



HOLTVILLE UNIFIED SCHOOL DISTRICT

Governing Board of Trustees

Regular Board Meeting

May 16, 2022

Board of Trustees

Matt Hester, President

Robin Cartee, Clerk

Kevin Grizzle, Member

Jared Garewal, Member

Ben Abatti Jr., Member

Superintendent

Celso Ruiz

Assistant Superintendent

John Paul Wells



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

Monday, May 16, 2022

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

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

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

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

1. PRELIMINARY

Call to Order

Flag Salute

Roll Call

Present Absent

Matt Hester, President

Robin Cartee, Clerk

Kevin Grizzle, Member

Jared Garewal, Member

Ben Abatti Jr., Member

Arianna Venegas, Student Rep.

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

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

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

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

4. CLOSED SESSION

A) Negotiations with Holtville Teachers Association – Pursuant to Government Code Section 3549.1

5. REPORTABLE CLOSED SESSION ACTIONS:

**BOARD OF TRUSTEES
HOLTVILLE UNIFIED SCHOOL DISTRICT
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AGENDA PAGE 2**

6. RECOGNITIONS

Pine – Mrs. Harrison

HHS – Mr. Arevalo

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

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

8. COMMUNICATIONS FROM THE SCHOOL DISTRICT

Holtville Teachers Association

California School Employees Association

Governing Board

Assistant Superintendent

Superintendent

9. INFORMATION ITEMS

A) LCAP update

(Mr. Velazquez)

B) CTE Pathways

(Mr. Arevalo)

10. CONSENT AGENDA

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

A. GENERAL FUNCTION

*1) Adoption of Minutes: April 11, 2022 & May 4, 2022
(Supplemental Information)*

Pgs. 2-5

B. FINANCE AND BUSINESS

*1) Warrant Orders week beginning 4/14/22 to week ending 5/12/22
(Supplemental Information)*

Pgs. 7-15

C. PERSONNEL SERVICES

1) Certificated Maternity Leave

Pg. 17

2) Classified Resignation

Pg. 18

3) Classified Retirement

Pg. 19

**BOARD OF TRUSTEES
HOLTVILLE UNIFIED SCHOOL DISTRICT
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CONSENT AGENDA continued

D. GENERAL BUSINESS

The Board is asked to approve the following items:

- 1) Donation to FFA of 5 breeding goats and alfalfa hay from Judi Abatti Pg. 21
- 2) Donation of \$250 from Vessey & Co. to HHS Robotics Pg. 21
- 3) Donation of \$250 from the Woman's Club of Holtville to HHS ASB Pg. 21
- 4) MESA Program Participation Agreement with HHS Pgs. 22-23
- 5) MOA between IVROP & HUSD for CTE supportive services. Pgs. 24-32
- 6) MOU between ICOE & HUSD regarding Payroll Clerk Services Pgs. 33-37
- 7) MOU between ICOE & HUSD regarding the ERP System Pgs. 38-44
- 8) Agricultural Career Technical Education Incentive Grant 2022-23 Application for Funding Pgs. 45-71

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

11. ACTION/DISCUSSION ITEMS

The Board is asked to approve the following items:

- A) Approve Board Resolution 2021/22-012 Delegation of Authority to Pay and Sign Proper Legal Bills, Billings, Invoices, and Orders Under Specific Limitations (Mr. Wells) Pgs. 73-75**

Motion: _____ Second: _____
Roll Call Vote: Hester: _____ Cartee: _____ Grizzle: _____ Garewal: _____ Abatti: _____
Ayes: _____ Nays: _____ Vote: ____ - ____

- B) Approve Board Resolution 2021/22-013 Allowing the Class of 2024 to Maintain Funds Within the Associated Student Body Until June 30, 2023 (Mr. Velazquez) Pgs. 76-77**

Motion: _____ Second: _____
Roll Call Vote: Hester: _____ Cartee: _____ Grizzle: _____ Garewal: _____ Abatti: _____
Ayes: _____ Nays: _____ Vote: ____ - ____

- C) Approve the Measure G Building Fund General Obligation Bonds Audit Report (Mr. Wells) Pgs. 78-110**

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

- D) Approve purchase of 3 portable classroom buildings from Williams Scotsman, Inc. in the amount of \$253,441.01 under Omnia Piggyback Contract Proposal Number CA-R210503-315328 (Mr. Wells) Pgs. 111-127**

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

BOARD OF TRUSTEES
HOLTVILLE UNIFIED SCHOOL DISTRICT
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12. FUTURE BOARD MEETING DATE

Monday, June 13, 2022 is the next Regular Board Meeting

Monday, June 20, 2022 is the next Regular Board Meeting

Thursday, June 23, 2022 is the next Special Board Meeting

13. ADJOURNMENT

MISSION STATEMENT

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

HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

MINUTES

**Holtville Unified School District
Special Board Meeting
Minutes – April 11, 2022**

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The Board of Trustees of the Holtville Unified School District met in a Regular Session on April 11, 2022, at the Holtville Unified School District Board Room 621 E 6th Street, Holtville, California. The meeting was called to order at 5:00 p.m. by the Presiding Chairman.

MEMBERS PRESENT: Matt Hester, President; Robin Cartee, Clerk; Kevin Grizzle, Member; Jared Garewal, Member; Ben Abatti Jr., Member, Celso Ruiz, Superintendent; John Paul Wells, Assistant Superintendent; Arianna Venegas, Student Rep.

MEMBERS ABSENT: Jared Garewal, Member.

MODIFICATION OF THE AGENDA: None

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

CLOSED SESSION

Negotiations with Holtville Teachers Association – Pursuant to Government Code Section 3549.1

Student Discipline Pursuant to California Education Code Section 48900

REPORT OF CLOSED SESSION In: 5:05 p.m. **Out:** 6:12 p.m.

The Governing Board in closed session by unanimous vote took action to expel the following students:

1. 2519802742
2. 1641819846

RECOGNITIONS

Mrs. Harrison recognized Maija Mitosinka, Ella Strahm and Leighton Smith for their participation in a project that involved an environmental movie by Robert Redford. Mr. Velazquez recognized several students from HMS that participated in the MESA competitions. Isabel Garcia, Jordan Villasenor, Eymi Cardenas, Diego Vera, Sebastian Alatorre. Mr. Drye recognized Leslie Vargas and Brook Peterson for their academic success.

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

Mrs. Tumbaga, parent of 2 HHS students, gave her input on academic lettering. She would like to see HHS participate in academic lettering for students who may not play sports. She is willing to fundraise and help out any way she can.

COMMUNICATION FROM THE SCHOOL DISTRICT

Student Rep. Arianna Venegas – The HHS FFA did very well at the Mid-Winter Fair. HHS placed 2nd in the High School Madness competition. The 2022 Junior Prom will be April 9th. Trustee Abatti congratulated the students that were recognized.

Trustee Grizzle congratulated the students recognized and also the HHS FFA students that participated in the conference.

Trustee Cartee congratulated all of the HUSD students.

President Hester congratulated the students and is happy that we are able to be back at recognizing students on their accomplishments.

Greg Cox gave an update on the HMS gym construction. They are currently working on the flooring. The artwork in the middle is set to begin next week. He is confident that it is the best looking gym that they have constructed. He invited the board members to stop by and take a look at the progress. He also added that they received the plans for the marquees for the school sites, they are waiting on DSA approval to begin that project.

Mr. Wells gave a monthly business briefing update. The month ending February, 2022 there was an effective rate of return of 0.86%. The HUSD cash balances by fund total \$14,223,836. He also presented an excel worksheet for the diesel and electrical update with electric busses, showing 2,600-2,900 gallons of diesel saved, 41,000kwh electricity saved, \$8,000-\$9,000 in total savings.

CONSENT AGENDA

GENERAL FUNCTIONS

Moved by Trustee Cartee, Seconded by Trustee Grizzle to approve the following consent agenda items as follows: GENERAL FUNCTION – Adoption of Minutes: March 14, 2022. FINANCE AND BUSINESS – Warrant orders week beginning 3/17/22 to week ending 4/7/22.

PERSONNEL SERVICES – Certificated Maternity leave of Monica Hernandez, Counselor (HHS). Coaching Employment of Lee Quarcelino, Boys Basketball (Pine); Samantha Williams, Girls Softball (Pine); Pete Alderete, Boys Basketball A Team (HMS); Jesus Rios, Boys Basketball B Team (HMS); Katelyn Smith, Girls Softball (HMS). Certificated Employment of Ana Duran, Counselor (Sam Webb/Freedom Academy). GENERAL BUSINESS – CAEP Imperial County Adult Education Consortium Members. Donation of \$200 from the Green & Gold Committee to HHS ASB account. Disposal of obsolete items from HMS. Quarterly Report on Williams Uniform Complaints April 2022. HUSD Engagement Letter 2021-22 Audit Wilkinson Hadley King & Co. LLP. Temporary Athletic Team Coach Certification. All approved by unanimous votes, Ayes: 4, Nays: 0. Vote: 4-0.

ACTION/DISCUSSION ITEMS

Moved by Trustee Grizzle, Seconded by Trustee Abatti to approve the bid and proposal from Encore Image Inc. for the complete installation of the new marquee signs at various school sites in the Holtville Unified Scholl District and the disposing of existing marquee signs as described. Passed by unanimous votes Ayes: 4, Nays: 0. Moved by Trustee Cartee, Seconded by Trustee Grizzle to approve the Declaration of Need for Fully Qualified Educators. Mr. Ruiz explained that this was an annual item that needed to be voted on in order to hire teachers that may not yet

**Holtville Unified School District
Regular Board Meeting
Minutes – April 11, 2022**

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ACTION/DISCUSSION continued

be fully qualified. Passed by unanimous votes Ayes: 4, Nays: 0. Moved by Trustee Abatti, Seconded by Trustee Cartee to approve Board Resolution 2021/22-010 for Day of The Teacher May 11, 2022. Roll Call Vote: Hester: Aye; Cartee: Aye; Grizzle: Aye; Abatti: Aye. Passed by unanimous votes Ayes: 4, Nays: 0. Move by Trustee Grizzle, Seconded by Trustee Cartee to approve Board Resolution 2021/22-011 for Classified School Employees Week May 16-20. Roll Call Vote Hester: Aye; Cartee: Aye; Grizzle: Aye; Abatti: Aye. Passed by unanimous votes Ayes: 4, Nays: 0.

FUTURE BOARD MEETING DATE

Special Board Meeting: Thursday, May 5, 2022
Regular Board Meeting: Monday, May 16, 2022

ADJOURNMENT

The meeting adjourned at 7:17 p.m.

**Robin Cartee, Clerk
Holtville Unified School District
Board of Trustees**

**Holtville Unified School District
Special Board Meeting
Minutes – May 4, 2022**

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The Board of Trustees of the Holtville Unified School District met in a Special Session on May 4, 2022, at the Holtville Unified School District Board Room, 621 East Sixth Street, Holtville, California. The meeting was called to order at 5:00 p.m. by the Presiding Chairman.

MEMBERS PRESENT: Matt Hester, President; Robin Cartee, Clerk; Kevin Grizzle, Member; Jared Garewal, Member; Ben Abatti Jr.; Celso Ruiz, Superintendent; John Paul Wells, Assistant Superintendent.

MEMBERS ABSENT: Arianna Venegas, Student Rep.

MODIFICATION OF THE AGENDA: None

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

CLOSED SESSION

Student Discipline Pursuant to California Education Code Section 48900 #4270112886, #1322603818

REPORT OF CLOSED SESSION In: 5:05 p.m. **Out:** 5:54 p.m.

The Governing Board in closed session by unanimous vote took action to expel the following students:

1. 4270112886
2. 1322603818

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

Nothing

FUTURE BOARD MEETING DATE

Monday, May 16, 2022

ADJOURNMENT

The meeting adjourned at 6:50 p.m.

**Robin Cartee, Clerk
Holtville Unified School District
Board of Trustees**

HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

WARRANTS

Register 000187 - 04/14/2022

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
Bank Account COUNTY - County, Register 000187, Dated 04/14/2022					
22173429	5,137.80	Printed	010		ALL AMERICAN SPORTS CUP (000739/3)
22173430	195.12	Printed	010		AMAZON CAPITAL SERVICES, INC (000822/1)
22173431	1,099.26	Printed	010		BAKER DISTRIBUTING COMPANY (000053/1)
22173432	2,876.69	Printed	010		BDJTech (000925/3)
22173433	281.36	Printed	010		BorderLan, Inv (000737/1)
22173434	1,529.58	Printed	010		CALIFORNIA SCHOOLS VEBA (000083/1)
22173435	3,000.00	Printed	010		CAUSEY DEMGEN & MOORE P.C. (001023/1)
22173436	2,200.00	Printed	010		CENTER FOR THE COLLABORATIVE (000629/1)
22173437	3,412.89	Printed	010		CITY OF HOLTVILLE (000102/1)
22173438	51.70	Printed	010		COUNTY MOTOR PARTS (000111/3)
22173439	60.00	Printed	010		David West (000758/1)
22173440	990.00	Printed	010		DAVID WEST INSURANCE (000121/1)
22173441	117.40	Printed	130		DEL SOL MARKET (000125/1)
22173442	4,442.29	Printed	010		ENTERPRISE FM TRUST (000767/1)
22173443	159.60	Printed	130		FBC OF HENDERSON LLC (000154/1)
22173444	587.15	Printed	010		FIDELITY SECURITY LIFE INSURANCE CO (000276/1)
22173445	65.62	Printed	010		GEORGES PIZZA (000177/1)
22173446	1,612.38	Printed	130		HOLLANDIA DAIRY, INC (000608/1)
22173447	180.00	Printed	010		HOLTVILLE UNIFIED SCHOOL DISTR (000202/1)
22173448	405.90	Printed	010		HONORS GRADUATION LLC (000745/1)
22173449	199.14	Printed	010		LA BRUCHERIE IRRIGATION SUPPLY (000260/1)
22173450	588.30	Printed	010		LOPEZ,MARIA C. (000539/1)
22173451	80.81	Printed	010		LORI'S SANITATION, LLC (000710/1)
22173452	18.71	Printed	010		PIZANO, NADIA (000993/1)
22173453	50.19	Printed	010		QUILL CORP (000318/1)
22173454	205.79	Printed	010		QUILL CORP (000318/1)
22173455	437.27	Printed	010		QUILL CORP (000318/1)
22173456	75.40	Printed	010		QUILL CORP (000318/1)
22173457	79.13	Printed	010		QUILL CORP (000318/1)
22173458	948.80	Printed	010		QUILL CORP (000318/1)
22173459	2,451.18	Printed	010		R S D (000320/1)
22173460	31.25	Printed	010		RAMIREZ, RAQUEL (000779/1)
22173461	95.00	Printed	010		ROTO ROOTER SEWER (000332/1)
22173462	3,000.00	Printed	010		SCHOOL TECH SUPPLY (000352/1)
22173463	3,244.40	Printed	130		SHAMROCK FOODS COMPANY (000356/2)

Selection Grouped by Sort/Group - Sorted by Sort, Check Number, Include Address? No, Checks Dated 04/14/2022, Filtered by (Bank Account(s) IN ('COUNTY'), Source = A, Pay To = N, Payment Method = C, Summary? = N, Sort/Group = 1, Further Sort by = N)

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Register 000187 - 04/14/2022

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
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Bank Account COUNTY - County, Register 000187, Dated 04/14/2022 (continued)

22173464	2,030.60	Printed	010		SISC II Life Ins (000474/1)
22173465	6,465.58	Printed	010		SISC III (000473/1)
22173466	163,788.10	Printed	010		SISC III- INS (000361/1)
22173467	83.69	Printed	130		SMART and FINAL- Credit Dept. (000362/2)
22173468	2,590.94	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
22173469	4,590.81	Printed	010		VISION SERVICE PLAN (000424/1)
22173470	10,716.15	Printed	010		VOL. EMPLOYEES' BENEFITS ASSOC (000480/1)

230,175.98

Number of Items

42 Totals for Register 000187

Selection Grouped by Sort/Group - Sorted by Sort, Check Number, Include Address? No, Checks Dated 04/14/2022, Filtered by (Bank Account(s) IN ('COUNTY')), Source = A, Pay To = N, Payment Method = C, Summary? = N, Sort/Group = 1, Further Sort by = N)

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Org Summary

Holtville Unified School District

Check #	22173429	through	22173470	Total Count	42	\$230,175.98
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Register 000188 - 04/28/2022

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
Bank Account COUNTY - County, Register 000188, Dated 04/28/2022					
22175129	2,754.31	Printed	010		A T & T (000008/1)
22175130	338.00	Printed	010		AGUIRRE, LILLIAN (000503/1)
22175131	1,404.85	Printed	010		ARTIANO SHINOFF ABED BLUMENFEL (000041/2)
22175132	44.49	Printed	010		AUTO ZONE (000049/1)
22175133	3,741.83	Printed	010		C R and R INCORPORATED (000070/1)
22175134	1,948.50	Printed	010		CALIBER SCREENING (000075/1)
22175135	1,218.58	Printed	010		CAPITAL ONE TRADE CREDIT (000972/3)
22175136	206.99	Printed	010		CASTILLO, BRENDA (000513/1)
22175137	530.62	Printed	010		COUNTY MOTOR PARTS (000111/3)
22175138	126.00	Printed	010		Department of Justice Accounting Office (000130/1)
22175139	2,428.93	Printed	130		DOMINOS PIZZA (000142/1)
22175140	19,240.56	Printed	010		EMPLOYMENT DEVELOPMENT DEPT (000151/1)
22175141	368,245.79	Printed	210		ESR Construction (000864/1)
22175142	421.08	Printed	010		GAS COMPANY (000172/1)
22175143	4,525.50	Printed	010		HARRISON, PATRICA (000523/1)
22175144	241.42	Printed	130		HOLLANDIA DAIRY, INC (000608/1)
22175145	424.87	Printed	010		HOME DEPOT DEPT 32-2149095931 (000203/1)
22175146	300.00	Printed	010		IMPERIAL COUNTY BEHAVIORAL (000216/1)
22175147	102.75	Printed	130		IMPERIAL COUNTY PUBLIC HEALTH (000219/1)
22175148	137.00	Printed	130		IMPERIAL COUNTY PUBLIC HEALTH (000219/1)
22175149	2,647.47	Printed	010		IMPERIAL DIESEL REPAIR LLC (001014/1)
22175150	30,656.27	Printed	010		IMPERIAL IRRIGATION DISTRICT (000221/1)
22175151	56.00	Printed	010		IMPERIAL VALLEY ROP (000232/1)
22175152	742.45	Printed	010		JONES HALL, APLC (000686/1)
22175153	247.93	Printed	010		KNAPP, KATHRYN (000530/1)
22175154	151.13	Printed	010		LOPEZ, MARIA C. (000539/1)
22175155	385.04	Printed	010		Music & Arts (000489/2)
22175156	199.26	Printed	010		PEREZ, NANCY (000722/1)
22175157	85.99	Printed	010		PIZANO, NADIA (000993/1)
22175158	45.24	Printed	010		QUILL CORP (000318/1)
22175159	205.24	Printed	010		ROMANS WATER (000331/1)
22175160	44.67	Printed	010		SCHOOL PATHWAYS LLC (000348/1)
22175161	410.00	Printed	010		SECURITAS SECURITY SERVICES SE (000355/1)
22175162	4,027.42	Printed	130		SHAMROCK FOODS COMPANY (000356/2)
22175163	125.65	Printed	010		Sprint Communication Company (000816/2)

Selection Grouped by Sort/Group - Sorted by Sort, Check Number, Include Address? No, Checks Dated 04/28/2022, Filtered by (Bank Account(s) IN ('COUNTY')), Source = A, Pay To = N, Payment Method = C, Summary? = N, Sort/Group = 1, Further Sort by = N)

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Register 000188 - 04/28/2022

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
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Bank Account COUNTY - County, Register 000188, Dated 04/28/2022 (continued)

22175164	112.70	Printed	010		STIFF, LOVETTE (000590/1)
22175165	3,289.21	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
22175166	191.88	Printed	010		TERRILL, TIFFANY (000588/1)
22175167	1,034.75	Printed	130		VALLEY PRODUCE (000783/2)
22175168	557.13	Printed	010		Verizon Wireless Services LLC (000422/1)

453,597.50

Number of Items

40 Totals for Register 000188

Org Summary

Holtville Unified School District

Check #

22175129

through

22175168

Total Count

40

\$453,597.50

Register 000189 - 05/05/2022

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
Bank Account COUNTY - County, Register 000189, Dated 05/05/2022					
22176116	4,800.00	Printed	010		A M DESERT STORM CONCRETE (000007/1)
22176117	65.00	Printed	010		AKESO OCCUPATIONAL HEALTH (001026/2)
22176118	3,821.45	Printed	130		AMAZON CAPITAL SERVICES, INC (000822/1)
22176119	1,231.73	Printed	010		AREVALO, ANTHONY (000508/1)
22176120	90.93	Printed	010		ARROYO, JUAN (000738/1)
22176121	4,071.45	Printed	010		AUTO ZONE (000049/1)
22176122	1,290.00	Printed	010		CA HAY (000999/1)
22176123	1,200.48	Printed	010		CALIBER SCREENING (000075/1)
22176124	803.00	Printed	010		CALIFORNIA ASSOCIATION FFA (000077/1)
22176125	1,529.58	Printed	010		CALIFORNIA SCHOOLS VEBA (000083/1)
22176126	13,872.88	Printed	010		CARDMEMBER SERVICES (000322/2)
22176127	179.15	Printed	010		COSTCO (000110/1)
22176128	245.34	Printed	010		COUNTY MOTOR PARTS (000111/3)
22176129	3,310.09	Printed	010		COX, LINDSAY (000522/1)
22176130	116.72	Printed	010		CROAK, CHRISTINA (000521/2)
22176131	2,442.91	Printed	010		Cronkright, Carson (000916/3)
22176132	60.00	Printed	010		David West (000758/1)
22176133	990.00	Printed	010		DAVID WEST INSURANCE (000121/1)
22176134	33.96	Printed	130		DEL SOL MARKET (000125/1)
22176135	1,342.30	Printed	130		DOMINOS PIZZA (000142/1)
22176136	296.40	Printed	130		FBC OF HENDERSON LLC (000154/1)
22176137	25.00	Printed	010		GARCIA-MENDOZA, CHELSEA (000628/1)
22176138	709.35	Printed	010		GEORGES PIZZA (000177/1)
22176139	2,100.00	Printed	130		HEARTLAND SCHOOL SOLUTIONS (000194/2)
22176140	243.53	Printed	010		HERAZ, ANN (000689/1)
22176141	1,989.45	Printed	130		HOLLANDIA DAIRY, INC (000608/1)
22176142	716.09	Printed	010		HOLTVILLE UNIFIED SCHOOL DISTR (000202/1)
22176143	197.00	Printed	010		IMPERIAL COUNTY PUBLIC HEALTH (000219/1)
22176144	2,500.00	Printed	010		IMPERIAL VALLEY MSP PROGRAM (000228/1)
22176145	349.44	Printed	010		JOHNSTON, CARL J (000533/1)
22176146	17.27	Printed	010		JOSE CHABOYA (000497/1)
22176147	2,476.35	Printed	010		Page, Marco (001029/1)
22176148	24.77	Printed	010		QUILL CORP (000318/1)
22176149	239.63	Printed	010		QUILL CORP (000318/1)
22176150	340.47	Printed	010		QUILL CORP (000318/1)

Selection Grouped by Sort/Group - Sorted by Sort, Check Number, Include Address? No, Checks Dated 05/05/2022, Filtered by (Bank Account(s) IN ('COUNTY')), Source = A, Pay To = N, Payment Method = C, Summary? = N, Sort/Group = 1, Further Sort by = N)

ESCAPE ONLINE

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Register 000189 - 05/05/2022

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
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Bank Account COUNTY - County, Register 000189, Dated 05/05/2022 (continued)

22176151	366.24	Printed	010		QUILL CORP (000318/1)
22176152	803.77	Printed	010		QUILL CORP (000318/1)
22176153	126.05	Printed	010		QUILL CORP (000318/1)
22176154	1,637.58	Printed	010		QUILL CORP (000318/1)
22176155	450.00	Printed	010		R and M SPORTS (000319/1)
22176156	609.08	Printed	010		R S D (000320/1)
22176157	764.94	Printed	010		RingCentral Inc (000930/2)
22176158	410.00	Printed	010		SECURITAS SECURITY SERVICES SE (000355/1)
22176159	7,419.95	Printed	130		SHAMROCK FOODS COMPANY (000356/2)
22176160	1,684.06	Printed	010		SISC II Life Ins (000474/1)
22176161	6,465.58	Printed	010		SISC III (000473/1)
22176162	161,044.67	Printed	010		SISC III-INS (000361/1)
22176163	3,437.68	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
22176164	320.00	Printed	010		Tom A Brady and Sons Inc (000394/1)
22176165	1,606.40	Printed	010		Verizon Wireless Services LLC (000422/1)
22176166	213.27	Printed	010		VILLEGAS, BRENDA (000596/1)
22176167	4,590.81	Printed	010		VISION SERVICE PLAN (000424/1)
22176168	10,842.37	Printed	010		VOL. EMPLOYEES' BENEFITS ASSOC (000480/1)

256,514.17

Number of Items

53 Totals for Register 000189

Org Summary

Holtville Unified School District

Check #	22176116 through	22176168	Total Count	53	\$256,514.17
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HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

PERSONNEL

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSO RUIZ, SUPERINTENDENT
SUBJECT: CERTIFICATED MATERNITY LEAVE
DATE: MAY 16, 2022

The Board is requested to accept the following Certificated Maternity Leave:

1) Aileen Zevada	Teacher (Finley)	4/8/22 – 6/10/22
2) Griselda Gallegos	Teacher (Finley)	4/25/22 – 6/10/22

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSO RUIZ, SUPERINTENDENT
SUBJECT: CLASSIFIED RESIGNATION
DATE: MAY 16, 2022

The Board is requested to accept the following Classified Resignation:

A)

1. Charenni Carrillo
2. Gabriela Medina

Health Clerk
Paraprofessional

HMS
Finley

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSO RUIZ, SUPERINTENDENT
SUBJECT: CLASSIFIED RETIREMENT
DATE: MAY 16, 2022

The Board is requested to accept the following Classified Retirement:

A)

1. Mary Strain	Cafeteria Worker	District
2. Hortencia Medel	School Secretary	Sam Webb

HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

GENERAL BUSINESS

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSO RUIZ, SUPERINTENDENT
SUBJECT: DONATIONS

DATE: MAY 16, 2022

The Board is asked to accept the following generous donations to HHS:

1. Five breeding goats and two dumps of alfalfa valued at \$6,200 to HHS FFA from Judy Abatti
2. \$250 to HHS Robotics from Vessey & Co
3. \$250 to HHS ASB from Woman's Club of Holtville



PROGRAM PARTICIPATION AGREEMENT 2021-2022

Imperial Valley MESA	School:	Holtville High School
900 N. 6 th St, Rm #8	Address:	755 Olive Ave
El Centro, CA 92243	City/Zip:	Holtville, CA 92250
PH: (760) 335-5159	PH:	(760) 356-2926
EMAIL: jramos@ecesd.org	School District:	Holtville Unified School District
Program Director: Jeanette Espino	Superintendent:	Celso Ruiz
	Principal:	A. Arevalo
	MESA Advisor:	Marisela Valenzuela

Allocation of Resources for MESA - My School will:

- 1) Assign a Mathematics, Science, English, or Computer Science teacher to be a MESA Advisor. Appoint additional MESA Advisors (1 for every 30 students) as necessary.
- 2) Appoint a counselor to act as a liaison to work with the MESA Counseling Coordinator.
- 3) Provide classroom space for weekly MESA periods and activities. (If not offering a MESA class.)
- 4) Provide transportation to and from MESA Day at Imperial Valley College in March 2022.
- 5) Provide appropriate school site funds (Prop 98, Title 1, GATE, SIP, SB-813, etc.), to cover the following costs required to maintain the MESA Program:

\$2,500.00 Advisor Stipend
\$1,500.00 Hands on math/ science/ engineering materials
\$500.00 competitions

\$4,500.00 total support for fiscal year; 8/2021 to 6/2022.

Imperial Valley MSP Program will:

- 1) Provide coordination in conjunction with MESA advisor for all MESA activities in the Imperial Valley.
- 2) Develop and/or coordinate MESA academic and enrichment components that include Academic Excellence Workshops, Test preparation workshops, MESA Day Competitions, field trips and speakers, and extracurricular Intensives such as Saturday and summer programs.
- 3) Provide MESA Advisors with necessary instructional materials and additional supplies for students to complete "hands-on" math and science projects.
- 4) Offer MESA Advisor several Professional Development Opportunities related to STEM and Higher Education.
- 5) Make transportation, and all other arrangements, for MESA Field Trips, Competitions and other MESA related events.

IMPERIAL VALLEY



Math Engineering Science
Achievement

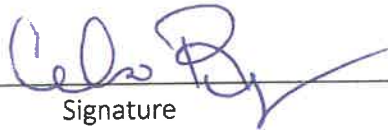
PROGRAM PARTICIPATION AGREEMENT
2021-2022

Student Data Access

My school will provide access to student data necessary to select, monitor, and guide MESA participants including the students' California Statewide Student Identification number (CASSID) and academic transcripts.

Describe any additional school site support you are willing to provide:

Superintendent Approval:


Signature

5-4-22
Date

Imperial Valley MESA Approval:

Signature

Date

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (MOA) establishes a partnership between Imperial Valley Regional Occupational Program (IVROP) and the Holtville Unified School District (DISTRICT) for the delivery of core Career Technical Education (CTE) supportive services effective July 1, 2022.

This new MOA will cover the 2022-2023 academic school year. The necessity for the MOA comes as the result of the prior MOA that will expire at the end of June 2022. The previous 2021-2022 and subsequent prior MOAs were developed because of the change to the funding formula for school districts in California, as established by the Local Control Funding Formula (LCFF). The LCFF and the changes to the funding of CTE necessitate the development of an MOA for the purposes of explicitly detailing services and annually updating the partners that entered into an agreement with IVROP. **This new MOA is a one-year term, with a termination clause spelled out due to the fiscal uncertainties as a result of COVID-19.**

IVROP agrees to provide the following:

IVROP will provide the DISTRICT with career and workforce readiness support as **listed** in the **Scope of Services** section of this MOA. IVROP will ensure that its proposed services to the district are aligned with, and incorporate existing and emerging federal, state, and local CTE legislation, and accountability measures by reviewing these various resources and documents and informing the school and district administration of any changes or provisions that may impact CTE. IVROP will also support DISTRICT efforts to develop, enhance, and sustain educational programs that promote the essential elements of high-quality college and career pathways (CTE). These elements/services include continuous improvement and accountability efforts across all levels of CTE programs; support of sequenced student career readiness activities at each grade level, guidance, and exploration, and facilitation of transportable skills; support of teacher professional development; employer and industry connections, and labor market and workforce data; development of work-based learning opportunities; and promotion, outreach, and communication of CTE programs.

As part of IVROP's effort to provide additional support to students, families, and the DISTRICT, IVROP has identified additional ***Value-Added Services*** that will be provided at no extra charge to the DISTRICT. These specific services are listed in the ***Value-Added Services section*** of this MOA.

The DISTRICT agrees to provide the following:

The DISTRICT will designate a site principal(s) or district designee to meet monthly or quarterly, as needed, with the IVROP Education Coordinator or IVROP Program Manager. The scheduled meetings will provide all parties the opportunity to collaborate and contribute to the discussion and provide agenda topics with a focus on (but not limited to) prioritize IVROP services, develop work plans, develop department goals, continuous improvement efforts, and ensuring school sites maximize IVROP's support and services. Meetings may include reviewing the MOA, and status updates from IVROP in meeting MOA or work plans. Specific program updates from IVROP may be requested during meetings but will be provided via email on a monthly basis, unless requested otherwise.

All CTE services are detailed under *Scope of Services*.

The terms of this agreement are as follows:

1. Funding

The Local Control Funding Formula provides for ongoing grade 9-12 augmentation to address the extra costs inherent in continuing CTE programs and services. For each partner DISTRICT, the site-specific costs for core CTE services each school year will be calculated as 25% of the 9-12 Grade Span Augmentation (GSA) and pupil count.

Payment for services will be made monthly at the end of each month through Transfer of Funds based on State apportionment levels and schedules.

The cost of the first school year of this MOA is calculated and estimated as follows:

9-12 Pupil Enrollment (estimated using 2020/21 Advanced Apportionment)	532.56
9-12 GSA funding (estimated using 2020/21 Advanced Apportionment)	\$255.00
Percentage	25%
Estimated annual cost school year 2022/23	\$33,951

2. **Effective Date** – Services will be effective on July 1, 2022, upon signing of this agreement, for a one-year period for the 2022-2023 school year.
3. **Termination (COVID-19) Clause** – This MOA may be terminated by a written request by either party, with 60 days advance notice, because of the fiscal uncertainties created by COVID-19.

Addendums – Addendums to this document may be added as separate and supplemental, customizable services specific to the DISTRICT's needs. Addendums will constitute a separate signed document that details services and costs beyond those listed in this MOA. The addendum will reference this existing MOA. The following are several examples of customizable services that districts have typically requested in the past:

- An additional day of Career Specialist (CS) support
- Career exploration, awareness and/or preparation related services for elementary and/or middle level of an elementary or unified district
- The hiring of an instructor on a part-time basis

5. Scope of Services

IVROP will provide the following services:

A) Continuous improvement and accountability efforts across all levels of CTE programs

The CTE Coordinator and/or Program Manager will:

- 1) Support DISTRICT in the implementation and monitoring of selected priority activities within the federal, state, and local frameworks of Career Technical Education and/or activities listed within the MOA or other critical needs as determined by the DISTRICT via needs assessments and data analysis.

The District will work with IVROP on the development of an “Work Plan,” with stated focus areas, that prioritizes needs and in turn, services for the year. The Work Plan will set specific outcomes and measures, benchmarks, and timelines, along with listing individuals responsible for completing tasks, within allowable funding. The Work Plan will be monitored and evaluated during meetings with school and district leadership throughout the course of the academic year and throughout the MOA term. Effectiveness will be reported via narrative reports or presentations at the end of each semester to the DISTRICT Superintendent, school site administrators, and Board.

The federal, state, and local frameworks of Career Technical Education include but is not limited to Carl D. Perkins funds, the Essential Elements of High-Quality College and Career Pathways, part of the eight (8) State Priorities (LCAP), College and Career Readiness Indicators, Common Core, accreditation process/outcomes, and grant funding opportunities that emerge for CTE (CTE Facility Grant funding, or any other CTE related funding opportunities that emerge).

- 2) Meet with site principal or designated school or district representative once a month or quarterly as needed. The scheduled meetings will allow all parties the opportunity to collaborate and contribute to the discussion and provide agenda topics aligned to Work Plan items. Discussions may include, but are not limited to, the following actionable items:
 - a) Work with school sites and teachers to obtain feedback and input to develop needs assessments, work plans, department goals, and priorities for services
 - b) Support continuous improvement efforts to enhance, develop, or expand CTE pathways and developing work plans to support these efforts
 - c) Student support and leadership development: Career Technical Student Organizations (CTSOs), equity and non-traditional CTE offerings, support of special populations, and other emerging student issues
 - d) Student career exploration/assessment and planning
 - e) Reviewing the MOA to ensure the school sites are maximizing the services and support offered by IVROP
 - f) Reporting IVROP progress in meeting deliverables or measures outlined in the MOA and Work Plan
 - g) Ensure CTE courses and pathways are aligned to industry/workforce needs
 - h) Ensure CTE courses and pathways lead to industry recognized credentials or certifications

- i) Available funding, collaborations or other CTE related school community focused growth opportunities; and providing local, state, and federal workforce data to inform the practices of current CTE programs, and establish the need for CTE programs
 - j) Program updates will be provided monthly in the following (but not limited to): Career Specialists activities and student service activities, work-based learning results, placements, instructor support, credentialing, and any other current or emerging issues that may impact district CTE pathways and programs.
- 3) Meet with site Principal and/or the designated representative at the end of each school year to submit proposed work plans for IVROP assistance with staff development/curriculum development efforts for the upcoming year. Plans will include reasonable discussion of dates/times for IVROP staff to be utilized and plans ready to begin next administrator/teacher work year.

B) Support and consultation of curriculum, instruction, and pathway development

Support CTE instructors in sustaining high-quality CTE curriculum and instruction (align to State/Federal accountability measures) through the following, but not limited to; aligning career pathways, work-based learning and CTSOs (or student leadership) support, maintain industry partnerships (employer connections, advisory meetings, and other stakeholder support), along with addressing any other critical issues and emerging accountability measures that may impact the CTE programs. IVROP will accomplish this by attending trainings, conferences, and workshops related to these items that may impact CTE and inform the DISTRICT via district/school meetings of any changes and develop a plan of action to address any of these requirements. Specific activities include, but are not limited to:

- 1) Provide one teacher training or workshop if needed (with training topics guided by meetings)
- 2) Meetings with school and district leadership
- 3) Assist with the application process for the UC "A-G" course designation, articulation agreements, and dual enrollment in collaboration with community colleges
- 4) Direct student, teacher, and classroom support with the integration of student leadership or CTSOs in CTE curriculum. This includes, but is not limited to, in-class and after school support from the Career Specialist in supporting the teacher in all aspects and activities related to student leadership and CTSO, such as in the planning and attendance of activities, preparing students for competitions, and attending and assisting teachers to plan related field trips.
- 5) Organize regional and/or school site skill development/mentoring/summit events in select industry sector/pathways
- 6) Issue IVROP certificate of competency attainment to CTE students, as requested

Support of CTE pathway development and alignment to postsecondary and industry opportunities:

- 1) Assist teachers with the University of California "A-G" course designation application submission process. Assist teachers with gathering and editing all course materials, along with helping teachers to research or find existing A-G approved courses for additional support. Help teachers to prepare and submit their materials, follow up with the resubmission process if the course is not approved, and follow up with the University of California and the district to ensure course material is accurate and has been received.

C) Support of student career readiness, guidance, and exploration

IVROP will provide one (1) Career Specialist (CS) one and a half (1.5) days per week to the DISTRICT. Career Specialist will provide services, as requested, at the high school site:

- 1) Administer and coordinate an interest assessment to all 9th grade students and utilize a tracking system to report the results to school counselors.
- 2) Provide career awareness follow-up for CTE students in 10th-11th grades.
- 3) Assist with recruitment, outreach, communication, and community relations of CTE courses (parent nights, etc.).
- 4) Provide employment preparation workshop sessions to all CTE or requested classes on employability/job search such as job application, resumes, interviews, etc.
- 5) Provide career awareness at school site events, parent nights, back-to-school nights, open house, Western Association of Schools and Colleges (WASC) accreditation site meetings, parent events, etc.
- 6) Coordinate student work-based learning experiences with employers, maintain records and results and conduct necessary follow-up and monitoring of placements.
- 7) Organize/coordinate speakers or assist with career related events for CTE classrooms, career fairs/days, industry site tours, and skills events.
- 8) Assist with CTE related college scholarship applications and essays.
- 9) Organize and implement the IVROP/CTE Showcase and Awards Ceremony and the Outstanding Student recognition process.
- 10) Coordinate student worksite learning experiences with employers (work-based learning), focusing on 11th and 12th grade, and any specific pathways or capstone classes as recommended by CTE teachers and school administration. Facilitate agreements and necessary follow-up/monitoring of employer worksite relationships for students of related CTE courses including student liability and work-related injury insurance coverage for off-campus work-based learning experiences:
 - a) Internships
 - b) Worksite experiences
 - c) Job shadowing
 - d) Industry site tours
 - e) Mentoring
 - f) Classroom presentations

Support student leadership development (CTSOs):

- 1) Support state approved CTSOs at each comprehensive school site.
- 2) Career Specialists will support instructors with in-class and afterschool CTSO and student leadership activities.
- 3) Provide local student leadership summit for CTSOs
- 4) Provide Local Youth Ag. Summit for FFA

D) Employer and industry connections, and labor market and workforce data

- 1) Serve as liaison with targeted business/industry on behalf of DISTRICT career technical education needs: advisory support, work-site placement, etc.
- 2) Coordinate and assist with CTE Advisory Committee (CTEAC), and annual employer advisory meetings, and other employer forums; disseminate information/results and document notes and recommendations.
- 3) Serve as a liaison between the DISTRICT and federal, state and local workforce development and employment agencies such as the Employment Development Department, Workforce Development Board/Office, America's Job Center, and the Department of Labor.
- 4) Keep the DISTRICT informed on labor and workforce data, trends, funding, and legislation concerning the Workforce Innovation and Opportunities Act, and any implications for CTE and in-school (and out-of-school) populations.

E) Promotion, outreach, and communication of CTE programs

- 1) Ensure ongoing communication between IVROP Superintendent and the District Superintendent.
- 2) Report CTE activities at IVROP Board Meetings.
- 3) Organize annual IVROP/CTE Showcase and Recognition ceremony for CTE outstanding students and promote CTE pathways and services.
- 4) Organize regional skill development events in select industry sector/pathways.
- 5) Develop student leadership opportunities that promote campus based CTE activities.
- 6) Support regular and social media communications that promote district CTE efforts and activities.
- 7) Promote district CTE activities, efforts, and events on the IVROP website.

6) Added Value Services (at no cost to DISTRICT)

- A) Encourage parent participation in CTEAC, and employer advisory meetings, serve as speakers, etc.
- B) Pursue ongoing funding opportunities and continue to provide supplemental grant funded family development and stabilization services where available targeting eligible students and/or families in variety of areas such as student achievement and parental involvement (i.e., workshops for parenting, relationships, marriage, financial literacy, economic workshops, counseling, support group, parent engagement, parent education, and life skills).

- C) Provide information on IVROPCF scholarship opportunities for individual students and CTE student leadership groups/associations.
- D) Presentation to DISTRICT administration and board once per year.
- E) Annual IVROP meeting of JPA Superintendents.
- F) Provide Developmental Assets/Social Emotional Learning (SEL) related workshops and support.
- G) Support the District with CTE Teacher credentialing and follow up.

The Parties' Representatives shall be:

**Imperial Valley Regional
Occupational Program**

Edwin P. Obergfell
Superintendent
687 State Street
El Centro, CA 92243
Phone: (760) 482-2600
Email: eobergfell@ivrop.org

**Holtville Unified
School District**

Celso Ruiz
Superintendent
621 E. Sixth Street
Holtville, CA 92250
Phone: (760) 356-2974
Email: celso@holtville.k12.ca.us

In Witness Whereof, the parties have executed this agreement as of the date hereof.

For IVROP

By: _____

Edwin P. Obergfell
IVROP Superintendent

Date: _____

For DISTRICT

By: _____

Celso Ruiz
HUSD Superintendent

Date: _____

Addendum #1 to MEMORANDUM OF AGREEMENT (MOA)

Between
Imperial Valley Regional Occupational Program
and
Holtville Unified School District

This document constitutes an Addendum to the agreement between Imperial Valley Regional Occupational Program and Holtville Unified School District signed on _____, 2022.

1. **Objective** – The objective of this Addendum is to describe the separate and supplemental, customized services specific to the DISTRICT’S needs.
2. **Effective Date** – Services will be effective July 1, 2022, upon signing of this agreement, for the school year 2022-2023.
3. **Scope of Services** – Imperial Valley Regional Occupational Program will employ one Career Specialist for four (4) hours per day to supplement the Career Specialist services provided to the DISTRICT.
4. **Cost** – The costs for these services are detailed as follows:

Salaries	\$3,920
Benefits	\$1,435
Total Costs	\$5,355

Total cost to the DISTRICT: \$5,355

All terms and provisions from the original MOA also apply to this Addendum.

In Witness Whereof, the parties have executed this Addendum on the agreement as of the date hereof.

For Imperial Valley Regional
Occupational Program

By: _____
Edwin P. Obergfell
IVROP Superintendent

Date: _____

For Holtville Unified School
District

By: _____
Celso Ruiz
HUSD Superintendent

Date: _____

ADDENDUM #1 TO MEMORANDUM OF AGREEMENT (MOA)
Between Imperial Valley ROP and Holtville Unified School District

This document constitutes an Addendum to the agreement between Imperial Valley Regional Occupational Program (IVROP) and Holtville Unified School District signed on _____, 2022.

1. **Objective** - The objective of this Addendum is to describe the separate and supplemental, customized services specific to the DISTRICT'S needs.
2. **Effective Date** – Services will be effective July 1, 2022, upon signing of this agreement, for the 22-23 school year.
3. **Scope of Services** – Imperial Valley Regional Occupational Program will:
 - a) Employ a full-time CTE Instructor (Public Services) for 7 instructional hours per day for **82** instructional days
 - b) Purchase ACT WorkKeys – Career Readiness Solutions for Career Readiness Course
4. **Cost** – The costs for these services are detailed as follows:

Salaries	\$ 22,017
Benefits	\$ 9,097
CTSO Stipends	\$ 1,500
Pre-employment	\$ 150
Mileage	\$ -
Materials & Supplies	\$ -
Other (ACT)	\$ 350
Sub Total	\$ 33,114
Indirect Costs	\$ 2,954
Total Cost	\$ 36,068

Total cost to the DISTRICT: **\$ 36,068**

All terms and provisions from the original MOA also apply to this Addendum.

In Witness Whereof, the parties have executed this Addendum on the agreement as of the date hereof.

For IVROP

For ICOE – Alternative Education

By: _____

Edwin P. Obergfell
Superintendent

By: _____

Celso Ruiz
Superintendent

Date: _____

Date: _____

Memorandum of Understanding

**Between the Imperial County Office of Education and Holtville Unified School District Regarding
Payroll Clerk Services**

This memorandum of understanding establishes an agreement between the Imperial County Office of Education (ICOE) and Holtville Unified School District (District) for ICOE to provide payroll-advising services to District for the 2022-2023 Fiscal Year. The ICOE's Business Services Division will be primarily responsible for ICOE obligations under this Agreement.

The terms of this Agreement are as follows:

1. **Effective Date and Term.** The Effective Date of the Agreement shall be the date the last party signs the Agreements. The term of the Agreement shall be from July 1, 2022 through June 30, 2023.
2. **ICOE Obligations:**
 - a. Through a Payroll Clerk position as set out in the Agreement, the ICOE will provide payroll auditing, advice on payroll procedures and feedback to District regarding payroll errors.
 - b. Payroll Clerk will report to the ICOE's Assistant Director of District Payroll and Retirement Services.
 - c. ICOE will be responsible for training Payroll Clerk to provide services under this Agreement. This training may include other ICOE staff accompanying Payroll Clerk to District location at times.
 - d. Payroll Audit Services to be provided:
 - i. Notices of Employment will be checked for accuracy and correct salary schedule payment.
 - ii. Salary Calculations will be verified, to include equal-pay worksheets, part-time positions, balance of contract, daily and hourly positions, and overtime calculations.
 - iii. Payroll prelists will be audited to verify agreement with Notices of Employment, overtime submissions, and proper coding.
 - iv. Payroll coding will be reviewed so that proper payroll taxes and retirement contributions are taken out by the payroll system.
 - v. Said auditing will occur both before and after payroll runs. Both parties acknowledge that auditing payroll before the run is most beneficial. Due to time constraints and late submissions, payroll auditing will continue after payroll is run until the audit is complete or until the next payroll cycle is submitted.
 - e. Notify District of payroll errors discovered and advise on how said errors can be addressed.

- f. Given the limited nature of the services here, ICOE cannot guarantee that every possible payroll error will ever be discovered. However, ICOE will work diligently with District to conduct payroll auditing and provide productive feedback to increase District payroll accuracy.
- g. To the extent that ICOE views or obtains District documents, ICOE will keep such information secure and confidential.

3. District Obligations:

- a. Provide all necessary supporting documents to ICOE for a productive payroll audit. Such documentation may include, but is not limited to:
 - i. Notice of Employment
 - ii. Salary Schedule
 - iii. Average Pay Worksheet
 - iv. Dock Notice or Summary
 - v. Lottery Payment Summary
 - vi. Description of Services or Job Description
- b. With reasonable notice, District will provide office workspace available to ICOE Payroll Clerk for conducting services under this Agreement.
- c. District will be responsible for making corrections that arise from ICOE audit process.
- d. Monetary Obligations: In exchange for services provided by ICOE under this Agreement, District will compensate ICOE as follows:
 - i. Total Cost to District: \$3,848.04 (See Attachment 1)
 - ii. Cost Model: The Total Cost to the District is determined as follows:
 - a. The cost allocation is based on the District's "Employee Count." For purposes of this Agreement, Employee Count is the number of employees paid on the November Supplemental payroll but excluding students paid on either payroll).
 - b. The total Position Cost will be the yearly salary and benefits of the District Payroll Clerk.
 - c. The Cost Per Employee is determined by dividing the Total Position Cost by the Total Employee Count for all participating districts.
 - d. The Total Cost to the District is then determined by multiplying the Cost Per Employee by the Total Position Cost. (See Attachment 1).
 - iii. Billing: ICOE shall collect payment from the District at the end of the Agreement Term for the above services. Payment will be collected by ICOE through an inter-district fund transfer. If the District does not have the capability of a direct transfer of funds, ICOE will invoice the District on a monthly basis for the above services and District shall pay the invoiced amount to ICOE within 30 days of receiving ICOE invoice.

4. Termination:

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

5. Additional Services:

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

The Parties' representatives shall be:

ICOE:

Norma Fajardo, CBO
Business Services
Imperial County Office of Education
1398 Sperber Road
El Centro, CA 92243
(760) 312-6585
norma.fajardo@icoe.org

District:

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

Memorandum of Understanding Between the Imperial County Office of Education and Holtville Unified School District Regarding Payroll Auditing Services for FY 2022-2023

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

For the Imperial County Office of Education

By: _____

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

Date: _____

5/2/22

For Holtville Unified School District

By: _____

Celso Ruiz
Superintendent
Holtville Unified School District

Date: _____

4/26/22

Attachments:

Attachment 1- Cost Model for Participating Districts Spreadsheet

{Remainder of page intentionally left black}

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

Yearly Cost of Payroll Clerk Per District - 2022/23

District	Employee Count* October P/R	Cost Per District
01 IVC	765	\$10,328.94
10 Brawley Elementary	569	\$7,682.57
12 Brawley Union High	235	\$3,172.94
15 Calexico Unified	1,251	\$16,890.86
18 Calipatria Unified	173	\$2,335.83
21 Central High	517	\$6,980.48
24 El Centro Elementary	854	\$11,530.61
27 Heber	201	\$2,713.88
30 Holtville	285	\$3,848.04
33 Imperial Unified	536	\$7,237.01
36 Magnolia Union	19	\$256.54
39 McCabe Union	160	\$2,160.30
42 Meadows Union	85	\$1,147.66
45 Mulberry	11	\$148.52
48 San Pasqual Valley Unified	145	\$1,957.77
51 Seeley Union	77	\$1,039.65
54 Westmorland Union	85	\$1,147.66
60 ICOE	709	\$9,572.84
68 IVROP	103	\$1,390.69
Total Employee Count	6,780	
Total Cost		\$91,542.79
2022-23 Cost Per Employee	\$13.50	

*Employee Count for October 2021 includes the November Supplemental Payroll

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

This Memorandum of Understanding establishes an Agreement between the Imperial County Office of Education (ICOE) and the Holtville Unified School District (Subscriber) for the ICOE to maintain and make available to Subscriber a business process management system of integrated fiscal, HR, and Payroll applications (ERP System) for the 2022-2023 Fiscal Year (with provisions for automatic renewal).

The terms of this Agreement are as follows:

1. **Effective Date and Term.** The Effective Date of the Agreement shall be the date the last party signs the Agreement. The Term of the Agreement shall be from July 1, 2022 through June 30, 2023, but shall automatically renew for a one-year period, unless ICOE or Subscriber communicates to the other party at least 120 days prior to the end of the Term a desire to end the Agreement at the current termination date. Such automatic renewal shall continue from term to term until either Party communicates a desire to end the Agreement as set forth herein.
2. **Definitions.**
 - a. "Parties" refers to both ICOE and Subscriber collectively.
 - b. "Party" refers to either ICOE or Subscriber.
 - c. "Fiscal year" means the annual period that begins on July 1 and ends on June 30 of the subsequent calendar year.
3. **ICOE Obligations:**
 - a. ICOE will manage and operate the ERP System and provide Subscriber, as a participating school district in Imperial County, with access to the following computer business services:
 - i. Accounts Payable
 - ii. Accounts Receivable
 - iii. Budgeting
 - iv. General Ledger
 - v. Position Control
 - vi. Employee Management
 - vii. Leaves of Absence
 - viii. Credentials
 - ix. Payroll
 - x. Retirement

- b. Maintain the ERP system to meet the requirements of this Agreement and any federal and state reporting requirements.
- c. Work with Subscriber to evaluate potential changes to the ERP system with consideration of costs and feasibility.
- d. Provide documentation, training and basic support to Subscriber in the usage of the ERP system and related system enhancements.

4. Subscriber Obligations:

- a. Subscriber will use access to the ERP system responsibly and consistent with ICOE policies.
- b. Subscriber will ensure that all of its users who are permitted access to the ERP system will use said access responsibly and that the services or access to the services and/or information are not used for:
 - i. Unlawful activities
 - ii. Commercial purposes and or personal financial gain
 - iii. In a manner that violates the confidentiality and privacy of the ERP system data
 - iv. In a manner that violates any ICOE intellectual property rights
- c. Subscriber will not extend the ICOE ERP system services to other individuals or agencies. Subscriber use shall be strictly limited to Subscriber.
- d. Monetary Obligations: In exchange for services provided by ICOE under this Agreement, Subscriber will compensate ICOE as follows:
 - i. Total Cost to Subscriber: Subscriber agrees to pay the ICOE for the services rendered based on the Cost Model set out below.
 - ii. Cost Model: The cost allocation is based on the level of usage of the ERP system.
 - 1. The cost is distributed across all subscribers based on the count of commercial and payroll warrants issued during the fiscal year two years prior to the Term of the Agreement, allocating 25% of the cost to commercial warrants activity and 75% to payroll warrants activity as detailed in Appendix A - Cost allocation.
 - 2. For subsequent Terms (assuming automatic renewal as set forth in Paragraph 1), the ICOE shall notify Subscriber in writing of its estimate of the next year's Total Cost no later than 120 days prior to the end of the current Term (which shall assume continued participation of the then current subscribers and will be subject to changes should the current subscribers non-renew or new subscribers enter the ERP system).
 - iii. Billing: ICOE shall collect payment from the Subscriber on a monthly basis for the above services for the Term of the Agreement. Payment will be collected by ICOE through an inter-district fund transfer. If the Subscriber does not have the capability of a direct transfer of funds, ICOE will invoice the Subscriber on a monthly basis for the above services. Within 30 days of receiving the ICOE's invoice, the Subscriber shall pay the invoiced amount to ICOE.

5. **Termination:**

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

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

7. **Indemnification.**

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

8. **Insurance.**

- a. Each party shall obtain, pay for and maintain in effect during the life of this Agreement a Commercial General Liability insurance policy that includes coverage for Premises Operations, Products/Completed Operations, Contractual, Independent Contractors, Broad Form Property Damage, and Personal Injury; with a minimum combined single limit of not less than \$1,000,000 for Bodily injury and Property Damage (each occurrence) and a \$2,000,000 aggregate.

- b. Nothing in this Insurance section shall reduce a party's liabilities or obligations under the Indemnification section of this Agreement.
 - c. The Parties acknowledge that ICOE is permissibly self-insured under California law.
 - d. Upon request, each Party shall provide proof of said insurance to the other Party.
9. **Arbitration.** The Parties agree that should any controversy or claim arise out of or relating to this Agreement they will first seek to resolve the matter informally for a reasonable period of time not to exceed forty-five (45) days. If the dispute remains, it shall be subject to mediation with a mediator agreed to by both parties and paid for by both parties, absent an agreement otherwise. If after mediation there is no resolution of the dispute, the parties agree to resolve the dispute by binding arbitration administered by the American Arbitration Association ("AAA") in accordance with its Commercial Arbitration Rules, and judgment on an arbitrator's award may be entered in any court having jurisdiction thereof.
- a. The Parties shall select one arbitrator pursuant to the AAA's Commercial Arbitration Rules.
 - b. The arbitrator shall present a written, well-reasoned decision that includes the arbitrator's findings of fact and conclusions of law. The decision of the arbitrator shall be binding and conclusive on the Parties.
 - c. The arbitrator shall have no authority to award punitive or other damages not measured by the prevailing Party's actual damages, except as may be required by statute. The arbitrator shall have no authority to award equitable relief. Any arbitration award initiated under this clause shall be limited to monetary damages and shall include no injunction or direction to either Party other than the direction to pay a monetary amount. As determined by the arbitrator, the arbitrator shall award the prevailing Party, if any, all of its costs and fees. The term "costs and fees" includes all reasonable pre-award-arbitration expenses, including arbitrator fees, administrative fees, witness fees, attorney's fees and costs, court costs, travel expenses, and out-of-pocket expenses such as photocopy and telephone expenses. The decision of the arbitrator is not reviewable, except to determine whether the arbitrator complied with sections (b) and (c) of this paragraph.
10. **Governing Law and Venue.** The laws of the State of California shall govern this Agreement. Proper venue for any dispute regarding this Agreement shall lie in Imperial County, California.
11. **Entire Agreement.** This Agreement represents the entire Agreement between ICOE and the Subscriber and supersedes any and all prior negotiations, representations, understandings or agreements, either written or oral.
12. **Interpretation.** This Agreement shall be interpreted to give effect to its fair meaning and shall be construed as though both parties prepared it.
13. **Assignment.** Unless authorized in writing by both Parties, neither Party shall assign or transfer any rights or obligations covered by this Agreement. Any unauthorized assignment or transfer shall constitute grounds for termination by the other Party.

14. **Compliance with Laws.** The Parties shall, at their own cost and expense, comply with all local, state, and federal ordinances, regulations, and statutes now in force and which may hereafter be enacted that affect this Agreement.
15. **No Waiver of Default.** No delay or failure to require performance of any provision of this Agreement shall constitute a waiver of that provision as to that instance or any other instance. Any waiver must be in writing and shall only apply to that instance.
16. **Successors and Assigns.** All representations, covenants, and warranties set forth by, on behalf of, or for the benefit of either Party herein shall be binding upon and inure to the benefit of such Party and its successors and assigns.
17. **Amendment.** This Agreement may only be altered, amended, or modified by written instrument executed by both Parties. The Parties agree to waive any right to claim, contest, or assert that this Agreement was modified, canceled, superseded, or altered by oral agreement, course of conduct, waiver, or estoppel.
18. **Severability.** If any one or more of the provisions of this Agreement is held to be invalid, illegal, or unenforceable, then such provision or provisions shall be severed from the Agreement, and the remaining provisions of the Agreement shall continue in full force and effect and shall not be affected, impaired, or invalidated in any way.
19. **Execution of Counterparts.** If this Agreement is executed in counterparts, each counterpart shall be deemed an original, and all such counterparts or as many of them as the Parties preserve undestroyed shall together constitute one and the same Agreement.
20. **Authority.** The Parties warrant and represent that they have the authority to enter into this Agreement in the names, titles, and capacities stated herein and on behalf of the entities, persons, or firms named herein and that all legal requirements to enter into this Agreement have been fulfilled.
21. **Nondiscrimination.** During the performance of this Agreement, the Parties shall not discriminate against any employee, applicant, student or other person connected to this Agreement in a manner prohibited by the laws of the United States or the State of California (including, but not limited to, on the basis of religion, race, color, national origin, handicap, ancestry, sex, sexual orientation, marital status or age).
22. **Disclaimer of Warranties.** The use of the ERP System is on an as-is basis at the election of the Subscriber. Other than as is set forth in this Agreement, neither Party makes any representations or warranties, express or implied, including but not limited to warranties of merchantability or fitness for a particular purpose.
23. **Notice.** Any notice given under this Agreement shall be in writing to the Parties' representatives and shall be deemed delivered three (3) days after the deposit in the United States mail, certified or registered, postage prepaid, and addressed to the parties.

Parties shall promptly update each other when representatives and contact information change.

The Parties' representatives shall be:

Imperial County Office of Education:

Name:

Norma Fajardo

Title:

Chief Business Officer

Address:

1398 Sperber Road.

City, State, ZIP:

El Centro, CA 92243

Phone:

(760) 312-6585

Email:

nfajardo@icoe.org

School District:

Name:

Celso Ruiz

Title:

Superintendent

Address:

621 E. 6th St.

City, State, ZIP:

Holtville, CA 92250

Phone:

(760) 356-2974

Email:

celso@husd.net

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

For the Imperial County Office of

Education

By:



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

Date:

5/4/22

For the School District

By:



**Celso Ruiz, Superintendent
Holtville Unified School District**

Date:

4/26/22

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AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT 2022–23 APPLICATION FOR FUNDING

California Department of Education

(Due Date: To be received in Regional Supervisor's Office by June 30, 2022)

Holtville High School

School Site

Holtville Unified School District

District

Please include the following items with your application:

- ☒ Eligibility Determination Sheet
- ☐ Variance Request Form (if applicable)
- ☒ Quality Criterion 12 Form (if applicable)
- ☒ Award Estimator and Budget Sheet
- ☒ List of Agriculture Teachers

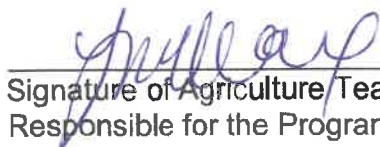
Certification: I hereby certify that all applicable state and federal rules and regulations will be observed; that to the best of my knowledge, the information contained in this application is correct and complete; and that the attached assurances are accepted as the basic conditions of the operations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



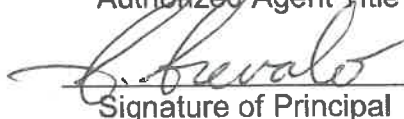
Signature of Authorized Agent

John Paul Wells, CFO

Authorized Agent Title



Signature of Agriculture Teacher
Responsible for the Program



Signature of Principal

Contact Phone Number: (530) 979-0442

Date of Local Agency Board Approval: _____

AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT 2022–23 APPLICATION FOR FUNDING

California Department of Education
(Due Date: To be received in Regional Supervisor's Office by June 30, 2022)

Eligibility Determination Sheet

IN ORDER TO APPLY FOR FUNDING, YOU MUST MEET **ALL** THE QUALITY CRITERIA LISTED BELOW.

Please check each Quality Criteria you meet:

- ☒ 1. Curriculum and Instruction
- ☒ 2. Leadership and Citizenship Development
- ☒ 3. Practical Application of Occupational Skills
- ☒ 4. Qualified and Competent Personnel
- ☒ 5. Facilities, Equipment, and Materials
- ☒ 6. Community, Business, and Industry Involvement
- ☒ 7. Career Guidance
- ☒ 8. Program Promotion
- ☒ 9. Program Accountability and Planning

IF YOU CHECKED **ALL** THE REQUIRED QUALITY CRITERIA, PLEASE
CONTINUE TO THE NEXT PAGE OF YOUR APPLICATION.

If you **do not** meet one or more of the criteria listed above, you may submit a Variance Request Form for each unmet criterion.

A variance is a proposed plan to bring your program into compliance with all the quality criteria listed above, prior to the following year's application.

All variances must be approved with this application in order to be eligible for funding. Non-compliance with the terms of the approved variance will result in a loss of funds.

Will you be including a formal Variance Request Form for each unmet criterion?

☐ Yes ☒ No

IF YOU ARE REQUESTING ONE OR MORE VARIANCES, PLEASE COMPLETE A
VARIANCE REQUEST FORM FOR EACH AND CONTINUE TO THE NEXT PAGE OF
YOUR APPLICATION.

IF YOU DO NOT MEET **ALL** REQUIRED QUALITY CRITERIA LISTED ABOVE,
AND YOU ARE **NOT** SUBMITTING A VARIANCE REQUEST FORM

STOP

YOU ARE NOT ELIGIBLE TO APPLY FOR FUNDING THROUGH THE AGRICULTURAL
CAREER TECHNICAL EDUCATION INCENTIVE GRANT.

AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT 2022–23 APPLICATION FOR FUNDING

California Department of Education

(Due Date: To be received in Regional Supervisor's Office by June 30, 2022)

AWARD ESTIMATOR

DATES OF PROJECT DURATION: JULY 1, 2022 TO JUNE 30, 2023

Applicant Information (please fill in the underlined fields)

Number of different agriculture teachers at site (Please attach a separate list of agriculture teachers' names):	<u>3</u>
Total number of students from the prior fiscal year R-2 Report:	<u>175</u>
Number of teachers meeting Criterion 10 (Class size - See instructions):	<u>3</u>
Number of teachers meeting Criterion 11a (Year round employment - See instructions):	<u>3</u>
Number of teachers meeting Criterion 11b (Project supervision period - See instructions):	<u>1</u>
Do you meet all criteria on the attached Quality Criterion 12 Form (Y/N)?	<u>Y</u>

Award Calculations

Part 1: Based on your number of agriculture teachers at the site: (Please attach a separate list of agriculture teachers' names):	<u>\$ 5,000.00</u>
Part 2: Based on \$8.00 per member listed on the R-2 Report:	<u>\$ 1,400.00</u>
Part 3a: Based on number of teachers meeting Criterion 10:	<u>\$ 6,000.00</u>
Part 3b: Based on number of teachers meeting Criterion 11a:	<u>\$ 6,000.00</u>
Part 3c: Based on number of teachers meeting Criterion 11b:	<u>\$ 2,000.00</u>
Part 4: Based on meeting all criteria on the Quality Criterion 12 Form:	<u>\$ 7,500.00</u>
Total Estimated Award:	<u>\$ 27,900.00</u>

AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT 2022–23 APPLICATION FOR FUNDING

California Department of Education

(Due Date: To be received in Regional Supervisor's Office by June 30, 2022)

Budget Sheet

Incentive grant awards must be matched for each Account Number below (4000, 5000, and 6000). Account Number 4000 requires only the subtotal be matched, but Account Numbers 5000 and 6000 must be matched by line item. A waiver of matching must be approved for any instances where matching funds do not meet or exceed Incentive Grant funds.

Amount left to Allocate:

\$ 0.00

4000: Books & Supplies

Items	Description of Items of Funds Being Used	Incentive Grant Funds	Matching Funds
1.	Classroom Supplies, Farm Supplies	\$ 10,000.00	\$ 10,000.00
Subtotal	N/A	\$ 10,000.00	\$ 10,000.00

5000 Services and Operating Expenses, including services of consultants, staff travel, conferences, rentals, leases, repairs, and bus transportation

Items	Description of Items of Funds Being Used	Incentive Grant Funds	Matching Funds
1.	Aq Teachers Conference	\$ 3,000.00	\$ 3,000.00
2.	State Leadership Conference	\$ 7,000.00	\$ 7,000.00
3.	National Convention	\$ 5,000.00	\$ 5,000.00
4.	Fuel	\$ 2,900.00	\$ 2,900.00
5.			
6.			
7.			
8.			
9.			
10.			
Subtotal	N/A	\$ 17,900.00	\$ 17,900.00

6000 Capital Outlay, including sites, buildings, improvement of buildings, and equipment

Items	Description of Items of Funds Being Used	Incentive Grant Funds	Matching Funds
1.			
2.			
3.			
4.			
5.			
Subtotal	N/A	\$ 0.00	\$ 0.00

Total Allocated Funds:

\$ 27,900.00

\$ 27,900.00

AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT 2022–23 APPLICATION FOR FUNDING

California Department of Education

(Due Date: To be received in Regional Supervisor's Office by June 30, 2022)

QUALITY CRITERION 12 FORM

Agricultural programs meeting all of the required Quality Criteria (Criteria 1 – 9) may qualify for an additional \$7,500 by also meeting Criterion 12.

Please check each qualifying condition you meet below.

This form, along with the appropriate verification, must be submitted with the Agricultural Career Technical Education Incentive Grant Application by the application deadline.

Number of Students on Previous Year's R-2 Report: 175

12A: Leadership and Citizenship Development

- ☐ 29 Number of activities on the approved FFA Activity list in which the local chapter participated (Must participate in at least 80 percent of the activities)

12B: Practical Application of Occupational Skills

- ☐ 11 Number of students who received the State FFA Degree (Must be at least 5 percent of the R2 number)

12C: Qualified and Professional Activities

- ☐ 3 Number of teachers who attended a minimum of five professional in-service activities (Must attach approved In-service Activities Verification Page)

12D: Community, Business, and Industry Involvement

- ☐ 3 Number of meetings held by the local Agriculture Advisory Committee (Must be at least three, with minutes attached)

Name of Agriculture Advisory Committee Chair: Rudy Schaffner

Phone Number of Agriculture Advisory Committee Chair: (760) 427-6627

12E: Retention

- ☐ 22 Number of students from the 2018-19 freshman cohort who completed 3 or 4 years of Agriculture Education courses. Must be at least 30% of the 2018-19 freshman cohort

12F: Graduate Follow-Up

- ☐ 19 Number of program completers graduating last year
- ☐ 17 Number of those who graduated who are employed in agriculture, in the military, or continuing their education (must be at least 75 percent of the program completers). Attach graduate follow-up report.

ANNUAL FFA CHAPTER ACTIVITIES CHECK SHEET

Year 21-22 School Holtville High School

Must meet at least 12 areas

ACTIVITY	NUMBER OF PARTICIPANTS
----------	------------------------

Attended the following:

Greenhand Conference	26
Made For Excellence Conference	9
Advanced Leadership Academy	8
Chapter Officer Leadership Conference	16
Spring Region Meeting	4
State Leadership Conference	29
National Convention	9

Submitted the following:

State Degree Application	11
American Degree Application	2
Proficiency Award Application - Section	14
Chapter Award Application - State	3
Scholarship Application - State	0

Participated in the following:

Opening and Closing Contest - Section	48
Best Informed Greenhand Contest - Section	19
Co-Op Marketing Quiz - Section	13
Creed Recitation - Section	12
Extemporaneous Speaking - Section	6
Job Interview - Section	2
Impromptu Speaking - Section	2
Prepared Speaking - Section	4
Parliamentary Procedure - Section	14
County/District Fair/Show	70
Career Development Teams (other than those identified above)	
1 Livestock Judging	3
2 Farm Power	3
3 Vet	4
Other Activity Above the Chapter Level (Leadership Events/Additional CDE Teams)	
1 Section Leadership Conference	40
2 Recordbook Contest	4
3 Computers Contest	4
4 Agriscience Fair	41
5 Discovery Leadership Conference	15

TOTAL AREAS MET 29

INCENTIVE GRANT IN-SERVICE ACTIVITIES DOCUMENTATION

CRITERIA 4.B

School Year

21-22

School

Holtville

Based on the previous year's record, every agriculture teacher, teaching at least ½ time agriculture, attends a minimum of six of the following professional development activities:

Qualified and Competent Personnel

ACTIVITIES	TEACHERS NAMES							
	Cox	Sutter	Cronkright					
Fall Region Meeting	1	1	1					
Region In-service Day (Road Show)	1	1	1					
Spring Region Meeting	1	1	1					
Section In-service	1	1	1					
Section In-service	1	1	1					
Section In-service	1	1	1					
Section In-service	1	1	1					
New Teacher Conference			1					
Master Teacher Conference								
Summer CATA Conference	1	1	1					
University AgEd Skills Week								
Professional Development **								

** Can utilize a maximum of two other "Agriculturally Related" Professional Development activities than those listed above. These must be approved by the Regional Supervisor. Explain the Professional Development:

- 1 _____
- 2 _____
- 3 _____
- 4 _____
- 5 _____

Profile

Accounts

Tracker

Reports

Inbox

Portfolio

Scoreboard

Explore SAE

Classroom Resources

Sign Off

2021-2022

SAEs: 181

Jrn Entries: 1,520

Jrn Hours: 14,367

Active Students: 154

Badges: 40

Student Help

Teacher Help

AET Classroom

Ask AET a Question

Cohort: Seniors in 2020-21 ▼

Graduate Exit Survey Completers 

Filter: None

Special Notes for this Page

- The Cohort is all seniors in your account in the school year you selected WITH class enrollment in their senior year.

Seniors with a Survey Response	17
Seniors shown below	17
Completion Rate	100.0%

What is your education plan after high school? ▼			
Response	# Students	%	
4-yr University - Other Major/Non-Ag	7	41.2%	
2-yr College/Technical School - Other Major/Non-Ag	7	41.2%	
4-yr University - Agricultural Major	2	11.8%	
2-yr College/Technical School - Agricultural Focus	1	5.9%	
Total	17	100.0%	

Student	Grad Yr	Education Plan	Career Plan	Additional Plan	Role of Ag
Abatti, Audrey	2021	4-yr University - Other Major/Non-Ag	Work Full-time with Other Focus (Non-Ag)	None of these additional career plans	Important to my career plans
Chambers, Rachel	2021	4-yr University - Agricultural Major	Work Full-time with Agricultural Focus	Operate my own business with an Agricultural Focus	Essential & Important my career plans
Cortez, Daisy	2021	2-yr College/Technical School - Other Major/Non-Ag	Work Part-time with Other Focus (Non-Ag)	None of these additional career plans	Slightly important to my career plans
Desilagua, Maria	2021	2-yr College/Technical School - Other Major/Non-Ag	Other career plans	None of these additional career plans	Slightly important to my career plans
Devoux, Jose	2021	2-yr College/Technical School - Other Major/Non-Ag	Work Full-time with Other Focus (Non-Ag)	Operate my own business with Other/Non-Ag Focus	Essential & Important my career plans
Gonzalez, Leonela	2021	4-yr University - Other Major/Non-Ag	Work Part-time with Other Focus (Non-Ag)	None of these additional career plans	Important to my career plans
Gutierrez, Zamara	2021	4-yr University - Other Major/Non-Ag	Work Full-time with Other Focus (Non-Ag)	None of these additional career plans	Important to my career plans
Lopez, Melany	2021	4-yr University - Other Major/Non-Ag	Work Full-time with Other Focus (Non-Ag)	None of these additional career plans	Slightly important to my career plans
Meza, Ashley	2021	4-yr University - Agricultural Major	Work Full-time with Agricultural Focus	Operate my own business with Other/Non-Ag Focus	Essential & Important my career plans
Panduro, Leilani	2021	2-yr College/Technical School - Other Major/Non-Ag	Work Full-time with Other Focus (Non-Ag)	None of these additional career plans	Essential & Important my career plans
Reyna, Jose	2021	2-yr College/Technical School - Agricultural Focus	Work Full-time with Agricultural Focus	Operate my own business with an Agricultural Focus	Essential & Important my career plans
Robertson, Lauren	2021	2-yr College/Technical School - Other Major/Non-Ag	Work Full-time with Other Focus (Non-Ag)	None of these additional career plans	Essential & Important my career plans
Salas, Natalia	2021	2-yr College/Technical School - Other Major/Non-Ag	Work Full-time with Other Focus (Non-Ag)	None of these additional career plans	

Students:

Student	Yr	Education Plan	Career Plan	Additional Plan	Role of Ag
Silva, Sasha	2021	2-yr College/Technical School - Other Major/Non-Ag	Work Full-time with Other Focus (Non-Ag)	None of these additional career plans	Important to my career plans
Smith, Lexis	2021	4-yr University - Other Major/Non-Ag	Work Full-time with Other Focus (Non-Ag)	None of these additional career plans	Essential & Important my career plans
Sotelo, Mia	2021	4-yr University - Other Major/Non-Ag	Work Full-time with Other Focus (Non-Ag)	None of these additional career plans	Important to my career plans
Vargas, Toni	2021	4-yr University - Other Major/Non-Ag	Work Full-time with Other Focus (Non-Ag)	None of these additional career plans	Important to my career plans
Students: 17					

Holtville High School Agriculture Department

May 19th, 2021- Ag. Advisory Meeting Minutes

Holtville High School Ag. Advisory Meeting-Minutes of 5/19/21

The section met Via Zoom on the **19th of May at 4:30pm**. The following members were in attendance:

Kevin Grizzle	
John Hawk	
	Lindsay Cox (Non-voting)
	Jennifer Sutter (Non-voting)
	Carson Cronkright (Non-voting)

Treasury Report was given by Mr. Grizzle

Secretary's minutes was given by Mrs. Sutter, the motion was moved to accept the minutes by Mr. Grizzle and was seconded by Mr. Hawk. The motion passed unanimously. (A quorum was not present)

Old Business:

New Business:

General Updates

Plant and Soil Class Articulated with IVC (coming Fall 2021)

Plant and Soil - private applicator certificate through Ag. commissioners' office

Region Agriscience Teacher- Mrs. Cox

Outstanding 2/3 Ag. Department - Region Winner

Middle School Tractor - Purchased and Pick up Tomorrow

Department achievements

National Officer - David Lopez

State Agriscience Fair (2 Teams advancing to Nationals), Mrs. Cox and Mrs. Sutter will be taking students October 25th -Oct 30th

BIG team advanced to State.

1st Place Section Creed - (Middle Schooler)

Student Certifications were discussed, several students earned cords and other certifications are being explored.

The meeting was adjourned at **5:37PM**.

Respectfully submitted,

Jennifer Sutter, Holtville FFA Advisor

Holtville High School Agriculture Department

Agenda for the Sept 15, 2021 Advisory Meeting

- I. Review minutes from previous meeting
- II. School Farm Account Update- Mr. Grizzle
- III. Old Business:
 - a. School Farm Update
 - i. Pens
 - ii. Pasture Panels
 - b. Middle school update
 - i. 2 classes middle school
 - ii. 1 class pine – bused over
- IV. New Business:
 - a. Ag Boosters Club

Student Project: Side-load ramp
Front load ramp
look into grants?

Holtville High School Agriculture Department

Advisory Meeting Minutes

September 19th, 2021

Members Present:

X	John Grizzle		Rudy Schaffner
X	Kevin Grizzle		Gerry Merten
	Judy Abatti		Allen Bailey
	Walter Britschgi	X	Lindsay Cox (Non-voting)
X	Cindy Pacheco	X	Jennifer Sutter (Non-voting)
X	John Hawk	X	Carson Cronkright (Non-voting)
X	Dan Wray		Anthony Arevalo (Non-voting)

Due to the lack of a quorum, no formal business was conducted at this meeting.

Previous meetings minutes were read by Mrs. Sutter

Mr. Grizzle gave an update regarding the farm account.

Old Business:

School Farm Update: Mrs. Cox gave an update regarding the school farm and specific needs which included the possibility of a purchase of an additional livestock trailer.

A middle school update was given by Mrs. Sutter. Mr. Grizzle agreed to look into the possibility of working with the district to have middle school students brought over to the HS Ag. Department for classes. This would allow students the opportunity to utilize the facilities and land labs that are available

New Business:

Ag Boosters Club: Mrs. Cox gave an update regarding the need for the Ag. Boosters club, which includes financial independence from the ASB. With the new regulations coming into effect, we are seeing challenges with fundraising. That coupled with our increase in participation to major events (national and state conventions) we need students to have the opportunity to earn their way through active fundraising.

Holtville High School Agriculture Department

Agenda for the November 16, 2021 Advisory Meeting

- I. Review minutes from previous meeting
- II. School Farm Account Update- Mr. Grizzle
- III. Old Business:
 - a. School Farm Update
 - i. Pasture Panels - Finish Installation 2,386
 - b. Middle school update
 - i. 2 classes middle school
 - ii. 1 class pine – bused over
- IV. New Business:
 - a. Ag Boosters Club
 - b. Livestock Trailer - \$50,999
 - c. Walk in Fridge (7,594) /Freezer - (7,649)
 - d. Powder coater

Holtville High School Agriculture Department

Minutes for the November 16, 2021 Advisory Meeting

Members Present - John Grizzle, Cindy Pacheco, Dan Wray, Rudy Schaffner, Kevin Grizzle, Allen Bailey, John Hawk.

- I. Minutes from previous meeting motioned to approve by Rudy Schaffner, 2nd by Dan Wray. Motion passed.
- II. School Farm Account Update was given by Mr. Grizzle.
- III. Old Business:
 - a. School Farm Update
 - i. A motion to pay for the installation of the pasture Panels in the amount of 2,386. was made by Dan Wray and seconded by John Grizzle. Motion passed.
 - b. Middle school update
 - i. 2 classes middle school
 - ii. 1 class pine – bused over
- IV. New Business:
 - a. The reasoning behind and Ag Boosters Club being established was discussed. Due to greater fundraising needs and restrictions on school ASB accounts a separate boosters club was established to fundraise money for state and national convention trips. The club needs a 501c3 number to establish a bank account and will need to provide quarterly reports to the Ag Advisory Foundation to use their number. The Ag Advisory will have the option to renew the use of the number every year. An MOU was reviewed and changes were made. MOU is attached.
 - b. A Livestock Trailer - in the amount of \$54,000 was discussed. It was motioned by Kevin to purchase and seconded by Cindy. Motion passed.
 - c. All other items like walk in fridge and freezer or a powder coater will be revisited another time.

Meeting adjourned 5:09.

Memorandum of Understanding

Memorandum of Understanding

Between

Holtville Ag Advisory Foundation

and

Holtville Ag Boosters

This Memorandum of Understanding (MOU) sets the terms and understanding between the (Holtville Ag Advisory Foundation) and the (Holtville Ag Boosters) to (use the 501C3 number) of the Foundation, for the purpose of establishing a checking account.

Background

In order for fundraising efforts to be conducted and money to be accessed when needed for student travel expenses for leadership conferences a 501C3 bank account needs to be set up on behalf of Holtville Ag Boosters. This bank account will be separate from the current Foundation's account.

Purpose

This MOU will allow this group to use the Foundation's 501C3 Tax ID 46-1341686 number based on the approval of the Foundation board given at the board meeting on November 16th, 2021. For this agreement to remain in effect the Holtville Ag Boosters will provide:

1. A quarterly financial report to the foundation board.
2. A yearly financial report to be included in the Foundations' annual income tax return.
 - a. The report should generally be a Balance Sheet as of June 30th of each year and a profit & Loss report for the period July 1 through June 30th of each year.
3. A bank reconciliation should also be provided.
4. The Holtville Ag boosters agree to operate as an extension of the Foundation's activities. The Foundation would need to be responsible for the group's activities, but would not be needed to approve individual purchases or decisions of Holtville Ag Boosters spending or fundraising efforts.

Funding

This MOU is not a commitment of funds on behalf of the Holtville Ag Advisory Foundation.

Duration

This MOU is at-will and may be modified by mutual consent of authorized officials from the partners on a yearly basis. This MOU shall become effective upon signature by the authorized

officials from the partners and will remain in effect until modified or terminated by any one of the partners by mutual consent on a yearly basis. In the absence of mutual agreement by the authorized officials from the partners this MOU shall end.

Contact Information

Holtville High School
Agriculture Advisory Committee

***Rudy Schaffner (Dairy & Vegetables)**

-Ag Advisory Chair

2796 Casey Rd
Holtville, CA 92250
Home: 760-356-5426
Cell: 760-427-6627
Dairy: 760-356-5679

*** Gerry Merten – Merten Farms**

1034 Harris Road
Holtville, CA 92250
Home: 760-356-4084
Cell: 760-455-1401

***John Grizzle – John Grizzle Farms
(Hay & Vegetables)**

1395 Bonds Corner Road
Holtville, CA 92250
Shop: 760-356-4381
johnogrizz@gmail.com
Cell: 760-996-1801

***John Hawk - Vegetables**

999 Keffer Road
Holtville, CA 92250
Home: 760-356-2360
Cell: 760-960-1473
horizonfarmsllc@msn.com
Jshawk8@msn.com

***Dan Wray (Wilbur Ellis)**

45 Dannenberg Road
El Centro, CA 92243
Home: 760-356-2585
Cell: 760-427-6907
760-352-2847

***Allen Bailey**

1915 Snyder Rd
Holtville, CA
Home: 760-356-4326
Cell: 760-427-2981
allenb356@aol.com

***Walter Britschgi (Vegetables & Hay)**

1595 Ferguson Rd
Holtville, CA 92250
Cell: 760-337-0745

***Judy Abatti – Ag Business**

1296 E. Blodgett Rd
Holtville, CA 92250
Cell: 760-356-0940
judy.bajafarms@gmail.com

***Cindy Pacheco (Retired)**

1401 Apple Court
Holtville, CA 92250
Home: 760-339-9273
Cell 1-760-455-3974
cindyapacheco@yahoo.com

Kevin Grizzle –Hay, Veg & Cattle

1728 Edwards Road
Holtville, CA 92250
kevin@kevingrizzlefarms.com

Holtville Ag Boosters

*Ayron Moiola

2354 Melon Road
Holtville, CA 92250
Cell: 760-455-1443

* Anna Dhalliwal

1339 Barbara Worth Drive
Holtville, CA 92250
Cell: 760-562-2662

*Kim Grizzle

1728 Edwards Road
Holtville, CA 92250
Cell: 760-960-9739

Partner representative : John Oliver Grizzle

Position: Ag Advisory Foundation, Secretary

Address: 1395 Bonds Corner Rd, Holtville, CA 92250

Telephone: 760-996-1801 (cell)

Fax: 760-356-2577

E-mail: johnogriz@gmail.com

Partner representative: Kim Grizzle

Position: Holtville Ag Boosters, Treasurer

Address: 1728 Edwards Rd, Holtville, CA 92250

Telephone: 760-960-9739 (cell)

Fax: 760-356-2577

E-mail: kimgrizzle63@gmail.com

Date: _____

(Partner signature)

John O. Grizzle, Holtville Ag Advisory Foundation, Secretary

Date: _____

(Partner signature)

Kim Grizzle, Holtville Ag Boosters, Treasurer



Career Technical Education (CTE) Regional Advisory Meeting Minutes of October 26, 2021

Session Recording Link

Attendance Roster Link

Welcome- IVROP Educational Services Coordinator **Adriana Hernandez** welcomes CTE teachers, administrators, and community members to our 5th annual Regional CTE Advisory Committee Meeting. This year's event theme is Resilience, Resourceful, Ready, which we thrive our students to be. A major goal of this meeting is to connect industries and schools and find out from employers and experts what students need to be workforce ready, especially in this post-pandemic world.

IVROP Superintendent **Edwin Obergfell** introduces himself and welcomes everyone. On behalf of the IVROP team, he is honored and thankful with everyone who joined and is excited to hear and learn from the phenomenal speakers and everyone who will be presenting. Speakers are experts in their field and they care about social, economic, and workplace issues in our community and even in the nation. Our speakers are also actively looking to see how they can seek out opportunities to make Imperial Valley a better place to live and work. In these historical challenging times, yet they are laden with opportunities, it is good to hear and work with people like Stephen DeWitt, Priscilla Fernandez, Priscilla Lopez, Vincent Signorati, Efrain Silva, Victor Torres, along with all the educators that are around this line and industry sector people that we will be meeting throughout the meeting. All this is with the intent to better prepare students with college, career, and life in general. The Regional Advisory meetings will be held from October 26, 2021- December 7, 2021.

Keynote Speaker Stephen DeWitt- Stephen DeWitt is the Deputy Executive Director of the Association for Career and Technical Education. It is a membership organization that serves educators, administrators, teachers, school counselors in career and technical education. A lot of what the organization does is serving the field in general and more broadly, which is about 200,000 folks. Mr. DeWitt mentions that COVID-19 has made many changes in the organization, which he will be discussing throughout the presentation. This organization is located in Washington D.C., and works a lot with congress in advocating for CTE as well as national media, and a lot of professional development. Mr. DeWitt invites the audience to visit the website www.acteonline.org to learn more about the organization.

ACTE COVID Publications: The organization produced these publications to plan ahead how COVID-19 was going to impact the school year and cover many issues such as starting to teach either remotely or hybrid. The second publication was organized around innovations that were occurring due to COVID-19. Mr. DeWitt believed that the second publication is one of the silver linings that occurred due to the challenges of COVID-19 since many innovations occurred in the field.

High-Quality CTE Program of Study Framework: These publications are framed around that, and it's believed that that's how a high quality program should look like. It is an evidence-based framework that was developed over a number of years and now they are producing a lot of their work through that context.

The last publication Mr. DeWitt mentions is about leveraging federal relief funds at a local level where they try to produce documents to support educators on how they might spend those

funds. The reason he would like to bring this topic is because we are in an unprecedented era where they received a lot of federal funds. Mr. DeWitt shows a graph portraying the Coronavirus Relief is Historic Level of Education Funding from the year 2009-2021. Compared to the previous years, in the year 2021, there is a huge amount of money that the federal government has put into the system. Mr. DeWitt mentions that he wants to make sure that they are investing and using that money. For a follow-up question, he asks the audience if anyone is having trouble spending those funds in their district, the organization would like to hear about that because that helps them in their advocacy at the federal level. Mr. DeWitt states that the message here is to spend those funds wisely and usefully or there would not be that type of funding the next time that is needed.

Mr. DeWitt discusses the following:

- Blended Learning/ "Flipped Classrooms" - These type of technologies that has began to be used as a CTE community was a learning curve
- "Seat Time" - is not a predictor of student achievement. This was known before COVID it, but as we're thinking through the new paradigm as we exit COVID or when the COVID era changes, many of these issues are what we are going to be thinking about in the future.
- "Hybrid" - teaching is extremely difficult and less effective for learners

Professional Development is extremely important for the teaching workforce. Mr. DeWitt mentions that they had so much new hit them, it was like drinking through the fire hose everyday. They need to make sure that they are reviewing their professional development and ensuring that their educators have what they need in this new era.

Mr. DeWitt would like to discuss briefly about some of the federal policy priorities. The CTE Policy Watch Blog is a page where the audience can follow up and see what the organization is doing almost on a daily basis.

There are two priorities for CTE Mr. DeWitt would like to reference.

Fiscal Year 2022 Appropriations Bill:

- Continuing Resolution until December 3
- Possibility of \$50 million increase for Perkins
- Focus advocacy on Democrats
- Cuts possible, even after passage
- Congress appropriates funds for all CTE and all programs every year, but this topic is not in the news a lot even though it is very important. There is a 50 million dollar increase in both the house and the senate versions of the bill, which is a good indicator that the organization can get an increase. Mr. DeWitt urges the audience to contact their members of congress, especially democrats, because they're the ones who are moving this bill. Mr. DeWitt mentions that they are going to need some continued advocacy past the appropriations cycle because there may be some cuts across the board to all programs, education, labor health and human services, and all programs in the federal budget.

Budget Reconciliation:

- One-time bill where majority vote is enough
- Original bill contained \$80 billion in workforce-related, community college, and other programs related to our sector

- \$4 billion increase for Perkins
- Non-degree granting institutions' inclusion a concern
- The budget reconciliation is a one-time per year process where they do not need to have a two-thirds majority vote in the senate. The organization needs to stand a chance of gaining a 4 billion increase in Perkins, which is a huge amount when you consider the current funding level is 1.3 or 4. Mr. DeWitt states that they are working at ACT on non-degree granting institutions to make sure that they are also included. Many of the programs in CTE across the country, while many of them offer degrees, some of them are less than two-year or four-year, which is also important. Mr. DeWitt reminds the audience that the federal budget is only 2% of the entire federal budget.

CTE Statistics-Trends:

- Mr. DeWitt states that more students are exploring multiple CTE program areas. Growth is strongest in service economy sectors such as computer science, health care, and hospitality. Industry areas can be very different.
- According to the new Perkins, federal law has to link back to the labor market information. Changes in definitions and metrics under Perkins V are still unfolding.
- Continued use of online learning to augment concentrated lab/hand-on experiences is something that has risen, as well as simulated learning experiences along with AI and machine learning and expansion of work-based learning across the curriculum.
- Globalizations' impact on how CTE approaches global competency skills

Coalition for Workforce Development Through CTE:

- Focused on skills gaps & connections between CTE and employers
 - Ford Next Generation Learning support
 - 60+ trade associations and businesses involved
 - Annual Summit and meetings throughout the year
- www.acteonline.org/partners/wfd-cte/

Teacher Recruitment and Retention:

- Toolkit for practitioners
- Teach CTE Coalition
- Educators in Action blog series
- Upcoming webinar series
- Clearinghouse of promising programs/activities

CTE Research Network

- Institute for education sciences funding the comes from the federal government to do a better job of researching the impact of career and technical education

Career Tech Vision 2021 Hybrid Conference

- December 1-4
- Online/On-Site

Mr. DeWitt concludes his presentation and provides contact information

Stephen DeWitt

Email: sdewitt@acteonling.org

Office: 703-683-9311 / Mobile: 202-359-2845

Adriana introduces our next Keynote speaker, Priscilla Fernandez, who analyzes data to produce labor market information about economic trends to provide regional leaders with expertise on economic dynamics and factors that affect the workforce.

KeyNote Speaker Priscilla Fernandez- Research Analyst of the Center of Excellence for Labor Market Research. Priscilla introduces herself and will be focusing on information that was featured in two reports that were published earlier this year. COE specifically serves the San Diego and Imperial Region Community Colleges.

Preparing for the Future of Work:

Regional Trends

- Based on data reported by the bureau of labor statistics: Imperial County Population of approximately 174,721. It is projected to increase in the next 10 years about 3% ~ 180,252
- Prime working age is between 25 and 50 year olds. In 2020, that made up 38% of Imperial County's population
- Imperial County Real Estate Market: As of Sept. 2021, Median price for single family home was \$280,000. Increased 33% since 2018- wages did not increase 33% within the last three years
- Median household income in Imperial County as of 2020 is approximately \$58,000
- As of 2021, \$73,000 annual income is needed to afford \$280,000 home
- www.insightcced.org/family-needs-calculator/

Understanding the Labor (Job) Market

- Total Number of Jobs in 2020: 70,389. It is expected to increase to 75,854 by 2030 ~8%
- Average Annual Job Openings 8,741 per year
- Top Industries in Imperial County in 2020
 - Government: 19,210 Jobs - 6% Growth 2020-2030
- Projected to Increase within the next 10 years
 - Health Care & Social Assistance: 9,858 Jobs - 37% Growth 2020-2030
 - Manufacturing: 1,863 Jobs- 29% Growth 2020-2030
- Recession-Resilient Jobs and Pandemic-Resilient Jobs
 - 2007-2009 and March 2020-December 2020
- In-Demand Skills in Imperial County
 - 12,076 online job postings- top five soft skills and technical skills

Soft Skills

1. Customer Service
2. Communications
3. Sales
4. Management
5. Operations

Technical Skills

1. Merchandising
2. Basic Life Support
3. Nursing
4. Restaurant Operation
5. Cash Register

Priscila Fernandez concludes her presentation and encourages the audience to visit the following links and check out the reports! www.myworkforceconnection.org

Additional Resources shared

- Program Finder: www.programfinder.com
- Career Coach: www.workforce.emsicc.com
- Learning about Careers: www.careered.org
- Finding Community College & Program: <https://careered.org/college-program-finder/>
- Career Education Guide: <https://myworkforceconnection.org/>

Adriana introduces Priscilla Lopez- Imperial County Workforce and Economic Development Director. As a previous instructor and project specialist to focus on education, she understands firsthand the needs for our community and promotes career technical education. Priscilla will demonstrate ways that the workforce and economic development department is supporting emerging industries.

Keynote Speaker Priscilla Lopez- Priscilla introduces herself and talks about the services the department offers. Imperial County Workforce and Economic Development offers services for both the job seeker and businesses as related to workforce and training. Offices are located in Calexico, El Centro, and Brawley. Services offered to job seekers include programs that range from training and services to help them find the right career path and train/prepare for it, and address their needs to employment. For local businesses and business owners, services provided are recruitment services, board room and interview rooms, job fairs, and programs that benefit both employers and job seekers, such as on the job training and work experience program. This department also does labor market analysis, to see where they need to focus and provide the support to industries that are coming to Imperial County.

An industry that has been focused lately is the mineral extraction industry, more precisely the lithium extraction. A lot of research has proven that the county is very rich in lithium locally. Imperial County Workforce and Economic Development has been working very closely with training providers such as IVC, SDSU-IV Campus, and ICOE to provide trainings that are able to create this prepared workforce for this industry. Priscilla Lopez introduces Vincent Signorotti, Vice President of Resource and Real Estate Assets for Energy Source.

Keynote Speaker Vincent Signorotti- Energy Source Minerals. The company has been involved for about six years. In 2012, they commissioned the power plant. They produce commercial amounts of battery spec lithium. Battery spec lithium is technically lithium hydroxide monohydrate, which is the “white gold” at Salton Sea.

Iliad- Integrated Lithium Absorption Desorption: Process technology that was developed for the geothermal resource at Salton Sea. This resource is extremely hostile. The company is expecting to produce manganese and zinc from the process. They expect to start construction in early 2024, and around 18 to 20 months to build this project (Project ATLIS). This project will require about 60 new operational employees (entry level positions), and around 20 management oriented positions, and expect to be out in the market sometime mid 2023.

The most sustainable source of lithium, operating at a fraction of the carbon, water, and land footprints of today's production facilities. The entire footprint of the facility will be about 90 acres, and will consume a little over 3,000 acre feet of water per year.

Mr. Signorotti states that the company is competitive in all major components of this project.

[Environment, Cost, Location, Execution]

Keynote Speaker Efrain Silva- Dean of Economic Workforce Development Imperial Valley College introduces himself. Efrain Silva talks about the IVC Career Education courses that are offered at IVC, such as industrial technology, business, public safety, and ag program.

The instructional equipment that is used in these programs, such as public safety and health, are among the best simulations in the industry. Recently, \$97,000 was spent in new simulations for hydraulics and pneumatics class.

Imperial Valley College is also pursuing program accreditations and certifications.

- ASE Automotive Service Educators Educational Foundation
- AWS American Welding Society
- CAADE CA Association of Alcohol and Drug Educators
- CAAHEP Commission on Accreditation of Allied Health Education Programs
- CA Board of Registered Nursing
- CA Board of Vocational Nursing and Psychiatric Technicians
- CA Commission on Peace Officers Standards and Training
- CA State Fire Marshal/ State Board of Fire Services
- CDSS CCLD CA Dept. of Social Services, Community Care Licensing Division
- NABCEP North American Board of Certified Energy Practitioners

Technical Career Education Students are mostly Imperial County high school students. Efrain Silva mentions that IVC is trying specific marketing strategies to get more non-traditional gender and non-traditional students into non-traditional occupations i.e. industrial technology programs. Many students are wanting to get their Associate's Degree, and transfer to a four-year university.

CTE Employment Outcomes Survey (CTEOS): 67% of students were employed full time. 21% were employed part time. Mr. Silva mentions that this is a representation of what IVC is doing works because students are finding jobs in terms of the overall satisfaction of services that were provided. 30% of students found jobs immediately after completing the program, and 42% of students found jobs 3 months after completing the program.

Perkins: Mr. Silva states that IVC is very fortunate to have a variety of funding sources that allows them to buy equipment and create new programs, such as Perkins. IVC goes through a structured selection process to identify what kind of funding each discipline will get and how they will use that funding to make sure that the equipment that departments are using for instructional purposes are what is needed by industries.

Career Services: Coach students and help prepare their resumes, job preparation, application, and mock interviews.

New Programs: Industrial Automation, Cybersecurity, Chemical Technician, Plant Operator, Customer Service Academy, Entrepreneurship Academy

Keynote Speaker Victor Torres- Associate Dean of Workforce Development and Nontraditional Education, Imperial Valley College. Mr. Torres introduces himself and states that he is very proud of IVC being part of the strong workforce consortium. In the workforce consortium, there are two sectors- high school and municipal. Funding for the strong local workforce is approximately 1.381 million dollars for this year, and almost 1.4 million dollars for the following year. For the regional strong workforce program, there is approximately three quarters of a million dollars and focus this funding in particular areas such as college-based retention, job placement, marketing, pathway navigation, and work based learning coordination. Following Efrain Silva's introduction to new programs offered at Imperial Valley College, a new program that will hopefully become approved soon is the RN program, which will increase the number of cohort students from 30 to 50.

Community Education: (Non-Credit, Community Services, Contract Education) Non-Credit courses cover several areas including ESL, basic computer literacy, and exercise for elderly students.

Dual Enrollment: The passage of assembly bill 288 enabled IVC to work holistically with schools and implement C-Cap agreements. C-Cap agreements allow students to take dual enrollment courses not incurring costs. In the long run, this is helping students and families save for educational purposes.

With the pandemic, IVC offered all their courses online to ensure that students had the opportunity to continue taking classes and worked with high school and local districts. For the 2021 Academic year, there are currently 493 students enrolled, and IVC is expected to end the year with 1,350 students. Spring semester is when more courses are offered. 23 courses will be offered in Spring 2022 for nine highschools, including Central Adult Education.

Early Credit Work is Equity Work!

- Removing Financial Barriers
- Removing Transportation Barriers
- Early College Access, Awareness and Success
- Advocating for Dual Enrollment course using OERs

Question and Answer:

Q: Did the desired workplace skills shift due to the pandemic? Is there a shift in post-pandemic desired workforce skills in your industry?

A: Priscilla Lopez: The most pronounced shift was telecom meeting. That made software skills and computer skills to be greatly focused on. With the pandemic, all those skills shifted right. It is very different to address someone online than face-to-face situations. Coming out of the pandemic now, there is currently an employee market where an employee has many options and more focused on what benefits they have, and employers need to focus on ways to be able to offer those things. Telecommuting is one of the issues that people are looking at right now. In general terms, that's the biggest shift that can be seen in the workforce.

A: Priscilla Fernandez: One of the things that one of the reports highlight is the differences between online postings compared to 2020. In 2019, there were around 14,000 vs 2020 had 12,000. However, if the report is seen from month to month, December 2019 had 2,400 vs December 2020 had 2,900 job postings.

Q: Esperanza Colio: How can you measure the quality and the quantity of work from those who prefer to telecommute? Is there a way to measure it? Does it depend on the industry?

A: Priscilla Lopez: It depends on the industry, and the outcomes need to be measured. The quality of customer service, quality of tasks or how much things are getting done. This is also going to change the perspective of the managing party and the businesses in general. That's going to be an interesting data point to pull to see how that is going to affect productivity in general terms, but that is going to be the major benchmark.

Esperanza Colio: Following up with Priscilla, Esperanza mentions that some workers are slower and others are faster and to set a specific quantity for an individual may not be the same for the other individual outcomes. Esperanza asks if that could potentially bring an additional problem in the future by allowing people to telecommute since she thinks this could be very challenging for the companies to make decisions on their employees since there can be some preferences for some individuals among others because they're producing more than others. How can individuals be protected if they are not as fast as others?

Priscilla Lopez: It is going to be a benchmark in productivity, as well as training. Vocational trainers may have different skill sets that are going to have to focus on that and it's going to be a part of developing skills.

Q: What entry-level job opportunities are available for recent high school graduates in your industry?

A: Geronimo Contreras: Due to COVID, there has been an increase in the need for correctional deputies, which can be started at 18-years-old. It is a very open field anywhere in the state of California because many people are retiring.

Q: Crystal: How can public libraries, universities, support developing much needed skills for both students and adults? We currently offer adult literacy services, which include digital literacy.

A: Priscilla Lopez: Workforce development has many programs and people can qualify through the weo services, which is the funding source workforce innovation and opportunity grant funds. People can be guided through whatever they need to prepare for the workforce, such as GED and ESL.

Q: Vivian: Is the Careers with Children course returning anytime soon?

A: Adriana Hernandez: Through the Strong Workforce Program, many schools are targeting the development of the child and education industry. There is a movement having this opportunity for high school students because there is a need and the partnerships with IVC and ICOE can make it happen.

Q: Are there any Work-Based Learning opportunities within your business or organization for our high school students (Mentoring, Job Shadowing, Site tours, Guest Speaking, etc)?

A: Luis Saenz- Department of Homeland Security Homeland- Security Homeland Investigations. There are different branches under the department of homeland security. Customs and Border Protection has Border Patrol, as well as the Office of Field

Operations. Under Immigration Customs Enforcement, there are Enforcement Removal Operations, as well as Homeland Security Investigations. Through networking, Mr. Saenz has heard the Border Patrol periodically has programs. Homeland Security Investigations sometimes have programs. A few years ago, there was a program called "Student Volunteers," which was a course over the summer where students had to go through background checks to be able to participate and get an idea of what happens in the office. For college students, there are internships and co-ops.

Q: What is a "must have" skill you look for in employees?

A: **Luis Saenz:** Always pay attention and always do your best, and always remember that you are part of something bigger. Attitude and aptitude make a world of a difference. If a person has expertise, but has an attitude which is not conducive to the rest of what the team is trying to accomplish, it doesn't really help.

Adriana thanks everyone including guest speakers and panelists for attending the event and invites the audience to attend the upcoming breakout sessions.

HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

ACTION/DISCUSSION

HOLTVILLE UNIFIED SCHOOL DISTRICT

RESOLUTION NO.# 2021/22-012

DELEGATION OF AUTHORITY TO PAY AND SIGN PROPER LEGAL BILLS, BILLINGS, INVOICES, AND ORDERS UNDER SPECIFIC LIMITATIONS

WHEREAS, The Governing Board is authorized in Education Code section 35161 to delegate any of its statutory powers or duties to the Superintendent of the District or any other management employee of the District

WHEREAS. The Governing Board has adopted Board Policy No. 3300 in accordance with Education Code section 35161 which authorizes the Governing Board to delegate any of its statutory powers or duties to the Superintendent of the District or any other management employee of the District.

WHEREAS. Education Code section 42632 authorizes the Governing Board to authorize the Superintendent of the District and/or any other management employee of the District to sign "orders" drawn on the funds of the District.

WHEREAS. The Governing Board now desires to specifically delegate to the Superintendent of the District, the Assistant Superintendent and/or also the Accounting/HR Supervisor of the District the authority to pay proper and legal bills, billings, invoices, and orders submitted to the District without prior or subsequent approval by the Governing Board: and also now desires to specifically authorize the Superintendent and/or the Chief Business Official to sign the necessary orders so that proper and legal payment may be made in response to such bills, billings, invoices and orders to the District.

NOW, THEREFORE, BE IT RESOLVED THAT

The Governing Board hereby specifically delegates to the Superintendent of the District and the Chief Business Official of the District the authority to pay proper and legal bills, billings, invoices, and orders submitted to the District without prior or subsequent

approval by the Governing Board under the limitations of this Resolution.

BE IT FURTHER RESOLVED THAT

The Superintendent and/or the Chief Business Official, within their discretion, are hereby authorized to pay proper and legal bills, billings, invoices, and orders submitted to the District without prior or subsequent approval by the Governing Board under the limitations of this Resolution which shall include all of the following:

- I. Each and every payment of any bill, billing, invoice or order authorized and signed shall be consistent with the current adopted Budget in the District. This means that each and every payment shall be consistent with the amounts budgeted in any major classification of the current adopted Budget in the District.
2. The Superintendent and Chief Business Official shall exercise great care and diligence with regard to each and every payment of any bill, billing, invoice or order, and shall adhere to established, careful business practices.
3. Each and every payment and signing of each and every proper and legal bill, billing, invoice and order shall be consistent with all Board Policies in the District and all actions by the Governing Board.
4. Each and every monthly payment, or possible alternate payment schedule of more than a month, under this Resolution shall have an absolute maximum amount of 200,000 dollars. Multiple payments shall not be utilized to exceed this absolute maximum amount with regard to any regular or monthly bill, billing, invoice or order. Payments for the following purposes will be exempt of the maximum amount limitation: Medical, Dental, Vision, Long-Term Disability & Life Insurance, Voluntary Deduction Insurances, Worker's Compensation, Certificate of Participation payments, Liability Insurance, Lease Purchases Contracts and Payroll Taxes, Food Service, Utilities, Revolving Credit Card, Relocatable Leasing, and other payments on Board-authorized contracts/agreements (i.e. Construction Payments, Equipment Purchases).

5. No payment shall be made under any contract or agreement unless such contract or agreement was authorized and entered into lawfully and consistent with established Board Policies and practices in the District.
6. The Superintendent and/or Chief Business Official shall report to the Governing Board at its next regular meeting as an information item each and every payment and signing under this Resolution.
7. This Resolution shall not be in effect during any time when the District is operating without an approved Budget, or during any time when the County Superintendent has stay and rescind authority over actions by the District.

BE IT FURTHER RESOLVED THAT

The Superintendent and/or the Chief Business Official also are authorized to sign the necessary orders so that proper and legal payment may be made in response to such bills, billings, invoices and orders to the District:

PASSED AND ADOPTED this 16th day of May 2022

HOLTVILLE UNIFIED SCHOOL DISTRICT

Board President

**BEFORE THE GOVERNING BOARD OF THE
HOLTVILLE UNIFIED SCHOOL DISTRICT**

Resolution Allowing the Class of 2024 to)
Maintain Funds Within the Associated) RESOLUTION NO. 2021/22-013
Student Body Until June 30, 2023)

WHEREAS, on March 4, 2020, the Governor proclaimed a State of Emergency to exist in the State of California because of the threat of COVID-19; and

WHEREAS, the Holtville Unified School District, for the safety and wellbeing of its staff and students, initiated school closures on March 17, 2020 to address COVID-19; and

WHEREAS, such school closures were initiated based on guidance and recommendations by the California Department of Education, the California Health and Human Services Agency and Imperial County Public Health Department; and

WHEREAS, based on a letter from the State Superintendent of Public Instruction (Release #20-16 dated March 31, 2020) that states in part that due to current safety concerns and needs of ongoing social distancing, students will not be able to return to school campuses before the end of the school year; and

WHEREAS, the Holtville Unified School District, in addressing safety concerns and complying with ongoing social distancing, has continued with school closures at the onset of the 2020-2021 school year; and

WHEREAS, based on the Blueprint For a Safer Economy and its four-tiered system for reopening from the county Public Health Officer (dated October, 2020) that states schools within the Purple Tier (Tier 1) are not permitted to reopen for in-person instruction, limiting physical interactions and activities, unless they receive a waiver from their local health department; and

WHEREAS, due to the closure of schools, various Associated Student Body (ASB) funds on account were not able to be expended or disbursed as intended and now may be subject to limitations in accordance with ASB Bylaws, Fiscal Crisis and Management Assistance Team (FCMAT) ASB Accounting Manual guidelines and State Audit requirements; and

WHEREAS, the Class of 2024 raised funds during the 2019-2020 School Year for various student activities, events and school functions that were for the benefit of students of said Class but are now are subject to end-of-year limitations and carry-over restrictions; and

WHEREAS, it is the desire of the Board of Trustees of the Holtville Unified School District to allow the Class of 2024 to carry-over funds on account within the ASB until June 30, 2023 so that the students of this Class may have the opportunity to benefit from these funds; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Holtville Unified School District is taking action to allow the Class of 2024 to carry-over funds until June 30, 2023 and any funds remaining after the end date will be deposited in the ASB General Account; and

BE IT FURTHER RESOLVED, that funds on account for the Class of 2024 will not be subject to end-of-year limitations or restrictions and such funds will continue to be on deposit in the Class of 2024 account with the ASB; and

BE IT FURTHER RESOLVED, that for the funds to be released, the current Class Officers must provide a request for the use of these funds to the current principal/ASB Advisor in accordance with ASB Bylaws; and

BE IT FURTHER RESOLVED, that the Class of 2024 funds will continue to be subject to ASB Bylaws, Board Policy 3452 – Student Activity Funds, and under the oversight of the current school principal and ASB Advisor; and

BE IT FURTHER RESOLVED, that funds on the account for the Class of 2024 may only be used for students who attended Holtville Middle School during the 2019-2020 school year and who remain in the Holtville Unified School District through the 2021-2022 school year; and

BE IT FURTHER RESOLVED, that the exception to existing policy applies exclusively to the current school year and is not intended to establish precedent;

THE FOREGOING RESOLUTION WAS ADOPTED upon motion of Trustee _____, seconded by Trustee _____, at a regular meeting held the 16th day of May, 2022, by the following vote:

AYES:

NOES:

ABSENT:

Secretary/Clerk of the District Board

**HOLTVILLE UNIFIED SCHOOL DISTRICT
MEASURE G BUILDING FUND
GENERAL OBLIGATION BONDS**

AUDIT REPORT

JUNE 30, 2021

**HOLTVILLE UNIFIED SCHOOL DISTRICT
MEASURE G BUILDING FUND
GENERAL OBLIGATION BONDS
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**HOLTVILLE UNIFIED SCHOOL DISTRICT
PROPOSITION 39 GENERAL OBLIGATION BONDS
MEASURE G BUILDING FUND
INTRODUCTION AND CITIZENS' OVERSIGHT COMMITTEE MEMBER LISTING**

On November 6, 2018 the Holtville Unified School District was successful under Measure G in obtaining District voters to issue up to \$10,000,000 in General Obligation Bonds pursuant to a 55% vote in a bond election. The General Obligation Bonds are considered Proposition 39 bonds. The passage of Proposition 39 in November 2000 amended the California Constitution to include accountability measures. Specifically, the District must conduct an annual, independent performance audit to ensure that funds have been expended only on the specific projects listed as well as an annual, independent financial audit of the proceeds from the sale of the bonds until all of the proceeds have been expended.

Upon passage of Proposition 39, an accompanying piece of legislation, AB 1908 was also enacted, which amended the Education Code to establish additional procedures which must be followed if a District seeks approval of a bond measure pursuant to the 55% majority authorized in Proposition 39 including formation, composition and purpose of the Independent Citizens' Oversight Committee, and authorization for injunctive relief against improper expenditure of bond revenues.

The Holtville Unified School District Measure G Citizens' Oversight Committee as of June 30, 2021 was comprised of the following members:

Name	Position	Term Expiration
Christopher Stergios	Chair - Taxpayer Association Representative	June 30, 2023
Lucy Hendry	Vice Chair - At Large Representative	June 30, 2023
Missy Hernandez	Member - At Large Representative	June 30, 2023
Eric Lyerly	Member - Parent of Child Enrolled in District Representative	June 30, 2023
Chris Strahm	Member - Business Community Representative	June 30, 2023
Joan Thornberg	Member - Senior Citizen's Organization Representative	June 30, 2023
Kathryn Turner	Member - Parent-Teacher Organization Representative	June 30, 2023

INDEPENDENT AUDITOR'S REPORT

**To the Citizens Oversight Committee
Holtville Unified School District
Measure G Building Fund (Fund 210)
Holtville, California**

Report on Financial Statements

We have audited the accompanying financial statements of Measure G Building Fund (Fund 210) of Holtville Unified School District, which comprise the balance sheet as of June 30, 2021, and the related statement of revenues, expenditures, and changes in fund balance for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

As discussed in Note B, the financial statements present only Building Fund (Fund 210) which is specific to Proposition 39, Measure G and is not intended to fairly present the financial position and results of Holtville Unified School District operations as a whole in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Measure G Building Fund (Fund 210) of Holtville Unified School District as of June 30, 2021, and the result of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

The Management's Discussion and Analysis has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it. Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying supplementary information, as required by the *Appendix A of the 2020-21 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, prescribed in Title 5, *California Code of Regulations*, Section 19810 is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated March 8, 2022 on our consideration of Holtville Unified School District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Holtville Unified School District's internal control over financial reporting and compliance.

Report on Other Legal and Regulatory Requirements

In accordance with the requirements of Proposition 39, as incorporated in California Constitution Article 13A, we have also issued our performance audit report dated March 8, 2022 on our consideration of the District's compliance with the requirements of Proposition 39 with regards to the Measure G Building Fund (Fund 210). That report is an integral part of our audit of the District's Measure G Building Fund (Fund 210) for the fiscal year ended June 30, 2021 and should be considered in assessing the results of our financial audit.

Wilkinson Kelly King & Co., LLP

El Cajon, California
March 8, 2022

HOLTVILLE UNIFIED SCHOOL DISTRICT PROPOSITION 39 MEASURE G BUILDING - FUND 210

Management's Discussion and Analysis

(Unaudited)

For the Fiscal Year Ended June 30, 2021

This section of Holtville Unified School District's Proposition 39 Measure G Building Fund annual financial and performance report presents our discussion and analysis of the Measure G bond program during the fiscal year that ended on June 30, 2021. Please read it in conjunction with the District's Measure G bond financial statements and performance audit, which immediately follow this section.

FINANCIAL HIGHLIGHTS

- The fund balance for the Measure G Bond Building Fund amounted to \$5.38 million as of June 30, 2021.
- Revenues and other financing sources were \$4.07 million during the year ended June 30, 2021.
- Total expenditures and outgo were \$1.69 million for the year ended June 30, 2021.
- The District has issued \$8.00 million in its issuance of Measure G bonds as of June 30, 2021. \$2.00 million remains in the voter approved amount of \$10.0 million.
- Holtville Middle School Gymnasium project is scheduled to be completed by the Spring of 2022.

OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of three parts: Management Discussion and Analysis (this section), the Measure G Bond Building Fund financial statements, and the performance audit required by state law.

The District accounts for Measure G bond activity in the District's Building Fund. The Building Fund is a governmental fund type accounted for on a modified accrual basis of accounting that does not include fixed assets or long-term liabilities.

FINANCIAL ANALYSIS OF THE MEASURE G BOND BUILDING FUND

Balance Sheet: The District's Measure G Bond Building Fund balance as of June 30, 2021 was \$5.38 million (see Table A-1). Cash equivalents in the fund represent cash held in county treasury for purposes associated only with the bond authorization approved by the voters. It has been determined that Measure G funds cannot be used for routine restricted maintenance expenditures in the General Fund.

Table A-1

	June 30, 2020	June 30, 2021
ASSETS		
Current Assets		
Cash in county treasury	\$ 2,995,101	\$5,366,955
Accrued interest	7,619	\$11,608
Total Current Assets	3,002,720	\$5,378,563
TOTAL ASSETS	3,002,720	\$5,378,563
LIABILITIES & FUND BALANCE		
Current Liabilities		
Accounts payable	-	-
Total Current Liabilities	-	-
Fund Balance		
Restricted for capital projects	3,002,720	5,378,563
Total Fund Balance	3,002,720	5,378,563
TOTAL LIABILITIES & FUND BALANCE	\$ 3,002,720	\$ 5,378,563

*Fund balance is restricted for capital projects.

Fund Balance (or Changes in Fund Balance): The total expenditures represent only Measure G authorized expenditures.

Table A-2

	June 30, 2020	June 30, 2021
REVENUES		
Interest Income	\$ 64,092	\$ 32,298
Fair Market Value Adjustment	-	41,899
TOTAL REVENUES	64,092	74,197
EXPENDITURES		
Buildings and Improvements	1,061,372	1,698,354
TOTAL EXPENDITURES	1,061,372	1,698,354
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(997,280)	(1,624,157)
OTHER FINANCING SOURCES (USES)		
Proceeds From Bonds	4,000,000	4,000,000
TOTAL OTHER FINANCING SOURCES (USES)	4,000,000	4,000,000
NET CHANGE IN FUND BALANCE	3,002,720	2,375,843
FUND BALANCE, BEGINNING OF YEAR	-	3,002,720
FUND BALANCE, END OF YEAR	\$ 3,002,720	\$ 5,378,563

Long-Term Debt Comparison: At the end of June 30, 2021, Holtville Unified School District Measure G had \$9.1 million in long-term debt outstanding.

Table A-3

	June 30, 2020	June 30, 2021
General Obligation Bonds Payable	\$ 3,930,000	\$ 7,930,000
Bond Premium	487,813	1,200,024
Total Long Term Debt	<u>\$ 4,417,813</u>	<u>\$ 9,130,024</u>

MEASURE G BOND BUILDING FUND BUDGETARY HIGHLIGHTS

Over the course of the year as conditions change, the budget of the Measure G program is reviewed by staff. When changes occur that are outside of the Board approved allocations, staff will prepare an item for Board approval. When staff recommends a budget revision, they will demonstrate how new allocations are accommodated within that limitation. These revisions are normally done during the interim financial reporting periods. Additionally, all expenditures are subject to review by the Measure G Bond Oversight Committee on a regular basis.

FACTORS BEARING ON THE DISTRICT'S FUTURE

At the time these financial statements were prepared and audited, the District was aware of the existing circumstances that could affect its financial health in the future:

- Inflation increases in building costs during construction.
- COVID-19 delays in construction projects.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, investors, and creditors with a general overview of the District's Measure G bond finances and to demonstrate the District's accountability for the money it receives. If you have any questions about this report or need additional financial information, contact the Holtville Unified School District, c/o John-Paul Wells, Assistant Superintendent, 621 E. 6th Street, Holtville, CA 92250.

FINANCIAL SECTION

**HOLTVILLE UNIFIED SCHOOL DISTRICT
MEASURE G BUILDING FUND
GENERAL OBLIGATION BONDS
BALANCE SHEET
JUNE 30, 2021**

ASSETS

Current Assets

Cash and Cash Equivalents	\$ 5,366,955
Accounts Receivable	11,608
Total Current Assets	<u>5,378,563</u>

TOTAL ASSETS

\$ 5,378,563

LIABILITIES AND FUND BALANCE

Current Liabilities

Accounts Payable	\$ -
Total Current Liabilities	<u>-</u>

Fund Balance

Restricted for Capital Projects	5,378,563
Total Fund Balance	<u>5,378,563</u>

TOTAL LIABILITIES AND FUND BALANCE

\$ 5,378,563

The accompanying notes are an integral part of these financial statements.

**HOLTVILLE UNIFIED SCHOOL DISTRICT
MEASURE G BUILDING FUND
GENERAL OBLIGATION BONDS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCE
FOR THE YEAR ENDED JUNE 30, 2021**

REVENUES	
Interest Income	\$ 32,298
Fair Market Value Adjustment	41,899
TOTAL REVENUES	<u>74,197</u>
EXPENDITURES	
Capital Outlay:	
Buildings and Improvement of Buildings	1,698,354
TOTAL EXPENDITURES	<u>1,698,354</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	<u>(1,624,157)</u>
OTHER FINANCING SOURCES (USES):	
Proceeds from Series B General Obligation Bonds	4,000,000
TOTAL OTHER FINANCING SOURCES (USES)	<u>4,000,000</u>
NET CHANGE IN FUND BALANCE	2,375,843
FUND BALANCE, BEGINNING OF YEAR	<u>3,002,720</u>
FUND BALANCE, END OF YEAR	<u><u>\$ 5,378,563</u></u>

The accompanying notes are an integral part of these financial statements.

**HOLTVILLE UNIFIED SCHOOL DISTRICT
MEASURE G BUILDING FUND
GENERAL OBLIGATION BONDS
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2021**

A. Definition of the Fund

The Measure G Building Fund (Fund 210) was formed to account for property acquisition and construction of new schools as well as renovation of current schools for the Holtville Unified School District (District), through expenditures of general obligation bonds issued under the General Obligation Bonds Election of 2018. The Measure G Building Fund (210) is one of the Building Funds of the District.

B. Summary of Significant Accounting Policies

Basis of Presentation

The District accounts for its financial transactions in accordance with the policies and procedures of the Department of Education's California School Accounting Manual. The accompanying financial statements have been prepared in conformity with accounting principles generally accepted in the United States of America, as prescribed by the Governmental Accounting Standards Board (GASB) and *Audits of State and Local Governmental Units* issued by the American Institute of Certified Public Accountants.

Fund Structure

The accompanying financial statements are used to account for the transactions of the Building Fund (Fund 210) specific to Measure G as defined in Note A and are not intended to present fairly the financial position and results of operations of Holtville Unified School District in conformity with accounting principles generally accepted in the United States of America.

Basis of Accounting

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of measurement made, regardless of the measurement focus applied. The Measure G Building Fund (Fund 210) is maintained on the modified accrual basis of accounting. Its revenues are recognized in the accounting period in which they become both measurable and available to finance expenditures of the current fiscal period. Expenditures are recognized in the accounting period in which the liability is incurred (when goods are received or services rendered). With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. The statement of revenues, expenditures, and changes in fund balance reports on the sources (revenues and other financing sources) and uses (expenditures and other financing uses) of current financial resources.

Budgets and Budgetary Accounting

The Board of Trustees adopts an operating budget no later than July 1 in accordance with state law. This budget is revised by the Board of Trustees during the year to give consideration to unanticipated revenue and expenditures primarily resulting from events unknown at the time of budget adoption. The District employs budget control by minor object and by individual appropriation accounts. Expenditures cannot legally exceed appropriations by major object account.

**HOLTVILLE UNIFIED SCHOOL DISTRICT
MEASURE G BUILDING FUND
GENERAL OBLIGATION BONDS
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2021
(Continued)**

B. Summary of Significant Accounting Policies (Continued)

Encumbrances

The District utilizes an encumbrance accounting system under which purchase orders, contracts and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation. Encumbrances are liquidated at June 30 since they do not constitute expenditures or liabilities.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and reported amounts of revenues and expenses during the reporting periods. Actual results could differ from those estimates.

Cash in County Treasury

In accordance with Education Code §41001, the District maintains a substantial amount of its cash in the Imperial County Treasury. The County pools these funds with those of other districts in the County and invests the cash. These pooled funds are carried at cost, which approximates fair value, in accordance with the requirements of GASB Statement No. 31.

Interest earned is deposited quarterly into participating funds. Any investment losses are proportionately shared by all funds in the pool.

The county is authorized to deposit cash and invest excess funds by California Government Code §53648 et.seq. The funds maintained by the county are either secured by federal depository insurance or are collateralized.

Information regarding the amount of dollars invested in derivatives with Imperial County Treasury was not available.

Receivables and Payables

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as interfund receivables/payables. Accounts receivable are recorded net of estimated uncollectible amounts. There were no significant receivables that are not scheduled for collection within one year of year-end.

**HOLTVILLE UNIFIED SCHOOL DISTRICT
MEASURE G BUILDING FUND
GENERAL OBLIGATION BONDS
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2021
(Continued)**

B. Summary of Significant Accounting Policies (Continued)

Fund Balances - Governmental Funds

Fund balances of the governmental funds are classified as follows:

Nonspendable Fund Balance – represents amounts that cannot be spent because they are either not in spendable form (such as inventory or prepaid insurance) or legally required to remain intact (such as notes receivable or principal of a permanent fund).

Restricted Fund Balance – represents amounts that are constrained by external parties, constitutional provisions or enabling legislation.

Committed Fund Balance – represents amounts that can only be used for a specific purpose because of a formal action by the District’s governing board. Committed amounts cannot be used for any other purpose unless the governing board removes those constraints by taking the same type of formal action. Committed fund balance amounts may be used for other purposes with appropriate due process by the governing board. Commitments are typically done through adoption and amendment of the budget. Committed fund balance amounts differ from restricted balances in that the constraints on their use do not come from outside parties, constitutional provisions, or enabling legislation.

Assigned Fund Balance – represents amounts which the District intends to use for a specific purpose, but that do not meet the criteria to be classified as restricted or committed. Intent may be stipulated by the governing board or by an official or body to which the governing board delegates the authority. Specific amounts that are not restricted or committed in a special revenue, capital projects, debt service or permanent fund are assigned for purposes in accordance with the nature of their fund type or the fund’s primary purpose. Assignments within the general fund conveys that the intended use of those amounts is for a specific purpose that is narrower than the general purposes of the District itself.

Unassigned Fund Balance – represents amounts which are unconstrained in that they may be spent for any purpose. Only the general fund reports a positive unassigned fund balance. Other governmental funds might report a negative balance in this classification because of overspending for specific purposes for which amounts has been restricted, committed or assigned.

When an expenditure is incurred for a purpose for which both restricted and unrestricted fund balance is available, the District considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the District considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds.

Deferred Inflows and Deferred Outflows of Resources

Deferred outflows of resources is a consumption of net position that is applicable to a future reporting period. Deferred inflows of resources is an acquisition of net position that is applicable to a future reporting period. Deferred outflows of resources and deferred inflows of resources are recorded in accordance with GASB Statement numbers 63 and 65. At June 30, 2021 the District’s Measure G Building Fund (Fund 210) did not have any deferred inflows or deferred outflows of resources.

**HOLTVILLE UNIFIED SCHOOL DISTRICT
MEASURE G BUILDING FUND
GENERAL OBLIGATION BONDS
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2021
(Continued)**

B. Summary of Significant Accounting Policies (Continued)

Fair Value Measurements

The District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles as defined by Governmental Accounting Standards Board (GASB) Statement No. 72. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The hierarchy is detailed as follows:

Level 1 Inputs: Quoted prices (unadjusted) in active markets for identical assets or liabilities that a government can access at the measurement date.

Level 2 Inputs: Inputs other than quoted prices included within Level 1 that are observable for an asset or liability, either directly or indirectly.

Level 3 Inputs: Unobservable inputs for an asset or liability.

C. Fair Value Measurements

The District's investments attributed to Measure G at June 30, 2021, categorized within the fair value hierarchy established by generally accepted accounting principles were as follows:

		Fair Value Measurement Using		
		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
	Amount			
External investment pools measured at fair value				
Imperial County Treasury	\$ 5,366,955	\$ -	\$ 5,366,955	\$ -
Total investments by fair value level	\$ 5,366,955	\$ -	\$ 5,366,955	\$ -

The District is considered to be an involuntary participant in an external investment pool as the District is required to deposit all receipts and collections of monies with their County Treasurer (Education Code Section 41001). The fair value of the District's investments in the pool is reported in the accounting financial statements as amounts based upon the District's pro-rata share of the fair value provided by the County Treasurer for the entire portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by the County Treasurer, which is recorded on the amortized cost basis.

**HOLTVILLE UNIFIED SCHOOL DISTRICT
MEASURE G BUILDING FUND
GENERAL OBLIGATION BONDS
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2021
(Continued)**

C. Fair Value Measurements (Continued)

The Imperial County Treasury is not registered with the Securities and Exchange Commissions (SEC) as an investment company; however, the County Treasury acts in accordance with investment policies monitored by a Treasury Oversight Committee consisting of members appointed by participants in the investment pool and up to five members of the public having expertise, or an academic background in public finance. In addition, the County Treasury is audited annually by an independent auditor.

D. Cash and Investments

Cash in County Treasury

The District maintains significantly all of its cash in the Imperial County Treasury as part of the common investment pool. As of June 30, 2021, the portion of cash in county treasury attributed to the Measure G Building Fund (Fund 210) was \$5,325,056. The fair value of the Measure G Building Fund (Fund 210)'s portion of this pool as of that date, as provided by the pool sponsor, was \$5,366,955. Assumptions made in determining the fair value of the pooled investment portfolios are available from the County Treasurer.

Analysis of Specific Deposit and Investment Risks

GASB Statement No. 40 requires a determination as to whether the District was exposed to the following specific investment risks at year end and if so, the reporting of certain related disclosures:

a. *Credit Risk*

Credit risk is the risk that an issuer or their counterparty to an investment will not fulfill its obligations. The county is restricted by Government Code Section 53635 pursuant to Section 53601 to invest only in time deposits, U.S. government securities, state registered warrants, notes or bonds, State Treasurer's investment pool, bankers' acceptances, commercial paper, negotiable certificates of deposit, and repurchase or reverse repurchase agreements. The ratings of securities by nationally recognized rating agencies are designed to give an indication of credit risk. At year end, the District's Measure G Building Fund (Fund 210) was not exposed to credit risk.

b. *Custodial Credit Risk*

Deposits are exposed to custodial credit risk if they are not covered by depository insurance and the deposits are uncollateralized, collateralized with securities held by the pledging financial institution, or collateralized with securities held by the pledging financial institution's trust department or agent but not in the District's name. Investment securities are exposed to custodial credit risk if the securities are uninsured, are not registered in the name of the government, and are held either by the counterparty or the counterparty's trust department or agent but not in the District's name. At year end, the District's Measure G Building Fund (Fund 210) was not exposed to custodial credit risk.

**HOLTVILLE UNIFIED SCHOOL DISTRICT
MEASURE G BUILDING FUND
GENERAL OBLIGATION BONDS
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2021
(Continued)**

D. Cash and Investments (Continued)

c. Concentration of Credit Risk

This risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer. The investment policy of the District contains no limitations on the amount that can be invested in any one issuer beyond the amount stipulated by the California Government Code. Investments in any one issuer that represent five percent or more of the total investments are either an external investment pool and are therefore exempt. As such, the District's Measure G Building Fund (Fund 210) was not exposed to concentration of credit risk.

d. Interest Rate Risk

This is the risk that changes in interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The District manages its exposures to interest rate risk by investing in the county pool.

e. Foreign Currency Risk

This is the risk that exchange rates will adversely affect the fair value of an investment. At year end, the District's Measure G Building Fund (Fund 210) was not exposed to foreign currency risk.

f. Investment Accounting Policy

The District is required by GASB statement No. 31 to disclose its policy for determining which investments, if any are reported at amortized cost. The District's general policy is to report money market investments and short-term participating interest-earning investment contracts using a cost-based measure; however, if the fair value of an investment is significantly affected by the impairment of the credit standing of the issuer or by other factors, it is reported at fair value.

All other investments are reported at fair value unless a legal contract exists which guarantees a higher value. The term "short-term" refers to investments which have a remaining term of one year or less at time of purchase. The term "nonparticipating" means that the investment's value does not vary with market interest rate changes. Nonnegotiable certificates of deposit are examples of nonparticipating interest-earning investment contracts.

The District's investments in external investment pools are reported in conformity with GASB Statement No. 77 unless the pool is 2a7-like, in which case they are reported at share value. A 2a-7 like pool is one which is not registered with the Securities and Exchange Commission (SEC) as an investment company, but nevertheless, has a policy that it will, and does, operate in a manner consistent with the SEC's Rule 2a-7 of the Investment Company Act of 1940.

**HOLTVILLE UNIFIED SCHOOL DISTRICT
MEASURE G BUILDING FUND
GENERAL OBLIGATION BONDS
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2021
(Continued)**

D. Cash and Investments (Continued)

Investments Authorized by the California Government Code and the District's Investment Policy

The table below identifies the investment types that are authorized for the District by the California Government Code (or the District's investment policy, where more restrictive). The table also identifies certain provisions of the California Government Code (or the District's investment policy where more restrictive) that address rate risk, credit risk, and concentration of credit risk.

This table does not address investments of debt proceeds held by bond trustee that are governed by the provisions of debt agreements of the District, rather than the general provisions of the California Government Code or the District's investment policy.

Limitations as they relate to interest rate risk, credit risk, and concentration of credit risk are indicated in the schedule below:

Authorized Investment Type	Maximum Remaining Maturity	Maximum Percentage of Portfolio	Maximum Investment in One Issuer
Local Agency Bonds, Notes, Warrants	5 Years	None	None
Registered State Bonds, Notes, Warrants	5 Years	None	None
U.S. Treasury Obligations	5 Years	None	None
U.S. Agency Securities	5 Years	None	None
Banker's Acceptance	180 Days	40%	30%
Commercial Paper	270 Days	25%	10%
Negotiable Certificates of Deposit	5 Years	30%	None
Repurchase Agreements	1 Year	None	None
Reverse Repurchase Agreements	92 Days	20% of Base	None
Medium-Term Corporate Notes	5 Years	30%	None
Mutual Funds	N/A	20%	10%
Money Market Mutual Funds	N/A	20%	10%
Mortgage Pass-Through Securities	5 Years	20%	None
County Pooled Investment Funds	N/A	None	None
Local Agency Investment Funds	N/A	None	None
Joint Powers Authority Pools	N/A	None	None

**HOLTVILLE UNIFIED SCHOOL DISTRICT
MEASURE G BUILDING FUND
GENERAL OBLIGATION BONDS
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2021
(Continued)**

E. Accounts Receivable

Accounts receivable at June 30, 2021 consisted of:

	Accounts Receivable
Local Sources:	
Accrued Interest	\$ 11,608
Total Accounts Receivable	\$ 11,608

F. Bond Premium

Bond premium arises when the market rate of interest is higher than the stated interest rate on the bond. Generally Accepted Accounting Principles (GAAP) require that the premium increase the face value of the bond and then amortize the premium over the life of the bond. The premiums are amortized over the life of the bond using the effective interest rate method.

The following bonds were issued at a premium resulting in an effective interest rate as follows:

	2018 Series A Bonds	2018 Series B Bonds
Total Interest Payments on Bonds	\$ 3,884,068	\$ 3,085,940
Less Bond Premium	(496,502)	(712,211)
Net Interest Payments	\$ 3,387,566	\$ 2,373,729
Par Amount of Bonds	\$ 4,000,000	\$ 4,000,000
Periods	30	30
Effective Interest Rate	2.820%	1.970%

**HOLTVILLE UNIFIED SCHOOL DISTRICT
MEASURE G BUILDING FUND
GENERAL OBLIGATION BONDS
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2021
(Continued)**

G. Long-Term Debt

The outstanding bonded debt as of June 30, 2021 is as follows:

Description	Date of Issuance	Interest Rate	Maturity Date	Original Issue Amount	Beginning Balance	Increases	Decreases	Ending Balance
Election 2018 Series A	06/05/19	4.00-5.00%	08/01/48	\$ 4,000,000	\$ 3,930,000	\$ -	\$ -	\$ 3,930,000
2018 A Premium	06/05/19		08/01/48	496,502	487,813	-	-	487,813
Total 2018 Series A				<u>\$ 4,496,502</u>	<u>\$ 4,417,813</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,417,813</u>
Election 2018 Series B	01/14/21	2.00-4.00%	08/01/50	\$ 4,000,000	\$ -	\$ 4,000,000	\$ -	\$ 4,000,000
2018 B Premium	01/14/21		08/01/50	712,211	-	712,211	-	712,211
Total 2018 Series B				<u>\$ 4,712,211</u>	<u>\$ -</u>	<u>\$ 4,712,211</u>	<u>\$ -</u>	<u>\$ 4,712,211</u>
TOTAL				<u>\$ 9,208,713</u>	<u>\$ 4,417,813</u>	<u>\$ 4,712,211</u>	<u>\$ -</u>	<u>\$ 9,130,024</u>

General Obligation Bonds 2018 Series A

In June 2019, the District issued \$4,000,000 in 2018 Election, Series A, General Obligation Bonds in order to finance the renovation, construction, and improvement of school facilities. The issue consisted of \$1,285,000 in current interest bonds with an interest rate of 4% with annual maturities from August 1, 2019 through August 1, 2039; \$1,240,000 in term bonds with an interest rate of 5.00% with annual maturities from August 1, 2040 through August 1, 2044; and \$1,475,000 in term bonds with an interest rate of 4.00% with annual maturities from August 1, 2045 through August 1, 2048. Principal payments on the bonds are due August 1 of each year beginning August 1, 2019 while interest is payable semi-annually on February 1 and August 1 of each year through maturity beginning August 1, 2019.

Total proceeds of \$4,496,502, which includes additional premium of \$496,502, resulted in \$4,000,000 deposited into the Measure G Building Fund (Fund 210) after issuance costs of \$201,556 while remaining funds of \$294,946 were deposited into the Bond Interest and Redemption Fund to be utilized for debt service on the bonds.

General Obligation Bonds 2018 Series B

In January 2021 the District issued \$4,000,000 in 2018 Election, Series B, General Obligation Bonds for the purpose of financing the renovation, construction, and improvement of school facilities for the District in addition to paying the costs related thereto as authorized by the voters November 6, 2018 election. Interest on the bonds ranges from 2.00% to 4.00% payable semi-annually. Principal amounts mature annually beginning August 1, 2022 through August 1, 2050.

Total proceeds of \$4,712,211 consisted of \$4,000,000 in bonds and \$712,211 in bond premium with \$4,000,000 being deposited into the Building Fund (210) and the remainder of \$225,408 expensed as cost of issuance, while remaining funds of \$486,803 were deposited into the Bond Interest and Redemption Fund to be utilized for subsequent debt service on the bonds.

**HOLTVILLE UNIFIED SCHOOL DISTRICT
MEASURE G BUILDING FUND
GENERAL OBLIGATION BONDS
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2021
(Continued)**

G. Long-Term Debt (Continued)

Debt service requirements on the general obligation bonds, net of premium, as of June 30, 2021 is as follows:

Year Ended June 30	Principal	Interest	Total
2022	\$ -	\$ 249,640	\$ 249,640
2023	180,000	326,200	506,200
2024	200,000	319,000	519,000
2025	25,000	311,000	336,000
2026	35,000	310,500	345,500
2027-2031	380,000	1,529,800	1,909,800
2032-2036	840,000	1,415,200	2,255,200
2037-2041	1,455,000	1,193,500	2,648,500
2042-2046	2,310,000	788,950	3,098,950
2047-2051	2,505,000	242,200	2,747,200
Total	<u>\$ 7,930,000</u>	<u>\$ 6,685,990</u>	<u>\$ 14,615,990</u>

H. Construction Commitments

As of June 30, 2021, the Measure G Building Fund (Fund 210) had the following commitments with respect to unfinished capital projects.

Project	Commitment	*Expected Date of Final Completion
Holtville Middle School Modular Gymnasium Project	\$ 1,074,860	December 2021
District Water Fountains Installation Project	74,013	December 2021

*Expected date of final completion subject to change.

OTHER INDEPENDENT AUDITOR'S REPORTS

**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

**To the Citizens Oversight Committee
Holtville Unified School District
Measure G Building Fund (Fund 210)
Holtville, California**

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Measure G Building Fund (Fund 210) of Holtville Unified School District, which comprise the balance sheet as of June 30, 2021, and the related statement of revenues, expenditures, and changes in fund balance for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated March 8, 2022.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Holtville Unified School District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Holtville Unified School District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Holtville Unified School District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Wilkinson Hamby King & Co., LLP

El Cajon, California
March 8, 2022

INDEPENDENT AUDITOR'S REPORT ON PERFORMANCE

**To the Citizens Oversight Committee
Holtville Unified School District
Measure G Building Fund (Fund 210)
Holtville, California**

We were engaged to conduct a performance audit of the Holtville Unified School District Measure G Building Fund (Fund 210), herein after referred to as the Bond Fund, for the year ended June 30, 2021.

Management's Responsibility for Performance Compliance

Our audit was limited to the objectives listed with the report which includes the District's compliance with the performance requirements as referred to in Proposition 39 and outlined in Article XIII A, Section 1(b)(3)(C) of the California Constitution. Management is responsible for the District's compliance with those requirements.

Auditor's Responsibility

Our responsibility is to express an opinion on performance based on our audit. We conducted this performance audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to performance audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and the *Appendix A of the 2020-21 Guide for Annual Audits of K-12 Local Education Agencies*. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our conclusions based on our audit objectives.

In planning and performing our performance audit, we obtained an understanding of the District's internal controls over the Bond Fund and related construction projects in order to determine if the internal controls were adequate to help ensure the District's compliance with the requirements of Proposition 39, but not for the purpose of expressing an opinion on the effectiveness of the Bond Fund's internal control. Accordingly, we do not express an opinion on the effectiveness of the Bond Fund's internal control.

We believe the audit evidence we have obtained is sufficient and appropriate to provide a reasonable basis for our findings and conclusions based upon the audit objectives.

Objectives, Scope, & Methodology of the Audit

In connection with our performance audit, we performed an audit for compliance as required in the performance requirements set forth in Measure G as approved by registered voters for the fiscal year ended June 30, 2021. The objective of the audit of compliance applicable to the Bond Fund is to determine with reasonable assurance that:

- The proceeds from the sale of Measure G General Obligation Bonds were only used for the purposes set forth in the ballot measure and not for any other purpose, such as teacher and administrative salaries.
- The Governing Board of the Holtville Unified School District (District), in establishing approved projects set forth in the ballot measure to modernize, replace, renovate, construct, acquire, equip, furnish and otherwise improve facilities of the District as noted in the bond projects list.

In performing our audit of compliance, we performed procedures including but not limited to those listed as follows:

Internal Control Evaluation

Procedure Performed

Inquiries were made of management regarding internal controls to:

- Prevent fraud, waste, or abuse regarding project resources
- Prevent material misstatement in the project funds
- Ensure all expenditures are properly allocated
- Ensure adequate separation of duties exists in the accounting of project funds. All purchase requisitions are reviewed for proper supporting documentation. The Project Manager or appropriate District employee submits back up information to the business office to initiate a purchase requisition. The Project Manager, Assistant Superintendent, or Business Manager verifies that the requested purchase is an allowable project cost in accordance with the ballot measure and bond projects list.

Results of Procedure Performed

The results of our audit determined the internal control procedures as designed are sufficient to meet the financial and compliance objectives required by generally accepted accounting principles and applicable laws and regulations.

Procedure Performed

Tests of controls were performed based on identified controls from procedures above, utilizing samples of expenditures with a sample size sufficient for a high level of assurance, to determine if internal controls as designed are properly implemented and in place over the Bond Fund expenditures.

Results of Procedure Performed

The results of our audit determined that the internal controls as designed were properly implemented during the 2020-21 fiscal year.

Tests of Expenditures

Procedures Performed

We tested expenditures to determine whether Measure G proceeds were spent solely on voter and board approved school facilities projects as set forth in the Bond Projects List and language of the Measure G ballot measure language. Our testing was performed using a sample size sufficient to meet a high level of assurance.

Results of Procedures Performed

Expenditures tested were found to be in compliance with the terms of the Measure G ballot measure as well as applicable state laws and regulations.

Tests of Contracts and Bid Procedures

Procedures Performed

We tested expenditures under Measure G to determine if the expenditure was part of a valid contract, that the contract was properly approved by the District's Governing Board, and that the contract was established in compliance with Public Contract Code provisions, including bid procedures. Our testing was performed using a sample size sufficient to meet a high level of assurance.

Results of Procedures Performed

Expenditures tested were found to have valid contracts which were issued through proper approval of the District's Governing Board in compliance with Public Contract Code, including bid procedures.

Facilities Site Review

Procedures Performed

We reviewed the Independent Citizens' Oversight Committee minutes and agendas along with other pertinent information on Measure G designated projects to determine whether the funds expended for the year ended June 30, 2021 were for valid facilities acquisition and construction purposes as stated in the Bond Projects List. Additionally, we reviewed photographs of significant bond projects to determine projects were being completed as identified in the Bond Projects List.

Results of Procedures Performed

Based on review of the minutes and agenda of the Independent Citizens' Oversight Committee, expenditure documentation, review of project photographs, and other pertinent information provided, it appears the construction work performed was consistent with the Bond Projects List as well as the allowable projects as identified in the Measure G ballot measure.

Citizens' Oversight Committee

Procedures Performed

We reviewed the minutes of the Citizens' Oversight Committee meetings to verify compliance with Education Code Section 15278 which requires the Citizens' Oversight Committee to:

- Actively review and report on the proper expenditure of taxpayers' money for school construction.
- Advise the public as to whether the District is in compliance with paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution.
- Ensure that bond revenues are expended only for purposes described in paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution.
- Ensure that no funds are used for any teacher or administrative salaries or other school operating expenses.

Additionally, Education Code Section 15278 authorizes the Citizens' Oversight Committee to:

- Receive and review copies of the annual, independent performance audit.
- Inspect school facilities and grounds to ensure that bond revenues are expended in compliance with the requirements described in paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution.
- Receive and review copies of any deferred maintenance proposals or plans developed by the District.
- Review efforts by the District to maximize bond revenues by implementing cost saving measures.

Results of Procedures Performed

In our review of the minutes of the Citizens' Oversight Committee we determined that, during the fiscal year ended June 30, 2021 the Committee fulfilled all required responsibilities identified in Education Code Section 15278 and additionally performed other authorized activities as identified in Education Code Section 15278.

Procedure Performed

We reviewed composition of the Citizens' Oversight Committee to verify compliance with Education Code Section 15282 which requires the following:

- The Citizen's Oversight Committee shall consist of at least seven members who shall serve for a minimum term of two years without compensation and for no more than three consecutive terms.
- One member shall be active in a business organization representing the business community located within the school district boundaries.
- One member shall be active in a senior citizens' organization.
- One member shall be active in a bona fide taxpayers' organization.
- One member shall be the parent or guardian of a child enrolled in the school district.
- One member shall be both a parent or guardian of a child enrolled in the school district and active in a parent-teacher organization.
- An employee or official of the school district shall not be appointed to the citizens' oversight committee.
- A vendor, contractor, or consultant of the school district shall not be appointed to the citizens' oversight committee.

Results of Procedures Performed

In our review of the Citizens' Oversight Committee composition for the fiscal year ended June 30, 2021 we determined that the Citizens' Oversight Committee was in compliance with Education Code Section 15282.

Opinion on Performance

The results of our tests indicated that the District has complied with the requirements set forth in Measure G, approved by voters on November 6, 2018, in accordance with Proposition 39 as outlined in Article XIII A, Section 1(b)(3)(c) of the California Constitution.

Purpose of the Report

This report is intended solely for the information and use of the District's Governing Board, the Measure G Citizens' Oversight Committee, management, and others within the District and is not intended to be and should not be used by anyone other than these specified parties.

Williamson Hobbs King & Co., LLP

El Cajon, California
March 8, 2022

AUDITOR'S RESULTS, FINDINGS AND RECOMMENDATIONS

**HOLTVILLE UNIFIED SCHOOL DISTRICT
MEASURE G BUILDING FUND
SCHEDULE OF AUDITOR'S RESULTS
YEAR ENDED JUNE 30, 2021**

FINANCIAL STATEMENTS

Type of auditor's report issued:	<u>Unmodified</u>	
Internal control over financial reporting:		
One or more material weakness(es) identified?	<u> </u> Yes	<u> X </u> No
One or more significant deficiencies identified that are not considered material weakness(es)?	<u> </u> Yes	<u> X </u> No
Noncompliance material to financial statements noted?	<u> </u> Yes	<u> X </u> No

PERFORMANCE AUDIT

Any audit findings disclosed that are required to be reported in accordance with <i>2020-21 Guide for Annual Audits of California K-12 Local Education Agencies</i> or Proposition 39	<u> </u> Yes	<u> X </u> No
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**HOLTVILLE UNIFIED SCHOOL DISTRICT
MEASURE G BUILDING FUND
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2021**

Findings represent significant deficiencies, material weaknesses, and/or instances of noncompliance related to the financial statements or performance audit that are required to be reported in accordance with *Government Auditing Standards*, or *Appendix A of the 2020-21 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*.

A. Financial Statement Findings

None

B. Performance Audit Findings

None

**HOLTVILLE UNIFIED SCHOOL DISTRICT
MEASURE G BUILDING FUND
SCHEDULE OF PRIOR YEAR FINDINGS
YEAR ENDED JUNE 30, 2021**

There were no prior year findings noted for the fiscal year ended June 30, 2020.

VERIFIED REPORT NO. FINAL

SSS 6 (R 9/93)

MFG: Modtech, Inc. (Job #4398)

Serial #59426-59529 = (52) 24x40

Serial #59698-59755 = (29) 24x40

(81) 24 x 40 Total

Relocatable buildings this report.

NOTE:

ONE COPY REQUIRED ON THE FIRST OF
FEBRUARY, MAY, AUGUST AND NOVEMBER
ANDTWO COPIES REQUIRED AT COMPLETION
OF PROJECT OR WHEN SERVICES IN
CONNECTION WITH THE PROJECT ARE
TERMINATED FOR ANY REASON.

See Title 24

FOR OFFICE USE ONLY

THIS REPORT INCLUDES ALL CONSTRUCTION WORK TO 14th DAY OF March 2003

SCHOOL DISTRICT / OWNER	PROJECT NAME	FILE
WILLIAMS SCOTSMAN	STOCKPILE RELOCATABLE CLASSROOMS	STOCK-1
BUILDING NAME	CONTRACT PRICE	APPLICATION
RELOCATABLE CLASSROOM BUILDINGS	\$	04-104946
	% COMPLETE	% COMPLETE
PRELIMINARY	N/A	100%
SITE	N/A	
STRUCTURAL	100%	EQUIPMENT
Foundation	100%	
Walls	100%	
Roof	100%	MECHANICAL
WELDING (SEE WELDING AFFIDAVIT)	100%	
ENCLOSURE	100%	ELECTRICAL
	MISCELLANEOUS	100%
	ESTIMATED TOTAL PROJECT COMPLETION	100%

GENERAL STATEMENT AS TO STATUS OF THE WORK

This Final Verified report covers ONLY work performed and inspected In-Plant. All remaining work and inspections will be completed on site.

NO. OF CHANGE ORDERS AT CLOSE OF PROJECT: ZERO

(1) I DECLARE UNDER PENALTY OF PERJURY THAT I HAVE READ THE ABOVE REPORT AND KNOW THE CONTENTS THEREOF THAT ALL OF THE ABOVE STATEMENTS ARE TRUE AND THAT I KNOW OF MY OWN PERSONAL KNOWLEDGE THAT THE WORK DURING THE PERIOD COVERED BY THE REPORT HAS BEEN PERFORMED AND MATERIALS USED AND INSTALLED, IN EVERY MATERIAL RESPECT, IN COMPLIANCE WITH THE DULY APPROVED PLANS AND SPECIFICATIONS THEREFOR:

(2) AND FURTHERMORE THAT I AM AN AUTHORIZED OFFICIAL OF All American Inspection

WORKING IN THE CAPACITY OF In-Plant Inspector WITH PERSONAL KNOWLEDGE

(OWNER, PARTNER, PRESIDENT, VICE-PRESIDENT, SUPERINTENDENT)

OF THE WORK OF CONSTRUCTION AND THAT I HAVE BEEN PROPERLY AUTHORIZED BY SAID FIRM OR CORPORATION TO SIGN THIS REPORT.

SIGNATURE

DATE

NO. 2 TO BE FILLED IN ONLY WHEN SIGNED BY A CONTRACTING COMPANY OR SCHOOL DISTRICT/OWNER OFFICIAL IN CHARGE OF FORCE-ACCOUNT CONSTRUCTION.

TITLE (CONTRACTOR, INSPECTOR, COMPANY OR SCHOOL DISTRICT/OWNER OFFICIAL)

Andrew Larson / In-Plant Inspector of Record

ADDRESS

5225 Canyon Crest Drive, Suite #71-358 - Riverside, CA 92507

NOTE: ONLY MANUAL signatures are acceptable.



Williams Scotsman, Inc.
14015 Kirkham Way
Poway CA 92064

Your WillScot Representative
Lorena Quintero, Territory Sales Manager
Phone: (619)710-8468 Ext. 44403
Email: lorena.quintero@willscot.com
Toll Free: 800-782-1500

Contract Number: 1644613
Revision: 2
Date: May 10, 2022

SALE AGREEMENT FOR USED EQUIPMENT WITHOUT WARRANTY

Buyer: HOLTVILLE UNIFIED SCHOOL DISTRICT 621 E 6TH ST HOLTVILLE, California, 92250-1450	Contact: Greg Cox 621 E 6TH ST HOLTVILLE, CA, 92250-1450 Phone: 760 356-2974 Fax: 760 356-4936 Email: cox.greg@sbcglobal.net	Ship To Address: 800 Beale AvenueHoltville Middle School HOLTVILLE , CA 92250 US Delivery Date (on or about): 08/02/2022
--	---	--

Unit Description and Pricing	Quantity	Price	Extended
44x24 Classroom (40x24 Box)	1	\$42,000.00	\$42,000.00
Fuel Surcharge Delivery	1	\$1,017.69	\$1,017.69
CA Transport Delivery Fee	2	\$100.00	\$200.00
ADA/IBC Ramp - 30' & Under	1	\$3,500.00	\$3,500.00
Ramp - Delivery & Installation	1	\$2,057.16	\$2,057.16
License fee	2	\$214.29	\$428.58
License transfer fee	2	\$60.00	\$120.00
Miscellaneous Material	1	\$9,250.00	\$9,250.00
Delivery Freight	2	\$1,884.62	\$3,769.24
Block and Level	1	\$17,375.00	\$17,375.00
Wood skirting	128	\$38.00	\$4,864.00
Total Purchase Price Including Delivery & Installation (if applicable)* :			\$84,581.67

*All prices exclude applicable taxes. Pricing is valid for thirty (30) days.

Scope of Work

Prevailing Wage/Davis Bacon Wages: **YES** - PSA/PLA Wages: **NO**

Lessor retains the right to adjust pricing accordingly if there is findings at jobsite of prevailing wage/Davis Bacon/PSA/PLA Wages.

Miscellaneous Material includes, getting the unit ready, cleaned, repairs, touch ups, HVAC Filter change and checked.

RE: CUSTOMER PROPOSAL NUMBER : **CA-R210503-315328**

Dear Valued OMNIA Partners,

Public Sector Participant: Thank you for your consideration in accessing and potentially utilizing a cooperative contract in the OMNIA Partners portfolio. Each contract in the OMNIA Partners portfolio has been competitively solicited and publicly awarded by a government/education entity. For those contracts that utilize proposals, particularly contracts for facility and construction projects, we have implemented the OMNIA Partners Customer Proposal Number (CPN) system, a proposal registration program. This system will track transactions from the initial proposal stage to the completion of each project and provide consistency and faster service for your agency. It will also allow us to assist you with verification of contract compliance and consistency. THE CPN PROCESS Awarded contract suppliers register your project with OMNIA Partners and receive a CPN. That CPN (noted above) should be prominently displayed on proposal(s) utilizing the cooperative contract. The CPN will also alert our dedicated and experienced OMNIA Partners team, who will work to support you and the awarded supplier during the process. Your OMNIA Partners representative may be found at www.omniapartners.com/publicsector, or by contacting OMNIA Partners Customer Relations at info@omniapartners.com.

Thank you for your participation with OMNIA Partners.
Sincerely,
The OMNIA Partners Team

Comments

Drawing link below and form 6 attached, thanks.

<https://www.dropbox.com/s/a1384shj6rwzcko/A104946.pdf?dl=0>

Summary of Charges



Williams Scotsman, Inc.
14015 Kirkham Way
Poway CA 92064

Your WillScot Representative
Lorena Quintero, Territory Sales Manager
Phone: (619)710-8468 Ext. 44403
Email: lorena.quintero@willscot.com
Toll Free: 800-782-1500

Contract Number: 1644613
Revision: 2
Date: May 10, 2022

Model: CL4424	QUANTITY: 1	Total Charges for (1) Building(s): \$84,581.67
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Williams Scotsman, Inc.
14015 Kirkham Way
Poway CA 92064

Your WillScot Representative
Lorena Quintero, Territory Sales Manager
Phone: (619)710-8468 Ext. 44403
Email: lorena.quintero@willscot.com
Toll Free: 800-782-1500

Contract Number: 1644613
Revision: 2
Date: May 10, 2022

Payment Terms

Credit Terms: 75% due upon signing, 15% due upon unit delivery and remaining 10% due upon substantial completion.

Acknowledgement

This Sales Agreement (the "Agreement") is made on May 10, 2022, by and between Williams Scotsman, Inc., a Maryland corporation, doing business at 901 S Bond Street Suite 600, Baltimore, Maryland 21231 ("Seller") and HOLTVILLE UNIFIED SCHOOL DISTRICT ("Buyer"), doing business at the address noted above.

Buyer agrees to purchase from Seller one or more trailer(s) and/or relocatable modular and/or pre-fabricated structures, including stairs, railings, furniture, and other items attached or appurtenant thereto, as noted above and detailed on any Addenda to this Agreement (hereinafter collectively referred to as the "Equipment"), for the purchase price and payment terms shown above and subject to the terms and conditions set forth herein and on the following pages of this Agreement and as detailed on the Addenda to this Agreement. The Agreement and the Addenda together form the "Contract Documents". The Addenda are as follows and are an integral part of this Agreement.

Addenda: No addenda are included with this document

1. A104946

*All prices exclude applicable taxes.

By its signature below, Buyer hereby acknowledges that it has read and agrees to be bound by the Seller's Sales Agreement Additional Terms and Conditions (7-26-13) located on Seller's internet site (<https://www.willscot.com/About/terms-conditions>) in their entirety, which are incorporated herein by reference and agrees to lease the Equipment from Seller subject to the terms therein.

EXCLUSIONS OF ALL WARRANTIES:

AS ACKNOWLEDGED AND AGREED BY THE UNDERSIGNED BUYER, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, ARE EXCLUDED FROM THIS TRANSACTION AND THAT THE SALE IS "AS IS" AND "WITH ALL FAULTS." FURTHERMORE, WILLIAMS SCOTSMAN IS PROVIDING NO WARRANTIES AND MAKES NO REPRESENTATIONS WITH REGARD TO THE CONDITION OF THE SUBJECT MODULAR BUILDING.

Buyer's Initials

Signatures	
BUYER (Name): HOLTVILLE UNIFIED SCHOOL DISTRICT	SELLER: Williams Scotsman, Inc.
Signature:	
Print Name:	
Title:	
Date:	
PO#	

PLEASE RETURN SIGNED AGREEMENT TO: BALLeases@willscot.com

Williams Scotsman now issues paperless invoices via email, an efficient, convenient & environmentally friendly process. Go green and provide us with the proper email address for your invoices.

AP Email:

No thanks. Please mail my invoices to: 621 E 6TH ST HOLTVILLE, California, 92250-1450	
---	--



A Public Service Agency

POWER OF ATTORNEY

VEHICLE/VESSEL DESCRIPTION

IDENTIFICATION NUMBER	YEAR MODEL	MAKE	LICENSE PLATE/CF #	MOTORCYCLE ENGINE #

I, _____
PRINT NAME

I, _____
PRINT NAME

appoint:

PRINT NAME

as my attorney in fact, to complete all necessary documents, as needed, to transfer ownership as required by law.

ALL SIGNATURES MUST BE IN INK

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

SIGNATURE REQUIRED BY PERSON APPOINTING POWER OF ATTORNEY CITY STATE ZIP CODE DATE DL, ID, OR DEALER #

SIGNATURE REQUIRED BY PERSON APPOINTING POWER OF ATTORNEY CITY STATE ZIP CODE DATE DL, ID, OR DEALER #

REG 260 (REV. 3/2007) WWW

CUT HERE AND KEEP THIS COPY FOR YOUR RECORDS.



A Public Service Agency

POWER OF ATTORNEY

VEHICLE/VESSEL DESCRIPTION

IDENTIFICATION NUMBER	YEAR MODEL	MAKE	LICENSE PLATE/CF #	MOTORCYCLE ENGINE #

I, _____
PRINT NAME

I, _____
PRINT NAME

appoint:

PRINT NAME

as my attorney in fact, to complete all necessary documents, as needed, to transfer ownership as required by law.

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I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

SIGNATURE REQUIRED BY PERSON APPOINTING POWER OF ATTORNEY CITY STATE ZIP CODE DATE DL, ID, OR DEALER #

SIGNATURE REQUIRED BY PERSON APPOINTING POWER OF ATTORNEY CITY STATE ZIP CODE DATE DL, ID, OR DEALER #

REG 260 (REV. 3/2007) WWW

STATE OF CALIFORNIA
BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF CODES AND STANDARDS
REGISTRATION AND TITLING PROGRAM



POWER OF ATTORNEY

SECTION I. DESCRIPTION OF UNIT

This unit is a:

☐ Manufactured Home/Mobilehome ☐ Commercial Modular ☐ Floating Home ☐ Truck Camper

The Decal (License) No.(s) of the unit is: _____

The Trade Name of the unit is: _____

The Serial No.(s) of the unit is: _____

SECTION II. APPOINTMENT OF ATTORNEY-IN-FACT

To the Department of Housing and Community Development, and to whom it may concern:
(PRINT FULL NAME)

I, _____
Last First Middle

I, _____
Last First Middle

I, _____
Last First Middle

the undersigned do hereby duly appoint the following named person: _____

to act as my attorney-in-fact, only to sign papers and documents that may be necessary in order to secure California registration of or to transfer my interest in the above described unit.

SECTION III. ASSIGNOR'S CERTIFICATION

I/We agree to guarantee and save harmless the State of California and the Director of Housing and Community Development from all responsibility which might accrue from the issuance of California registration or transfer of such unit.

NOTE: An attorney-in-fact cannot make an affidavit or certificate of the truth of facts unknown to him.

Signature _____ Date _____

Signature _____ Date _____

Signature _____ Date _____

VERIFIED REPORT NO. FINAL

SSS 6 (R 9/93)

MFG: Modtech, Inc. (Job #4398)

Serial #59426-59529 = (52) 24x40

Serial #59698-59755 = (29) 24x40

(81) 24 x 40 Total

Relocatable buildings this report.

NOTE:

ONE COPY REQUIRED ON THE FIRST OF
FEBRUARY, MAY, AUGUST AND NOVEMBER
ANDTWO COPIES REQUIRED AT COMPLETION
OF PROJECT OR WHEN SERVICES IN
CONNECTION WITH THE PROJECT ARE
TERMINATED FOR ANY REASON.

See Title 24

FOR OFFICE USE ONLY

THIS REPORT INCLUDES ALL CONSTRUCTION WORK TO 14th DAY OF March 2003

SCHOOL DISTRICT / OWNER	PROJECT NAME	FILE
WILLIAMS SCOTSMAN	STOCKPILE RELOCATABLE CLASSROOMS	STOCK-1
BUILDING NAME	CONTRACT PRICE	APPLICATION
RELOCATABLE CLASSROOM BUILDINGS	\$	04-104946
PRELIMINARY	% COMPLETE	% COMPLETE
SITE	N/A	100%
STRUCTURAL	100%	EQUIPMENT
Foundation	100%	100%
Walls	100%	
Roof	100%	MECHANICAL
WELDING (SEE WELDING AFFIDAVIT)	100%	100%
ENCLOSURE	100%	ELECTRICAL
		100%
	MISCELLANEOUS	100%
	ESTIMATED TOTAL PROJECT COMPLETION	100%

GENERAL STATEMENT AS TO STATUS OF THE WORK

This Final Verified report covers ONLY work performed and inspected In-Plant. All remaining work and inspections will be completed on site.

NO. OF CHANGE ORDERS AT CLOSE OF PROJECT: ZERO

- (1) I DECLARE UNDER PENALTY OF PERJURY THAT I HAVE READ THE ABOVE REPORT AND KNOW THE CONTENTS THEREOF THAT ALL OF THE ABOVE STATEMENTS ARE TRUE AND THAT I KNOW OF MY OWN PERSONAL KNOWLEDGE THAT THE WORK DURING THE PERIOD COVERED BY THE REPORT HAS BEEN PERFORMED AND MATERIALS USED AND INSTALLED, IN EVERY MATERIAL RESPECT, IN COMPLIANCE WITH THE DULY APPROVED PLANS AND SPECIFICATIONS THEREFOR.
- (2) AND FURTHERMORE THAT I AM AN AUTHORIZED OFFICIAL OF All American Inspection

WORKING IN THE CAPACITY OF In-Plant Inspector WITH PERSONAL KNOWLEDGE
(OWNER, PARTNER, PRESIDENT, VICE-PRESIDENT, SUPERINTENDENT)
OF THE WORK OF CONSTRUCTION AND THAT I HAVE BEEN PROPERLY AUTHORIZED BY SAID FIRM OR CORPORATION TO SIGN THIS REPORT.

SIGNATURE

DATE

NO. 2 TO BE FILLED IN ONLY WHEN SIGNED BY A CONTRACTING
COMPANY OR SCHOOL DISTRICT/OWNER OFFICIAL IN CHARGE OF
FORCE-ACCOUNT CONSTRUCTION.

TITLE (CONTRACTOR, INSPECTOR, COMPANY OR SCHOOL DISTRICT/OWNER OFFICIAL)

Andrew Larson / In-Plant Inspector of Record
ADDRESS

NOTE: ONLY MANUAL signatures are acceptable.

5225 Canyon Crest Drive, Suite #71-358 - Riverside, CA 92507



Williams Scotsman, Inc.
14015 Kirkham Way
Poway CA 92064

Your WillScot Representative
Lorena Quintero, Territory Sales Manager
Phone: (619)710-8468 Ext. 44403
Email: lorena.quintero@willscot.com
Toll Free: 800-782-1500

Contract Number: 1644612
Revision: 2
Date: May 09, 2022

SALE AGREEMENT FOR USED EQUIPMENT WITHOUT WARRANTY

Buyer:

HOLTVILLE UNIFIED SCHOOL
DISTRICT
621 E 6TH ST
HOLTVILLE, California, 92250-1450

Contact:

Greg Cox
621 E 6TH ST
HOLTVILLE, CA, 92250-1450
Phone: 760 356-2974
Fax: 760 356-4936
Email: cox.greg@sbcglobal.net

Ship To Address:

755 Olive Avenue Holtville High School
HOLTVILLE, CA 92250 US
Delivery Date (on or about):
08/02/2022

Unit Description and Pricing		Quantity	Price	Extended
44x24 Classroom (40x24 Box)	Unit Number: CPX-22333	1	\$42,000.00	\$42,000.00
Fuel Surcharge Delivery		1	\$1,017.69	\$1,017.69
CA Transport Delivery Fee		2	\$100.00	\$200.00
ADA/IBC Ramp - 30' & Under	A#-104946	1	\$3,500.00	\$3,500.00
Ramp - Delivery & Installation		1	\$2,057.16	\$2,057.16
License fee		2	\$214.29	\$428.58
License transfer fee		2	\$60.00	\$120.00
Miscellaneous Material	See Scope of Work for details.	1	\$9,250.00	\$9,250.00
Delivery Freight		2	\$1,884.62	\$3,769.24
Block and Level		1	\$17,375.00	\$17,375.00
Wood skirting		128	\$38.00	\$4,864.00
Total Purchase Price Including Delivery & Installation (if applicable)* :				\$84,581.67

*All prices exclude applicable taxes. Pricing is valid for thirty (30) days.

Scope of Work

Prevailing Wage/Davis Bacon Wages: **YES** - PSA/PLA Wages: **NO**

Lessor retains the right to adjust pricing accordingly if there is findings at jobsite of prevailing wage/Davis Bacon/PSA/PLA Wages.

RE: CUSTOMER PROPOSAL NUMBER : **CA-R210503-315328**

Dear Valued OMNIA Partners,

Public Sector Participant: Thank you for your consideration in accessing and potentially utilizing a cooperative contract in the OMNIA Partners portfolio. Each contract in the OMNIA Partners portfolio has been competitively solicited and publicly awarded by a government/education entity. For those contracts that utilize proposals, particularly contracts for facility and construction projects, we have implemented the OMNIA Partners Customer Proposal Number (CPN) system, a proposal registration program. This system will track transactions from the initial proposal stage to the completion of each project and provide consistency and faster service for your agency. It will also allow us to assist you with verification of contract compliance and consistency. THE CPN PROCESS Awarded contract suppliers register your project with OMNIA Partners and receive a CPN. That CPN (noted above) should be prominently displayed on proposal(s) utilizing the cooperative contract. The CPN will also alert our dedicated and experienced OMNIA Partners team, who will work to support you and the awarded supplier during the process. Your OMNIA Partners representative may be found at www.omniapartners.com/publicsector, or by contacting OMNIA Partners Customer Relations at info@omniapartners.com.

Thank you for your participation with OMNIA Partners.
Sincerely,
The OMNIA Partners Team

Comments

Drawing link below and form 6 attached, thanks.

<https://www.dropbox.com/s/a1384shj6rwzcko/A104946.pdf?dl=0>

Summary of Charges

Model: CL4424	QUANTITY: 1	Total Charges for (1) Building(s): \$84,581.67
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Williams Scotsman, Inc.
14015 Kirkham Way
Poway CA 92064

Your WillScot Representative
Lorena Quintero, Territory Sales Manager
Phone: (619)710-8468 Ext. 44403
Email: lorena.quintero@willscot.com
Toll Free: 800-782-1500

Contract Number: 1644612
Revision: 2
Date: May 09, 2022

Payment Terms

Credit Terms: 75% due upon signing, 15% due upon unit delivery and remaining 10% due upon substantial completion.

Acknowledgement

This Sales Agreement (the "Agreement") is made on May 10, 2022, by and between Williams Scotsman, Inc., a Maryland corporation, doing business at 901 S Bond Street Suite 600, Baltimore, Maryland 21231 ("Seller") and HOLTVILLE UNIFIED SCHOOL DISTRICT ("Buyer"), doing business at the address noted above.

Buyer agrees to purchase from Seller one or more trailer(s) and/or relocatable modular and/or pre-fabricated structures, including stairs, railings, furniture, and other items attached or appurtenant thereto, as noted above and detailed on any Addenda to this Agreement (hereinafter collectively referred to as the "Equipment"), for the purchase price and payment terms shown above and subject to the terms and conditions set forth herein and on the following pages of this Agreement and as detailed on the Addenda to this Agreement. The Agreement and the Addenda together form the "Contract Documents". The Addenda are as follows and are an integral part of this Agreement.

Addenda: No addenda are included with this document

1. A104946

*All prices exclude applicable taxes.

By its signature below, Buyer hereby acknowledges that it has read and agrees to be bound by the Seller's Sales Agreement Additional Terms and Conditions (7-26-13) located on Seller's internet site (<https://www.willscot.com/About/terms-conditions>) in their entirety, which are incorporated herein by reference and agrees to lease the Equipment from Seller subject to the terms therein.

EXCLUSIONS OF ALL WARRANTIES:

AS ACKNOWLEDGED AND AGREED BY THE UNDERSIGNED BUYER, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, ARE EXCLUDED FROM THIS TRANSACTION AND THAT THE SALE IS "AS IS" AND "WITH ALL FAULTS." FURTHERMORE, WILLIAMS SCOTSMAN IS PROVIDING NO WARRANTIES AND MAKES NO REPRESENTATIONS WITH REGARD TO THE CONDITION OF THE SUBJECT MODULAR BUILDING.

Buyer's Initials

Signatures	
BUYER (Name): HOLTVILLE UNIFIED SCHOOL DISTRICT	SELLER: Williams Scotsman, Inc.
Signature:	
Print Name:	
Title:	
Date:	
PO#	

PLEASE RETURN SIGNED AGREEMENT TO: BALLeases@willscot.com

Williams Scotsman now issues paperless invoices via email, an efficient, convenient & environmentally friendly process. Go green and provide us with the proper email address for your invoices.

AP Email:

No thanks. Please mail my invoices to:
621 E 6TH ST
HOLTVILLE, California, 92250-1450



A Public Service Agency

POWER OF ATTORNEY

VEHICLE/VESSEL DESCRIPTION

IDENTIFICATION NUMBER	YEAR MODEL	MAKE	LICENSE PLATE/CF #	MOTORCYCLE ENGINE #

I, _____
PRINT NAME

I, _____
PRINT NAME

appoint:

PRINT NAME

as my attorney in fact, to complete all necessary documents, as needed, to transfer ownership as required by law.

ALL SIGNATURES MUST BE IN INK

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

SIGNATURE REQUIRED BY PERSON APPOINTING POWER OF ATTORNEY CITY STATE ZIP CODE DATE DL, ID, OR DEALER #

SIGNATURE REQUIRED BY PERSON APPOINTING POWER OF ATTORNEY CITY STATE ZIP CODE DATE DL, ID, OR DEALER #

REG 260 (REV. 3/2007) WWW

CUT HERE AND KEEP THIS COPY FOR YOUR RECORDS.



A Public Service Agency

POWER OF ATTORNEY

VEHICLE/VESSEL DESCRIPTION

IDENTIFICATION NUMBER	YEAR MODEL	MAKE	LICENSE PLATE/CF #	MOTORCYCLE ENGINE #

I, _____
PRINT NAME

I, _____
PRINT NAME

appoint:

PRINT NAME

as my attorney in fact, to complete all necessary documents, as needed, to transfer ownership as required by law.

ALL SIGNATURES MUST BE IN INK

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

SIGNATURE REQUIRED BY PERSON APPOINTING POWER OF ATTORNEY CITY STATE ZIP CODE DATE DL, ID, OR DEALER #

SIGNATURE REQUIRED BY PERSON APPOINTING POWER OF ATTORNEY CITY STATE ZIP CODE DATE DL, ID, OR DEALER #

REG 260 (REV. 3/2007) WWW

STATE OF CALIFORNIA
BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF CODES AND STANDARDS
REGISTRATION AND TITLING PROGRAM



POWER OF ATTORNEY

SECTION I. DESCRIPTION OF UNIT

This unit is a:

☐ Manufactured Home/Mobilehome ☐ Commercial Modular ☐ Floating Home ☐ Truck Camper

The Decal (License) No.(s) of the unit is: _____

The Trade Name of the unit is: _____

The Serial No.(s) of the unit is: _____

SECTION II. APPOINTMENT OF ATTORNEY-IN-FACT

To the Department of Housing and Community Development, and to whom it may concern:
(PRINT FULL NAME)

I, _____
Last First Middle

I, _____
Last First Middle

I, _____
Last First Middle

the undersigned do hereby duly appoint the following named person: _____

to act as my attorney-in-fact, only to sign papers and documents that may be necessary in order to secure California registration of or to transfer my interest in the above described unit.

SECTION III. ASSIGNOR'S CERTIFICATION

I/We agree to guarantee and save harmless the State of California and the Director of Housing and Community Development from all responsibility which might accrue from the issuance of California registration or transfer of such unit.

NOTE: An attorney-in-fact cannot make an affidavit or certificate of the truth of facts unknown to him.

Signature _____ Date _____

Signature _____ Date _____

Signature _____ Date _____

VERIFIED REPORT NO. FINAL

SSS 6 (R 9/93)

MFG: Modtech, Inc. (Job #4398)

Serial #59426-59529 = (52) 24x40

Serial #59698-59755 = (29) 24x40

(81) 24 x 40 Total

Relocatable buildings this report.

NOTE:

ONE COPY REQUIRED ON THE FIRST OF
FEBRUARY, MAY, AUGUST AND NOVEMBER
ANDTWO COPIES REQUIRED AT COMPLETION
OF PROJECT OR WHEN SERVICES IN
CONNECTION WITH THE PROJECT ARE
TERMINATED FOR ANY REASON.

See Title 24

FOR OFFICE USE ONLYTHIS REPORT INCLUDES ALL CONSTRUCTION WORK TO 14th DAY OF March 2003

SCHOOL DISTRICT /OWNER	PROJECT NAME	FILE
<u>WILLIAMS SCOTSMAN</u>	<u>STOCKPILE RELOCATABLE CLASSROOMS</u>	<u>STOCK-1</u>
BUILDING NAME	CONTRACT PRICE	APPLICATION
<u>RELOCATABLE CLASSROOM BUILDINGS</u>	<u>\$</u>	<u>04-104946</u>
<u>PRELIMINARY</u>	<u>% COMPLETE</u>	<u>% COMPLETE</u>
<u>SITE</u>	<u>N/A</u>	<u>100%</u>
<u>STRUCTURAL</u>	<u>100%</u>	<u>EQUIPMENT</u>
Foundation	100%	100%
Walls	100%	
Roof	100%	<u>MECHANICAL</u>
<u>WELDING</u> (SEE WELDING AFFIDAVIT)	<u>100%</u>	<u>100%</u>
<u>ENCLOSURE</u>	<u>100%</u>	<u>ELECTRICAL</u>
		<u>100%</u>
	<u>MISCELLANEOUS</u>	<u>100%</u>
	<u>ESTIMATED TOTAL PROJECT COMPLETION</u>	<u>100%</u>

GENERAL STATEMENT AS TO STATUS OF THE WORK

This Final Verified report covers ONLY work performed and inspected In-Plant. All remaining work and inspections will be completed on site.NO. OF CHANGE ORDERS AT CLOSE OF PROJECT: ZERO

- (1) I DECLARE UNDER PENALTY OF PERJURY THAT I HAVE READ THE ABOVE REPORT AND KNOW THE CONTENTS THEREOF THAT ALL OF THE ABOVE STATEMENTS ARE TRUE AND THAT I KNOW OF MY OWN PERSONAL KNOWLEDGE THAT THE WORK DURING THE PERIOD COVERED BY THE REPORT HAS BEEN PERFORMED AND MATERIALS USED AND INSTALLED, IN EVERY MATERIAL RESPECT, IN COMPLIANCE WITH THE DULY APPROVED PLANS AND SPECIFICATIONS THEREFOR.
- (2) AND FURTHERMORE THAT I AM AN AUTHORIZED OFFICIAL OF All American Inspection

WORKING IN THE CAPACITY OF In-Plant Inspector WITH PERSONAL KNOWLEDGE
(OWNER, PARTNER, PRESIDENT, VICE-PRESIDENT, SUPERINTENDENT)
OF THE WORK OF CONSTRUCTION AND THAT I HAVE BEEN PROPERLY AUTHORIZED BY SAID FIRM OR CORPORATION TO SIGN THIS REPORT.

SIGNATURE

DATE

NO. 2 TO BE FILLED IN ONLY WHEN SIGNED BY A CONTRACTING
COMPANY OR SCHOOL DISTRICT/OWNER OFFICIAL IN CHARGE OF
FORCE-ACCOUNT CONSTRUCTION.

TITLE (CONTRACTOR, INSPECTOR, COMPANY OR SCHOOL DISTRICT/OWNER OFFICIAL)

Andrew Larson / In-Plant Inspector of Record

ADDRESS

5225 Canyon Crest Drive, Suite #71-358 - Riverside, CA 92507

NOTE: ONLY MANUAL signatures are acceptable.



Williams Scotsman, Inc.
14015 Kirkham Way
Poway CA 92064

Your WillScot Representative
Lorena Quintero, Territory Sales Manager
Phone: (619)710-8468 Ext. 44403
Email: lorena.quintero@willscot.com
Toll Free: 800-782-1500

Contract Number: 1641519
Revision: 2
Date: May 03, 2022

SALE AGREEMENT FOR USED EQUIPMENT WITHOUT WARRANTY

Buyer:

HOLTVILLE UNIFIED SCHOOL
DISTRICT
621 E 6TH ST
HOLTVILLE, California, 92250-1450

Contact:

Greg Cox
621 E 6TH ST
HOLTVILLE, CA, 92250-1450
Phone: 760 356-2974
Fax: 760 356-4936
Email: cox.greg@sbcglobal.net

Ship To Address:

3295 Holt RoadPine Elementary School
HOLTVILLE , CA 92250 US
Delivery Date (on or about):
08/02/2022

Unit Description and Pricing		Quantity	Price	Extended
44x24 Classroom (40x24 Box)	Unit Number: CPX-22218	1	\$42,000.00	\$42,000.00
Fuel Surcharge Delivery		1	\$1,017.69	\$1,017.69
CA Transport Delivery Fee		2	\$100.00	\$200.00
ADA/IBC Ramp - 30' & Under	A#-104946	1	\$3,500.00	\$3,500.00
Ramp - Delivery & Installation		1	\$2,057.16	\$2,057.16
License fee		2	\$214.29	\$428.58
License transfer fee		2	\$60.00	\$120.00
Miscellaneous Material	See Scope of Work for details.	1	\$9,250.00	\$9,250.00
Delivery Freight		2	\$1,884.62	\$3,769.24
Block and Level		1	\$17,375.00	\$17,375.00
Wood skirting		120	\$38.00	\$4,560.00
Total Purchase Price Including Delivery & Installation (If applicable)* :				\$84,277.67

*All prices exclude applicable taxes. Pricing is valid for thirty (30) days.

Scope of Work

Prevailing Wage/Davis Bacon Wages: **YES** - PSA/PLA Wages: **NO**

Lessor retains the right to adjust pricing accordingly if there is findings at jobsite of prevailing wage/Davis Bacon/PSA/PLA Wages.

RE: CUSTOMER PROPOSAL NUMBER : **CA-R210503-315328**

Dear Valued OMNIA Partners,

Public Sector Participant: Thank you for your consideration in accessing and potentially utilizing a cooperative contract in the OMNIA Partners portfolio. Each contract in the OMNIA Partners portfolio has been competitively solicited and publicly awarded by a government/education entity. For those contracts that utilize proposals, particularly contracts for facility and construction projects, we have implemented the OMNIA Partners Customer Proposal Number (CPN) system, a proposal registration program. This system will track transactions from the initial proposal stage to the completion of each project and provide consistency and faster service for your agency. It will also allow us to assist you with verification of contract compliance and consistency. THE CPN PROCESS Awarded contract suppliers register your project with OMNIA Partners and receive a CPN. That CPN (noted above) should be prominently displayed on proposal(s) utilizing the cooperative contract. The CPN will also alert our dedicated and experienced OMNIA Partners team, who will work to support you and the awarded supplier during the process. Your OMNIA Partners representative may be found at www.omniapartners.com/publicsector, or by contacting OMNIA Partners Customer Relations at info@omniapartners.com.

Thank you for your participation with OMNIA Partners.
Sincerely,
The OMNIA Partners Team

Summary of Charges

Model: CL4424	QUANTITY: 1	Total Charges for (1) Building(s): \$84,277.67
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Williams Scotsman, Inc.
14015 Kirkham Way
Poway CA 92064

Your WillScot Representative
Lorena Quintero, Territory Sales Manager
Phone: (619)710-8468 Ext. 44403
Email: lorena.quintero@willscot.com
Toll Free: 800-782-1500

Contract Number: 1641519
Revision: 2
Date: May 03, 2022

Payment Terms

Credit Terms: 75% due upon signing, 15% due upon unit delivery and remaining 10% due upon substantial completion.

Acknowledgement

This Sales Agreement (the "Agreement") is made on May 10, 2022, by and between Williams Scotsman, Inc., a Maryland corporation, doing business at 901 S Bond Street Suite 600, Baltimore, Maryland 21231 ("Seller") and HOLTVILLE UNIFIED SCHOOL DISTRICT ("Buyer"), doing business at the address noted above.

Buyer agrees to purchase from Seller one or more trailer(s) and/or relocatable modular and/or pre-fabricated structures, including stairs, railings, furniture, and other items attached or appurtenant thereto, as noted above and detailed on any Addenda to this Agreement (hereinafter collectively referred to as the "Equipment"), for the purchase price and payment terms shown above and subject to the terms and conditions set forth herein and on the following pages of this Agreement and as detailed on the Addenda to this Agreement. The Agreement and the Addenda together form the "Contract Documents". The Addenda are as follows and are an integral part of this Agreement.

Addenda: No addenda are included with this document

1. A104946

*All prices exclude applicable taxes.

By its signature below, Buyer hereby acknowledges that it has read and agrees to be bound by the Seller's Sales Agreement Additional Terms and Conditions (7-26-13) located on Seller's internet site (<https://www.willscot.com/About/terms-conditions>) in their entirety, which are incorporated herein by reference and agrees to lease the Equipment from Seller subject to the terms therein.

EXCLUSIONS OF ALL WARRANTIES:

AS ACKNOWLEDGED AND AGREED BY THE UNDERSIGNED BUYER, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, ARE EXCLUDED FROM THIS TRANSACTION AND THAT THE SALE IS "AS IS" AND "WITH ALL FAULTS." FURTHERMORE, WILLIAMS SCOTSMAN IS PROVIDING NO WARRANTIES AND MAKES NO REPRESENTATIONS WITH REGARD TO THE CONDITION OF THE SUBJECT MODULAR BUILDING.

Buyer's Initials

Signatures	
BUYER (Name): HOLTVILLE UNIFIED SCHOOL DISTRICT	SELLER: Williams Scotsman, Inc.
Signature:	
Print Name:	
Title:	
Date:	
PO#	

PLEASE RETURN SIGNED AGREEMENT TO: BALLeases@willscot.com

Williams Scotsman now issues paperless invoices via email, an efficient, convenient & environmentally friendly process. Go green and provide us with the proper email address for your invoices.

AP Email:

No thanks. Please mail my invoices to: 621 E 6TH ST HOLTVILLE, California, 92250-1450	
---	--



A Public Service Agency

POWER OF ATTORNEY

VEHICLE/VESSEL DESCRIPTION

IDENTIFICATION NUMBER	YEAR MODEL	MAKE	LICENSE PLATE/CF #	MOTORCYCLE ENGINE #

I, _____
PRINT NAME

I, _____
PRINT NAME

appoint:

PRINT NAME

as my attorney in fact, to complete all necessary documents, as needed, to transfer ownership as required by law.

ALL SIGNATURES MUST BE IN INK

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

SIGNATURE REQUIRED BY PERSON APPOINTING POWER OF ATTORNEY CITY STATE ZIP CODE DATE DL, ID, OR DEALER #

SIGNATURE REQUIRED BY PERSON APPOINTING POWER OF ATTORNEY CITY STATE ZIP CODE DATE DL, ID, OR DEALER #

REG 260 (REV. 3/2007) WWW

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A Public Service Agency

POWER OF ATTORNEY

VEHICLE/VESSEL DESCRIPTION

IDENTIFICATION NUMBER	YEAR MODEL	MAKE	LICENSE PLATE/CF #	MOTORCYCLE ENGINE #

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PRINT NAME

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REG 260 (REV. 3/2007) WWW

STATE OF CALIFORNIA
BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF CODES AND STANDARDS
REGISTRATION AND TITLING PROGRAM



POWER OF ATTORNEY

SECTION I. DESCRIPTION OF UNIT

This unit is a:

☐ Manufactured Home/Mobilehome ☐ Commercial Modular ☐ Floating Home ☐ Truck Camper

The Decal (License) No.(s) of the unit is: _____

The Trade Name of the unit is: _____

The Serial No.(s) of the unit is: _____

SECTION II. APPOINTMENT OF ATTORNEY-IN-FACT

To the Department of Housing and Community Development, and to whom it may concern:
(PRINT FULL NAME)

I, _____
Last First Middle

I, _____
Last First Middle

I, _____
Last First Middle

the undersigned do hereby duly appoint the following named person: _____

to act as my attorney-in-fact, only to sign papers and documents that may be necessary in order to secure California registration of or to transfer my interest in the above described unit.

SECTION III. ASSIGNOR'S CERTIFICATION

I/We agree to guarantee and save harmless the State of California and the Director of Housing and Community Development from all responsibility which might accrue from the issuance of California registration or transfer of such unit.

NOTE: An attorney-in-fact cannot make an affidavit or certificate of the truth of facts unknown to him.

Signature _____ Date _____

Signature _____ Date _____

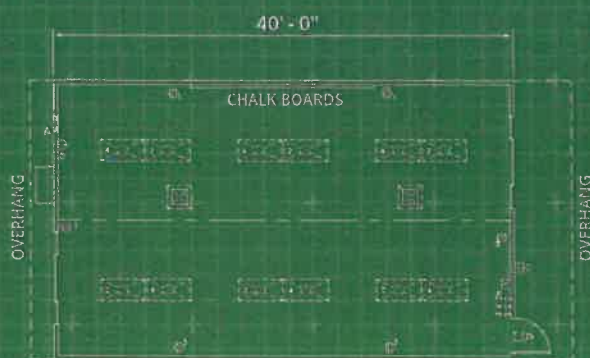
Signature _____ Date _____

WILLSCOT

44' x 24' DSA CLASSROOM



In addition to your instructional solution, we can provide additional products and services that complete your space- creating a more productive, comfortable, and safe learning environment.



CUSTOMIZATION

Steps & Ramps
Furniture & Appliances
Technology
Loss Protection

Dimensions

44' Long (including hitch)
40' Box size
24' Wide
8' Ceiling height

Exterior Finish

Wood siding
I-Beam frame
5' overhang at front
2' Overhang at rear

Interior Finish

Paneled walls
Carpet or vinyl floors
T-Grid ceiling

Electric

Fluorescent ceiling lights
Breaker panel

Heating/Cooling

Central HVAC

Windows/Doors

Horizontal slider windows
Vision panel doors with
standard locks

Other

Chalk boards, dry-erase boards
and tack boards available



800.782.1500 | WILLSCOT.COM

* Photos are representational, actual products vary.
Additional floor plans and specifications may vary from
those shown and are subject to in-stock availability.