

2024-2025
SOUTHERN KERN UNIFIED SCHOOL DISTRICT
2601 Rosamond Blvd., Rosamond, CA 93560 (661) 256-5000

The YouTube access link to the live meeting broadcast will be available under “Announcements” at www.skusd.k12.ca.us prior to 7:00 p.m.

Wednesday,
May 7, 2025

Meeting Location:
Rosamond Elementary School
3082 Glendower Street, Rosamond, CA 93560
Closed Session 4:30 p.m., Open Session 7:00 p.m.

Board of Trustees

Mario Gutierrez, President
Robert Vincelette, Vice President
Sunni Hepburn, Clerk
Adrienne Rendon, Member
Justin Wright, Member
Adrian Arellano, Student Board Member

Superintendent

Barbara Gaines

SOUTHERN KERN UNIFIED SCHOOL DISTRICT

BOARD OF TRUSTEES

Wednesday, May 7, 2025

Closed Session: 4:30 p.m., Open Session 7:00 p.m.

Location: 2601 Rosamond Blvd.,
Conference Room, Rosamond, CA

I. Call to order – (time)

1. Comments from the public pertaining to closed session items:

II. Closed session

ACTION

MOTION: Hepburn, Gutierrez, Vincelette, Rendon, Wright

SECOND: Hepburn, Gutierrez, Vincelette, Rendon, Wright

VOTE: YEAS ___ NAYS ___ ABSENT ___ ABSTAIN ___ TIME: _____

A. Expulsion Hearing for Student #43-24-25 4:30 p.m.

B. Conference with Labor Negotiator; District Negotiator: Barbara Gaines, Robert Irving
Employee Organization: California School Employee Association / Rosamond Teacher Association

C. Discussion of Student Matters: Education Code sections 35146 and 48918(c)

D. Public Employment: Certain Personnel Matters: Government Code § 54957.1(a)(5)
DISCIPLINE/Dismissal/Employment/Release/Assignment/Reassignment/Complaint

Any action taken in closed session will be reported publicly at the end of the closed session as required by Government Code Section 54954.5.

III. Reconvene into open session at: _____
TIME

ACTION

MOTION: Hepburn, Gutierrez, Vincelette, Rendon, Wright, Arellano

SECOND: Hepburn, Gutierrez, Vincelette, Rendon, Wright, Arellano

VOTE: YEAS ___ NAYS ___ ABSENT ___ ABSTAIN ___

PREFERENTIAL STUDENT VOTE ___ TIME: _____

IV. Action determined in closed session:

A. Student Expulsion Hearing #43-24-25 action for consideration of violation of the California Education Code section(s) 48900(a)(2), 48900 (k)

and in addition, ___ 48915(b)(1) states: that due to the nature of the violation other means of correction are not feasible or have repeatedly failed to bring about proper conduct,

AND/OR

and in addition, ___ 48915(b)(2) states: that due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others.

- Board Decision: ___ To not expel student
- ___ To not expel the student and allow the student to return to school with conditions.
- ___ To expel the student and then suspend the expulsion order with conditions.
- ___ To expel the student from all schools and programs of the district.

MOTION: Gutierrez, Vincelette, Hepburn, Rendon, Wright

SECOND: Gutierrez, Vincelette, Hepburn, Rendon, Wright

VOTE: YEAS ___ NAYS ___ ABSENT ___ ABSTAIN ___

V. Procedural Issues: A recording of this meeting is being made and shall be kept for 30 days as a public record (as applicable).

A. Pledge of Allegiance led by: _____

B. Roll Call - Members Present:

___ Mario Gutierrez, President ___ Robert Vincelette, Vice President ___ Sunni Hepburn, Clerk
___ Adrienne Rendon, Member ___ Justin Wright, Member ___ Adrian Arellano, Student Member

C. Approve the agenda

ACTION

MOTION: Hepburn, Gutierrez, Vincelette, Rendon, Wright, Arellano

SECOND: Hepburn, Gutierrez, Vincelette, Rendon, Wright, Arellano

VOTE: YEAS ___ NAYS ___ ABSENT ___ ABSTAIN ___ PREFERENTIAL STUDENT VOTE ___

VI. Reports and Communications

INFORMATIONAL

- A. 2025 Oral Language Presentations: *Two Solo Humorous (5th Grade - RES, 6th Grade - TMS)*
- B. Classified and Certificated Years of Service Pin Recognition: *Paul Irving & Leanne Hargus*
- C. College and Career Coordinator Presentation: *Mark Notterman*
- D. RTA report: CSEA report:
- E. Student Board Member: *Adrian Arellano*
- F. CBO Report: *Robert Irving*
- G. Assistant Superintendent, Instruction and Curriculum: *Dr. Larry Mendez*
- H. Assistant Superintendent, Special Education, Pupil Personnel: *Sheryl Taylor*
- I. Associate Superintendent, Human Resources: *Leanne Hargus*
- J. Superintendent Report: *Barbara Gaines*
- K. Board Member Communications:
- L. Sub-Committee Communications/Updates:

Comments from the Public: Members of the public may address the Board on any item within the jurisdiction of the Board by submitting presentation requests to the secretary or an email. Members of the public are strongly urged not to mention personnel by name and are reminded that they do not have immunity from legal action if personnel is named. The Board may limit each speaker to 3 minutes with a total of 20 minutes per topic.

VII. Consent items A-G

ACTION

MOTION: Hepburn, Gutierrez, Vincelette, Rendon, Wright, Arellano
 VOTE: YEAS ___ NAYS ___ ABSENT ___ ABSTAIN ___ PREFERENTIAL STUDENT VOTE ___ SECOND: Hepburn, Gutierrez, Vincelette, Rendon, Wright, Arellano

- A. Approve Purchase Orders 250888-250913, Purchase Vouchers 251014-251035
- B. Approve Donation of Cake Pops, Iced Tea, Hot Chocolate Valued at \$500 to WES Good Citizen Carnival – *Christina Schiltz*
- C. Approve KCSOS Camp Keep Agreement 2025-2026 – \$60,208
- D. Approve Donation of \$500 to RHECC Football Program – *Krystal Benavidas*
- E. Approve Donation of \$175 for RHECC Football Program – *Evelyn Sanders*
- F. Approve Donation of \$300 to WES for Supplies – *Little Miss Antelope Valley*
- G. Approve SHI Quote #26121643 Chromebooks for Students for the 2025-2026 – \$256,456.53

VIII. General

- A. Third Reading, Review, and Approval of Board Policies September 2023 – *Gaines*

ACTION

MOTION: Hepburn, Gutierrez, Vincelette, Rendon, Wright, Arellano
 VOTE: YEAS ___ NAYS ___ ABSENT ___ ABSTAIN ___ PREFERENTIAL STUDENT VOTE ___ SECOND: Hepburn, Gutierrez, Vincelette, Rendon, Wright, Arellano

POLICY	TITLE	OPTIONS/BLANKS	ADOPT DATE
BP 1160	Political Processes		
BP 1330	Use of School Facilities	OPTION 1: <input checked="" type="checkbox"/> Direct Costs OPTION 2: <input type="checkbox"/> OPTION 3: <input type="checkbox"/>	
AR 1330	Use of School Facilities		
E(1) 1330	Use of School Facilities	Delete EXHIBIT <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
AR 3311	Bids		
AR 3311.3	Design-Build Contracts		
BP 3312	Contracts	OPTION 1: <input checked="" type="checkbox"/> Annual Public Hearing OPTION 2: <input type="checkbox"/>	
BP 3480	Financial Reports and Accountability		
BP 3551	Food Service Operations: Cafeteria Fund	OPTION 1: <input type="checkbox"/> OPTION 2: <input checked="" type="checkbox"/>	
AR 3551	Food Service Operations: Cafeteria Fund		
BP 4151	Employee Compensation		
BP 4251	Employee Compensation		
BP 4351	Employee Compensation		
AR 4217.3	Layoff Rehire	OPTION 1: <input type="checkbox"/> OPTION 2: <input checked="" type="checkbox"/> Agreement with CSEA	
BP 5131.9	Academic Honesty		
BP 6154	Homework/Makeup Work		

POLICY	TITLE	OPTIONS/BLANKS	ADOPT DATE
BP 6162.5	Student Assessment		
AR 7140	Architectural and Engineering Services		
BB 9124	Attorney		

IX. Curriculum and Instruction

A. Second Reading and Review of the School Plan for Student Achievement (SPSA) – *Dr. Mendez* INFORMATIONAL

X. Personnel Items

A. Approve the following listed personnel items – *Hargus* ACTION

MOTION: Gutierrez, Vincelette, Hepburn, Rendon, Wright	SECOND: Gutierrez, Vincelette, Hepburn, Rendon, Wright
VOTE: YEAS ___ NAYS ___ ABSENT ___ ABSTAIN ___	

The following personnel items, which may include hiring, resignations, contract adjustments, and retirements for certificated and classified employees are presented for Board approval. All personnel meet the necessary credentialing and/or certification requirements as required by the State or notification timelines, as appropriate.

<u>CLASSIFIED/CONFIDENTIAL EMPLOYMENT/RESIGNATIONS</u>					
<u>EMPLOYEE</u>	<u>DATE</u>	<u>SALARY</u>	<u>POSITION</u>	<u>SITE</u>	<u>STATUS</u>
Houfek, Kathleen	06/03/2025	---	Food Service Cook	TMS	Retire

<u>CLASSIFIED STIPEND/EXTRA DUTY EMPLOYMENT/RESIGNATIONS</u>					
<u>EMPLOYEE</u>	<u>DATE</u>	<u>SALARY</u>	<u>POSITION</u>	<u>SITE</u>	<u>STATUS</u>
Preza, Marisol	4/12/2025	\$26.63 HR	Expanded Learning Opportunity, Para	WES	Hire
Gomez, Emily	4/12/2025	\$18.36 HR	Expanded Learning Opportunity, Para	WES	Hire
Ruiz, Ana	4/12/2025	\$18.37 HR	Expanded Learning Opportunity, Para	WES	Hire
Solis, Siomara	4/12/2025	\$21.14 HR	Expanded Learning Opportunity, CSO	WES	Hire
Kluzkowski, Mary	4/12/2025	\$27.03 HR	Expanded Learning Opportunity, Para	WES	Hire
Turner, Marissa	4/12/2025	\$26.73 HR	Expanded Learning Opportunity, Para	WES	Hire
Garrett, Roberta	4/12/2025	\$27.78 HR	Expanded Learning Opportunity, Para	WES	Hire
Cruz, Laura	4/12/2025	\$21.39 HR	Expanded Learning Opportunity, Para	WES	Hire
Velasquez, Samuel	4/12/2025	\$25.09 HR	Expanded Learning Opportunity, CSO	WES	Hire
Parra, Mayra	4/12/2025	\$19.79 HR	Expanded Learning Opportunity, CSO	WES	Hire
Brandts, Heather	4/12/2025	\$18.07 HR	Expanded Learning Opportunity, CSO	WES	Hire
Jones, Bailey	4/12/2025	\$18.07 HR	Expanded Learning Opportunity, CSO	WES	Hire
Logan, Ashley	4/12/2025	\$27.86 HR	Expanded Learning Opportunity, Bus Driver	TRANS	Hire
Logan, Jeffrey	4/12/2025	\$26.16 HR	Expanded Learning Opportunity, Bus Driver	TRANS	Hire
Porter, Brittany	4/12/2025	\$30.54 HR	Expanded Learning Opportunity, Bus Driver	TRANS	Hire
Lopez, Yuri	4/12/2025	\$17.20 HR	ELOP Food Service Worker	WES	Hire
Ponce, Guillermina	4/12/2025	\$19.35 HR	ELOP Food Service Worker	WES	Hire
Villanueva G, Patricia	4/12/2025	\$28.03 HR	ELOP Food Service Worker	WES	Hire
Olmedo, Johana	4/12/2025	\$19.35 HR	ELOP Food Service Worker	WES	Hire
De Santiago, Monica	4/12/2025	\$20.57 HR	ELOP Food Service Worker	WES	Hire
Rosalez, Pamela	4/12/2025	\$19.35 HR	ELOP Food Service Worker	WES	Hire

X. Personnel Items (Continued)

<u>CLASSIFIED SUBSTITUTES EMPLOYMENT/RESIGNATIONS</u>		
<u>EMPLOYEE</u>	<u>DATE</u>	<u>STATUS</u>
Martinez Madrid, Hector	5/8/2025	Hire

<u>CERTIFICATED/ADMINISTRATIVE EXTRA DUTY EMPLOYMENT/RESIGNATIONS</u>					
<u>EMPLOYEE</u>	<u>DATE</u>	<u>SALARY</u>	<u>POSITION</u>	<u>SITE</u>	<u>STATUS</u>
Cambaliza, Alicia	6/9/2025	\$559.37	Summer School- Mental Health	DO	Title Correction
Rivera, Jennifer	6/9/2025	\$537.61	Summer School -Mental Health	DO	Hire
Rodriguez, Megan	6/9/2025	\$512.01	Summer School- Mental Health	DO	Title Correction
Jacobs, Lauren	6/9/2025	\$537.61	Summer School- BCBA	DO	Title Correction
Snyder, Karissa	6/9/2025	\$537.61	Summer School-BCBA	DO	Title Correction

<u>CERTIFICATED STIPEND/EXTRA DUTY EMPLOYMENT/RESIGNATIONS</u>					
<u>EMPLOYEE</u>	<u>DATE</u>	<u>SALARY</u>	<u>POSITION</u>	<u>SITE</u>	<u>STATUS</u>
Aiken, Lauren	6/9/2025	\$285.74	Summer School Teacher	RES	Hire
Alberto, Aida	6/9/2025	\$570.71	Summer School Teacher	WES	Hire
Bidinger, Melissa	6/9/2025	\$285.74	Summer School Teacher	WES	Hire
Bongamciso, Ma. Josephine	6/9/2025	\$573.16	Summer School Teacher	TMS	Hire
Buetow, Bobbie	6/9/2025	\$480.86	Summer School Teacher	WES	Hire
Collins, Genevieve	6/9/2025	\$570.71	Summer School Teacher	WES	Hire
Hillman, Kristina	6/9/2025	\$585.68	Summer School Teacher	REHS	Hire
McMahon, Desiree	6/9/2025	\$570.71	Summer School Teacher	WES	Hire
Rogers, Chelsea	6/9/2025	\$525.80	Summer School Teacher	WES	Hire
Rogers, Vyvian	6/9/2025	\$431.87	Summer School Teacher	RES	Hire
Rodriguez, Ana	6/9/2025	\$615.61	Summer School- Speech	ESY	Hire
Soriano, Kenneth	6/9/2025	\$444.80	Summer School Teacher-APE	ESY	Hire
Torres, Kelly	6/9/2025	\$538.71	Summer School Teacher	RES	Hire
Williams, Lindsay	6/9/2025	\$431.87	Summer School Teacher	RHECC	Hire
Escobar, Shelsea	4/12/2025	\$406.03	Expanded Learning Opportunity Teacher	WES	Hire
Vigil, Sandra	4/12/2025	\$585.68	Expanded Learning Opportunity Teacher	WES	Hire
Manzano, Tanya	4/12/2025	\$555.74	Expanded Learning Opportunity Teacher	WES	Hire
Djoko Ngandjong, Simeon	4/12/2025	\$585.68	Expanded Learning Opportunity Teacher	WES	Hire
Medado, Jocelyn	4/12/2025	\$481.25	Expanded Learning Opportunity Teacher	WES	Hire

<u>VOLUNTEERS FOR 2024-2025 SCHOOL YEAR</u>			
Joseph Pena Recinos	Shaun Smith	Jacqueline Beltran	

XI. Adjournment

ACTION

MOTION: Gutierrez, Vincelette, Hepburn, Rendon, Wright, Arellano
 VOTE: YEAS ___ NAYS ___ ABSENT ___ ABSTAIN ___
 PREFERENTIAL STUDENT VOTE ___ TIME: ___

SECOND: Gutierrez, Vincelette, Hepburn, Rendon, Wright, Arellano

PO #	Req #	Ven #/Addr	Vendor Name	Tax ID #	PO Date	PO Description	Date Ent	Date Paid	AP
LN	FD-RESC-Y-OBJT.SO-GOAL-FUNC-STE-T2-TY3-TYP4				AMOUNT	STATUS			
250888	002116/00	LRP PUBLICATIONS	04/28/2025	LRP Institute			04/28/2025		Y
	1.	01-9010-0-5200.00-5001-3120-005-56-000-0000			2,590.00	F			
		TOTAL AMOUNT			2,590.00*				
250889	001323/00	STAPLES ADVANTAGE	000000000	04/28/2025	Ink for Councelor TMS		04/28/2025		Y
	1.	01-1100-0-4300.00-0000-2700-040-00-000-0000			86.00				
		TOTAL AMOUNT			86.00*				
		TOTAL FOR 04/28/2025			2,676.00***				
250890	003049/00	HOPE SQUAD LLC	000000000	04/29/2025	Annual License		04/29/2025		Y
	1.	01-1100-0-5800.00-1110-1000-030-00-000-0000			550.00	F			
	2.	01-1100-0-5800.00-1110-1000-050-00-000-0000			550.00	F			
	3.	01-1100-0-5800.00-1110-1000-040-00-000-0000			600.00	F			
		TOTAL AMOUNT			1,700.00*				
		TOTAL FOR 04/29/2025			1,700.00***				
250891	001422/00	AMAZON.COM	000000000	04/30/2025	Bathroom Passes TMS		04/30/2025		Y
	1.	01-1100-0-4300.00-1110-1000-040-00-000-0000			64.99				
		TOTAL AMOUNT			64.99*				
250892	001422/00	AMAZON.COM	000000000	04/30/2025	Desk, Chair, Mat RHECC MPR		04/30/2025		Y
	1.	13-5310-0-4300.00-0000-3700-000-000-0000			367.38				
		TOTAL AMOUNT			367.38*				
250893	002611/00	GOGUARDIAN	830526763	04/30/2025	Tutoring Hours		04/30/2025		Y
	1.	01-0000-0-5800.00-1110-1000-004-72-120-0000			2,380.00				
		TOTAL AMOUNT			2,380.00*				

PO #	Req #	Ven #/Addr	Vendor Name	Tax ID #	PO Date	PO Description	Date Ent	Date Paid	AP
LN	FD-RESC-Y-OBJT	SO-GOAL-FUNC-STE-T2-TY3-TYP4	AMOUNT	STATUS					
250894	001422/00	AMAZON.COM	000000000	04/30/2025	Ropes & Carpet Runner TMS	04/30/2025	04/30/2025		Y
	1.	01-0000-0-4300.00-0000-2700-040-72-308-0000			369.25				
		TOTAL AMOUNT			369.25*				
250895	002873/00	ALLDATA LLC	000000000	04/30/2025	Camera Westside of Parent Ctr.	04/30/2025	04/30/2025		Y
	1.	01-0000-0-5800.00-0000-7200-095-00-000-0000			3,499.77				
		TOTAL AMOUNT			3,499.77*				
250896	002783/00	OASIS INTEGRATION	834703213	04/30/2025	CAT .6A Data Wiring Rm 213	04/30/2025	04/30/2025		Y
	1.	01-0000-0-5800.00-0000-7200-004-00-000-0000			2,899.13				
		TOTAL AMOUNT			2,899.13*				
250897	001422/00	AMAZON.COM	000000000	04/30/2025	Evacuation Cart TMS	04/30/2025	04/30/2025		Y
	1.	01-1100-0-4300.00-0000-2700-040-00-000-0000			174.13				
		TOTAL AMOUNT			174.13*				
250898	002980/00	MINUTEMAN PRESS	04/30/2025	04/30/2025	Commencement Programs RHECC	04/30/2025	04/30/2025		Y
	1.	01-1100-0-4300.00-1110-1000-020-00-000-0000			1,460.55				
		TOTAL AMOUNT			1,460.55*				
250899	001422/00	AMAZON.COM	000000000	04/30/2025	Folders for Teachers TMS	04/30/2025	04/30/2025		Y
	1.	01-0000-0-4300.00-1110-1000-040-72-305-0000			33.55				
		TOTAL AMOUNT			33.55*				
250900	001720/00	SCHOLASTIC EDUCATION	04/30/2025	04/30/2025	Classroom Library (C.Alberto)	04/30/2025	04/30/2025		Y
	1.	01-0000-0-4300.00-1110-1000-030-72-121-0000			541.44				
		TOTAL AMOUNT			541.44*				
250901	001720/00	SCHOLASTIC EDUCATION	04/30/2025	04/30/2025	Classroom Library (Ponce) WES	04/30/2025	04/30/2025		Y
	1.	01-0000-0-4300.00-1110-1000-030-72-121-0000			541.04				
		TOTAL AMOUNT			541.04*				

PO #	Req #	Ven #/Addr	Vendor Name	Tax ID #	PO Date	PO Description	Date Ent	Date Paid	AP
LN	FD-RESC-Y-OBJT	SO-GOAL-FUNC-STE-T2-TY3-TYP4			AMOUNT	STATUS			
250902	001422/00	AMAZON.COM	000000000	04/30/2025	Classroom Library (Lethgo)	WES	04/30/2025		Y
	1.	01-0000-0-4300.00-1110-1000-030-72-121-0000			356.90				
		TOTAL AMOUNT			356.90*				
250903	001422/00	AMAZON.COM	000000000	04/30/2025	Classroom Library (Escobar)	WES	04/30/2025		Y
	1.	01-0000-0-4300.00-1110-1000-030-72-121-0000			459.53				
		TOTAL AMOUNT			459.53*				
		TOTAL FOR 04/30/2025			13,147.66***				
250904	001720/00	SCHOLASTIC EDUCATION	05/01/2025	Classroom Library (Escobar)	WES	05/01/2025			Y
	1.	01-0000-0-4300.00-1110-1000-030-72-121-0000			34.64				
		TOTAL AMOUNT			34.64*				
250905	001422/00	AMAZON.COM	000000000	05/01/2025	Supplies for Library	WES	05/01/2025		Y
	1.	01-0000-0-4300.00-1110-1000-030-72-121-0000			20.15				
		TOTAL AMOUNT			20.15*				
250906	001422/00	AMAZON.COM	000000000	05/01/2025	Classroom Library (Vigil)	WES	05/01/2025		Y
	1.	01-0000-0-4300.00-1110-1000-030-72-121-0000			481.08				
		TOTAL AMOUNT			481.08*				
250907	001422/00	AMAZON.COM	000000000	05/01/2025	Filing Cabinet	TMS	05/01/2025		Y
	1.	01-1100-0-4300.00-0000-2700-040-00-000-0000			255.45				
		TOTAL AMOUNT			255.45*				
250908	001422/00	AMAZON.COM	000000000	05/01/2025	Supplies for Math Dept.	TMS	05/01/2025		Y
	1.	01-1100-0-4300.00-1110-1000-040-00-000-0000			3,444.19				
		TOTAL AMOUNT			3,444.19*				

PO #	Req #	Ven #/Addr	Vendor Name	Tax ID #	PO Date	PO Description	Date Ent	Date Paid	AP
LN	FD-RESC-Y-OBJT.S0-GOAL-FUNC-STE-T2-TY3-TYP4				AMOUNT	STATUS			
250909	001422/00	AMAZON.COM		000000000	05/01/2025	Cold Pks & Bandages TMS	05/01/2025		Y
	1.	01-0000-0-4300.00-0000-3140-005-72-203-0000			365.82				
		TOTAL AMOUNT			365.82*				
250910	001422/00	AMAZON.COM		000000000	05/01/2025	Kleenex for Office RHECC	05/01/2025		Y
	1.	01-1100-0-4300.00-0000-2700-020-00-000-0000			44.34				
		TOTAL AMOUNT			44.34*				
250911	001422/00	AMAZON.COM		000000000	05/01/2025	Ink for Teacher WES	05/01/2025		Y
	1.	01-1100-0-4300.00-1110-1000-030-00-000-0000			37.77				
		TOTAL AMOUNT			37.77*				
250912	001422/00	AMAZON.COM		000000000	05/01/2025	Items for SpEd Students	05/01/2025		Y
	1.	01-9010-0-4300.00-0000-3140-005-56-000-0000			618.33				
		TOTAL AMOUNT			618.33*				
250913	003373/00	CMEA CENTRAL SECTION		953082747	05/01/2025	Plaque & Medals TMS Music Dept	05/01/2025		Y
	1.	01-0000-0-4300.04-1110-1000-040-72-216-0000			345.00				
		TOTAL AMOUNT			345.00*				

TOTAL FOR 05/01/2025 5,646.77***

GRAND TOTAL 23,170.43*****

Pay Voucher Transactions
 Date: 00/00/0000 - 99/99/9999
 PV#: 251014 - 251035

PV NO	Vendor/Addr	Name	Tax ID	Inv Date	Entered	UT	UT-Obj	Paid	Batch	Description
LN	FD-RESC-Y-OBJT.SO-GOAL-FUNC-SFE-T2-TY3-TYP4			PV amount	UT	UT	UT-Obj	UT-Rate	UT-Amount	UT-Amount
251014	003389/00	MIRIAM CASTANON		4/23/2025	4/23/2025		4/25/2025	38	24-25	Shoe Reimb
		1. 13-5310-0-4300.00-0000-3700-000-000-0000-0000			125.00	N				N
		24-25 Shoe Reimb								
		Total for 04/23/2025			125.00	***				0.00 ***
251015	000573/00	FAITH HAUN		3/27/2025	4/28/2025			39		Medicare Prem. May -July
		1. 01-0000-0-3701.00-0000-7200-000-000-0000-0000			555.00	N				N
		Medicare Prem. May-July								
251016	003365/00	COAST CONTRUCTION GROUP	205173328	3/31/2025	4/28/2025			39		Pay App. 6 Proj.24149 RES
		1. 01-2600-0-5800.00-0000-8500-050-00-000-0000			405,415.77	N				N
		Pay App. 6 Proj 24149 RES Mod.								
		Total for 04/28/2025			405,970.77	***				0.00 ***
251017	002316/00	MEDALLION CONTRACTING INC	000000000	3/31/2025	4/29/2025			39		Pay App. 20 RHECC Cafeteri
		1. 01-0000-0-5800.00-0000-8500-020-72-218-0000			196,385.37	N				N
		Pay App. 20 SKUSD-RHECC-NCB								
		Total for 04/28/2025			405,970.77	***				0.00 ***
251018	002727/00	ALL-TECH FIRE & SECURITY INC		3/31/2025	4/29/2025			39		Emergency Repair TMS
		1. 01-8150-0-5800.00-1110-8100-010-00-000-0000			1,650.00	N				N
		Inv. 3104								
251019	002746/00	ECOSOURCE PRINTERS INC	844640844	4/01/2025	4/29/2025			39		Contract Inv.Jan.-March 20
		1. 01-0000-0-5600.00-1110-1000-004-00-000-0000			20,187.85	N				N
		INV15628 Contract 1/1-3/31								
251020	000096/00	MEDICAL BILLING TECHNOLOGIES	000000000	4/04/2025	4/29/2025			39		LEA Billing Service Fee
		1. 01-1100-0-5800.00-1110-2700-003-56-000-0000			14,031.36	N				N
		Inv.- AR-35691								
251021	002292/03	STATE WATER RESOURCES CONTROL		4/02/2025	4/29/2025			39		Annual Permit Fees

Pay Voucher Transactions
 Date: 00/00/0000 - 99/99/9999
 PV#: 251014 - 251035

PV NO	Vendor/Addr LN	Name	FD-RESC-Y-OBJT	SO-GOAL-FUNC-STE-T2-TY3-TYP4	Tax ID	Inv Date	Inv amount	Entered UT	UT-Obj	Paid UT-Rate	Batch	Description
251021	(CONTINUED)											
	1.	01-8150-0-5800.00-1110-8100-010-00-000-0000					943.00	N				N
	Inv: SW-0319735 Index: 653403											
251022	001525/00	PROACTIVE		721530703	4/10/2025	4/29/2025				39		DOT/DMV Physical
	1.	01-0000-0-5800.00-1110-3600-070-72-209-0000					190.00	N				N
	Inv. 022469											
251023	001197/00	THE WELDING SHOP			4/17/2025	4/29/2025				39		Repair Playground Equipmen
	1.	01-8150-0-5800.00-1110-8100-010-00-000-0000					300.00	N				N
	Inv. 356432											
251024	003375/00	LIEBERT CASSIDY WHITMORE		953658973	2/28/2025	4/29/2025				39		Legal Services - Feb. 2025
	1.	01-0000-0-5800.00-0000-7100-000-00-000-0000					138.00	N				N
	Inv. 289367											
251025	003067/00	LANTZ SECURITY		815221516	4/07/2025	4/29/2025				39		After Hours Security RHECC
	1.	01-0000-0-5800.00-1110-8300-020-78-000-0000					3,472.00	N				N
	Inv. 80372 3/24-4/6											
	2.	01-0000-0-5800.00-1110-8300-020-78-000-0000					3,472.00	N				N
	Inv. 80394 4/7-4/30											
	Total amount						6,944.00	*			0.00	*
251026	000206/00	FLEWELLING & MOODY		000000000	3/31/2025	4/29/2025				39		Prof. Serv. RES Pre-School
	1.	01-2600-0-5800.00-0000-8500-050-00-000-0000					14,451.96	N				N
	Inv. 49068 RES Pre-Sch/TK Mod.											
	2.	01-2600-0-5800.00-0000-8500-050-00-000-0000					8.06	N				N
	Inv. 49025 RES Pre-Sch/TK Mod											
	Total amount						14,460.02	*			0.00	*
251027	000819/00	EARTH SYSTEMS CONSULTANTS		770521790	2/14/2025	4/29/2025				39		Jan.-March RHECC Cafeteria
	1.	01-0000-0-5800.00-0000-8500-020-72-218-0000					4,939.90	N				N
	Inv. 852388 RHECC Cafeteria											
	2.	01-0000-0-5800.00-0000-8500-020-72-218-0000					3,275.60	N				N
	Inv. 852936 RHECC Cafeteria											
	3.	01-2600-0-5800.00-0000-8500-050-00-000-0000					100.00	N				N

Inv. 853530 RHECC Cafeteria
Total amount

8,315.50 *

0.00 *

Pay Voucher Transactions
 Date: 00/00/0000 - 99/99/9999
 PV#: 251014 - 251035

PV NO	Vendor/Addr LN	Name	Tax ID	Inv Date	Entered UT	UT-Obj	Paid UT-Rate	Batch	Description
251028	000819/00	EARTH SYSTEMS CONSULTANTS	770521790	3/12/2025	4/29/2025		39		DSA Closing Docs TMS Exp.
		1. 35-9304-0-5800.00-0000-8500-000-000-0000			765.00	N			
		Inv. 852934 TMS Expansion							
251029	001945/00	TRANSFINDER CORPORATION	141705368	3/20/2025	4/29/2025		39		Annual Support 25/26
		1. 01-0000-0-5800.00-1110-3600-070-72-209-0000		10,100.00	N				
		Inv. 61580 Annual							
251030	002783/00	OASIS INTEGRATION	834703213	4/22/2025	4/29/2025		39		Emerg, Install Cameras RHE
		1. 01-0000-0-5800.00-0000-8300-020-72-105-0000		14,126.41	N				
		Inv. 3343							
251031	003558/00	CAESARS ENTERTAINMENT		4/29/2025	4/29/2025		39		Hotel Rooms PLC Las Vegas
		1. 01-0000-0-5200.00-1110-1000-003-72-101-0000		50,626.44	N				
		Group SCSOL5F							
251032	000088/00	MELDON GLASS	000000000	4/17/2025	4/29/2025		39		Emergency Repairs RHECC &
		1. 01-8150-0-5800.00-1110-8100-010-00-000-0000		1,352.00	N				
		Inv. 17306							
251033	003559/00	HOLLAR SPEECH & LANGUAGE SERV.	464590065	4/01/2025	4/29/2025		39		Speech Language Evaluation
		1. 01-6500-0-5800.00-5770-1120-005-00-000-0000		3,200.00	N				
		Services							
251034	003483/00	I-BRIDGE EDUCATION & CAREER	000000000	3/25/2025	4/29/2025		39		Services
		1. 01-0000-0-5800.00-0000-7200-002-72-126-0000		2,712.00	N				
		Inv. 2241							
251035	001316/00	U. S. BANK TRUST		4/29/2025	4/29/2025		39		GO Bonds Election of 2002
		1. 01-0000-0-5800.00-0000-7200-000-000-000-0000		1,237.50	N				
		Inv. 7670740							

Total for 04/29/2025 347,664.45 *** 0.00 ***



Southern Kern Unified School District

2601 Rosamond Blvd.
Rosamond, CA 93560

Donation

Site Westpark Elementary School	Date Received 4/26/2025	Board Date 5/7/2025
Donation Christina Schiltz	Effective Dates From 5/8/2025 Until	Final Contract to Superintendent's Secretary By: 4/30/2025

Description This donation is for the Westpark Good Citizen Carnival.
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Renewal Clause	Automatic Renewal
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Payment Terms:	Termination Clause N/A	Budgeted Item N/A
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Fixed/Startup Costs N/A	Total Cost (not to exceed)
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Budget String/Comments	
Business Services	

Overview

- Agreement is for more than one School Fiscal Year
- Clearly States Fees and Hourly Rates
- Allows Early Termination
- Mutual Indemnity Clause
- Governed in Accordance with Laws of California and Department of Education
- Arbitration Clause
- Two copies already signed by vendor

<input checked="" type="checkbox"/> Initial Review Complete	<small>Signature</small> Robert Irving	<small>Date</small> 4/30/2025
---	---	----------------------------------

<input type="checkbox"/> Purchase Order Prepared	<small>Signature</small>	<small>Date</small>
--	--------------------------	---------------------

<input checked="" type="checkbox"/> Ready for Board Agenda	<small>Signature</small> Camie Davies	<small>Date</small> 4/30/2025
--	--	----------------------------------



Southern Kern Unified School District

2601 Rosamond Blvd.
Rosamond, CA 93560

Agreement / Contract Coversheet

Vendor/Contractor Name	Date Contract Received	Board Date
KCSOS	4/28/2025	5/7/2025

Contract Title/Name	Contract Effective Dates	Final Contract to Superintendent's Secretary By: 4/30/2025
Camp KEEP Agreement 2025-2026	From 10/6/2025	
	Until 10/10/2025	

Description of Agreement

This Agreement will allow Tropic Middle School to participate in Camp Keep for the 2025-2026 school year. The funding is built in the LCAP.

Renewal Clause	Automatic Renewal
	No
Payment Terms: Net 30	Termination Clause N/A
	Budgeted Item Yes

Fixed/Startup Costs	N/A	Total Cost (NTE) Per Year	\$60,208.00
----------------------------	-----	----------------------------------	-------------

Budget String/Comments

Business Services

Overview

- Agreement is for more than one School Fiscal Year
- Clearly States Fees and Hourly Rates
- Allows Early Termination
- Mutual Indemnity Clause
- Governed in Accordance with Laws of California and Department of Education
- Arbitration Clause
- Two copies already signed by vendor

Initial Review Complete

	<small>Signature</small>	<small>Date</small>
	Robert Irving	4/30/2025

Purchase Order Prepared

	<small>Signature</small>	<small>Date</small>

Ready for Board Agenda

	<small>Signature</small>	<small>Date</small>
	Camie Davies	4/30/2025

OFFICE OF JOHN G. MENDIBURU
KERN COUNTY SUPERINTENDENT OF SCHOOLS
Advocates for Children

CAMP KEEP AGREEMENT
2025-2026
SCHEDULED PARTICIPATION DATES: SEE ATTACHMENT A *

This Camp KEEP Agreement ("Agreement") is between THE KERN COUNTY SUPERINTENDENT OF SCHOOLS, a California public education agency ("County Superintendent") and the school district, private school or other party whose legal name and status are described in the signature block below ("Agency").

RECITALS

- A. Sections 8763-8769 of the Education Code authorize County Superintendent to enter agreements with school districts and private schools to provide programs and classes in outdoor science education and conservation education for pupils. County Superintendent operates such programs at its Camp KEEP Ocean and Camp KEEP By the Sea facilities in San Luis Obispo County.
- B. Agency desires to have County Superintendent provide a program in outdoor science and conservation education for Agency as described in this Agreement.

TERMS

Based upon the Recitals and the promises exchanged by the parties in this Agreement, the parties agree as follows:

- 1. Scope of Services. County Superintendent shall provide a program of outdoor science education and conservation education for pupils/clients of Agency at its Camp KEEP Ocean or Camp KEEP By the Sea facilities, as applicable, as provided in this Agreement.
- 2. Term. The term of this Agreement shall be for the school year specified in the title block of this Agreement above. One party may terminate this Agreement prior to its expiration if the other party fails to comply with any insurance or indemnification requirements of this Agreement, or commits any other material breach of this Agreement and fails to cure the breach within 10 days after written demand.
- 3. Price. In consideration of the services provided by County Superintendent and to provide for the actual cost of providing the instructional program and continuing capital outlay expenditures, maintenance and other costs, Agency shall pay County Superintendent a fee calculated based on the type of program indicated in Attachment A.

The fee payable, per school, by Agency shall be calculated based on the greater of the actual number of attendees, per school, multiplied by the cost per attendee rate as listed on Attachment A or 90% of the Contract amount for the respective school as listed on Attachment A. An additional fee of \$55.00 per person shall be paid if Agency is not a Kern County public school, or a San Luis Obispo public school. Attendees include students/clients, counselors, chaperones, teachers, aides, parents/volunteers and others attending the program. Additional fees for delayed arrivals and departures will apply as listed on Attachment B.

Agency shall pay County Superintendent within 45 days after receipt of an invoice documenting the charges. If Agency is a Kern County school district, Agency authorizes County Superintendent to transfer on or before June 30 of the fiscal year from the funds of the **District, Account No.** 01-0000-0-5800,00-1110-1000-040-, to the County School Service Fund, the amounts owing under this Agreement. 72-220-0000

Agency has confirmed the scheduled participation dates for each school indicated in Attachment A. If Agency cancels its participation for all or any portion of a school's scheduled participation dates as indicated in Attachment A, Agency shall pay County Superintendent a cancellation fee of 85% of the Contract Amount, as listed on Attachment A,

*Subject to Change as Follows: Superintendent reserves the right to change the date and/or location with notice to Agency. If the new date and /or location is unacceptable to Agency, and if the parties are unable to otherwise agree on the date/location, Agency may cancel the Agreement without penalty.

- 4. Nondiscrimination. Neither party, nor any officer, agent, employee or subcontractor of the party, shall discriminate in the treatment or employment of any individual or groups of individuals on any ground prohibited by law, nor shall any of them harass any person in the course of performing this Agreement based on gender or any other basis prohibited by applicable law.
- 5. Additional Provisions. The attached additional provisions are part of the Agreement and fully incorporated by reference.

AGENCY

By _____
Entity Name: Southern Kern Unified School District
Entity Type: Barbara Gaines, District Superintendent
Authorized Signatory Name: _____
Address: 2601 Rosamond Blvd, Rosamond CA 93560
Date: _____

JOHN G. MENDIBURU, Ed. D.
KERN COUNTY SUPERINTENDENT OF SCHOOLS

By me x
Signatory Name: Maria Arias
Title: Chief Financial Operations Officer
Address: 1300 17th Street, Bakersfield, CA 93301
Account Code: 01-535-0000-0-8677.00-0000-0000-00-0000-000
Date: 4.23.25

ADDITIONAL PROVISIONS OF THIS AGREEMENT

6. Duties of Agency. Agency shall do all of the following:

A. Provide transportation for its pupils/clients and personnel to and from the KEEP campus(es). Respective to each school's scheduled date on Attachment A, Guests should arrive at 11:30 am on the first scheduled date and vehicles shall depart by 11:30 am on the final scheduled date. If arrival or departure times are delayed, the Agency will be billed for fees as outlined in Attachment B. This includes responsibility for transporting pupils/clients, employees or volunteers prior to the completion of the program. If transportation for an early return cannot be arranged through family or school representatives, County Superintendent can provide a driver and vehicle for a fee of \$500.00+ mileage fee. The mileage fee is equal to the Internal Revenue Service's standard mileage rate on the date transportation services are provided.

B. Cooperate with County Superintendent's staff in providing the necessary instruction before and after the experience at Camp KEEP to accomplish the objectives of the program.

C. See that its pupils/clients are equipped with suitable clothing and bedding while attending the program.

D. The number of students may not exceed the estimate without the written permission of the Camp KEEP Program Supervisor.

E. As a condition of participation, provide chaperones, as defined by Section M, at a minimum ratio of one to seven (1:7). As a condition of participation, Agency shall also provide a sufficient quantity of teachers to ensure minimum teacher to student ratio of one to thirty (1:30).

F. Provide Free and Reduced meal eligibility status to County Superintendent for students and chaperones during class sessions.

G. Bear all responsibility and liability for ensuring that any required medical clearances for pupils/clients and all others attending the program have been obtained.

H. Provide adequate supervision of pupils/clients and other attendees.

I. Secure appropriate permission from the parent or guardian of each pupil and, if applicable, client of Agency.

J. If a student/client of Agency or chaperone requires related aids or services to participate in the program under an Individualized Education Plan or 504 Plan, or has specialized physical health care needs requiring accompaniment by a qualified adult, it is the responsibility of Agency to ensure that any such related aids or services, or accompaniment by a qualified adult, are furnished.

K. Fully inform the parents/guardians and physicians of participating students/clients with specialized physical health care needs of the camp activities, changes in daily living and distances from emergency services, and inform the Camp KEEP Program Supervisor of the student's/client's needs and Agency's plan to meet those needs, in advance of the scheduled participation dates.

L. Provide all registration information and consents required under Camp KEEP policies and procedures.

M. Background Check. Agency shall bear all responsibility and liability for ensuring that required background checks for personnel and volunteers have been performed. Prior to their participation, all volunteers shall be cleared following a criminal background check using fingerprints. Student volunteers shall only be allowed to serve as a chaperone in pupil cabins if a fingerprint-cleared adult volunteer or certificated employee also serves as a chaperone in the cabin. County Superintendent agrees to allow Agency to send its volunteer counselors or chaperones to County Superintendent Human Resources Department for the sole purpose of performing the required background check using fingerprints.

If the district chooses to use KCSOS staff to conduct background checks the agency agrees to notify County Superintendent in writing of the names of the volunteer counselors or chaperones prior to sending them to County Superintendent Human Resources Department for fingerprinting. Agency further agrees to be responsible for reimbursing County

Superintendent for the then current cost of the fingerprinting and background check performed for Agency volunteers. Current cost for the back-ground check is \$ \$65.00 per volunteer, but may be adjusted from time to time.

7. Duties of County Superintendent. County Superintendent shall do all of the following:

A. Provide a program in outdoor science and conservation education in accordance with standards as set forth by the State Department of Education requirements and the California Outdoor School Administrators.

B. Furnish pupils with all necessary instructional supplies required at the program.

C. Provide such coordination services as County Superintendent deems necessary to insure an adequate program.

D. Provide first aid supplies, treatment and administration of medications for pupils/clients of Agency during the periods they are attending the program, provided that Agency has furnished written instructions signed by a licensed physician and consent signed by the parent or guardian to administer such medications or treatment.

E. Provide food and complete food service for pupils and staff during each class session, in accordance with National School Lunch and Breakfast Program guidelines established by USDA and under supervision of the Food Services, and claim federal and state reimbursement under the National School Lunch and Breakfast Program during class session.

F. County Superintendent reserves the right to deny participation to any attendee for whom appropriate registration materials and permissions are not received in accordance with stated deadlines or who is in violation of Camp KEEP policies and procedures.

8. Indemnification.

A. Agency agrees to defend, hold harmless and indemnify County Superintendent and the Kern County Board of Education (and the officers, employees, trustees, agents, successors and assigns of each of them) against all claims, suits, expenses (including reasonable attorney's fees), losses, penalties, fines, costs and liability whether in contract, tort or strict liability (including but not limited to personal injury, death at any time and property damage) arising out of the breach by Agency of the terms of this Agreement, the act or omission of Agency, its officers, employees, pupils, clients, volunteers, invitees and agents, in connection with the performance of this Agreement (including, but not limited to Agency's supervision or failure to supervise its attendees and Agency's transportation of attendees), or in connection with their use of County Superintendent's facilities and programs.

B. County Superintendent agrees to defend, hold harmless and indemnify Agency (and Agency's officers, employees, trustees, agents, successors and assigns) against all claims, suits, expenses (including reasonable attorney's fees), losses, penalties, fines, costs and liability whether in contract, tort or strict liability (including but not limited to personal injury, death at any time and property damage) arising out of or made necessary by the act or omission of County Superintendent, its officers, employees and agents, in connection with the performance of this Agreement.

C. The requirements of this Section shall survive the termination of this Agreement.

9. Insurance Requirements. Agency shall obtain, pay for and maintain in effect during the life of this Agreement the following policies of insurance issued by an insurance company rated not less than "A-VII" in Best Insurance Rating Guide and admitted to transact insurance business in California: (1) commercial general liability insurance (including contractual, products and completed operations coverages, bodily injury and property damage liability insurance) with single combined limits of not less than \$1,000,000 per occurrence, \$2,000,000 aggregate; (2) commercial automobile liability insurance for "any auto" with combined single limits of liability of not less than \$1,000,000 per occurrence; and (3) workers' compensation insurance as required under state law. Agency shall provide County Superintendent with a certificate of insurance

evidencing the required coverage and shall permit County Superintendent to inspect the original policies of insurance upon request.

Nothing in this section concerning minimum insurance requirements shall reduce Agency's liabilities or obligations under the indemnification provisions of this Agreement. The parties acknowledge that both parties may be permissibly self-insured under California law.

10. Entire Agreement/Amendment. This Agreement, including any exhibits or schedules referred to which it refers and any Camp KEEP policies and procedures in effect at the time the Agreement is executed, constitute the final, complete and exclusive statement of the terms of agreement between the parties pertaining to the subject matter of the Agreement. It supersedes all prior and contemporaneous understandings or agreements of the parties. No party has been induced to enter into this Agreement by, nor is any party relying on, any representation or warranty outside those expressly set forth in this Agreement. The provisions of this Agreement may be modified only by mutual written agreement of the parties.

ATTACHMENT B
CAMP KEEP AGREEMENT
SCHEDULE
2025-2026

Fees for Delayed Arrival and Departures

The terms of section 6.A. state:

Respective to each school's Scheduled Date on Attachment A, guests should arrive at 11:30 am on the first day and vehicles shall depart by 11:30 am on the final day.

For arrivals that occur past 11:30 am on the first scheduled date as indicated by Attachment A, Agency will be billed at a rate of \$200 per hour, rounded up to the nearest quarter hour. For departures that occur past 11:30 am on the final scheduled date as indicated by Attachment A, Agency will be billed at a rate of \$200 per hour, rounded up to the nearest quarter hour.

OFFICE OF JOHN G. MENDIBURU
KERN COUNTY SUPERINTENDENT OF SCHOOLS
Advocates for Children

CAMP KEEP AGREEMENT
2025-2026
SCHEDULED PARTICIPATION DATES: SEE ATTACHMENT A *

This Camp KEEP Agreement ("Agreement") is between THE KERN COUNTY SUPERINTENDENT OF SCHOOLS, a California public education agency ("County Superintendent") and the school district, private school or other party whose legal name and status are described in the signature block below ("Agency").

RECITALS

- A. Sections 8763-8769 of the Education Code authorize County Superintendent to enter agreements with school districts and private schools to provide programs and classes in outdoor science education and conservation education for pupils.
B. Agency desires to have County Superintendent provide a program in outdoor science and conservation education for Agency as described in this Agreement.

TERMS

Based upon the Recitals and the promises exchanged by the parties in this Agreement, the parties agree as follows:

- 1. Scope of Services. County Superintendent shall provide a program of outdoor science education and conservation education for pupils/clients of Agency at its Camp KEEP Ocean or Camp KEEP By the Sea facilities, as applicable, as provided in this Agreement.
2. Term. The term of this Agreement shall be for the school year specified in the title block of this Agreement above.
3. Price. In consideration of the services provided by County Superintendent and to provide for the actual cost of providing the instructional program and continuing capital outlay expenditures, maintenance and other costs, Agency shall pay County Superintendent a fee calculated based on the type of program indicated in Attachment A.

The fee payable, per school, by Agency shall be calculated based on the greater of the actual number of attendees, per school, multiplied by the cost per attendee rate as listed on Attachment A or 90% of the Contract amount for the respective school as listed on Attachment A. An additional fee of \$55.00 per person shall be paid if Agency is not a Kern County public school, or a San Luis Obispo public school. Attendees include students/clients, counselors, chaperones, teachers, aides, parents/volunteers and others attending the program. Additional fees for delayed arrivals and departures will apply as listed on Attachment B.

Agency shall pay County Superintendent within 45 days after receipt of an invoice documenting the charges. If Agency is a Kern County school district, Agency authorizes County Superintendent to transfer on or before June 30 of the fiscal year from the funds of the District, Account No. 01-0000-0-5800.00-1110-1000-040-72-220, to the County School Service Fund, the amounts owing under this Agreement.

Agency has confirmed the scheduled participation dates for each school indicated in Attachment A. If Agency cancels its participation for all or any portion of a school's scheduled participation dates as indicated in Attachment A, Agency shall pay County Superintendent a cancellation fee of 85% of the Contract Amount, as listed on Attachment A,

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- 4. Nondiscrimination. Neither party, nor any officer, agent, employee or subcontractor of the party, shall discriminate in the treatment or employment of any individual or groups of individuals on any ground prohibited by law, nor shall any of them harass any person in the course of performing this Agreement based on gender or any other basis prohibited by applicable law.
5. Additional Provisions. The attached additional provisions are part of the Agreement and fully incorporated by reference.

AGENCY

By _____
Entity Name: Southern Kern Unified School District
Entity Type: Barbara Gaines, District Superintendent
Authorized Signatory Name: _____
Address: 2601 Rosamond Blvd, Rosamond CA 93560
Date: _____

JOHN G. MENDIBURU, Ed. D.
KERN COUNTY SUPERINTENDENT OF SCHOOLS

By [Signature]
Signatory Name: Maria Arias
Title: Chief Financial Operations Officer
Address: 1300 17th Street, Bakersfield, CA 93301
Account Code: 01-535-0000-0-8677.00-0000-0000-00-0000-000
Date: 4.23.25

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6. Duties of Agency. Agency shall do all of the following:

A. Provide transportation for its pupils/clients and personnel to and from the KEEP campus(es). Respective to each school's scheduled date on Attachment A, Guests should arrive at 11:30 am on the first scheduled date and vehicles shall depart by 11:30 am on the final scheduled date. If arrival or departure times are delayed, the Agency will be billed for fees as outlined in Attachment B. This includes responsibility for transporting pupils/clients, employees or volunteers prior to the completion of the program. If transportation for an early return cannot be arranged through family or school representatives, County Superintendent can provide a driver and vehicle for a fee of \$500.00+ mileage fee. The mileage fee is equal to the Internal Revenue Service's standard mileage rate on the date transportation services are provided.

B. Cooperate with County Superintendent's staff in providing the necessary instruction before and after the experience at Camp KEEP to accomplish the objectives of the program.

C. See that its pupils/clients are equipped with suitable clothing and bedding while attending the program.

D. The number of students may not exceed the estimate without the written permission of the Camp KEEP Program Supervisor.

E. As a condition of participation, provide chaperones, as defined by Section M, at a minimum ratio of one to seven (1:7). As a condition of participation, Agency shall also provide a sufficient quantity of teachers to ensure minimum teacher to student ratio of one to thirty (1:30).

F. Provide Free and Reduced meal eligibility status to County Superintendent for students and chaperones during class sessions.

G. Bear all responsibility and liability for ensuring that any required medical clearances for pupils/clients and all others attending the program have been obtained.

H. Provide adequate supervision of pupils/clients and other attendees.

I. Secure appropriate permission from the parent or guardian of each pupil and, if applicable, client of Agency.

J. If a student/client of Agency or chaperone requires related aids or services to participate in the program under an Individualized Education Plan or 504 Plan, or has specialized physical health care needs requiring accompaniment by a qualified adult, it is the responsibility of Agency to ensure that any such related aids or services, or accompaniment by a qualified adult, are furnished.

K. Fully inform the parents/guardians and physicians of participating students/clients with specialized physical health care needs of the camp activities, changes in daily living and distances from emergency services, and inform the Camp KEEP Program Supervisor of the student's/client's needs and Agency's plan to meet those needs, in advance of the scheduled participation dates.

L. Provide all registration information and consents required under Camp KEEP policies and procedures.

M. Background Check. Agency shall bear all responsibility and liability for ensuring that required background checks for personnel and volunteers have been performed. Prior to their participation, all volunteers shall be cleared following a criminal background check using fingerprints. Student volunteers shall only be allowed to serve as a chaperone in pupil cabins if a fingerprint-cleared adult volunteer or certificated employee also serves as a chaperone in the cabin. County Superintendent agrees to allow Agency to send its volunteer counselors or chaperones to County Superintendent Human Resources Department for the sole purpose of performing the required background check using fingerprints.

If the district chooses to use KCSOS staff to conduct background checks the agency agrees to notify County Superintendent in writing of the names of the volunteer counselors or chaperones prior to sending them to County Superintendent Human Resources Department for fingerprinting. Agency further agrees to be responsible for reimbursing County

Superintendent for the then current cost of the fingerprinting and background check performed for Agency volunteers. Current cost for the back-ground check is \$ \$65.00 per volunteer, but may be adjusted from time to time.

7. Duties of County Superintendent. County Superintendent shall do all of the following:

A. Provide a program in outdoor science and conservation education in accordance with standards as set forth by the State Department of Education requirements and the California Outdoor School Administrators.

B. Furnish pupils with all necessary instructional supplies required at the program.

C. Provide such coordination services as County Superintendent deems necessary to insure an adequate program.

D. Provide first aid supplies, treatment and administration of medications for pupils/clients of Agency during the periods they are attending the program, provided that Agency has furnished written instructions signed by a licensed physician and consent signed by the parent or guardian to administer such medications or treatment.

E. Provide food and complete food service for pupils and staff during each class session, in accordance with National School Lunch and Breakfast Program guidelines established by USDA and under supervision of the Food Services, and claim federal and state reimbursement under the National School Lunch and Breakfast Program during class session.

F. County Superintendent reserves the right to deny participation to any attendee for whom appropriate registration materials and permissions are not received in accordance with stated deadlines or who is in violation of Camp KEEP policies and procedures.

8. Indemnification.

A. Agency agrees to defend, hold harmless and indemnify County Superintendent and the Kern County Board of Education (and the officers, employees, trustees, agents, successors and assigns of each of them) against all claims, suits, expenses (including reasonable attorney's fees), losses, penalties, fines, costs and liability whether in contract, tort or strict liability (including but not limited to personal injury, death at any time and property damage) arising out of the breach by Agency of the terms of this Agreement, the act or omission of Agency, its officers, employees, pupils, clients, volunteers, invitees and agents, in connection with the performance of this Agreement (including, but not limited to Agency's supervision or failure to supervise its attendees and Agency's transportation of attendees), or in connection with their use of County Superintendent's facilities and programs.

B. County Superintendent agrees to defend, hold harmless and indemnify Agency (and Agency's officers, employees, trustees, agents, successors and assigns) against all claims, suits, expenses (including reasonable attorney's fees), losses, penalties, fines, costs and liability whether in contract, tort or strict liability (including but not limited to personal injury, death at any time and property damage) arising out of or made necessary by the act or omission of County Superintendent, its officers, employees and agents, in connection with the performance of this Agreement.

C. The requirements of this Section shall survive the termination of this Agreement.

9. Insurance Requirements. Agency shall obtain, pay for and maintain in effect during the life of this Agreement the following policies of insurance issued by an insurance company rated not less than "A-VII" in Best Insurance Rating Guide and admitted to transact insurance business in California: (1) commercial general liability insurance (including contractual, products and completed operations coverages, bodily injury and property damage liability insurance) with single combined limits of not less than \$1,000,000 per occurrence, \$2,000,000 aggregate; (2) commercial automobile liability insurance for "any auto" with combined single limits of liability of not less than \$1,000,000 per occurrence; and (3) workers' compensation insurance as required under state law. Agency shall provide County Superintendent with a certificate of insurance

evidencing the required coverage and shall permit County Superintendent to inspect the original policies of insurance upon request.

Nothing in this section concerning minimum insurance requirements shall reduce Agency's liabilities or obligations under the indemnification provisions of this Agreement. The parties acknowledge that both parties may be permissibly self-insured under California law.

10. Entire Agreement/Amendment. This Agreement, including any exhibits or schedules referred to which it refers and any Camp KEEP policies and procedures in effect at the time the Agreement is executed, constitute the final, complete and exclusive statement of the terms of agreement between the parties pertaining to the subject matter of the Agreement. It supersedes all prior and contemporaneous understandings or agreements of the parties. No party has been induced to enter into this Agreement by, nor is any party relying on, any representation or warranty outside those expressly set forth in this Agreement. The provisions of this Agreement may be modified only by mutual written agreement of the parties.

ATTACHMENT B

**CAMP KEEP AGREEMENT
SCHEDULE
2025-2026**

Fees for Delayed Arrival and Departures

The terms of section 6.A. state:

Respective to each school's Scheduled Date on Attachment A, guests should arrive at 11:30 am on the first day and vehicles shall depart by 11:30 am on the final day.

For arrivals that occur past 11:30 am on the first scheduled date as indicated by Attachment A, Agency will be billed at a rate of \$200 per hour, rounded up to the nearest quarter hour. For departures that occur past 11:30 am on the final scheduled date as indicated by Attachment A, Agency will be billed at a rate of \$200 per hour, rounded up to the nearest quarter hour.



Southern Kern Unified School District

2601 Rosamond Blvd.
Rosamond, CA 93560

Donation

Site	Date Received	Board Date
Rosamond High School	5/1/2025	5/7/2025

Donation	Effective Dates	Final Contract to Superintendent's Secretary By:
Krystal Benavidas	From 5/8/2025	5/1/2025
	Until	

Description

This donation of \$500 is for football equipment/supplies/uniforms at Rosamond High School.

Renewal Clause	Automatic Renewal

Payment Terms:	Termination Clause	Budgeted Item
	N/A	N/A

Fixed/Startup Costs	N/A	Total Cost (not to exceed)

Budget String/Comments	
Business Services	

Overview

- Agreement is for more than one School Fiscal Year
- Clearly States Fees and Hourly Rates
- Allows Early Termination
- Mutual Indemnity Clause
- Governed in Accordance with Laws of California and Department of Education
- Arbitration Clause
- Two copies already signed by vendor

Initial Review Complete

	<small>Signature</small>	<small>Date</small>
	Robert Irving	5/1/2025

Purchase Order Prepared

	<small>Signature</small>	<small>Date</small>

Ready for Board Agenda

	<small>Signature</small>	<small>Date</small>
	Camie Davies	5/1/2025



**Southern Kern Unified School District
Rosamond High School
Early College Campus
Associated Student Body**

**Donation
Form**

Name of Donor: Krystal Benavidas

Street Address: _____

City, State, & ZIP: _____

Telephone: _____ Email: _____

Description of the donation: (If cash or check, show the exact amount; if other than cash or check, include a detailed description of each item, including serial number, estimated value, color, etc...)

(25) - 20's = \$500.00

Donation for: ASB CLUB School Site District

ASB Club name: Football

Purpose of the donation:

Supplies, uniforms, equipment

Donor: Krystal Benavidas 4-24-25
(Signature, Title and Date)

Student Club Representative: Cameron Gomez Secretary 4-24-25
(Signature, Title and Date)

Club Advisor: [Signature] Head Coach 4-24-25
(Signature, Title and Date)

ASB Bookkeeper Verified: [Signature] 4-29-25
(Signature and Date)

Approved Declined Hold - More information needed

ASB Officer Signature: Adrian Acuna

Title: president

ASB Director Signature: [Signature]

Date Recorded in ASB minutes: 4-29-25

Administrator Signature: [Signature]



Southern Kern Unified School District

2601 Rosamond Blvd.
Rosamond, CA 93560

Donation

Site	Date Received	Board Date
Rosamond High School	5/1/2025	5/7/2025

Donation	Effective Dates	Final Contract to Superintendent's Secretary By:
Evelyn Sanders	From 5/8/2025	5/1/2025
	Until	

Description

This donation of \$175 is for football equipment/supplies at Rosamond High School.

Renewal Clause	Automatic Renewal

Payment Terms:	Termination Clause	Budgeted Item
	N/A	N/A

Fixed/Startup Costs	N/A	Total Cost (not to exceed)
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Budget String/Comments	
Business Services	

Overview

- Agreement is for more than one School Fiscal Year
- Clearly States Fees and Hourly Rates
- Allows Early Termination
- Mutual Indemnity Clause
- Governed in Accordance with Laws of California and Department of Education
- Arbitration Clause
- Two copies already signed by vendor

<input checked="" type="checkbox"/> Initial Review Complete	Signature Robert Irving	Date 5/1/2025
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<input type="checkbox"/> Purchase Order Prepared	Signature	Date
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<input checked="" type="checkbox"/> Ready for Board Agenda	Signature Camie Davies	Date 5/1/2025
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**Southern Kern Unified School District
Rosamond High School
Early College Campus
Associated Student Body**

**Donation
Form**

Name of Donor: Evelyn Sanders

Street Address: _____

City, State, & ZIP: _____

Telephone: _____ Email: _____

Description of the donation: (if cash or check, show the exact amount; if other than cash or check, include a detailed description of each item, including serial number, estimated value, color, etc...)

\$100.00 bill / 1 - \$5.00 bill } \$175.00
3 - \$20.00 = 60.00 1 - \$10.00 bill

Donation for: ASB CLUB School Site District

ASB Club name: Football

Purpose of the donation:
Equipment, supplies, etc.

Donor: Evelyn Sanders 4-20-25
(Signature, Title and Date)

Student Club Representative: Cameron Gomez 4-21-25
(Signature, Title and Date)

Club Advisor: [Signature] Headcoach 4-20-25
(Signature, Title and Date)

ASB Bookkeeper Verified: [Signature] 4-29-25
(Signature and Date)

Approved Declined Hold - More information needed

ASB Officer Signature: Adrian Acuna

Title: President

ASB Director Signature: [Signature]

Date Recorded in ASB minutes: 4-29-25

Administrator Signature: [Signature]



Southern Kern Unified School District

2601 Rosamond Blvd.
Rosamond, CA 93560

Donation

Site	Date Received	Board Date
Westpark Elementary School	5/1/2025	5/7/2025

Donation	Effective Dates	Final Contract to Superintendent's Secretary By:				
Little Miss Antelope Valley	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;">From</td> <td style="text-align: center;">5/8/2025</td> </tr> <tr> <td>Until</td> <td></td> </tr> </table>	From	5/8/2025	Until		5/1/2025
From	5/8/2025					
Until						

Description

This donation of \$300 is for supplies at Westpark Elementary.

Renewal Clause	Automatic Renewal

Payment Terms:	Termination Clause	Budgeted Item
	N/A	N/A

Fixed/Startup Costs	N/A	Total Cost (not to exceed)

Budget String/Comments	
Business Services	

Overview

- Agreement is for more than one School Fiscal Year
- Clearly States Fees and Hourly Rates
- Allows Early Termination
- Mutual Indemnity Clause
- Governed in Accordance with Laws of California and Department of Education
- Arbitration Clause
- Two copies already signed by vendor

<input checked="" type="checkbox"/> Initial Review Complete	Signature	Date
	Robert Irving	5/1/2025

<input type="checkbox"/> Purchase Order Prepared	Signature	Date

<input checked="" type="checkbox"/> Ready for Board Agenda	Signature	Date
	Camie Davies	5/1/2025

Gift / Donation Form

SCHOOL: Estimated Value

Gift/Donated Item:

Make / Model / Year: _____

VIN or serial #

License plate: _____

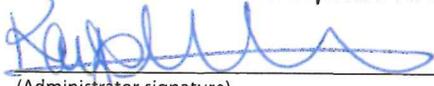
Purpose of the Gift

Donated by: Organization:

Name:

Address: _____

Site administrator acknowledges that item is appropriate for use at school site and adequate facilities/storage is available.



(Administrator signature)

(Date)

Item Placed on site inventory

(Inventory ID Number)

DATE:

This gift/donation satisfies the requirements of SKUSD Board Policy Number 3290 (a). The school/district accepts responsibility to maintain/install the donated item.

(District Office Use Only)

Pink slip forwarded to District office on: _____

Accepted by the Board on: _____

Letter of Appreciation Mailed: _____

Site Administrator must sign and forward to Superintendent's Office for Board of Trustees Approval. Letter of acceptance shall be mailed promptly to the address listed above, upon Board Action to accept donation.



Southern Kern Unified School District

2601 Rosamond Blvd.
Rosamond, CA 93560

Proposal/Estimate Cover Sheet

Vendor/Contractor Name or Event Name	Date Received	Board Date
SHI	5/1/2025	5/7/2025

Proposal Title/Name	Effective Dates	Final Contract to Superintendent's Secretary By:
Quote# 26121643	From 5/8/2025	5/1/2025
	Until	

Description
This quote is for chomebooks for the 2025-2026 school year. This is to refresh outdated 1:1 devices for students.

Renewal Clause	Automatic Renewal
No	NO

Payment Terms:	Termination Clause	Budgeted Item
	60 day written notice	N/A

Fixed/Startup Costs	N/A	Total Cost (not to exceed)	\$256,456.53
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Budget String/Comments
Business Services

Overview

- Agreement is for more than one School Fiscal Year
- Clearly States Fees and Hourly Rates
- Allows Early Termination
- Mutual Indemnity Clause
- Governed in Accordance with Laws of California and Department of Education
- Arbitration Clause
- Two copies already signed by vendor

<input checked="" type="checkbox"/> Initial Review Complete	Signature Robert Irving	Date 5/1/2025
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<input type="checkbox"/> Purchase Order Prepared	Signature	Date
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<input checked="" type="checkbox"/> Ready for Board Agenda	Signature Camie Davies	Date 5/1/2025
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Southern Kern Unified School District

Request for Purchase (RFP) *Electronic Form*

THIS IS NOT A PURCHASE ORDER

Site	Request Date	Site Request #	Request Prepared By	Needed By (date)
Information Technology	05/01/2025	0000783	Dan Wexler	05/09/2025
Suggested Vendor		Vendor ID	Phone	Fax
SHI			7326245889	
Address		City	State	ZIP
290 Davidson Ave		Somerset	NJ	08873
Purchase Explanation and Categorical Justification if needed				Categorical
LCAP Goal 1 Action 14. 1:1 Devices 600 Chromebooks to refresh our fleet				LCAP
				Other:
Account String (DO use only)				

	QTY	Product #	Description	Unit Cost	Price	Taxable	Total Tax
1	600	82W20009US	Lenovo 300e Chromebook	284.94	170,964.00	Tax (0.0825)	14,104.53
2	600		Chrome OS License	30.62	18,372.00	No Tax (0)	0.00
3	600	5PS0N75610	Lenovo 3 year accidental damage protection warranty	84.36	50,616.00	No Tax (0)	0.00
4	600	CA-RECYC-S	Monitor Recycling Fee	4.00	2,400.00	No Tax (0)	0.00
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<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Principal/Supervisor <i>Dan Wexler</i></td> <td style="width: 20%;">Date: 05/01/2025</td> </tr> <tr> <td>Business Office</td> <td>Date:</td> </tr> <tr> <td>Superintendent/Designee</td> <td>Date:</td> </tr> </table>	Principal/Supervisor <i>Dan Wexler</i>	Date: 05/01/2025	Business Office	Date:	Superintendent/Designee	Date:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Subtotal</td> <td>242,352.00</td> </tr> <tr> <td>Tax 8.25%</td> <td>14,104.53</td> </tr> <tr> <td>Shipping</td> <td></td> </tr> <tr> <td>Other Costs</td> <td></td> </tr> <tr> <td>Total</td> <td>\$ 256,456.53</td> </tr> </table>	Subtotal	242,352.00	Tax 8.25%	14,104.53	Shipping		Other Costs		Total	\$ 256,456.53
Principal/Supervisor <i>Dan Wexler</i>	Date: 05/01/2025																
Business Office	Date:																
Superintendent/Designee	Date:																
Subtotal	242,352.00																
Tax 8.25%	14,104.53																
Shipping																	
Other Costs																	
Total	\$ 256,456.53																



Pricing Proposal
 Quotation #: 26121643
 Created On: 4/25/2025
 Valid Until: 4/30/2025

CA-City of Rosamond Southern Kern Unified School District

Dan Wexler

2601 W Rosamond Blvd.
 Rosamond, CA 93560
 United States
 Phone: 661-256-5000 x1130
 Fax:
 Email: dwexler@skusd.k12.ca.us

Chris Halligan

Phone:
 Fax:
 Email: Chris_Halligan@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 Lenovo 300e Yoga Chromebook Gen 4 82W2 - Flip design - Kompanio 520 up to 2.05 GHz - Chrome OS - Mali-G52 2EE MC2 - 8 GB RAM - 64 GB eMMC - 11.6" IPS touchscreen 1366 x 768 (HD) - Wi-Fi 6 - graphite gray - kbd: English Lenovo - Part#: 82W20009US Contract Name: California Multiple Award Schedule (CMAS) Contract #: 3-23-04-1003	600	\$284.94	\$170,964.00
2 Chrome OS Management Console - License - academic Google - Part#: CROSSWDISEDUNEW Contract Name: California Multiple Award Schedule (CMAS) Contract #: 3-23-04-1003	600	\$30.62	\$18,372.00
3 Lenovo Depot + Accidental Damage Protection - Extended service agreement - parts and labor - 3 years (School Year Term) - for (1-year carry-in): 100e (1st Gen); 100e (2nd Gen); 100e Chromebook (2nd Gen); 100e Chromebook (2nd Gen) AST; 100e Chromebook (2n Lenovo - Part#: 5PS0N75610 Contract Name: California Multiple Award Schedule (CMAS) Contract #: 3-23-04-1003	600	\$84.36	\$50,616.00
4 Monitor Recycling Fee 4-14in SHI CONFIG - Part#: CA-RECYC-S Contract Name: California Multiple Award Schedule (CMAS) Contract #: 3-23-04-1003	600	\$4.00	\$2,400.00
5 Google Zero Touch Enrollment (ZTE) Google - Part#: ZTCHROME-0 Contract Name: California Multiple Award Schedule (CMAS) Contract #: 3-23-04-1003	600	\$0.00	\$0.00

*Tax \$14,104.53
 Total \$256,456.53

*Tax is estimated. Invoice will include the full and final tax due.

Additional Comments

Please Note: Lenovo has a zero returns policy on any custom build machines. Lenovo also does not allow returns on open box/phased out products. For these products, orders are non-cancellable and non-returnable from point of order.

We are offering Net 60 Day Terms

provided that we invoice in May so Southern Kern can take delivery, we offering storage of the Chromebooks at no charge. They will be shipped to Southern Kern in July.

Please note: Google has a zero returns policy.

Due to the potential impact of any current or future tariffs, the price and availability of hardware items on this quote may be subject to change.

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084. SHI International Corp. is 100% Minority Owned, Woman Owned Business. TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

Maximize your technology's lifecycle with SHI's services to recover, redeploy, remarket, and recycle your devices. For more information, contact AssetRecoveryServices@SHI.com

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date set above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order.

SHI International Corp. is 100% Minority Owned, Woman Owned Business.
TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.

CSBA UPDATE CHECKLIST – September 2023

District Name: Southern Kern Unified School District

Contact Name: Barbara Gaines Phone: (661)256-5000 Email: bgaines@skusd.k12.ca.gov

POLICY	TITLE	OPTIONS/BLANKS	ADOPT DATE
BP 1160	Political Processes		
BP 1330	Use of School Facilities	OPTION 1: <input checked="" type="checkbox"/> Direct Costs OPTION 2: <input type="checkbox"/> OPTION 3: <input type="checkbox"/>	
AR 1330	Use of School Facilities		
E(1) 1330	Use of School Facilities	Delete EXHIBIT <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
AR 3311	Bids		
AR 3311.3	Design-Build Contracts		
BP 3312	Contracts	OPTION 1: <input checked="" type="checkbox"/> Annual Public Hearing OPTION 2: <input type="checkbox"/>	
BP 3460	Financial Reports and Accountability		
BP 3551	Food Service Operations/Cafeteria Fund	OPTION 1: <input type="checkbox"/> OPTION 2: <input checked="" type="checkbox"/>	
AR 3551	Food Service Operations/Cafeteria Fund		
BP 4151	Employee Compensation		
BP 4251	Employee Compensation		
BP 4351	Employee Compensation		
AR 4217.3	Layoff/Rehire	OPTION 1: <input type="checkbox"/> OPTION 2: <input checked="" type="checkbox"/> Agreement with CSEA	
BP 5131.9	Academic Honesty		
BP 6154	Homework/Makeup Work		

CSBA UPDATE CHECKLIST – September 2023

District Name: Southern Kern Unified School District

POLICY	TITLE	OPTIONS/BLANKS	ADOPT DATE
BP 6162.5	Student Assessment		
AR 7140	Architectural and Engineering Services		
BB 9124	Attorney		

CSBA POLICY GUIDE SHEET
September 2023

Note: Descriptions below identify revisions made to CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts and county offices of education should review the sample materials and modify their own policies accordingly.

Board Policy 1160 – Political Processes

Policy updated to reflect **NEW LAW (AB 1416, 2022)** which requires the ballot label or similar description of a school district (or other local government) measure on a county ballot to list, either as a supporter or an opponent of the measure, the associations, nonprofit organizations, businesses, or individuals, including current or former elected officials such as Governing Board members, who have signed the ballot argument or are listed in the text of the argument in support or opposition of the measure unless the county board of supervisors elects not to list such supporters and opponents.

Board Policy 1330 – Use of School Facilities

Policy updated to caution districts when charging religious groups direct costs for use of district facilities when those costs are not charged to other groups due to the potential conflict between a U.S. Supreme Court decision and state law. Policy also updated to add that the Governing Board may authorize the use of a school building as a vote center on election day and/or during the 10 days preceding election day, as well as during key dates necessary for drop-off, set-up, and pickup of election materials, as determined by the election official.

Administrative Regulation 1330 – Use of School Facilities

Regulation updated to encourage districts to create a facilities use application and agreement for the use of school facilities and grounds by any entity other than the district, add that anyone applying to use school facilities do so as specified in district procedures and in accordance with law, and reflect **NEW LAW (AB 2028, 2022)** which authorizes the Governing Board to allow district facilities to be used by local law enforcement, public agencies, nonprofit associations, or organizations for bicycle, scooter, electric bicycle, motorized bicycle, or motorized scooter safety instruction for district students.

Delete - Exhibit(1) 1330 – Use of School Facilities

Exhibit deleted as unnecessary with relevant material included in administrative regulation 1330 – Use of School Facilities.

Administrative Regulation 3311 - Bids

Regulation updated to reference the bid limit for 2023, add that for lease-leaseback, design-build, and alternative design-build projects the notice which solicits the call for bids is required to specify that the project is subject to skilled and trained workforce requirements, and reflect **NEW LAW (AB 185, 2022)** which adds, until January 1, 2029, the alternative design-build construction delivery method for projects in excess of \$5,000,000. Regulation also updated to reflect the State Allocation Board's (SAB) notification to districts which provides that modular school facilities must be competitively bid and that districts that use piggyback contracts for modular facilities are ineligible for state funding from SAC administered programs.

Administrative Regulation 3311.3 – Design-Build Contracts

Regulation updated to add that, until January 1, 2025, design-build contracts may be entered into and approved by the Governing Board. Regulation also updated to reflect **NEW LAW (AB 185, 2022)** which (1) adds, until January 1, 2029, the alternative design-build construction delivery method for projects in excess of \$5,000,000, (2) specifies that alternative design-build contracts may be awarded to the low bid or the best value, taking into consideration, at a minimum, design cost, general conditions, overhead, and profit as a component of the project price, technical design and construction expertise, and life-cycle costs, (3) provides that the district's determination of price shall be based on the open book evaluation of construction subcontracts, (4) includes that the contract may be subject to further negotiations or amendment and may be terminated by the district if the district and the design-build entity are unable to reach an agreement, and (5) requires an alternative design-build proposal for an alternative design-build project to include (a) design cost,

general conditions, overhead, and profit as a component of the project price, unless a stipulated sum for the project is specified, (b) technical design and construction expertise, and (c) life-cycle costs over 15 or more years.

Board Policy 3312 - Contracts

Policy updated to reflect **NEW LAW (SB 1439, 2022)** related to conflict of interest from campaign contributions and **NEW LAW (SB 34, 2022)** related to bribery of a public official, and include a general statement requiring Governing Board members and district employees who are involved in the making of contracts on behalf of the district to comply with the district's conflict of interest policy.

Board Policy 3460 – Financial Reports and Accountability

Policy updated to add material related to districts facing insolvency who are considering applying for an emergency apportionment, including that the Governing Board is required to discuss the need for an emergency apportionment at a regular or special meeting at which parents/guardians, the exclusive representatives of employees of the district, and other members of the community have the opportunity to provide testimony.

Board Policy 3551 – Food Service Operations/Cafeteria Fund

Policy updated to reflect **NEW LAW (SB 490, 2022)** which requires districts participating in the National School Lunch and/or Breakfast Program, with annual reimbursement of \$1,000,000 or more, to (1) specify in the solicitation for bids and contracts for an agricultural food product that only the purchase of agricultural food products grown, packed, or processed domestically is authorized, unless a specific exception applies, including if the quality of the domestic product is inferior to the quality of the nondomestic product or if the bid or price of the nondomestic product is more than 25 percent lower than the bid or price of the domestic product, and (2) retain documentation justifying the use of the exception for three years from the date of purchase. Policy also updated to reflect **NEW LAW (AB 778, 2022)** which requires a district to accept a bid or price for an agricultural food product grown in California before accepting a bid or price for a domestic agricultural food product that is grown outside the state, when certain conditions are met.

Administrative Regulation 3551 – Food Service Operations/Cafeteria Fund

Regulation updated to include the requirement for a district with an on-site food facility to arrange to recover the maximum amount of edible food that would otherwise be disposed of and donate it to a local food recovery organization, and maintain records related to edible food recovery including a list of each food recovery service or organization that collects or receives the district's edible food, contact information for the service or organization, the types of food, frequency, and quantity that will be collected or hauled by the district, and a copy of contracts or written agreements between the district and food recovery services or organizations. Regulation also updated to reflect California Department of Education Nutrition Services Division Management Bulletin SNP-04-2022 which raises the excess net cash resources limitation to six months' average expenditures.

Board Policy 4151/4251/4351 – Employee Compensation

Policy updated to add that for districts participating in the Classified School Employee Summer Assistance Program, eligible classified employees may elect to have up to 10 percent of the employee's monthly salary withheld and paid out during the summer recess in either one or two payments, and reflect **NEW LAW (AB 185, 2022)** which adds specific repayment procedures when a district has made a wage overpayment to a district employee.

Administrative Regulation 4217.3 – Layoff/Rehire

Regulation updated to reflect **NEW LAW (SB 913, 2022)** which provides that for districts with an average daily attendance of less than 250,000, the definition of "length of service" for the purpose of the order of layoff and determination of seniority is the employees' hours in paid status. Regulation also updated to reflect **NEW LAW (AB 185, 2022)** which authorizes a classified employee to be represented by an attorney or nonattorney representative of the exclusive representative of the district's classified employees at a hearing requested by an employee as part of layoff proceedings.

Board Policy 5131.9 – Academic Honesty

Policy updated to address prohibited and permitted student use of technology, including artificial intelligence, as it relates to academic honesty. Policy also updated to include that a student with a disability be permitted to use technology for any purpose for which technology is identified in the student's individualized education program, that a student be given the opportunity to demonstrate that the use of technology was in accordance with policy when suspected by an employee that such use was in violation of academic honesty, and that any information acquired from an employee's use of technology in determining whether a student has committed and act of academic dishonesty be shared with the student and the student's parent/guardian, as appropriate. Additionally, policy updated to authorize the provision of staff training regarding the use of technology to improve education, including the detection of plagiarism and sensitivity to potential discrimination from algorithmic bias.

Board Policy 6154 – Homework/Makeup Work

Policy updated to add that meaningful homework can provide enrichment, address student use of technology, including artificial intelligence, as it relates to homework and makeup work, provide that teacher training may include designing homework assignments that inspire students' interests, include that students may work with other students and use approved outside resources as directed by the teacher, and move material related to notifying the student's parents/guardians when a student repeatedly fails to complete homework so that it follows chronologically.

Board Policy 6162.5 – Student Assessment

Policy updated to reflect that prohibited and permitted student use of technology, including artificial intelligence, in relation to assessment, be as specified in Board Policy 5131.9 – Academic Honesty and Board Policy 6163.4 – Student Use of Technology, reference **NEW LAW (AB 114, 2023)** which includes long term English learners as a numerically significant student subgroup for purposes of demonstrating comparable improvement in academic achievement by all numerically significant subgroups, include that state interim and formative assessments may be used to communicate with students' parents/guardians and for use in identifying professional development, and that results of an individual student on the California Assessment of Student Performance and Progress may be released to a postsecondary educational institution for the purpose of credit, placement, or admission.

Administrative Regulation 7140 – Architectural and Engineering Services

Regulation updated to more closely align with law and to reflect **NEW LAW (AB 185, 2022)** which enables a district to enter into an alternative design-build contract with a single entity for both design and construction of any school facility if the contract is in excess of \$5,000,000.

Board Bylaw 9124 – Attorney

Bylaw updated to revise the first philosophical paragraph to recognize the need to provide legal representation to the district and the importance of cost-effective legal advice and services, clarify that the Governing Board may appoint and fix and order paid legal counsel's compensation, expand the types of entities that the Board may contract with to serve as legal counsel, and reflect that the Board supports pursuing collaborative legal efforts with other districts as well as other government agencies as appropriate. Bylaw also updated to clarify that districts may, but are not required, to initiate a Request for Proposals to advertise and solicit proposals for legal services, and that districts may consider the attorney's, firm's, and/or entity's relevant legal reputation when evaluating such attorneys, firms, and/or entities. Additionally, bylaw updated to reflect that any attorney representing the district is required to be admitted to practice law in California.