Holtville

where tradition meets vision

HOLTVILLE UNIFIED SCHOOL DISTRICT

Governing Board of Trustees

Special Board Meeting

July 22, 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

Holtville
where tradition meets vision

SPECIAL MEETING
of the
BOARD OF TRUSTEES
HOLTVILLE UNIFIED SCHOOL DISTRICT
Tuesday, July 22, 2025
CLOSED SESSION 11:00 A.M, OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION.
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	_____	_____

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) Closed Session in accordance with Government Code section 54957: Public Employee Discipline/Dismissal/Release

5. *REPORTABLE CLOSED SESSION ACTIONS:*

6. *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.*

7. *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: June 16, 2025 & June 18, 2025 (Supplemental Information)* — *Pgs. 3-8*

B. *FINANCE AND BUSINESS*

1) *Warrant Orders week beginning 6/18/25 to week ending 7/17/25 (Supplemental Information)* — *Pgs. 10-24*

C. *PERSONNEL SERVICES*

1) *Certificated Employment* — *Pg. 26*
2) *Coaching Resignation* — *Pg. 27*
3) *Extra Duty Stipend* — *Pg. 28*
4) *Certificated Management Employment* — *Pg. 29*

D. *GENERAL BUSINESS*

The Board is asked to approve the following items:

1) *Out of State and/or Overnight trips for FFA students* — *Pg. 31*
2) *2025-26 HHS Physical Education Exemption list* — *Pg. 32-35*
3) *MOU between HUSD & the School Librarian Regarding Services for the 2025-26 SY* — *Pgs. 36-38*
4) *Border Region Talent Pipeline Collaborative Participation Agreement* — *Pgs.39-61*
5) *MOU between ICOE & HUSD Regarding the Plan and Implementation of an Informational College & Career Awareness Night* — *Pgs. 62-64*
6) *Statement of Work between HUSD & the University of California Compass* — *Pgs. 65-75*
7) *Application for Funding Agriculture Career Technical Education Incentive Grant Program Year 2025-26* — *Pgs. 76-83*
8) *Updated 2024-25 Comprehensive School Safety Plan (CSSP) including the Instructional Continuity Plan (ICP)* — *Pgs.****

Motion: _____ Second: _____ Ayes: ___ Nays: ___ Vote: __-__

8. *INFORMATION ITEMS*

A) *2025-26 45-Day Budget Revision – John Paul Wells* — *Pg. 85*

9. ACTION/DISCUSSION ITEMS

The Board is asked to approve the following items:

A) *Amend Section 5.4 of the bylaws of the Citizens' Bond Oversight Committee for Measure G*
(Mr. Wells) Pgs. 87-93

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

B) *Approve the estimated unit rate fees from Landmark Consultants, Inc. for Holtville High School Multipurpose Building*
(Mr. Wells) Pg. 94

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

C) *Approve the estimated unit rate fees from Precision Inspections Inc. for Holtville High School Multipurpose Building*
(Mr. Wells) Pgs. 95-100

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

D) *Approve Change Orders 001, 002, and 003 totaling $17,940.00 to Pyro-Comm Contract for the Installation of New Fire Detection and Alarm System (Project 02-2022)*
(Mr. Wells) Pgs. 101-103

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

E) *Approval for Angela Nieblas to teach Special Education, grades K – 12th at the Holtville Unified School District with an English Language Variable Term Waiver for the 2025-26 SY*
(Mr. Ruiz)

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

10. FUTURE BOARD MEETING DATE

Monday, August 18,2025 is the next Regular Board Meeting

11. ADJOURNMENT

****** *A copy is available at the District Office and/or 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
Regular Board Meeting
Minutes – June 16, 2025 **{Page 1 of 4}**

The Board of Trustees of the Holtville Unified School District met in a Regular Session on June 16, 2025, at the Holtville Unified School District Board Room 621 E 6th Street, Holtville, California. The meeting was called to order at 5:02 p.m. by the Presiding Chairman.

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

MEMBERS ABSENT: Julie Duarte, Clerk

MODIFICATION OF THE AGENDA: None

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
Closed Session in accordance with Government Code section 54957: Public Employee Discipline/Dismissal/Release

REPORT OF CLOSED SESSION In: 5:04 p.m. **Out:** 6:13 p.m.
The Governing Board in closed session by unanimous vote took action to send non -reelection notice to the following Temporary Certificated Employee: #2425291

RECOGNITIONS
Perfect Attendance students for 2024-25 SY: Finley: TK-Adan Hernandez; KN-Jordan Simpson; 1st-Mateo Serrano; 2nd-Fernanda Quezada=Pasillas; 3rd-Exavier Ramirez; 4th-Rafael Serrano; 5th-Noelea Frem. HMS: 6th-Angel Jimenez Ramirez; 6th-Ericka Perez Nunez; 6th-Alejandro Quezada Pasillas; 7th-Nathalea Quezada Pasillas; 8th-Sebastian Mendoza. Pine: 6th-Alonzo Mendoza. HHS: 11th-Julian Avila; 11th-Leonel Frem.

ORAL COMMUNICATION FROM THE PUBLIC ON NON AGENDA ITEMS AND/OR ITEMS OF INTEREST TO THE PUBLIC THAT ARE WITHIN THE SUBJECT MATTER JURIDISDICTION OF THE BOARD. None

COMMUNICATIONS FROM THE SCHOOL DISTRICT
HTA – Ms. Arias wished everyone a safe summer and thanked the Board and Admin for an amicable negotiation process.
CSEA – Karolina Lopez stated they are excite to being the respectful and productive negotiations

Garewal – wished everyone a safe summer. Stay hydrated.
Iten – congratulated the students recognized, it is quite the achievement. Have a safe summer.
Grizzle – congratulated Mrs. Harrison.
Abatti – stated he was very impressed with all of the graduation ceremonies.
Ruiz – congratulated the students recognized. The District office is getting ready for summer.

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: May 19, 2025. FINANCE AND BUSINESS – Warrant orders week beginning 5/15/25 to week ending 6/12/25. PERSONNEL SERVICES – Certificated Employment of Santiago Diaz Ponce, Music/Band Teacher (HHS); Jesus Gonzalez, Business Teacher (HHS); Brianne Brambila, English Teacher (HHS); Hunter Andrade, Ag. Science Teacher (HHS); Aylinn Luna, Science Teacher (HHS); Larissa Hansen, Teacher (Pine); Faviola Morales Avila, Teacher (HMS); Belem Valtierra, Teacher (HMS); Stephanie Perez, Teacher (Finley); Gabriela Medina, Teacher (Finley). Summer School Employment of Carmen Montoya, Attendance Secretary (HHS); Anthony Arevalo, Principal (HHS); Arturo Bojorquez, Teacher (HHS); Luis Chairez, Teacher (HHS); Roberto Moedano, Teacher (HHS); Carlos Ledon, Teacher (HHS); Ethan Ming, Teacher (HHS); Bonnie Sorenson, Teacher (HHS0; Pompeyo Tabarez, Teacher (HHS); Alfredo Guzman, Teacher (HHS); Manuel Nunez, Teacher (HHS); Fernanda Torres Garcia, ELOP Tutor; Valentina Garcia, ELOP Tutor; Maria Lemus Solorio, ELOP Tutor; Bibiana Saldana, ELOP Tutor; Arianna Ruiz, ELOP Tutor; Emmanuel Ferraes, ELOP Tutor; Josue Cuevas, ELOP Tutor; Veronica Diaz, ELOP Librarian; Amanda Valenzuela, Health Clerk; Lyndzie Godfrey, Health Clerk; Maria Avelar, Program Accounts; Kimberly Garcia, Cafeteria Worker; Evelia Woolfolk, Cafeteria Worker; Jessica Romero, Cafeteria Worker; Emilia Garay Rosales, Cafeteria Worker; Alexander Martinez, Cafeteria Worker; Juan Carlos Nevarez, Teacher (Finley); Gabriel Medina, Teacher (Finley); Reyna Burgos, Teacher (Finley); Nicole Tumbaga, Teacher (Finley); Katherine Knapp, Teacher (Finley); Maria Irungaray, Teacher (Finley); Joanna Ruiz, Teacher (Finley); Crystal Arias, Teacher (Finley); Chelsea Garcia, Teacher (Finley); Anatheresa Diaz, Teacher (Finley); Blanca Mendez, Attendance Secretary (Finley); Fausto Ramirez, Technology (Finley); Brenda Villegas, Principal (Finley); Melanie Vera, Paraprofessional (Finley); Nancy Franco, Paraprofessional (Finley); Josue Lara, Paraprofessional (Finley); Diana Palacios, Paraprofessional (Finley); Ana Munoz, Paraprofessional (Finley); Mariana Yee, Paraprofessional (Finley); Alma Zarazua, Paraprofessional (Finley); Imperio Castaneda, Paraprofessional (Finley); Amalia Gil, Paraprofessional (Finley); Kassandra Gonzalez, Paraprofessional (Finley); Yadira Hernandez, Paraprofessional (Finley); Marisca Ramos, Paraprofessional (Finley); Dulce Vasquez, Paraprofessional (Finley); Diana Bernal, Professional (Finley); Pat Harrison, Principal (Migrant); David Avila, Teacher (Migrant); Annabel Lyerly, Teacher (Migrant); Yvette Claverie, Teacher (Migrant); Lee Quarcelino, Teacher (Migrant); Nayeli Garcia, Teacher (Migrant); Yaneli Lopez, Work Study (Migrant); Ayleen Ruiz, Work Study (Migrant); Zahira Sanchez, Work Study (Migrant); Alexander Palacios, Work Study (Migrant); Ruben Macias, Counselor

(Migrant); Melissa Palacios, Counselor (Migrant). Certificated Medical Leave of Nancy Perez, Teacher (Finley). Extra Duty Resignation of Carl Johnston, Athletic Director (HHS). Classified Resignation of Timotea Bojorquez, ASES Coordinator 6/5/25. Coaching Resignation of Crystal Arias, HHS Head Girls Soccer Coach 6/11/25; Jessilyne Osuna, HHS Cheer Coach 6/5/25. GENERAL BUSINESS – Agreement for Legal Services with Currier & Hudson. Grant Award Notification for 2024-25 Mental Health Average Daily Attendance $19,068. IID Grant for Energy Modernization in Schools (GEMS) $70,000. Agreement between the ECESD & HUSD for the provision of Special Education Services. 2025-26 Consolidated Application & Reporting System (CARS) Spring Release. Renaissance Services Renewal Quote. Remind to ParentSquare Transition Quote. School Plan for Student Achievement (SPSA) for each school site. All approved by unanimous votes, Ayes: 4, Nays: 0. Vote: 4-0.

PUBLIC HEARING

A) A Public Hearing regarding the 2025-26 Local Control & Accountability Plan (LCAP).
B) A Public Hearing regarding the Holtville Unified School District's 2024/25 Estimated Actuals 2025-26 July 1st Budget Report. Mr. Wells presented a PowerPoint for the HUSD 2024/25 Estimated Actuals & 2025-26 July 1 Budget Report. He explained that the General Fund Unrestricted Revenues went up $299,000 since the March report due primarily to updated interest revenue projections and savings to contributions to Restricted programs (SpEd & CTEIG). The General Fund Restricted Revenues are down -$180,000 due primarily to accounting correction of Bus Replacement Grant into prior year balance, reducing current year revenue, but increasing beginning balance. The General Fund Unrestricted Expenditures are up $218,200 since March report due to a combination of additional certificated salary expense (retirement bonuses), decreased classified expenses (unfilled vacancy) and increased transfer to Fund 40 for capital projects. The General Fund Restricted Expenditures are down roughly -12,000 due to adjustment of benefits and planned program capital expenditures. The General Fund Unrestricted projected end balance is up $80,900 since the last report. The General Fund Restricted projected end fund balance is down -$169,200 since the last report. The General Fund Unrestricted Revenues decline in 2025-26 over 2024-25 in this report down -$140,100 due to anticipated increase in General Fund Unrestricted contributions to SpEd and Maintenance. The General Fund Restricted Revenues decline between the years in this report was drastically down -$3.06 million due to the loss of one-time funds. The General Fund Unrestricted Expenditures decrease in 2025-26 is -$52,600 through a combination of large changes from moving salary and benefits, one-time Restricted Funds to General Fund Unrestricted, with an offset by elimination of transfer to Fund 40 Capital project fund. The General Fund Restricted Expenditures is down by a large projection in 2025-26 -$5.9 million due to the removal of all one-time expenses from expiring funds. The General Fund Unrestricted projected deficit grows by -$87,500 in 2025-26. The General Fund Restricted Projected deficit shrinks $2.86 million in 2022-26. The cause of these deficits is from flat funding in 2024-25 that put HUSD behind to keep up with the normal annual expenditure increases as well as the dip in enrollment, ADA, and the Unduplicated Pupil percentage. The current trajectory is correctable, but requires a combination of better revenues through ADA

recapture and spending cuts. The District will continue to monitor all projections and make updates as necessary. The upcoming 2024-25 Unaudited Actuals/2025-26 First Budget Revision will be brought to the Board in September.
There was no comment from the public on the Public Hearing items.

ACTION/DISCUSSION ITEMS Moved by Trustee Garewal, Seconded by Trustee Grizzle to approve Board Resolution 2024/25-006 to Authorize Temporary Borrowing Between Funds of the School District for Fiscal Year 2025-26. Roll Call Vote: Abatti: Aye; Grizzle: Aye; Iten: Aye; Garewal: Aye. Passed by unanimous votes Ayes: 4, Nays: 0. Vote: 4-0. Moved by Trustee Iten, Seconded by Trustee Garewal to approve Board Resolution 2025/26-007 Approval of Participation in Bids/Contracts of other Public Agencies, Authority to Award Piggyback Contracts. Roll Call Vote: Abatti: Aye; Grizzle: Aye; Iten: Aye; Garewal: Aye. Passed by unanimous votes Ayes: 4, Nays: 0. Vote: 4-0.

FUTURE BOARD MEETING DATE
Regular Board Meeting: Wednesday, June 18, 2025
Special Board Meeting if needed: Monday, June 23, 2025

ADJOURNMENT
The meeting adjourned at 5:50 p.m.

_____

Julie Duarte, Clerk
Holtville Unified School District
Board of Trustees

Holtville Unified School District
Regular Board Meeting
Minutes – June 18, 2025

The Board of Trustees of the Holtville Unified School District met in a Regular Session on June 18, 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; Kevin Grizzle, Member; Larry Iten, Member; Celso Ruiz, Superintendent; John Paul Wells, Assistant Superintendent.

MEMBERS ABSENT: Julie Duarte, Clerk; Jared Garewal, Member.

MODIFICATION OF THE AGENDA: Moved by Trustee Grizzle, Seconded by Trustee Iten to table items 9 D & E. Approved by unanimous votes, Ayes:3, Nays: 0. Vote: 3-0.

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 3549.1
B) 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:** 6:02 p.m.
Nothing to report.

RECOGNITIONS
HHS Swim Team – CJ Jonston introduced Aimee Montes, Molly Turner, Yanesi Padilla, Halle Turner, Kolby Lyerly. The team qualified for CIF Finals.
HHS Track Team – Coach Gray introduced Kayla Ornelas, Isabell Garcia, Landen Prather, Jorge Apodaca and Melissa Rendon.
HHS Football Coach Turner added that the 7 on 7 football team placed 3rd overall out of 48 teams at the tournament at SDSU last weekend.
Mr. Abatti thanked CJ Johnston for the many years he served as Athletic Director at HHS.

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

INFORMATION ITEMS

A) Mr. Velazquez presented a PowerPoint on the 2023-24 Local Performance Indicators (LCFF). Based on the 2023-24 SY 98.1% of teachers are appropriately assigned and have full credentials. 100% of students have access to curriculum-aligned instructional materials. The FIT rating was exemplary for Finley, HMS, HHS & Freedom. Pine & Sam Webb had good ratings. He presented slides that provided a total number of responses with the average response on a scale of 1-5 for the LCFF Priority 2 standards as well as the LCFF Priority 3 standards. LCFF Priority 6 included school climate survey. LCFF Priority 7 was a broad course of study that included the strengths and challenges.

B) Mr. Velazquez also presented a PowerPoint on the CAASPP & ELPAC Test Results. He explained that this data is preliminary and will be updated after the release of the Dashboard. The proficiency rate of ELs is less than half of the proficiency rate of all students. There was an increase in ELA districtwide and at secondary level. Math was maintained districtwide and increased at the secondary level.

ACTION/DISCUSSION ITEMS

Moved by Trustee Grizzle, Seconded by Trustee Iten to approve the 2025-26 Local Control and Accountability Plan (LCAP). Mr. Velazquez explained that the draft LCAP was submitted to ICOE for approval and is available to view on the HUSD website. Passed by unanimous votes Ayes: 3, Nays: 0. Moved by Trustee Iten, Seconded by Trustee Grizzle to approve the 2024-25 Estimated Actuals/2025-26 July Budget. Mr. Wells presented a PowerPoint on this matter at the last meeting. Passed by unanimous votes Ayes: 3, Nays: 0. Moved by Trustee Grizzle, Seconded by Trustee Iten to approve Board Resolution 2024/25-008 Regarding the 2025-26 Education Protection Account. Mr. Wells explained that this is an annual resolution that we are required to pass with regard to the Education Protection Account, or EPA. This account was created by proposition 30 in 2012, then amended by Prop 55 in 2018. It created additional State taxes through 2030 that are directed toward education. This resolution spells out some of the requirements of the EPA including the need to post the budget and expenditures on the District website, and the prohibition of using funds for administrative salaries and benefits. Roll Call Vote: Abatti: Aye; Grizzle: Aye; Iten: Aye. Passed by unanimous votes Ayes: 3, Nays: 0.

FUTURE BOARD MEETING DATE

Special Board Meeting: Monday, June 23, 2025, if needed

ADJOURNMENT

The meeting was adjourned at 6:50 p.m.

_____

Julie Duarte, Clerk
Holtville Unified School District
Board of Trustees

HOLTVILLE UNIFIED SCHOOL DISTRICT

School Board Meeting Agenda

WARRANTS

Register 000351 - 06/18/2025 Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
Bank Account **COUNTY - County**, Register **000351**, Dated **06/18/2025**					
25328824	490.00	Printed	010		AGUIRRE, LILLIAN (000503/1)
25328825	30,600.00	Printed	400		Allegro (001057/1)
25328826	30,625.00	Printed	400		Allegro (001057/1)
25328827	14.64	Printed	010		AMAZON CAPITAL SERVICES, INC (000822/1)
25328828	1,649.35	Printed	010		AVILA, DAVID (000510/1)
25328829	50.95	Printed	010		Baja Desert Tire Co (000052/2)
25328830	825.00	Printed	010		BANK OF NEW YORK MELLON TRUST (000056/1)
25328831	517.00	Printed	110		BENITEZ, ARIANA (001341/1)
25328832	2,492.29	Printed	010		CARDMEMBER SERVICES (000322/2)
25328833	295.70	Printed	010		COSTCO (000110/1)
25328834	237.90	Printed	010		Cronkright, Carson (000916/3)
25328835	24.00	Printed	010		David West (000758/1)
25328836	1,140.00	Printed	010		DAVID WEST INSURANCE (000121/1)
25328837	149.55	Printed	010		DEL SOL MARKET (000125/1)
25328838	160.00	Printed	010		Department of Justice Accounting Office (000130/1)
25328839	99.00	Printed	010		FORENSIC DRUG TESTING (000162/1)
25328840	7,889.70	Printed	010		Gary Cardiff Enterprise (000759/1)
25328841	520.75	Printed	010		GEORGES PIZZA (000177/1)
25328842	509.40	Printed	130		GOLD STAR FOODS, INC (001163/2)
25328843	1,367.92	Printed	010		HARRISON, PATRICA (000523/1)
25328844	1,321.57	Printed	130		HOLLANDIA DAIRY, INC (000608/1)
25328845	2,100.00	Printed	010		HOLTVILLE UNIFIED SCHOOL DISTR (000202/1)
25328846	1,150.00	Printed	010		HOLTVILLE UNIFIED SCHOOL DISTR (000202/1)
25328847	400.50	Printed	010		HOME DEPOT DEPT 32-2149095931 (000203/1)
25328848	6,890.28	Printed	010		ICOE (000210/1)
25328849	107.95	Printed	010		JOHN DEERE FINANCIAL (000324/1)
25328850	517.00	Printed	110		LEDEZMA, FERNANDA (000611/1)
25328851	133.92	Printed	010		MANGE,MARCI (000553/1)
25328852	31.89	Printed	010		MIGUEL MATA (000496/1)
25328853	174.56	Printed	010		PIZANO, NADIA (000993/1)
25328854	11,957.88	Printed	210		PYRO-COMM SYSTEMS, INC (001068/2)
25328855	1,813.20	Printed	010		R S D (000320/1)
25328856	1,220.96	Printed	130		SHAMROCK FOODS COMPANY (000356/2)
25328857	1,988.80	Printed	010		SISC II Life Ins (000474/1)
25328858	208,421.56	Printed	010		SISC III- INS (000361/1)

Register 000351 - 06/18/2025 Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
Bank Account **COUNTY - County**, Register **000351**, Dated **06/18/2025** (continued)					
25328859	309.73	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25328860	266.85	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25328861	84.89	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25328862	184.80	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25328863	498.75	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25328864	107.01	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25328865	46.26	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25328866	374.30	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25328867	67.69	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25328868	86.52	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25328869	82.89	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25328870	353.37	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25328871	113.83	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25328872	102.16	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25328873	50.90	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25328874	1,050.00	Printed	010		TRIAD SECURITY INCORPORATED (001358/1)
25328875	354.04	Printed	010		UNFIRST CORPORATION (000727/2)
	322,022.21	**Number of Items**	**52**	**Totals for Register 000351**	

Org Summary						
Holtville Unified School District						
Check #	**25328824**	through	**25328875**	Total Count	**52**	**$322,022.21**

Register 000352 - 06/26/2025 Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
Bank Account **COUNTY - County**, Register **000352**, Dated **06/26/2025**					
25329703	432.12	Printed	010		A T & T (000008/2)
25329704	2,470.20	Printed	130		AMAZON CAPITAL SERVICES, INC (000822/1)
25329705	682.28	Printed	010		AREVALO, ANTHONY (000508/1)
25329706	467.11	Printed	010		AUTO ZONE (000049/1)
25329707	3,495.34	Printed	010		AVILA, DAVID (000510/1)
25329708	825.00	Printed	010		BANK OF NEW YORK MELLON TRUST (000056/1)
25329709	160.39	Printed	010		BlueTrition Brands Inc (001388/1)
25329710	346.18	Printed	010		BlueTrition Brands Inc (001388/1)
25329711	110.43	Printed	010		BlueTrition Brands Inc (001388/1)
25329712	1,608.64	Printed	010		BlueTrition Brands Inc (001388/1)
25329713	382.00	Printed	010		BOJORQUEZ-CASTRO, ARTURO (001148/1)
25329714	152.67	Printed	010		CAPITAL ONE TRADE CREDIT (000972/3)
25329715	730.00	Printed	010		CARDMEMBER SERVICES (000322/2)
25329716	154.38	Printed	010		D LUPITAS RESTAURANT (000119/1)
25329717	944.97	Printed	130		DEL SOL MARKET (000125/1)
25329718	7,370.37	Printed	110		DELL MARKETING LP (000126/1)
25329719	609.49	Printed	010		DUARTE, MAYRA (000518/2)
25329720	26,942.61	Printed	010		ESR Construction (000864/1)
25329721	28,500.00	Printed	210		ESR Construction (000864/1)
25329722	74,717.50	Printed	210		ESR Construction (000864/1)
25329723	209.30	Printed	010		ESTRADA, BETSY (000927/2)
25329724	158.20	Printed	010		GARCIA, ANN (000689/1)
25329725	454.40	Printed	010		GARCIA, MARIO (000692/2)
25329726	439.13	Printed	010		GAS COMPANY (000172/1)
25329727	9,562.90	Printed	010		GATEKEEPER SYSTEMS USA (001373/2)
25329728	524.85	Printed	010		GEORGES PIZZA (000177/1)
25329729	1,774.28	Printed	010		HARRISON, PATRICA (000523/1)
25329730	504.99	Printed	130		HOLLANDIA DAIRY, INC (000608/1)
25329731	431.20	Printed	010		HOLTVILLE USD- TRANSPORTATION DEPARTMENT (000661/1)
25329732	16.00	Printed	010		IMPERIAL COUNTY PUBLIC HEALTH (000219/1)
25329733	65,822.27	Printed	010		IMPERIAL IRRIGATION DISTRICT (000221/1)
25329734	147.57	Printed	010		INTERSTATE BATTERY SYSTEMS OF (000236/1)
25329735	326.33	Printed	010		KC AUTO SERVICE LLC (001368/1)
25329736	665.18	Printed	010		LEON-LOPEZ, ERIKA (000541/1)
25329737	88.71	Printed	010		LORI'S SANITATION, LLC (000710/1)

Register 000352 - 06/26/2025 Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
Bank Account **COUNTY - County**, Register **000352**, Dated **06/26/2025** (continued)					
25329738	631.07	Printed	010		MANUEL NUNEZ (001257/1)
25329739	64.92	Printed	010		MSTS RECEIVABLES LLC (000190/2)
25329740	465.20	Printed	010		Nevarez, Juan Carlos (001207/1)
25329741	379.20	Printed	010		ORTIZ,XOCHITL (000528/1)
25329742	1,551.00	Printed	010		PHILLIPS,BRIAN (000562/1)
25329743	1,459.86	Printed	010		QUARCELINO, LEE (000558/3)
25329744	744.71	Printed	010		RIGOBERTO PONCE (001249/1)
25329745	836.29	Printed	110		RUIZ,CELSO (000576/1)
25329746	2,645.72	Printed	130		SHAMROCK FOODS COMPANY (000356/2)
25329747	129.71	Printed	130		SMART and FINAL (000362/1)
25329748	74.29	Printed	130		SMART and FINAL (000362/1)
25329749	3,290.97	Printed	010		SUNBELT RENTALS (000379/1)
25329750	324.50	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25329751	302.38	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25329752	257.95	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25329753	110.62	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25329754	468.94	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25329755	192.33	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25329756	1,120.18	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25329757	125.13	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25329758	56.62	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
25329759	112.00	Printed	010		Tommys Screen Printing (000395/1)
25329760	352.30	Printed	010		UNFIRST CORPORATION (000727/2)
25329761	617.07	Printed	010		VANACKER, CHAD (000584/1)
25329762	400.00	Printed	010		Velazquez, Gerardo (000795/1)
	248,939.95	**Number of Items**	**60**	**Totals for Register 000352**	

Org Summary

Holtville Unified School District

Check #	25329703	through	25329762	Total Count	60	$248,939.95

Register 000353 - 07/03/2025 Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
Bank Account **COUNTY - County**, Register **000353**, Dated **07/03/2025**					
26331251	2,550.06	Printed	010		A T & T (000008/2)
26331252	3,315.22	Printed	130		AMAZON CAPITAL SERVICES, INC (000822/1)
26331253	886.66	Printed	010		AVILA, DAVID (000510/1)
26331254	287.30	Printed	010		CAPITAL ONE TRADE CREDIT (000972/3)
26331255	27,398.23	Printed	010		CARDMEMBER SERVICES (000322/2)
26331256	1,287.02	Printed	010		COSTCO (000110/1)
26331257	332.00	Printed	010		COX.LINDSAY (000522/1)
26331258	463.56	Printed	010		Cronkright, Carson (000916/3)
26331259	232.07	Printed	010		D LUPITAS RESTAURANT (000119/1)
26331260	40,000.00	Printed	010		HALCYON TECH INC (001380/1)
26331261	5,922.43	Printed	010		HARRISON, PATRICA (000523/1)
26331262	279.08	Printed	130		HOLLANDIA DAIRY, INC (000608/1)
26331263	57.75	Printed	010		HOLTVILLE UNIFIED SCHOOL DISTR (000202/1)
26331264	800.00	Printed	010		HOLTVILLE UNIFIED SCHOOL DISTR (000202/1)
26331265	4,800.00	Printed	300		HOLTVILLE UNIFIED SCHOOL DISTR (000202/1)
26331266	132.00	Printed	010		HOLTVILLE UNIFIED SCHOOL DISTR (000202/1)
26331267	330.75	Printed	010		HOLTVILLE UNIFIED SCHOOL DISTR (000202/1)
26331268	122.00	Printed	010		HOLTVILLE UNIFIED SCHOOL DISTR (000202/1)
26331269	462.50	Printed	010		Jack Schreder & Associates (000824/2)
26331270	5,456.39	Printed	010		JOHNSTON, CARL J (000533/1)
26331271	321.31	Printed	010		JOHNSTON, MYKELL (000663/1)
26331272	262.51	Printed	010		KC MANUFACTURING INC (000252/1)
26331273	236.74	Printed	010		LA BRUCHERIE IRRIGATION SUPPLY (000260/1)
26331274	35.48	Printed	010		PIZANO, NADIA (000993/1)
26331275	772.88	Printed	010		REXEL ESD (000329/2)
26331276	140.07	Printed	010		ROMANS WATER (000331/1)
26331277	2,135.26	Printed	010		RUIZ,CELSO (000576/1)
26331278	1,644.95	Printed	130		SHAMROCK FOODS COMPANY (000356/2)
26331279	202.11	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
26331280	245.31	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
26331281	344.80	Printed	010		UNFIRST CORPORATION (000727/2)
26331282	268.35	Printed	010		Velazquez, Gerardo (000795/1)
26331283	548.58	Printed	010		Verizon Wireless Services LLC (000422/1)
26331284	213.19	Printed	010		WILLIAMS, SAMANTHA (000593/2)
	102,486.56	**Number of Items**	**34**	**Totals for Register 000353**	

Selection Grouped by Sort/Group - Sorted by Sort, Check Number, Include Address? No, Checks Dated 07/03/2025, Filtered by (Source = A, Pay To = N, Payment Method = C, Summary? = N, Sort/Group = 1, Further Sort by = N)

Register 000353 - 07/03/2025 Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee

Org Summary						
Holtville Unified School District						
Check #	**26331251**	through	**26331284**	Total Count	**34**	**$102,486.56**

Register 000354 - 07/10/2025 Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
Bank Account **COUNTY - County**, Register **000354**, Dated **07/10/2025**					
26332041	4,540.88	Printed	010		AFLAC FLEX PLAN (000449/1)
26332042	5,125.94	Printed	010		AMAZON CAPITAL SERVICES, INC (000822/1)
26332043	138.03	Printed	010		AVILA, DAVID (000510/1)
26332044	564.20	Printed	010		Baja Desert Tire Co (000052/2)
26332045	6,050.00	Printed	010		CALIFORNIA SCHOOL BOARDS ASSO (000775/1)
26332046	3,220.86	Printed	010		COX.LINDSAY (000522/1)
26332047	9,148.50	Printed	010		CURRIER and HUDSON (000117/2)
26332048	420.08	Printed	010		D.LUPITAS RESTAURANT (000119/1)
26332049	192.60	Printed	010		DEF PRODUCTS, LLC (001175/1)
26332050	149.08	Printed	010		DEL SOL MARKET (000125/1)
26332051	19,390.60	Printed	010		FINNEY ARCHITECTS, INC (001156/1)
26332052	99.00	Printed	010		FORENSIC DRUG TESTING (000162/1)
26332053	212.00	Printed	010		GARCIA, ANN (000689/1)
26332054	256.45	Printed	010		GEORGES PIZZA (000177/1)
26332055	187.68	Printed	130		HOLLANDIA DAIRY, INC (000608/1)
26332056	385.00	Printed	010		HOLTVILLE CHAMBER OF COMMERCE (000197/1)
26332057	500.00	Printed	010		HOOVER HIGH SCHOOL (000337/6)
26332058	23,655.56	Printed	010		IMPERIAL COUNTY OFFICE OF ED (000218/1)
26332059	3,682.56	Printed	010		Imperial County Sheriff (000938/1)
26332060	3,758.00	Printed	010		JANUS CORPORATION (001386/1)
26332061	611.80	Printed	010		JOHNSTON, CARL J (000533/1)
26332062	11,917.64	Printed	010		LA BRUCHERIE IRRIGATION SUPPLY (000260/1)
26332063	4,935.00	Printed	210		LANDMARK CONSULTANTS, INC (000717/1)
26332064	33.84	Printed	010		LYERLY,ANNABEL (000557/1)
26332065	499.80	Printed	010		PIZANO, NADIA (000993/1)
26332066	8,800.00	Printed	210		PRECISION INSPECTIONS INC (001147/2)
26332067	236.80	Printed	010		Primo Brands BlueTrition Brands Inc (001388/1)
26332068	4,234.58	Printed	010		RIDDELL ALL AMERICAN SPORTS (000019/2)
26332069	1,033.02	Printed	010		ROTO ROOTER SEWER (000332/1)
26332070	1,002.33	Printed	010		RUIZ,CELSO (000576/1)
26332071	11,254.17	Printed	010		SAN DIEGO CO OFFICE OF EDUCATI (000334/1)
26332072	1,228.68	Printed	130		SHAMROCK FOODS COMPANY (000356/2)
26332073	55.91	Printed	130		SMART and FINAL (000362/1)
26332074	20.56	Printed	130		SMART and FINAL (000362/1)
26332075	4,000.00	Printed	010		SOLIN DV WATER SOLUTIONS (001193/1)

Register 000354 - 07/10/2025 Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
Bank Account **COUNTY - County**, Register **000354**, Dated **07/10/2025** (continued)					
26332076	800.00	Printed	010		SPLASH JUMPS (001391/1)
26332077	84.70	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
26332078	682.91	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
26332079	940.00	Printed	010		Tom A Brady and Sons Inc (000394/1)
26332080	6,558.48	Printed	010		TRICK-TOOLS (001387/1)
26332081	2,526.36	Printed	010		Verizon Wireless Services LLC (000422/1)
26332082	1,170.00	Printed	010		WATER TREATMENT SERVICES (000483/1)
	144,303.60	**Number of Items**		**42**	**Totals for Register 000354**

Org Summary

Holtville Unified School District

Check #	**26332041**	through	**26332082**	Total Count	42	**$144,303.60**

Register 000355 - 07/17/2025 Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
Bank Account **COUNTY - County**, Register **000355**, Dated **07/17/2025**					
26332745	1,916.75	Printed	010		AMAZON CAPITAL SERVICES, INC (000822/1)
26332746	29.96	Printed	010		AUTO ZONE (000049/1)
26332747	1,603.73	Printed	010		BAKER DISTRIBUTING COMPANY (000053/1)
26332748	28,800.00	Printed	010		BorderLan, Inv (000737/1)
26332749	4,773.80	Printed	010		C R and R INCORPORATED (000070/2)
26332750	1,437.21	Printed	010		CALIFORNIA SCHOOLS VEBA (000083/1)
26332751	86.70	Printed	010		CAPITAL ONE TRADE CREDIT (000972/3)
26332752	6,487.13	Printed	010		CITY OF HOLTVILLE (000102/1)
26332753	765.49	Printed	010		COSTCO (000110/1)
26332754	12,548.50	Printed	010		CURRIER and HUDSON (000117/2)
26332755	24.00	Printed	010		David West (000758/1)
26332756	1,140.00	Printed	010		DAVID WEST INSURANCE (000121/1)
26332757	145.00	Printed	010		Department of Justice Accounting Office (000130/1)
26332758	350.00	Printed	010		DESERT SUN TOWING (001395/1)
26332759	5,458.00	Printed	010		DOCUMENT TRACKING SERVICES (000141/2)
26332760	673.55	Printed	010		FIDELITY SECURITY LIFE INSURANCE CO (000276/1)
26332761	10,100.00	Printed	010		FINALSITE (001271/1)
26332762	99.00	Printed	010		FORENSIC DRUG TESTING (000162/1)
26332763	17,250.00	Printed	010		HOLTVILLE UNIFIED FOOD SERVICE (000201/1)
26332764	1,389.30	Printed	010		HOME DEPOT DEPT 32-2149095931 (000203/1)
26332765	16.00	Printed	010		IMPERIAL COUNTY PUBLIC HEALTH (000219/1)
26332766	2,805.74	Printed	010		INTERSTATE BILLING SERVICE (001051/2)
26332767	198.26	Printed	010		KC AUTO SERVICE LLC (001368/1)
26332768	236.45	Printed	010		KC MANUFACTURING INC (000252/1)
26332769	2,672.74	Printed	130		PAPA JOHNS PIZZA (001318/1)
26332770	22.82	Printed	010		QUILL CORP (000318/1)
26332771	3,570.95	Printed	010		QUILL CORP (000318/1)
26332772	347.52	Printed	010		QUILL CORP (000318/1)
26332773	655.03	Printed	010		QUILL CORP (000318/1)
26332774	34.47	Printed	010		QUILL CORP (000318/1)
26332775	208.65	Printed	010		QUILL CORP (000318/1)
26332776	3,823.75	Printed	010		QUIZIZZ INC (001181/2)
26332777	125.55	Printed	130		R S D (000320/1)
26332778	53,840.00	Printed	010		RENAISSANCE LEARNING INC (000328/2)
26332779	48,296.00	Printed	010		SchoolsPLP, LLC (001389/1)

Register 000355 - 07/17/2025 Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
Bank Account **COUNTY - County,** Register **000355,** Dated **07/17/2025** (continued)					
26332780	1,988.80	Printed	010		SISC II Life Ins (000474/1)
26332781	210,232.42	Printed	010		SISC III- INS (000361/1)
26332782	910.00	Printed	010		SPEARS HAWAIIAN SHAVED ICE (000782/1)
26332783	18,000.00	Printed	010		SUBJECT TECHNOLOGIES, INC (001151/2)
26332784	4,287.65	Printed	010		SUVERYMONKEY BOFA LOCKBOX SERVICES (001292/2)
26332785	534.41	Printed	010		THE SHERWIN- WILLIAMS CO (000357/3)
26332786	400.00	Printed	010		TIGERS FAST BREAK CLUB (000699/1)
26332787	850.00	Printed	010		U.S. BANK (001281/2)
26332788	689.58	Printed	010		UNFIRST CORPORATION (000727/2)
26332789	4,656.12	Printed	010		VISION SERVICE PLAN (000424/1)
26332790	12,059.29	Printed	010		VOL. EMPLOYEES` BENEFITS ASSOC (000480/1)
26332791	960.00	Printed	010		ZAMORAS BACKFLOW (000444/1)
	467,500.32	**Number of Items**		**47**	**Totals for Register 000355**

Org Summary						
Holtville Unified School District						
Check #	**26332745**	through	**26332791**	Total Count	**47**	**$467,500.32**

PERSONNEL

MEMORANDUM

TO: BOARD OF TRUSTEES

FROM: CELSO RUIZ, SUPERINTENDENT

SUBJECT: CERTIFICATED EMPLOYMENT

DATE: JULY 22, 2025

The Board is requested to approve the following Certificated Employment for the 2025/26 SY:

1.	Erika Morquecho	ELD/Art Teacher (Pine)	8/12/25
2.	Kenia Miranda	Teacher (Finley)	8/12/25
3.	Megan Aguilar	Teacher (Finley)	8/12/25
4.	Angela Nieblas	SpEd Teacher (District)	8/12/25
5.	Timotea Bojorquez	Teacher (Finley)	8/12/25
6.	Nayeli Mancillas	Speech Therapist	8/12/25

MEMORANDUM

TO: BOARD OF TRUSTEES

FROM: CELSO RUIZ, SUPERINTENDENT

SUBJECT: COACHING RESIGNATIONS

DATE: JULY 22, 2025

The Board is requested to accept the following Coaching Resignation:

1.	Tony Ramos	HHS Head Coach Boys Basketball	7/11/2025

MEMORANDUM

TO: BOARD OF TRUSTEES

FROM: CELSO RUIZ, SUPERINTENDENT

SUBJECT: EXTRA DUTY/STIPEND ASSIGNMENT

DATE: JULY 22, 2025

The Board is requested to accept the following Extra Duty/Stipend Assignment:

1. James Anderholt	Induction Mentor (Manuel Arredondo)	$1500
2. Sandra Duran	Induction Mentor (Reyna Burgos)	$1500
3. Carl Johnston	Induction Mentor (Sarah Combs/Carlos Moreno)	$3000
4. Jose Villapudua	Induction Mentor (Vivian DeLaTeja)	$1500
5. Katy Knapp	Induction Mentor (Kacie Mange)	$1500
6. Selenia Herrera	Induction Mentor (Priscilla Rodriguez)	$1500
7. Lindsay Cox	Induction Mentor (Sujhey Rosas)	$1500
8. Pat Ramos	Induction Mentor (Joanna Ruiz)	$1500
9. Nayeli Garcia	Induction Mentor (Jessica Ryckman)	$1500
10. Chris Marcuson	Induction Mentor (Jesus Sanchez)	$1500
11. Alfredo Guzman	Induction Mentor (Georgette Valenzuela)	$1500
12. David Avila	Induction Mentor (Anthony DeLira & Juan Nevarez)	$3000
13. David Avila	District Lead	$3640

MEMORANDUM

TO: BOARD OF TRUSTEES

FROM: CELSO RUIZ, SUPERINTENDENT

SUBJECT: CERTIFICATED MANAGEMENT EMPLOYMENT

DATE: JULY 22, 2025

The Board is requested to accept the following Certificated Management Employment:

1.	Samantha Williams	Principal (Pine)	8/1/25

HOLTVILLE UNIFIED SCHOOL DISTRICT

School Board Meeting Agenda

GENERAL BUSINESS

MEMORANDUM

TO: BOARD OF TRUSTEES

FROM: CELSO RUIZ, SUPERINTENDENT

SUBJECT: OVERNIGHT AND/OR OUT OF STATE TRIPS

DATE: JULY 22, 2025

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

1. FFA officer retreat to Big Bear, CA 7/15/25-7/17/25
2. FFA section officers to leadership summit in Cal Poly Pomona 8/8/25-8/9/25

Perm ID	25-26 Grade	PE Exemption	Reason for Exemption	Exemption Through	Date Submitted	Student Acknowledgement
503064	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500793	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503582	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503306	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500693	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500707	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
501677	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
501576	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503065	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503362	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500690	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500705	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500726	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500731	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
502981	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
502691	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500781	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503071	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500691	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500739	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503360	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
501277	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
502085	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500905	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500708	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500663	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500515	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
501819	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500735	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503361	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500675	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500407	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
501059	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
502286	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503037	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes

500704	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500446	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500673	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
501591	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500699	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503293	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503445	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500891	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500814	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500718	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503055	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500701	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500655	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503338	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500667	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
502876	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503069	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500721	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503610	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500433	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503397	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500665	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
502336	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500888	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
501859	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500387	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503323	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500719	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500715	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503346	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500725	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500763	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500660	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503308	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
502461	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500666	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes

500669	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
502041	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
501413	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500404	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503321	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
501578	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503356	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
502429	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500696	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500678	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500716	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
502040	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
501670	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503072	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503192	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
502334	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500780	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500738	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500706	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500700	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500507	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503060	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503061	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503408	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
501170	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500406	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503035	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503034	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500817	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500692	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
501189	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500488	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503093	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500668	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500694	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503322	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes

500689	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500733	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500860	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500833	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
502333	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500687	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
501850	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500684	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503188	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
501887	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
502488	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500416	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500664	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500702	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503036	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
502315	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503406	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
501254	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500676	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
502656	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500778	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500396	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
501003	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503432	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
502622	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500728	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500469	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500686	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500729	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
500697	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes
503336	12	Permanent	Met Graduation Requirement	Graduation Date	May 2025	Yes

Memorandum of Understanding

Between the Holtville School District and the School Librarian Regarding Services for the 2025-2026 School Year

This Memorandum of Understanding establishes an Agreement between the Holtville Union School District (District) and Sarah Garcia (Librarian) and for the Librarian to provide services during the 2025-26 school year based on a transitory need by the District. The District's Superintendent will be the point of contact for the District's obligation under this MOU.

The terms of this Agreement are as follows:

1. **Librarian Obligations:**

    a. Provide 1 visit of service per month. This can be via zoom, in-person, or group meetings. Additional visits may be scheduled as needed.

    b. Plan and conduct a course of instruction for classified personnel assigned to the library. Staff development may include:

        -Planning and coordinating school library programs with the instructional programs of the school district.

        -Selecting materials for school and district libraries.

        -Reviewing all library purchases and approving before sending to purchasing departments.

        -Coordinating or supervising library programs at the school site or district level.

        -Supervising classified personnel assigned to school library duties.

        -Developing procedures for management of the school library site and district libraries.

2. **District's Obligations:**

    a. Compensation:

        a. The District shall compensate the Librarian in the amount of **$441 per month** for the 2025-26 School Year

        b. The District shall cooperate and collaborate with the Librarian to assure that she can effectively perform the duties required by this MOU.

        c. The District shall notify the Librarian no later than January 1, 2026 if any changes in library services are anticipated beyond the terms of this agreement.

3. Effective Date and Term of Agreement

This Agreement shall commence on the later of the date the Agreement is signed by all parties and shall remain in full force and effect until June 30, 2026

4. Insurance: Consultants are not eligible for health insurance or other fringe benefits.

5. Independent Contractor

a. The Librarian, in the performance of this Agreement, shall be and act as a library consultant. The Librarian understands and agrees that she shall be considered an employee of the District but is not entitled to benefits of any kind or nature normally provided to employees of the District and/or to which the District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Workers' Compensation. The Librarian shall assume full responsibility for payment of federal, state, and local taxes, including unemployment insurance, social security, and income taxes.

b. Except as otherwise set out in this Agreement, the Librarian shall determine the means and methods for carrying out the work to achieve the result required by District. The Librarian shall determine the hours during which the services shall be performed and the sequence of tasks, subject to the reasonable business needs of the District.

c. Nothing in this Agreement shall prohibit the Librarian from taking on other jobs or performing services for other entities, so long as she can perform the work necessary to carry out this Agreement.

6. Termination:

a. In the event that the Librarian fails to perform on a material term of this Agreement, the District 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.

b. In the event that the District fails to perform on the material term of this Agreement, the Librarian shall have the right to terminate the Agreement upon seven days written notice.

The Parties' representatives shall be:

Librarian:

Sarah Garcia

1210 Drew Road

El Centro, CA 93343

Phone: 760-562-7281

Email: skgarcia2004@yahoo.com

Holtville Union School District

Celso Ruiz, Superintendent

621 East Sixth Street

Holtville, CA 92250

Phone: 760-356-2974

Email: celso@holtville.k12.ca.us

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date hereof.

For the Librarian:

By: ____*Sarah Garcia*_____

Sarah Garcia

School Librarian

Date: _____May 6, 2025_____

For Holtville School District:

By: _____

Celso Ruiz, Superintendent

Holtville School District

Date: _____

BORDER REGION TALENT PIPELINE COLLABORATIVE PARTICIPATION AGREEMENT

This Border Region Talent Pipeline Collaborative Participation Agreement (hereinafter referred to as "Agreement"), dated June 16, 2025, is entered into between the Foundation for Grossmont and Cuyamaca Colleges (hereinafter referred to as "Fiscal Agent") and Holtville Unified School District (hereinafter referred to as "Subawardee"), collectively referred to as "Parties" and individually as "Party."

Award Summary	
Subawardee:	Holtville Unified School District
Work Plan:	Plan and Budget Application 2025-26
Amount:	$58,500.00

RECITALS

WHEREAS, the Grossmont-Cuyamaca Community College District (hereinafter referred to as "District") has been awarded a Regional K-16 Education Collaborative Grant from the California Department of General Services, Office of Public School Construction (hereinafter referred to as "Granting Agency") relating to the Border Region Talent Pipeline Collaborative (hereinafter referred to as "K-16 Collaborative") and has designated the Foundation for Grossmont and Cuyamaca Colleges as Fiscal Agent for the K-16 Collaborative and is responsible for contracting and distributing funds to each Subawardee within the region, following certification by the region's K-16 Collaborative.

WHEREAS, the Fiscal Agent is authorized to receive funding from the California Department of General Services, Office of Public School Construction in partnership with the Foundation for California Community Colleges as a third-party administrator, for The Border Region Talent Pipeline Collaborative to strengthen education-to-workforce pathways from high school to postsecondary education in the region.

WHEREAS, the Subawardee is entering into this agreement to set the terms and conditions for their agency's award of the Border Region Talent Pipeline Collaborative and to be accountable for all deliverables identified in the Subawardee's application (hereinafter referred to as "Exhibit A: Work Plan & Budget Application, Scope of Work".

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

1. AWARD AMOUNT

The total amount for this Agreement is $58,500.00, and payment to Subawardee shall be made in accordance with the terms and conditions of this Agreement and as determined by the amount approved by the region's K-16 Collaborative defined in Exhibit A: Work Plan & Budget Application, Scope of Work.

Subawardee certifies to the K-16 Collaborative that grant funds received shall be used solely to support the program or programs for which the grant is awarded.

Funding for this project is provided by the Granting Agency. The Fiscal Agent's obligation to pay the Subawardee is conditioned upon receipt of funding from the Granting Agency and upon the Subawardee's compliance with the terms and conditions of this Agreement.

The Fiscal Agent shall, in its sole discretion, have the right to terminate or suspend this Agreement or reduce the funding and service levels proportionately upon thirty (30) days written notice to the Subawardee in the event the funding ceases or is reduced prior to the ordinary expiration of the period of performance. The termination shall be in accordance with Section 9 of this Agreement.

2. PERIOD OF PERFORMANCE

The period of performance for this Agreement shall commence on July 1, 2025, and shall expire on May 31, 2026, unless terminated earlier in accordance with the termination/cancellation provisions of this Agreement.

3. MODIFICATIONS

The Subawardee may request modifications to the work to be performed. All such requests must be submitted in writing to the K-16 Collaborative before the modification is made. The K-16 Collaborative may require that an Amendment be processed if the K-16 Collaborative determines that a change would materially affect the project outcomes, the terms of this Agreement, or the terms included in the K-16 Collaborative Work Plan and Budget Instructions.

Subawardee may make changes to any budget category amounts up to 10% of the total award amount per line item without the approval of the K-16 Collaborative so long as budget categories are not added or deleted, the total dollar amount of the Agreement is not affected, and the outcomes of the Agreement will not be materially affected. Subawardee may add or delete budget categories subject to the prior approval of the K-16 Collaborative.

Amendments are required for budget changes when there are changes in the total dollar amount of the Agreement and/or the outcome of the Agreement is materially affected. The process for requesting and approving amendments is determined by the K-16 Collaborative. Budget changes or amendments are subject to applicable program limitations and require approval of the K-16 Collaborative. No extensions to the performance period will be granted.

The Border Region Talent Pipeline Collaborative process for requesting and approving changes to grant budget categories and/or amounts as well as grant amendments must be submitted in writing to the K-16 Collaborative.

4. INVOICING AND PAYMENT

Subawardee will prepare and submit invoices in accordance with the schedule detailed below:

Invoice Terms	Responsible Party
Performance Period: July 1, 2025 through September 30, 2025	Subawardee submits an invoice and general ledger of expenditures. Due no later than October 24, 2025.
Performance Period: October 1, 2025 through December 31, 2025	Subawardee submits an invoice and general ledger of expenditures. Due no later than January 24, 2026.
Performance Period: January 1, 2026 through March 31, 2026	Subawardee submits an invoice and general ledger of expenditures. Due no later than April 24, 2026.
Performance Period: April 1, 2026 through May 31, 2026	Subawardee submits an invoice and general ledger of expenditures. Due no later than June 24, 2026.

Payment(s) will be made, upon receipt of an invoice, supporting financial documents, and after review and approval of the progress/quarterly reports.

5. REPORTING

K-16 Collaborative funding is project-based with project submissions and reporting expenditures in the K-16 Collaborative reporting system. The Subawardee agrees to adhere to the reporting frequency in accordance with the schedule detailed below:

Reporting Schedule		
Report Type	Performance Period	Due to the K-16 Collaborative
Narrative Report	07/01/25-09/30/25	10/24/25
Expenditure Report	07/01/25-12/31/25	01/24/26
Narrative Report	10/01/25-12/31/25	01/24/26
Student Enrollment Data Report		01/24/26
Narrative Report	01/01/26-03/31/26	04/24/26
Expenditure Report	01/01/26-05/31/26	06/24/26
Narrative Report	04/01/26-05/31/26	06/24/26
Student Completion Data Report		06/24/26

Subawardee will be provided 30 days' notice of report due dates and any changes to the reporting schedule.

A. Subawardee shall submit quarterly narrative progress reports using the K-16 Collaborative narrative report template attached hereto as Exhibit B: Narrative Report Template and incorporated herein by reference.

B. Subawardee shall submit biannual expenditure reports using the K-16 Collaborative expenditure report system incorporated herein by reference.

C. Subawardee shall prepare and submit outcomes data as required by the K-16 Collaborative. As a condition of participation in this grant opportunity, the Subawardee agrees to provide aggregated student data to Grossmont-Cuyamaca Community College District and the Office of Public School Construction (which administers the K16 funding) regarding their District's use of CaliforniaColleges.edu. This data will be provided on behalf of Subawardee by the Foundation for California Community Colleges, on behalf of California College Guidance Initiative, the operator of CaliforniaColleges.edu. Failure to provide this data may result in termination of the Agreement.

6. SUBGRANTING AND SUBCONTRACTING

The Subawardee is to be fully responsible to the Fiscal Agent for the acts and omissions of its subgrantees, subcontractors, and persons either directly or indirectly employed by them, as it is for the acts and omissions of persons directly employed by the Subawardee. Subawardee's obligation to pay its Subawardees and subcontractors is independent of the obligation of the Fiscal Agent to make payment to the Subawardee. As a result, the Fiscal Agent shall have no obligation to pay or enforce the payment of any money to a subgrantee or subcontractor.

The Subawardee shall immediately notify the Fiscal Agent to obtain all approvals for changes or additions to Subawardees not specifically named in Exhibit A: Work Plan & Budget Application, Scope of Work.

7. RECORDS AND AUDITS

A. Parties must maintain records regarding the use of program funds, and progress made towards objectives and/or performance under the applicable K-16 Collaborative Application (Exhibit A: Work Plan & Budget Application, Scope of Work).

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

C. Records relating to this Agreement are subject to the Public Records Act. If any Public Records Act requests are made to the Granting Agency concerning this Agreement, the Subawardee shall supply pertinent records, including emails, in its possession that are not privileged or otherwise exempted that are relevant to the Public Records Act response to the Fiscal Agent.

8. NOTICES/CONTACTS

All notices required or permitted under this Agreement shall be in writing and delivered personally; sent by certified mail, return receipt requested; by reputable overnight courier services, with package tracking capability to the other party's address as specified below. A Party to this Agreement may also give notice to the other Party by sending an email and receiving explicit acknowledgment of its receipt from the other Party. Such notice shall be effective when

received, as indicated by courier or post office. Each Party has the responsibility of keeping notice contact information accurate and current.

For Fiscal Agent:

Name: Foundation for Grossmont and Cuyamaca Colleges
Address: 8800 Grossmont College Drive
El Cajon, CA 92020

Attention Name: Sally Cox, CEO
E-mail: sally.cox@gcccd.edu
Telephone: (619) 644-7684

With a copy to:
Attention Name: Mayra Chavez-Franco, Project Coordinator
E-mail: mayra.chavez@gcccd.edu
Telephone: (619) 781-6622

For Subawardee:

Name: Holtville Unified School District
Address: 621 East 6th Street
Holtville, CA 92250

For project/program-related matters:
Attention Name: Anthony Arevalo and Mayra Duarte
E-mail: aarevalo@husd.net | mduarte@husd.net

For fiscal-related matters:
Attention Name: Diana Perez Estrada
E-mail: destrada@husd.net

For data-related matters:
Attention Name: Eric Velazquez
E-mail: evelazquez@husd.net

Each Party agrees to notify the other, in writing, within 30 days of changes to project contacts.

9. TERMINATION

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

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

C. If the Granting Agency terminates the Grant in whole or in part for any reason, the Fiscal Agent may terminate this Agreement to the same extent, effective upon written notice. The conditions of termination, including allowability

of close-down costs and costs for pre-existing obligations, shall be the same as the conditions imposed upon the Fiscal Agent by the Granting Agency.

D. All Parties agree to use all reasonable efforts to mitigate their expenses and obligations hereunder. In such event, the Fiscal Agent shall pay Subawardee for all satisfactory services rendered and expenses incurred before such termination which could not by reasonable efforts of Subawardee have been avoided.

E. Notice of termination shall be sent in accordance with the Notices section of this Agreement. Upon receipt or issue by Subawardee of a written termination notice, Subawardee shall cancel all outstanding obligations under this Agreement. Work shall stop, and the Subawardee shall not incur new obligations after the effective date of the termination.

10. DISPUTES

All claims, disputes, and other matters in question between the Parties arising out of or relating to this Agreement or the breach thereof shall be addressed in the following manner. The Parties shall enter into good faith negotiations to reach an equitable settlement. Except as otherwise provided in this Agreement, any dispute concerning any question arising under this Agreement shall be decided by the Fiscal Agent. In such a case, the decision shall be reduced to writing and a copy thereof shall be mailed or otherwise furnished to the Subawardee. The decision shall be final and conclusive unless within thirty (30) calendar days from the mailing or delivery of such copy, the Fiscal Agent receives from Subawardee a written request to appeal said decision. Pending the final decision of the appeal, the Subawardee shall act in accordance with the written decision of the Fiscal Agent. The handling of non-criminal complaints, including discrimination complaints, and complaints and reports of criminal fraud, waste, and abuse shall be as prescribed by the State of California, and/or the Granting Agency, whichever is applicable, in accordance with applicable provisions of the Code of Federal Regulations.

Notwithstanding the fact that a dispute, controversy, or question shall have arisen in the interpretation of any provision of this Agreement, the performance of any work, the delivery of any material, the payment of any money to the Subawardee, or otherwise, Subawardee agrees that it will not directly or indirectly stop or delay the work directed by Fiscal Agent, or any party thereof, or stop or delay the delivery of any material or services required to be furnished hereunder, pending the determination of such dispute or controversy, regardless of whether such dispute, controversy, or question is or may be subject to litigation or another form of dispute resolution.

11. INDEMNIFICATION

Each Party to this Agreement agrees to defend, indemnify, and hold harmless the other Parties, their officers, agents, employees, and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of activities, or its performance or nonperformance of obligations under this Agreement, of the indemnifying authority, or those of any of its officers, agents, employees, or volunteers. The provisions of this Article do not apply to any damage or losses caused solely by the negligence or willful misconduct of the Parties seeking indemnification or any of its agents or employees.

12. INSURANCE

Acceptance of this Agreement constitutes that the Subawardee is not covered under Fiscal Agent's general liability insurance and that the Subawardee agrees, during the term of this Agreement, to maintain, at the Subawardee's sole expense, all necessary insurance for its officers, agents, and employees, including but not limited to worker's compensation (if required by law), liability, disability, and unemployment insurance. Certificates of insurance shall be provided to the Fiscal Agent. Specifically, during the term of this agreement, Subawardee shall maintain in full force and effect the kinds of insurance, containing the limits of liability set forth below:

A. Workers' Compensation: Subawardee shall comply with the workers' compensation law of the state wherein the services are to be rendered. Such policy shall provide coverage for all persons engaged in the activities described in this Agreement under the employ, supervision, or control of the Subawardee.

B. General Liability: The policy shall contain a combined single limit of liability of not less than $2,000,000 per occurrence and not less than $5,000,000 in the aggregate.

C. Automobile Liability: If automotive vehicles are operated by Subawardee in Subawardee's performance of Subawardee's obligations under this agreement, Subawardee shall maintain an automobile liability policy which shall include coverage on all owned, non-owned and hired vehicles and shall have a minimum limit of liability of not less than $1,000,000 per occurrence.

Coverage shall be placed with an insurer having a Best's Key Rating of "A-" or better. Subawardee shall furnish Fiscal Agent with Certificates of Insurance evidencing such coverage. Such Certificate shall name Fiscal Agent as additional insureds and provide that it can be canceled only with thirty (30) days prior written notice to Fiscal Agent. If any of the foregoing coverages expire, change, or are canceled, the Subawardee shall notify the Fiscal Agent within thirty (30) days prior to the effective date of such expiration, change, or cancellation.

13. INDEPENDENT CONTRACTORS

For this Agreement and all work and services specified herein, the parties shall be and shall be deemed to be, independent contractors and not agents or employees of the other party.

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

14. ASSURANCES

By signing this Agreement the Parties certify they will comply with the terms and conditions outlined in the K-16 Collaborative Program Application and with the guidance documents provided by the Fiscal Agent, Foundation for Community Colleges, California Community College Chancellor's Office, and other guidance published by the Granting Agency.

By signing this Agreement the Subawardee certifies that it complies with state and federal requirements for Standards of Conduct, Workers' Compensation Insurance, Participation in Grant-Funded Activities, Non-Discrimination, Accessibility for Persons with Disabilities, Drug-Free Workplace Certification, Intellectual Property, and Debarment and Suspension, and will adhere to these legal standards and requirements in the performance of work related to this Agreement.

15. FEDERAL, STATE, AND LOCAL TAXES

Except as may be otherwise provided in this Agreement, the Subawardee's award amount includes all applicable Federal, State, and local taxes and duties, and therefore, the Subawardee shall be responsible for paying all such costs.

16. EQUAL OPPORTUNITY/NON-DISCRIMINATION

A. During the performance of this Agreement, Subawardee shall not unlawfully discriminate, harass or allow harassment, against any employee or applicant for employment because of sex, race, color, ancestry, religion, creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer and genetic characteristics), age (over 40), marital status, denial of family care leave, sexual orientation, gender, gender expression, political affiliation, position in a labor dispute, or any characteristic listed or defined in §11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of §422.6 of the California Penal Code, or any other status protected by law is strictly prohibited. Subawardee shall

ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.

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

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

17. UNENFORCEABLE PROVISION

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

18. WAIVER

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

19. COMPLIANCE WITH APPLICABLE LAWS

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

Subawardee shall be subject to and shall comply with all Federal, State and local laws and regulations applicable with respect to its performance of services under this Agreement.

20. INTELLECTUAL PROPERTY

Any information contained in publications, studies, or research funded by this Agreement shall be made available to the public following such reasonable requirements as the Granting Agency may establish from time to time. Notwithstanding the foregoing, the Granting Agency intends that results be made broadly available, therefore, any requirements made by the Granting Agency will not bar the Subawardee from publication nor delay publication by more than sixty (60) days. Subawardee grants to the Fiscal Agent and Granting Agency an irrevocable, nonexclusive license to publish any publications, studies, or research funded by this Agreement at its sole discretion.

21. DEBARMENT AND SUSPENSION

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

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

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;

2. Have not, within three years preceding the execution of this contractual instrument, been convicted of, or had a civil judgment rendered against them, for (a) commission of a fraud or a criminal offense in connection with

obtaining, attempting to obtain, or performing a public (Federal, State or Local) or private transaction or contract; (b) violation of Federal or State antitrust statutes; (c) commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice; or (d) commission of any other offense indicating a lack of business integrity or business honesty that seriously and directly affects Subawardee's present responsibility;

3. Are not presently indicted for, or otherwise criminally or civilly charged by any government entity (Federal, State or Local), with commission of any of the offenses enumerated in B(2) above;

4. Have not, within a three (3) year period preceding the execution of this contractual instrument, had one or more public transactions (Federal, State, or Local) terminated for cause or default.

22. ORDER OF PRECEDENCE

Any inconsistency or conflict between provisions in this Agreement shall be resolved by giving precedence in the following order:

1) Border Region Talent Pipeline Collaborative Participation Agreement
2) Exhibit A: Work Plan & Budget Application, Scope of Work

IN WITNESS WHEREOF, all Parties agree.

FOUNDATION FOR GROSSMONT AND CUYAMACA COLLEGES		**HOLTVILLE UNIFIED SCHOOL DISTRICT**	
By:	Sally Cox	By:	
Name:	Sally Cox	Name:	
Title:	Chief Executive Officer	Title:	
Date:	Jun 17 2025	Date:	

Exhibit A: Work Plan & Budget Application, Scope of Work

BORDER REGION TALENT PIPELINE
K-16 COLLABORATIVE

About the Border Region Talent Pipeline

The Border Region Inclusive Talent Pipeline Collaborative is a team of education, workforce and economic development and industry stakeholders committed to improving the K-16 education system in the Border Region. Through collaboration, we will strengthen opportunities for all students to transform their lives through education.

The grant allows us to support curriculum alignment and development in five program areas–engineering, computing, business, education and health care. We can also fund activities that establish or strengthen dual enrollment and early college credit, inclusive supports, high-tech and high-touch advising and implementation of the California College Guidance Initiative (CCGI).

Requirements

All participating districts must be either a unified district or a high school district. The target population for this grant is high school and college students.

To participate in the Border Region Talent Pipeline Collaborative, all districts must implement CCGI (student-facing site: https://www.californiacolleges.edu/#/). Although this tool has multiple features such as college and career planning, we are focusing on the following:

*College eligibility monitoring tools (such as A-G course qualification)

*Electronic transcripts which can be uploaded into a student's CSU application(s)

*FAFSA application support

Every district must sign an MOU with CCGI and share student data for the transcript and student tracking support, making the product more beneficial for your students.

Implementation of CCGI will most likely require:

*Staff to work with CCGI in the data sharing process

*Registrar and other academic staff training

*Counselor training

*Participation in CoPs to support CCGI roll-out

Please confirm your district's CCGI status via the dropdown.

Workplan Instructions

Each project should be completed on a separate tab. Please use THIS Google sheet, as data will get transferred to our master spreadsheets.

Step 1: Please pick a project type from the dropdown list. The list loosely follows the project options listed below.

Step 2: Describe the overall strategy you will use to successfully complete the project

Step 3: Describe the need for your project. Please include relevant class, school, district data to support your work.

Step 4: Describe how the project will specifically support the target population of this grant: low-income and underrepresented students (Black, Latinx, American Indian, Pacific Islander).

Step 5: List each activity separately, the associated deliverables, as well as the person(s) responsible, collaborators, and estimated timeline.

We have provided 3 sample workplans and budgets on the third tab. Please scroll down to review all 3 examples.

Once this application is complete, please check the box on the Project and Budget Summary tab. This will notify us to review your application. Please allow 1-2 weeks for review. Once our internal team has met, we will schedule a brief meeting with your team and go over any questions, concerns, or changes we would like completed. After the application has been approved, we will lock this Google Sheet.

Project Options

Districts can undertake up to three projects for the 2025-26 fiscal year. All districts receiving K16 Collaborative Grant funding must sign an MOU with CCGI. If an LEA already has a fully executed MOU with CCGI, it is not required that CCGI be included as part of the work plans for 25-26 (although it is an option). ***If an LEA does NOT have a signed an MOU with CCGI, CCGI implementation must be included as one project in the 25-26 work plan and an MOU must be signed no later than December 2025.***

Work plan project options can be found HERE.

BORDER REGION TALENT PIPELINE
K-16 COLLABORATIVE

Funding

We are excited that you want to be a part of this grant. By participating, each district will be eligible for approximately $180,000-$575,000 over the course of the grant, depending on the size of your district. **Holtville can submit a budget of up to $60,000 for FY 2025-26.**

Each district will have the opportunity to select and design 1-3 projects per fiscal year to support your district in aligning to the goals of this project.

Budget Instructions

For each project and workplan, you will need to provide a corresponding budget. The budget will need a brief descriptor of the item under the appropriate object code, a detailed description with a per item cost, and a total cost.

If you need to add additional lines under an object code, please go ahead and do so. However, please do not adjust the Google Sheet in any other capacity, as we have formulas embedded and linked.

Again, we have provided 3 sample workplans and budgets on the third tab. Please scroll down to review all 3 examples.

REMINDER: Once this application is complete, please check the box on the Project and Budget Summary tab. This will notify us to review your application. Please allow 1-2 weeks for review. Once our internal team has met, we will schedule a brief meeting with your team and go over any questions, concerns, or changes we would like completed. After the application has been approved, we will lock this Google Sheet.

Eligible Expenditures

The following information is intended to provide an advisory, but not exhaustive, list of common eligible project expenditures:

*Additional or new staffing costs directly associated with the tasks outlined in scope of work for the grant including salaries and benefits;

For positions that will partially support the grant program but have other tasks, the grantee shall provide the pro-rate methodology used via timesheet records documenting the time allocated to this project (you can use this form or one already approved by your district);

*Materials costs;

*Non-student travel expenses directly associated with the tasks outlined in the scope of work (lodging, airfare, car rental, and mileage). Travel expenses shall be limited to the reimbursement rates used by the State of California and published on the California Human Resources website;

*Activities of an academic or cultural nature, such as field trips, special lectures, and symposiums, that are aligned with the grant's objectives;

*Costs associated with events for the purposes of professional development, or training;

*Training materials, software, curriculum;

*Advertising and marketing costs.

Ineligible Expenditures

The following information is intended to provide an advisory, but not exhaustive, list of common ineligible project expenditures:

*Supplanting costs for existing activities;

*Long-term, and on-going operating costs incurred by the grantee that continue beyond June 30, 2026;

*Any indirect costs;

*Grantee shall not use any of the funds from this grant to carry on propaganda, or otherwise attempting, to influence legislation, influencing the outcome of any specific public election, carrying on, directly or indirectly, any voter registration drive, inducing or encouraging violations of law or public policy, or causing any private inurement or improper private benefit to occur;

*Food and drink.

For any cost or item that cannot be classified in one of the above categories, the Grantee is advised to consult with the K-16 Collaborative Director prior to incurring the cost to determine eligibility. Costs not associated with the approved budget will be considered ineligible.

Reporting

Districts will be required to submit quarterly narrative and bi-annual expenditure reports, as well as annual data reports. We understand that you may need to assign or hire additional staff to support this work.

We will notify you of reporting dates well in advance, as well as provide you the Google Sheets and instructions.

On this tab, we are providing 3 sample workplans and associated budgets as guides (scroll down for sample 2 and 3). NOTE: There is no match required. REMINDERS: Indirect is not allowed. Food or drink outside of meals during conference travel is not permitted. Please stay within your allotted budget per year. You will have the opportunity to apply for additional funds for FY 2025-26. Please reach out to our team if you have any questions.

BORDER REGION TALENT PIPELINE
K-16 COLLABORATIVE

Project Workplan - SAMPLE 1

Each district can to 1-3 projects for the 2023-24 fiscal year. Please complete one workplan per project.

District:			
Contact Person:			
Email:			
Project Type (Pick from dropdown list):	CCGI	**Total Cost of this Specific Project**	**$114,375.00**

Overall Strategy:

The ABC District will create a plan for implementation of CCGI in the district and prepare the district for CCGI roll out in the 25-26 school year. The district will research best practices to for engaging families that are low-income and from underrepresented backgrounds. This will include engaging with parent councils and conducting focus groups in English and in Spanish.

Describe the need for this project:

In the ABC District, there graduates have lower rates of college participation, A-G completion and FAFSA completion than the average school in the state and in the region. By implementing CCGI using best practices, the district will increase college participation, A-G completion and FAFSA completion.

How will the project specifically support the target population of this grant: low-income and underrepresented students (Black, Latinx, American Indian, Pacific Islander).

In the ABC district, more than 60% of the students are Hispanic, 10% of the students are Black and 5% of the students are Pacific Islander. More than 63% of the students qualify as low-income. To ensure that students in the target population are well served, in the planning process, we will survey and do focus groups with student and families in the target group to better understand their needs. As part of the plan, we will consider best practices in serving these student populations and design interventions that will increase awareness of the CCGI tools. Examples might include conducting specific outreach to families in Spanish and utilizing peer mentors in the deployment of CCGI.

#	Activity	Deliverable	Responsible Person(s) & Collaborators	Timeline (Month/Year)
1	Design feedback tracking forms, surveys and focus group questions	Tracking forms, surveys and focus group questions complete	Director of Research	October 2023
2	Gain feedback from Parent Councils on needs of students and families for college preparedness	Staff attendance at 6 parent council meetings, reports on the feedback shared with CCGI committee	Counselors	December 2023
3	Conduct a district wide needs assessment to inform a CCGI implementation plan for ABC District	Needs Assessment report complete	Counselor on Special Assignment	January 2025
4	Conduct 4 focus groups in English (2) and Spanish (2) with students and parents	Focus group analysis reports complete	Director of Research	February 2023
5	Super Users participate in CCGI Training	10 Super Users (5 teachers and 5 counselors) participate in a minimum of 10 hours of training and CCGI retreat	Super Users	February 2023
6	Training Plan is created for Districtwide Launch	Super Users finalize training plan for the district	Super Users	February 2023
7	Students and parents surveyed on college preparedne	1,000 student and parent survey results collected and analyzed. Report completed.	Director of Research	February 2023
8	Create and distribute College Preparedness brochure with information on the FAFSA, college options and requirements	2,000 brochures distributed	Counselor on Special Assignment	May 2023
9	Form CCGI Committee to oversee project	Monthly meetings held with the Director of Counseling, Director of Research, Principal representative and teacher representative. CCGI Super Users identified.	Counselor on Special Assignment	May 2023
10	25 district teachers and counselors participating in CCGI training	25 teachers and counselors trained in CCGI	Super Users	May 2023

Budget Template

OBJECT CODE	DETAILED DESCRIPTIONS	TOTAL COST
1000 Certified Personnel Costs		
Super User Stipends	Stipends for 10 Super User Teachers and Counselors @ $2,500 each	$25,000
Teachers/Counselors CCGI Training	Stipends for 25 Teachers/Counselors @ $500 each	$12,500
Counselor on Special Assignment	Salary for .25 fte Counselor on Special Assignment @ $25,000	$25,000
Dedicated time for Research	Salary for .2 fte Researcher dedicated to project	$20,000
1000 Subtotal		$82,500
2000 Classified Personnel		
2000 Subtotal		
3000 Benefits		
Benefits for Counselor on Special Assignment & Researcher	Benefits @ 35% of salary	$28,875
3000 Subtotal		$28,875
4000 Materials and Supplies		
Printing Costs	Brochures	$3,000

4000 Subtotal		$3,000
5000 Contracts		
5000 Subtotal		
6000 Equipment		
6000 Subtotal		
Total Cost		$114,375

Indirect costs is not allowed

BORDER REGION TALENT PIPELINE
K-16 COLLABORATIVE

Project Workplan - SAMPLE 2

Each district can to 1-3 projects for the 2023-24 fiscal year. Please complete one workplan per project.

District:			
Contact Person:			
Email:			
Project Type (Pick from dropdown list):	Computing Curriculum Development	**Total Cost of this Specific Project**	**$62,000.00**

Overall Strategy:

ABC High School District will create two new CTE Computer Science pathways at two of the highest need schools in the District. The new CTE Computer Science pathways will utilize Project Lead the Way (PLTW) Computer Science Curriculum. Teachers will receive trianing in the implementation of PLTW curriculum. PLTW courses are UC A-G approved and ABC District will explore opportunities for articulation with the local community college. Teachers will receive additional training and support on inclusive teaching practices, equitable recruting, and supportive classroom environments. We will also use grants funds to support two after-school clubs (one at each school site) for female students through the organization Girls Who Code.

Describe the need for this project:

Recently, several of the elementary/middle school districts that feed into ABC High School District have implemented exploratory computer science courses. While there are computer science programs offered at by the local community college district and the local four-year university, there are no computer science courses in the high schools. By creating these two CTE pathways, ABC High School District will complete the education pipeline for computer science in our region. Careers in computer science are well paid and in-demand. The labor market for computing jobs in our region is strong. Unfortunately, females, Black and Latinx workers are critically underrepresented in the industry. The two new CTE Computer Science pathways will be offered at JKL High School and QRS High School. These two schools have the highest percentage of students who are socio-economically disadvantaged (63% and 74% respectively) in the ABC High School District. In addition, these two school also have large populations of Black (35% and 46%, respectively) and Latinx (41% and 39%, respectively) students.

How will the project specifically support the target population of this grant: low-income and underrepresented students (Black, Latinx, American Indian, Pacific Islander).

Grant funds will be used to prepare teachers to implement high quality instruction, inclusive teaching and supportive classroom environments that will help recruit and retain females, Black and Latinx students. Early college credit will assist underrepresented students with transitioning to post-secondary education.

#	Activity	Deliverable	Responsible Person(s) & Collaborators	Timeline (Month/Year)
1	Two New CTE Computer Science Pathways	Curriculum Committee and/or Board approves new courses / pathways; Y1 Introductory course is included in Master Schedules at both sites for Fall 2025; teachers have been identified.	Curriculum Specialist	November 2023
2	PLTW Curriculum Adoption	PLTW is purchased for the 25-26 school year.	Curriculum Specialist	February 2025
3	PLTW Curriculum Implmentation	2 to 4 teachers complete PLTW training for Computer Science curriculum and attend the annual PLTW Summit	Participating Teachers	Febaruary to June 2025
4	Indusive Teaching Practices / Equitable Recruting / Suportive Classrooms	Teachers attend 2- 3 professional learning opportunities centered on inclusive teaching practices, equitable recruting and/or creating postive/supportive classroom environments.	Participating Teachers	September 2023 - May 2025
5	Girls Who Code Club	Signed Community Partnership agreement with Girls Who Code; Teacher/Coach identified for each site; Twice monthly meetings commence no later than January 2025	CTE Director	January 2025
6	Early College Credit	ABC District will articulate at least one course in the PLTW Computer Science pathway with the local community college.	Curriculum Specialist	May 2025
7	Recruitment of Black and Latinx Students	Course teachers will recruit diverse students to enroll in the course for 25-26.	Participating Teachers	May 2025
8				
9				
10				

Budget Template

OBJECT CODE	DETAILED DESCRIPTIONS	TOTAL COST
1000 Certified Personnel Costs		
Teacher Salaries	Teacher time on projects over summer and after school @$65/hour for 4 teachers	$30,000
Substitute wages	Sustitutes for teacher time at conferences and in related meetings	$10,000
1000 Subtotal		$40,000

2000 Classified Personnel		
2000 Subtotal		
3000 Benefits		
Benefits for teachers and substitutes	40% of wages	$16,000
3000 Subtotal		$16,000
4000 Materials and Supplies		
4000 Subtotal		
5000 Contracts		
Conference and Travel	Teacher time at related professional learning events @$750/event, $750 travel for 8 events	$6,000
5000 Subtotal		$6,000
6000 Subtotal		
Total Cost		$62,000

Indirect costs is not allowed

BORDER REGION TALENT PIPELINE
K-16 COLLABORATIVE

Project Workplan - SAMPLE 3

Each district can to 1-3 projects for the 2023-24 fiscal year. Please complete one workplan per project.

District:			
Contact Person:			
Email:			
Project Type (Pick from dropdown list):	A-G	**Total Cost of this Specific Project**	**$45,220.00**

Overall Strategy:

XYZ High School District will increase the number of UC A-G courses offered to students by 20% and adopt more rigourous curriculum where appropriate.

Describe the need for this project:

XYZ is a small, rural high school district, enrolling aprroximately 1250 students. Currently, only 60% of XYZ's courses are UC A-G approved. This is problematic for students who wish to apply to four-year colleges and makes the transition to post-secondary education more difficult. In addition, students are graduating "prepared" at low rates (26%) according to the CCI Dashboard becasue they have difficulty meeting a-g requirements.

How will the project specifically support the target population of this grant: low-income and underrepresented students (Black, Latinx, American Indian, Pacific Islander).

XYZ high school district is located in a socio-economically disadvantaged region of the county, where the median household income is $48K and 65% of families live below the poverty line. Approximately 22% are English Learners and 50% are Latinx, 15% are API and 10% are Black. Offering a more rigorous curriculum that was UC A-G approved would improve the ability of students to successfuly transition to post-secondary education or career.

#	Activity	Deliverable	Responsible Person(s) & Collaborators	Timeline (Month/Year)
1	UC A-G Curriculum Committee	Identify which courses are not UC A-G approved; Determine which courses should be targeted for curriculum improvement; Locate courses in the UC Portal that can serve as models for our courses; Investigate new sources of pre-approved UC A-G curriculum (Project Lead the Way, UCCI) where needed; Make recommendations to School Site Council / School Board; Obtain SSC / Board approval for new courses / curriculum.		August 2023 - December 2023
2	New Curriculum Purchases	Where appropriate, based on the Curriculum Committee recommendations and subject to Board approval, purchase pre-approved UC A-G curricum.		January - March 2025
3	Curriculum Implmentation	Teachers who will be implementing new curriculum will attend 2 to 3 planning sessions / professional learning days to prepare for the 2025 school year.		March - June 2025
4	UC A-G Course Applications	Create and submit UC a-g course applications through the UC Portal with the goal of increasing the number of approved courses by 20%.		
5				
6				
7				
8				
9				
10				

Budget Template

OBJECT CODE	DETAILED DESCRIPTIONS	TOTAL COST
1000 Certified Personnel Costs		
Teacher Salaries	Teacher time on projects over summer and after school @$65/hour for 4 teachers	$10,000
TOSA Salary	20% time on the project	$24,000
1000 Subtotal		$34,000
2000 Classified Personnel		
2000 Subtotal		
3000 Benefits		
Benefits for teachers and substitutes	33% of wages	$11,220
3000 Subtotal		$11,200
4000 Materials and Supplies		
4000 Subtotal		
5000 Contracts		
5000 Subtotal		
6000 Subtotal		
Total Cost		$45,220

Indirect costs is not allowed

BORDER REGION TALENT PIPELINE
K-16 COLLABORATIVE

Project Workplan

Each district can do 1-3 projects for the 2025-26 fiscal year. Please complete one workplan per project (on separate tabs).

District:	**Holtville Unified School District**		
Contact Person:	**Anthony Arevalo**		
Email:	**aarevalo@husd.net**		
Project Type (Pick from dropdown list):	High-Tech Advising	**Total Cost of this Specific Project:**	$28,500.00
Overall Strategy:			
Holtville High School will utilize high tech high touch advising within the counseling department and front office of Holtville High School.			
Describe the Need for this Project:			
The expenditures will be used to equip the counseling department with high tech high touch counseling/advising tools for daily interactions and parent meetings.			
How will the project specifically support the target population of this grant: low-income and underrepresented students (Black, Latinx, American Indian, Pacific Islander).			
Holtville High School is a Title I school serving a population of 87% Latinx students. As part of the plan we will consider best practices in serving these student populations and increasing documentation of meetings as well as parent participation in meetings.			

#	Activity	Deliverable	Responsible Person(s) & Collaborators	Timeline (Month/Year)
1	Student Kiosks: Check In/Check Out	Set up front office with thermal printers, ipads, thermal printer paper, and stands that automatically sync with our student information system for all office visits.	IT Staff/Admin/Counselors	June 2026
2	Parent Meetings/Participation	Set up counselors with presentation tools for parent workshops with large groups of parents.	Admin/Counselors	December 2025
3	High Capacity Printer	Set up high capacity printer to be used in all parent/counselor meetings to improve A-G rates.	IT Staff/Admin/Counselors	December 2025
4	Trancript Delivery System	Set up timely and error free transcript submissions.	IT Staff/Admin/Counselors	June 2026
5				
6				
7				
8				
9				
10				

Budget Template

OBJECT CODE	DETAILED DESCRIPTIONS	TOTAL COST
1000 Certified Personnel Costs		
	1000 Subtotal:	*$0*
2000 Classified Personnel		
	2000 Subtotal:	*$0*
3000 Benefits		
	3000 Subtotal:	*$0*
4000 Materials and Supplies		
Check In/Check Out	8 iPads, 8 iPad stands, 8 iPad case, 2 Thermal Printers, 10 cases of thermal paper rolls, (Ipads will be used for student check-in for preparation for meetings with students and thermal printer would expedite process and allow for efficient data collection that syncs with synergy the student data information system)	$12,000
Parent Meetings/Participation	Large Stand Up Projector Screen, Projector, Touch Screen Laptop, Projector Cart, Remote/Clicker, iPad, Apple TV, PA System, Mic Stand, Mircophones, Mic Cables, Whiteboard on wheels	$12,000

BORDER REGION TALENT PIPELINE
K-16 COLLABORATIVE

Project Workplan

Each district can do 1-3 projects for the 2025-26 fiscal year. Please complete one workplan per project (on separate tabs).

District:	**Holtville Unified School District**	
High Capacity Printer	1 High Capacity Printer	$1,000
Transcript Delivery System	Pilot Parchment Transcript system	$3,500
	4000 Subtotal:	*$28,500*
5000 Contracts		
	5000 Subtotal:	*$0*
6000 Equipment		
	6000 Subtotal:	*$0*
Total Cost		**$28,500**

Indirect costs are not allowed

BORDER REGION TALENT PIPELINE
K-16 COLLABORATIVE

Project Workplan

Each district can do 1-3 projects for the 2025-26 fiscal year. Please complete one workplan per project (on separate tabs).

District:	**Holtville Unified School District**		
Contact Person:	**Anthony Arevalo**		
Email:	**aarevalo@husd.net**		
Project Type (Pick from dropdown list):	A-G	**Total Cost of this Specific Project:**	$30,000.00
Overall Strategy:			
Holtville High School will continue to increase A-G completion rates by providing students with a credit recovery platform.			
Describe the Need for this Project:			
By continuing to implement an A-G approved credit recovery program, Holtville High School will increase A-G completion rates.			
How will the project specifically support the target population of this grant: low-income and underrepresented students (Black, Latinx, American Indian, Pacific Islander).			
Holtville High School is a Title I school serving a population of 87% Latinx students. As part of the plan we will consider best practices in serving these student populations and increasing college and career awareness, a-g completion, cte pathway completion and college credits earned.			

#	Activity	Deliverable	Responsible Person(s) & Collaborators	Timeline (Month/Year)
1	Computer Licenses for Credit Recovery.	Increased A-G Completion Rates by providing more students with access.	Counselors	June 2026
2	College Field Trips	Counselors will take students on a college field trip to increase college awareness and motivate A-G completion.	Counselors	June 2026
3				
4				
5				
6				
7				
8				
9				
10				

Budget Template

OBJECT CODE	DETAILED DESCRIPTIONS	TOTAL COST
1000 Certified Personnel Costs		
	1000 Subtotal:	*$0*
2000 Classified Personnel		
	2000 Subtotal:	*$0*
3000 Benefits		
	3000 Subtotal:	*$0*
4000 Materials and Supplies		
Computer Licenses for Credit Recovery.	30 Computer Licenses $600 per computer license	$18,000
College Field Trips	2 Charter Buses for College FieldTrip (We plan on taking one field trip with two charter buses. This allows us to take right around 108 students to different universities. We would like to try and get our students to Cal Poly Pomona, UCLA, USC, or Cal State LA. The hardest part is getting the two universities to allow us to go on the same day.)	$12,000

BORDER REGION TALENT PIPELINE
K-16 COLLABORATIVE

Project Workplan

Each district can do 1-3 projects for the 2025-26 fiscal year. Please complete one workplan per project (on separate tabs).

District:	**Holtville Unified School District**	
	4000 Subtotal:	*$30,000*
5000 Contracts		
	5000 Subtotal:	*$0*
6000 Equipment		
	6000 Subtotal:	*$0*
Total Cost		**$30,000**

Indirect costs are not allowed

BORDER REGION TALENT PIPELINE
K-16 COLLABORATIVE

Project Workplan

Each district can do 1-3 projects for the 2025-26 fiscal year. Please complete one workplan per project (on separate tabs).

				Initial Review Comments	District Response
District:	Holtville Unified School District				
Contact Person:	Anthony Arevalo				
Email:	aarevalo@husd.net				
Project Type (Pick from dropdown list):		Total Cost of this Specific Project:	$0.00		
Overall Strategy:					
Describe the Need for this Project:					
How will the project specifically support the target population of this grant: low-income and underrepresented students (Black, Latinx, American Indian, Pacific Islander).					

#	Activity	Deliverable	Responsible Person(s) & Collaborators	Timeline (Month/Year)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Budget Template

OBJECT CODE	DETAILED DESCRIPTIONS	TOTAL COST
1000 Certified Personnel Costs		
	1000 Subtotal:	$0
2000 Classified Personnel		
	2000 Subtotal:	$0
3000 Benefits		
	3000 Subtotal:	$0
4000 Materials and Supplies		
	4000 Subtotal:	$0
5000 Contracts		
	5000 Subtotal:	$0
6000 Equipment		
	6000 Subtotal:	$0
Total Cost		$0

Indirect costs are not allowed

Contacts

Add/update contacts as appropriate. **I've Made Changes (click box)** ☐

Project Lead(s) (First & Last Names):	Anthony Arevalo
Project Lead(s) Email Address:	aarevalo@husd.net

Business Program POC (First & Last Names):	
Business Program POC Email Address:	
Computing Program POC (First & Last Names):	Mayra Duarte
Computing Program POC Email Address:	mduarte@husd.net
Engineering Program POC (First & Last Names):	
Engineering Program POC Email Address:	
Education Program POC (First & Last Names):	
Education Program POC Email Address:	
Healthcare Program POC (First & Last Names):	
Healthcare Program POC Email Address:	

Project Fiscal Reporter (First & Last Name):	John Paul Wells; Diana Perez Estrada
Project Fiscal Reporter Email Address:	jpwells@husd.net; destrada@husd.net

Project Data Reporter (First & Last Name):	Eric Velazquez
Project Data Reporter Email Address:	evelazquez@husd.net

Person Authorized to Sign the Contract (First & Last Name):	Celso Ruiz
Person Authorized to Sign the Contract Email Address:	celso@husd.net

BORDER REGION TALENT PIPELINE
K-16 COLLABORATIVE

Project and Budget Summary

District:	Holtville Unified School District
Contact Person:	Anthony Arevalo
Email:	aarevalo@husd.net
✓	*Please Check this Box when Workplan is Complete*

	Project 1	Project 2	Project 3	Totals
Project Type	*High-Tech Advising*	*A-G*		
1000 Certified Personnel Costs	$0	$0	$0	**$0**
2000 Classified Personnel	$0	$0	$0	**$0**
3000 Benefits	$0	$0	$0	**$0**
4000 Materials and Supplies	$28,500	$30,000	$0	**$58,500**
5000 Contracts	$0	$0	$0	**$0**
6000 Equipment	$0	$0	$0	**$0**
Total	**$28,500**	**$30,000**	**$0**	**$58,500**

Reminder: Total cannot exceed $60,000

BORDER REGION TALENT PIPELINE
K-16 COLLABORATIVE

Please check this box when this report is complete.

Quarterly Narrative Report

If you have any questions, please contact Mayra at (619) 781-6622 or mayra.chavez@gcccd.edu.

Partner/Organization:				
K16 Collaborative issued award number:				
Period covered by the report:				
Report prepared by:				
Email:				
Award Term:	**FY 2025-26**	**Award Amount:**		

Project Goals and Milestones

Complete the table below regarding your progress toward your project goals and milestones.

ACTIVITY	DELIVERABLE	TIMELINE	STATUS	% DONE
			Not Started Yet	
			Not Started Yet	
			Not Started Yet	
			Not Started Yet	
			Not Started Yet	
			Not Started Yet	
			Not Started Yet	
			Not Started Yet	
			Not Started Yet	

Project Implementation - Accomplishments

recruitment of partners or participants, goal completion, and CCGI implementation progress.

Project Implementation - Challenges

to implementation, activities and goals originally proposed that cannot be undertaken, required changes to project milestones, and any

Proposed Changes to Goals and Milestones

reason(s) for the requested changes and provide a proposed timeline for the activities/deliverables that will be undertaken over the rest of

Leveraged Funds (For K-12 and Community College Partners Only)

Perkins).

Relationship with K-16 Collaborative Team (optional)

What can the K-16 Collaborative Team do to help your organization in its efforts to complete your project goals and milestones?

Collaborative Regional Work (optional)

The K-16 Collaborative grant is compiling a list of cross-institutional activities to better understand the great work being done throughout the region, as well as look at opportunities to expand or support projects. Please share any unique cross-institutional activites that you are engaged in within the business, computing, and/or engineering sectors. An example might include a required bridging academy for

IMPERIAL COUNTY OFFICE OF EDUCATION

MEMORANDUM OF UNDERSTANDING

This is an agreement between the **Imperial County Office of Education** herein after referred to as **"ICOE"**, and **Holtville Unified School District** here in after referred to as **"District"**.

I. Purpose & Scope

Districts are to plan and implement an Informational College and Career Awareness Night (iCAN). iCANs provide middle and high school parents and students with the opportunity to connect with high school administrators, counselors and teachers. By creating a high school parent engagement program, high schools can significantly enhance student success and build a supportive school community.

II. ICOE Responsibilities under this Agreement

a. Provide the district financial support in the amount of **$1,313.88** through K12 Strong Workforce Program High School Round 6 funds, to develop Informational College and Career Awareness Night (iCAN)
b. Provide direction, leadership, and support to high schools as they plan their iCAN event

III. District Responsibilities under this Agreement

a. Plan and implement Informational College and Career Awareness Night (iCAN) before **May 30, 2026**.
b. Convene a planning committee that may include, but is not limited to, high school and middle school administrators, ICOE HEAL coordinators, ASB leadership, CTE Ambassadors, maintenance and operations, security, facilities, CTE teachers, school counselors, career specialists, cafeteria staff, college access partners.
c. Disseminate information regarding iCAN to middle school and high schools' students, and parents.
d. Encourage parents to participate in school activities and decision-making processes.
e. Foster open and effective communication between parents, teachers, and administrators.
f. Provide parents with tools and resources to support their students' academic and personal growth.

II. Invoicing and Payment:

a. The district will submit an invoice to ICOE in the amount of **$1,313.88** after the completion of the event but **no later than May 30, 2026**

IV. Audit

a. ICOE or its agent shall have the right to review and to copy any records and supporting documents pertaining to the performance of this MOU. District agrees to maintain such records for possible audit for a minimum of five (5) years after final payment, unless a

longer period of record retention is stipulated. District also agrees to be financial responsible for any audit exceptions that arise related to its performance under this MOU.

V. Cancellation of Agreement

a. This Agreement may be canceled prior to **May 30, 2026**, upon mutual written agreement between **ICOE** and **District**. In the event of cancellation of this Agreement, payment must be returned to ICOE if responsibilities haven not been met as described in Section II.

a. Each party hereby agrees to indemnify, defend and hold the other party, including its officers, agents and employees, harmless from any claim, demand, loss, claim or damage (including attorney fees) to the indemnified party, or to other persons or property arising out of this Agreement, or the services to be performed hereunder, to the extent that the claim, demand, loss, claim or damage is caused by the indemnifying party's breach of any obligation contained in this Agreement or the intentional or negligent act of the indemnifying party or its officers, agents, and/or employees. This indemnity shall service termination of this Agreement.

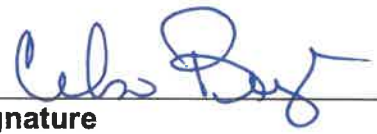
VI. The Parties representatives shall be:

Imperial County Office of Education **Higher Education & Adult Learning**	**Holtville Unified School District**
Denise Cabanilla Senior Director	Celso Ruiz District Superintendent
Higher Education & Adult Learning Imperial County Office of Education 1398 Sperber Road El Centro, CA 92243 760-312-6618 dcabanilla@icoe.org	Holtville Unified School District 621 East 6th Street Holtville, CA 92250 760-356-2974 celso@husd.net

VII. Effective Date and Signature

This Agreement shall be effective upon signature of both the LEA and ICOE authorized officials. It shall be in force through May 30th, 2026. ICOE and **Holtville Unified School District** indicates agreement to this MOU by their signatures.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

Imperial County Office of Education	Holtville Unified School District
	
Signature	**Signature**
Renato Montano, Associate Superintendent	Celso Ruiz, Superintendent
Name/ Title	**Name/ Title**
Date	**Date**

UNIVERSITY OF CALIFORNIA COMPASS

Statement of Work
UC COMPASS School Subscriber

1111 Franklin Street, 9th floor Oakland, CA 94607

This Statement of Work ("SOW") is issued pursuant to the terms and conditions of the Terms of Service and Privacy Policy ("Agreement") dated **July 1st, 2025,** between **Holtville High School** ("Subscriber") and the **University of California** ("UC"), collectively referred to as the "PARTIES".

Unless explicitly stated otherwise in this SOW, any capitalized terms shall have the meaning given to them in the SOW. If there are any conflicts between the provisions of this SOW and the Agreement, the terms of this SOW shall control with respect to the subject matter of this SOW. Any provisions of the Agreement not amended by this SOW shall remain in full force and effect. References to the "SOW" shall mean the Agreement and this SOW together.

1. Description of Services

   University provides secured technologies and web services for subscribers to manually transfer and UC to accept personal demographic, academic, and other confidential individual record level data necessary to conduct the evaluation by UC COMPASS[1]. Through UC COMPASS, UC evaluates data as a service for participating California public schools and districts to determine student progress toward meeting the eligibility requirements for the California's public systems of higher education. UC will implement a cloud-based data warehouse and visualization solution with data provided by SUBSCRIBER, that they, their designees, and other authorized parties can securely access. UC will provide annual regional training and referrals to implementation support services as requested. UC will provide professional services hours as detailed below.

2. Fees, Expenses, and Invoicing
   The Fee Schedule is set forth in Table 1 below. UC will notify SUBSCRIBER if circumstances arise that would result in additional fees before commencing such work.

   SUBSCRIBER agrees to prepay for the products and services listed in table 1, below. UC will invoice SUBSCRIBER in full once the SOW is signed by both parties.

   UC will complete the implementation and training work on flat fee basis (see Table 1 for costs). SUBSCRIBER understands that the estimate of time is not a guarantee, and that the estimate is based, in part, upon SUBSCRIBER's availability and requirements outlined at commencement of work. If the total fees and costs exceed the estimated amount, UC will request approval in writing from the SUBSCRIBER. Once approved by SUBSCRIBER, the SUBSCRIBER will also be billed for expenses subject to SUBSCRIBER's customary expense policy.

   Upon payment of the annual subscription fee as detailed in Table 1 below, UC will provide the hosting services, web services, and Tableau services needed for SUBSCRIBER staff to access UC COMPASS secured webpage, that include reports, for the length of the subscription period. UC reserves the right to change the pricing model for subsequent years with a 90-day notice to SUBSCRIBER.

In addition to the work specified below, upon request UC will provide referrals to college preparation program support for your implementation and training needs. Programs may assess a fee for providing these services to help offset the costs to deliver these services. These prices are set independent of the UC COMPASS administration at the UC Office of the President. Schools should inquire with their regional UC COMPASS school engagement representative to learn more about programs available in your area. SUBSCRIBER

[1] ~~See the list of data collected for~~ the UC COMPASS evaluation system for each data system and manual upload tool.

with an active subscription to may submit support requests via email or phone. UC will respond to support requests within one business day.

Schools may also inquire about accessing a direct connection between their school information system and UC Compass. This preferred message can be automated and collect data at the school's preferred frequency. Schools can request this service through their current information system. The University will consider requests but will not accept any additional costs required for establishing these connections. The University also does not endorse vendors passing the costs of developing the connectors to their current school subscribers.

Table 1. Deliverables and Pricing

Fee	Cost
EAOP/MESA/PUENTE/GEAR UP	No Charge

3. Subscriber Uses and Acknowledgement
   SUBSCRIBER acknowledges and agrees that UC owns and operates https://compass.ucop.edu/index.html, its website, the results of the UC COMPASS evaluations, and all rights and privileges thereto, and that it will not infringe on any intellectual property rights owned by UC.

   Schools are permitted to use data provided by the University to institute and assess new and innovative practices to ensure more students are on track to satisfying the "a-g" requirements. The data from UC COMPASS is used to provide schools and districts support from University programs, research, and its public service mission focused partners.

4. Assumptions and UC Authorized Access
   The following assumptions were taken into account when preparing the SOW and estimate of hours. If any of them turn out not to be accurate, the schedule and/or budget may be affected. UC will work with SUBSCRIBER to resolve any issues as they occur.

   a. SUBSCRIBER agrees to use tes@ucop.edu for support requests.
   b. SUBSCRIBER agrees to provide requisite information for UC to meet Table 1 Deliverables in a timely fashion.
   c. SUBSCRIBER users will log in with email address and their password provided by UC to view reports.
   d. SUBSCRIBER will access UC COMPASS Data Warehouse securely using VPN software provided by UC.

5. Warranties/Indemnification
The University hereby represents and warrants that (a) it will perform the services in a professional and workmanlike manner, and (b) it will only use the Educational Records in accordance with the terms of this Agreement.

Except as expressly set forth in the agreement, the services, reports, and anything provided in connection with this agreement are provided "as-is", without any warranties of any kind. The University hereby disclaims all warranties, express or implied, relating to the subject matter hereunder, including without limitation all implied warranties of merchantability, fitness for a particular purpose title and non-infringement.

Accepted and agreed to: Holtville High School	
Signed:	
Printed:	
Title:	
Date:	

Accepted and agreed to: University of California	
Signed:	DocuSigned by: Richard L. Greene FB2E06D7C2F0467...
Printed:	Richard Greene
Title:	Local Procurement Manager
Date:	1/1/2025

The Family Educational Rights and Privacy Act (FERPA)

This Statement of Rights and Responsibilities derives from and is intended to be consistent with the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), as well as California Education Code Section 49062 et seq. FERPA is a federal law that protects the privacy of student education records. FERPA applies to all K-12 schools and institutions of higher education that receive funds under an applicable program of the U.S. Department of Education. The California Education Code applies to K-12 schools in California, and similarly protects the privacy of student education records.

FERPA Part 99.31 allows schools to share data collected for this service provided by the University, without prior consent, when the following conditions apply:

> (6)(i) The disclosure is to organizations conducting studies for, or on behalf of, educational agencies or institutions to:
> (A) Develop, validate, or administer predictive tests;
> (B) Administer student aid programs; or
> (C) Improve instruction.

The California Education Code permits disclosures for research purposes under the same circumstances. (California Education Code Section 49076 (a)(2)(E)).

Terms of Service Agreement

1. **Acknowledgement and consent**
   As the representative authorized to procure services for your educational institution(s), you are agreeing to receive no less than 24 months of services as described by the University of California in the Statement of Work ("SOW"), a separate document signed by the authorized party for the school and the University. The date of services shall be marked by either a signed document or electronic request and acknowledgement for services. By acknowledging your approved request to receive services, you are aware that the University accepts the personal demographic, academic, and identifiable data necessary to conduct the evaluation by the University of California's UC COMPASS[1]. The University evaluates data as a service for participating public schools within California to determine student progress toward meeting the minimum admission requirements of California's public systems of higher education. Schools are permitted to use data provided by the University to institute and assess new and innovative practices to ensure more students are on track to satisfy the "a-g" requirements. The data from UC COMPASS are used to provide schools and districts with support from University programs, research and public service mission– focused partners.

2. **The purpose of UC COMPASS data collection, evaluation and outcomes reports**
   University access to records of research is critical for policyanalysis and oversight purposes. Examples of how the University may use such records include, but are not

[1] See the list of data collected for the UC COMPASS evaluation system for each data system and manual upload tool.

limited to, responding to audits, establishing that past use of University or research sponsor funds was appropriate, responding to government demands or subpoenas, defending research findings, and facilitating research misconduct proceedings.

The collection and generation of data and tangible research materials are integral parts of any research project. Accurate and appropriately recorded research data, and the creation and retention of tangible research materials, enable scholars to report, replicate and refute research findings, which ultimately advances the research enterprise. As per this document, the evaluation results produced through UC COMPASS are defined as research data, and the outputs of the service, including reports or other tangible items, including the outcomes of such data, are considered research data and materials. At the subscriber's request, the University is prepared to furnish the basic guidelines taken to ensure that Research Data, as defined below, are appropriately documented, maintained, retained for a reasonable time and accessible to the University for review and use.

a. "Research Data" are recorded information reflecting original observations and methods related to a research study, and documentation of such data needed to reconstruct and evaluate reported results of the study, regardless of the form or medium on which it may be recorded, that is produced: (i) within a University researcher's course and scope of employment; (ii) using University research facilities or other research resources; or (iii) using funds provided by or through the University. Such data include, but are not limited to, computer software, databases and data of a scientific or technical nature, such as laboratory notebooks, field notes, electronic storage media, and printouts. Research Data also include Tangible Research Material, as defined below. Research Data do not include administrative records incidental to award administration such as financial records, contracts, and grant records, etc. While such administrative records generated by University researchers are not included in the definition of Research Data under these Guidelines, they are the property of the University and may be subject to terms and conditions of individual sponsored projects, federal and state regulations, and University retention and disposition requirements.[2]

b. "Tangible Research Material" is a tangible item produced or collected in the course of research: (i) within a University researcher's course and scope of employment; (ii) using University research facilities or other research resources; or (iii) using funds provided by or through the University.

c. The University may use data collected from schools to populate the admissions application for the University. Students will have the option to opt in to this automatic population process prior to their data being populated into their in-process application.

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[2] Other research data may be obtained through material transfer agreements, license agreements or other means. Such other research data that are not produced or collected by the University may be subject to third-party provider obligations and should be handled in accordance with contractual commitments.

3. **Data Retention**

As a research agent of the state, the University retains information collected and UC COMPASS outcomes to support research and evaluation to identify trends in student academic performance. Both the University and other local education agencies have responsibilities concerning access to, use of and maintenance of student data used as research data and research materials. These obligations are not new and are not unique to the University; they arise from express provisions in awards and agreements with federal and other research sponsors, overarching regulatory requirements relating to funded research and fundamental precepts of research integrity.

In general, principal investigators should retain all Research Data for as long as possible, but not less than a minimum of six years after final reporting, publication, completion, or abandonment of the project, unless a longer retention period is indicated by the funding source or other relevant agreement.[4]

4. **Ownership and Use of Research Data**

Research Data are the property of University of California Office of the President.[5] Any research principal investigator, or authorized entity in contract with the University to conduct such research or programs, shall retain original Research Data on behalf of the University. The principal investigator is responsible for ensuring that Research Data, whether generated by the principal investigator or the principal investigator's research team, are recorded, stored, and used in accordance with the generally accepted standards of his or her respective discipline and any requirements of applicable federal or state law or regulations, University policies and guidelines, and University contractual commitments.[6] The principal investigator should consult the appropriate campus or University administrative office regarding the use and stewardship of Research Data that may be subject to applicable export control regulations, laws and regulations protecting the rights and privacy of human subjects, including, but not limited to, the Health Insurance Portability and Accountability Act of 1996 (HIPAA) or other applicable laws and regulations.

Data in its raw form, prior to being uploaded into the University's UC COMPASS file loader or having been queried or altered by the University's systems or intellectual property, are the property of the school or district, as defined by their local policies. Once data has been accepted into a UC COMPASS file transfer format and verified for submission to evaluate the

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[3] Contract and Grant Manual, Chapter 17-310: Records Disposition Schedules for Contract and Grant Documents; Administrative Records Relating to Research: Retention Requirements (last updated June 2010).

[4] University of California Regulation No. 4 (APM-020) provides that original records of the research are the property of the University. ("Original records" may include tangible records of research, such as biological materials, chemical compounds, plants, etc.). California Labor Code § 2860 provides that everything that an employee acquires by virtue of his/her employment (except compensation) belongs to the employer whether acquired during or after the term of employment.

[5] Contract and Grant Manual, Chapter 10-330: Principal Investigators.

file and its data contents, such data will become the property of the University and will be subject to the following conditions:

a. The user will use the student UC COMPASS evaluation results, provided by the University, onlyto support and conduct administrative activities, academic advising and counseling, and other intervention strategies intended to improve student progress toward satisfying minimum admission requirements for the California State University (CSU) and University of California systems of higher education.
b. The data derived from the UC COMPASS evaluations shall not be used for any purposes that generate revenue from the user or any other party without the express writtenconsent of the University of California.

5. Data Sharing

The University of California supports the sharing of Research Data to advance public knowledge. In the interest of advancing knowledge, the University expects principal investigators to release and share final Research Data, particularly that which is described in a publication, for use by other investigators and researchers in a timely manner, consistent with the practices of the discipline involved. Further, such release and sharing shall be in accordance with existing University policies and guidelines, including those related to intellectual property, sponsor requirements, and applicable laws and regulations, such as laws relating to protecting the rights and privacy of human subjects. The National Institute of Health policies on data sharing and sharing of biomedical research resources (http://grants.nih.gov/grants/policy/data_sharing/) and the National Science Foundation *Policy on Dissemination and Sharing of Research Results* (http://www.nsf.gov/bfa/dias/policy/dmp.jsp) are models that investigators may find useful when planning for the sharing of Research Data. In all instances, principal investigators should consult relevant award and/or agreement terms to determine whether Research Data are subject to any special handling, use or restriction terms.

6. Subscriber Responsibilities and Rights

By subscribing to this service and providing authorized access to your designee and those further provided access based on your or designees' discretion, you agree to hold the data in strict confidence. The user agrees NOT to release data to any other unauthorized person or organization.

The user shall retain data furnished by the school/district and the University in a place physically secure from access by unauthorized persons. Data in electronic format – including, but not limited to, hard drives, CDs, or diskettes– shall be stored and processed in such a way that unauthorized persons cannot retrieve the data by means of computer, remote terminal or other means. The user agrees that any computer on which the data reside will be password-protected at all times.

No individual, school and/or district shall be identifiable in any reports, publications or other documents that are created by the user with the use of the data, unless at the specific request of the individual(s) authorized to make a request of this report, which must accompany a signed and notarized letter acknowledging such a request. Results for groups of individuals, schools and/or districts will only be reported when the number (i.e., the "cell size") is ten (10) or greater and in such a manner that results for groups of less than ten (10) cannot be easily calculated from other reported data.

The user shall adhere to all federal, state, and local statutes, regulations and other requirements pertaining to the security, confidentiality and privacy of data including, but not limited to, the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99).

7. University Responsibility and Rights

a. The Parties intend for the Agreement to be compliant with FERPA and California Education Code without parent consent;
b. All pupil identifiable information contained in the records shared with the University of California will be kept confidential and will be used for the purpose of improving the District's programs, instruction and academic advising;
c. Anyone who is provided with access to personally identifiable student education records will be advised of the confidentiality requirements and limitations of use of this Agreement and agree to abide by them;
d. All student education records and pupil identifiable information contained in those records remain the sole property of the District;
e. All algorithms, programs, and software used in the UC COMPASS program, as well as research or analytical materials created by the University, remain the property of the University of California.
At the conclusion of the Agreement or at the District's request, all personally identifiable student education records shared under this Agreement shall be destroyed or returned to the District.

8. Fees and Payment

Certain services carry subscription fees ("Subscription Fees"). Subscription Fees will be due on an annual basis (the "Subscription Term"). Before the beginning of each Subscription Term during the term of this Agreement, the University will invoice you (or, if you've provided a credit card number through Account Administration, will bill that credit card) for the applicable Subscription Fees due for the following Subscription Term. Invoices for Subscription Fees must be paid by the beginning of the Subscription Term or within thirty (30) days after your receipt thereof, whichever is later. Any special arrangements regarding payment will be reflected in a Statement of Work or similar document.

Unless otherwise agreed by you and the University in writing, all fees are non- refundable, including without limitation if this Agreement terminates prior to the end of a Subscription Term for which you have pre-paid Subscription Fees. All amounts due hereunder shall be paid in United States dollars within the United States. Conversion of foreign currency to United States dollars shall be made at the conversion rate existing in the United States (as reported in the Wall Street Journal) on the first working day of the calendar month during which the applicable payment is due.

If the payment information you have provided is incorrect or incomplete, or if you are late paying any invoice or the University is otherwise unable to complete a transaction or collect timely payment due to your error or omission, any payment due hereunder that is so delayed shall bear interest at the rate of one percent (1%) per month or the highest rate allowed by applicable law, whichever is less.

9. Term and Termination; Suspension

This Agreement shall remain in full force and effect so long as you use the service in strict accordance with the terms, conditions, and limitations of this Agreement. Either party may terminate this Agreement for any reason or for no reason upon written notice to the other party (email is sufficient). The University may suspend your access to the services and the performance of any services at any time and without notice if the University reasonably believes in its sole discretion that you have breached any of the terms of this Agreement. If the University terminates this Agreement (except in the event of a breach of the Agreement by you), we will refund to you a prorated portion of your fees based on the date of termination.

Upon termination of this Agreement, your right to use and/or access the services directly related to UC COMPASS shall terminate, and the University will cease performance of any of these services. The following provisions shall survive termination of this Agreement: Notwithstanding the foregoing, after termination of this Agreement, you may continue to use UC COMPASS reports that you have downloaded prior to the effective date of termination, solely in accordance with all restrictions herein.

10. Warranties; Warranty Disclaimer

The Family Educational Rights and Privacy Act ("FERPA") and California Education Code Section 49076(a)(1)(A) both generally require that schools get prior written consent from a parent or guardian of a minor student before disclosing any educational records regarding such student ("Educational Records") to third parties. However, education records can be shared with school officials who have a legitimate educational interest. If you are a School, you hereby agree to designate the University (including its employees, contractors, and agents) as an "other school official," under FERPA and/or the California Education Code, who has a "legitimate educational interest" in using and accessing such Educational Records. Further, you hereby represent and warrant that (a) you have obtained all consents necessary in connection with disclosing any Educational Records directly or indirectly to the University, Users or otherwise in connection with the Services, and (b) your disclosures described in (a) are not and will not be a violation of FERPA.

The University hereby represents and warrants that (a) it will perform the services in a professional and workmanlike manner, and (b) it will use the Educational Records only in accordance with the terms of this Agreement.

Except as expressly set forth in the agreement, the services, reports, and anything provided in connection with this agreement are provided "as-is," without any warranties of any kind. The University hereby disclaims all warranties, express or implied, relating to the subject matter hereunder, including without limitation all implied warranties of merchantability, fitness for a particular purpose title and non-infringement.

11. Limitation of Liability

IN NO EVENT WILL THE UNIVERSITY (OR ITS LICENSORS OR SUPPLIERS) BE LIABLE FOR

a. ANY INDIRECT, PUNITIVE, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES ARISING OUT OF OR IN ANY WAY CONNECTED WITH THE USE

OF THE SERVICES, PERFORMANCE OF THE SERVICES OR ANYTHING PROVIDED IN CONNECTION WITH THIS AGREEMENT,

b. THE DELAY OR INABILITY TO USETHE SERVICES OR ANYTHING PROVIDED IN CONNECTION WITH THIS AGREEMENT OR OTHERWISE ARISING FROM THIS AGREEMENT, INCLUDING WITHOUT LIMITATION LOSS OR CORRUPTION OF DATA, ERROR OR OMISSION IN THE SERVICES, LOSS OF REVENUE OR ANTICIPATED PROFITS OR LOST BUSINESS OR LOST SALES, AND

c. ANY MATTER BEYOND ITS OR THEIR REASONABLE CONTROL, AND ITS OBLIGATIONS HEREUNDER SHALL BE LIMITED TO THE EXERCISE OF COMMERCIALLY REASONABLE EFFORTS; IN EACH CASE,WHETHER BASED IN CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY OR OTHERWISE, EVEN IF THE UNIVERSITY HAS BEEN ADVISED OF THE POSSIBILITY OF DAMAGES.

1111 Franklin Street, 9th floor Oakland, CA 94607

Signature Page

This MEMORANDUM OF UNDERSTANDING shall be in effect as of the date first written above and shall remain in effect for twenty-four (24) months from July 1, 2025, through June 30, 2027, or until terminated in writing by either party. However, the obligations of confidentiality set forth herein will continue beyond termination.

AGREED: **Holtville High School**

Signature

Printed Name

Title

Date

AGREED: **THE REGENTS OF THE UNIVERSITY OF CALIFORNIA**

DocuSigned by:
Richard L. Greene
FB2E08D7C2F0467...
Signature

Richard Greene
Printed Name

Local Procurement Manager
Title

1/1/2025
Date

Application for Funding
Agricultural Career Technical Education
Incentive Grant Program Year 2025–2026

Project Duration: July 1, 2025, to June 30, 2026

School Site: Holtville High School

District: Holtville Unified School District

Certification:

I hereby certify that all applicable state and federal rules and regulations will be observed; that to the best of my knowledge, the information contained in this application is correct and complete; and that the attached assurances are accepted as the basic conditions of the operations in this project/program for local participation and assistance.

Signature of Authorized Agent	Superintendent Authorized Agent Title
Signature of Agriculture Teacher Responsible for Program	Signature of Principal

Agriculture Teacher Summer Contact Cell Number: 530-979-0442

Local Educational Agency (LEA) Board Approval Date: _____

Printed Name of Agriculture Teachers for 2024–25:

Lindsay Cox	Carson Cronkright
Sujhey Rosas	

PART A – Base Level Funding

In order to qualify for the Agriculture Education Incentive Grant an LEA must meet all the following criteria or provide a Variance approved by the Regional Supervisor for each criterion not met. All evidence must be included with the original application submitted to the Regional Supervisor.

Note: Stand-alone middle school programs will only be required to complete Part A.

☑ 1. Properly Credentialed Teachers:
Log onto the California Commission on Teacher Credentialing (CTC) and provide printout of credentials or provide a copy of current credentials. (2025 - Required for teachers that were hired for 2024-25.)

☑ 2. Professional Development:
Provide printout from teacher journal in Agriculture Experience Tracker (AET) verifying professional development activities. Each teacher (50% of their teaching load in agriculture) must have participated in six approved professional development activities.
(2025 - Required for all teachers employed during 2024-25 school year.)

☑ 3. Course Sequence:
Provide documents/evidence of at least one three-year course sequence. (2025 - Nothing required unless the sequence has changed since last year.)

☑ 4. Grading of Future Farmers of America (FFA) and Supervised Agricultural Experience Participation (SAE):
Provide a copy of course syllabus identifying grading of FFA and SAE. (2025 - Only required for **New** courses that were taught in 2024-25 or if changes have been made to your department policies.)

☑ 5. Alternative Credits:
Submit description of at least one course meeting A-G, Dual Enrollment, Articulation, etc. (2025 - Nothing required unless there has been changes in 2024-25.)

☑ 6. Future Farmers of America Constitution and By-Laws:
Provide a copy of the current Chapter Constitution and Bylaws with the election of officers highlighted. (2025 - Nothing required unless there has been changes in 2024-25.)

☑ 7. Future Farmers of America Meetings:
Use meeting manager in AET or provide minutes for a minimum of six chapter meetings. (2025 - Required.)

☑ 8. Agriculture Advisory Committee:
Provide meeting minutes for two Agriculture Advisory Committee meetings. (2025 - Required)

Checking all the required criteria as being met qualifies the LEA for Part A funding. Verification of meeting each criterion must be provided to the Regional Supervisor.

PART A – Base Level Funding (Continued)

Qualified Program ($4,500) to each site		$ 4,500
Number of Agriculture Teachers teaching at least one approved agriculture course in 2024-25?	3	
Teacher based funding (Number of teachers x $500)		$ 1,500
Number of Students as identified on the 2024-25 FFA Membership roster?	183	
Student based funding (Number of students x $10)		$ 1,830
Class size funding A (number of teachers meeting level A in all classes – 31 in classroom/25 in shop classes)		
Class size A funding (Number of teachers meeting level A class size x $1,000)		$ 0
Class size funding B (number of teachers meeting level B in all classes – 28 in classroom/22 in shop classes)	3	
Class size B funding (Number of teachers meeting level B class size x $2,000)		$ 6,000

Total Part A Funding: $ 13,830.00

PART B – Additional Funding

LEA's may qualify for additional funding based on their ability to meet specific classroom, leadership, and experiential learning (SAE) criteria. It is not necessary for a program to meet all criteria in each category to be eligible to receive additional funding. Verification of meeting criteria will be taken from entries in the AET. The AET report will be developed based on data as of June 30th. Funding in each section will be based on the number of points accumulated in that section. This report will be used to complete Part B and will be included as part of the application.

Based on the 2024-25 Agricultural Education Incentive Grant Report, and points accumulated, the LEA may qualify for base level funding through the classroom section, leadership section, and experiential learning (SAE) section.

An LEA shall qualify for Part B funding in each section if they meet the predetermined base level. Bonus funding is earned if a program exceeds the predetermined base level by twenty percent (20%). LEA's meeting the base level shall receive $2,250 plus $250 per qualified teacher. LEA's meeting the bonus level shall receive an additional $2,250 plus an additional $250 per qualified teacher.

Note: An LEA may qualify for Level A, Level B, or no funding in each section but shall not qualify for both funding levels in a section. Example: The LEA qualifies for Level A funding in the Classroom Section, Level B in the Leadership Section and no funding in the SAE section.

PART B – Additional Funding (Continued)

Classroom Section

Points Earned as Identified in the AET Report	753	
Level A Funding: (number of teachers x $250) + $2,250		
Level B Funding: (number of teachers x $500) + $4,500		$ 6,000.00
Total Classroom Section Funding		$ 6,000.00

Leadership Section

Points Earned as Identified in the AET Report	796	
Level A Funding: (number of teachers x $250) + $2,250		
Level B Funding: (number of teachers x $500) + $4,500		$ 6,000.00
Total Leadership Section Funding		$ 6,000.00

Experiential Learning SAE Section

Points Earned as Identified in the AET Report	1,656	
Level A Funding: (number of teachers x $250) + $2,250		
Level B Funding: (number of teachers x $500) + $4,500		$ 6,000.00
Total Experiential Learning SAE Section		$ 6,000.00

Total Part B Funding: $ 18,000.00

Part C – Program Funding

LEAs may qualify for additional funding based on their ability to meet specific program criteria. To qualify for Program Funding, a program must show evidence of meeting all criteria identified. Evidence must be submitted at the time the original application is submitted to the Region Supervisor.

Part C – Program Funding (Continued)

To qualify for Part C Program Funding, a site must show evidence of meeting the following. If any item is not met, the program is not eligible to apply for Part C funding.

☑ Each teacher (50 percent of their teaching load in agriculture) must have participated in eight approved professional development activities.

☑ Agenda and Minutes for three Agriculture Education Advisory Committee meetings.

☑ Each teacher (50 percent of their teaching load in agriculture) must have an extended contract and/or a project supervision period. The project supervision period must be in addition to the provided prep period.

If a program has met the three required criteria, they are eligible for funding and must complete the following Sections.

Section A – Earn one point for each criterion met.

☑ Held an FFA Officer team retreat or other planning activity prior to the start of school and continued to hold meetings during the year to plan FFA activities.

☑ In addition to the Agricultural Education Advisory Committee, the program has an Agriculture Boosters Club and/or an FFA Alumni Chapter.

☐ Program hosted a Student Teacher.

Total Points Section A: 2
(3 Points Possible)

Section B – Earn points based on AET California Ag CTE Incentive Grant Application Report. Points Earned as Identified in the AET Report for D–Program:

Total Points Section B: 165
(Section A + Section B Points)

Section A Funding: ($5,000) $ 5,000.00

Section B Funding: ($7,500) _____

Total Part C Funding: $ 5,000.00

Part A Base Level Funding: $ 13,830.00

Part B Additional Funding: $ 18,000.00

Part C Program Funding: $ 5,000.00

Grand Total Funding: $,830.00

Budget Report
Agricultural Career Technical Education
Incentive Grant

Due Date: Budget Report is due in Regional Supervisor's Office by October 15.

Program Year: 2025-2026

School Site: Holtville High School

District: Holtville Unified School District

Electronic Signature of Person Preparing Report

Electronic Signature of Agriculture Teacher Responsible for Program

Budget Category 4000: Books and Supplies

Item	Budget (Column A)	Budget Match (Column B)
Material & Supplies	$ 20,000.00	$ 20,000.00
Total 4000	$ 20,000.00	$ 20,000.00

Budget Category 5000: Services and Operating Expenses, Travel, Conferences, Rentals, etc.*
*Each Line Item in Object Code 5000 must be matched.

Item	Budget (Column A)	Budget Match (Column B)
Conferences, Travel	$ 16,830.00	$ 16,830.00
Total 5000	$ 16,830.00	$ 16,830.00

Budget Category 6000: Capital Outlay*
*Each Line Item in Object Code 6000 must be matched.

Item	Budget (Column A)	Budget Match (Column B)
Total 6000	$ 0.00	$ 0.00

Grand Totals: $ 36,830.00 $ 36,830.00

Posted by: California Department of Education - April 2025

HOLTVILLE UNIFIED SCHOOL DISTRICT

School Board Meeting Agenda

INFORMATION ITEMS

45-Day Budget Update FY 2025-26

School District: Holtville Unified

Pursuant to Ed Code 42127(h), "Not later than 45 days after the Governor signs the annual Budget Act, the school district shall make available for public review any revisions in revenues and expenditures that it has made to its budget to reflect the funding made available by that Budget Act."

The Budget Act was officially signed by the Governor on June 27, 2025. The major changes between the May Revise and the Adopted State Budget that require revenue and expenditure revisions are as follows:

Narrative should explain how the changes impact the district's budget and programs.

For the 2025-26 budget year, there are a few changes between the May Revise and the Enacted State Budget that affect school district budget figures. At this time, the changes that impact the Holtville Unified budget are as follows: Inclusion of the Student Support and Professional Development Discretionary Block Grant (estimated at $305 per ADA), the Learning Recovery Emergency Block Grant, and the Universal Transitional Kindergarten allocation to lower child-to-staff ratios to 10:1. No word has been provided yet on how much the Learning Recovery nor the Universal TK will mean to individual districts, so therefore, no changes are included below.

	Board Adopted Budget	45 Day Budget Revision	Difference	Descriptions/Explanation
		Revenues		
LCFF	23,434,458	23,434,458	-	
Federal	1,329,412	1,329,412	-	
State	4,197,741	4,657,741	460,000	Estimated State funds from Discretionary Grant
Local	1,682,512	1,682,512	-	
Total Revenues	**30,644,123**	**31,104,123**	**460,000**	
		Expenditures		
Certificated	13,331,081	13,331,081	-	
Classified	5,110,491	5,110,491	-	
Employee Benefits	8,014,382	8,014,382	-	
Books & Supplies	1,266,770	1,266,770	-	
Services and Other Operating	3,462,511	3,462,511	-	
Capital Outlay	516,790	516,790	-	
Other Outgo	89,202	89,202	-	
Indirect Costs	(56,830)	(56,830)	-	
Interfund Transfers	440,000	440,000	-	
Total Expenditures	**32,174,397**	**32,174,397**	-	

Net Increase (Decrease) in Fund Balance	(1,530,274.32)	(1,070,274.32)		

Beginning Fund Balance	11,525,033	11,525,033	-	
Projected Ending Balance	**9,994,758**	**10,454,758**		

Posted at HUSD District Office 7/18/2025

HOLTVILLE UNIFIED SCHOOL DISTRICT

School Board Meeting Agenda

ACTION/DISCUSSION

HOLTVILLE UNIFIED SCHOOL DISTRICT
CITIZENS' BOND OVERSIGHT COMMITTEE BYLAWS
FOR MEASURE G

Adopted by the Board of Trustees of the District on December 10, 2018

Section 1. Committee Established. The Holtville Unified School District (the "District") was successful at the election conducted on November 6, 2018 (the "Bond Election") in obtaining authorization from the District's voters to issue up to $10 million aggregate principal amount of the District's general obligation bonds ("Measure G"). The election was conducted under Proposition 39, chaptered as the Strict Accountability in Local School Construction Bonds Act of 2000, at Section 15264 *et seq.* of the Education Code of the State ("Proposition 39"). Pursuant to Section 15278 of the Education Code, the District is now obligated to establish this Citizens' Bond Oversight Committee (the "Committee") in order to satisfy the accountability requirements of Proposition 39. The Board of Trustees of the Holtville Unified School District (the "Board") hereby establishes the Committee, to be known as the "Citizens' Bond Oversight Committee for Measure G," which shall have the duties and rights set forth in these Bylaws.

Section 2. Purposes. The purposes of the Committee are set forth in Proposition 39, and these Bylaws are specifically made subject to the applicable provisions of Proposition 39 as to the duties and rights of the Committee. The Committee shall be deemed to be subject to the *Ralph M. Brown Public Meetings Act* of the State of California, Government Code Section 54950 *et seq.* (the "Brown Act"), and shall conduct its meetings in accordance with the provisions thereof. The District shall provide necessary administrative support to the Committee as shall be consistent with the Committee's purposes, as set forth in Proposition 39, but without expending bond funds on such support.

The proceeds of general obligation bonds issued pursuant to the authority of the Bond Election are hereinafter referred to as "bond proceeds." The Committee shall confine its review of District expenditures specifically to expenditures of bond proceeds generated under Measure G. Regular and deferred maintenance projects and all monies generated under other sources shall fall outside the scope of the Committee's review.

Section 3. Duties. To carry out its stated purposes, the Committee shall perform only the following duties:

3.1 Inform the Public. The Committee shall inform the public concerning the District's expenditure of bond proceeds. In fulfilling this duty, all official communications of the Committee to either the Board or the public shall come from the Chair acting on behalf of the Committee. The Chair shall only release information that reflects the consensus view of the Committee.

3.2 Review Expenditures. The Committee shall review expenditure reports produced by the District to ensure that (a) bond proceeds were expended only for the purposes set forth in Measure G; and (b) no bond proceeds have been used for teacher or administrative salaries or other operating expenses.

3.3 Annual Report. At least one time annually, commencing with the end of the first fiscal year in which any bond proceeds are expended, and continuing through the end of the fiscal year in which bond proceeds have been spent in full, the Committee shall prepare an annual written report, the findings of which shall be summarized to the Board in public session,

which annual written report shall include the following:

(a) A statement indicating whether the District is in compliance with the requirements of Article XIIIA, Section 1(b)(3) of the California Constitution; and

(b) A summary of the Committee's proceedings and activities for the preceding year.

(c) Annual reports shall be posted on the District's website in accordance with Sections 7 and 8 hereto.

3.4 Duties of the Board/Superintendent. Either the Board or the Superintendent, as the Board shall determine, shall have the following powers reserved to it, and the Committee shall have no jurisdiction over the following types of activities:

(a) Approval of contracts,

(b) Approval of change orders,

(c) Expenditures of bond funds,

(d) Handling of all legal matters,

(e) Approval of project prioritization, project plans and schedules,

(f) Approval of all deferred maintenance plans, and

(g) Approval of the sale of bonds.

3.5 Measure G Projects Only. In recognition of the fact that the Committee is charged with overseeing the expenditure of bond proceeds, the Board has not charged the Committee with responsibility for:

(a) Projects financed through the State of California, developer fees, certificates of participation, lease/revenue bonds, the general fund or the sale of surplus property without bond proceeds shall be outside the oversight of the Committee.

(b) The establishment of priorities and order of construction for bond projects, which shall be made by the Board in its sole discretion.

(c) The selection of architects, engineers, soils engineers, construction managers, project managers, CEQA consultants and such other professional service firms as are required to complete the project based on District criteria established by the Board in its sole discretion.

(d) The approval of the design for each project including exterior materials, paint color, interior finishes, site plan and construction methods (modular vs. permanent), which shall be determined by the Board in its sole discretion.

(e) The selection of independent audit firm(s), performance and financial audit consultants and such other consultants as are necessary to support the activities of the Committee.

(f) The appointment or reappointment of qualified applicants to serve on the Committee, subject to legal limitations, and based on criteria adopted in the Board's sole discretion as part of carrying out its function under Proposition 39.

Section 4. Authorized Activities.

4.1 In order to perform the duties set forth in Section 3, the Committee may engage in the activities authorized under Education Code Section 15278 subsection (c), including:

(a) Receive and review copies of the District's annual independent performance audit and annual independent financial audit, required by Article XIIIA of the California Constitution.

(b) Inspect school facilities and grounds for which bond proceeds have been or will be expended, in accordance with any access procedure established by the District's Superintendent or business official.

(c) Review copies of deferred maintenance plans developed by the District.

(d) Review efforts by the District to maximize bond proceeds by implementing various cost-saving measures.

Section 5. Membership.

5.1 Number.

The Committee shall consist of at least seven (7) members appointed by the Board upon the recommendation of the Superintendent from a list of candidates submitting written applications, and based on criteria established by Proposition 39, to wit:

- One (1) member shall be the parent or guardian of a child enrolled in the District.

- One (1) member shall be the parent or guardian of a child enrolled in the District and active in a parent-teacher organization, such as the P.T.A. or a school site council.

- One (1) member active in a business organization representing the business community located in the District.

- One (1) member active in a senior citizens' organization.

- One (1) member active in a bona-fide taxpayers association.
- Two (2) members of the community at-large.

5.2 Qualification Standards.

(a) To be a qualified person, Committee members must be at least 18 years of age.

(b) As specifically prohibited by Education Code Section 15282, the Committee may not include any employee, official of the District or any vendor, contractor or consultant of the District.

(c) Preference will be given applicants who reside within District boundaries, however, residency within District boundaries is not a necessary qualification.

5.3 Ethics: Conflicts of Interest. The prohibitions contained in Article 4 (commencing with Section 1090) and Article 4.7 (commencing with Section 1125) of Chapter 1 of Division 4 of Title 1 of the Government Code (the "Conflicts Laws") apply to members of the Committee. As provided therein, members of the Committee shall not be financially interested in District contracts within the meaning of State law, or engage in any activity for compensation that is in conflict with such member's duties described herein. The Committee is established to inform the public regarding the expenditure of bond proceeds. Committee members are not public officials of a government agency with decision-making authority within the meaning of the Political Reform Act of 1974, and the Committee is not a decision-making authority. By accepting appointment to the Committee, each member agrees to comply with the Committee Ethics Policy attached to these Bylaws, and to complete and file with the District's business official each year the Fair Political Practice Commission Form 700 Statement of Economic Interests.

5.4 Term. Except as otherwise provided herein, each member shall serve a term of two (2) years, commencing on the date of the first meeting of the Committee. No member may serve more than ~~three~~ four (~~3~~ 4) consecutive terms. This limitation shall not prevent a former Committee member whose term has expired from serving again following a one-year period from such expiration. Members whose terms have expired may continue to serve on the Committee until a successor has been appointed. ~~At the Committee's first meeting, members will draw lots, by volunteer or other method, or otherwise select a minimum of three members to serve for an initial one (1) year term and the remaining members to serve an initial two (2) year term.~~

5.5 Appointment. Members of the Committee shall be appointed by the Board through the following process: (a) the District shall notify the public through its customary forums that it is accepting applications for Committee members, which may include posting at school sites, advertising in the local newspapers, and posting notice on the District's website, as well as the solicitation of local groups for applications; (b) applications shall be made available at the District office and/or through the District's web site; (c) the Superintendent will review the applications which have been submitted by the stated deadline; and (d) the Superintendent will make recommendations to the Board with respect to appointment. Appointments shall be made by the Board at an open meeting and recorded in the minutes.

5.6 Removal; Vacancy. The Board may remove any Committee member for cause, which includes failure to attend two consecutive Committee meetings without reasonable excuse

or for failure to comply with the Committee Ethics Policy. Upon a member's removal, the seat shall be declared vacant. The Board, in accordance with the established appointment process shall fill any vacancies on the Committee. The District shall make best efforts to fill vacancies within 90 days. Members whose terms have expired may continue to serve on the Committee until their successor has been appointed. In the event the District is unable to appoint members meeting the criteria listed in Section 5.1, the Committee may proceed with one or more vacancies.

5.7 Compensation. The Committee members shall not be compensated for their services.

5.8 Authority of Members. (a) Committee members shall not have the authority to direct staff of the District; (b) individual members of the Committee retain the right to address the Board as an individual or, on behalf of the Committee if said member has been authorized to do so by a majority vote of the Committee; and (c) the Committee shall have the right to request and receive only copies of any public records relating to Measure G funded projects.

Section 6. Meetings of the Committee.

6.1 Regular Meetings. The Committee shall meet at least once a year, or more frequently as the Committee deems it necessary to discharge its duty, but no more frequently than quarterly. At the end of each meeting, the Committee shall identify the next approximate meeting date.

6.2 Location. All meetings shall be held within the Holtville Unified School District, located in Imperial County, California.

6.3 Procedures. All meetings shall be open to the public in accordance with the Brown Act. Meetings shall be conducted according to such additional procedural rules as the Committee may adopt. A majority of the number of Committee members shall constitute a quorum for the transaction of any business.

Section 7. District Support.

7.1 Technical and Administrative Support. As provided by Education Code Section 15280, the District shall provide to the Committee necessary technical and administrative assistance in furtherance of its purposes and to publicize its conclusions. Such support shall include:

(a) preparation of and posting of public notices and agendas as required by the Brown Act, ensuring that all meetings notices and agendas are provided in the same manner as meetings of the District's Board;

(b) provision of a meeting room, including any necessary audio/visual equipment;

(c) preparation and copies of any documentary meeting materials, such as agendas, minutes and reports;

(d) providing bond expenditure reports produced by the District for review at each meeting;

(d) retention of all Committee records and reports; and

(e) providing public access to Committee meeting minutes and reports on an Internet website maintained by the District.

7.2 Copies of Bond Audits. Pursuant to Education Code Section 15286, the District shall submit a copy of its annual bond financial audit and performance audit, prepared each fiscal year, to the Committee at the same time such audits are submitted to the Board, and in any event no later than March 31 of each year. In addition, pursuant to Education Code Section 15280(a)(2), if findings, recommendations or concerns are identified in such audits, within three months of receiving the audits, the District shall provide the Committee with responses to such findings.

7.3 Staff Support. A member of the District staff shall attend Committee meetings in order to report on the status of projects and the expenditure of bond proceeds.

Section 8. Reports. The Committee must produce at least one annual report as referenced in Section 3.3. In addition, the Committee may report to the Board from time to time in order in order to inform the Board on the activities of the Committee. Any such reports shall be in writing and shall summarize the proceedings and activities conducted by the Committee. Such reports shall also be made available on the District's internet web site link to Measure G.

Section 9. Officers. The Superintendent shall appoint the initial Chair for purposes of conducting the first meeting of the Committee. At the first meeting, the Committee shall elect by majority vote of its members a Chair and a Vice-Chair, who shall act as Chair only when the Chair is absent. The Chair and Vice-Chair shall serve in such capacities for a term of one year and may be re-elected by vote of a majority of the members of the Committee.

Section 10. Amendment of Bylaws. These Bylaws may be amended by the Board of the District. Any amendment to these Bylaws shall be approved by a majority vote of the Board.

Section 11. Termination. The Committee shall automatically terminate and disband concurrently with the Committee's submission of the final Annual Report which reflects the final accounting of the expenditure of all Measure G monies.

CITIZENS' BOND OVERSIGHT COMMITTEE
ETHICS POLICY STATEMENT

This Ethics Policy Statement provides general guidelines for Committee members in carrying out their responsibilities. Not all ethical issues that Committee members face are covered in this Statement. However, this Statement captures some of the critical areas that help define ethical and professional conduct for Committee members. The provisions of this Statement were developed from existing laws, rules, policies and procedures as well as from concepts that define generally accepted good business practices. Committee members are expected to strictly adhere to the provisions of this Ethics Policy.

POLICY

- CONFLICT OF INTEREST. A Committee member shall not make or influence a District decision related to: (1) any contract funded by bond proceeds, or (2) any construction project which will benefit the Committee member's outside employment, business, or a personal finance or benefit an immediate family member, such as a spouse, child or parent.

- OUTSIDE EMPLOYMENT. A Committee member shall not use his or her authority over a particular matter to negotiate future employment with any person or organization that relates to: (1) any contract funded by bond proceeds, or (2) any construction project. A Committee member shall not make or influence a District decision related to any construction project involving the interest of a person with whom the member has an agreement concerning current or future employment, or remuneration of any kind. For a period of two (2) years after leaving the Committee, a former Committee member may not represent any person or organization for compensation in connection with any matter pending before the District that, as a Committee member, he or she participated in personally and substantially. Specifically, for a period of two (2) years after leaving the Committee, a former Committee member and the companies and businesses for which the member works shall be prohibited from contracting with the District with respect to: (1) bidding on projects funded by the bond proceeds; and (2) any construction project.

- COMMITMENT TO UPHOLD LAW. A Committee member shall uphold the federal and California Constitutions, the laws and regulations of the United States and the State of California (particularly the Education Code) and all other applicable government entities, and the policies, procedures, rules and regulations of the Holtville Unified School District.

- COMMITMENT TO DISTRICT. A Committee member shall place the interests of the District above any personal or business interest of the member.

LANDMARK
Geo-Engineers and Geologists

780 N. 4th Street
El Centro, CA 92243
(760) 370-3000
landmark@landmark-ca.com

77-948 Wildcat Drive
Palm Desert, CA 92211
(760) 360-0665
gchandra@landmark-ca.com

May 8, 2025

Mr. John-Paul Wells
Holtville Unified School District
621 East Sixth Street
Holtville, CA 92250

Proposal for Laboratory of Record
Holtville High School Multipurpose Building
Holtville, California
LCI Proposal No. L25-086T

Dear Mr. Wells:

Landmark Consultants, Inc. is pleased to provide this laboratory of record proposal for the Holtville High School Multipurpose Building project in Holtville, California. The estimated unit rate fees for laboratory of record services are listed below based on project plans, DSA 103 **(excluding shop welding and site flatwork per Greg Cox)** and an estimated construction schedule.

Field Testing/Inspection	
Building Pad Compaction Testing – 160 hrs. @ $130/hr.	$20,800
Concrete Sampling/Testing/Retrievals - 40 hrs. @ $130/hr.	$5,200
Batch Plant Inspection - 40 hrs. @ $130/hr.	$5,200
Field Welding Inspection – 80 hrs. @ $130/hr.	$10,400
Shop Rebar ID/Sampling/Fabrication – 48 hrs. @ $130/hr.	$6,240
Bolting Inspection – 80 hrs. @ $130/hr.	$10,400
Trip Charge – 80 @ $20/trip	$1,600
Laboratory Testing	
Maximum Density (Import) – 2 @ $300 ea.	$600
Concrete Compression Test – 35 sets @ $300/set	$10,500
Rebar Tensile/Bend – 10 sets @ $370/set	$3,700
Bolt Hardness/Tensile Testing – 4 sets @ $1,750/set	$7,000
DSA Reporting	$19,750
Estimated Total:	**$101,390**

A 2-hour minimum charge shall apply to all testing services and shall accrue in 2-hour increments. **An 8-hour minimum charge shall apply to all special inspection services (field welding/bolting/shop rebar/material ID).** Overtime hours (after 3 pm weekdays, over 8 hours per day, and anytime Saturdays) shall be invoiced at 1.5 times the normal rate and double time hours be invoiced at 2.0 times normal rates. The opportunity to assist in providing quality assurance for this project is appreciated. Our laboratory is DSA, Caltrans, AASHTO, AMRL and CCRL certified.

Sincerely Yours,
Landmark Consultants, Inc.

Randy Lyon
President

PRECISION INSPECTIONS, INC.
35381 PERLA PL.
WILDOMAR, CALIFORNIA 92595
(951) 691-3945

IOR INSPECTION SERVICES

PREPARED FOR:
HOLTVILLE UNIFIED SCHOOL DISTRICT
HOLTVILLE HIGH SCHOOL - CULINARY ARTS BUILDING

Holtville Unified School District
627 East 6th St.
Holtville, California 92250

SUBMITTED:
March 07, 2025

PRECISION INSPECTIONS, INC.
35381 PERLA PL.
WILDOMAR, CALIFORNIA 92595
(951) 691-3945

Attention: Mr. John Paul Wells
Holtville Unified School District
627 East 6th St.
Holtville, California 92250
jpwells@husd.net

Subject: IOR INSPECTIONS SERVICES – PROPOSAL SUBMITTAL
HOLTVILLE UNIFIED SCHOOL DISTRICT: Holtville High School – Culinary Arts Building (DSA #04-123789)

Dear Mr. Wells,

Precision Inspections, Inc. (PI) is pleased to submit our proposal to provide project inspections services to the Holtville Unified School District for the Holtville High School Culinary Arts Building project. Precision Inspections mission is to create value for our clients in every project we perform. A key element in our corporate mission is to ensure excellence and dedication in understanding our clients' needs while successfully providing high quality results in a cost-effective and timely manner. Precision Inspections is a C-Corporation registered in the State of California, business license C4559778. Our Department of Industrial Relations (DIR) registration number is 1000635290. Precision Inspections has been successfully providing Project Inspection Services for over 20 years throughout Southern California. PI corporate office is located in Wildomar, CA, based on the location of Holtville High School, PI will utilize inspectors within close proximity to ensure convenience and efficiency.

PI is a small business (SBE) enterprise with diverse employees who are dedicated to contributing hard work and diligence to every project we perform. Our firm is an extensively licensed Inspection Company providing full in-house services for project inspections. We are proudly certified by national and local entities including OSHPD, and DSA. We thank you for the opportunity of being considered for our services. We are looking forward to being a part of your team. If there are any questions regarding this submittal, please contact Ryan Broguiere, President at (951) 691-3945 or ryan@precisioninspectionco.com at your convenience.

Ryan Broguiere – President
Precision Inspections, Inc. (PI)
35381 Perla PI, Wildomar, CA 92595
(951) 691-3945

PRECISION INSPECTIONS, INC.
35381 PERLA PL.
WILDOMAR, CALIFORNIA 92595
(951) 691-3945

Scope of Work: HOLTVILLE UNIFIED SCHOOL DISTRICT

HOLTVILLE HIGH SCHOOL – CULINARY ARTS BUILDING PROJECT (DSA #04-123789)

Scope of work: Construction of a new Kitchen, Gym, Culinary Arts Complex and all associated site work and site improvements

Client	Date
Ryan Broguiere, President	03/07/2025 Date

PRECISION INSPECTIONS, INC.
35381 PERLA PL.
WILDOMAR, CALIFORNIA 92595
(951) 691-3945

Attention: Mr. John Paul Wells
Holtville Unified School District
627 East 6th St.
Holtville, California 92250
jpwells@husd.net

Cost Proposal: IOR INSPECTIONS SERVICES
HOLTVILLE HIGH SCHOOL – CULINARY ARTS BUILDING PROJECT (DSA #04-123789)

Precision Inspections hourly rate is $110.00 per hour with 4-hour and 8-hour minimums on all projects. Based on the anticipated construction schedule of 18 months for this project, 1,652 hours have been allocated for this project for an estimated total of $181,720.00 dollars

Please note that this is not a lump sum contract.

Please feel free to contact me with any questions at 951-691-3945.

Please Note: Overtime will be billed at the following rate upon approval by the district.
Monday – Friday - 11/2 (after 8 hours) x Above Rates
Saturdays - 11/2 (and 2X after 12 hours) x Above Rates
Sundays - 2 x Above Rates
Holidays - 3 x Above Rates

Note:

1. No mileage for travel to or from the job site will be billed.
2. No billing for all printing and reproduction, research, meetings, telephone usage, general office supply and overhead.
3. Any hours that go beyond the proposed or contract amount will be billed at the same rate indicated on this proposal/contract.
4. Hourly Minimum Charges for Inspectors and Technicians: Two-hour minimum show-up charge if no work is performed, then billed at four or eight hours minimum. This estimate has been prepared for the GENERAL PREVAILING WAGE DETERMINATION MADE BY THE DIRECTOR OF INDUSTRIAL RELATIONS PURSUANT TO CALIFORNIA LABOR CODE. For each determination an increase in rate will be applied according to the project bid date.

Client Date

Ryan Broguiere, President 03/07/2025
Date

PRECISION INSPECTIONS, INC.
35381 PERLA PL.
WILDOMAR, CALIFORNIA 92595
(951) 691-3945

Contract

This Contract Is between Holtville Unified School District, herein after referred to as CLIENT, and Precision Inspections, Inc., Herein after referred to as CONSULTANT, for Project Inspector Services to be provided by CONSULTANT for the following project:

HOLTVILLE HIGH SCHOOL – CULINARY ARTS BUILDING PROJECT (DSA #04-123789)

CONSULTANT will render these services, and CLIENT will compensate CONSULTANT in accordance with our Cost Estimate dated March 07, 2025.

1. Warranty of Authority to Sign
The person signing this contract warrants that he/she has authority to sign on the behalf of the CLIENT for whose benefit CONSULTANT'S services are rendered. If such person does not have such authority, he/she agrees that he/she is personally liable for all breaches of this contract and that in any action against him/her for breach of such warranty, a reasonable attorney's fee shall be included in any judgment rendered.

2. Payment
Invoices will be mailed to the CLIENT and will be due upon receipt, but will not be delinquent if paid on or before the 30th day from the date of the billing. If payment is not made, a FINANCE CHARGE will be due on the amount of the invoice(s) at the rate of one and one half percent (1-1/2%) per month on the unpaid balance from the invoice date until the same is paid. If the account becomes delinquent, the CLIENT shall pay all costs and expenses incurred by the CONSULTANT to collect the unpaid balance.

3, Claims by CLIENT
In the event the CLIENT makes a claim or brings any action against CONSULTANT for any act arising out the performance of these services, and the CLIENT falls to prove such claim or action, then the CLIENT shall pay all legal and other related costs and expenses incurred by CONSULTANT in defense of such claim or action.

4. Limitations
The CLIENT agrees to limit any and all claims for damages, costs of defense or other expenses or claims of liability or damages of whatever type which are sought to be levied against CONSULTANT as the result of alleged negligent acts, errors and omissions on CONSULTANT'S part, such that the total aggregate liability of CONSULTANT to the CLIENT will not exceed $50,000.00 or CONSULTANT'S total fee for services rendered on this project, whichever Is greater.

If the CLIENT is not willing to limit liability as indicated above, an Increase In the limit of liability of $1,000,000 can be accommodated for a surcharge to Consultant's fee. These additional limits are annual aggregates in accordance with Consultant's professional liability insurance coverage. The surcharge to Consultant's fee to provide $1,000,000 aggregate limit is 10%. This surcharge will be added to each monthly Invoice, If this option is elected. The client will notify the CONSULTANT if this provision is elected.

5. Dispute Resolution
All claims, disputes, and other matters in controversy between CONSULT ANT and CLIENT arising out of or In any way related to this AGREEMENT will be submitted to "alternative dispute resolution" (ADR) such as mediation, before and as a condition precedent to other remedies provided by law.
If a dispute of law arises related to the services provided under this AGREEMENT and that dispute requires litigation instead of ADR as provided above, then:
a. The claim will be brought and tried in judicial jurisdiction of the court of the county where Consultant's principal place of business is located and CLIENT waives the right to remove the action to any other county or judicial jurisdiction, and
b. The prevailing party will be entitled to recovery of all reasonable costs Incurred, including staff time, court costs, attorney's fees, and other claim related expenses.

6. Liability
CONSULTANT carries worker's compensation Insurance and public liability Insurance for bodily injury and property damage which may be suffered by third parties and members of the public who are not covered by the limitation of liability set forth in Paragraph 6. Certificates of coverage will be furnished upon request. CONSULTANT assumes the risk of damage caused by CONSULTANT personnel to CONSULTANT'S. supplies and equipment. If the CLIENT wishes to place greater responsibility upon CONSULTANT or requires further Insurance coverage, CONSULTANT, if specifically directed by the CLIENT, will take out additional Insurance (if procurable! to protect CONSULTANT, at the Client's expense: but Consultant shall not be responsible for property damage and bodily injury resulting from any cause, including fire and explosion, beyond the amount of coverage of CONSULTANT'S Insurance.

Clint	Date	Ryan Broguiere, Presiden	03/07/2025 Date

PRECISION INSPECTIONS, INC.
35381 PERLA PL.
WILDOMAR, CALIFORNIA 92595
(951) 691-3945

General Conditions

HOLTVILLE HIGH SCHOOL – CULINARY ARTS BUILDING PROJECT (DSA #04-123789)

1. Time and one-half charges will be rendered on weekdays for services extended beyond regular time. Late cancellation may be subject to reasonable charges if personnel cannot be appropriately reassigned, or if remobilization is required. Standard Billing:

Work from 0-4 hours	4-Hour Minimum on all projects
Work from 4-8 Hours	8-Hour Minimum
Work over 8 Hours or Saturdays	Time and One-Half
Work over 12 Hours per day, or on Saturday	Double Time
Work on Sundays	Double Time
Work on Holidays	Triple Time
Show-Up Time (no work performed)	2 Hour Minimum
Swing/Graveyard Shift Premium	11/2 x Regular Rate

2. The client understands that no final letter of compliance will be issued to D S A for the project until all outstanding invoices have been paid.
3. Miscellaneous or unusual charges, such as parking, mailing, shipping, etc., and/or subcontractor charges, will be charged to the client at cost, plus fifteen (15) percent.
4. Client shall cause all tests and Inspections to the site, materials, and work performed by PI or others to be timely and properly performed in accordance with the plans, specifications, and contract documents, and PI recommendations. No claims for loss, damage, or injury shall be brought against PI by our client or any third party unless all tests and inspections have been so performed and unless PI recommendations have been followed. Clients agrees to indemnify, defend and hold PI, its officers, employees and agents harmless for any and all claims, suits, losses, costs and expenses, including, but not limited to, court costs and reasonable attorney's fees in the event that all such tests and inspections are not so performed on PI recommendations are not followed except to the extent that such failure is the result of the negligence, willful or wanton act or omission of PI, its offices, agents or employees.
5. PI work shall not include determining, supervising, or implementing the means, methods, techniques, sequences, or procedures of construction. PI shall not be responsible for evaluating, reporting of affecting job conditions concerning health, safety, or welfare. PI work or failure to perform same shall not in any way excuse any contractor, subcontractor, or suppliers from performance of its work in accordance with the contract documents.
6. Unless otherwise agreed, test specimens or samples will be disposed of immediately upon completion of the test.
7. Client shall be invoiced once each month for work performed during the preceding period. Client agrees to pay each invoice within thirty (30) days of its receipt. The client further agrees to pay interest on all amounts invoiced and not paid or objected to for valid cause within said thirty (30) day period at the rate of one and one-half (1.5) percent per month as liquidated damages for additional credit and collection expenses incurred by PI. Client agrees to pay PI for cost of collection of all amounts due and unpaid after sixty (60) days, including court costs and reasonable attorney's fees.
8. The extension of unit prices herein with quantities to establish a total estimated cost does not guarantee a maximum cost to complete the inspection for a construction project. The quantities given are estimated based on contract documents and schedules made available at the time of proposal preparation. Since schedule, performance, production, and charges are directed and/or controlled by others, any quantity extensions must be considered as estimated and not a guarantee of maximum cost. The term "Cost Estimate" does not imply a maximum contract amount, but only the extension value of our unit price at the time of proposal preparation.
9. On remote jobs or projects, subsistence, when not furnished, will be an additional charge.
10. Project Manager charges are above and beyond unit rates quoted.
11. PI carries in excess of all Insurance required by law, if client requires additional coverage in excess of this amount, Insurance certificates, or co-insurance, and additional charge of cost, plus fifteen (15) percent will be incurred.
12. PI will provide its professional services to the client, as defined by its scope of work with that degree of care and skill ordinarily exercised under similar circumstances by members of its profession. This representation is in lieu of any warranties or other representations, either expressed or implied. It is also understood and agreed that statements made In PI reports are opinions based on engineering judgment and should not be construed to be conclusive representations of fact. If conditions different from what are indicated in the report come to the client's attention after receipt of the reports, it is recommended that the client contact PI Immediately to authorize further appropriate evaluation.
13. Client agrees to indemnify defend and hold PI, its officers, directors, members, partners, shareholders, agents, employees and any successors or assigns of each of them free and harmless from all expenses, claims, liabilities, losses, judgments or damages or Injury of any kind or nature whatsoever including reasonable attorney's fees and costs arising by reason of fraud, bad faith, willful misconduct or negligence by Client and its officers, directors, members, partners, shareholders, agents, employees. The foregoing indemnity shall survive termination of this contract.
14. If PI or clint initiates dispute resolution procedures to enforce its rights under this contract, and substantially prevails In such proceeding, then it shall in addition to any other relief, be awarded its reasonable costs a attorney's fees.

Clint	Date
Ryan Broguiere, President	03/07/2025 Date

Pyro-Comm Systems, Inc.
15531 Container Lane • Huntington Beach CA 92649 P (714) 902-8000 • F (714) 902-8001

CHANGE ORDER PROPOSAL

RCO #	001
PCSI Job #:	2022382

Holtville USD
3295 Holt Road
Holtville, CA

To: HUSD
Attn: John Wells
Address: 621 E. Holtville
City, State, Zip: Holtville, CA

Date: July 13, 2023
From: Ken Berry
Email: kberry@pyrocomm.com
Mobile: 760-672-8142

Pyro Comm Systems Inc. (PCSI) is pleased to present the following proposal for your use and consideration based on the information available for review to prepare this bid proposal.

REFERENCE: Ref CO1

Description of Change in Scope:	The change order is due to needed serface mount back boxes for the spekaer strobes.

Architectural Drawings Dated: _____ Addenda #: _____

Systems Drawings Dated: _____ Addenda #: _____

Fire Alarm Drawings Dated: _____ Addenda #: _____

Nature of This Change Order:

- [x] Change in scope of work
- [ ] Change to Specifications
- [x] Requested by Contractor
- [ ] Requested by Owner
- [ ] Requested by AHJ
- [ ] Other

All terms and conditions of the original agreement apply to this change

Total price as described above is: $3,900.00 including sales tax and freight

This price is good for 90 days from the date shown above.

Signature of Acceptance: _____

Printed Name: _____

Pyro-Comm Systems, Inc.
15531 Container Lane • Huntington Beach CA 92649 P (714) 902-8000 • F (714) 902-8001

CHANGE ORDER PROPOSAL

RCO #	002
PCSI Job #:	2231382

Holtville USD
3295 Holt Road
Holtville, CA

To: HUSD
Attn: John Paul Wells
Address: 621 E. Holtville
City, State, Zip: Holtville, CA

Date: April 17, 2025
From: Marcos Montes
Email: mmontes@pyrocomm.com
Mobile: 760-412-1305

Pyro Comm Systems Inc. (PCSI) is pleased to present the following proposal for your use and consideration based on the information available for review to prepare this bid proposal.

REFERENCE: (High School) Added Building 14 to scope (FA1.14)

Description of Change in Scope:	Building 14 was not on approved plans. PCSI will add building to match scope of buildings 15 thru 19.

Architectural Drawings Dated: _____ Addenda #: _____

Systems Drawings Dated: _____ Addenda #: _____

Fire Alarm Drawings Dated: **2/15/2024** Addenda #: _____

Nature of This Change Order:

- ☑ Change in scope of work
- ☐ Change to Specifications
- ☐ Requested by Contractor
- ☐ Requested by Owner
- ☐ Requested by AHJ
- ☐ Other

All terms and conditions of the original agreement apply to this change

Total price as decribed above is including sales tax and freight is $3,016.00

This price is good for 90 days from the date shown above.

Signature of Acceptance: _____

Printed Name: _____

Pyro-Comm Systems, Inc.
15531 Container Lane • Huntington Beach CA 92649 P (714) 902-8000 • F (714) 902-8001

CHANGE ORDER PROPOSAL

RCO #	003
PCSI Job #:	2231382

Holtville USD
3295 Holt Road
Holtville, CA

To: HUSD
Attn: John Paul Wells
Address: 621 E. Holtville
City, State, Zip: Holtville, CA

Date: July 15, 2025
From: Marcos Montes
Email: mmontes@pyrocomm.com
Mobile: 760-412-1305

Pyro Comm Systems Inc. (PCSI) is pleased to present the following proposal for your use and consideration based on the information available for review to prepare this bid proposal.

REFERENCE: (High School) Added heat detectors to building 37 (FA1.16)

Description of Change in Scope:	PCSI will add additional heat detectors above ceiling in building 37 to met code requirements of beam pockets.

Architectural Drawings Dated: _____ Addenda #: _____

Systems Drawings Dated: _____ Addenda #: _____

Fire Alarm Drawings Dated: **2/15/2024** Addenda #: _____

Nature of This Change Order:

- ☑ Change in scope of work
- ☐ Change to Specifications
- ☐ Requested by Contractor
- ☐ Requested by Owner
- ☐ Requested by AHJ
- ☐ Other

All terms and conditions of the original agreement apply to this change

Total price as decribed above is including sales tax and freight is $11,024.00

This price is good for 90 days from the date shown above.

Signature of Acceptance: _____

Printed Name: _____