inc.
200 North Adams
Missoula, MT 59802-4718

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Invoicing 406-829-5242

tour@MCTinc.org
www.MCTinc.org

TOURING CONTRACT • 2024-2025 SCHOOL YEAR

TOWN: **HOLTVILLE**

STATE: **CA**

N CNTY COALITION OF ARTS

PRESENTING ORGANIZATION: **PINE SCHOOL (SPONSORED BY NOCCA)**

SHOW TITLE: **HANSEL AND GRETEL (HG-2)**

ACCT#: **CA-PINE**

RESIDENCY WEEK: **4/28/2025-5/3/2025**

FIRST TIME: **Y**

SPECIAL CIRCUMSTANCES:

BOOKING ID: **31067**

PLEASE COMPLETE THE FOLLOWING INFORMATION:

AUDITION DAY (MON. OR *TUES.): Monday AUDITION DATE: 4-28-25 TIME: 3:00 pm
(*To accommodate a Tuesday audition, performances must be scheduled on Saturday)

AUDITION LOCATION: Finley School Auditorium 640 Chestnut Ave, Holtville CA

REHEARSAL TIME: 1ST SESSION (i.e. 3-5 PM) ☒ 2ND SESSION (i.e. 5:15-7:15 PM) ☒
(Two 2-hour sessions with a 15-minute break between sessions)

REHEARSAL LOCATIONS (2 SEPARATE SPACES REQUIRED): Auditorium AND cafeteria

PERFORMANCE DAY(S) & DATE(S): May 2nd AND

TIME(S): 5:30 AND LOCATION: Finley School Auditorium
(Suggested 3:00PM & 5:30PM on Saturday-Friday performances cannot be scheduled prior to 12PM)

PHYSICAL PERFORMANCE ADDRESS: 640 Chestnut Ave Holtville CA

GRADE LEVELS: KINDERGARTEN THROUGH ☒ 5 ☒ 6 ☒ 7 ☒ 8 ☐ 9 ☐ 10 ☐ 11 ☐ 12
(*Required Minimum Grade Range)

INTERGENERATIONAL WEEK (Assisted Living Center, Senior Residence, etc.): Yes ☐ No ☒

PRE-REGISTRATION OF CAST (within MCT guidelines-see online presenter materials): Yes ☐ No ☒

BASE RESIDENCY FEE:

\$4100.00 US

DVD LICENSING FEE created & sold (by MCT presenter) \$25 ☐ (by professional video org.) \$50 ☐

\$

ADDITIONAL WORKSHOPS (3 included in residency fee) @ \$75.00US

\$

ADDITIONAL PERFORMANCES (2 included in residency fee) @ \$300.00US

\$

CONTRACT ADDENDUM PROCESSING SURCHARGE \$300.00US

\$

TOTAL PAYABLE TO MCT:

\$ 4100.00

A \$500 DEPOSIT WITH SIGNED AND COMPLETED CONTRACT DUE TO MCT BY: 3/01/2025

For Office Use	
Contract	
Received	
Entered	
Deposit	
Received	
Amount	
Check#	

I have read and understand this entire agreement:

PRESENTER SIGNED Patricia Harrison

PRINTED Patricia Harrison TITLE Pine School Principal

DATE 3-4-25

MCT SIGNED _____

DATE _____

PLEASE COMPLETE OPPOSITE SIDE AND MAKE A COPY FOR YOUR RECORDS
RETURN THIS DOCUMENT TO MCT VIA EMAIL OR MAIL

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Missoula, MT 59802-4718

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Invoicing 406-829-5242

tour@MCTinc.org
www.MCTinc.org

TOURING CONTRACT • 2024-2025 SCHOOL YEAR

TOWN: **HOLTVILLE** STATE: **CA** **N CNTY COALITION OF ARTS**

PRESENTING ORGANIZATION: **PINE SCHOOL** (~~SPONSORED BY NOCCA~~)

MAIN CONTACT: **ALEXIS ESTRADA** TITLE:

MAILING ADDRESS:

TOWN: **HOLTVILLE** STATE: **CA** ZIP:

PHONE #1: **760-356-2615 X5335** PHONE #2:

E-MAIL: **aestrada@husd.net**

TEAM CONTACT: **PATRICIA HARRISON** TITLE: **PRINCIPAL**

MAILING ADDRESS:

TOWN: **HOLTVILLE** STATE: **CA** ZIP:

PHONE #1: **760-996-5646** PHONE #2:

E-MAIL: **pharrison@husd.net**

BILLING CONTACT: **ALEXIS ESTRADA** TITLE:

BILLING ADDRESS:

TOWN: **HOLTVILLE** STATE: **CA** ZIP:

PHONE #1: **760-356-2615 X5335** PHONE #2:

E-MAIL: **aestrada@husd.net**

PLEASE INDICATE ANY CHANGES TO CONTACT INFORMATION BELOW:

PRESENTING ORGANIZATION: <u>Pine School</u>		
MAIN CONTACT: _____	TITLE: _____	
MAILING ADDRESS: <u>3295 Holt Road</u>		
TOWN, STATE, ZIP: _____		
PHONE #1: _____	PHONE#2: _____	E-MAIL: _____
TEAM CONTACT: _____		TITLE: _____
MAILING ADDRESS: _____		
TOWN, STATE, ZIP: _____		
PHONE #1: _____	PHONE#2: _____	E-MAIL: _____
BILLING CONTACT: _____		TITLE: _____
BILLING ADDRESS: _____		
TOWN, STATE, ZIP: _____		
PHONE #1: _____	PHONE#2: _____	E-MAIL: _____

PRESENTER: The party, individual, association or company coordinating and paying for the services of MCT.

PSA Renewal_Holtville U S D_4398668_June_2025_ - CPQ-795247

Planned Service Agreement



Johnson Controls Fire Protection LP
14200 E Exposition Ave
Aurora CO80012-2540
USA

Proposal Presented On:
12-12-2024



SERVICE SOLUTION

Customer #: 436947
Holtville Unified School Dist
Date: 12-Dec-24
Proposal #: CPQ-795247
Term: 1-Jun-25 to 31-May-30
External Contract #: 1053164 R03-DEC-2024
Subscription ERP #:

Billing Customer:
Holtville U S D
621 E 6th St

HOLTVILLE, CA 92250-1497

Service Location:
Holtville U S D
621 E 6th St,
HOLTVILLE, CA 92250-1497

Johnson Controls Fire Protection LP
Sales Representative:
Rana Stevenson
14200 E Exposition Ave
Aurora CO 80012-2540
rana.stevenson@jci.com

INVESTMENT SUMMARY
(Service Solution Valid for 30 Days)

SERVICE/PRODUCT DESCRIPTION	QUANTITY	FREQUENCY	INVESTMENT
-----------------------------	----------	-----------	------------

Holtville Unified School Dist			\$1,782.48
SYSTEM-EX-EXTINGUISHERS			
EXTINGUISHERS/PORTABLES SYSTEM Est. First Inspection: July			

EXTINGUISHER ENHANCED SERVICE
OFFER

Subtotal Contract Value (less tax): \$10,156.63
Total Estimated Tax: \$0.00
Total Contract Value with Estimated Tax : \$10,156.63
To the extent applicable, Johnson Controls has included an estimate for all state and local sales tax for this quote. The actual sales tax due will be calculated and billed upon issuance of an invoice, unless a valid exemption and/or resale certificate is received by Johnson Controls.



SERVICE SOLUTION

SUMMARY OF SERVICES

The summary of services is intended to cover the following locations:

Location	Address	City	State	Zip	Fire Extinguishers
Holtville U S D	621 E 6th St,	HOLTVILLE	CA	92250-1497	\$1,782.48
Offering Total					\$1,782.48

EXTINGUISHER ENHANCED SERVICE OFFER

SYSTEM-EX-EXTINGUISHERS

TEST AND INSPECTION OVERVIEW:

Inspections and diagnostic tests for the accessible portable fire extinguishers listed.

"PARTS/COMPONENT REPLACEMENT FOR LISTED FIRE EXTINGUISHERS:

The Enhanced Plan covers replacement of moving parts including valve stems , o-rings, seals, pins, and decals. Includes six-year maintenance and hydrostatic testing - complete tear-down of the unit if applicable to inspect internally and hydrotest as required by applicable state and federal agencies (AHJ). Recharges, hydrostatic testing, internal parts, signage, along with parts and labor included at the time of inspection.

Any repair or maintenance required after the time of inspection will be based on local district pricing or other established repair pricing. Extinguisher maintenance replacement due to vandalism, fire, environmental, or other usage are not covered."

DOCUMENTATION:

Any discrepancies found will be noted

Inspection documentation provided to Customer. NOTE: Certain additional services may be required by the Authority Having Jurisdiction. AHJ or internal organizational requirements may be more restrictive than state/provincial requirements. Building owners and managers should make themselves aware of applicable codes and references in order to ensure that contracted Services fulfill requirements.

Customer Portal (Basic)

SYSTEM-EX-EXTINGUISHERS

Basic Customer Portal functionality will be provided.



SERVICE SOLUTION

This Service Solution (the "Agreement") sets forth the Terms and Conditions for the provision of equipment and services to be provided by Johnson Controls Fire Protection LP ("Company") to **Holtville Unified School Dist** and is effective **1-Jun-25** (the "Effective Date") to **31-May-30** (the "Initial Term"). Customer agrees that initial inspections may be performed within 45 days from the Effective Date.

PAYMENT FREQUENCY: Annual In Advance

Signature : _____

Date : _____

PAYMENT TERMS: Net 30

For applicable taxes, please see Section 3 of the Terms & Conditions

PAYMENT AMOUNT: \$1,782.48 - **Proposal #:** CPQ-795247

PAYMENT SUMMARY:

Year	Term	PSA Charges
1	06/01/2025 - 05/31/2026	\$1,782.48
2	06/01/2026 - 05/31/2027	\$1,942.90
3	06/01/2027 - 05/31/2028	\$2,040.05
4	06/01/2028 - 05/31/2029	\$2,142.05
5	06/01/2029 - 05/31/2030	\$2,249.15

CUSTOMER ACCEPTANCE: In accepting this Agreement, Customer agrees to the Terms and Conditions on the following pages and any attachments or riders attached hereto that contain additional terms and conditions. It is understood that these terms and conditions shall prevail over any variation in terms and conditions on any purchase order or other document that Customer may issue. Any changes in the system requested by Customer after the execution of Agreement shall be paid for by Customer and such changes shall be authorized in writing.

ATTENTION IS DIRECTED TO THE LIMITATION OF LIABILITY, WARRANTY, INDEMNITY AND OTHER CONDITIONS CONTAINED IN THIS AGREEMENT.



SERVICE SOLUTION

SCOPE OF SERVICE AND BASE TERMS AND CONDITIONS: In accepting this Agreement, Customer agrees to the Terms and Conditions found at <https://johnsoncontrols.com/buildings/legal/fire-service-psa-terms-august-8-2023> (the "Service Terms"). Where services include, use, implement, and deploy software and hosted software products, such software related to these services are governed by Company's standard terms for software found at <https://www.johnsoncontrols.com/techterms> (the "Software Terms"). Both the Service Terms and Software Terms, as in effect from time to time, are fully incorporated into this agreement by reference (collectively, the "Terms and Conditions"). Attention is directed to the Customer's commitments and obligations to Company, limitation of liability, warranty, indemnity and other terms and conditions contained therein. It is understood that these terms and conditions shall prevail over any variation in terms and conditions on any purchase order or other document that Customer may issue. Any changes requested by Customer after the execution of Agreement shall be authorized in writing by the parties. This Planned Service Agreement, Terms and Conditions, and any schedules attached hereto are incorporated by reference as if set forth fully herein (collectively the "Agreement"), cover the rights and obligations of the Parties.

Any additional work or services outside the scope of the Agreement and performed by Company at the direction of Customer shall be subject to the Company's standard customer terms and conditions found at <https://www.johnsoncontrols.com/customerterms>, which are also incorporated herein by reference.

This proposal is valid for thirty (30) days from the proposal date. In accepting this proposal, Customer agrees to the Terms and Conditions Covering the Agreement herein and understand they shall prevail over any variation in terms and conditions on any Purchase Order or other documents Customer may issue.



SERVICE SOLUTION

Multi Year Contract Rider AGREEMENT

Acknowledgement of Multi-Year Term. Customer agrees that issuance of a Purchase Order does not amend any provision of the service agreement, including without limitation the duration/term of the service agreement. Customer agrees to issue Purchase Orders sufficient to satisfy its obligations under the multi-year service agreement. Should Customer fail to issue additional Purchase Orders, Company will still be permitted to invoice Customer for services performed, and Customer shall not dispute the validity of such invoices.

Customer Initials:

Unless otherwise agreed to by the parties, pricing is based upon the following billing and payment terms: Invoices will be delivered via Email () , payment is Net 30, and invoices are to be paid via Electronic Funds Transfer. Johnson Controls Electronic Funds Transfer transfer details will be forth coming upon contractual agreement.

This offer shall be void if not accepted in writing within thirty (30) days from the date first set forth above.

To ensure that JCI is compliant with your company's billing requirements, please provide the following information:

PO is required to facilitate billing:

☐

NO: This signed contract satisfies requirement

☐

YES: Please reference this PO Number: _____

Holtville Unified School Dist

Signature: _____

Print Name: _____

Title: _____

Phone #: _____

Fax #: _____

Email: _____

Date: _____

Johnson Controls Fire Protection LP

Authorized Signature: Rana Stevenson

Print Name: Rana Stevenson

Title: Inside Customer Sales Rep

Phone #: 303-222-2183

Fax #: _____

License #: _____
(if applicable)

Date: 12/12/2024 | 6:06 AM PST

HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

INFORMATION ITEMS

HOLTVILLE UNIFIED SCHOOL DISTRICT

School Board Meeting Agenda

ACTION/DISCUSSION



*Holtville Unified School District
Resolution #2024/25-004*

DAY OF THE TEACHER
May, 14 2025

WHEREAS, the children of Holtville represent the future of our great State; and

WHEREAS, paramount to their success in tomorrow's world is their effective personal and intellectual development; and

WHEREAS, the educators of the Holtville Unified School District provide the vital lessons that enable our youth to mature and reach their fullest potential; and

WHEREAS, despite distractions, educators of the Holtville Unified School District perform their daily classroom responsibilities with professionalism; and

WHEREAS, the guidance, support, and inspiration that teachers provide to students is invaluable and contributes tremendously to the well-being of our community; and

WHEREAS, it is fitting that all citizens pay tribute to our teachers who have dedicated their lives and talents to the education of our children; now, therefore, be it

RESOLVED that the Holtville Unified School District Board of Trustees does hereby proclaim May 14, 2025 as the Day of the Teacher in the Holtville Unified School District, and encourages everyone to join in this very special observance and show their sincere appreciation for our teachers.

Ben Abatti Jr., President of the Governing Board

*Celso Ruiz, Superintendent and
Secretary to the Governing Board*

Board of Trustees

Ben Abatti Jr. Julie Duarte Kevin Grizzle Larry Iten Jared Garewal



Holtville Unified School District
Resolution #2024/25-005
CLASSIFIED SCHOOL EMPLOYEES WEEK
May 19 - 23, 2025

WHEREAS, classified professionals provide valuable services to the schools and students of the Holtville Unified School District; and

WHEREAS, classified professionals contribute to the establishment and promotion of a positive instructional environment; and

WHEREAS, classified professionals serve a vital role in providing for the welfare and safety of the Holtville Unified School District's students; and

WHEREAS, classified professionals employed by the Holtville Unified School District strive for excellence in all areas relative to the educational community;

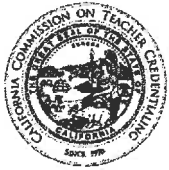
THEREFORE, BE IT RESOLVED, that the Holtville Unified School District hereby recognizes and wishes to honor the contribution of the classified professionals to quality education in the State of California and in the Holtville Unified School District and declares the week of May 19 - 23, 2025, as Classified School Employees Week in the Holtville Unified School District.

Ben Abatti Jr., President of the Governing Board

Celso Ruiz, Superintendent and
Secretary to the Governing Board

Board of Trustees

Ben Abatti Jr. Julie Duarte Kevin Grizzle Larry Iten Jared Garewal



State of California
Commission on Teacher Credentialing
Certification Division
651 Bannon Street, Suite 601
Sacramento, CA 95811

Email: credentials@ctc.ca.gov
Website: www.ctc.ca.gov

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: _____

Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT OR DISTRICT/COUNTY AUTHORIZED CHARTER SCHOOL

Name of District or Charter: Holtville Unified School District District CDS Code: 63149

Name of County: Imperial County CDS Code: 13

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board/body of the school district or charter school specified above adopted a declaration at a regularly scheduled public meeting held on 4 / 14 / 2025 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► Enclose a copy of the board agenda item

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2026.

Submitted by (Superintendent, Board Secretary, or Designee):

Celso Ruiz Superintendent
Name Signature Title

760-356-4936 760-356-2974 04/14/2025
Fax Number Telephone Number Date

621 East 6th Street Holtville, CA 92250
Mailing Address

celso@husd.net
EMail Address

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ____/____/____, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

Name	Signature	Title
Fax Number	Telephone Number	Date
Mailing Address		
EMail Address		

► *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
CLAD/English Learner Authorization (applicant already holds teaching credential)	1
Bilingual Authorization (applicant already holds teaching credential)	1
List target language(s) for bilingual authorization: Spanish	
Resource Specialist	1
Teacher Librarian Services	0
Emergency Transitional Kindergarten (ETK)	1

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	0
Single Subject	1
Special Education	1
TOTAL	2

Authorizations for Single Subject Limited Assignment Permits

SUBJECT	ESTIMATED NUMBER NEEDED	SUBJECT	ESTIMATED NUMBER NEEDED
Agriculture	1	Mathematics	1
Art		Music	1
Business		Physical Education	
Dance		Science: Biological Sciences	
English		Science: Chemistry	
Foundational-Level Math		Science: Geoscience	
Foundational-Level Science		Science: Physics	
Health	1	Social Science	
Home Economics		Theater	
Industrial & Technology Education		World Languages (specify)	

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program?

☐ Yes ☒ No

If no, explain. Intern programs provided by Universities

Does your agency participate in a Commission-approved college or university internship program?

☒ Yes ☐ No

If yes, how many interns do you expect to have this year? _____

If yes, list each college or university with which you participate in an internship program.

San Diego State Universtiy

National University

University of Phoenix

If no, explain why you do not participate in an internship program.



Protecting What Matters Most

Holtville Unified School District - eSentire - 39M - (4) Payments

Prepared For

Holtville Unified School District
Anthony Martinez

Document Number

BCSQ10539





Protecting What Matters Most

QUOTE # BCSQ10539

DATE 3/14/2025

Prepared For:

Anthony Martinez

Holtville Unified School District

621 E 6th St

Holtville, California 92250

Prepared By:

Matt Killian

Sales Manager

610 Alder St

Suite 1100

Portland, OR 97205

P: (760) 356-0096

E: tmartinez@husd.net

P: 760-736-8100

E: matt@borderlan.com

PO Number	Payment Terms	Valid Through
	Net 30	Apr 30, 2025

Notes:

Here is the quote you requested.

	Unit Price	Qty	Ext. Price
eSentire Managed Detection and Response Services: Microsoft Defender XDR Bundle – Defender for Endpoint, O365, Identity/Cloud Apps 39 Months of Service 5/1/2025 - 7/31/2028 Electronic Delivery	\$312.00	300	\$93,600.00

	Unit Price	Qty	Ext. Price
eSentire SOC Services <ul style="list-style-type: none"> • 24x7 for Monitoring, Investigation, Response, and Remediation • SOC Analyst Support • Customer Success Manager • 5X8 Technical Support with after-hours support • Detection Engineering – continuous updates • Automated Blocking • Alerting, Response and Remediation • Insight Portal – service overview, threat case details, reporting and data access • TRU Threat Hunting • TRU Threat Sweeping • TRU Threat Research and Intelligence Briefing 	\$0.00	1	\$0.00
MULTIPLE PAYMENT AGREEMENT Pricing based on a 39 Month agreement with 4 payments as follows: 1st Payment \$7,200 Invoiced Net 30 Upon Receipt of Purchase Order 2nd Payment \$28,800 Invoiced Net 30, 7/1/2025 3rd Payment \$28,800 Invoiced Net 30, 7/1/2026 4th Payment \$28,800 Invoiced Net 30, 7/1/2027	\$0.00	1	\$0.00
Solution Subtotal			\$93,600.00
Sales Tax			\$0.00
Shipping			\$0.00
Grand Total			\$93,600.00
Deposit Required			\$7,200.00

Payment Options

Select your preferred payment option / purchase terms*:

- ☐ ACH Direct Payment Purchase (purchase amount \$93,600.00)
☐ Check Purchase (purchase amount \$93,600.00)
☐ Credit Card Purchase (purchase amount \$96,726.47) [includes +\$3,126.47 payment type Surcharge]

* If this quote contains lease payment options, the lease options are provided as an estimate only. Final lease payment amount is subject to credit verification and applicable taxes as required by law.

Terms of Service:

BorderLAN is a 3rd party provider of manufacturer products and services which are re-sold and provided as ("Services"). Unless specified as BorderLAN Services, the Services sold by BorderLAN are created and supported the respective product manufacturer. Upon purchase of any Services, you agree to the specific products END USER LICENSE AGREEMENT from the product manufacturer of your purchase whether such Agreement was provided to you prior to or post purchase. By using our purchasing Services, you are agreeing to these Terms of Service. Please read them carefully.

Purchasing our Services

Purchasing our Services occurs with there is an issuance of a Purchase Order, payment via credit card, or request of an invoice by you, hereby called ("Purchase") and such Purchase may not be cancelled once an order is placed unless it is specified in writing in a signed executed contract. Non payment of any Purchase is not allowed and BorderLAN must pursue collection of non-paid debt. For

BorderLAN Inc.
 950 Boardwalk #300, San Marcos CA 92078
 Tax ID 27-1887219

Phone 855-945-8100 Fax 860-736-8100

www.borderlan.com

this reason we recommend our Customers evaluate products prior to a Purchase commitment. Financed or multiple year payment contracts also may not be cancelled but can be accelerated with early payments.

Using Services

Each Service contains proprietary software and or hardware along with materials and information that should not be tampered with or shared with general public. Services may be used only as permitted by law, including applicable export laws and regulations. Using Services does not give you ownership of any intellectual property rights in the Purchased Services.

Services we represent are primarily not BorderLAN's. The use and content of Services is the sole responsibility of the entity manufacturer that makes it available. We believe that you own your data and the usage of the Service that moves, manipulates or otherwise backs up, archives, filters or encrypts data. We encourage you to properly learn the Services once Purchased to ensure you continue to have access to such data. As a customer who has Purchased Services from BorderLAN, we may send you service announcements, customer service messages, and other information. You may opt out of communications.

Terminating Services

As Services are sold as a PRE-PAYMENT for a terms, you can stop using Purchased Services at any time but will not receive a refund, nor may cancel any future payments committed via contract that is considered a Purchase.

Warranties and Disclaimers

OTHER THAN AS EXPRESSLY SET OUT IN THESE TERMS OR ADDITIONAL TERMS, NEITHER BORDERLAN NOR ITS SUPPLIERS OR DISTRIBUTORS MAKE ANY SPECIFIC PROMISES ABOUT THE SERVICES. THE SPECIFIC FUNCTION OF THE SERVICES, OR THEIR RELIABILITY, AVAILABILITY, OR ABILITY TO MEET YOUR NEEDS. WE PROVIDE THE SERVICES "AS IS". SOME JURISDICTIONS PROVIDE FOR CERTAIN WARRANTIES, LIKE THE IMPLIED WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE AND NON-INFRINGEMENT. TO THE EXTENT PERMITTED BY LAW, WE EXCLUDE ALL WARRANTIES.

Liability for our Services

WHEN PERMITTED BY LAW, BORDERLAN and BORDERLAN'S SUPPLIERS AND DISTRIBUTORS, WILL NOT BE RESPONSIBLE FOR LOST PROFITS, REVENUES, OR DATA, FINANCIAL LOSSES OR INDIRECT, SPECIAL, CONSEQUENTIAL, EXEMPLARY, OR PUNITIVE DAMAGES. TO THE EXTENT PERMITTED BY LAW, THE TOTAL LIABILITY OF BORDERLAN, AND ITS SUPPLIERS AND DISTRIBUTORS, FOR ANY CLAIM UNDER THESE TERMS, INCLUDING FOR ANY IMPLIED WARRANTIES, IS LIMITED TO 25% OF THE AMOUNT YOU PAID US TO USE THE SERVICES. IN ALL CASES, BORDERLAN, AND ITS SUPPLIERS AND DISTRIBUTORS, WILL NOT BE LIABLE FOR ANY LOSS OR DAMAGE THAT IS NOT REASONABLY FORESEEABLE.

Order Confirmation

The terms and conditions of this Agreement are intended by the parties as the final expression of their agreement with respect to the subject matter of this Agreement, and supersede all prior discussions, representations and agreements, both oral and written. Once accepted this Agreement is binding may only be modified by means of a document, signed by both parties. Upon signing, you agree to have BorderLAN Inc. invoice you for the amount described in the payment terms.

SHIPPING DELAYS AND EQUIPMENT AVAILABILITY

Due to the current global supply chain condition, especially with technology equipment, shipping delays OR partial/incomplete shipments ARE to be expected. Availability or status of availability of equipment and/or accessories from vendors are subject to availability of components. BorderLAN will order equipment based on acceptance of this quote, and customer must pay for equipment according to the net terms offered. Some types of equipment have expected delays in Shipping dates, thus Customer Agrees that equipment shipment may change depending on supply chain delays. BorderLAN will order equipment upon acceptance of this quote and pay for equipment per the terms BorderLAN is required to pay, thus the Customer Agrees a cancellation is not allowable once the equipment is ordered regardless of delay of shipping. In acceptance of this quote, the customer recognizes and accepts the supply chain issues, inventory availabilities and status of availabilities are out of the control of BorderLAN, Inc. and its vendors/partners. BorderLAN, Inc. and its vendors/partners will work diligently to fulfill all backordered/delayed equipment items as soon as possible as they become available.

To accept this quotation, sign here and return:

Thank You For Your Business!

Migrant Department

Fiscal Year 2024-25

Do NOT enter data in GRAY TABS

Program: Regular 0000

Can overwrite

H/W if needed

Obj Code	Position	# Staff	Ann Sal	Daily Rate	Hourly Rate	# Hrs/Day	# Days	Total Pay	Pay Taxes/Ben	H/W Ins	Total 3000s	# FTE
1130	Finley Tutoring	3.00			\$ 47.00	1.00	100.00	\$ 14,100.00	\$ 3,115.00	\$ -	\$ 3,115.00	0.22
1130	Finley Tutoring Training	3.00			\$ 47.00	2.00	5.00	\$ 1,410.00	\$ 312.00	\$ -	\$ 312.00	0.02
1130	Pine Tutoring	-			\$ 47.00	-	-	\$ -	\$ -	\$ -	\$ -	-
1130	Pine Tutoring Training	-			\$ 47.00	-	-	\$ -	\$ -	\$ -	\$ -	-
1130	Subs for Teachers at CAFE	-			\$ 47.00	2.00	20.00	\$ 1,410.00	\$ 312.00	\$ -	\$ 312.00	-
1160	Subs for Teachers at CAFE	-	\$ 200.00		\$ 47.00	2.00	20.00	\$ 1,410.00	\$ 312.00	\$ -	\$ 312.00	-
1160	Other Subs for Reg Program	-	\$ 200.00		\$ -	-	-	\$ -	\$ -	\$ -	\$ -	-
Object 1100 Sub-totals								\$ 15,510.00	\$ -	\$ -	\$ 3,427.00	0.24

No subsidiary programs

1200	Full-time Counselor	0.50	-					\$ -	\$ -	\$ -	\$ -	0.50
1200	Counselor Extra Hours	-			\$ 6.00	1.00	200.00	\$ 1,200.00	\$ 3,425.00	\$ -	\$ 3,425.00	0.13
Object 1200 Sub-totals								\$ 9,400.00	\$ -	\$ -	\$ 3,425.00	0.63

No. 4 schedule for State and Federal 3/1/17

1300	Full-time Administrator	-	-					\$ -	\$ -	\$ -	\$ -	-
1330	Administrator Addl Hrs	-			\$ 65.00	-	-	\$ -	\$ -	\$ -	\$ -	-
Object 1300 Sub-totals								\$ -	\$ -	\$ -	\$ -	-

Total 1000s Expenses 24,910.00

2100	Full-time Inst Aide	-	-					\$ -	\$ -	\$ -	\$ -	-
2130	Inst Aide Extra Hours	-			\$ 22.00	-	-	\$ -	\$ -	\$ -	\$ -	-
Object 2100 Sub-totals								\$ -	\$ -	\$ -	\$ -	-

2200	Full-time Custodian	-	-					\$ -	\$ -	\$ -	\$ -	-
2230	Custodian Extra Hours	-			\$ 30.00	-	-	\$ -	\$ -	\$ -	\$ -	-
Object 2200 Sub-totals								\$ -	\$ -	\$ -	\$ -	-

2400	Full-time Office Clerical	-	-					\$ -	\$ -	\$ -	\$ -	-
2430	Office Clerical Extra Hours	-			\$ 30.00	-	-	\$ -	\$ -	\$ -	\$ -	-
Object 2400 Sub-totals								\$ -	\$ -	\$ -	\$ -	-

2900	Full-time Classif Other Staff	-	-					\$ -	\$ -	\$ -	\$ -	-
2930	Office Clerical Extra Hours	-			\$ 25.00	-	-	\$ -	\$ -	\$ -	\$ -	-
2990	Work Study Sem 1 Hours	-			\$ 61.00	-	-	\$ -	\$ -	\$ -	\$ -	-
2990	Work Study Sem 2 Hours	-			\$ 16.00	-	-	\$ -	\$ -	\$ -	\$ -	-
Object 2900 Sub-totals								\$ -	\$ -	\$ -	\$ -	-

Total 2000s Expenses -

3000s	Certificated Benefits/Pay Taxes/HW							\$ 6,852.00	Changes due to Salary Increases			
3000s	Classified Benefits/Pay Taxes/HW							\$ -				

Total 3000s Expenses 6,852.00

More lines can be added if individual expenditures are listed.

4100	Do NOT use - State-approved Textbooks							\$ -				
4200	Reading & Math supplemental books							\$ -				
4300	Science Center Fieldtrip Admission Tickets							\$ -				
4300	Field trip snacks and meals (Students to University Trip)							\$ 1,000.00				
4300	Transportation Charge for students to University Trip							\$ 2,100.00	Add 30004130/1330 Bowling fees			
4400	Equipment between \$500 and \$4,999 per unit							\$ -				

Total 4000s Expenses 9,100.00

More lines can be added if individual expenditures are listed.

5100	Do NOT use - Subagreements							\$ -				
5200	Counselor Mileage							\$ -	No Mileage needed for Tutoring classes			
5200	Registration Fees/Hotels/Meal, Mileage Reimbursements							\$ -				
5200	Transportation Charge for students to University Trip							\$ 350.00	Add trip on Bowling fees			
5200	Transportation Charge							\$ -				

Total 5000s Expenses 1,250.00

Total 1000-5000 Expenses 42,121.00

Capital Outlay expense is rare - requires prior approval and detailed explanation.

6400	Equipment over \$5,000 per unit							\$ -				
6400	Equipment over \$5,000 per unit							\$ -				

Total 6000s Expenses -

7000	Indirect Cost Charges (Rate x Total 1000-5000 Expenses)							\$ 2,982.00	Indirect Charges due to Budget Changes			
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Total Expenses 45,103.00
Regular 0000

2024-25 Benefits	Pay Taxes/Ben	H/W
Certificated	0.220953	\$ 12,204
Classified	0.362459	\$ 11,420
Certificated PERS Emp	0.364363	\$ 12,204
Classified Work-Study	0.020563	\$ 12,204

HUSD Indirect Cost Rate 0.070800