MUROC JOINT UNIFIED SCHOOL DISTRICT
REGULAR BOARD MEETING
District Board Room
Richard B. Lynch Educational Center
17100 Foothill Avenue • North Edwards, CA 93523

BOARD OF TRUSTEES
Matt Carter, President
Broc Job, Member
Jeremy Caillier, Member
Jessica Guasco, Member

SUPERINTENDENT
Kevin D. Cordes

BOARD MEETING AGENDA
Monday, September 8, 2025 - 5:00 p.m.

CALL TO ORDER

FLAG SALUTE

APPROVAL OF AGENDA

ADMINISTRATION OF OATH OF OFFICE

- Student Board Members:
  1. Layne Fox, Boron Jr/Sr High School
  2. Priscilla Were, Desert Jr/Sr High School

PUBLIC COMMENTS

At this time, the public may address the Board on any matter pertaining to the District that is not on the agenda. Each member of the public wishing to speak is requested to limit his/her comments to three minutes. The Board will consider public input, but cannot take any action at this meeting.

PRESENTATIONS/INFORMATION ITEMS/REPORTS

REPORTS

- Muroc Education Association (MEA)
- California School Employees Association (CSEA)
- Principals
- Construction Update
- Assistant Superintendent Update
- Superintendent Update
- Student Board Members
- Board of Trustees

BY GENERAL CONSENT THE FOLLOWING AGENDA ITEMS ARE APPROVED/ADOPTED/RATIFIED

CONSENT AGENDA

All matters listed under Consent Agenda are considered by the Board to be routine and will be enacted by one motion in the form listed below, unless any member of the Board requests that an item be removed from the Consent Agenda for separate consideration.

	Page
A. Adoption of Minutes	CA2
1. Regular Board Meeting, August 11, 2025	
B. Deposit Transactions, August 2025	CA5
C. Accounts Payable Reports, August 2025	CA7
D. Social Work Field Education Contractual Agreement Between Grand Canyon University and MJUSD	CA18
E. Agreement with Christopher White for Professional Services	CA20
a. Supervised Fieldwork for BCBA Trainees	
F. Agreement with Wiggles & Giggles Pediatric Physical Therapy PC for Professional Services	CA22
a. School based physical therapy	
G. Contract for Special Education Services with Excel Education & Therapy Services	CA24
H. Career Catalyst Worksite Agreement Between Chef Ann Foundation and MJUSD	CA27
I. Personnel Actions	CA52
1. Approve Classified Employees	
3. Approve Changes to Classified Assignments	
4. Approve Classified Substitutes	
5. Approve Classified Resignations	
6. Approve Certificated Appointments	
7. Approve Certificated Stipends	
5. Resolution 09-25-01; Nicole Hoskin - Provisional Internship Permit: Special Ed	
J. Adoption of Resolutions	
1. Resolution 9-25-02, National School Lunch Week (October 13-17, 2025)	CA61
2. Resolution 9-25-03, Week of the School Administrator (October 12-18, 2025)	CA63

ACTION AGENDA

Any resident of the District or staff member interested in speaking on an item listed under the Action Agenda, or an item that has been removed from the Consent Agenda and placed on the Action Agenda, should ask for recognition from the Board President to speak on the issue at the time it is being discussed.

Public Hearing-Sufficiency of Instructional Materials: A Public Hearing will be held to determine whether each pupil in each school in the District has sufficient textbooks or instructional materials, or both, that are consistent with the content and cycles of the curriculum framework adopted by the State Board of Education.

	Page
A. Consideration/Possible Action: **Adoption of Resolution 9-25-04, Sufficiency of Instructional Materials for the 2025-26 School Year**	AA2
B. Consideration/Possible Action: **Adoption of Resolution 9-25-05, GANN Appropriations Limit**	AA4
C. Consideration/Possible Action: **Certification of the Accuracy of the 2025-26 Unaudited Actuals Financial Report** *(Available for review online at: www.muroc.k12.ca.us)*	AA5

ANNOUNCE CLOSED SESSION ITEMS

CLOSED SESSION

The Board will consider and may act upon any of the following items in Closed Session.
Any action taken will be reported publicly at the end of the Closed Session as required by law.

A. Pupil Personnel Matters
   1. Student Expulsion
B. Personnel Matters
   1. Pursuant to Government Code Section 54957;
      a. Public Employee Discipline/Dismissal/Release/Employment
   2. Pursuant to Education Code 44929.21;
      a. Consideration/Possible Action
C. Confer with Labor Negotiator
   1. Certificated Bargaining Unit
   2. Classified Bargaining Unit
D. Pursuant to Government Code Section 54957.6;
   1. Conference with Labor Negotiators
E. Pursuant to Government Code Section 54956.9;
   1. Conference with Legal Counsel-Anticipated Litigation
F. Complaints

RECONVENE IN OPEN SESSION; ANNOUNCE CLOSED SESSION ACTION

PUBLIC COMMENTS

At this time, the public may address the Board on any matter pertaining to the District that is not on the agenda. Each member of the public wishing to speak is requested to limit his/her comments to three minutes. The Board will consider public input, but cannot take any action at this meeting.

ADJOURNMENT

MUROC JOINT UNIFIED SCHOOL DISTRICT

BOARD MEETING BACK-UP MATERIAL

CONSENT AGENDA

BOARD MEETING DATE: **September 8, 2025**

RECOMMENDATION: It is recommended that all of the items on the following pages of the Consent Agenda be Approved/Adopted/Ratified

MUROC JOINT UNIFIED SCHOOL DISTRICT
REGULAR BOARD MEETING

BOARD OF TRUSTEES
Matt Carter, President
Broc Job, Member
Jeremy Caillier, Member

SUPERINTENDENT
Kevin D. Cordes

BOARD MEETING MINUTES
Monday, August 11, 2025

PRESENT
Kevin Cordes, Matt Carter, Broc Job, Jeremy Caillier

ABSENT
None

CALL TO ORDER
Matt Carter called the meeting to order at 5:00 p.m.

FLAG SALUTE
Jeremy Caillier led the flag salute.

APPROVAL OF AGENDA
Broc Job moved, Jeremy Caillier seconded to approve the agenda as presented.
(Motion approved; vote: 3-0)
Vote: Carter Aye Job Aye Caillier Aye

PUBLIC COMMENTS
No public comments.

BOARD INTERVIEW & OATH
The Board will conduct interviews for the vacant Governing Board seat.
- Trustee Area #2, Office B, Edwards AFB/Partial N. Edwards

1. Jessica Guasco

PRESENTATIONS/INFORMATION ITEMS/REPORTS

INFORMATION
- Quarterly Report on Williams Uniform Complaints

REPORTS
- Muroc Education Association (MEA)
- Principals
- Construction Update
- Assistant Superintendent Update
- Superintendent Update
- Board of Trustees

NO REPORTS
- California School Employees Association (CSEA)

CONSENT AGENDA

All matters listed under Consent Agenda are considered by the Board to be routine and will be enacted by one motion in the form listed below, unless any member of the Board requests that an item be removed from the Consent Agenda for separate consideration.

A. Adoption of Minutes
1. Regular Board Meeting, June 30, 2025

B. Deposit Transactions, July 2025

C. Accounts Payable Reports, July 2025

D. Authorization for Superintendent to File Impact Aid Applications for 2025-2026

E. Interdistrict Attendance Agreement with other School Districts for 2025-2026

F. University Agreement Between University of Nevada, Reno and MJUSD

G. Clinical Practice Agreement Between CSU, Bakersfield and MJUSD

H. Memorandum of Agreement Between MEA and MJUSD
1. Elected Union Officer Release Time

I. Desert Jr/Sr High School 2025-2026 Fall Sports Schedules
1. Football
2. Girls Volleyball
3. Cross Country
4. Tennis
5. Jr. High Cross Country

J. Kern County Superintendent of Schools
1. Meal Vending Agreement - July 1, 2025-June 30, 2026

K. Personnel Actions
1. Approve Classified Employees
3. Approve Classified Substitute
4. Approve Classified Resignations
5. Resolution 08-25-01; Addition of Position of Classified Services – Special Needs Van Driver

L. Infinity Communications and Compliance Master Agreement for Professional Services

M. 2025-26 Student Plan for Student Achievement
1. Branch Elementary School

(Plans are available for review online at: www.muroc.k12.ca.us)

N. Proposal for New High School Courses *(Addendum)*
1. CTE Medical Assistant
2. CTE Early Childhood Development
3. CTE Culinary Arts
4. English Through Public Health
5. Spanish Through Public Health

Jeremy Caillier moved, Broc Job seconded to approve/adopt/ratify the following items on the Consent Agenda.
(Motion approved; vote: 3-0)
Vote: Carter Aye Job Aye Caillier Aye

ACTION ITEMS

A. Consideration/Possible Action: **Provisional Appointment of Trustee to Area #2, Office B, Edwards AFB/Partial North Edwards**

Matt Carter moved, Broc Job seconded to Appoint Trustee to Area #2, Office B.
(Motion approved; vote: 3-0)
Vote: Carter Aye Job Aye Caillier Aye Stoltzfus Aye

President Matt Carter announced there would be no closed session.

ADJOURNMENT

There being no further business, Jessica Guasco moved, Matt Carter seconded to adjourn the meeting at 5:55 p.m.

(Motion approved; vote: 4-0)

Vote: Carter Aye Job Aye Caillier Absent Guasco Aye

Broc Job, Clerk

September 8, 2025

Board Adoption Date

Deposit Report Aug 2025
Date last used from: 08/01/2025 To 08/31/2025
Transaction Number from: 0 To 999999
Date entered from: 00/00/0000 To 99/99/9999

APPROVED TRANSACTIONS ONLY

NUMBER	DATE / LN.	ENTERED / DI	DESCRIPTION / DETAIL DESCR	FD-RESC-Y-OBJT.SO-GOAL-FUNC-STE-T2-TY3-TYP4		AMOUNT	A/R
260001	08/07/2025	08/13/2025	ACH Food Service 10/24-12/24	ENTERED BY: MRN	APPROVED: 08/13/2025 MRN		
	1.	92	October 2024	13-5310-0-8634.00-0000-0000-000-00-000-0000		60.00	N
	2.	92	November 2024	13-5310-0-8634.00-0000-0000-000-00-000-0000		60.00	N
	3.	92	December 2024	13-5310-0-8634.00-0000-0000-000-00-000-0000		60.00	N
				TOTAL AMOUNT		180.00 *	
260002	08/07/2025	08/13/2025	ACH Food Service 01/25-07/25	ENTERED BY: MRN	APPROVED: 08/13/2025 MRN		
	1.	92	January 2025	13-5310-0-8634.00-0000-0000-000-00-000-0000		60.00	N
	2.	92	March 2025	13-5310-0-8634.00-0000-0000-000-00-000-0000		20.00	N
	3.	92	April 2025	13-5310-0-8634.00-0000-0000-000-00-000-0000		20.00	N
				TOTAL AMOUNT		100.00 *	
260003	08/07/2025	08/13/2025	May 2025 Food Service Reimburs	ENTERED BY: MRN	APPROVED: 08/13/2025 MRN		
	1.	92	May 25 Fed Reimbursement	13-5310-0-8220.00-0000-0000-000-00-000-0000		58,803.52	N
	2.	92	May 25 State Reimbursement	13-5310-0-8220.00-0000-0000-000-00-000-0000		122,883.26	N
				TOTAL AMOUNT		181,686.78 *	
260004	08/07/2025	08/13/2025	ACH Tricor 6/26/25	ENTERED BY: MRN	APPROVED: 08/13/2025 MRN		
	1.	92	ACH Tricor 6/26/25	01-0000-0-8699.00-0000-0000-000-00-000-0000		714.70	N
				TOTAL AMOUNT		714.70 *	
260005	08/07/2025	08/13/2025	ACH Chargepoint Inc 6/23/25	ENTERED BY: MRN	APPROVED: 08/13/2025 MRN		
	1.	92	Electric Veh Station Rev 6/23	01-0000-0-8699.00-0000-0000-000-00-000-0000		24.01	N
				TOTAL AMOUNT		24.01 *	
260006	08/07/2025	08/13/2025	ROTC A. Brooks Salary 6/24/25	ENTERED BY: MRN	APPROVED: 08/13/2025 MRN		
	1.	92	ROTC A. Brooks Salary 6/24/25	01-0000-0-8290.00-0000-0000-000-00-000-0000		3,519.38	N
				TOTAL AMOUNT		3,519.38 *	
260007	08/07/2025	08/13/2025	ASP June 2025	ENTERED BY: MRN	APPROVED: 08/13/2025 MRN		
	1.	92	ROTC A. Brooks Salary 6/24/25	01-0000-0-8699.00-0000-0000-000-00-000-0000		10,754.33	N
				TOTAL AMOUNT		10,754.33 *	
260008	08/07/2025	08/13/2025	Retiree Insurance Payments	ENTERED BY: MRN	APPROVED: 08/13/2025 MRN		
	1.	92	Classified Ret Cks 6/18/25	01-0000-0-3702.00-1110-1000-000-00-000-9000		7,127.40	N
	2.	92	Certificated Ret CKs 6/18/25	01-0000-0-3701.00-1110-1000-000-00-000-9000		9,218.30	N
				TOTAL AMOUNT		16,345.70 *	
260009	08/07/2025	08/13/2025	Safety Incent for Desks 7/7/25	ENTERED BY: MRN	APPROVED: 08/13/2025 MRN		
	1.	92	Safety incentive Wrnt#45134526	01-0000-0-8699.00-0000-0000-000-00-000-0000		3,306.63	N
				TOTAL AMOUNT		3,306.63 *	
260010	08/07/2025	08/13/2025	ACH Chargepoint Inc 7/21/25	ENTERED BY: MRN	APPROVED: 08/13/2025 MRN		
	1.	92	Elect Vehic Station Rev 7/21	01-0000-0-8699.00-0000-0000-000-00-000-0000		12.12	N
				TOTAL AMOUNT		12.12 *	

APPROVED TRANSACTIONS ONLY

NUMBER	DATE / LN.	ENTERED / DI	DESCRIPTION / DETAIL DESCR	FD-RESC-Y-OBJT.SO-GOAL-FUNC-STE-T2-TY3-TYP4	AMOUNT	A/R
260011	08/07/2025	08/13/2025	ASP July 2025	ENTERED BY: MRN APPROVED: 08/13/2025 MRN		
	1.	92	ASP July 2025 Deposits	01-0000-0-8699.00-0000-0000-000-00-000-0000	2,954.20	N
				TOTAL AMOUNT	2,954.20 *	
				DISTRICT TOTAL	219,597.85 **	
				GRAND TOTAL	219,597.85 ***	

FUND : 01 GENERAL FUND

VENDOR NAME	DESCRIPTION	EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
A-Z BUS SALES INC. - COLTON	CMCOL1582		- 539.29	08/21/2025
A-Z BUS SALES INC. - COLTON	INVCOL53669		920.00	08/21/2025
ACCREDITING COMMISSION FOR SCH	1336483 25-26		500.00	08/22/2025
ACCREDITING COMMISSION FOR SCH	1333105 25-26		930.00	08/22/2025
ACCREDITING COMMISSION FOR SCH	1333107 25-26		930.00	08/22/2025
ACCREDITING COMMISSION FOR SCH	1333103 25-26		1,270.00	08/22/2025
ACCREDITING COMMISSION FOR SCH	1333104 25-26		1,270.00	08/22/2025
ACCREDITING COMMISSION FOR SCH	1333106 25-26		930.00	08/22/2025
AFFORDABLE TIRE	356615		2,000.00	08/15/2025
AFFORDABLE TIRE	740053		900.00	08/06/2025
AFFORDABLE TIRE	740053		520.67	08/06/2025
AFFORDABLE TIRE	739903		640.00	08/06/2025
AFFORDABLE TIRE	356607		2,000.00	08/06/2025
AFFORDABLE TIRE	739901		580.00	08/06/2025
AFFORDABLE TIRE	739902		135.00	08/06/2025
AGUSTIN, MARIFEL	AVID San Diego R		484.20	08/15/2025
ALMENDRAL, SYLVIA	AVID San Diego R		665.60	08/15/2025
AMAZON CAPITAL SERVICES	1RRX-FKK6-6V49	School Supplies	513.53	08/21/2025
AMAZON CAPITAL SERVICES	1RRX-FKK6-6V49	School Supplies	0.00	08/21/2025
AMAZON CAPITAL SERVICES	1RRX-FKK6-6V49	School Supplies	0.00	08/21/2025
AMAZON CAPITAL SERVICES	Incorrect Code	med terminology book	0.00	08/18/2025
AMAZON CAPITAL SERVICES	1Q4M-XM1W-C1HW		145.67	08/15/2025
AMAZON CAPITAL SERVICES	1C94-6PQJ-C9XV		21.61	08/15/2025
AMAZON CAPITAL SERVICES	1Y6D-36FQ-LGGP		88.32	08/15/2025
ANCAO, NEIL GRACE	AVID San Diego R		481.40	08/15/2025
ARZAGA, KRYSS	AVID San Diego R		484.20	08/15/2025
AT&T / CALNET 2 & 3	9391061405 23881	Utilities for 2025-2026	90.09	08/15/2025
AT&T / CALNET 2 & 3	9391061407 23881	Utilities for 2025-2026	60.05	08/15/2025
AT&T / CALNET 2 & 3	9391057759 23883	Utilities for 2025-2026	519.77	08/15/2025
AT&T / CALNET 2 & 3	9391063663 23883	Utilities for 2025-2026	31.58	08/15/2025
AT&T / CALNET 2 & 3	9391063662 23883	Utilities for 2025-2026	31.58	08/15/2025
AT&T / CALNET 2 & 3	9391037445 23883	Utilities for 2025-2026	590.77	08/15/2025
AT&T / CALNET 2 & 3	9391061408 23881	Utilities for 2025-2026	240.21	08/15/2025
AVORQUE, KRISTZEL	AVID San Diego R		485.60	08/15/2025
BALANE, HAZEL	AVID San Diego R		481.40	08/15/2025
BALICAT, NIKKA	AVID San Diego R		484.20	08/15/2025
BDJTECH	10440	30 Muroc Phones	2,273.25	08/21/2025
BORON COMM SERV DIST	8070 6/20-7/22	Boron Water	2,470.77	08/15/2025
BORON COMM SERV DIST	8093 6/20-7/22	Boron Water	6,731.00	08/15/2025
CALIFORNIA SPECTRUM SERVICES	Dec 2024- June 2		151,755.41	08/21/2025
CARUANA, DIONISIO	Custodial Travel		42.84	08/06/2025
CHARTER COMMUNICATIONS	10598510108012 5	Utiltities	5,127.39	08/22/2025
CIF - CENTRAL SECTION	DUES-17938		1,055.00	08/15/2025
CIF STATE OFFICE	CIFCS-17941		174.96	08/15/2025
CONTINENTAL ATHLETIC SPLY INC	INV2349		6,487.01	08/06/2025
CRITICAL CAR CARE INC	72044		943.04	08/21/2025
CRITICAL CAR CARE INC	72044		1,730.00	08/21/2025
CRITICAL CAR CARE INC	71088		200.00	08/06/2025

FUND : 01 GENERAL FUND

VENDOR NAME	DESCRIPTION	EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
CRITICAL CAR CARE INC	71900		529.56	08/06/2025
CRITICAL CAR CARE INC	71900		1,718.50	08/06/2025
CRITICAL CAR CARE INC	70199		44.50	08/06/2025
CRITICAL CAR CARE INC	70199		156.00	08/06/2025
CRITICAL CAR CARE INC	71977		411.85	08/06/2025
CRITICAL CAR CARE INC	71977		2,901.06	08/06/2025
CRITICAL CAR CARE INC	71999		658.49	08/06/2025
CRITICAL CAR CARE INC	71788		634.13	08/06/2025
CRITICAL CAR CARE INC	71777		383.81	08/06/2025
CRITICAL CAR CARE INC	71999		1,632.00	08/06/2025
CRITICAL CAR CARE INC	71788		1,360.00	08/06/2025
CRITICAL CAR CARE INC	71777		1,249.50	08/06/2025
CROW, KEVIN	Pants for 25-26		102.56	08/21/2025
CROW, TAYLOR	Work Pants for 2		32.00	08/21/2025
CROW, TAYLOR	Work Pants Reimb		60.70	08/15/2025
CULLIGAN WATER CONDITIONING	20250873200	Open PO	602.70	08/21/2025
CULLIGAN WATER CONDITIONING	202508070947	Open PO	294.25	08/27/2025
Cal Poly University Cashier	ID# 031007853		3,500.00	08/18/2025
Capuli, Paula Ann	Contract Reimb P		125.00	08/27/2025
Capuli, Paula Ann	Contract Reimb P		337.77	08/27/2025
Custom Ink	79697853		2,342.85	08/27/2025
Custom Ink	76595881		267.92	08/27/2025
Custom Ink	76595973		267.92	08/27/2025
Custom Ink	76595519		267.92	08/27/2025
Custom Ink	76595795		267.92	08/27/2025
DANIELSON, DEBRA	AVID San Diego R		486.30	08/21/2025
DESERT LAKE APARTMENTS	403 Sept 2025 Re		900.00	08/27/2025
DESERT LAKE APARTMENTS	501 Sept 2025 Re		1,000.00	08/27/2025
DESERT LAKE APARTMENTS	601 Sept 2025 Re		1,000.00	08/27/2025
DESERT LAKE COMM SERV	1013 6/20-7/24	Desert Lake Water	2,391.00	08/15/2025
DESERT LAKE COMM SERV	1011 6/20-7/24	Desert Lake Water	2,439.80	08/15/2025
DEWAR, DENISE	School Site Visi		107.17	08/21/2025
DEWAR, DENISE	School SIte Visi		184.94	08/21/2025
DIAMOND FORD	677417		1,000.00	08/21/2025
DIAMOND FORD	677417		2,114.76	08/21/2025
DIAMOND FORD	677417		4,872.00	08/21/2025
DIZON, JHASMYN	AVID San Diego R		221.00	08/21/2025
DOUGLAS, JACOB	AVID San Diego R		552.80	08/21/2025
DUNN-EDWARDS CORPORATION	2056A36807		326.74	08/06/2025
DUNN-EDWARDS CORPORATION	45042316		- 395.72	08/06/2025
DUNN-EDWARDS CORPORATION	2025A36656		196.04	08/06/2025
EDGEMONT ACRES WATER CO	1746050	Utilities	600.00	08/21/2025
ELLMS, DAVID	AVID San Diego R		112.66	08/21/2025
ELLMS, DAVID	AVID San Diego R		84.49	08/21/2025
ELLMS, DAVID	AVID San Diego R		28.16	08/21/2025
ELLMS, DAVID	AVID San Diego R		197.16	08/21/2025
ELLMS, DAVID	AVID San Diego R		140.83	08/21/2025
ELLMS, FAITH	AVID San Diego R		221.00	08/21/2025

FUND : 01 GENERAL FUND

VENDOR NAME	DESCRIPTION	EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
ENFINITY CENTRALVAL 1 LLC	INV00016903	Utilities	2,657.84	08/21/2025
ENFINITY CENTRALVAL 1 LLC	INV00016902	Utilities	1,591.44	08/21/2025
FARBER, KARLYN	April-June 2025		11,437.50	08/21/2025
FEDERAL EXPRESS CORP	8-956-27743	Mailing Services	48.21	08/21/2025
FEDERAL EXPRESS CORP	8-948-57664	Mailing Services	45.84	08/21/2025
FEDERAL EXPRESS CORP	8-941-84315	Mailing Services	42.49	08/21/2025
FEDERAL EXPRESS CORP	1519-6403-6	Mailing Services	127.59	08/06/2025
FLEWELLING & MOODY ARCH CORP	49455		4,080.00	08/06/2025
FOLLETT SOFTWARE, LLC.	1585660	Library Software Renewal	948.60	08/18/2025
FOLLETT SOFTWARE, LLC.	1585660	Library Software Renewal	948.60	08/18/2025
FOLLETT SOFTWARE, LLC.	1585660	Library Software Renewal	948.60	08/18/2025
FOLLETT SOFTWARE, LLC.	1585660	Library Software Renewal	948.60	08/18/2025
FOLLETT SOFTWARE, LLC.	1585660	Library Software Renewal	948.60	08/18/2025
FOSTER & FOSTER, INC.	34640		750.00	08/22/2025
FRONTIER COMMUNICATIONS	760-762-1124-112	Utilities	139.22	08/21/2025
FRONTIER COMMUNICATIONS	760-762-1128-113	Utilities	139.22	08/21/2025
FRONTIER COMMUNICATIONS	760-769-4074-121	Utilities	125.07	08/21/2025
FRONTIER COMMUNICATIONS	209-148-1905-102	Utilities	90.90	08/27/2025
GIBBS TRUCK CENTERS	869883		8,542.22	08/21/2025
GIBBS TRUCK CENTERS	869883		7,452.00	08/21/2025
HAPPY NUMBERS INC.	117507	Quote #15869	4,950.00	08/18/2025
HAPPY NUMBERS INC.	117507	Quote #15869	4,950.00	08/18/2025
HAPPY NUMBERS INC.	117507	Quote #15869	4,255.00	08/18/2025
HARRALD, VAN	Safety Shoes		150.00	08/21/2025
HD SUPPLY	877648493	Open PO	196.11	08/21/2025
HD SUPPLY	878234889	Open PO	4,423.66	08/21/2025
HD SUPPLY	878389550	Open PO	98.66	08/21/2025
HD SUPPLY	874364219	Open PO	99.74	08/06/2025
HD SUPPLY	873667687	Open PO	2,091.39	08/06/2025
HD SUPPLY	873667695	Open PO	1,045.70	08/06/2025
HD SUPPLY	873734131	Open PO	2,773.37	08/06/2025
HD SUPPLY	872979109	Open PO	693.34	08/06/2025
HEDDERMAN, LEVI	AVID San Diego R		484.20	08/21/2025
HEINEMANN PUBLISHING	Different Vendor	HMH Collections K-12	0.00	08/08/2025
HEINEMANN PUBLISHING	Different Vendor	HMH Jouneys K-6	0.00	08/08/2025
HEINEMANN PUBLISHING	Different Vendor	HMH Jouneys K-6	0.00	08/08/2025
HEINEMANN PUBLISHING	Different Vendor	HMH Collections K-12	0.00	08/08/2025
HERC RENTALS INC.	35750596-001		726.68	08/21/2025
HERC RENTALS INC.	35800532-001		679.62	08/27/2025
HIGHWAY GLASS COMPANY INC.	13118		150.00	08/21/2025
HIGHWAY GLASS COMPANY INC.	13118		150.00	08/27/2025
HIGHWAY GLASS COMPANY INC.	13026		378.88	08/27/2025
HIGHWAY GLASS COMPANY INC.	13026		425.00	08/27/2025
HOUGHTON MIFFLIN HARCOURT PUBL	956362132	Proposal #009411657	173.60	08/22/2025
HOUGHTON MIFFLIN HARCOURT PUBL	956362132	Proposal #009411657	167.00	08/22/2025
HOUGHTON MIFFLIN HARCOURT PUBL	956362132	Proposal #009411657	375.62	08/22/2025
HOUGHTON MIFFLIN HARCOURT PUBL	956362132	Proposal #009411657	173.60	08/22/2025
HOUGHTON MIFFLIN HARCOURT PUBL	956362132	Proposal #009411657	208.63	08/22/2025

FUND : 01 GENERAL FUND

VENDOR NAME	DESCRIPTION	EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
HOVEY, MEGAN	AVID San Diego R		489.80	08/21/2025
HSU, CHIA-LING (IRENE)	CASP Reimburseme		649.00	08/27/2025
HSU, CHIA-LING (IRENE)	CASP Reimburseme		155.00	08/27/2025
HUDL	H00139861		8,744.87	08/15/2025
HUDL	H00139861		8,744.88	08/15/2025
IMAGINE LEARNING LLC	158147		12,177.00	08/06/2025
IMAGINE LEARNING LLC	1073762	Q-117302	50,208.00	08/06/2025
INFINITY COMM & CONSULTING INC	19544		8,250.00	08/21/2025
J&C BOOKS LLC	I3996	DHO Health Science AP	2,165.00	08/21/2025
J&C BOOKS LLC	I-3854	Q-6291	4,848.52	08/27/2025
J&C BOOKS LLC	I-3859	Q-6287	985.08	08/27/2025
JAUREGUI, ELI	Safety Shoes		135.30	08/21/2025
JOB, JEREMEH	Home Depot Reimb		139.82	08/21/2025
JOB, JEREMEH	COSTCO		362.52	08/21/2025
JOHNSON, MORGAN	New Teacher Ment		52.01	08/21/2025
JOHNSTONE SUPPLY	4210990	Open PO	626.55	08/21/2025
JOHNSTONE SUPPLY	4211167	Open PO	- 181.00	08/21/2025
JOHNSTONE SUPPLY	4211232	Open PO	76.77	08/21/2025
JOHNSTONE SUPPLY	4211166	Open PO	176.56	08/21/2025
JOHNSTONE SUPPLY	4211169	Open PO	404.54	08/21/2025
JOHNSTONE SUPPLY	4211281	Open PO	- 176.56	08/21/2025
JOHNSTONE SUPPLY	4211283	Open PO	90.15	08/21/2025
Jusay, Joanna Marie	AVID San Diego R		484.20	08/21/2025
KARL'S HARDWARE - Rosamond	296839/1	Open PO	193.48	08/22/2025
KARL'S HARDWARE - Rosamond	27482/1	Open PO	184.79	08/22/2025
KARL'S HARDWARE- BORON	2358/3	Open PO	25.97	08/22/2025
KARL'S HARDWARE- BORON	2335/3	Open PO	19.46	08/22/2025
KARL'S HARDWARE- BORON	2239/3	Open PO	98.96	08/22/2025
KARL'S HARDWARE- BORON	2357/3	Open PO	18.39	08/22/2025
KARL'S HARDWARE- BORON	2227/3	Open PO	38.95	08/22/2025
KARL'S HARDWARE- BORON	2216/3	Open PO	73.20	08/22/2025
KARL'S HARDWARE- BORON	2172/3	Open PO	735.73	08/22/2025
KARL'S HARDWARE- BORON	2194/3		49.78	08/21/2025
KARL'S HARDWARE- BORON	1760/3		54.10	08/22/2025
KARL'S HARDWARE- BORON	2181/3	Open PO	9.92	08/22/2025
KARL'S HARDWARE- BORON	2243/3	Open PO	14.05	08/22/2025
KARL'S HARDWARE- BORON	2245/3	Open PO	2.17	08/22/2025
KARL'S HARDWARE- BORON	2249/3	Open PO	54.40	08/22/2025
KARL'S HARDWARE- BORON	2250/3	Open PO	3.23	08/22/2025
KARL'S HARDWARE- BORON	2253/3	Open PO	18.37	08/22/2025
KARL'S HARDWARE- BORON	2254/3	Open PO	108.24	08/22/2025
KARL'S HARDWARE- BORON	2271/3	Open PO	19.47	08/22/2025
KARL'S HARDWARE- BORON	2293/3	Open PO	170.79	08/22/2025
KARL'S HARDWARE- BORON	2303/3	Open PO	60.96	08/22/2025
KARL'S HARDWARE- BORON	2311/3	Open PO	23.26	08/22/2025
KARL'S HARDWARE- BORON	2312/3	Open PO	44.32	08/22/2025
KARL'S HARDWARE- BORON	2314/3	Open PO	62.67	08/22/2025
KARL'S HARDWARE- BORON	2316/3	Open PO	- 380.89	08/22/2025

FUND : 01 GENERAL FUND

VENDOR NAME	DESCRIPTION	EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
KARL'S HARDWARE- BORON	2332/3	Open PO	0.39	08/22/2025
KARL'S HARDWARE- BORON	2337/3	Open PO	71.41	08/22/2025
KARL'S HARDWARE- BORON	2354/3	Open PO	16.22	08/22/2025
KARL'S HARDWARE- BORON	2180/3	Open PO	80.05	08/22/2025
KARL'S HARDWARE- BORON	2251/3		3.99	08/22/2025
KARL'S HARDWARE- BORON	2277/3	Open PO	11.90	08/22/2025
KARL'S HARDWARE- BORON	2279/3	Open PO	63.84	08/22/2025
KARL'S HARDWARE- BORON	2281/3	Open PO	8.65	08/22/2025
KARL'S HARDWARE- BORON	2283/3	Open PO	8.65	08/22/2025
KARL'S HARDWARE- BORON	2285/3	Open PO	46.54	08/22/2025
KARL'S HARDWARE- BORON	2317/3	Open PO	- 158.73	08/22/2025
KARL'S HARDWARE- BORON	2325/3	Open PO	64.26	08/22/2025
KARL'S HARDWARE- BORON	2331/3	Open PO	29.58	08/22/2025
KARL'S HARDWARE- BORON	2246/3	Open PO	7.45	08/22/2025
KARL'S HARDWARE- BORON	2186/3	Open PO	25.72	08/22/2025
KARL'S HARDWARE- BORON	2217/3	Open PO	61.58	08/22/2025
KARL'S HARDWARE- BORON	1993/3	Open PO	24.33	08/06/2025
KARL'S HARDWARE- BORON	2025/3	Open PO	10.81	08/06/2025
KARL'S HARDWARE- BORON	2067/3	Open PO	21.64	08/06/2025
KARL'S HARDWARE- BORON	2093/3	Open PO	39.41	08/06/2025
KARL'S HARDWARE- BORON	2073/3	Open PO	29.22	08/06/2025
KARL'S HARDWARE- BORON	2074/3	Open PO	43.36	08/06/2025
KARL'S HARDWARE- BORON	2079/3	Open PO	58.42	08/06/2025
KARL'S HARDWARE- BORON	2089/3	Open PO	38.53	08/06/2025
KARL'S HARDWARE- BORON	2099/3	Open PO	45.45	08/06/2025
KARL'S HARDWARE- BORON	2105/3	Open PO	31.64	08/06/2025
KARL'S HARDWARE- BORON	2132/3	Open PO	- 16.23	08/06/2025
KARL'S HARDWARE- BORON	2100/3	Open PO	100.63	08/06/2025
KARL'S HARDWARE- BORON	2114/3	Open PO	35.13	08/06/2025
KARL'S HARDWARE- BORON	2130/3	Open PO	10.31	08/06/2025
KARL'S HARDWARE- BORON	2122/3	Open PO	43.39	08/06/2025
KARL'S HARDWARE- BORON	2136/3	Open PO	23.09	08/06/2025
KARL'S HARDWARE- BORON	2040/3	Open PO	57.33	08/06/2025
KARL'S HARDWARE- BORON	2165/3		79.01	08/06/2025
KARL'S HARDWARE- BORON	2139/3		151.44	08/06/2025
KARL'S HARDWARE- BORON	2111/3		6.38	08/06/2025
KARL'S HARDWARE- BORON	2377/3	Open PO	21.63	08/27/2025
KARL'S HARDWARE- BORON	2404/3	Open PO	48.68	08/27/2025
KEENE, CHRISTINE	AVID San Diego R		484.90	08/21/2025
KERN AUTO PARTS	021530		167.95	08/21/2025
KERN AUTO PARTS	021677		744.39	08/21/2025
KERN AUTO PARTS	021485		330.34	08/21/2025
KERN AUTO PARTS	021700		23.64	08/21/2025
KERN AUTO PARTS	021198		145.28	08/21/2025
KERN AUTO PARTS	021485		183.63	08/21/2025
KERN AUTO PARTS	021962		53.53	08/22/2025
KERN AUTO PARTS	021837		44.65	08/22/2025
KERN AUTO PARTS	021515		530.46	08/21/2025

FUND : 01 GENERAL FUND

VENDOR NAME	DESCRIPTION	EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
KERN AUTO PARTS	021824		48.74	08/22/2025
KERN AUTO PARTS	021837		0.79	08/22/2025
KERN AUTO PARTS	021109		101.02	08/06/2025
KERN AUTO PARTS	021153		64.94	08/06/2025
KERN AUTO PARTS	020899		189.20	08/06/2025
KERN AUTO PARTS	021104		61.69	08/06/2025
KERN AUTO PARTS	020194		- 3.03	08/06/2025
KERN AUTO PARTS	020845		701.44	08/06/2025
KERN AUTO PARTS	022224		205.77	08/27/2025
KERN AUTO PARTS	022168		189.18	08/27/2025
KERN AUTO PARTS	022058		35.25	08/27/2025
KERN AUTO PARTS	022091		- 155.88	08/27/2025
KERN COUNTY SCHOOL BOARDS ASSO	Membership Dues		150.00	08/22/2025
KERN COUNTY SUPT SCHOOLS	600226 Gldn Hnds		12,921.00	08/21/2025
KERN MACHINERY INC	104-1269152		110.92	08/22/2025
KERN MACHINERY INC	104-1269152		24.45	08/22/2025
KERN MACHINERY INC	104-1267855		662.70	08/21/2025
KERN MACHINERY INC	104-1269153		523.37	08/22/2025
KERN MACHINERY INC	104-1264330		107.84	08/06/2025
KERN MACHINERY INC	104-1259152		1,095.17	08/06/2025
KNIGHT'S SITE SERVICES INC.	242254	Open PO	426.56	08/06/2025
KNORR SYSTEMS INC.	278016		550.00	08/06/2025
KNORR SYSTEMS INC.	278020		550.00	08/06/2025
KRAY INDUSTRIES INC.	22467		22.25	08/22/2025
LANCASTER PLUMBING SUPPLY INC	U1086749	Open PO	564.42	08/22/2025
LANCASTER PLUMBING SUPPLY INC	U1086823	Open PO	266.73	08/22/2025
LANCASTER PLUMBING SUPPLY INC	U1085274	Open PO	3,582.03	08/06/2025
LEVEL365	IN193728	Muroc Phone Billing	2,437.50	08/06/2025
M&M'S SPORTS	61095		769.01	08/06/2025
MAIGUE, ROLANDO	AVID San Diego R		221.00	08/22/2025
MONTGOMERY HARDWARE CO.	776544		257.64	08/22/2025
MYSTERY SCIENCE INC.	302823	Quote# 302823	4,484.55	08/18/2025
MYSTERY SCIENCE INC.	302823	Quote# 302823	4,484.55	08/18/2025
MYSTERY SCIENCE INC.	302823	Quote# 302823	4,485.90	08/18/2025
ONSTOTT CONSTRUCTION	071825	DO Parking Lot	54,800.00	08/22/2025
ONSTOTT CONSTRUCTION	072825		3,800.00	08/22/2025
PG&E	2478366871-8	Utilities	112.03	08/22/2025
PG&E	3686698041-4	Utilities	372.42	08/06/2025
PG&E	3603364713-6	Utilities	254.01	08/06/2025
PG&E	5218182618-2	Utilities	106.28	08/06/2025
PG&E	9335845615-5	Utilities	417.96	08/06/2025
PG&E	3728364705-7	Utilities	631.09	08/06/2025
PG&E	3645031377-4	Utilities	59.61	08/06/2025
PIONEER MANUFACTURING COMPANY	INV-262676		463.34	08/22/2025
PRO-ED INC.	1564393		152.43	08/22/2025
PROACTIVE WORK HEALTH SERV INC	026065	LIft Tests	560.00	08/22/2025
PROACTIVE WORK HEALTH SERV INC	028165	LIft Tests	1,345.00	08/22/2025
PROACTIVE WORK HEALTH SERV INC	030016	LIft Tests	420.00	08/22/2025

FUND : 01 GENERAL FUND

VENDOR NAME	DESCRIPTION	EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
PROMEVO LLC	267016	Google Voice Starter Monthly	76.17	08/06/2025
PRUDENTIAL OVERALL SUPPLY	23840133	Open PO	119.26	08/22/2025
PRUDENTIAL OVERALL SUPPLY	23840138	Open PO	123.77	08/22/2025
PRUDENTIAL OVERALL SUPPLY	23837070	Open PO	119.26	08/22/2025
PRUDENTIAL OVERALL SUPPLY	23837073	Open PO	123.77	08/22/2025
PRUDENTIAL OVERALL SUPPLY	23831179	Open PO	123.77	08/06/2025
PRUDENTIAL OVERALL SUPPLY	23834211	Open PO	123.77	08/06/2025
PRUDENTIAL OVERALL SUPPLY	23834208	Open PO	119.26	08/06/2025
PRUDENTIAL OVERALL SUPPLY	23831176	Open PO	119.26	08/06/2025
PUBLIC WORKS	140408555		39.88	08/22/2025
PUBLIC WORKS	140407750		25.97	08/22/2025
PUBLIC WORKS	140407751		31.17	08/22/2025
QUADIENT FINANCE USA INC.	7900 0440 8046 0	Postage	144.00	08/22/2025
RAMOS/STRONG INC.	0416724		3,905.58	08/22/2025
RAMOS/STRONG INC.	0416931		2,755.59	08/22/2025
RIVERSIDE INSIGHTS	INV252344	QN021091	830.78	08/22/2025
RUNDBLADE, SUMMER	Football at Burr		91.06	08/22/2025
S.C.E.	8000535801	Utilities	8,732.03	08/22/2025
S.C.E.	8004609588	Utilities	1,828.22	08/22/2025
S.C.E.	8000534730	Utilities	20,151.62	08/22/2025
S.C.E.	8000536607	Utilities	680.85	08/22/2025
S.C.E.	8000536363	Utilities	1,556.89	08/22/2025
SAFETY-KLEEN SYSTEMS INC.	CSG-SKFSE-BOX-24		641.05	08/22/2025
SCHOLASTIC BOOK FAIRS	W5709684BF		1,578.56	08/22/2025
SCHOOL NURSE SUPPLY INC.	INV1060193 Calib		474.14	08/22/2025
SDSU UNIVERSITY	ID# 132845684		3,500.00	08/18/2025
SDSU UNIVERSITY	ID# 133500442		1,000.00	08/18/2025
SHI INTERNATIONAL CORP	B20101295	25-26 Adobe Renewal Quote	3,787.50	08/22/2025
SMITH PIPE & SUPPLY	4282400	Open PO	1,723.97	08/22/2025
SMITH PIPE & SUPPLY	4282401	Open PO	121.45	08/22/2025
SOULES, LARISA	Missing Mileage		105.45	08/27/2025
SOULES, LARISA	Missing Mileage		105.46	08/27/2025
SRI M.D., T.J.	2044	Health Services	125.00	08/21/2025
STAPLES CREDIT PLAN	6037740897		62.80	08/22/2025
STATE OF CALIFORNIA	834065	Fingerprinting	160.00	08/22/2025
STILL, WAYNE	AVID San Diego R		1,549.73	08/22/2025
Santos, Destiny	AME Institute Co		755.86	08/27/2025
TAMAYO, SHALYN JOY	AVID San Diego R		500.30	08/22/2025
TAN, BRENT	J1 Teacher Suppl		275.40	08/22/2025
TEXTBOOK WAREHOUSE	SI1071429	SQ0220334	37.93	08/22/2025
THERMO KING OF CENTRAL CA	SK30726		102.41	08/22/2025
THERMO KING OF CENTRAL CA	SK30726		805.00	08/22/2025
THUGS TO BUGS PEST CONTROL CO.	0836	Pest Control	800.00	08/22/2025
THUGS TO BUGS PEST CONTROL CO.	1000	Pest Control	350.00	08/22/2025
THUGS TO BUGS PEST CONTROL CO.	2481	Pest Control	170.00	08/22/2025
THUGS TO BUGS PEST CONTROL CO.	2481	Pest Control	750.00	08/22/2025
THUGS TO BUGS PEST CONTROL CO.	2139	Pest Control	750.00	08/22/2025
THUGS TO BUGS PEST CONTROL CO.	0834	Pest Control	800.00	08/22/2025

FUND : 01 GENERAL FUND

VENDOR NAME	DESCRIPTION	EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
THUGS TO BUGS PEST CONTROL CO.	0817	Pest Control	750.00	08/22/2025
The Hiller Companies, LLC.	662326		427.06	08/22/2025
The Hiller Companies, LLC.	662323		859.81	08/22/2025
The Hiller Companies, LLC.	634086		550.00	08/21/2025
The Hiller Companies, LLC.	662319		1,974.52	08/22/2025
The Hiller Companies, LLC.	662332		227.06	08/22/2025
The Hiller Companies, LLC.	661420		1,460.33	08/22/2025
The Hiller Companies, LLC.	662320		1,684.42	08/22/2025
U.S. BANK CORP PAYMENT SYS	#1041		10,812.74	08/15/2025
U.S. BANK CORP PAYMENT SYS	#1041		891.95	08/15/2025
U.S. BANK CORP PAYMENT SYS	#1041		2,071.93	08/15/2025
U.S. BANK CORP PAYMENT SYS	#1041		1,844.99	08/15/2025
U.S. BANK CORP PAYMENT SYS	#1041		37.96	08/15/2025
U.S. BANK CORP PAYMENT SYS	#1041		437.70	08/15/2025
U.S. BANK CORP PAYMENT SYS	#1041		32.11	08/15/2025
U.S. BANK CORP PAYMENT SYS	#1041		1,876.71	08/15/2025
U.S. BANK CORP PAYMENT SYS	#2585		357.59	08/15/2025
U.S. BANK CORP PAYMENT SYS	#2585		295.00	08/15/2025
U.S. BANK CORP PAYMENT SYS	#2585		346.00	08/15/2025
U.S. BANK CORP PAYMENT SYS	#2585		395.48	08/15/2025
U.S. BANK CORP PAYMENT SYS	U.S. Bank		329.26	08/15/2025
U.S. BANK CORP PAYMENT SYS	#1041		51.83	08/15/2025
U.S. BANK CORP PAYMENT SYS	#5202		2,017.00	08/15/2025
U.S. BANK CORP PAYMENT SYS	#4411		770.12	08/15/2025
U.S. BANK CORP PAYMENT SYS	#4411		803.91	08/15/2025
U.S. BANK CORP PAYMENT SYS	#4411		50.00	08/15/2025
U.S. BANK CORP PAYMENT SYS	#1041		201.85	08/15/2025
UCLA PYMT SOL & COMP. OFFICE	ID # 306651055		3,500.00	08/18/2025
ULINE	195409619		4,026.07	08/22/2025
USC FINANCIAL AID OFFICE	ID# 1069478780		1,000.00	08/18/2025
VERIZON WIRELESS	6119294394		1,376.18	08/22/2025
WAXIE SANITARY SUPPLY	83383516	Open PO	140.73	08/22/2025
WAXIE SANITARY SUPPLY	83300452	Open PO	174.87	08/22/2025
WAXIE SANITARY SUPPLY	83419162	Open PO	106.82	08/22/2025
WAXIE SANITARY SUPPLY	83418909	Open PO	9,393.90	08/22/2025
WAXIE SANITARY SUPPLY	83383416	Open PO	2,313.17	08/22/2025
WIGGS, DAVID	HDAL JRH Meeting		90.40	08/22/2025
XELLO INC	INV47637	Xello for JHS/HS	3,551.12	08/18/2025
XELLO INC	INV47637	Xello for JHS/HS	3,551.13	08/18/2025
ZAFRA, AIMEE	Contract Reimb A		125.00	08/27/2025
ZONAR SYSTEMS INC.	INV669959		3,706.56	08/22/2025

TOTAL FUND 01 645,002.95

FUND : 11 ADULT EDUCATION

VENDOR NAME	DESCRIPTION	EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
DBA CULINARY DEPOT	#INV3396014	DHS Culinary Quote	1,520.46	08/06/2025
U.S. BANK CORP PAYMENT SYS	#2585		10,769.80	08/15/2025
TOTAL FUND 11			12,290.26	

FUND : 13 CAFETERIA

VENDOR NAME	DESCRIPTION	EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
ROFRANO, DANIELLE	Meal Account Rei		150.00	08/22/2025
THUGS TO BUGS PEST CONTROL CO.	0812	Pest Control	50.00	08/22/2025
THUGS TO BUGS PEST CONTROL CO.	2139	Pest Control	100.00	08/22/2025
THUGS TO BUGS PEST CONTROL CO.	2796	Pest Control	225.00	08/22/2025

TOTAL FUND 13 525.00

FUND : 21 BUILDING FUND - BOND PROCEEDS

VENDOR NAME	DESCRIPTION	EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
CALIFORNIA PROFESSIONAL MGMT	Inv 8 Prj. 2350		20,488.79	08/21/2025
CALIFORNIA PROFESSIONAL MGMT	Inv 6 Prj. 2350		2,894.33	08/21/2025
CALIFORNIA PROFESSIONAL MGMT	Inv 6 Prj. 2350		8,700.00	08/21/2025
CHUCK JAMES CONSTRUCTION SERV	71554		18,300.00	08/06/2025
DBA IMPERIAL SPRINKLER SUPPLY	0022209720-001		2,758.44	08/06/2025
KARL'S HARDWARE- BORON	2113/3		99.23	08/21/2025
KARL'S HARDWARE- BORON	2129/3		1,402.19	08/21/2025
KARL'S HARDWARE- BORON	2135/3		74.72	08/21/2025
KARL'S HARDWARE- BORON	2116/3		35.69	08/21/2025
KARL'S HARDWARE- BORON	2152/3		168.79	08/22/2025
KARL'S HARDWARE- BORON	2284/3		5.63	08/22/2025
LANCASTER FLOORING INC	10795	BHS Building "A" floors	3,465.00	08/22/2025
LANCASTER FLOORING INC	10795	BHS Building "A" floors	5,192.00	08/22/2025
LANCASTER FLOORING INC	10795	BHS Building "A" floors	0.00	08/22/2025
LANCASTER FLOORING INC	10795	BHS Building "A" floors	0.00	08/22/2025
MEC ENVIRONMENTAL INC.	C251-238.01	BHS flooring Abatement	48,210.00	08/22/2025
ONSTOTT CONSTRUCTION	072825	WBE Parking lot & Playground	63,720.00	08/22/2025
PBK ARCHITECTS, INC.	Prj# 240198 INV#		2,516.63	08/06/2025
dba A-G SOD FARMS	6326265		31,471.44	08/06/2025
dba A-G SOD FARMS	6328809		1,441.44	08/06/2025

TOTAL FUND 21 210,944.32

TOTAL DISTRICT 868,762.53

Grand Canyon University
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3300 West Camelback Road, Phoenix Arizona 85017 602.639.7500 Toll Free 800.800.9776 www.gcu.edu

Social Work

Field Education Contractual Agreement

THIS AGREEMENT dated this 11th day of August, 2025, between Muroc Joint Unified School District of 17100 Foothill Ave, Edwards, CA 93523, hereinafter known as "AGENCY", and Grand Canyon University, hereinafter known as "GCU".

WHEREAS, the parties wish to provide adequate instruction and clinical supervision for Social Work of GCU from August 11th, 2025 until August 10th, 2028; and

WHEREAS, the AGENCY maintains facilities suitable for said instruction, IT IS AGREED between the parties as follows:

A. GCU agrees:

1. To provide educational oversight—guidance and direction—for the instruction of the field education student using the facilities.
2. That field education student will abide by the policies and rules of the AGENCY.
3. Provide orientation information to the Field Instructor as needed.
4. That each student will observe and/or provide care for the selected patients/clients within their scope of practice as defined by the State Board of Behavioral Health.
5. That each student will meet the health requirements of the AGENCY.
6. That each student is responsible for providing his/her own health insurance. In the event of an emergency, the agency will provide such emergency care. The student will be responsible for any charges thus generated.
7. That each student will be required to provide proof of his/her own professional liability insurance in the amounts of 1,000,000/3,000,000 to the GCU Field Education Counselors.
8. To indemnify, defend, and hold free and harmless the AGENCY and/or its employees from any and all liability which may arise solely by reason of any negligent act or GCU or any its employees.
9. The GCU Field Liaison will assign a grade based on the Field Instructors evaluation, assessment of the agency activity logs, participation and completion of course assignments.

GRAND CANYON UNIVERSITY

Cheryl McAuliffe Date: 8/14/2025

Dr. Cheryl McAuliffe
Director of Social Work, College of Humanities and Social Sciences

MUROC JOINT UNIFIED SCHOOL DISTRICT

Brent Tam Date: 8/13/25

Signature Name: T. T

Title: Assistant Superintendent

MUROC JOINT UNIFIED SCHOOL DISTRICT AGREEMENT

FOR PROFESSIONAL SERVICES

This agreement is entered into between the Muroc Joint Unified School District (hereinafter referred to as "District") and **Christopher White** ("Consultant") and is dated, for reference, **07/01/2025**.

The parties agree as follows:

1. **CONSULTANT SERVICES.** Consultant agrees to render services as assigned bythe District Superintendent or designee consistent with and relating to:
   a. Supervised Fieldwork for BCBA Trainees

2. **PAYMENT FOR SERVICES.** Consultant agrees to undertake the work defined in paragraph 1
3. for payment at the rate of $100.00 an hour. Total contract not to exceed 15 hours per month.
   - District will supply consultant with a 1099 as required.
   - District retains the right to set the hours of employment.

   All payments will be based on invoices submitted to District by Consultant and approved by District's authorized representative.

   Consultant will invoice District monthly for services that will be performed. The District will render payment to Consultant at the beginning of each month.

4. **TERM OF AGREEMENT.** The term of this Agreement will begin on July 1, 2025 and ends June 30, 2026. Extension or renewal requires approval of District or its authorized representative. Compensation will not be increased without approval of the District or it authorized representative.

   This agreement may be terminated by District at any time on fifteen (15) days prior written notice to Consultant. In the event of termination for reasons other than cause, Consultant need be compensated only the extent required by law.

5. **TIME FOR PERFORMANCE.** All services required of the Consultant will be completed on or before the specified end of the term.

6. **RECORDS.** Consultant will maintain full and accurate records in connection with the Agreement and will make them available to District for inspection at any time. Consultant's work product produced under this Agreement shall be the property of District; including, but not limited to, reports to the Muroc Joint Unified School District Board of Trustees, or other reports that Consultant may be asked to generate. Consultant agrees to keep copies of records for a period of no less than one (1) year.

7. **STATUS OF CONSULTANT.** District and Consultant agree that Consultant, in performing the services specified in this Agreement, shall act as an independent Consultant and shall have control of all work assigned and the manner in which it is performed. Consultant shall be free to contract for similar service to be performed for other employers while under contract with District. Consultant will not accept such engagements which interfere with performance under this Agreement. Consultant is not entitled to participate in any pension plan, insurance, bonus or similar benefits the District provides for its employees.

8. **HOLD HARMLESS.** Consultant shall defend, indemnify and hold District, its officers, agents and employees harmless from all suits, claims and liabilities resulting from the acts or omissions of Consultant, its officers, agents or employees relating to this Agreement.

9. **COMPLIANCE WITH LAWS.** Consultant shall comply with all applicable federal, state and local laws, rules, regulations and ordinances involving its employees, including workers' compensation and tax laws.

10. **MODIFICATION OR ASSIGNMENT.** This Agreement may not be assigned by either party without the express written consent of the other. No modification shall be effective unless approved in writing by District or its authorized representatives of the parties and their business addresses as follows:

11. **DESIGNATION OF REPRESENTATIVES.** For purposes of performance and notifications, the representatives of the parties and their business address are as follows:

Consultant: Christopher White

District: Muroc Joint Unified School District
17100 Foothill
Avenue North
Edwards, CA93523

DISTRICT:

Brent Tan
Assistant Superintendent of Business Services

9/3/2025
Date

CONSULTANT:

Christopher White
Name

Christopher White (Aug 28, 2025 11:59:53 PDT)
Signature

Date

Taxpayer ID or Social Security Number

Address

City State Zip

MUROC JOINT UNIFIED SCHOOL DISTRICT

AGREEMENT FOR PROFESSIONAL SERVICES

This agreement is entered into between the Muroc Joint Unified School District (hereinafter referred to as "District") and Wiggles & Giggles Pediatric Physical Therapy PC ("Consultant") and is dated, for reference, June 6, 2025

The parties agree as follows:

1. **CONSULTANT SERVICES.** Consultant agrees to render services as assigned by the District Superintendent or designee consistent with and relating to: School based physical therapy

2. **PAYMENT FOR SERVICES.** Consultant agrees to undertake the work defined in paragraph 1 for payment at the rate of $125.00 per hour not to exceed 56 hours per week.

   - District will supply consultant with a 1099 for as required.
   - District retains the right to set the hours of employment.

   All payments will be based on invoices submitted to District by Consultant and approved by District's authorized representative.

   Consultant will invoice District monthly for services that will be performed. The District will render payment to Consultant at the beginning of each month.

3. **TERM OF AGREEMENT.** The term of this Agreement will begin on July 1, 2025 and ends December 31, 2025. Extension or renewal requires approval of District or its authorized representative. Compensation will not be increased without approval of the District or its authorized representative.

   This Agreement may be terminated by District at any time on fifteen (15) days prior written notice to Consultant. In the event of termination for reasons other than cause, Consultant need be compensated only the extent required by law.

4. **TIME FOR PERFORMANCE.** All services required of the Consultant will be completed on or before the specified end of the term.

5. **RECORDS.** Consultant will maintain full and accurate records in connection with the Agreement and will make them available to District for inspection at any time. Consultant's work product produced under this Agreement shall be the property of District, including, but not limited to, reports to the Muroc Joint Unified School District Board of Trustees, or other reports that Consultant may be asked to generate. Consultant agrees to keep copies of records for a period of no less than one (1) year.

6. **STATUS OF CONSULTANT.** District and Consultant agree that Consultant, in performing the services specified in this Agreement, shall act as an independent Consultant and shall have control of all work assigned and the manner in which it is performed. Consultant shall be free to contract for similar service to be performed for other employers while under contract with District. Consultant will not accept such engagements which interfere with performance under this Agreement. Consultant is not entitled to participate in any pension plan, insurance, bonus or similar benefits the District provides for its employees.

7. **HOLD HARMLESS.** Consultant shall defend, indemnify and hold District, its officers, agents and employees harmless from all suits, claims and liabilities resulting from the acts or omissions of Consultant, its officers, agents or employees relating to this Agreement.

8. **COMPLIANCE WITH LAWS.** Consultant shall comply with all applicable federal, state and local laws, rules, regulations and ordinances involving its employees, including workers' compensation and tax laws.

9. **MODIFICATION OR ASSIGNMENT.** This Agreement may not be assigned by either party without the express written consent of the other. No modification shall be effective unless approved in writing by District or its authorized representatives of the parties and their business addresses as follows:

10. **DESIGNATION OF REPRESENTATIVES.** For purposes of performance and notifications, the representatives of the parties and their business address are as follows:

Consultant: Corrine Ezika, Wiggles & Giggles Pediatric Physical Therapy PC

District: Brent Tan, Assistant Superintendent of Student Services, Muroc Joint Unified School District 17100 Foothill Avenue North Edwards, CA 93523

DISTRICT:

Date: 6/6/2025

CONSULTANT:

PT, DPT

Date: 6/10/2025

99-2745079
Taxpayer ID or Social Security Number

820 W. Ward Ave
Address

Ridgecrest CA 93555
City State Zip

Excel Education & Therapy Services
43975 15th St West
Lancaster, CA 93534

CONTRACT FOR SPECIAL EDUCATION SERVICES

This agreement ("Agreement") is entered into as of the 1st day of July, 2025, by and between the Excel Education & Therapy Services ("Provider") and the Muroc Joint Unified School District ("School").

WHEREAS School has students requiring speech and language services as part of its overall special education programs; and

WHEREAS Provider desires to contract with the School to offer such services to the School

NOW, THEREFORE, in consideration of the above premises, which are hereby incorporated, and other good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

1. **Term and Termination.** This agreement is in effect for the regular and extended 2025-2026 school year and may be terminated by either party, without cause with 30-day notice.

2. **Obligations of Provider.** Professional services rendered by the Provider include the following:

A. Develop and implement Individual Education Programs for students who qualify for speech and language therapy services, according to the Muroc Joint Unified School District' Special Education Department, which may include direct individual or group therapy, consulting, and/or monitoring of progress.

B. Confer with appropriate personnel about student services/needs.

C. Make recommendations regarding service delivery and the student's needs to the IEP team for team consensus.

D. Provider will attend meetings, such as IEP meetings and conferences, given adequate notice, as they are able and of which we are notified that our attendance is required.

E. Prepare and maintain appropriate professional records and reports for all students under provider's care, which may include developing IEPs, progress reports, notes and data on students.

F. Provide consultation to classroom staff regarding needs and programs of the students and supervise speech paraprofessionals, e.g. SLPAs, if applicable.

G. Case management of students, if applicable.

3. **Obligations of School.**

A. School will provide an adequate space/room for both individual and group therapy sessions.

B. School will provide required assessment, screening, and therapy materials. The School will provide district forms, materials, a computer and additional technology required for provision of services within the district.

C. School shall pay the pricing as listed in Section 4 below.

4. **Pricing.** A. School shall pay Provider $115.00 per hour for services provided per invoice(s) billed in 15-minutes increments, for professional services.

5. **Billing.** Provider shall bill the School during the first week of each month for services provided during the previous month. School shall pay such invoice within 30 days of receiving the invoice or 10% invoice increase will be applied for late payment.

6. **Subcontractors/Employees.** To enforce agreement, Provider may utilize subcontracts and/or employees to implement services. All subcontractors and employees will provide ONLY services listed above. Rates will be implemented as outlined in Agreement. School is not to directly employ and/or contract with Provider's subcontractors/employees within two years of contract start date.

7. **Insurance.** Provider shall ensure all providers maintain professional liability insurance and, dependent on employee status, is responsible for any Social Security and Income Tax withholdings. Proof of liability insurance with a minimum 1,000,000/3,000,000 aggregate will be provided to the district. School is not responsible for worker's compensation insurance or teacher's retirement system.

8. **Regulatory Compliance.** Provider will comply with all Federal, State and Local regulations concerning IDEA and maintenance of confidentiality. Provider will submit a W-9 form to be kept on file at the school district office.

9. **Modification and Waiver.** No modification, amendment or waiver of any of the provisions of this Agreement shall be effective unless contained in writing specifically referring to this Agreement and signed by the parties hereto. The failure by a party at any time to enforce any of the provisions of this Agreement, or to require performance of any of the provisions hereof, shall in no way be construed to be a waiver of such provisions or to affect either the validity of this Agreement or any part hereof, or the right of such party

thereafter to enforce each and every provision in accordance with the terms of this Agreement.

10. **Entire Agreement.** This Agreement constitutes the entire Agreement between the parties concerning the subject matter hereof, and supersedes any and all other written or oral communications, agreements, or contracts between the parties with respect to such subject matter.

11. **Construction.** Section headings are included herein solely for convenience of reference and shall not be construed as part of any section or to modify the contents thereof.

12. **Governing Law.** This Agreement shall be governed by and construed under the internal laws of the State of California without reference to conflicts of law principles.

13. **Interpretation**. Neither this Agreement nor any uncertainty or ambiguity herein shall be construed or resolved against one party whether under any rules of construction or otherwise. On the contrary, this Agreement has been negotiated by and between the parties and shall be construed and interpreted according to the ordinary meaning of the words used so as to fairly accomplish the purposes and intentions of all parties hereto.

IN WITNESS HEREOF, MUROC JOINT UNIFIED SCHOOL DISTRICT ACCEPTS THE TERMS SET FORTH IN THIS AGREEMENT DATED, THIS 23rd DAY OF APRIL 2025, AND EFFECTIVE IMMEDIATELY UPON EXECUTION OF THIS AGREEMENT.

School:
Muroc Joint Unified School District

Brent Tan
Assistant Superintendent of Special Programs Date: 5/8/25

Provider:
Excel Education & Therapy Group, LLC Date: 5/8/2025

Jeryl Montgomery (AR)
Program Director

Career Catalyst

Brought to you by the
Foundation for California Community Colleges

Career Catalyst Worksite Agreement

This Career Catalyst Worksite Agreement ("Agreement") is entered into between Chef Ann Foundation, a 501(c)(3) Non-Profit Organization ("Customer"), Muroc Joint Unified School District, a District ("Worksite"), and Foundation for California Community Colleges, a California non-profit 501(c)(3) corporation, ("FoundationCCC"), collectively ("Parties"), and describes the roles and responsibilities of the Parties in relation to the placement of Career Catalyst Program Participants ("Participant(s)") at Worksite, in accordance with the Career Catalyst Program Agreement entered into between Customer and FoundationCCC.

Contract Summary

Term of Agreement:	July 1, 2025 through December 31, 2026
Program:	Healthy School Food Pathway Pre-Apprenticeship & Apprenticeship

By signing this Agreement, the Parties acknowledge their acceptance of all the terms and conditions in this Agreement, including any attachments.*

THE PARTIES HEREBY EXECUTE THIS AGREEMENT.

CUSTOMER

By: _____

Print Name: Mara Fleishman

Title: Chief Executive Officer

Date: 08/20/25

FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGES

By: _____
Jenna Elam | Jun 5, 2025 10:27 PDT

Print Name: Jenna Elam

Title: Senior Manager Business Operations, Career Catalyst

Date: 06/05/2025

WORKSITE

By: _____

Print Name: Trevor Walker

Title: Assistant Superintendent, Business

Date: August 19, 2025

* **Each Party's signature above shall be invalid if any revisions are made to this Agreement that are not formally approved and agreed upon in writing by that Party.**

PROGRAM: Healthy School Food Pathway Pre-Apprenticeship

TERM: Fall: October - December, Spring: April - May

PRE-AND COREQUISITES: None

PROGRAM DESCRIPTION:
Chef Ann Foundation (CAF) and California's Community Colleges have partnered in the development of a Pre-Apprenticeship program that will support education and workforce development for healthy school food in California. The Pre-Apprenticeship will provide California's Community College students, incumbent school food service staff, and displaced or transitional workers in related industries with education and hands-on experience in operating healthy K-12 school meal programs.

LEARNING OBJECTIVES:
Upon completion of the Pre-Apprenticeship, the student should be able to:

- Demonstrate knowledge of reimbursable meals in Offer Versus Serve settings.
- Monitor and record food temperatures to ensure food safety.
- Demonstrate familiarity with facilities, equipment, and supplies in relation to school food operations.
- Exhibit competency in proper safety and sanitation practices in kitchen facilities, including prep/serving areas, equipment and utensils.
- Support receiving supplies, equipment, and other goods.
- Understand the importance of food rotation and proper food storage
- Properly handle cooked and raw food items in accordance with food safety standards.
- Upon completion of the pre-apprenticeship, the student should have made progress in the following learning objectives:
- Effectively operate the Point of Sale system.
- Cook foodstuffs according to menus, special dietary or nutritional restrictions, or number of portions to be served.
- Support planning and implementation of school food menu cycles.
- Interpret meal pattern charts.
- Understand the meal crediting processes and demonstrate the ability to interpret credits.

- Support the planning and implementation of a school food tasting or sampling event.
- Communicate with different stakeholders (incl. students, faculty, staff, partners, vendors, administrators) about the school food program.
- Display knowledge of free and reduced-price meals in school food programs vs Universal Meals, including applications, funding rates and verification processes.
- Demonstrate familiarity with different jobs and responsibilities in school food programs.
- Maintain and interpret production records.
- Understand types of school breakfast service and corresponding operational needs.
- Participate in vendor relations, with the ability to interface with both local vendors and broadline distributors.
- Handle the requisition of food supplies, kitchen equipment, and appliances, based on estimates of future needs, as applicable.
- Complete, maintain, and interpret food, beverage, supplies, and equipment inventories.
- Support planning and production of school food menu items that are varied, nutritionally balanced and appetizing, taking advantage of foods in-season and/or locally available.
- Read institutional recipes and make adjustments for yield.

HOW WE WILL WORK TOGETHER:

Pre-Apprentices will use a computer that is accessible to them to access all School Food Institute courses and coursework, as well as Zoom-based virtual learning sessions. Successful completion of the Pre-Apprenticeship will be assessed through School Food Institute homework assignments, participation in virtual learning sessions, and completion of 84 hours of in-person work-based learning in your K-12 school district host site. The Pre-Apprentice's K-12 supervisor is responsible for determining achievement of competencies and is required to sign off on all work-based learning hours.

OPPORTUNITIES TO DEMONSTRATE LEARNING:

- *School Food Institute Courses and Readings:* Most modules will include recommended reading directly in the SFI module. It is expected that students will read the material and watch the modules to facilitate their successful completion of SFI assignments. Students will also need to ensure that their assignments receive a satisfactory grade or higher. If an incomplete grade is received on an assignment, it will need to be revised based on feedback and re-submitted.

- *Virtual Learning Sessions*: Pre-Apprentices are expected to attend both virtual learning sessions via the Zoom platform. Each session will be recorded and shared. If Pre-Apprentices are unable to attend a virtual learning session for any reason, they should watch the recording on their own time; however, they will miss out on any participatory activities and discussions.

- *Work-Based Learning:* K-12 supervisors will be responsible for determining whether pre-apprentices have achieved the competencies outlined in the Work Plan. They will also track Pre-Apprentice attendance.

- It is expected that pre-apprentices participate in all work-based learning shifts with exemptions for COVID-19.

COMMUNICATION POLICY:

All official communication, notices, and announcements will be distributed through email at the email address provided by the Pre-Apprentice. The Pre-Apprentice is accountable for checking this account regularly and for all program communication sent to it.

DISABILITY SERVICES:

If you require accommodation in this program, please contact Eriko Greeson at the Chef Ann Foundation at eriko.greeson@chefannfoundation.org to discuss your specific needs.

KEY CONTACTS:

- For questions related to School Food Institute course materials, contact sfi@chefannfoundation.org.
- For work-based learning support, please reach out to your K-12 host work site supervisor.
- For all other inquiries, please reach out to pathway@chefannfoundation.org.

LEARNING OUTLINE:

PRE-APPRENTICESHIP PROGRAM OVERVIEW: Work Based Learning + Related Instructional Hours

- School Food Institute (SFI): 3 courses: 15 hours (3 hours pre-read, 3 hours homework, 9 hours online learning)
- Virtual Learning Sessions: 3 hours (2 sessions, 1.5 hours each)
- Work-Based Learning: 84 hours (12 hours x 7 weeks)

WEEKLY SUMMARY

Preparation for Pre-Apprenticeship

Onboarding & Submission of Required Documents

Overview of ServSafe Requirement

Week One

SFI: *School Food Institute (SFI) Course Introduction*

Work-based Learning in District

- Introduction to district and school food program: Overview of district enrollment, Free/Reduced lunch population, Average daily participation, other programs
- Shadow Food Service Director: Tour of district kitchens and cafeterias, introduction to staff
- General school food service operation support (e.g., meal prep, serving, cleaning, etc.)

Week Two

SFI: *School Food 101*

Work-based Learning in District

- Introduction to district and school food program: Overview of district enrollment, Free/Reduced lunch population, Average daily participation, other programs
- Shadow Food Service Director: Tour of district kitchens and cafeterias, introduction to staff
- General school food service operation support (e.g., meal prep, serving, cleaning, etc.)

Week Three

Work-based Learning in District

- Operations - Front of the House: Meal service in cafeteria, overview of how POS system works in school food
- General school food service operation support

VIRTUAL LEARNING SESSION: Why Scratch Cooking is Important

Mid Program Review - Must have completed ServSafe certification

Week Four

SFI: *Ingredients for Healthier Kids*

Work-based Learning in District

- Introduction to Operations - Back of the House: Continuation of time working on production, overview of packout transportation and flow of food in program
- Recipes/Production: Working on preparation of lunch recipes in kitchen and overview of how scheduling and production schedule works
- General school food service operation support

Week Five

Work-based Learning in District

- Operations - Back of the House: Production
- General school food service operation support

VIRTUAL LEARNING SESSION: Incorporating Local & Sustainability into School Food

Week Six

SFI: *Recipes and Menu Development*

Work-based Learning in District

- Procurement: Spend time shadowing procurement employees. Learn how orders are placed, purchasing thresholds, vendors, commodities, etc.
- General school food service operation support

Week Seven

Work-based Learning in District

- Marketing: Participate in a tasting/sampling event in school cafeteria
- General school food service operation support

PROGRAM: Healthy School Food Pathway Apprenticeship

TERM: Fall: September - December, January - May, Spring: January - May, September - December

PRE-AND COREQUISITES: HSFP Pre-Apprenticeship or similar approved training

PROGRAM DESCRIPTION:
Chef Ann Foundation (CAF) and California's Community Colleges have partnered in the development of an Apprenticeship program that will support education and workforce development for healthy school food in California. The Apprenticeship will provide California's Community College students, incumbent school food service staff, and displaced or transitional workers in related industries with education and hands-on experience in operating healthy K-12 school meal programs.

LEARNING OBJECTIVES:
Upon completion of the Apprenticeship, the student should be able to:

- Identify revenue streams and both direct and indirect expenses for school food meal programs.
- Explain and identify what constitutes a reimbursable meal in Offer Versus Serve.
- Describe the role and types of USDA food commodities in school meal programs.
- Explain the importance of menu planning to include per-serving food costs and budget considerations.
- Recognize and describe financial tools such as meal counts, meals per labor hour, food cost tracking, and multiyear profit and loss statements in a school food setting.
- Support the design and implementation of a school food tasting or sampling event.
- Explain the function and importance of school meal programs with different stakeholders (incl. students, faculty, staff, partners, vendors, administrators).
- Describe the varying state and federal models of providing meals (free, reduced and paid), including an explanation of Community Eligibility Provision (CEP) and universal free meals.
- Differentiate between the responsibilities of various school food operations' roles/positions.
- Monitor and record food temperatures to ensure food safety.
- Recognize and describe different food service facilities and models, equipment, and supplies in school food operations.
- Execute proper washing and sanitizing of cooking and serving equipment and

describe your role in food safety standards.

- Contribute to cleaning and sanitizing food preparation and service areas, facilities, and equipment according to food safety standards.
- Maintain and interpret production records.
- Execute proper portioning and serving of food to students, faculty and staff.
- Describe types of breakfast models and their different operational needs.
- Accurately use Point-of-Service system for transaction types (free, reduce-price, paid, and a la carte).
- Summarize and, as applicable, participate in school meal program's vendor relations with both local vendors and broadline distributors.
- Explain the development and use of purchase order for food supplies, kitchen equipment, and appliances that are based on estimates of future needs.
- Complete proper inventory processes, including receiving, maintaining, and interpreting food, beverage, supplies, and equipment inventories.
- Execute proper rotation and storage of supplies and food items in storage areas.
- Assist in implementation of planning and production of a variety of healthy scratch-cooked school food menu items featuring locally procured foods.
- Use standardized institutional recipes and implement adjustments for yield.
- Properly handle raw and cooked food items in accordance with state and local food safety standards.
- Cook foodstuffs according to menus, special dietary or nutritional restrictions, or portions.
- Support planning and implementation of school food menu cycles.
- Discuss and explain meal pattern charts.
- Explain meal crediting processes and interpret meal credits.

HOW WE WILL WORK TOGETHER:

Apprentices will use a computer that is accessible to them to access all School Food Institute (SFI) courses and coursework, Institute of Child Nutrition (ICN) courses, and Zoom-based virtual learning sessions, including pre-reads and homework. Successful completion of the Apprenticeship will be assessed through SFI homework assignments, participation in virtual learning sessions, pre-reading reflection assignments, and completion of 9 months/36 weeks of in-person work-based learning in your K-12 school district host site. The Apprentice's K-12 supervisor is responsible for determining achievement of competencies and is required to sign off on all work-based learning hours.

OPPORTUNITIES TO DEMONSTRATE LEARNING:

- *School Food Institute Courses and Readings:* Most modules will include recommended reading directly in the SFI module. It is expected that students will read the material and watch the modules to facilitate their successful completion of

SFI assignments. Students will also need to ensure that their assignments receive a satisfactory grade or higher. If an incomplete grade is received on an assignment, it will need to be revised based on feedback and re-submitted.

- *Institute of Child Nutrition Courses (ICN):* All required ICN courses will be linked directly on the syllabus. For some courses, you may need to create an account. Follow the instructions on the ICN website to do so and access the relevant courses.

- *Virtual Learning Sessions and Readings*: Pre-readings will be assigned before virtual learning sessions to provide additional background information on each topic. Apprentices are expected to read all assigned materials and attend all virtual learning sessions via the Zoom platform. Each session will be recorded and shared. If Apprentices are unable to attend a virtual learning session for any reason, they should watch the recording on their own time; however, they will miss out on any live activities and discussions.

- *Reflection Homework Assignments:* Apprentices will be assigned reflections to complete alongside the virtual learning sessions. These assignments are intended to further Apprentices' thinking and understanding of the topics discussed during the virtual learning sessions and in the pre-reads. They should take approximately 30-60 minutes to complete. Assignments will center the Apprentice's own perspective and where they are in their learning journey. There are no right or wrong answers; rather, they are expected to demonstrate critical thinking, empathy, and curiosity about the subject matter.
  - Reflection assignments should be approximately ½ to 1 page in length, double-spaced, size 12 standard font (e.g., Arial, Calibri, Times New Roman)
  - The grading rubric will use a 5-point scale:
    - 0 = assignment not submitted
    - 1 = demonstrates little to no critical thinking, empathy, curiosity, or engagement with the assigned subject matter, and/or did not fully respond to each reflection question
    - 2 = poor demonstration of critical thinking, empathy, curiosity, and engagement with the assigned subject matter, and/or did not fully respond to each reflection question
    - 3 = basic demonstration of critical thinking, empathy, curiosity, and engagement with the assigned subject matter, and/or minimally responded to each reflection question
    - 4 = good demonstration of critical thinking, empathy, curiosity, and engagement with the assigned subject matter, and/or fully responded to each reflection question
    - 5 = excellent demonstration of critical thinking, empathy, curiosity, and engagement with the assigned subject matter, and fully responded to each reflection question

- *Work-Based Learning:* K-12 supervisors will be responsible for determining whether Apprentices have achieved the competencies outlined in the Work Plan. They will also track Apprentice attendance. It is expected that Apprentices participate in all work-based learning shifts with exemptions for COVID-19.

PLAGIARISM POLICY:

Assignments for all learning components of the program must be completed using your own words. If you take any text from another source, you must make it clear the text is being quoted and where the text comes from. You must also cite any sources from which you obtain numbers, ideas, or other material. Use of any Artificial Intelligence or AI software is strictly prohibited. Assignments found to be plagiarized will need to be resubmitted. If continued issues with plagiarism remain, the Apprentice will be at risk for termination from the program.

COMMUNICATION POLICY:

All official communication, notices, and announcements will be distributed through either Moodle or email at the email address provided by the Apprentice. The Apprentice is accountable for checking this account regularly and for all program communication sent to it.

Moodle is a learning platform, where you will find all information, resources, and links listed in this syllabus. You will receive separate instructions and a link to activate your Moodle account.

DISABILITY SERVICES:

If you require accommodation in this program, please contact Eriko Greeson at the Chef Ann Foundation at eriko.greeson@chefannfoundation.org to discuss your specific needs.

KEY CONTACTS:

- For issues related to School Food Institute course materials, sfi@chefannfoundation.org
- For work-based learning support, please reach out to your K-12 host work site supervisor.
- For all other inquiries, please reach out to Juliana Meirelles at juliana.meirelles@chefannfoundation.org.

LEARNING OUTLINE:

APPRENTICESHIP PROGRAM OVERVIEW: Work Based Learning + Related Supplemental Instruction Hours

- SFI 8 courses: 40 hours (8 hours pre-read, 8 hours homework, 24 hours online learning)
- ICN courses: 59 hours
- Virtual Learning Sessions: 45 hours (18 sessions at 1 hour each, plus 1 hour of pre-learning and 30 min. for reflection assignments each session)
- Work-Based Learning: 24/hrs a week

PRE-PROGRAM START
Preparation for Apprenticeship
Onboarding & Submission of Required Documents

Optional additional reading (provided): The Labor of Lunch: Why We Need Real Food and Real Jobs in American Public Schools by Jennifer Gaddis

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Month 1 of Apprenticeship

SFI Courses:

- *None*

ICN Courses (can be fully completed in September):

- Nutrition 101 (8hrs)
- Food Safety in Schools (8hrs)

Competencies Covered:

- Explain and identify what constitutes a reimbursable meal in Offer Versus Serve.
- Describe the role and types of USDA food commodities in school meal programs.
- Describe the varying state and federal models of providing meals (free, reduced and paid), including an explanation of Community Eligibility Provision (CEP) and universal free meals.
- Accurately use Point-of-Service system for transaction types (free, reduce-price, paid, and a la carte).

Work-based Learning in District:

- Introduction to district and school food program as needed: Overview of district enrollment, Free/Reduced lunch population, Average daily participation, other programs
- Shadow Food Service Leadership (if not completed through Pre-Apprenticeship): Tour of district kitchens and cafeterias, introduction to staff as needed
- General school food service operation support (e.g., meal prep, washing dishes, serving, cleaning, etc.)
- Participate in meal prep and service in a variety of school kitchens, all grade levels.

Virtual Learning Session 1: How school food fits into the larger food system

Pre-learning:

- Read a brief history of school food in the US (PBS)
- Read this article about how changes to the school food system can improve the broader food system
- Browse this website to learn more about the movement toward values-aligned universal free meals
    - Be sure to click through the links, including the values and who's at the table
- Watch this video, produced in 1966 by the USDA, encouraging communities to adopt the National School Lunch Program

Homework reflection prompt:

- Describe how you see the school food system fitting into the larger food system. How do they influence each other? What does the school food system do beyond feeding students?
- In the USDA video from 1966, what do you notice is similar and different compared with the school lunch program today?

Virtual Learning Session 2: School food policy

Pre-learning:

- Watch the documentary Lunch Line
- Read this report from Food Research & Action Center about the State of Healthy School Meals for All
- Read this article about USDA's 2024 Final Rule Requirements for School Meal Programs

Homework reflection prompt:

- Reflect on the benefits and challenges of implementing free meals for all students. Describe how you think a Free Meals for All policy should or should not be implemented at the state and/or federal levels (i.e., is this the responsibility of individual states? The federal government?). Explain your rationale.

Month 2 of Apprenticeship

SFI Courses:

- *School Food Operational Models*

ICN Courses:

- Farm to School (1hr)
- Basic Culinary Math: Conversions (.5 hr)
- Basic Culinary Math with Fractions (.5 hr)
- Basic Culinary Math Scaling Recipes (.5 hr)
- Meal Patterns (6hr)

Competencies Covered:

- Recognize and describe different food service facilities and models, equipment, and supplies in school food operations.
- Execute proper washing and sanitizing of cooking and serving equipment and describe your role in food safety standards.
- Contribute to cleaning and sanitizing food preparation and service areas, facilities, and equipment according to food safety standards.
- Execute proper portioning and serving of food to students, faculty and staff.

Work-based Learning in District:

- Become familiar with all kitchen equipment. Help with production schedule.
- Participate in meal prep and service in a variety of school kitchens, all grade levels.
- General school food service operation support (e.g., meal prep, washing dishes, serving, cleaning, etc.)

Virtual Learning Session 1: Facilities & Equipment

Pre-learning:

- Watch Central Kitchen video
- Read Central Kitchen Case Study: Benefits from The Lunch Box

Homework reflection prompt:

- What are the benefits of streamlining production in a central kitchen? What might be some drawbacks?
- Choose a piece of equipment in the kitchen you've been working in and describe at least three ways it can be used in school food production.
- Discuss how the manufactured food industry engages with school food. Do you think they have an appropriate role to play? Why or why not?

Virtual Learning Session 2: Farm to School

Pre-learning:

- Read USDA Farm to School Procurement Guide pp. 9, 11, and 13-15 only
- Read this page on Farm to School Month resources and celebration

ideas Homework reflection prompts:

- Describe the farm to school supply chain (i.e., who is involved in making it happen? Who benefits? What are some common challenges?)
- Reflect on your reading of the assigned sections in the USDA Farm to School Procurement Guide. What surprised you? What are your key takeaways? Describe any concerns you may have about implementing a farm to school procurement program.

Month 3 of Apprenticeship
SFI Courses:

- *Salad Bars in Schools* - ***If taken during Pre-Apprenticeship, you do not need to retake the course***

ICN Courses:

- Culinary Techniques: Preparing Entrees (8hr)

Competencies Covered:

- Assist in the implementation of planning and production of a variety of healthy scratch-cooked school food menu items featuring locally procured foods.
- Cook foodstuffs according to menus, special dietary or nutritional restrictions, or portions.
- Properly handle raw and cooked food items in accordance with state and local food safety standards.
- Describe types of breakfast models and their different operational needs.

Work-based Learning in District:

- Back of the House production. Learn all about school food recipes and how they are prepared.
- Become familiar with all kitchen equipment. Help with production schedule.
- Overview of USDA guidelines and how recipes breakdown
- General school food service operation support (e.g., meal prep, washing dishes, serving, cleaning, etc.)
- Participate in meal prep and service in a variety of school kitchens, all grade levels.
- Hands on breakfast work. Serve breakfast in a variety of settings and styles. Learn about how a breakfast recipe is credited and how different styles of breakfast are served from Breakfast After the Bell to Breakfast in the Classroom to traditional before the bell cafeteria service.

Virtual Learning Session 1: Grants: What are common grants school food operators apply for, how to find grants and how to fill out a basic grant application

Pre-learning:

- Read about the Patrick Leahy Farm to School Grant Program
- Browse the Team Nutrition Training Grant opportunities
- Learn about Farm to School Advocacy

Homework reflection prompt:

- Discuss your impressions of the external grants and funding available to school food service programs. What opportunities most excite you? What concerns do you have about the multiple potential funding streams and how to access them? If you were to apply for one grant for your current school food program, what would it be, and why?

Virtual Learning Session 2: Salad Bars

Pre-learning:

- Read this resource on salad bars from The Lunch Box, including each of these links:
  - Assessment & Planning
  - Procurement
  - Operations
  - Training
  - Marketing
  - Recipes

Homework reflection prompt:

- Describe your own experience so far with salad bars in schools. Did you have access to a salad bar in school when you were a kid? Does your current school or district have salad bars available to students? Discuss the challenges and opportunities you see presented by salad bars in schools.

Virtual Learning Session 3: School Breakfast

Pre-learning:

- Read this article about the Black Panther's Free Breakfast for Children Program
- Watch this short video clip
- Read about the history of the NSBP from FRAC:
  - Part 1
  - Part 2
  - Part 3
- Read this webpage from NoKidHungry California
  - Click, read, and watch:
    - "What is the School Breakfast Program?"
    - "What is Breakfast After the Bell (BAB)?"
    - "BAB Myths & Misconceptions Busted!"

Homework reflection prompt:

- Discuss the history of the school breakfast program. Why was it important then, and why is it important today? Why do you think the NSBP doesn't get as much public attention as the NSLP? Why do you think the Black Panther Party's involvement in school breakfast provisioning is a lesser-known piece of its history?

- Discuss different models of serving breakfast in schools. How does your district or school serve breakfast? Why do you think they chose this model (or models, if different in different schools)?

Month 4 of Apprenticeship
SFI Courses:
- *Marketing and Lunchroom Education*

ICN Courses:
- Focus on the Customer (4hr)
- Menu Trends for School Nutrition Programs (1hr)
- Food Allergies in School Food (1hr)
- Designing an Emergency Preparedness Plan (2hr)

Competencies Covered:
- Support the planning and implementation of a school food tasting or sampling event.

Work-based Learning in District:
- Learn how to market a school food program and why this is important. Participate in sampling events, rainbow days and chef demos in cafeterias.
- Participate in meal prep and service in a variety of school kitchens, all grade levels.
- General school food service operation support (e.g., meal prep, washing dishes, serving, cleaning, etc.)

Virtual Learning Session 1: Marketing
Pre-learning:
- Look up at least 5 different public school district food service websites and/or social media accounts. Notice what they're aiming to communicate and who their audience seems to be.
- Read this resource from The Lunch Box
- Social media takeover! Create at least three social media posts for your district *(these may or may not be published by your district – please work with your supervisor if you wish to have them published)*.

Homework reflection prompt:
- Discuss the marketing strategies you noticed in the district websites and social media accounts you visited. What does the primary goal of their marketing appear to be? Which aspects of the food programs, staff, or student experience do they seem to emphasize? What are some things you think they communicate well? What recommendations would you make for improvement?

- Attach screenshots of your social media takeover posts. What were you aiming to communicate, and to whom?

Month 5 of Apprenticeship
SFI Courses:
- Plant Forward

ICN Courses:
- Recipe Adjustments (4hr)
- Tips and Strategies for Purchasing Directly from Local Producers (1hr)

Competencies Covered:
- Use standardized institutional recipes and implement adjustments for yield.
- Support planning and implementation of school food menu cycles.
- Discuss and explain meal pattern charts.
- Explain meal crediting processes and interpret meal credits.

Work-based Learning in District:
- Back of the House production. Learn all about school food recipes and how they are prepared.
- Participate in meal prep and service in a variety of school kitchens, all grade levels.
- General school food service operation support (e.g., meal prep, washing dishes, serving, cleaning, etc.)

Virtual Learning Session 1: Cycle menu development + plant-forward recipes

Pre-learning:
- Read this resource from The Lunch Box
- Read this report from Friends of the Earth
- Read about these Climate Friendly Food Organizations
- Watch this video on Climate Change and schools

Homework reflection prompt:
- Discuss the importance of planning plant-forward, scratch-cooked, cycle menus for school food. What feels challenging about this process? What opportunities do you see?
- Draft a cycle menu using CAF recipes. Aim to highlight plant-forward options.

Virtual Learning Session 2: Engaging students in menu planning
Pre-learning:
- Read this description of how USDA grants have supported engaging students in school meal programs
- Read this report on how to involve students in school meal programs

Homework reflection prompt:

- Describe some ways students can be involved with school meal program development. Why is it important to engage students in school meal program development? Discuss any opportunities you have had to bring students into menu or recipe development in your district. If you have not yet had the opportunity, what kind of student engagement activities would you like to plan for your program?

Month 6 of Apprenticeship
SFI Courses:

- School Food Procurement
- Sustainable Lunchrooms

ICN Courses:

- Marketing your School Food Program (2hr)
- CICN:Successful Implementation of Culturally Inclusive School Meals (1hr)

Competencies Covered:

- Summarize and, as applicable, participate in school meal program's vendor relations with both local vendors and broadline distributors.
- Explain the development and use of purchase order for food supplies, kitchen equipment, and appliances that are based on estimates of future needs.
- Complete proper inventory processes, including receiving, maintaining, and interpreting food, beverage, supplies, and equipment inventories.
- Execute proper rotation and storage of supplies and food items in storage areas.

Work-based Learning in District:

- Spend time working with district warehouse manager, procurement director and learn how food is ordered and selected in your district
- Learn how to run down inventory in school food kitchens for the school year, deep cleaning and sanitation procedures.
- Participate in meal prep and service in a variety of school kitchens, all grade levels.
- General school food service operation support (e.g., meal prep, washing dishes, serving, cleaning, etc.)

Virtual Learning Session 1: In-school marketing strategies

Pre-learning:

- Review The Lunch Box in-cafeteria marketing resources, and choose a template to customize for your school

Homework reflection prompt:

- Please submit your customized in-cafeteria marketing materials. Reflect on the process of creating your new poster, sign, or sticker. What were you aiming to communicate to the students? How do you think this type of marketing or decoration can contribute to creating a warm and inviting atmosphere? What other creative ideas do you have for improving the cafeteria environment?

Virtual Learning Session 2: Commodities

Pre-learning:

- Read the USDA Foods in Schools fact sheet
- Browse the USDA Foods Available List
- Read this brief overview of USDA Foods processing options
- Familiarize yourself with the USDA Food Buying Guide for CN Programs

Homework reflection prompt:

- Describe anything new you have learned about USDA Foods for child nutrition programs. Did anything surprise you about the USDA Foods Available list? What are some innovative uses of commodity dollars?

Month 7 of Apprenticeship
SFI Courses:

- School Food Finance

ICN Courses:

- Production Records (1.5hr)
- STAR: Budgeting and Financial Monitoring Best Practices in School Nutrition Programs (1hr)

Competencies Covered:

- Identify revenue streams and both direct and indirect expenses for school food meal programs.
- Explain the importance of menu planning to include per-serving food costs and budget considerations.
- Recognize and describe financial tools such as meal counts, meals per labor hour, food cost tracking, and multiyear profit and loss statements in a school food setting.

Work-based Learning in District:

- Spend time working with district warehouse manager, procurement director and learn how food is ordered and selected in your district
- Spend time with the school food program accounting team and learn about how the budget works. Revenue vs Expenses. Indirect costs, Labor and reimbursement funds
- Participate in meal prep and service in a variety of school kitchens, all grade levels.

- General school food service operation support (e.g., meal prep, washing dishes, serving, cleaning, etc.)

Virtual Learning Session 1: School Food Revenue

Pre-learning:

- None

Homework reflection prompt:

- Reflect on what you've learned about school food department revenue streams, procurement contracts, purchasing thresholds, and balancing program budgets. Discuss what you found most interesting about all these pieces and how they relate to your district's operations.
- How do you imagine the realities of school food budgets and procurement regulations might conflict with the goals you have for school food program operations? Where do you see opportunities?

Virtual Learning Session 2: Budgeting tools and how they can help

Pre-learning:

- Read about and explore the SCALE resource from The Lunch Box. Familiarize yourself with the sections and questions in the platform.

Homework reflection prompt:

- Reflect on your learning about the tools you reviewed before and during the virtual learning session. Discuss the importance of using these tools in your program. What feels hard about using them? Where do you see opportunities for continued learning?

Month 8 of Apprenticeship

SFI Courses:

- *None*

ICN Courses:

- Food Safety From Beginning to End (1hr)
- Creating a Motivating Workplace (3hr)
- Buy American Clause (2hr)

Competencies Covered:

- Differentiate between the responsibilities of various school food operations' roles/positions.

- Maintain and interpret production records.

Work-based Learning in District:

- Learn how to run down inventory in school food kitchens for the school year, deep cleaning and sanitation procedures.
- General school food service operation support (e.g., meal prep, washing dishes, serving, cleaning, etc.)
- Participate in meal prep and service in a variety of school kitchens, all grade levels.

Virtual Learning Session 1: Panel Discussion: Procurement

Pre-learning:

- Briefly review the California School District Produce Procurement Guide. Note: Some of the information in this guide might not be up-to-date.

Homework reflection prompt:

- What do you see as some of the benefits of local producers working with school districts? What are some of the challenges highlighted by the speakers?
- Share an example of a local food producer that your school district currently partners with. If you're not familiar with your district's procurement practices, what local product or ingredient would you be excited to see incorporated into school meals?

Virtual Learning Session 2: Panel Discussion: Fellows

Pre-learning:

- *None*

Homework reflection prompt:

- Reflect on what you heard from the Fellows who spoke during the virtual learning session. What surprised you? What did you learn about the job that you didn't know before?
- Given your experiences during this apprenticeship program and what you have learned, how are you feeling about this career path and your future in school food service?

Virtual Learning Session 3: School Meals during the summer – operations and planning

Pre-learning:

- Read No Kid Hungry summer meals resources:
    - Summer Meals: A Lifesaver in the Hungriest Time of the Year - California
    - Feeding a Crowd - Tips for Congregate Meal Service
    - Comparison of Usual Summer Meal Program Provisions vs. Expired Flexibilities Permitted in Response the COVID-19 Pandemic
    - Summer is the Hungriest time of Year for Kids

Homework reflection prompt:

- Compare usual operations and priorities during the school year with those of summer for a typical school food service program. If you have worked in school food service during a summer before, please describe your experience and how it was similar or different from typical operations when school is in session.
- Reflect on what you perceive to be the particular challenges and opportunities of the summer months in school food service.

Month 9 of Apprenticeship
SFI Courses:

- *Mission and Vision*

ICN Courses:

- STAR Back to School: Completing Food Production Records the Best Way (1 hr)
- Civil Rights in Child Nutrition Programs (1hr)

Competencies Covered:

- Explain the function and importance of school meal programs with different stakeholders (incl. students, faculty, staff, partners, vendors, administrators).
- Monitor and record food temperatures to ensure food safety.

Work-based Learning in District:

- Learn how to market a school food program and why this is important. Participate in sampling events, rainbow days and chef demos in cafeterias.
- General school food service operation support (e.g., meal prep, washing dishes, serving, cleaning, etc.)
- Participate in meal prep and service in a variety of school kitchens, all grade levels.

Virtual Learning Session 1: Leadership & Change Management
Pre-learning:

- None

Homework reflection prompt:

- You are a changemaker within the school food system. What does that mean to you, and what tensions do you anticipate facing with your current or future staff, colleagues, and parents/caregivers in your district?
- Imagine you are a brand new school food service manager, and your director has been in their current role for 15-30 years. How would you approach bringing them into your vision for a transformed school food system? How would you handle the inevitable pushback from other staff who don't share your vision or who don't want to change the way they do their jobs? What important considerations would you make to ensure you continue treating those around you with the dignity and respect they deserve?

HEALTHY SCHOOL FOOD PATHWAY

Scratch Cooking for the Future

Pre-Apprentice Job Description

Job Summary

The Food Services Pre-Apprentice works with the Director of Food Services, Food Services Administrative Team and Food Services Team preparing food, receiving supplies, working as assigned doing production food preparation, transport pack outs, dish machine and pot washing sink operations, inventory and storage organization and general kitchen cleaning as part of maintaining a safe food production and service environment in the district's kitchens. The Pre-Apprentices are also responsible for weekly learning assignments as defined by the Pre-Apprenticeship Work Process Schedule in the Registered Apprenticeship Standards.

Essential Duties and Responsibilities

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and Related Work Experience

- High school diploma, completion of G.E.D., or equivalent vocational school or short term courses, such as commercial trade training, culinary training, and computer training.
- Previous experience in large scale Food Services is preferred.

Licenses, Registrations or Certifications

- Must obtain Servsafe Certificate or State/County Food Handler's Permit by completion of probationary period.
- A criminal background check is required for hire.
- If required by the district, offer is contingent upon passing a physical exam
- Must be eligible to work in the US

Technical Skills, Knowledge & Abilities

- Basic oral and written communication skills
- Basic English language skills
- Intermediate interpersonal relations skills
- Basic math and accounting skills
- Basic personal computer, keyboarding and word processing skills
- Basic customer service and public relations skills
- Intermediate critical thinking and problem solving skills
- Intermediate organizational skills
- Ability to manage confidentiality in all aspects of job
- Ability to manage multiple priorities
- Ability to manage multiple tasks with frequent interruptions
- Ability to understand and follow all HACCP Standard Operating Procedures
- Ability to stand for extended periods of time
- Ability to lift up to 50 lbs on a frequent basis

Other Required Proficiencies

- Must be able to perform tasks on computers and peripherals at time of hire.
- Must have working knowledge of commercial large-scale kitchen equipment prior to hire.

Safety to Self and Others

- Be aware and create, to the best of one's ability, a physically and mentally safe environment for self and others.
- Report all unsafe working conditions.

Safety Equipment

- Sturdy shoes with oil resistant and non-slip soles required
- Food thermometer required (provided)
- Food handler's gloves required (provided)
- Protective gloves for dishwashing required (provided)

The physical demands, work environment factors and mental functions described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

- The employee is frequently required to stand; walk; use their hands to finger, handle or feel; reach with their hands and arms; talk; hear; taste and smell (over 2/3 of the time).
- The employee is occasionally required to sit; climb or balance; stoop; kneel; crouch or crawl (up to 1/3 of the time).
- The employee must frequently lift up to 10 pounds (over 2/3 of the time).
- The employee is regularly required to lift and/or move up to 50 pounds and frequently move heavy loads (up to 2/3 of the time).
- The specific vision abilities required by this job include close vision (20 inches or less), distance vision (clear vision at 20 feet or more), ability to identify and distinguish colors, peripheral vision, depth perception and ability to adjust focus.

Work Environment

- While performing the duties of this job, the employee is regularly exposed to non-weather wet or humid conditions (up to 2/3 of the time).
- The employee must occasionally work near moving mechanical parts; work in high, precarious places; be exposed to fumes or airborne particles; be exposed to toxic or caustic chemicals; be exposed to outdoor weather conditions; have risk of electrical shock (under 1/3 of the time).
- The employee is occasionally exposed to non-weather related extreme cold and heat (less than 1/3 of the time). The employee is exposed to very loud noise levels in this position.

Note: The above is intended to describe the essential content of and requirements for the performance of this job. It is not to be constructed as an exhaustive statement of duties, responsibilities or requirements.

MUROC JOINT UNIFIED SCHOOL DISTRICT
Board Meeting Background Material

TO: Board of Trustees

FROM: Kevin D. Cordes
Superintendent

DATE: September 8, 2025

AGENDA ITEM: **Approve Classified Employees**

BACKGROUND: Due to vacancies and/or new positions in the classified staff, the employees on the list below are being recommended for appointment.

RECOMMENDATION: It is recommended that the Board approve the classified appointments on the list below.

CLASSIFIED EMPLOYEES
Board Meeting Date: September 8, 2025

Horn, Johnna, Library Assistant, Bailey Elementary, H, 01, 4.0 hours/day, $1,596.44/month, 9.5 month position, Effective August 25, 2025.

MUROC JOINT UNIFIED SCHOOL DISTRICT

Board Meeting Background Material

TO: Board of Trustees

FROM: Kevin D. Cordes
Superintendent

DATE: September 8, 2025

AGENDA ITEM: **Approve Changes to Classified Assignments**

BACKGROUND: Due to a change in assignment in the classified staff, the employees on the following list are being recommended for approval.

RECOMMENDATION: It is recommended that the Board approve the classified changes on the following list.

CLASSIFIED EMPLOYEE CHANGE
Board Meeting Date: September 8, 2025

Estes, Kenyana, Custodian, Maintenance, 8 hours/day, C, Step 03, $3,107.64/month, 12 month position, effective August 25,2025.

York, Chad, Special Circumstances Instructional Aide, West Boron Elementary, 6.58 hours/day, E, Step 02, $2,450.95/month, 9.5 month position, effective September 2, 2025

MUROC JOINT UNIFIED SCHOOL DISTRICT

Board Meeting Background Material

TO: Board of Trustees

FROM: Kevin D. Cordes
Superintendent

DATE: September 8, 2025

AGENDA ITEM: **Approve Classified Substitute**

BACKGROUND: Due to the need to cover classified assignments when employees are ill or on leave, there is a need to maintain a pool of substitutes.

RECOMMENDATION: It is recommended that the Board approve the individuals on the attached list to serve as a substitute in the District.

TEMPORARY CLASSIFIED ASSIGNMENT
Board Meeting Date: September 8, 2025

Name	Assignment	Pay Rate	Effective Date
Apa-Ap, John Rey	Custodian	$16.50	8/14/2025
	Maintenance Worker	$16.50	8/14/2025
	Groundskeeper	$16.50	8/14/2025
Lambert, Emily	Campus Aide	$16.50	8/14/2025
	Instructional Aide	$16.50	8/14/2025
	Clerk	$16.50	8/14/2025
Dela Cruz, Jing Andrew	Clerk	$16.50	8/14/2025
	Instructional Aide	$16.50	8/14/2025
	Secretary	$16.50	8/14/2025

MUROC JOINT UNIFIED SCHOOL DISTRICT

Board Meeting Background Material

TO: Board of Trustees

FROM: Kevin D. Cordes
Superintendent

DATE: September 8, 2025

AGENDA ITEM: **Approve Classified Resignations**

BACKGROUND:

Estes, Kenyana , has submitted her resignation as Cafeteria Worker effective August 22, 2025. She has taken another position with the District.

Riddle, Emily, has submitted her resignation as School Secretary effective August 18, 2025. She is leaving the District.

Levalley, Olivia, has submitted her resignation as an Instructional Aide effective September 19, 2025. She is leaving the District.

MUROC JOINT UNIFIED SCHOOL DISTRICT

Board Meeting Background Material

TO: Board of Trustees

FROM: Kevin Cordes
Superintendent

DATE: September 8, 2025

AGENDA ITEM: **Approve Certificated Appointments**

BACKGROUND: Due to vacancies in the certificated staff, the employees listed below are being recommended for appointment.

RECOMMENDATION: It is recommended that the Board approve the following certificated appointments.

Candace Bednar, has been assigned as an Early Childhood CTE Teacher at Desert/Boron Jr/Sr High School, BA+30, Step 5 $63,622.00, effective August 13, 2025.

Ardeliza Gay, has been assigned as an English Teacher at Boron Jr/Sr High School, BA, Step 7 $62,429.00, effective August 13, 2025.

Katie Harris, has been assigned as an Elementary Teacher at West Boron Elementary School, BA, Step 2 $53,851.00, effective August 13, 2025.

Nicole Hoskin, has been assigned as a Special Education Teacher at Branch Elementary School, BA, Step 1 $52,283.00, effective August 13, 2025.

Samantha Herrera Gallardo, has been assigned as an Elementary Teacher at Branch Elementary School, BA, Step 1 $52,283.00, effective August 13, 2025.

Rachelle Ibus, has been assigned as a Math Teacher at Desert Jr/Sr High School, BA+30 Masters, Step 6 $67,539.00, effective August 13, 2025.

Marina Jackson, has been assigned as an Elementary Teacher at West Boron Elementary School, BA+30 Masters, Step 8 $72,938.00, effective August 13, 2025.

Shyreanna Mann, has been assigned as a Culinary CTE Teacher at Desert Jr/Sr High School, BA+30, Step 6 $66,167.00, effective August 13, 2025.

Ana Rose Portiles, has been assigned as an Elementary Teacher at Bailey Elementary School, BA, Step 7 $62,429.00, effective August 13, 2025.

Miraflor Ramas, has been assigned as an Elementary Teacher at West Boron Elementary School, BA+60 Masters, Step 11 $85,955.00, effective August 13, 2025.

Emma Ronquillo, has been assigned as an Elementary Teacher at Branch Elementary School, BA, Step 1 $52,283.00, effective August 13, 2025.

Erica Sanford, has been assigned as a Math Teacher at Desert Jr/Sr High School, BA, Step 2 $53,851.00, effective August 13, 2025.

Joan Sikat, has been assigned as a Transitional Kindergarten Teacher at Bailey Elementary School, BA, Step 7 $62,429.00, effective August 13, 2025.

Deborah Tan, has been assigned as a Health/Nursing CTE Teacher at Desert/Boron Jr/Sr High School, BA+75, Step 11 $87,120.00, effective August 13, 2025.

Mark Gregory Velasco, has been assigned as a Preschool Teacher at Bailey Elementary School, BA+45 Masters, Step 9 $78,034.00, effective August 13, 2025.

Steffany Walker, has been assigned as an English Teacher at Desert Jr/Sr High School, BA+30 Masters, Step 6 $67,539.00, effective August 13, 2025.

MUROC JOINT UNIFIED SCHOOL DISTRICT
Board Meeting Background Material

TO: Board of Trustees

FROM: Kevin D. Cordes
Superintendent

DATE: October 07, 2024

AGENDA ITEM: **Approve Certificated Stipends**

BACKGROUND: Throughout the year it is necessary to cover certificated assignments with temporary personnel.

RECOMMENDATION: It is recommended that the Board approve the following certificated stipends.

Name	Assignment	Site	Pay Rate	Effective Date
Almendral, Manuel Jayson	Prep Buyout	BJ/SHS	$2,321.86/Month	08/13/2025
Balicat, Nikka	Prep Buyout	BJ/SHS	$1,096.08/Month	08/13/2025
Bednar, Candace	Prep Buyout	BJ/SHS	$ 974.38/Month	08/13/2025
Cordes, Allison	Prep Buyout	District	$1,593.21/Month	08/13/2025
Davies, Elizabeth	Prep Buyout	BJ/SHS	$1,242.08/Month	08/13/2025
Dizon, Jhasmyn	Prep Buyout	BJ/SHS	$ 956.11/Month	08/13/2025
Ellms, Caleb	Prep Buyout	DJ/SHS	$1,489.30/Month	08/13/2025
Ferguson, Robert	Prep Buyout	DJ/SHS	$2,016.98/Month	08/13/2025
Gay, Ardeliza	Prep Buyout	BJ/SHS	$ 956.11/Month	08/13/2025
James, Matthew	Prep Buyout	RMHS	$1,195.13/Month	08/13/2025
Job, Kaytee	Prep Buyout	BJ/SHS	$1,023.80/Month	08/13/2025
Johnson, Morgan	Prep Buyout	BJ/SHS	$1,436.56/Month	08/13/2025
Maigue, Rolando	Prep Buyout	BJ/SHS	$1,139.91/Month	08/13/2025
Marino, Sophia	Prep Buyout	RMHS	$ 800.73/Month	08/13/2025
Plantinga, Joel	Prep Buyout	BJ/SHS	$1,005.44/Month	08/13/2025
Richardson, Bryan	Prep Buyout	BJ/SHS	$1,546.80/Month	08/13/2025
Sanfilippo, Patrick	Prep Buyout	DJ/SHS	$1,619.29/Month	08/13/2025
Santos, Ma Katrina	Prep Buyout	BJ/SHS	$1,242.08/Month	08/13/2025
Schulze, Sara	Prep Buyout	RMHS	$1,315.72/Month	08/13/2025
Soules, Larisa	Prep Buyout	DJ/SHS	$1,522.75/Month	08/13/2025

Name	Assignment	Site	Pay Rate	Effective Date
Stucki, Marjorie	Prep Buyout	RMHS	$1,546.80/Month	08/13/2025
Tan, Deborah	Prep Buyout	DJ/SHS	$1,334.27/Month	08/13/2025
Tarongoy, Irene	Prep Buyout	DJ/SHS	$1,424.88/Month	08/13/2025
Wiggs, David	Prep Buyout	BJ/SHS	$1,614.21/Month	08/13/2025

MUROC JOINT UNIFIED SCHOOL DISTRICT

RESOLUTION 09-25-01

On the motion of Trustee _____, seconded by _____, a resolution to approve a Provisional Internship Permit was adopted as follows:

BE IT RESOLVED by the governing Board of Muroc Joint Unified School District and hereby ordered that:

Board approval is required for the Appointment of an employee on the basis of a Provisional Internship Permit: Special Education. The District conducted a diligent search for a suitable candidate and have been unable to find a fully-credentialed teacher. It is recommended that the Board approve the Provisional Internship Permit: Special Education for the following Candidate.

Name of Candidate	Assignment
Nicole Hoskin	Special Education

PASSED AND ADOPTED this 8th day of September, 2025, by the Governing Board of the Muroc Joint Unified School District of Kern County, California, by the following votes:

AYES: _____ NOES: _____ ABSENT: _____

STATE OF CALIFORNIA
COUNTY OF KERN

I, Kevin D. Cordes, (Secretary) of the Governing Board of the Muroc Joint Unified School District of Kern County, California, do hereby certify that the foregoing is a full, true, and correct copy of a resolution adopted by the said Board at its regular meeting of September 8, 2025.

_____ Signature

Kevin D. Cordes
Secretary to the Board

MUROC JOINT UNIFIED SCHOOL DISTRICT

Board Meeting Background Material

TO: Board of Trustees

FROM: Trevor Walker, Assistant Superintendent of Business Services

MEETING DATE: September 8, 2025

AGENDA ITEM: **Resolution 09-25-02, National School Lunch Week**

BACKGROUND: National School Lunch Week was established in 1962 by a proclamation from President John F. Kennedy. It is designed to help raise awareness for the important role that school nutrition programs play in the lives of America's children. Each year, the School Nutrition Association helps schools celebrate the event with an official theme, suggested menus and recipes, promotional resources, activity sheets, decoration ideas and more.

"Taste the World: Your School Lunch Passport!" is the 2025 theme. The campaign is designed to spotlight how today's school cafeterias are serving up the menu items that kids want to eat, with increased choice and customization. The campaign runs from July 2025 to October 2025, culminating in National School Lunch Week, October 13-17, 2025.

RESOLUTION NO. 09-25-02

RESOLUTION OF THE GOVERNING BOARD OF THE MUROC JOINT UNIFIED SCHOOL DISTRICT PROCLAIMING OCTOBER 13-17, 2025, AS NATIONAL SCHOOL LUNCH WEEK

WHEREAS, the National School Lunch Program has served our nation admirably for over 60 years through advanced practices and nutrition education; and

WHEREAS, the National School Lunch Program is dedicated to the health and well-being of our nation's children, and

WHEREAS, the National School Lunch Program has been joined through the years by many other excellent child feeding programs, and there is evidence of continued need for nutrition education and awareness of the value of school nutrition programs.

NOW THEREFORE, the Board of Trustees of the Muroc Joint Unified School District does hereby proclaim the week of October 13-17, 2025, as **National School Lunch Week** and encourages all residents to become aware and concerned about their children's and their own nutrition habits, in hopes of achieving a more healthful citizenry for today and the future.

IN WITNESS WHEREOF, this official proclamation was passed and adopted this 8th day of September, 2025, by the following vote:

AYES: _____ ABSENT: _____

NOES: _____ ABSTAIN: _____

_____

President, Board of Trustees

MUROC JOINT UNIFIED SCHOOL DISTRICT

Board Meeting Background Material

TO: Board of Trustees

FROM: Kevin D. Cordes, Superintendent

MEETING DATE: September 8, 2025

AGENDA ITEM: **Resolution 09-25-03, Week of the School Administrator**

BACKGROUND: California Education Code Section 44015.1 previously designated the first full week of March each year as "Week of the School Administrator". Senate Bill 1229 passed and signed into law by the Governor effective January 1, 2015, moved Week of the School Administrator to October. Because of the bill, California Education Code Section 44015.1 was amended to read: "In observance of the importance of educational leadership at the school, school district, and county levels, the second full week in the month of October of each year shall be designated as Week of the School Administrator."

This year the week of October 12-18, 2025, is designated as Week of the School Administrator. Schools, school districts, and county superintendents of schools are encouraged to observe the week with public recognition of the contribution that school administrators make to successful pupil achievement.

RESOLUTION NO. 09-25-03

RESOLUTION OF THE GOVERNING BOARD OF THE MUROC JOINT UNIFIED SCHOOL DISTRICT PROCLAIMING OCTOBER 12-18, 2025, AS WEEK OF THE SCHOOL ADMINISTRATOR

WHEREAS, leadership matters for California's public education system and the more than six million students it serves; and

WHEREAS, school administrators are passionate, lifelong learners who believe in the value of quality public education; and

WHEREAS, the title "school administrator" is a broad term used to define many education leadership posts. Superintendents, assistant superintendents, principals, assistant principals, special education and adult education leaders, curriculum and assessment leaders, school business officials, classified educational leaders, and other school district employees are considered administrators; and

WHEREAS, providing quality service for student success is paramount for the profession; and

WHEREAS, most school administrators began their careers as teachers. The average administrator has served in public education for more than a decade. Most of California's superintendents have served in education for more than 20 years. Such experience is beneficial in their work to effectively and efficiently lead public education and improve student achievement; and

WHEREAS, public schools operate with lean management systems. Across the nation, public schools employ fewer managers and supervisors than most public and private sector industries including transportation, food service, manufacturing, utilities, construction, publishing and public administration; and

WHEREAS, school leaders depend on a network of support from school communities - fellow administrators, teachers, parents, students, businesses, community members, board trustees, colleges and universities, community and faith-based organizations, elected officials and district and county staff and resources - to promote ongoing student achievement and school success; and

WHEREAS, research shows great schools are led by great principals, and great districts are led by great superintendents. These site leaders are supported by extensive administrative networks throughout the state; and

WHEREAS, the State of California has declared the second full week of October as the **"Week of the School Administrator"** in Education Code 44015.1; and

WHEREAS, the future of California's public education system depends upon the quality of its leadership;

NOW, THEREFORE BE IT RESOLVED, that the Muroc Joint Unified School District proclaims the week of October 12-18, 2025, as **Week of the School Administrator**, in recognition of the many outstanding contributions and services provided by administrative teams in our public schools.

PASSED AND ADOPTED, this 8th day of September, 2025, by the following vote:

AYES:	_____	ABSENT:	_____
NOES:	_____	ABSTAIN:	_____

_____

President, Board of Trustees

MUROC JOINT UNIFIED SCHOOL DISTRICT

BOARD MEETING BACK-UP MATERIAL

ACTION AGENDA

September 8, 2025

MUROC JOINT UNIFIED SCHOOL DISTRICT

Board Meeting Background Material

Public Hearing/Action Agenda Item

TO: Board of Trustees

FROM: Kevin D. Cordes, Superintendent

MEETING DATE: **September 8, 2025**

AGENDA ITEM: **Resolution 09-25-04, Sufficiency of Instructional Materials**

BACKGROUND: Assembly Bill 831, Chapter 118, Statutes of 2005, took effect July 25, 2005. AB 831 modified the annual public hearing requirement in *Education Code* section 60119 and modified the expenditure requirements related to *Williams* instructional materials funds.

Under Education Code Section 60119, the governing board of every local educational agency that receives state instructional materials funds must hold an annual public hearing before the end of the eighth week from the first day pupils attend school for that year. At the public hearing the governing board must make a determination as to whether each pupil in each school has sufficient textbooks or instructional materials, or both, that are aligned to the content standards and are consistent with the content and cycles of the curriculum framework adopted by the State Board of Education in reading/language arts, mathematics, science and history-social science. The requirement that the materials be aligned to the content standards is new.

In addition, the definition of sufficiency now provides that each pupil, including each English learner, must have a standards-aligned textbook or instructional materials, or both, to use in class and to take home.

RECOMMENDATION: It is recommended that the Board hold a public hearing and adopt Resolution 09-25-04, Sufficiency of Instructional Materials for the 2025-26 School Year.

RESOLUTION NO. 09-25-04

BEFORE THE GOVERNING BOARD OF MUROC JOINT UNIFIED SCHOOL DISTRICT

SUFFICIENCY OF INSTRUCTIONAL MATERIALS

WHEREAS, the governing board of Muroc Joint Unified School District, in order to comply with the requirements of *Education Code* Section 60119 held a public hearing on September 8, 2025, at 5:00 p.m., which is on or before the eighth (8th) week of school and which did not take place during or immediately following school hours, and;

WHEREAS, the governing board provided at least ten (10) days notice of the public hearing posted in at least three (3) public places within the District that stated the time, place, and purpose of the hearing, and;

WHEREAS, the governing board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

WHEREAS, information provided at the public hearing and to the governing board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the District, and;

WHEREAS, the definition of "sufficient textbooks or instructional materials" means that each pupil has a textbook or instructional materials, or both, to use in class and to take home, and;

WHEREAS, sufficient textbooks and instructional materials were provided to each student, including English learners, that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects:

- Mathematics
- Science
- History-social science
- English/language arts, including the English language development component of an adopted program

WHEREAS, sufficient textbooks or instructional materials were provided to each pupil enrolled in foreign language or health classes, and;

WHEREAS, laboratory science equipment was available for science laboratory classes offered in grades 9-12, inclusive;

THEREFORE, IT IS RESOLVED that for the 2025-26 school year, the Muroc Joint Unified School District has provided each pupil with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

On motion of Trustee _____, seconded by Trustee _____, the Resolution set forth above was adopted at a meeting held on September 8, 2025, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____

BOARD OF TRUSTEES OF THE MUROC JOINT UNIFIED SCHOOL DISTRICT

*By:*_____
President, Board of Trustees

I hereby certify that the foregoing is a full, true and correct excerpt from the Journal of the Board of Trustees of the Muroc Joint Unified School District pertaining to the adoption of the foregoing Resolution at a meeting held on September 8, 2025.

*By:*_____
Secretary, Board of Trustees

BEFORE THE GOVERNING BOARD OF THE
MUROC JOINT UNIFIED SCHOOL DISTRICT
COUNTY OF KERN, STATE OF CALIFORNIA

RESOLUTION FOR ADOPTING THE "GANN" LIMIT
Resolution No. 9-25-05

WHEREAS, in November of 1979, the California electorate did adopt proposition 4, commonly called the Gann Amendment, which added Article XIII-B to the California Constitution; and,

WHEREAS, the provisions of that Article establish maximum appropriation limitations, commonly called "Gann Limits", for public agencies, including school districts; and,

WHEREAS, the District must establish a revised Gann Limit for the 2024-2025 fiscal year and a projected Gann Limit for the 2025-2026 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law;

NOW, THEREFORE, BE IT RESOLVED that this Board does provide public notice that the attached calculations and documentation of the Gann Limits for the 2024-2025 and 2025-2026 fiscal years are made in accord with applicable constitutional and statutory law;

AND BE IT FURTHER RESOLVED that this Board does hereby declare that the appropriations in the budget for the 2024-2025 and 2025-2026 fiscal years do not exceed the limitations imposed by Proposition 4;

AND BE IT FURTHER RESOLVED that the Superintendent provides copies of this resolution along with the appropriate attachments to interested citizens of this district.

I CERTIFY that the above resolution, proposed by Trustee _____ and seconded by Trustee _____, was duly passed and adopted by the Governing Board of the Muroc Joint Unified School District of Kern County, California, at an official and public meeting thereof held on September 8, 2025, by the following vote:

AYES: _____
NOES: _____
ABSTENTIONS: _____
ABSENT: _____

DATED: September 8, 2025

GOVERNING BOARD OF THE
MUROC JOINT UNIFIED SCHOOL DISTRICT

By: _____
Secretary of Governing Board

MUROC JOINT UNIFIED SCHOOL DISTRICT

Board Meeting Background Material

Action Agenda Item

TO: Board of Trustees

FROM: Trevor Walker, Chief Business Officer

MEETING DATE: September 8, 2025

AGENDA ITEM: **Certification of 2025-26 Unaudited Actuals Report**

BACKGROUND: Pursuant to Education Code Section 42100, the Board of Trustees must annually certify the accuracy of the Unaudited Actual Financial Report for the prior fiscal year.

RECOMMENDATION: It is recommended that the Board of Trustees certify the accuracy of the 2025-26 Unaudited Actual Financial Report.

Available for review online at: www.muroc.k12.ca.us