



**ORO GRANDE ELEMENTARY SCHOOL DISTRICT**  
*19900 National Trails Highway, Oro Grande, CA*

**Meeting to be held at Oro Grande Conference Center**  
**19900 National Trails Hwy., Oro Grande, CA 92368**

**REGULAR BOARD MEETING AGENDA**  
**April 7, 2021 at 5:00 p.m.**

In compliance with the American with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, in order to participate in the public meetings of the District's Governing Board, please email the office of the District Superintendent at [maggie\\_franco@orogrande.org](mailto:maggie_franco@orogrande.org) or by phone at 760-243-5884 x-123 - Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accommodation and accessibility to this meeting.

Public documents relating to Open Session Agenda Items are available for review by the public at the Oro Grande School District office, 19900 National Trails Hwy., Oro Grande CA 92368

**1.0 CALL TO ORDER – 5:00 p.m.**

**2.0 HEARING FROM THE AUDIENCE ON CLOSED SESSION ITEMS**

This is the time and place for general public to address the School Board on any closed session item. State Law prohibits the School Board from taking any action on any issue not previously included on the Agenda. The School Board may receive testimony and set the matter for a subsequent meeting. Please limit comments to three minutes per individual.

Please see the procedures under COMMENTS FROM ATTENDING PUBLIC below.

**3.0 CLOSED SESSION**

Pursuant to Government Code Section 54957 et seq., the Board of Trustees may adjourn to Closed Session at any time during the meeting to discuss staff/student personnel matters, negotiations, litigation, and/or the acquisition of land or facilities. The Board will adjourn to Closed Session to discuss and may take action on the following closed session items:

**3.1 Conference with Legal Counsel – Existing Litigation**

**3.1.1** Dawn Turnbull Case No. 1968514JS – 1918412JS

**3.1.2** Court Case No.: CIVDS 1606144 (LD)

**3.2 Conference with Legal Counsel – Anticipated Litigation**

**3.2.1** No update

**3.3 Pupil Personnel – Consideration of Student Discipline**

**3.3.1** Charter Student ID#502017636

**3.4 Public Employee Assignment / Discipline/ Dismissal/Release  
/Reassignment/ Transfer for Employee – Government Code section  
54957; Ed Code 44932(a); Section (a), Section (c), and Section (g)**

3.4.1 Employee #1582

### **3.5 Acquisition of Land, Facilities and Real Estate**

Time Opened \_\_\_\_\_ Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

#### **4.0 RECONVENE IN OPEN SESSION AT APPROXIMATELY 6:00 P.M.**

This is the tentative time to begin Open Session; however, this could be delayed due to the length of time necessary to discuss issues in Closed Session.

Time Closed \_\_\_\_\_ Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

#### **5.0 PLEDGE OF ALLEGIANCE**

#### **6.0 REPORTING OUT OF CLOSED SESSION ACTION**

Board President, Mrs. Marlene Henry will report out any action taken in Closed Session and the votes of the Board.

#### **7.0 COMMENTS FROM ATTENDING PUBLIC**

This is an opportunity for citizens to address the school board on any item that is on the agenda and other school related matters, or suggest topics for future agendas. With regards to items not on the agenda, the Board cannot discuss or take action per state law.

Speakers who wish to address the Board must fill out and return a Speaker's Card prior to the beginning of the meeting. Speakers shall limit their comments to three minutes or less. Charges or complaints against employees should be submitted first to the Superintendent and then to the Governing Board under the provisions of the Governing Board Policy (BP 1312.1 Complaints Concerning School Employees). Speakers are cautioned that under California Law, no person is immune from liability for making intentionally false or defamatory comments regarding any person simply because those comments are made at a public meeting.

Should the need arise to move this meeting to a virtual platform (Executive Order N-29-20) please email [maggie\\_franco@orogrande.org](mailto:maggie_franco@orogrande.org) for more information.

**PLEASE LIMIT COMMENTS TO THREE MINUTES PER INDIVIDUAL. TOTAL TIME FOR PUBLIC INPUT ON EACH ITEM IS LIMITED TO 12 MINUTES.**

#### **8.0 INFORMATION ITEMS**

**8.1** Superintendents Update

**8.2** July Board Meeting Date – currently scheduled for July 7

**8.3** Educational Services Update

**8.3.1** 2020/21 Assessment of Learning

**8.3.2** Language Development

#### **9.0 BOARD MEMBER COMMENTS**

**10.0 CONSENT ITEMS (Action)**

- 10.1** Approve minutes of March 3, 2021 regular board meeting.
- 10.2** Approve purchase order payment report for March 2021.
- 10.3** Approve April's Personnel Report.
- 10.4** Approve a contract with BoardDocs/Diligent Corporation for board meeting agenda software in the amount of \$12,000/yearly.
- 10.5** Approve the change of funding from local to direct funded for Riverside Preparatory School (charter) for the 2021-2022 school year.
- 10.6** Approve/adopt Resolution No. 22-2020/2021
- 10.7** Approve agreement between Oro Grande School District and San Bernardino County Sheriff's Department for Holding of a Public Meeting/Event.
- 10.8** Approve/adopt the course name Emergent Bilingual Development to replace English Language Development and reflect the district's asset-based mindset.
- 10.9** Approve entering into a Memorandum of Understanding with Brandman University to provide concurrent enrollment for students not to exceed \$65,000 for tuition, fees, and instructional materials in support of Goal 4 of LCAP.
- 10.10** Approve entering into a Memorandum of Understanding with Victor Valley College to provide concurrent enrollment for students not to exceed \$5,000 to cover instructional materials in support of Goal 4 of LCAP.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

\*\* Consent Items may be moved to the Action Items **12.6** for separate action and discussion at the request of the Board of Trustees.\*\*

**11.0 BOARD POLICY AND ADMINISTRATIVE REGULATIONS FIRST READING INFORMATION (No action required) available in separate cover**

- 11.1** E 1113 – District and School Web Sites

**12.0 ACTION ITEM(S) – ORO GRANDE SCHOOL DISTRICT** (As required by law or requested by the Board of Trustees)

- 12.1** The Board of Trustees will consider approving the following Board Policies and Administrative Regulations: *(available in separate cover)*
  - 12.1.1** AR 5113.11 – Attendance Supervision

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

- 12.2** The Board of Trustees will consider approving/authorizing the destruction of student records meeting the criteria outlined in 603 CMR 23.06 with a birth year of 1994.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

- 12.3** The Board of Trustees will consider approving the following new courses beginning in the 2021-22 school year: Dance and Ethnic Studies.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

- 12.4** The Board of Trustees will consider approving the following positions and job descriptions: Assistant Director of Instructional Programs, Manager II - College and Career Support Specialist, Reading Support Teacher and Administrative Assistant IV - District Office.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

- 12.5** The Board of Trustees will consider approving adjustments to the following salary schedules as presented effective July 1, 2021:

**12.5.1** Classified Hourly

**12.5.2** Classified Management

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

- 12.6** Reserved for any item a board member requests to be moved to Action Item from the Consent Items listed above.

**13.0 FUTURE BUSINESS**

- 13.1** The next board meetings of the Oro Grande School District Board of Trustees will be held on May 5, 2021 at 5:00 p.m. at Oro Grande School District – Conference Center, 19900 National Trails Hwy., Oro Grande, CA 92368.

**14.0 ADJOURNMENT**

- 14.1** Time \_\_\_\_\_

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**Date Posted: April 2, 2021**

"Public records related to the public session agenda, that are distributed to the Governing Board less than 72 hours before a regular meeting, may be inspected by the public at Oro Grande School District, 19900 National Trails Hwy., Oro Grande, CA 92368, during regular business hours (7:00 a.m. to 4:00 p.m.)." For more information contact Maggie Franco at (760) 243-5884 x-123 or [maggie\\_franco@orogrande.org](mailto:maggie_franco@orogrande.org).



**ORO GRANDE ELEMENTARY SCHOOL DISTRICT**  
19900 National Trails Highway, Oro Grande, CA

**Meeting was held at Oro Grande Conference Center**  
**19900 National Trails Hwy., Oro Grande, CA 92368**

**REGULAR BOARD MEETING MINUTES**  
**March 3, 2021**

**1.0 CALL TO ORDER**

*Board President, Mrs. Marlene Henry called the meeting to order at 5:00 p.m.*

**MEMBERS PRESENT:**

*Mrs. Marlene Henry, President*  
*Mrs. Edna Rodriguez, Member*  
*Mrs. Paula Ramirez, Clerk*

**OTHERS PRESENT:**

<i>Dr. Heather Griggs</i>	<i>Dr. Kimberly MacKinney</i>
<i>Mr. Terry Colvin</i>	<i>Mr. Bill Flynn</i>
<i>Mrs. Maggie Franco</i>	<i>Mr. Shawn Bell</i>
<i>Mrs. Cyndi Reeves</i>	<i>Mr. Jermaine Diaz</i>
<i>Ms. Cynthia Simonian</i>	<i>Mrs. Heather Vennes</i>
<i>Ms. Julie Gonzales</i>	<i>Mr. Kevin Trudgeon</i>
<i>Mrs. Kyla Rivera</i>	<i>Dr. Minda Stackelhouse</i>

**2.0 HEARING FROM THE AUDIENCE ON CLOSED SESSION ITEMS**

*There were no comments.*

**3.0 CLOSED SESSION**

*Pursuant to Government Code Section 54957 et seq., the Board of Trustees may adjourn to Closed Session at any time during the meeting to discuss staff/student personnel matters, negotiations, litigation, and/or the acquisition of land or facilities. The Board will adjourn to Closed Session to discuss and may take action on the following closed session items:*

**3.1 Conference with Legal Counsel – Existing Litigation**

**3.1.1** *Dawn Turnbull Case No. 1968514JS – 1918412JS*

**3.1.2** *Lamar Cooper Case No. CIVSB2100118*

**3.2 Conference with Legal Counsel – Anticipated Litigation**

**3.2.1** *No update*

- 3.3 Pupil Personnel – Consideration of Student Discipline**
- 3.4 Public Employee Assignment / Discipline/ Dismissal/Release  
/Reassignment/ Transfer for Employee – Government Code section  
54957; Ed Code 44932(a); Section (a), Section (c), and Section (g)**
- 3.5 Acquisition of Land, Facilities and Real Estate**

*Motion was made by Mrs. Paula Ramirez and seconded by Mrs. Edna Rodriguez to adjourn into Closed Session at 5:01 p.m. Motion carried 3-0.*

*Ayes: Mrs. Marlene Henry, Mrs. Paula Ramirez, and Mrs. Edna Rodriguez*

#### **4.0 RECONVENE IN OPEN SESSION AT APPROXIMATELY 6:00 P.M.**

*Motion was made by Mrs. Edna Rodriguez and seconded by Mrs. Marlene Henry to adjourn back into Open Session at 5:20 p.m. Motion carried 3-0.*

*Ayes: Mrs. Marlene Henry, Mrs. Paula Ramirez, and Mrs. Edna Rodriguez*

#### **5.0 PLEDGE OF ALLEGIANCE**

*Mrs. Marlene Henry led the flag salute.*

#### **6.0 REPORTING OUT OF CLOSED SESSION ACTION**

*Board President, Mrs. Marlene Henry stated that there was nothing to report out of Closed Session.*

#### **7.0 COMMENTS FROM ATTENDING PUBLIC**

*There were no comments.*

#### **8.0 INFORMATION ITEMS**

- 8.1 Cabinet Update – Cabinet members, Dr. Heather Griggs, Dr. Kimberly MacKinney, Mr. Bill Flynn and Mr. Terry Colvin shared a PowerPoint presentation to the Board regarding \*Changing laws, \*Budget/funding, \*Rules and Guidance, \*Facilities (present and future), \*MRA Growth, \*Staffing and Credentialing, \*Education (student groups), \*College and Career, \*Health Services, and \*Curriculum and Instruction**

*\*Motion was made by Mrs. Paula Ramirez and seconded by Mrs. Edna Rodriguez to take a 5 minutes recess at 7:43 p.m. Motion carried 3-0.*

*Ayes: Mrs. Marlene Henry, Mrs. Paula Ramirez, and Mrs. Edna Rodriguez*

*\*Motion was made by Mrs. Paula Ramirez and seconded by Mrs. Edna Rodriguez to adjourn back from recess and 7:48 p.m. Motion carried 3-0.*

*Ayes: Mrs. Marlene Henry, Mrs. Paula Ramirez, and Mrs. Edna Rodriguez*

## **9.0 BOARD MEMBER COMMENTS**

*There were no comments.*

## **10.0 CONSENT ITEMS (Action)**

**10.1** *Approve minutes of February 3, 2021 regular board meeting.*

**10.2** *Approve purchase order payment report for February 2021.*

**10.3** *Approve March's Personnel Report.*

**10.4** *Approve/adopt the following resolutions:*

**10.4.1** *Resolution 20-2020/2021, Women's History Month*

**10.4.2** *Resolution 21-2020/2021, Arts Education Month*

**10.4.3** *Resolution 22-2020/2021, Cesar Chavez Day*

**10.5** *Approve/ ratifying the use of NASPO Contract No. 00719 with U.S. Bank for Commercial Card Services.*

*Motion was made by Mrs. Paula Ramirez and seconded by Mrs. Edna Rodriguez to approve Consent Items as presented. Motion carried 3-0.*

*Ayes: Mrs. Marlene Henry, Mrs. Paula Ramirez, and Mrs. Edna Rodriguez*

## **11.0 BOARD POLICY AND ADMINISTRATIVE REGULATIONS FIRST READING INFORMATION (No action required) available in separate cover**

**11.1** *AR 5113.11 – Attendance Supervision*

## **12.0 ACTION ITEM(S) – ORO GRANDE SCHOOL DISTRICT (As required by law or requested by the Board of Trustees)**

**12.1** *The Board of Trustees will consider approving the waiver of local graduation requirements for the following students meeting Education Code 51225.1-3:*

*Student ID#2673617422 - Student ID#1195561833 - Student ID#8184024628 -  
Student ID#2185813315 - Student ID#6176109734 - Student ID#6159471614  
– Student ID#6182060624*

*Motion was made by Mrs. Marlene Henry and seconded by Mrs. Edna Rodriguez to approve Action Item 12.1. Motion carried 3-0.*

*Ayes: Mrs. Marlene Henry, Mrs. Paula Ramirez, and Mrs. Edna Rodriguez*

**12.2** *The Board of Trustees will consider approving a 3% increase to the current board stipend of \$252.00, resulting in \$259.56 per month.*

*Motion was made by Mrs. Edna Rodriguez and seconded by Mrs. Paula Ramirez to approve Action Item 12.2. Motion carried 3-0.*

*Ayes: Mrs. Marlene Henry, Mrs. Paula Ramirez, and Mrs. Edna Rodriguez*

**12.3** *The Board of Trustees will consider approving the following agreements:*

**12.3.1** *Service agreement between NoorzayGeo for Geotechnical Investigation for Five (5) projects at a total cost of \$20,800.00.*

**12.3.2** *Agreement between Whitford Foundry LLC for Video Production Services for advertisement services at a total cost of \$78,120.00*

*Motion was made by Mrs. Edna Rodriguez and seconded by Mrs. Paula Ramirez to approve Action Item 12.3. Motion carried 3-0.*

*Ayes: Mrs. Marlene Henry, Mrs. Paula Ramirez, and Mrs. Edna Rodriguez*

**12.4** *The Board of Trustees will consider approving the following Board Policies and Administrative Regulations: (available in separate cover)*

**12.4.1** *AR 4119.12/54219.12/4319.12 – Title IX Sexual Harassment Complaint Procedures*

**12.4.2** *E 4119.12/4219.12/4319.12 – Title IX Sexual Harassment Complaint Procedures*

**12.4.3** *E 5145.71 – Title IX Sexual Harassment Complaint Procedures*

**12.4.4** *AR 5145.71 – Title IX Sexual Harassment Complaint Procedures*

**12.4.5** *BP 5113.1 – Chronic Absence and Truancy*

**12.4.6** *AR 5113.1 – Chronic Absence and Truancy*

**12.4.7** *AR 3530 – Risk Management/Insurance*

**12.4.8** *AR 6146.1 – High School Graduation Requirements*

*Motion was made by Mrs. Edna Rodriguez and seconded by Mrs. Paula Ramirez to approve Action Item 12.4. Motion carried 3-0.*

*Ayes: Mrs. Marlene Henry, Mrs. Paula Ramirez, and Mrs. Edna Rodriguez*

**12.5** *The Board of Trustees will consider electing members for the CSBA's Delegate Assembly for Subregion 16-B, San Bernardino County. Number of vacancies: 6 (Vote for no more than 6 candidates).*

*Motion was made by Mrs. Edna Rodriguez and seconded by Mrs. Marlene Henry to approve the recommended selections for Action Item 12.5. Motion carried 3-0.*

*Ayes: Mrs. Marlene Henry, Mrs. Paula Ramirez, and Mrs. Edna Rodriguez*

**12.6** *The Board of Trustees will consider approving an agreement to perform independent financial audits for the District, Riverside Preparatory School and Mojave River Academy for the years 2020/2021, 2021/2022, and 2022/2023 with an option for renewal of two additional fiscal years, at the Districts discretion. Provider and contract amounts to be announced at meeting.*

*Motion was made by Mrs. Marlene Henry and seconded by Mrs. Edna Rodriguez to approve a contract with Eide Bailly LLP in the amount not to exceed \$206,250.00 for Action Item 12.6. Motion carried 3-0.*

*Ayes: Mrs. Marlene Henry, Mrs. Paula Ramirez, and Mrs. Edna Rodriguez*



- 12.7** *The Board of Trustees will consider approving the Second Interim Financial Report and adopting a Positive Certification indicating the District is able to meet its financial obligations for the 2020/2021, 2021/2022, and 2022/2023 school years.*

*Motion was made by Mrs. Edna Rodriguez and seconded by Mrs. Paula Ramirez to approve Action Item 12.8. Motion carried 3-0.*

*Ayes: Mrs. Marlene Henry, Mrs. Paula Ramirez, and Mrs. Edna Rodriguez*

- 12.8** *The Board of Trustees will have a discussion/action regarding a Board Workshop.*

*The Board of Trustees discussed a date for a Board Workshop and would like to schedule it for May 17, 2021 at 10:00 a.m. to be facilitated by Cabinet. No other action taken.*

- 12.9** *The Board of Trustees will consider approving a 5% increase effective July 1, 2021 for all Classified and Certificated salary schedules.*

*Motion was made by Mrs. Edna Rodriguez and seconded by Mrs. Paula Ramirez to approve Action Item 12.9. Motion carried 3-0.*

*Ayes: Mrs. Marlene Henry, Mrs. Paula Ramirez, and Mrs. Edna Rodriguez*

- 12.10** *The Board of Trustees will consider approving increases to Health and Welfare District Contribution CAPs for Certificated and Classified employees effective July 1, 2021 as follows: Regular Full-Time Employees from \$875 per month to \$1,000 per month, Regular Part-Time Employees from \$230 per month to \$300 per month.*

*Motion was made by Mrs. Marlene Henry and seconded by Mrs. Paula Ramirez to approve Action Item 12.10. Motion carried 3-0.*

*Ayes: Mrs. Marlene Henry, Mrs. Paula Ramirez, and Mrs. Edna Rodriguez*

- 12.11** *The Board of Trustees will consider approving the following position creations and job description:*

- 12.11.1** *Director of Health Services*
- 12.11.2** *Director of Special Education*
- 12.11.3** *Director of Purchasing and Budgeting*
- 12.11.4** *Coordinator Multilingual Services*

*Motion was made by Mrs. Edna Rodriguez and seconded by Mrs. Paula Ramirez to approve Action Item 12.11. Motion carried 3-0.*

*Ayes: Mrs. Marlene Henry, Mrs. Paula Ramirez, and Mrs. Edna Rodriguez*

**12.12** *No items.*

**13.0 FUTURE BUSINESS**

**13.1** *The next board meetings of the Oro Grande School District Board of Trustees will be held on April 7, 2021 at 5:00 p.m. at Oro Grande School District – Conference Center, 19900 National Trails Hwy., Oro Grande, CA 92368.*

**14.0 ADJOURNMENT**

**14.1** *There being no further business, motion was made by Mrs. Paula Ramirez and seconded by Mrs. Edna Rodriguez to adjourn meeting at 8:20 p.m. Motion carried 3-0.*

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*Date Approved*

*Clerk/Secretary to the Board*

ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT

Report Cover Sheet

General Settings

Report Name  
Printed  
District  
Logon  
Fiscal Year

ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT  
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2021

Options

Report Title:

BOARD PO REPORT-APRIL MTG

Filters

Fiscal Year:  
Board Meeting Date:  
From PO Effective Date:  
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Description:  
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Include Completed POs:  
Include Vendor Address:  
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2021  
04/07/2021  
02/25/2021  
03/30/2021  
Account  
Both  
PO  
YES  
YES  
YES

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT

BOARD PO REPORT-APRIL MTG

Board of Trustees Meeting 04/07/2021

46 Oro Grande School District

Fiscal Year: 2021

Purchase Order	Vendor	Description	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Encumbered
210874	RIVERSIDE COUNTY SUPERINTENDENT OF SCHOOLS 3939 THIRTEENTH STREET RIVERSIDE, CA 92501	CTI PROGRAM FACILITATION AND C CTI PROGRAM FACILITATION AND C	1	09-0002	7-1110	1000	5810	718	L302			2,000.00
			<b>Total</b>									2,000.00
210875	OPT VICTOR PLAZA LLC C/O 1ST COMMERCIAL REALTY GROUP INC PO BOX 31001-2498 PASADENA, CA 91110	MRAS OFFICE LEASE MRAS OFFICE LEASE	1	09-0001	1-0000	8700	5610	000	0000			6,925.50
			2	09-0001	4-0000	8700	5610	000	0000			6,925.50
			<b>Total</b>									13,851.00
210876	APPLE INC PO BOX 846095 DALLAS, TX 75284-6095	IPAD REPAIR IPAD REPAIR	1	09-0001	1-1110	1000	5810	000	TECH			108.29
			<b>Total</b>									108.29
210877	INTRADO INTERACTIVE SERVICES CORPORATION 11808 MIRACLE HILLS DR OMAHA, NE 68154-4403	School Messenger Notification School Messenger Notification	1	01-0001	0-1110	1000	5840	101	TECH			1,294.50
			2	08-0001	0-1110	1000	5840	000	TECH			3,883.50
			3	09-0001	1-1110	1000	5840	702	TECH			596.51
			4	09-0001	1-1110	1000	5840	714	TECH			397.67
			5	09-0001	2-1110	1000	5840	703	TECH			263.73
			6	09-0001	2-1110	1000	5840	710	TECH			263.73
			7	09-0001	3-1110	1000	5840	706	TECH			336.75
			8	09-0001	3-1110	1000	5840	711	TECH			310.85
			9	09-0001	4-1110	1000	5840	701	TECH			373.00
			10	09-0001	4-1110	1000	5840	715	TECH			270.11
			11	09-0001	5-1110	1000	5840	712	TECH			121.61
			12	09-0001	5-1110	1000	5840	718	TECH			65.48
			13	09-0001	6-1110	1000	5840	708	TECH			139.33
			14	09-0001	6-1110	1000	5840	718	TECH			85.40
			15	09-0001	7-1110	1000	5840	717	TECH			136.70
			16	09-0001	7-1110	1000	5840	718	TECH			91.13
			<b>Total</b>									8,630.00
210878	US BANK CORPORATE PAYMENT SYSTEMS PO BOX 790428 ST LOUIS, MO 63179-0000	BJS VV FOR CA MEETING 2/17/202 BJS VV FOR CA MEETING 2/17/202	1	09-0001	2-1110	1000	5802	000	AMRA			314.96
			<b>Total</b>									314.96

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT  
Board of Trustees Meeting 04/07/2021

BOARD PO REPORT-APRIL MTG

46 Oro Grande School District

Fiscal Year: 2021

Purchase Order	Vendor	Description	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Encumbered
210879	US BANK CORPORATE PAYMENT SYSTEMS PO BOX 790428 ST LOUIS, MO 63179-0000	THE CAKE SHOP FOR CA MEETING 2 THE CAKE SHOP FOR CA MEETING 2	1	09	0001	1	1110	1000	5802	000	AMRA	66.00
210880	KNAPP, JAMES 42589 TANGO CT INDIO, CA 92203-0000	REIMBURSEMENT FOR JAMES KNAPP- REIMBURSEMENT FOR JAMES KNAPP-	1	09	0002	5	1110	1000	4110	718	L402	66.00
			2	09	0002	6	1110	1000	4110	718	L402	96.52
			3	09	0002	7	1110	1000	4110	718	L402	48.25
			Total									96.52
			Total									241.29
210881	SBCSS SAN BERNARDINO COUNTY SCHOOLS ATTN: MICHELLE OTTOSON 601 NORTH E STREET SAN BERNARDINO, CA 92410-3093	REGISTRATION FEES FOR VIRTUAL REGISTRATION FEES FOR VIRTUAL	1	09	0001	1	0000	2700	5220	000	AMRA	95.45
			2	09	0002	1	1110	3110	5210	000	L201	274.91
			3	09	0002	2	1110	3110	5210	000	L201	145.86
			4	09	0002	3	1110	3110	5210	000	L201	179.07
			5	09	0002	4	1110	3110	5210	000	L201	177.83
			6	09	0002	5	1110	3110	5210	000	L201	51.74
			7	09	0002	6	1110	3110	5210	000	L201	62.14
			8	09	0002	7	1110	3110	5210	000	L201	63.00
			Total									1,050.00
210882	SBCSS SAN BERNARDINO COUNTY SCHOOLS ATTN: MICHELLE OTTOSON 601 NORTH E STREET SAN BERNARDINO, CA 92410-3093	REGISTRATION FEES FOR TRANSITI REGISTRATION FEES FOR TRANSITI	1	09	0001	1	0000	2700	5220	000	AMRA	326.10
			2	09	0001	2	0000	2700	5220	000	AMRA	168.80
			3	09	0001	3	0000	2700	5220	000	AMRA	187.60
			4	09	0001	4	0000	2700	5220	000	AMRA	185.30
			5	09	0001	5	0000	2700	5220	000	AMRA	54.20
			6	09	0001	6	0000	2700	5220	000	AMRA	12.00
			7	09	0001	7	0000	2700	5220	000	AMRA	66.00
			8	09	0002	1	1110	3110	5210	000	L201	288.00
			9	09	0002	2	1110	3110	5210	000	L201	152.80
			10	09	0002	3	1110	3110	5210	000	L201	187.60
			11	09	0002	4	1110	3110	5210	000	L201	186.30
			12	09	0002	5	1110	3110	5210	000	L201	54.20
			13	09	0002	6	1110	3110	5210	000	L201	65.10
			14	09	0002	7	1110	3110	5210	000	L201	66.00
			Total									2,000.00
210883	MAGNA GLASS AND WINDOW COMPANY INC 370 W SAN RAFAEL RD	GLASS & WINDOW WORK FOR PALM S GLASS & WINDOW WORK FOR PALM S	1	09	0001	2	0000	8110	5630	710	M&O	193.95

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT

BOARD PO REPORT-APRIL MTG

Board of Trustees Meeting 04/07/2021

46 Oro Grande School District

Fiscal Year: 2021

Purchase Order	Vendor	Description	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Encumbered
	SUITE# 5 PALM SPRINGS, CA 92262											
210884	SOUTHWEST SCHOOL SUPPLY 3790 DE FOREST CIRCLE JURUPA VALLEY, CA 91752-0000	OPEN PO FOR SOUTHWEST SCHOOL & OPEN PO FOR SOUTHWEST SCHOOL &	1	09-0001	-1-0000	-2700	-4350	-000	-AMRA		Total	193.95
			2	09-0001	-3-0000	-2700	-4350	-000	-AMRA			40.00
			3	09-0001	-5-0000	-2700	-4350	-000	-AMRA			300.00
			4	09-0001	-7-0000	-2700	-4350	-000	-AMRA		Total	150.00
												10.00
												500.00
210885	FOLLETT HIGHER EDUCATION GROUP 3 WESTBROOK CORPORATE CENTER STE 200 WESTCHESTER, IL 60154	OPEN PO FOR CRAFTON HILLS COLL OPEN PO FOR CRAFTON HILLS COLL	1	09-0002	-4-1110	-1000	-4110	-715	-L402			500.00
210886	US BANK CORPORATE PAYMENT SYSTEMS PO BOX 790428 ST LOUIS, MO 63179-0000	REGISTRATION FEES FOR WHAT A D REGISTRATION FEES FOR WHAT A D	1	09-0001	-1-1110	-1000	-5210	-000	-AMRA		Total	30.00
210887	MURGUIA, LEONOR 14154 MISSION ST OAK HILLS, CA 92344	REIMBURSEMENT FOR LEONOR MURGU REIMBURSEMENT FOR LEONOR MURGU	1	09-0001	-4-1110	-1000	-5810	-701	-2000		Total	22.00
210888	PANERA BREAD PANERA, LLC ATTN: ACCOUNTS RECEIVABLE PO BOX 504888 ST LOUIS, MT 63150-4888	PANERA CA MEETING 01/20/2021 PANERA CA MEETING 01/20/2021	1	09-0001	-1-1110	-1000	-5802	-000	-AMRA		Total	287.81
210889	KELLOGG & ROARK DETAILING LLC 245 W SUNSET LANE SAN JACINTO, CA 92583	***OPEN PO*** FOR K. HEMSLEY CA ***OPEN PO*** FOR K. HEMSLEY CA	1	09-0001	-1-0000	-8210	-5810	-000	-AMRA		Total	625.00
												625.00

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Purchase Order	Vendor	Description	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Encumbered
210890	CASCWA SOUTHERN SECTION PO BOX 4222 ORANGE, CA 92863-4222	CASCWA VIRTUAL CONFERENCE, REG	1	09-0001	1-1110	3110	5210	702	2000			175.00
		CASCWA VIRTUAL CONFERENCE, REG	2	09-0001	1-1110	3110	5210	714	2000			175.00
			3	09-0001	2-1110	3110	5210	703	2000			175.00
			4	09-0001	3-1110	3110	5210	706	2000			175.00
			5	09-0001	3-1110	3110	5210	711	2000			175.00
			6	09-0001	4-1110	3110	5210	701	2000			87.50
			7	09-0001	5-1110	3110	5210	712	2000			87.50
			8	09-0001	5-1110	3110	5210	718	2000			58.33
			9	09-0001	6-1110	3110	5210	708	2000			87.50
			10	09-0001	6-1110	3110	5210	718	2000			58.33
			11	09-0001	7-1110	3110	5210	717	2000			87.50
			12	09-0001	7-1110	3110	5210	718	2000			58.34
			<b>Total</b>									1,400.00
210891	APPLE INC PO BOX 846095 DALLAS, TX 75284-6095	Apple Pens RPES - IC Order	1	08-6300	0-1110	1000	4310	901	INST			2,685.13
		Apple Pens RPES - IC Order	<b>Total</b>									2,685.13
210892	MORENO LOCK AND SAFE PO BOX 1981 WRIGHTWOOD, CA 92397-0000	Lock and key repairs HS and MS	1	14-0000	0-0000	8110	5630	902	0000			105.00
		Lock and key repairs HS and MS	2	14-0000	0-0000	8110	5630	903	0000			154.56
			<b>Total</b>									259.56
210893	MORENO LOCK AND SAFE PO BOX 1981 WRIGHTWOOD, CA 92397-0000	Cores and keys for new locker	1	08-0001	0-0000	8530	6150	000	LCKR			570.00
		Cores and keys for new locker	<b>Total</b>									570.00
210894	ALL MAGIC M.V INC 14461 COMMERE CENTER DRIVE MORENO VALLEY, CA 92553	BODY SHOP REPAIR- 19 IC BUS RE	1	08-0002	0-0000	3600	5630	000	L204			1,000.00
		BODY SHOP REPAIR- 19 IC BUS RE	<b>Total</b>									1,000.00
210895	AMAZON.COM SYNCB / AMAZON PO BOX 530958 ATLANTA, GA 30353-0958	M&O supplies needed	1	08-0001	0-0000	8110	4380	000	M&O			162.25
		M&O supplies needed	<b>Total</b>									162.25
210896	STAPLES ADVANTAGE	Staples Order Office Supplies	1	01-0000	0-0000	3140	4350	000	0000			117.38
			<b>Total</b>									162.25

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Purchase Order	Vendor	Description	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Encumbered	Fiscal Year: 2021
210897	PANERA BREAD PANERA, LLC ATTN: ACCOUNTS RECEIVABLE PO BOX 504888 ST LOUIS, MT 63150-4888	Staples Order Office Supplies	1	01	0000	0	0000	7400	4340	000	TECH	117.38	425.54
210898	CDW-GOVERNMENT INC 75 REMITTANCE DRIVE SUITE 1515 CHICAGO, IL 60675-1515	Dual monitor set up for Shawn Dual monitor set up for Shawn									Total	117.38	425.54
210899	PANERA BREAD PANERA, LLC ATTN: ACCOUNTS RECEIVABLE PO BOX 504888 ST LOUIS, MT 63150-4888	Catering for OG Board Meeting Catering for OG Board Meeting	1	01	0000	0	7110	7100	5802	000	SUPT	177.02	425.54
210900	US BANK CORPORATE PAYMENT SYSTEMS PO BOX 790428 ST LOUIS, MO 63179-0000	County Line Fuel CalCard - Mac County Line Fuel CalCard - Mac									Total	177.02	52.27
210901	US BANK CORPORATE PAYMENT SYSTEMS PO BOX 790428 ST LOUIS, MO 63179-0000	Acue Lighting USA LED/Fog mach Acue Lighting USA LED/Fog mach	1	08	0001	0	1110	1000	4390	903	2000	1,442.66	52.27
210902	U.S. BANK EQUIPMENT FINANCE PO BOX 790448 ST LOUIS, MO 63179-0448	US Bank Copier Lease 500-04346 US Bank Copier Lease 500-04346	1	08	1100	0	1110	1000	5610	901	COPY	1,630.71	1,442.66
			2	09	1100	5	1110	1000	5610	712	COPY	1,479.86	
			3	09	1100	5	1110	1000	5610	718	COPY	547.15	
			4	09	1100	6	1110	1000	5610	718	COPY	547.15	
			5	09	1100	7	1110	1000	5610	718	COPY	547.19	
											Total	4,752.06	
210902	T-GRAPHICS WEST INC 5226 D STREET CHINO, CA 91710-0000	Yard signs for Class of 2021 Yard Signs for HS 2021 Seniors	1	08	0001	0	1110	1000	4316	903	2000	2,327.40	



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Purchase Order	Vendor	Description	Ln Fu Rs Y Goal Func Obj Sch Mgmt	Encumbered
210902	T-GRAPHICS WEST INC 5226 D STREET CHINO, CA 91710-0000	Yard signs for Class of 2021 Yard Signs for HS 2021 Seniors	1 08-0001-0-1110-1000-4316-903-2000	2,327.40
			<b>Total</b>	2,327.40
210903	PERFORMANCE HEALTH SUPPLY INC MEDCO SUPPLY, MASUNE & SURGICAL SUPPLY SERVICES 25 NORTHPOINTE PKWY STE 25 AMHERST, NY 14228	Sports Stationary Whirlpool tu Sports Stationary Whirlpool tu	1 08-0001-0-0000-8580-6410-000-LCKR	7,495.97
210904	LEYVA, ALBERT B FIRST IMPRESSION SCREEN PRINTING 6848 LACEY CT CHINO, CA 917140	RPHS CIF Game balls for baseba RPHS CIF Game balls for baseba	1 08-1100-0-1500-4200-4310-903-2000	510.74
			<b>Total</b>	7,495.97
210905	HATTRIX INCORPORATED 15351 TAMARACK DR VICTORVILLE, CA 92392-2443	M&O Uniforms 20/21 school year M&O Uniforms 20/21 school year	1 01-0001-0-0000-8110-4394-000-M&O 2 01-0001-0-0000-8210-4394-000-M&O 3 08-0001-0-0000-8110-4394-000-M&O 4 08-0001-0-0000-8210-4394-000-M&O	182.66 182.66 1,024.72 1,024.71
			<b>Total</b>	2,414.75
210906	JKEAA MUSIC SERVICES LLC JKEAA MUSIC 19069 VAN BUREN BLVD SUITE 113 RIVERSIDE, CA 92508	RPMS & RPHS Repairs RPMS & RPHS Repairs	1 08-0001-0-1400-1000-5630-902-2000 2 08-1100-0-1400-1000-5630-902-2000 3 08-1100-0-1400-1000-5630-903-2000	689.00 2,218.50 2,908.45
			<b>Total</b>	5,815.95
210907	AMAZON.COM SYNCB / AMAZON PO BOX 530958 ATLANTA, GA 30353-0958	On hand wall clocks for repair On hand wall clocks for repair	1 08-0001-0-0000-8110-4380-000-M&O	268.84
210908	CASCWA SOUTHERN SECTION PO BOX 4222 ORANGE, CA 92863-4222	CASCWA State Conference - So S CASCWA State Conference - So S	1 01-0000-0-0000-2100-5813-000-EDSV	175.00
			<b>Total</b>	175.00

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210909	DAILY PRESS DEPT LA 21702 PASADENA, CA 91185-1702	BID AD STADIUM FENCING BID AD STADIUM FENCING	1	08-0001-0-0000-8520-6290-000-FTBL								985.78
			<b>Total</b>									985.78
210910	CDW-GOVERNMENT INC 75 REMITTANCE DRIVE SUITE 1515 CHICAGO, IL 60675-1515	OUTLETS & ADDTL PROJECTOR RM M OUTLETS & ADDTL PROJECTOR RM M	1	08-3215-0-1110-1000-4340-901-7388								231.67
			2	08-3215-0-1110-1000-4440-901-7388								1,820.98
			3	08-3215-0-1110-1000-5810-901-7388								2,394.00
			4	08-3215-0-1110-1000-5810-902-7388								399.00
			5	08-3215-0-1110-1000-5810-903-7388								1,197.00
			<b>Total</b>									6,042.65
210911	PAINT BODY VINYL & GRAPHICS INC FLEET REFINISHING SOCIAL WRAPS 15875 SANTA ANA AVE FONTANA, CA 92337	Bus Refinishing & Body Work VI Bus Refinishing & Body Work VI	1	08-0002-0-0000-3600-5630-000-L204								9,466.52
210912	CDW-GOVERNMENT INC 75 REMITTANCE DRIVE SUITE 1515 CHICAGO, IL 60675-1515	CDW Quote # LXVT473 Headphones CDW Quote # LXVT473 Headphones	1	08-3215-0-1110-1000-4340-902-7388								791.15
			2	08-3215-0-1110-1000-4340-903-7388								791.16
			<b>Total</b>									1,582.31
210913	JOSTENS 21336 NETWORK PL CHICAGO, IL 60673-1213	Diplomas for RPHS Graduates Diplomas for RPHS Graduates	1	08-0001-0-1110-1000-4316-903-2000								737.37
210914	US BANK CORPORATE PAYMENT SYSTEMS PO BOX 790428 ST LOUIS, MO 63179-0000	Cal Card -Eugne Titus/Best Buy Cal Card -Eugne Titus/Best Buy	1	08-0001-0-0000-2100-4350-902-2000								214.91
			2	08-0001-0-0000-2100-4350-903-2000								214.93
			3	08-0001-0-0000-2700-4350-903-2000								882.40
			<b>Total</b>									1,312.24
210915	SOUTHWEST SCHOOL SUPPLY 3790 DE FOREST CIRCLE JURUPA VALLEY, CA 91752-0000	Paper and Paper Towels for DO Paper and Paper Towels for DO	1	01-0000-0-7110-7100-4350-000-SUPT								21.41
			2	01-0000-0-7110-7300-4350-000-0000								96.32
			3	01-0000-0-7110-7400-4350-000-7490								96.32
			<b>Total</b>									214.05

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210916	SIERRA SCHOOL EQUIPMENT COMPANY PO BOX 80667 BAKERSFIELD, CA 93380-0667	Lockerroom Project Furniture Lockerroom Project Furniture	1	08	0001	0	0000	8580	6410	000	LCKR	57,164.55
			<b>Total</b>									57,164.55
210917	SIERRA SCHOOL EQUIPMENT COMPANY PO BOX 80667 BAKERSFIELD, CA 93380-0667	Athletics Storage room Athletics Storage room	1	08	0001	0	0000	8580	6410	000	LCKR	70,646.29
			<b>Total</b>									70,646.29
210918	SIERRA SCHOOL EQUIPMENT COMPANY PO BOX 80667 BAKERSFIELD, CA 93380-0667	Wrestling Room Wrestling Room	1	08	0001	0	0000	8580	6410	000	LCKR	32,716.14
			<b>Total</b>									32,716.14
210919	CDW-GOVERNMENT INC 75 REMITTANCE DRIVE SUITE 1515 CHICAGO, IL 60675-1515	Adobe Licenses for Student Ser Adobe Licenses for Student Ser	1	01	6500	0	5760	1120	5840	000	TECH	608.00
			<b>Total</b>									608.00
210920	LD PRODUCTS INC LOCKBOX # 674012 PO BOX 674012 DALLAS, TX 75267-4012	Ink for printers Ink for printers	1	08	0001	0	0000	2100	4350	903	2000	267.28
			2	08	0001	0	0000	2700	4350	903	2000	415.42
			<b>Total</b>									682.70
210921	MCGRAW-HILL EDUCATION INC MCGRAW HILL LLC SCHOOL EDUCATION HOLDINGS LLC LOCKBOX 71545 CHICAGO, IL 60694-1545	MRA - McGraw Hill - Quote KSHO MRA - McGraw Hill - Quote KSHO	1	09	1100	1	1110	1000	4110	702	CURR	678.56
			2	09	1100	1	1110	1000	4110	714	CURR	452.37
			3	09	1100	2	1110	1000	4110	703	CURR	300.01
			4	09	1100	2	1110	1000	4110	710	CURR	300.01
			5	09	1100	3	1110	1000	4110	706	CURR	383.07
			6	09	1100	3	1110	1000	4110	711	CURR	353.60
			7	09	1100	4	1110	1000	4110	701	CURR	424.31
			8	09	1100	4	1110	1000	4110	715	CURR	307.26
			9	09	1100	5	1110	1000	4110	712	CURR	138.34
			10	09	1100	5	1110	1000	4110	718	CURR	74.49

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210921	MCGRAW-HILL EDUCATION INC	MRA - McGraw Hill - Quote KSHO	1	09-1100-1-1110-1000-4110-702-CURR								678.56
	MCGRAW HILL LLC	MRA - McGraw Hill - Quote KSHO	2	09-1100-1-1110-1000-4110-714-CURR								452.37
	SCHOOL EDUCATION HOLDINGS LLC		3	09-1100-2-1110-1000-4110-703-CURR								300.01
	LOCKBOX 71545		4	09-1100-2-1110-1000-4110-710-CURR								300.01
	CHICAGO, IL 60694-1545		5	09-1100-3-1110-1000-4110-706-CURR								383.07
			6	09-1100-3-1110-1000-4110-711-CURR								353.60
			11	09-1100-6-1110-1000-4110-708-CURR								158.50
			12	09-1100-6-1110-1000-4110-718-CURR								97.14
			13	09-1100-7-1110-1000-4110-717-CURR								155.50
			14	09-1100-7-1110-1000-4110-718-CURR								103.68
			<b>Total</b>									3,926.84
210922	CDW-GOVERNMENT INC	Keyboard and mouse combo for T	1	09-0001-3-1110-1000-4340-711-TECH								74.35
	75 REMITTANCE DRIVE	Keyboard and mouse combo for T										
	SUITE 1515											
	CHICAGO, IL 60675-1515											
210923	AMAZON.COM	MSI Charger for Teresa Delgado	1	09-0001-3-1110-1000-4340-711-2000								74.35
	SYNCB / AMAZON	MSI Charger for Teresa Delgado										
	PO BOX 530958											
	ATLANTA, GA 30353-0958											
210924	FOLLETT EDUCATIONAL SERVICES	MRA Follett Novel Order 255749	1	09-0001-1-1110-1000-4210-702-CURR								2,645.67
	91826 COLLECTION CENTER DRIVE	MRA Follett Novel Order 255749	2	09-0001-1-1110-1000-4210-714-CURR								1,763.78
	CHICAGO, IL 60693-0918		3	09-0001-2-1110-1000-4210-703-CURR								1,169.73
			4	09-0001-2-1110-1000-4210-710-CURR								1,169.73
			5	09-0001-3-1110-1000-4210-706-CURR								1,493.58
			6	09-0001-3-1110-1000-4210-711-CURR								1,378.69
			7	09-0001-4-1110-1000-4210-701-CURR								1,654.37
			8	09-0001-4-1110-1000-4210-715-CURR								1,197.99
			9	09-0001-5-1110-1000-4210-712-CURR								539.39
			10	09-0001-5-1110-1000-4210-718-CURR								290.44
			11	09-0001-6-1110-1000-4210-708-CURR								617.97
			12	09-0001-6-1110-1000-4210-718-CURR								378.75
			13	09-0001-7-1110-1000-4210-717-CURR								606.30
			14	09-0001-7-1110-1000-4210-718-CURR								404.19
			<b>Total</b>									15,310.58

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210925	NAPA AUTO PARTS 15145 7TH STREET VICTORVILLE, CA 92395-0000	Air Filter for MRA Truck #8 Air Filter for MRA Truck #8	1	09-0001-1-0000-8110-4380-000-M&O				22.62
			Total					22.62
210926	SUNLAND FORD 15330 PALMDALE ROAD VICTORVILLE, CA 92392-0000	Maintenance Service on MRA Tru Maintenance Service on MRA Tru	1	09-0001-1-0000-8110-5810-000-M&O				73.82
			Total					73.82
210927	MCGRAW-HILL EDUCATION INC MCGRAW HILL LLC SCHOOL EDUCATION HOLDINGS LLC LOCKBOX 71545 CHICAGO, IL 60694-1545	MRA - McGraw Hill - Quote KSHO MRA - McGraw Hill - Quote KSHO	1	09-6300-1-1110-1000-4110-702-CURR				49.14
			2	09-6300-1-1110-1000-4110-714-CURR				32.76
			3	09-6300-2-1110-1000-4110-703-CURR				21.72
			4	09-6300-2-1110-1000-4110-710-CURR				21.72
			5	09-6300-3-1110-1000-4110-706-CURR				27.74
			6	09-6300-3-1110-1000-4110-711-CURR				25.61
			7	09-6300-4-1110-1000-4110-701-CURR				30.73
			8	09-6300-4-1110-1000-4110-715-CURR				22.25
			9	09-6300-5-1110-1000-4110-712-CURR				10.02
			10	09-6300-5-1110-1000-4110-718-CURR				5.39
			11	09-6300-6-1110-1000-4110-708-CURR				11.48
			12	09-6300-6-1110-1000-4110-718-CURR				7.03
			13	09-6300-7-1110-1000-4110-717-CURR				11.26
			14	09-6300-7-1110-1000-4110-718-CURR				7.50
			Total					284.35
210928	PAINT BODY VINYL & GRAPHICS INC FLEET REFINISHING SOCIAL WRAPS 15875 SANTA ANA AVE FONTANA, CA 92337	Bus Refinishing & Body Work VI Bus Refinishing & Body Work VI	1	08-0002-0-0000-3600-5630-000-L204				11,149.45
210929	VALLEY HI HONDA 15710 VALLEY PARK LANE VICTORVILLE, CA 92393-0000	Repairs on Car #10 - Stu Servi Repairs on Car #10 - Stu Servi	1	01-6500-0-5760-1120-5630-000-0000				2,595.82
			Total					11,149.45
210930	LEYVA, ALBERT B FIRST IMPRESSION SCREEN PRINTING 6848 LACEY CT	Hats for RPHS Baseball Team Hats for RPHS Baseball Team	1	08-1100-0-1500-4200-4394-903-2000				681.55
			Total					2,595.82

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	CHINO, CA 917140										Total	681.55
210931	AMAZON.COM	Common Core Order - RPMS/RPHS	1	08-4203-0-1110-1000-4210-902-CURR								236.73
	SYNCB / AMAZON	Common Core Order - RPMS/RPHS	2	08-4203-0-1110-1000-4210-903-CURR								33.49
	PO BOX 530958										Total	270.22
	ATLANTA, GA 30353-0958											
210932	CDW-GOVERNMENT INC	Keyboard and mouse combo repla	1	01-6500-0-5760-2700-4340-000-TECH								74.35
	75 REMITTANCE DRIVE	Keyboard and mouse combo repla										
	SUITE 1515										Total	74.35
	CHICAGO, IL 60675-1515											
210933	US BANK	CAL Card - ETitus/ CADA Regist	1	08-0001-0-1110-1000-5310-902-2000								125.00
	CORPORATE PAYMENT SYSTEMS	CAL Card - ETitus/ CADA Regist	2	08-0001-0-1110-1000-5813-902-2000								399.00
	PO BOX 790428		3	08-0001-0-1110-1000-5813-903-2000								399.00
	ST LOUIS, MO 63179-0000										Total	923.00
210934	STAPLES ADVANTAGE	Supplies for M&O office	1	08-0001-0-0000-8110-4350-000-M&O								201.17
	PO BOX 660409	Supplies for M&O office									Total	201.17
	DALLAS, TX 75266-0409											
210935	ROMERO, JOSE LUIS	SENIOR EVENT	1	08-0001-0-1110-1000-5802-903-2000								900.00
	TACOS ROMERO	SENIOR EVENT									Total	900.00
	10718 ALTON CT											
	ADELANTO, CA 92301											
210936	US BANK	ETitus - Calcard/Spotify Dista	1	08-0001-0-1110-1000-5840-903-2000								30.10
	CORPORATE PAYMENT SYSTEMS	ETitus - Calcard/Spotify Dista									Total	30.10
	PO BOX 790428											
	ST LOUIS, MO 63179-0000										Total	30.10
210937	HATTRIX INCORPORATED	ENROLLMENT FLYERS	1	01-0000-0-0000-7180-5830-000-SUPT								129.30

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	15330 ANACAPA RD SUITE 4 VICTORVILLE, CA 92392-6408	ENROLLMENT FLYERS										
210938	KIMBERLY PEIRO WE GOT EM TEE'S 19063 US HWY 18 #106 APPLE VALLEY, CA 92307	SENIOR SHIRTS SENIOR SHIRTS	1	08-0001-0-1110-1000-4316-903-2000							Total	129.30
210939	AMAZON.COM SYNCB / AMAZON PO BOX 530958 ATLANTA, GA 30353-0958	Restroom stall latches for Ele Restroom stall latches for Ele	1	08-0001-0-0000-8110-4380-901-M&O							Total	980.53
210940	ACTION SALES 17025 GALE AVE CITY INDUSTRY, CA 91745	Freezer-Food Services Freezer-Food Services	1	13-5316-0-0000-3700-6410-000-0000							Total	89.73
210941	ELLEVATION INC 38 CHAUNCY ST, FL 9 BOSTON, MA 02111	EL Program - Ellevation EL Program - Ellevation	1 2 3 4	01-4203-0-1110-1000-5840-101-ACCT 08-4203-0-1110-1000-5840-901-ACCT 08-4203-0-1110-1000-5840-902-ACCT 08-4203-0-1110-1000-5840-903-ACCT							Total	12,072.34
210942	MONOPRICE INC PO BOX 740417 LOS ANGELES, CA 90074-0417	miniDisplayport-to-VGA adapter miniDisplayport-to-VGA adapter	1 2 3	08-0001-0-1110-1000-4340-901-TECH 08-0001-0-1110-1000-4340-902-TECH 08-0001-0-1110-1000-4340-903-TECH							Total	172.24 86.11 86.12 344.47
210943	CDW-GOVERNMENT INC 75 REMITTANCE DRIVE SUITE 1515 CHICAGO, IL 60675-1515	HEADPHONES W/O MIC HEADPHONES W/O MIC	1 2 3 4 5 6	08-3215-0-1110-1000-4340-902-7388 08-3215-0-1110-1000-4340-903-7388 09-0002-1-1110-1000-4340-702-L404 09-0002-1-1110-1000-4340-714-L404 09-0002-2-1110-1000-4340-703-L404 09-0002-2-1110-1000-4340-710-L404								2,343.57 2,343.56 2,149.63 2,358.62 1,802.00 917.00

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Purchase Order	Vendor	Description	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Encumbered
210943	CDW-GOVERNMENT INC 75 REMITTANCE DRIVE SUITE 1515 CHICAGO, IL 60675-1515	HEADPHONES W/O MIC HEADPHONES W/O MIC	1	08-3215-0-1110-1000-4340-902-7388								2,343.57
			2	08-3215-0-1110-1000-4340-903-7388								2,343.56
			3	09-0002-1-1110-1000-4340-702-L404								2,149.63
			4	09-0002-1-1110-1000-4340-714-L404								2,358.62
			5	09-0002-2-1110-1000-4340-703-L404								1,802.00
			6	09-0002-2-1110-1000-4340-710-L404								917.00
			7	09-0002-3-1110-1000-4340-711-L404								78.00
			8	09-0002-4-1110-1000-4340-701-L404								1,431.00
			9	09-0002-4-1110-1000-4340-715-L404								1,321.00
			10	09-0002-7-1110-1000-4340-717-L404								400.00
			11	09-0002-7-1110-1000-4340-718-L404								210.00
			<b>Total</b>									15,354.38
210944	MOBILE MODULAR PORTABLE STORAGE PO BOX 45043 SAN FRANCISCO, CA 94145-5043	RPHS Storage Unit RPHS Storage Unit	1	08-0001-0-1110-1000-4490-903-2000								665.45
			2	08-1100-0-1110-1000-4490-902-2000								1,332.00
			3	08-1100-0-1500-4200-4490-902-2000								2,664.00
			4	08-1100-0-1500-4200-4490-903-2000								665.45
			<b>Total</b>									5,326.90
210945	AMAZON.COM SYNCB / AMAZON PO BOX 530958 ATLANTA, GA 30353-0958	RP HS/MS Instructional and Off RP HS/MS Instructional and Off	1	01-0001-0-1110-1000-4310-102-2000								496.26
			2	08-0001-0-0000-2700-4350-902-2000								334.25
			3	08-0001-0-0000-2700-4350-903-2000								334.25
			4	08-1100-0-1110-1000-4310-902-2000								992.52
			5	08-1100-0-1110-1000-4310-903-2000								1,488.78
			<b>Total</b>									3,646.06
210946	BSN SPORTS LLC PO BOX 660176 DALLAS, TX 75266-0176	BASEBALL EQUIPMENT BASEBALL EQUIPMENT	1	08-0001-0-1500-4200-4310-902-2000								639.99
210947	US BANK CORPORATE PAYMENT SYSTEMS PO BOX 790428 ST LOUIS, MO 63179-0000	NUTTY BOLTS-PARTS FOR FARM WAT NUTTY BOLTS-PARTS FOR FARM WAT	1	01-0000-0-0000-8110-4380-000-M&O								76.40
			<b>Total</b>									639.99
210948	BSN SPORTS LLC PO BOX 660176 DALLAS, TX 75266-0176	MOUTHGUARDS FOR RP FOOTBALL MOUTHGUARDS FOR RP FOOTBALL	1	08-1100-0-1500-4200-4310-903-2000								77.43
			<b>Total</b>									76.40



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Purchase Order	Vendor	Description	Ln	Fu Rs	Y Goal Func Obj Sch Mgmt	Encumbered
210948	BSN SPORTS LLC PO BOX 660176 DALLAS, TX 75266-0176	MOUTHGUARDS FOR RP FOOTBALL MOUTHGUARDS FOR RP FOOTBALL	1	08-1100-0-1500-4200-4310-903-2000		77.43
			Total			77.43
210949	AMAZON.COM SYNCB / AMAZON PO BOX 530958 ATLANTA, GA 30353-0958	PHYSICAL EDUCATION INSTRUCTION PHYSICAL EDUCATION INSTRUCTION	1	08-1100-0-1110-1000-4310-902-2000		258.46
			2	08-1100-0-1110-1000-4310-903-2000		258.47
			Total			516.93
210950	THE PROPHET CORPORATION GOPHER SPORT NW 5634 PO BOX 1450 MINNEAPOLIS, MN 55485-1450	PHYSICAL EDUCATION INSTRUCTION PHYSICAL EDUCATION INSTRUCTION	1	08-1100-0-1110-1000-4310-902-2000		994.68
			2	08-1100-0-1110-1000-4310-903-2000		994.69
			Total			1,989.37
210951	AMAZON.COM SYNCB / AMAZON PO BOX 530958 ATLANTA, GA 30353-0958	INSTRUCTIONAL SUPPLIES HS/MS INSTRUCTIONAL SUPPLIES HS/MS	1	01-0001-0-1110-1000-4310-102-2000		341.12
			2	08-1100-0-1110-1000-4310-902-2000		682.24
			3	08-6300-0-1110-1000-4310-903-2000		1,023.36
			Total			2,046.72
210952	SCHOOL NURSE SUPPLY INC PO BOX 68968 SCHAUMBURG, IL 60168	HEALTH SUPPLIES FOR SCRAPE KIT HEALTH SUPPLIES FOR SCRAPE KIT	1	08-0001-0-1110-1000-4393-902-2000		245.03
			2	08-1100-0-1110-1000-4393-903-2000		245.03
			Total			490.06
210953	CODESP 20422 BEACH BLVD SUITE 400 HUNTINGTON BEACH, CA 92648	CODESP Membership CODESP Membership	1	01-0000-0-0000-0000-9330-000		2,200.00
			Total			2,200.00
210954	DAILY PRESS DEPT LA 21702 PASADENA, CA 91185-1702	BID AD PUPIL TRANSPORT BID AD PUPIL TRANSPORT	1	08-0002-0-0000-3600-5830-000-L204		276.76
			Total			276.76

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210955	LOGO TAGS 741 S FULTON AVE MOUNT VERNON, NY 10550-0000	HONOR ROLL MEDALS HONOR ROLL MEDALS	1	08-0001-0-1110-1000-4316-903-2000			4,053.81
210956	JOSTENS 21336 NETWORK PL CHICAGO, IL 60673-1213	Graduation Cords for RPHS Graduation Cords for RPHS	1	08-0001-0-1110-1000-4316-903-2000		Total	4,053.81
210957	US BANK CORPORATE PAYMENT SYSTEMS PO BOX 790428 ST LOUIS, MO 63179-0000	MRA Victorville (RTE 66) Inspe MRA Victorville (RTE 66) Inspe	1	13-5310-0-0000-3700-5880-000-0000		Total	599.09
210958	HI-POD INC PO BOX 69895 LOS ANGELES, CA 90069-0895	CAMERA FOR RPMS & RPHS ATHLETI CAMERA FOR RPMS & RPHS ATHLETI	1 2	08-0001-0-1500-4200-4490-902-2000 08-0001-0-1500-4200-4490-903-2000		Total	391.00
210959	KIMBERLY PEIRO WE GOT EM TEE'S 19063 US HWY 18 #106 APPLE VALLEY, CA 92307	ATHLETICS UNIFORMS ATHLETICS UNIFORMS	1 2	08-0001-0-1500-4200-4394-903-2000 08-6300-0-1500-4200-4394-902-2000		Total	391.00
210960	HOME DEPOT CREDIT SERVICES DEPT XX-XXXXXX0919 PO BOX 9001030 LOUISVILLE, KY 40290-1030	INSTRUCTIONAL SUPPLIES INSTRUCTIONAL SUPPLIES	1 2 3	01-0001-0-1110-1000-4310-102-2000 08-1100-0-1110-1000-4310-902-2000 08-1100-0-1110-1000-4310-903-2000		Total	2,842.67
210961	GROOVELABS INC 12789 MILPAS DRIVE APPLE VALLEY, CA 92307	12TH GRADE SPECIAL EVENT 12TH GRADE SPECIAL EVENT	1	08-0001-0-1110-1000-5810-903-2000		Total	829.68
210962	AMAZON.COM	INSTRUCTIONAL SUPPLIES	1	01-0001-0-1110-1000-4310-102-2000		Total	829.68
							1,659.36
							67.67
							1,517.95
							1,517.95
							3,103.57
							3,067.00
							3,067.00
							59.23

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	SYNCB / AMAZON PO BOX 530958 ATLANTA, GA 30353-0958	INSTRUCTIONAL SUPPLIES	2	08	6300	0	1110	1000	4310	903	2000	515.74	
			Total										574.97
210963	SOUTHWEST SCHOOL SUPPLY 3790 DE FOREST CIRCLE JURUPA VALLEY, CA 91752-0000	MS/HS Inst Supp-Stdnts Return MS/HS Inst Supp-Stdnts Return	1	08	3215	0	1110	1000	4310	902	7388	5,401.86	
			2	08	3215	0	1110	1000	4310	903	7388	5,401.78	
			Total										10,803.64
210964	AMAZON.COM SYNCB / AMAZON PO BOX 530958 ATLANTA, GA 30353-0958	RPES Amazon Instructional Supp RPES Amazon Instructional Supp	1	08	0001	0	1110	1000	4310	901	2000	69.14	
			2	08	6300	0	1110	1000	4310	901	2000	3,191.21	
			Total										3,260.35
210965	THE PROPHET CORPORATION GOPHER SPORT NW 5634 PO BOX 1450 MINNEAPOLIS, MN 55485-1450	RPES Instructional Supplies RPES Instructional Supplies	1	08	6300	0	1110	1000	4310	901	2000	831.10	
			Total										831.10
210966	OFFICE WORKS 13829 PARK AVE VICTORVILLE, CA 92392-0000	Copier Staples for MRA Victory Copier Staples for MRA Victory	1	09	0001	2	1110	1000	4390	703	2000	98.20	
			Total										98.20
210967	NOORZAY GEOTECHNICAL SERVICES INC 16817 RAINY VALE AVE RIVERSIDE, CA 92503	GEOTECH INVEST. CTMR/MOIT/KTCH GEOTECH INVEST. CTMR/MOIT/KTCH	1	01	0000	0	0000	8540	6275	000	KTCH	1,040.00	
			2	01	0000	0	0000	8540	6275	000	TRNS	1,643.20	
			3	09	0001	1	0000	8540	6275	000	CTMR	15,267.20	
			4	09	0001	1	0000	8540	6275	000	MOIT	2,849.60	
			Total										20,800.00
210968	THE WOODALL GROUP INC 14359 AMARGOSA RD STE G VICTORVILLE, CA 92392	FINGERPRINTING FEBRUARY 2021 FINGERPRINTING FEBRUARY 2021	1	08	0001	0	1110	1000	5860	000	7490	171.00	
			2	08	0001	0	1500	4200	5860	903	7490	74.00	
			3	08	0002	0	0000	3600	5860	000	L204	74.00	
			4	09	0001	1	1110	1000	5860	714	7490	74.00	
			5	09	0001	2	1110	1000	5860	703	7490	131.00	

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210969	LOPEZ, AURORA S AJAL PRINTING SOLUTIONS 12228 OSPREY LANE VICTORVILLE, CA 92392	BUSINESS CARDS FOR BARSTOW CWA BUSINESS CARDS FOR BARSTOW CWA	6	13-5310-0-0000-3700-5860-000-7490 Total	148.00 672.00	
210970	STAPLES ADVANTAGE PO BOX 660409 DALLAS, TX 75266-0409	ADDRESS STAMPS FOR MRA BARSTOW ADDRESS STAMPS FOR MRA BARSTOW	1 2	09-0001-1-0000-2700-4390-000-AMRA 09-0001-3-1110-1000-5890-706-2000 Total	53.86 29.08 58.17	
210971	PANERA BREAD PANERA, LLC ATTN: ACCOUNTS RECEIVABLE PO BOX 504888 ST LOUIS, MT 63150-4888	CATERING FOR MRA BOARD MEETING CATERING FOR MRA BOARD MEETING	1	09-0001-2-1110-1000-5802-000-AMRA Total	87.25 196.39	
210972	ROCKWELL PRINTING INC 4850A CARPINTERIA AVE CARPINTERIA, CA 93013-1935	Positive Prevention Plus MRA Positive Prevention Plus MRA	1 2 3 4 5 6 7 8 9 10 11 12 13 14	09-6300-1-1110-1000-5840-702-CURR 09-6300-1-1110-1000-5840-714-CURR 09-6300-2-1110-1000-5840-703-CURR 09-6300-2-1110-1000-5840-710-CURR 09-6300-3-1110-1000-5840-706-CURR 09-6300-3-1110-1000-5840-711-CURR 09-6300-4-1110-1000-5840-701-CURR 09-6300-4-1110-1000-5840-715-CURR 09-6300-5-1110-1000-5840-712-CURR 09-6300-5-1110-1000-5840-718-CURR 09-6300-6-1110-1000-5840-708-CURR 09-6300-6-1110-1000-5840-718-CURR 09-6300-7-1110-1000-5840-717-CURR 09-6300-7-1110-1000-5840-718-CURR Total	1,300.15 866.76 574.83 574.83 733.98 677.52 813.00 588.72 265.07 142.73 303.68 186.13 297.95 198.65 7,524.00	
210973	US BANK	REGISTRATION FEES FOR CCIS VIR	1	09-0001-1-0000-2700-5220-000-AMRA	66.33	

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210974	CORPORATE PAYMENT SYSTEMS PO BOX 790428 ST LOUIS, MO 63179-0000	REGISTRATION FEES FOR CCIS VIR	2	09-0001	1-1110	1000	5210	000	AMRA			66.35
			3	09-0001	2-0000	2700	5220	000	AMRA			66.33
			4	09-0001	2-1110	1000	5210	000	AMRA			66.33
			5	09-0001	3-0000	2700	5220	000	AMRA			66.33
			6	09-0001	3-1110	1000	5210	000	AMRA			66.33
			<b>Total</b>									
210975	HARBOR BUILDING MAINTENANCE INC 5011 ARGOSY AVE STE 11 HUNTINGTON BEACH, CA 92649	CARPET SPOT CLEANING CARPET SPOT CLEANING	1	09-0001	4-0000	8210	5810	701	2000			300.00
			<b>Total</b>									
210976	CHROMA DIGITAL IMAGING LLC 8201 ORANGETHORPE AVE SUITE J BUENA PARK, CA 90621	SY2020-2021 SRG LP8- ALL MRA S SY2020-2021 SRG LP8- ALL MRA S	1	09-0001	1-1110	1000	4310	702	2000			3,984.82
			2	09-0001	1-1110	1000	4310	714	2000			4,289.25
			3	09-0001	2-1110	1000	4310	703	2000			3,500.92
			4	09-0001	2-1110	1000	4310	710	2000			1,722.67
			5	09-0001	3-1110	1000	4310	706	2000			4,125.76
			6	09-0001	3-1110	1000	4310	711	2000			3,248.12
			7	09-0001	4-1110	1000	4310	701	2000			4,118.45
			8	09-0001	4-1110	1000	4310	715	2000			3,698.92
			9	09-0001	5-1110	1000	4310	712	2000			1,637.94
			10	09-0001	5-1110	1000	4310	718	2000			825.24
			11	09-0001	6-1110	1000	4310	708	2000			2,756.49
			12	09-0001	6-1110	1000	4310	718	2000			825.24
			13	09-0001	7-1110	1000	4310	717	2000			1,779.69
			14	09-0001	7-1110	1000	4310	718	2000			825.26
<b>Total</b>											37,338.77	
210977	AMAZON.COM SYNCB / AMAZON PO BOX 530958 ATLANTA, GA 30353-0958	AMAZON TEXTBOOK ORDER FOR CON AMAZON TEXTBOOK ORDER FOR CON	1	09-0002	1-1110	1000	4110	702	L402			233.44
			<b>Total</b>									
210977	VICTOR VALLEY TRANS. AUTHORITY 17150 SMOKE TREE ST VICTORVILLE, CA 92345	WVTA STUDENT BUS PASSES WVTA STUDENT BUS PASSES	1	09-0002	2-1110	1000	5880	703	L201			175.00
			<b>Total</b>									

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210977	VICTOR VALLEY TRANS. AUTHORITY 17150 SMOKE TREE ST VICTORVILLE, CA 92345	VVTA STUDENT BUS PASSES VVTA STUDENT BUS PASSES	1	09-0002-2-1110-1000-5880-703-L201	175.00		
				Total	175.00		
210978	STUMP PRINTING COMPANY INC STUMPS PARTY SHINDIGZ 919 S. HARRISON ST SUITE 300 FORT WAYNE, IN 46802	DRIVE THRU GRADUATION CEREMONY DRIVE THRU GRADUATION CEREMONY	1	09-0001-1-1110-1000-4310-714-2000	2,569.41		
				Total	2,569.41		
210979	AMAZON.COM SYNCB / AMAZON PO BOX 530958 ATLANTA, GA 30353-0958	ART STUDENT MATERIALS AND SITE ART STUDENT MATERIALS AND SITE	1	09-0001-5-1110-1000-4310-712-2000	115.07		
				Total	115.07		
210980	ORO GRANDE SCHOOL CAFETERIA 19175 THIRD STREET ORO GRANDE, CA 92368-0000	NGSS Adoption Meeting-Catered NGSS Adoption Meeting-Catered	1	08-0001-0-1110-1000-5802-000-EDSV	319.50		
				Total	319.50		
210981	AMAZON.COM SYNCB / AMAZON PO BOX 530958 ATLANTA, GA 30353-0958	RPES Amazon Office Order RPES Amazon Office Order	1	08-0001-0-0000-2700-4350-901-2000	1,742.09		
				Total	1,742.09		
210982	AMAZON.COM SYNCB / AMAZON PO BOX 530958 ATLANTA, GA 30353-0958	RPES Amazon Instructional Supp RPES Amazon Instructional Supp	1 2	01-0001-0-1110-1000-4310-101-2000 01-1100-0-1110-1000-4310-101-2000	583.16 64.80		
				Total	647.96		
210983	SOUTHWEST SCHOOL SUPPLY 3790 DE FOREST CIRCLE JURUPA VALLEY, CA 91752-0000	RPES SouthWest Instructional S RPES SouthWest Instructional S	1 2	08-0001-0-0000-2700-4350-901-2000 08-0001-0-1110-1000-4310-901-2000	90.66 1,139.82		
				Total	1,230.48		

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210984	COSTCO WHOLESALE 14555 VALLEY CENTER VICTORVILLE, CA 92395-0000	Costco EL Snacks	1	01-4203-0-1110-1000-5880-101-ACCT			Encumbered
		Costco EL Snacks	2	08-4203-0-1110-1000-5880-901-ACCT			12.00
			3	08-4203-0-1110-1000-5880-902-ACCT			34.00
			4	08-4203-0-1110-1000-5880-903-ACCT			33.63
							33.64
							113.27
210985	RDO EQUIPMENT CO 20 IOWA AVENUE RIVERSIDE, CA 92507	Maintenance and repair to camp	1	01-0000-0-0000-8310-4380-000-7490			1,394.60
		Maintenance and repair to camp	2	08-0001-0-0000-8110-4380-000-M&O			1,394.59
210986	CREATIVE BUS SALES INC 14740 RAMONA AVE CHINO, CA 91710-5747	19 ADDTL IC 76 PASS BUSES	1	01-0000-0-0000-3600-6460-000-7388			2,901,108.58
		19 ADDTL IC 76 PASS BUSES					
210987	MONOPRICE INC PO BOX 740417 LOS ANGELES, CA 90074-0417	ADAPTERS/CABLES FOR TEACHERS T	1	01-3212-0-1110-1000-4340-901-TECH			540.10
		ADAPTERS/CABLES FOR TEACHERS T	2	01-3212-0-1110-1000-4340-902-TECH			881.40
			3	01-3212-0-1110-1000-4340-903-TECH			881.40
							2,302.90
210988	APPLE INC PO BOX 846095 DALLAS, TX 75284-6095	Proposal # 2110065495 RP Teach	1	01-3212-0-1110-1000-4440-901-TECH			25,243.57
		Proposal # 2110065495 RP Teach	2	01-3212-0-1110-1000-4440-902-TECH			22,438.72
			3	01-3212-0-1110-1000-4440-903-TECH			22,438.72
							70,121.01
210989	AMAZON.COM SYNCB / AMAZON PO BOX 530958 ATLANTA, GA 30353-0958	POWER STRIP TOWERS FOR RPHS &	1	08-0001-0-0000-2700-4350-902-2000			192.97
		POWER STRIP TOWERS FOR RPHS &	2	08-0001-0-0000-2700-4350-903-2000			48.24
210990	STAPLES ADVANTAGE PO BOX 660409 DALLAS, TX 75266-0409	Drop Boxes for DO & RP Sites	1	01-3212-0-0000-7100-4390-000-7388			241.21
		Drop Boxes for DO & RP Sites	2	01-3212-0-1110-1000-4390-901-7388			99.12
			3	01-3212-0-1110-1000-4390-902-7388			99.12
			4	01-3212-0-1110-1000-4390-903-7388			99.12
							396.48
210991	CDW-GOVERNMENT INC	Chromebooks for MRA sites	1	09-0001-1-1110-1000-4440-000-TECH			14,668.59

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT

BOARD PO REPORT-APRIL MTG

Board of Trustees Meeting 04/07/2021

46 Oro Grande School District

Fiscal Year: 2021

Purchase Order	Vendor	Description	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Encumbered
210992	75 REMITTANCE DRIVE SUITE 1515 CHICAGO, IL 60675-1515	Chromeblocks for MRA sites	2	09-0001	2-1110	1000-4440	000	TECH				8,382.02
			3	09-0001	3-1110	1000-4440	000	TECH				4,191.03
			4	09-0001	4-1110	1000-4440	000	TECH				4,191.03
			5	09-0001	5-1110	1000-4440	000	TECH				4,191.03
			6	09-0001	6-1110	1000-4440	000	TECH				4,191.03
			7	09-0001	7-1110	1000-4440	000	TECH				2,095.52
			Total									41,910.25
			1	01-3212	0-1110	1000-4340	000	TECH				1,550.00
210993	CDW-GOVERNMENT INC 75 REMITTANCE DRIVE SUITE 1515 CHICAGO, IL 60675-1515	Quote # LZMN201 Licenses for C Quote # LZMN201 Licenses for C	2	09-0001	1-1110	1000-4340	000	TECH				1,705.00
			3	09-0001	2-1110	1000-4340	000	TECH				1,085.00
			4	09-0001	3-1110	1000-4340	000	TECH				1,395.00
			5	09-0001	4-1110	1000-4340	000	TECH				1,240.00
			6	09-0001	5-1110	1000-4340	000	TECH				775.00
			7	09-0001	6-1110	1000-4340	000	TECH				775.00
			8	09-0001	7-1110	1000-4340	000	TECH				775.00
			Total									9,300.00
210994	DILIGENT CORPORATION 1111 19TH ST NW 9TH FL WASHINGTON, DC 20036	BOARD DOCS PRO+ BOARD DOCS PRO+	1	01-0000	0-0000	7100-5810	000	0000				6,465.00
			2	09-0001	1-0000	7200-5810	000	0000				2,285.41
			3	09-0001	2-0000	7200-5810	000	0000				1,212.53
			4	09-0001	3-0000	7200-5810	000	0000				1,488.69
			5	09-0001	4-0000	7200-5810	000	0000				1,478.37
			Total									12,930.00
			1	01-0000	0-0000	7700-5840	000	TECH				338.98
			2	01-0001	0-0000	7700-5810	000	TECH				730.62
210994	AMS.NET INC PO BOX 4933 HAYWARD, CA 94540-4933	AMS support for OG, RP, and MRA AMS support for OG, RP, and MRA	3	08-0001	0-0000	7700-5810	000	TECH				730.61
			4	08-0001	0-0000	7700-5840	000	TECH				338.94
			5	09-0001	1-0000	7700-5810	000	TECH				730.61
			6	09-0001	1-0000	7700-5840	000	TECH				338.94
			7	09-0001	2-0000	7700-5810	000	TECH				730.61
			8	09-0001	2-0000	7700-5840	000	TECH				338.94
			9	09-0001	3-0000	7700-5810	000	TECH				730.61
			10	09-0001	3-0000	7700-5840	000	TECH				338.94
			11	09-0001	4-0000	7700-5810	000	TECH				730.61
			12	09-0001	4-0000	7700-5840	000	TECH				338.94
			13	09-0001	5-0000	7700-5810	000	TECH				730.61
			14	09-0001	5-0000	7700-5840	000	TECH				338.94
			15	09-0001	6-0000	7700-5810	000	TECH				730.61



BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT

BOARD PO REPORT-APRIL MTG

Board of Trustees Meeting 04/07/2021

46 Oro Grande School District

Fiscal Year: 2021

Purchase Order	Vendor	Description	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Encumbered
210994	AMS.NET INC PO BOX 4933 HAYWARD, CA 94540-4933	AMS support for OG.RP, and MRA AMS support for OG.RP, and MRA	1	01-0000	0-0000	-7700	-5840	000	-TECH			338.98
			2	01-0001	0-0000	-7700	-5810	000	-TECH			730.62
			3	08-0001	0-0000	-7700	-5810	000	-TECH			730.61
			4	08-0001	0-0000	-7700	-5840	000	-TECH			338.94
			5	09-0001	1-0000	-7700	-5810	000	-TECH			730.61
			6	09-0001	1-0000	-7700	-5840	000	-TECH			338.94
			16	09-0001	6-0000	-7700	-5840	000	-TECH			338.94
			17	09-0001	7-0000	-7700	-5810	000	-TECH			730.61
			18	09-0001	7-0000	-7700	-5840	000	-TECH			398.44
			<b>Total</b>									9,685.50
210995	CDW-GOVERNMENT INC 75 REMITTANCE DRIVE SUITE 1515 CHICAGO, IL 60675-1515	Quote# 1C44KRP HDMI Cables VV Quote# 1C44KRP HDMI Cables VV	1	09-0001	2-1110	-1000	-4340	-703	-TECH			82.11
210996	ATKINSON, ANDELSON, LOYA, RUUD & ROMO 12800 CENTER CT DR, STE 300 CERRITOS, CA 90703-0000	New California COVID-19 Supple New California COVID-19 Supple	1	01-0000	0-7110	-7400	-5813	000	-7490			117.00
			<b>Total</b>									82.11
210997	SEMA LLC DBA CBE OFFICE SOLUTIONS (CA) 4 MASON IRVINE, CA 92618	(5) COPIER PURCHASE (5) COPIER PURCHASE	1	01-0000	0-0000	-7100	-6450	000	-COPY			2,431.80
			2	01-0000	0-0000	-7400	-6450	000	-COPY			3,647.71
			3	01-0001	0-1110	-1000	-6450	-101	-COPY			1,253.90
			4	08-0001	0-0000	-8110	-6450	000	-COPY			8,659.04
			5	08-0001	0-1110	-1000	-6450	-901	-COPY			7,105.44
			6	08-0001	0-1110	-1000	-6450	-903	-COPY			8,359.34
			7	09-0001	7-1110	-1000	-6450	-717	-COPY			8,659.04
			<b>Total</b>									40,116.27
210998	ORACLE INVESTIGATIONS GROUP 13089 PEYTON DRIVE SUITE C CHINO HILLS, CA 91709-0000	Oracle - Investigative Service Oracle - Investigative Service	1	01-0000	0-0000	-7100	-5810	000	-SUPT			11,897.50
210999	DEPARTMENT OF GENERAL SERVICES OFFICE OF FISCAL SERVICES	Gymnasium Building-HVAC Projec Gymnasium Building-HVAC Projec	1	01-0000	0-0000	-8520	-6230	000	-HVAC			1,182.50
			<b>Total</b>									11,897.50

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT

BOARD PO REPORT-APRIL MTG

Board of Trustees Meeting 04/07/2021

46 Oro Grande School District

Fiscal Year: 2021

Purchase Order	Vendor	Description	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Encumbered
211000	PO BOX 959053 WEST SACRAMENTO, CA 95798-9053	BUS PARTS-DOME OIL SIGHT GLASS BUS PARTS-DOME OIL SIGHT GLASS	1	08	0002	0	0000	3600	4380	000	L204	1,182.50
	AMAZON.COM SYNCB / AMAZON PO BOX 530958 ATLANTA, GA 30353-0958		Total									84.01
211001	CDW-GOVERNMENT INC 75 REMITTANCE DRIVE SUITE 1515 CHICAGO, IL 60675-1515	Quote# 1C4GZLF - Color printer Quote# 1C4GZLF - Color printer	1	01	0000	0	7110	7100	4440	000	TECH	221.97
			2	01	0000	0	7110	7300	4440	000	TECH	221.96
			3	01	0000	0	7110	7400	4440	000	TECH	228.69
			Total									672.62
211002	MAJESTIC DOCUMENT HOLDERS LLC 7561 MORGAN RD WOODBINE, MD 21797	RPES Office Cume Tabs RPES Office Cume Tabs	1	01	0001	0	0000	2700	4350	101	2000	381.43
			2	08	0001	0	0000	2700	4350	901	2000	890.02
			Total									1,271.45
211003	VALLEY SCREENING & GRAPHICS 18429 HWY 18 SUITE B APPLE VALLEY, CA 92307-0000	Uniforms for Transportation De Uniforms for Transportation De	1	08	0002	0	0000	3600	4394	000	L204	285.54
			Total									285.54
211004	COSTCO WHOLESale 14555 VALLEY CENTER VICTORVILLE, CA 92395-0000	Water for RP MS/HS Students Water for RP MS/HS Students	1	08	0001	0	1110	1000	5880	902	2000	317.40
			2	08	1100	0	1110	1000	5880	903	2000	317.39
			Total									634.79
211005	TITUS III, EUGENE 19764 MT WASATCH DR RIVERSIDE, CA 92508	REIMBURSE FOR STAFF LUNCHEON REIMBURSE FOR STAFF LUNCHEON	1	08	0001	0	1110	1000	5802	902	2000	111.92
			2	08	0001	0	1110	1000	5802	903	2000	111.93
			Total									223.85
211006	SOUTHWEST SCHOOL SUPPLY 3790 DE FOREST CIRCLE JURUPA VALLEY, CA 91752-0000	Supplies for MRA Bakersfield Supplies for MRA Bakersfield	1	09	0001	1	1110	1000	4390	714	2000	78.75

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT

BOARD PO REPORT-APRIL MTG

Board of Trustees Meeting 04/07/2021

46 Oro Grande School District

Fiscal Year: 2021

Purchase Order	Vendor	Description	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Encumbered
211006	SOUTHWEST SCHOOL SUPPLY 3790 DE FOREST CIRCLE JURUPA VALLEY, CA 91752-0000	Supplies for MRA Bakersfield Supplies for MRA Bakersfield	1	09	0001	1	11	10	1000	4390	714-2000	78.75
											<b>Total</b>	78.75
211007	REDWOOD PLUMBING 16320 WINTUN ROAD APPLE VALLEY, CA 92307	MRA VV location backflow insta MRA VV location backflow insta	1	09	0001	2	0000	8530	6250	703	0000	9,514.00
											<b>Total</b>	9,514.00
											<b>Grand Total</b>	3,559,218.41
											<b>Fund Summary:</b>	
											Fund 01	3,019,255.02
											Fund 08	317,487.70
											Fund 09	209,604.79
											Fund 13	12,611.34
											Fund 14	259.56

Purchase Order Count: 134

The above Purchase Order(s) have been issued in accordance with the District's policies and procedures and are hereby recommended for approval.

\_\_\_\_\_  
Authorized Agent

\_\_\_\_\_  
Board Approval



## **ORDER FORM**

This Order Form is made by and between Oro Grande School District (“**Client**”) whose principal place of business is 19900 National Trails Highway, Oro Grande, California, 92368 and Diligent Corporation (hereinafter “**Diligent**”), whose registered office is located at 1111 19th St NW, 9th Floor, Washington DC 20036. The Order Form is effective as of the **Effective Date**, as defined below. Each of Client and Diligent are a “**Party**” and are together the “**Parties**.” All amounts are in USD currency.

### **A. Terms**

This Order Form, together with the applicable General Terms and Conditions as identified at <https://diligent.com/governance-cloud-terms-conditions> and the applicable Product Terms as identified at <https://diligent.com/product-terms>, form the entire agreement between the parties in respect of the products and services set forth in this Order Form (the “**Agreement**”). For purposes of this Agreement, in the event of any conflict between the Order Form and the General Terms and Conditions, the Order Form shall control. Notwithstanding anything to the contrary in any purchase order or other document provided by Client, any product or service provided by Diligent to Client in connection with a purchase order related to this Order Form is conditioned upon Client’s acceptance of the Agreement. Any additional, conflicting or different terms proffered by Client in a purchase order or otherwise shall be deemed null and void.

### **B. Diligent Services**

Description	Quantity	Annual Price Per	Total Annual Price
BoardDocs Pro+	1	\$12,000.00	\$12,000.00

**Total Annual Subscription Fee:** \$12,000.00

**One-Time Installation Fee:** \$0.00

Upon execution of this Agreement, Diligent will issue an invoice for the amount of \$12,000.00, plus applicable taxes.

Pricing is valid until April 8, 2021. If the Agreement is received executed by Client after this date, Diligent may accept or reject the Agreement in its sole discretion.

The “**Effective Date**” of this Agreement shall be the date of the Client’s signature, and the Initial Term of the Agreement shall run for 1 year from the Effective Date.

After the Initial Term, the term of the Agreement will automatically renew for additional 1 year Renewal Terms, unless either Party provides the other written notice of non-renewal no later than 30 days prior to the expiration of the Initial Term or any Renewal Term. For each year of the Term, pricing shall increase by 3.00% on each anniversary of the Effective Date. Any notices of non-renewal issued by Client to Diligent must be provided to [billing@diligent.com](mailto:billing@diligent.com). All Subscription Fees shall be payable on an annual basis in advance. All payments are due 30 days from the date of invoice.



Agreement Number: Q-644174

**C. Notices And Client Information**

Invoicing		Notices
Client Contact Name:	Oro Grande School Dist.	
Address:	PO Box 386, Oro Grande CA 92368	
Billing Contact:	April Lara	
Phone:	760-243-5884	
E-mail:	accounts-payable@ orogrande.org	
Additional Email:		
VAT/Tax ID:	95-6002292	
Purchase Order:	210993	

**IF APPLICABLE:** ☐ Tax-exempt Entity: Please attach a copy of your tax-exemption certificate to this order form.

**Notices to Diligent:**

Except as otherwise identified, all notices to Diligent shall be sent to:

Diligent Corporation  
111 West 33rd Street, 16th Floor, New York, NY 10120

[Legal@diligent.com](mailto:Legal@diligent.com)



Agreement Number: Q-644174

IN WITNESS WHEREOF, the Parties hereto have executed the Agreement as of the Effective Date.

**Oro Grande School District**  
("Client")

By:

A handwritten signature in blue ink, appearing to read 'William Flynn'.

Name: William Flynn

Job Title: CBO

Date: 3-29-21

**Diligent Corporation**  
("Diligent")

By:

Name:

Job Title: General Counsel

Date:



## *Oro Grande School District*

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Heather Griggs, Ed.D.  
Superintendent

April 8, 2021

San Bernardino County Office of Education  
601 North E St.  
San Bernardino, CA 92415-0020

San Bernardino County Office of Education Fiscal Services;

Pursuant to Education Code (EC) Section 47605(k)(1), Riverside Preparatory School (CDS Code : 36 67827 0113928, Charter #855) is electing to receive its funding directly, in lieu of having it disbursed through the local educational agency, Oro Grande Elementary School District. Both Riverside Preparatory and Oro Grande Elementary School District wish to continue to have all funds deposited into Fund 08 under Oro Grande Elementary School District.

We are informing the San Bernardino County Office of Education of our request for this funding change to occur for the 2021-2022 school year. We are requesting that this apply to all funding that the charter school is eligible to receive.

Respectfully,

Mr. Eugene Titus  
Secondary Principal  
Riverside Preparatory School  
(760) 243-4136 Ext. 402

William Flynn  
Assistant Superintendent Business Services  
Oro Grande Elementary School District  
(760) 243-5884 ext. 189

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**PO BOX 386 / 19900 National Trails Hwy., Oro Grande, California 92368 (760) 243-5884**

**BOARD OF EDUCATION**

Marlene Henry, President • Edna Rodriguez, Clerk • Paula Ramirez, Member

# ORO GRANDE SCHOOL DISTRICT

## Resolution No. 23-2020/2021

### *Transfers of Appropriations for 2021/2022*

**WHEREAS**, the Governing Board of the Oro Grande School District has determined that during the fiscal year budget revisions become necessary to bring the budgeted revenues and expenditures in balance with actual receipts and expenses; and

**WHEREAS**, by making these appropriation adjustments to actuals, the District will reflect a more realistic picture of actual spending patterns of funds; and

**WHEREAS**, the Governing Board of the Oro Grande School District has determined that additional income is assured in excess of the amounts previously budgeted and the timely posting of adjustments will keep each account up-to-date with accurate uncommitted balances; and

**NOW, THEREFORE, BE IT RESOLVED** that pursuant Education Code Sections 42600 through 42602, the School District may appropriate any such funds, identify and make such transfers as needed throughout the 2021/22 fiscal year.

**BE IT FURTHER RESOLVED** that the Governing Board of the Oro Grande School District Board authorizes staff to process the necessary transfers of appropriation to revise budget amounts during the course of the fiscal year to allow appropriation of excess funds, transfers between designated and/or un-appropriated fund balances and any expenditure classifications, or balance any expenditure classification of the budget.

**APPROVED:**

This is an exact copy of the resolution adopted by the Governing Board at a regular meeting on April 7, 2021

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School District Superintendent

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Board Clerk



San Bernardino County  
SHERIFF'S DEPARTMENT

APPLICATION FOR THE HOLDING OF A PUBLIC MEETING  
OUTSIDE OF THE MUNICIPAL CORPORATIONS  
IN THE COUNTY OF SAN BERNARDINO

I hereby state, by this application, my intention to hold a public meeting and to conform with all requirements set forth by San Bernardino County Code, Section 12.054.

Name of Applicant Oro Grande School District – Riverside Prep High School  
Address of Applicant 19900 National Trails Highway, Oro Grande, CA 92368 Telephone No. (760) 243-5884  
Name of Sponsoring Organization Same As Above  
Address of Organization \_\_\_\_\_ Telephone No. \_\_\_\_\_

	DATES OF MEETING	TIME		OFFICERS REQUIRED	Total Hours
		Start	Stop		
1.	<u>3/22/21</u>	<u>1600 Hrs</u>	<u>1800 Hrs</u>	<u>1 Deputy @ 2 hours</u>	<u>2</u>
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____

Location of Meeting: Silverado High School  
14048 Cobalt Rd., Victorville, CA 92392

Number of Persons Expected: Varies

Purpose of the Meeting or Assembly: Riverside Prep High School Baseball/Softball Games  
Contract # VV172

POLICE PROTECTION: If deemed necessary by the Sheriff, a duly qualified peace officer or officers are to be in attendance during the above scheduled meeting. The cost of this service will be at the rate established by the Board of Supervisors. Total cost must be submitted in advance with this Application.

No. of Days 1 X No. Hours per Day 2 X No. of Officers 1 125.71 = \$ 251.42  
("Hourly Rate")

Recommendations of Officials:

Application: ☒ Approved ☐ Disapproved

  
Jeremy Martinez, Captain

Oro Grande School District – Riverside Prep HS  
Name of Organization

Signature of Applicant – Heather Griggs, Superintendent  
19900 National Trails Highway, Oro Grande, CA 92368  
Make Check Payable to: San Bernardino County Sheriff's Department  
11613 Bartlett Avenue Adelanto, CA 92301

Sheriff's Department  
Distribution:  
White Copy – Sheriff  
Canary Copy – Applicant  
Pink Copy – Headquarters

### Memorandum of Understanding for Dual Enrollment and Credit

This Memorandum of Understanding is between Oro Grande School District (Oro Grande) and Brandman University (University) for dual enrollment classes resulting in dual credit through Oro Grande's Riverside Preparatory High School and Brandman University.

This Memorandum of Understanding (MOU) establishes a partnership between Oro Grande and the University. Oro Grande and the University wish to enter into an agreement, regarding the terms discussed below. This MOU shall be effective when both parties have signed it and continues through August 1, 2022. Oro Grande students will be enrolled, as noted below, in University courses during the 2021-22 academic year. Prior to that time, parties will work together on provisions such as eligibility, orientation requirements, etc., as further detailed below.

#### 1.0 MISSION

- 1.1 Together, the parties enter into this Memorandum of Understanding to mutually promote dual High School and College enrollment and credit opportunities for eligible Oro Grande students.

#### 2.0 COURSES AND TUITION

- 2.1 The Dual Enrollment/Dual Credit program allows eligible Oro Grande 11<sup>th</sup> and 12<sup>th</sup> grade, *Non-Degree Seeking* students to enroll in the following University courses during the 2021-22 academic year:

- 11<sup>th</sup> grade:
  - Fall: HISU 103 – US History Survey II
  - Spring: ENGU 103 – Writing and Rhetoric
- 12<sup>th</sup> grade:
  - Fall: POSU 110 – Introduction to American Politics
  - Spring: ECNU 201 – Principles of Macroeconomics
- 11<sup>th</sup> and 12<sup>th</sup> grade combo:
  - Spring: ESCU 101 – Introduction to Environmental Science

*Note: Course selection may be modified at the mutual agreement of both parties.*

- 2.2 Oro Grande students enrolling in the Oro Grande/University designated courses and successfully completing the course, will receive credit for those courses at the University and at Oro Grande; however, it is not designed to serve as formal admission into the University or any other post-secondary institution. *Acceptance of these courses for transfer to other institutions is solely at the discretion of the receiving institution.*

- 2.3 University will provide the stated courses in a fully online delivery mode taught by a University faculty member or adjunct. Oro Grande students will be enrolled as a cohort and will move through the courses together in a prescribed order. At a minimum, Oro Grande will provide a required once per week cohort session, in-person or virtually, for students to meet with their Oro Grande course facilitator.
  - 2.4 Tuition is paid by Oro Grande. The cost is \$11,000 (minimum of 9 and maximum of 25 students) per course. Courses are fully online and asynchronous. Enrollment per course section is 25 students. Multiple sections of a course may be opened at the determination of the University.
  - 2.5 University will make every attempt to assign a faculty member or adjunct who is able to hold a weekly 1-hour synchronous session to review content during the cohort's class time. If this is not possible, the synchronous sessions will be held one evening per week.
  - 2.6 Textbook costs and other course materials are in addition to tuition and will be paid by Oro Grande.
  - 2.7 Oro Grande shall propose student eligibility for registration into the dual enrollment/dual credit program. Eligibility standards must be approved by the University; however, Oro Grande will administer the eligibility determinations and keep records documenting the same. It is expected that Oro Grande students will be eligible for enrollment into this dual credit program only if they have and maintain a GPA of 3.0 or have a GPA of 2.5 or higher and are recommended by their Oro Grande advisor. If a student is underperforming, the University will recommend that they drop the course within the drop period so they are not adversely affected. Students who do not complete any work by the end of week 3 in a 12-week course or by the end of week 2 in an 8-week course, will be dropped by the University for non-attendance.
- 3.0 RESOURCES
- 3.1 Oro Grande will provide the following resources:
    - 3.1.1 Oro Grande will recommend one 11<sup>th</sup> grade facilitator and one 12<sup>th</sup> grade facilitator to be vetted by the University and, if approved by the University, to provide advising, coaching and mentoring to Oro Grande students enrolled in University courses. The University shall hire and pay the facilitator. The facilitator will be entered in the course as a teaching assistant. Facilitator will have access to course only to be able to provide counseling and coaching to students and not to provide any instruction or grading. Facilitator will be required to complete University compliance and other trainings prior to being accepted by University as the Oro Grande Facilitator.

- 3.1.2 Set up information sessions for students and their families, prior to registration, if requested
- 3.1.3 Provide a date for an in-person or virtual student orientation meeting with University staff
- 3.1.4 Provide educational plans for each participating student
- 3.1.5 Provide the data required for registration of each Oro Grande student
- 3.1.6 Pay the University textbook costs per student or provide all textbooks required through ordering processes outside the University bookstore resource
- 3.1.7 Provide University with the Oro Grande logo to be used only for University-Oro Grande landing pages and other collateral as will be used for informational purposes by the University and/or Oro Grande within the purposes of this MOU
- 3.2 University will provide the following resources:
  - 3.2.1 University will assign and compensate a fulltime faculty member or adjunct to teach each course
  - 3.2.2 Register each eligible Oro Grande student and provide University student credentials to each registered student allowing the student to access online courses, libraries and other University non-admitted student resources
  - 3.2.3 Lead an in-person or virtual student orientation session
  - 3.2.4 Host student activation sessions either in-person or virtually. These sessions include account activation, University student email set up and logging into Blackboard
  - 3.2.5 Provide Oro Grande with the University logo to be used only for University-Oro landing pages and other collateral as will be used for informational purposes by University and/or Oro Grande within the purposes of this MOU

#### 4.0 CONFIDENTIALITY

All college coursework is governed by the Family Education Rights and Privacy Act (FERPA) which allows release of academic information, including grades, to the student only regardless of age. Academic information is not released to parents or third parties without the written consent of the student. However, in this situation where the student is enrolled in both a high school and a postsecondary institution, the two schools may exchange information about that student.

#### 5.0 INDEMNIFICATION

Each party shall indemnify, defend and hold, its trustees, agents, employees, administrators, successors and assigns, harmless, from and against any and all claims, liability, loss, damages, demands, costs, and/or expenses, including reasonable attorneys' fees and costs, arising out of or in connection with that party's sole negligence or willful misconduct and arising out of this Agreement.

#### 6.0 ADDITIONAL PROVISIONS

6.1 This MOU may be amended by mutual written agreement of both parties. University and Oro Grande reserve the right to terminate this MOU upon service of written notice to the other party 30 days prior to the date of termination. Any University dual enrollment course currently in session at the time of notice of termination shall run through course conclusion and all tuition shall remain due. No course will be initiated following receipt of written notice of termination.

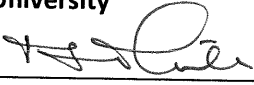
6.2 Dual Enrollment High School students are required to adhere to the University policies including, but not limited to, academic integrity.

#### 7.0 ARBITRATION

All disputes, controversies or claims between the parties that arise out of, or relate to this Agreement, including any dispute as to the existence, construction, validity, interpretation, enforceability or breach of this Agreement and any statutory based disputes (the "Dispute"), will be submitted to, and settled by binding arbitration as described below. Any party who fails or refuses to submit to arbitration following a lawful demand by any other party will bear all costs and expenses incurred by such other party in compelling arbitration of any Dispute. Arbitration proceedings will be administered by JAMS, Inc. (formerly, Judicial Arbitration and Mediation Services, Inc.). Arbitration will be conducted in accordance with the then existing JAMS, Inc. Comprehensive Arbitration Rules and Procedures, including its Expedited Procedures, and the arbitrator(s) will be selected in accordance with said rules. The arbitrator will have authority to determine whether the dispute is arbitrable. The arbitration will be conducted at a location in Orange

Date: 3/2/21

County, California selected by the arbitrator(s) in consultation with the parties. All statutes of limitation in the State of California applicable to any Dispute will apply to any arbitration proceeding. Judgment upon any award rendered in arbitration may be entered in any court having jurisdiction. Except as expressly set forth herein, the arbitrator's award will be final. No appeals shall be taken of the arbitrator's award (or absence of an award).

**Brandman University**Signature: Name: Phillip L. DoolittleTitle: Executive Vice Chancellor/CFODate: 3/4/2021**Oro Grande School District**

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Oro Grande School District AND Victor Valley College**

**Memorandum of Understanding: College and Careers Access Pathways (CCAP) Partnership Agreement**  
**July 1, 2021-June 30, 2024**

This is a College and Career Access Pathways Partnership Agreement (CCAP) hereinafter known as "Agreement" between Victor Valley Community College District (VVC) hereinafter known as "COLLEGE" and Oro Grande School District (OGSD) hereinafter known as "SCHOOL DISTRICT" and

WHEREAS, the mission of the COLLEGE includes providing educational programs and services that are responsive to the needs of the students and communities with the Victor Valley Community College District; and

WHEREAS, students who complete college credit while enrolled in high school are more likely to earn high school diplomas, to enroll in community colleges and four-year colleges, to attend post-secondary education on a full-time basis, and to complete degrees in those institutions than students without these experiences; and

WHEREAS, COLLEGE AND SCHOOL DISTRICT desire to enter into this CCAP Agreement for the purpose of offering or expanding dual enrollment opportunities, consistent with the provisions of AB 288 and AB 30, for high school students "who may not already be college bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, or helping high school pupils achieve college and career readiness." Sec.2 (a) AB 288

WHEREAS, instruction will comply with the student selection standards, curriculum guidelines, recommendations and procedures promulgated by applicable law, the California Community College Chancellor's Office and COLLEGE; and

WHEREAS, the COLLEGE and the SCHOOL DISTRICT agree to record COLLEGE and SCHOOL DISTRICT specific components of the Agreement using the Appendix for purposes addressing mandated reporting requirements to include, but not limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those students; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of pupils to benefit from those courses; and

WHEREAS, the Agreement Appendix shall also be used to record protocols for information sharing in compliance with all applicable state and federal privacy cases, joint facilities use, and parental consent for high school pupils to enroll in community college courses; and

WHEREAS, participation in the CCAP Agreement is consistent with the core mission of the community colleges pursuant to Section 66010.4, and that pupils participating in a CCAP Agreement will not lead to enrollment displacement of otherwise eligible adults in the community college; Sec. 2 (k)(3)

NOW THEREFORE, the COLLEGE and SCHOOL DISTRICT agree as follows:

**1. TERM OF AGREEMENT**

- 1.1 The term of this CCAP Agreement shall be for 3 years beginning on July 1, 2021 and ending on June 30, 2024, unless otherwise terminated.
- 1.2 This CCAP Agreement outlines the terms of the Agreement. The CCAP Agreement Appendix shall specify additional detail regarding, but not be limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the COLLEGE for those students; the scope, nature, time, location, and listing of community college course to be offered; and criteria to assess the ability of pupils to benefit from those courses. The CCAP Agreement Appendix shall also establish protocols for information sharing in compliance with all applicable state and federal privacy laws, joint facilities use, and parental consent for high school pupils to enroll in community college courses. Sec. 2 (c) (1)
- 1.2 The CCAP Agreement Appendix shall identify a point of contact for the participating community college district and school district partner. Sec. (c)(2)
- 1.3 A copy of the COLLEGE AND SCHOOL DISTRICT CCAP Agreement shall be filed with the office of the Chancellor of the California Community Colleges and with the department [California Department of Education] before the start of the CCAP partnership. Sec. 2 (c)(3)

**2. COMMUNITY COLLEGE DISTRICTS AUTHORIZING THE CCAP PARTNERSHIPS WITH SCHOOL DISTRICTS DEFINITIONS**

- 2.1 CCAP Agreement Courses – Courses offered as part of this CCAP Agreement shall be community college courses acceptable towards a career technical education credential or certificate, or preparation for transfer, or appropriate to improve high school graduation rates or help high school pupils achieve college and career readiness. All community college courses offered at the SCHOOL DISTRICT have been approved.
- 2.2 Consistent with AB 288, this CCAP Agreement may include “underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1(d)
- 2.3 High school pupils enrolled in a course offered through a CCAP partnership shall not be assessed any fee that is prohibited by Section 49011.

**3. STUDENT ELIGIBILITY, SELECTION AND ENROLLMENT, ADMISSION, REGISTRATION, MINIMUM SCHOOL DAY**

- 3.1 Student Eligibility – students who “may not already be college bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, and assisting high school pupils to achieve college and career readiness” Sec. 2 (a) and



“underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)

- 3.2 Student Selection and Enrollment – Enrollment shall be open to all eligible students as part of the CCAP Agreement who have been admitted to the COLLEGE and who meet all applicable prerequisites. Student selection criteria may be further specified in the CCAP Agreement Appendix. Applicable prerequisite courses, training, or experience and standards required as preparation for courses offered through the CCAP Agreement will be determined by COLLEGE and shall be in compliance with applicable law and COLLEGE standards and policies.
- 3.3 College Admission and Registration – Procedures for students participating in the CCAP Agreement shall be governed by the COLLEGE and shall be in compliance with the admissions and registration guidelines set forth in applicable law and VVC policy.
- 3.4 Student Records – It is the responsibility for the student to follow the COLLEGE process when requesting an official COLLEGE transcript for grade submission to the SCHOOL DISTRICT unless otherwise specified in the Appendix.
- 3.5 Priority Enrollment – A COLLEGE participating in this CCAP Agreement may assign priority course registration to a pupil seeking to enroll in a community college course that is required for the pupil’s CCAP partnership program.
- 3.6 As part of a CCAP Agreement, a participating community college district shall not provide physical education course opportunities to high school students or any other course opportunities that do not assist in the attainment of the goals associated with career technical education or preparation for transfer, improving high school graduation rates, or helping high school students achieve career and college readiness. Sec. 2 (d)
- 3.7 Students participating in a CCAP Agreement may enroll in up to a maximum of 15 units per term per conditions specified in AB 288, Sec. 2 (p)(1)(2)(3). Specifically, the units must constitute no more than four community college courses per term and be part of an academic program that is part of the Agreement designed to award students with both a high school diploma and an associate degree or certificate or a credential.
- 3.8 Minimum School Day – The SCHOOL DISTRICT shall certify that it shall teach SCHOOL DISTRICT students participating as part of a CCAP Agreement no less than the number of instructional minutes required to complete a minimum school day pursuant to Education Code §§ 46141 and 46142.
- 3.9 District will provide a three-year proposal for courses it desires to offer each semester during the six semesters. District may ask for additional courses but it must do so in writing to the Dual Enrollment Coordinator no later than ninety days prior to the start of the semester.
- 3.10 Minimum Course Enrollment - The SCHOOL DISTRICT shall enroll a minimum of 25 students per course. The COLLEGE shall reserve the right to allow lower course enrollment due to special circumstances.

#### **4. COLLEGE APPLICATION PROCEDURE**

4.1 The COLLEGE will be responsible for processing student applications.

4.2 The COLLEGE will provide the necessary admission and registration forms and procedures and both COLLEGE and SCHOOL DISTRICT will jointly ensure that each applicant accepted has met all the enrollment requirements.

4.3 The SCHOOL DISTRICT agrees to assist COLLEGE in the admission and registration of SCHOOL DISTRICT students as may be necessary and required by COLLEGE.

#### **5. PARTICIPATING STUDENTS**

5.1 A high school student enrolled in a course offered through a CCAP Agreement shall not be assessed any fee that is prohibited by Education Code Section 49011. See also Sec. 2 (f) (q). The governing board of a community district participating in a CCAP partnership agreement established pursuant to this article shall exempt special part-time students described in subdivision (p) from the fee requirements in Sections 76060.5, 76104, 76223, 76300, 76350, and 79121.

5.2 The total cost of books and instructional materials for SCHOOL DISTRICT students who enroll in a COLLEGE course offered as part of this CCAP Agreement will be borne by SCHOOL DISTRICT. Required textbooks may be purchased by SCHOOL DISTRICT from a vendor of their choosing.

5.3 Both COLLEGE and SCHOOL DISTRICT will insure that ancillary and support services are provided for students (e.g. Counseling and Guidance, Placement Assistance, Assessment, and Tutoring.)

5.4 Units completed by a pupil pursuant to a CCAP Agreement, may count toward determining a pupil's registration priority for enrollment and course registration at the COLLEGE.

#### **6. CCAP AGREEMENT COURSES**

6.1 A COLLEGE may limit enrollment in a community college course solely to eligible high school students if the course is offered at a high school campus during the regular school day and the community college course is offered pursuant to a CCAP Agreement. Sec. 2 (o) (1).

6.2 The COLLEGE is responsible for all courses and educational programs offered as part of CCAP Agreement regardless of whether the course and educational program is offered on site at the SCHOOL DISTRICT or at the COLLEGE.

6.3 The scope, nature, time, location, and listing of courses offered by a COLLEGE shall be determined by COLLEGE with the approval of the Governing Board and will be recorded in the Appendix to this Agreement. Sec. 2 (c) (1).

6.4 Course offered as part of a CCAP Agreement either at the COLLEGE or SCHOOL DISTRICT shall be jointly reviewed and approved.

6.5 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be of the same quality and rigor as those offered on COLLEGE campus and shall be in compliance with VVC academic

standards and the Course Outline of Record (COR).

- 6.6 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be listed in the COLLEGE catalog with the same department designation, course descriptions, numbers, titles, and credits. Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall adhere to the official course outline of record and the student learning outcomes established by the associated COLLEGE academic department.
- 6.7 Instructors teaching courses offered by SCHOOL DISTRICT as part of this CCAP Agreement are/ will be considered college employees while teaching college courses and must complete an approved Instructional Services Agreement as required by VVC Business Procedure.
- 6.8 Courses offered as part of this CCAP Agreement will comply with all applicable regulations, policies, procedures, prerequisites and standards applicable to the COLLEGE as well as any corresponding policies, practices, and requirements of the SCHOOL DISTRICT. In the event of a conflict between the COLLEGE course related regulations, policies, procedures, prerequisites and standards and that of SCHOOL DISTRICT policies, practices and requirements, the COLLEGE regulations, policies, procedures, prerequisites, and standards, shall prevail.
- 6.9 A student's withdrawal prior to the completion of a course offered as part of this Agreement shall be in accordance with COLLEGE guidelines, policies, pertinent statutes and regulations.
- 6.10 Classroom management and evaluation of students enrolled in courses offered as part of this agreement shall be in accordance with COLLEGE guidelines, policies, pertinent statutes and regulations.
- 6.11 COLLEGE has the sole right to control and direct the instructional activities of all instructors.
- 6.12 This CCAP Agreement certifies that any remedial course taught by community college faculty at a participating high school campus shall be offered only to high school students who do not meet their grade level standard in math, English or both on an interim assessment in grade 10 or 11, as determined by the partnering SCHOOL DISTRICT, and shall involve collaborative effort between the SCHOOL DISTRICT and the COLLEGE faculty to deliver an innovative remediation course as an intervention in the student's junior or senior year to ensure the student is prepared for college-level work upon graduation. Any new courses must be approved in accordance with COLLEGE requirements, including approval by the COLLEGE Curriculum Committee.
- 6.13 Degree and certificate programs that are included in the CCAP agreement must have been approved by the California Community College Chancellor's Office and courses that make up the programs must be part of the approved programs, or the college must have received delegated authority to separately approve those courses locally.

## **7. INSTRUCTOR(S)**

- 7.1 All instructors teaching COLLEGE course offered as part of this CCAP Agreement must meet the minimum qualifications for instruction in a California Community College as set forth in Title 5 California Code of Regulations, Sections 53410 and 58060 or as amended and be hired by the COLLEGE.

- 7.2 The CCAP Agreement Appendix shall specify which participating SCHOOL DISTRICT or COLLEGE will be the employer of record for purposes of assignment monitoring and reporting to the county office of education. Sec. 2 (m)(2)
- 7.3 This CCAP Agreement specifies the SCHOOL DISTRICT will assume reporting responsibilities pursuant to applicable federal teacher quality mandates. Sec. 2(m)(2)
- 7.4 Instructors who teach COLLEGE courses offered as part of this CCAP Agreement must provide the supervision and control reasonably necessary for the protection of the health and safety of students and may not have any other assigned duty during the instructional activity.
- 7.5 Instructors who teach COLLEGE course shall comply with the fingerprinting requirements set forth in Ed Code § 45125 or as amended and the tuberculosis testing and risk assessment requirements of California Health and Safety Code § 121525 or as amended. In addition to any other prohibition or provision, no person who has been convicted of a violent or serious felony shall be eligible to teach any courses offered as part of this CCAP Agreement or otherwise provide services on a SCHOOL DISTRICT site.
- 7.6 Prior to teaching, faculty provided by the SCHOOL DISTRICT shall receive discipline-specific training and orientation from COLLEGE regarding but not limited to, course curriculum, assessment criteria, pedagogy, course philosophy, testing and grading procedures record keeping, and other instructional responsibilities. Said training shall be approved by and provided by the COLLEGE.
- 7.7 Faculty provided by the SCHOOL DISTRICT will participate in professional activities sponsored by the COLLEGE as required by the terms and conditions of the contract and shall be encouraged to participate in ongoing collegial interaction to include, but not be limited to the following: address course content, course delivery, assessment, evaluation, and/or research and development in the field.
- 7.8 Faculty performance shall be evaluated by the COLLEGE using the adopted evaluation process and standards for faculty of the COLLEGE, subject to approval of VVC.
- 7.9 The COLLEGE may select instructors from SCHOOL DISTRICT personnel. SCHOOL DISTRICT personnel selected to be instructors remain employees of the SCHOOL DISTRICT, subject to the authority of the SCHOOL DISTRICT, but will also be subject to the authority of VVC, specifically with regard to their duties as instructors.
- 7.10 The SCHOOL DISTRICT shall certify that any community college instructor teaching a course at the partnering high school campus has not displaced or resulted in the termination of an existing high school teacher teaching the same course on that high school campus.
- 8. ASSESSMENT OF LEARNING AND CONDUCT**
- 8.1 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same standards of achievement as students in courses taught on the COLLEGE campus.

8.2 Students enrolled in COLLEGE courses offered, as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same grading standards as those expected of students in courses taught on the COLLEGE campus.

8.3 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be assessed using the same methods (e.g. papers, portfolios, quizzes, labs, etc.) as students in courses taught on the COLLEGE Campus.

8.4 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same behavioral standards as those expected of students in courses taught on the COLLEGE campus.

## **9. LIAISON AND COORDINATION OF RESPONSIBILITIES**

9.1 The COLLEGE shall appoint an educational administrator, to be specified in the Appendix to this CCAP Agreement, who will serve as point of contact to facilitate coordination and cooperation between COLLEGE and SCHOOL DISTRICT in conformity with VVC policies and standards. Sec. 2 (c)(2)

9.2 The SCHOOL DISTRICT shall appoint an educational administrator, to be specified in the Appendix to this CCAP Agreement, who will serve as point of contact to facilitate coordination and cooperation between SCHOOL DISTRICT and COLLEGE in conformity with SCHOOL DISTRICT policies and standards. Sec. 2 (c) (2).

9.3 The SCHOOL DISTRICT's personnel will perform services specified in 9.4 as part of their regular assignment. SCHOOL DISTRICT personnel performing these services will be employees of the SCHOOL DISTRICT, but will also be subject to the direction of COLLEGE, specifically with regard to their duties pertaining to the COLLEGE courses.

9.4 This CCAP Agreement requires an annual report as specified in the Appendix, to the office of the Chancellor of the California Community Colleges by each participating COLLEGE and SCHOOL DISTRICT on all the following information: Section. 2 (t)(1)(A-D)

- The total number of high school students by high school site enrolled in each partnership, aggregated by gender and ethnicity, and reported in compliance with all applicable state and federal laws. Sec 2 (t)(1)(A)
- The total number of community college courses by course category and type and by school site enrolled in by CCAP partnership participants. Sec. 2(t)(1)(B)
- The total number and percentage of successful course completions, by course category and type and by school site, of CCAP partnership participants. Sec. 2 (t)
- The total number of full-time equivalent students generated by CCAP partnership community college district participants. Sec. 2(t)(1)(D)

## **10. APPORTIONMENT**

10.1 VVC shall include the students enrolled in a CCAP Agreement course in its report of full-time equivalent students (FTES) for purposes of receiving state apportionments when the course(s) complies with current requirements for dual enrollment under applicable California law.

- 10.2 For purposes of allowances and apportionments from Section B of the State School Fund, a community college district conducting a closed course on a high school campus shall be credited with those units of full-time equivalent students attributable to the attendance of eligible high school pupils. Sec. (o)(2)
- 10.3 VVC shall not receive a state allowance or apportionment for an instructional activity for which the partnering district has been, or shall be, paid an allowance for apportionment. Sec. (r)
- 10.4 The attendance of a high school pupil at a community college as a special part-time student pursuant to this section is authorized attendance for which the community college shall be credited or reimbursed pursuant to the Section 48802 or 76002, provided that no school district has received reimbursement for the same instructional activity. Standard FTES computation rules, support documentation, course selection tabulations, and record retention requirements continue to apply, including as prescribed by Cal. Code Regs. and Title 5.

## **11. COMPLIANCE**

- 11.1 The SCHOOL DISTRICT agrees to provide a district administrator to participate in the Victor Valley College CCAP Advisory Committee and to provide the college with a yearly report providing detailed information on compliance with the requirements of this agreement.
- 11.2 The SCHOOL DISTRICT agrees that the direct education costs of the courses offered as part of this CCAP Agreement are not being fully funded through sources.
- 11.3 VVC agrees that it has not received full compensation for the direct education costs for the conduct of the courses offered as part of this CCAP Agreement from other sources.
- 11.4 The SCHOOL DISTRICT agrees and acknowledges that VVC will claim apportionment for the SCHOOL DISTRICT students enrolled in community college course(s) under the CCAP Agreement.
- 11.5 This CCAP Agreement requires that any COLLEGE instructor teaching a course on a SCHOOL DISTRICT campus has not been convicted of any sex offense as defined in Ed Code § 87010 or as amended, or any controlled substance offense as defined in Ed Code § 87011 or as amended. Sec. 2 (h)
- 11.6 This CCAP Agreement requires that a qualified high school teacher teaching a course offered for college credit at a high school campus has not displaced or resulted in the termination of an existing community college faculty member teaching the same course at the partnering community college campus. Sec. 2(j)
- 11.7 The COLLEGE agrees that:
- A community college course offered for college credit at the participating SCHOOL DISTRICT does not reduce access to the same course offered at the partnering COLLEGE. Sec. 2 (k)(1)
  - A community college course that is oversubscribed or has a waiting list shall not be offered or included in this Agreement. Sec. 2 (k)(2)

- The Agreement is consistent with the core mission of the COLLEGE pursuant to Section 66010.4 and that students participating in this Agreement will not lead displacement of otherwise eligible adults the COLLEGE. Sed. 2(k)(3)

## **12. PROGRAM IMPROVEMENT**

12.1 The COLLEGE and the SCHOOL DISTRICT may annually conduct surveys of participating SCHOOL DISTRICT pupils, instructors, principals, and guidance counselors for the purpose of informing practice, making adjustments, and improving the quality of courses offered as part of this CCAP Agreement.

## **13. RECORDS**

13.1 Permanent records of student attendance, grades and achievement will be maintained by SCHOOL DISTRICT for SCHOOL DISTRICT students who enroll in a course(s) offered as part of this CCAP Agreement. Permanent records of student enrollment, grades and achievement for COLLEGE students shall be maintained by COLLEGE.

13.2 Each party shall maintain records pertaining to this CCAP Agreement as may be required by federal and state law. Each party may review and obtain a copy of the other party's pertinent records subject to federal and state privacy statutes.

## **14. CCAP AGREEMENT DATA MATCH AND REPORTING**

14.1 COLLEGE and SCHOOL DISTRICT shall ensure operation protocols consistent with the collection of participating student data and the timely submission of the data.

14.2 COLLEGE shall report all program and participating student data to the office of the Chancellor of the California Community College.

## **15. PRIVACY OF STUDENT RECORDS**

15.1 COLLEGE and SCHOOL DISTRICT understand and agree that education records of students enrolled in the CCAP course(s) and personally identifiable information contained in those educational records are subject to the Family Educational Rights and Privacy ACT (FERPA) 20 U.S.C. § 1232g; 34 C.F.R Part 99, including the disclosure provisions of § 99.30 and state law as set forth in Education Code §§ 49064 and 49076. COLLEGE and SCHOOL DISTRICT agree to hold all student education records generated pursuant to this CCAP Agreement in strict confidence, and further agree not to re-disclose such records except as authorized by applicable law or regulation or by the parent or guardian's prior written consent. (34 C.F.R. § 99.34(b) and Education Code §§ 49064 and 49076.)

15.2 Limitation on Use. COLLEGE and SCHOOL DISTRICT shall use each student education record that he or she may receive pursuant to this CCAP Agreement solely for a purpose(s) consistent with his or her authority to access that information pursuant to Federal and State law, as may be as applicable. (34 C.F.R. § 99.34(b) and Education Code §§ 49064 and 49076.)

15.3 Recordkeeping Requirements. COLLEGE and SCHOOL DISTRICT shall comply with the requirements governing maintenance of records of each request for access to and each disclosure of student education records set forth under Title 34, Code of Federal Regulations § 99.32 and under Education Code § 49064 as applicable.

## **16. REIMBURSEMENT**

16.1 The SCHOOL DISTRICT shall invoice the COLLEGE at the end of each semester for the use of instructional space and instructional services rendered per course unit at the rate of \$500.00 per unit. Example: One three-unit course = \$1,500.00 payable from the COLLEGE to the SCHOOL DISTRICT.

## **17. FACILITIES**

17.1 The SCHOOL DISTRICT will provide adequate classroom space at its facilities, or other mutually agreed upon location, to conduct the instruction and do so without charge to COLLEGE or students. SCHOOL DISTRICT agrees to clean, maintain, and safeguard SCHOOL DISTRICT's premises, SCHOOL DISTRICT warrants that its facilities are safe and compliant with all applicable building, fire, and safety codes.

17.2 The SCHOOL DISTRICT will furnish, at its own expense, all course materials, specialized equipment, books and other necessary equipment for all SCHOOL DISTRICT students. The parties understand that such equipment and materials are SCHOOL DISTRICT's sole property. The instructor shall determine the type, make, and model of all equipment, books and materials to be used during each course offered a part of this CCAP Agreement. SCHOOL DISTRICT understands that no equipment or materials fee may be charged to students except as may be provided for by Education Code 49011.

17.3 The COLLEGE facilities may be used subject to mutual agreement by the parties as expressed in the Appendix to this Agreement

## **18. INDEMNIFICATION**

18.1 The SCHOOL DISTRICT agrees to and shall indemnify, save and hold harmless the COLLEGE and its governing board, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgements, arising out of SCHOOL DISTRICT's performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the SCHOOL DISTRICT, its officers, employees, independent contractors, subcontractors, agents and other representatives.

18.2 The COLLEGE agrees to and shall indemnify, save and hold harmless the SCHOOL DISTRICT and its governing board, officer, employee, administrators, independent contractors, subcontractors, agents and other representative from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgements, arising out of COLLEGE's performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of COLLEGE its officers, employees, independent contractors, subcontractors,



subcontractors, agents and other representatives.

## **19. INSURANCE**

19.1 The SCHOOL DISTRICT, in order to protect COLLEGE, its agents, employees and officers against claims and liability for death, injury, loss and damage arising out of or in any manner connected with the performance and operation of the terms of this agreement, shall secure and maintain in force during the entire term of this agreement, insurance coverage or an approved program of self-insurance in the amount of not less than ONE MILLION DOLLARS (\$1,000,000) per incident, and property damage insurance of not less than ONE HUNDRED THOUSAND DOLLARS (\$100,000) per accident with an admitted California insurer duly licensed to engage in the business of insurance in the state of California, or public entity risk management Joint Powers Authority, authorized to provide public liability and property damage insurance in the State of California, or public entity risk management Joint Powers Authority, authorized to provide public liability and property damage insurance in the state of California. Said policy of insurance, insurance coverage through public entity risk management JPA or program of self-insurance shall expressly name the COLLEGE, its agents, employees and officers as an additional insured for the purpose of this Agreement. A certificate of insurance including such endorsement shall be furnished to the COLLEGE.

19.2 For the purpose of Workers' Compensation, SCHOOL DISTRICT shall be the "primary employer" for all its personnel who perform services as instructors and support staff. SCHOOL DISTRICT shall be solely responsible for process, investigation, defending, and paying all workers' compensation claims by their respective SCHOOL DISTRICT personnel made in connection with performing services and receiving instruction under this Agreement. SCHOOL DISTRICT agrees to hold harmless, indemnify, and defend COLLEGE, its directors, officers, agents, and employees from any liability, resulting from its failure to process, investigate, defend, or pay any workers' compensation claims by SCHOOL DISTRICT personnel connected with providing services under this Agreement. SCHOOL DISTRICT is not responsible for non-School District personnel who may serve as instructors or students who are not affiliated with the SCHOOL DISTRICT.

## **20. NON-DISCRIMINATION**

20.1 Neither the SCHOOL DISTRICT nor the COLLEGE shall discriminate on the basis of race or ethnicity, gender, nationality, physical or mental disability, sexual orientation, religion, or any other protected class under California State or federal law.

## **21. TERMINATION**

21.1 Either party may terminate this Agreement by giving written notice specifying the effective date and the scope of such termination. The termination notice must be presented by January 15 for the following fall semester and by September 1<sup>st</sup> for the following spring semester. Written notice of termination of this Agreement shall be addressed to the responsible person listed in the CCAP Agreement.

21.2 This CCAP Agreement sets forth the entire agreement between the Parties relating to the subject matter of this CCAP Agreement. All agreements or representations, express or implied, oral or written, of the Parties with regard to the subject matter hereof are incorporated into this agreement.

**22. MODIFICATION AND AMENDMENT**

22.1 No modifications or amendments of any of the terms or provisions of this CCAP Agreement shall be binding unless made in writing and signed by the Parties.

**23. GOVERNING LAWS**

23.1 This Agreement shall be interpreted according to the laws of the state of California.

**24. COMMUNITY COLLEGE DISTRICT BOUNDARIES**

24.1 For locations outside the geographical boundaries of COLLEGE will comply with the requirements of Title 5 of the California Code of Regulations, Sections 5300 et seq. or as amended, concerning approval by adjoining high school or community college districts and use of non-district facilities.

**25. SEVERABILITY**

25.1 This CCAP Agreement shall be considered severable, such that if any provision or part of the CCAP Agreement is ever held invalid under any law or ruling, that provision or part of the CCAP Agreement shall remain in force and effect to the extent allowed by law, and all other provisions or parts shall remain in full force and effect.

**26. COUNTERPARTS**

26.1 This CCAP Agreement may be executed by the parties in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument.

Signed: \_\_\_\_\_  
Superintendent, School District

Date: \_\_\_\_\_

Signed:  \_\_\_\_\_  
Superintendent/President, Victor Valley College

Date:  \_\_\_\_\_

## APPENDIX: COLLEGE AND CAREER ACCESS PATHWAYS (CCAP) PARTNERSHIP AGREEMENT

### 1.0 COLLEGE AND SCHOOL DISTRICT INFORMATION

#### 1.1 COLLEGE AND SCHOOL DISTRICT POINT OF CONTACT

<u>College/District</u>	<u>Name</u>	<u>Telephone</u>	<u>Email</u>
Victor Valley College	Chris Piercy	(760) 559-6991	<a href="mailto:Chris.Piercy@vvc.edu">Chris.Piercy@vvc.edu</a>
Oro Grande SD	Minda Stackelhouse	(760) 686-5251	<a href="mailto:Minda.stackelhouse@orogrande.org">Minda.stackelhouse@orogrande.org</a>

PROGRAM YEAR: 2021/2024

COLLEGE: Victor Valley College

#### 1.2 APPROVED CCAP COURSES

The COLLEGE and the SCHOOL DISTRICT agree to the following courses being approved and available to participating schools as part of their CCAP offering. Availability may be limited due to the ability of the COLLEGE to staff the requested course. **No course will be offered during the duration of this MOU that is not on this approved list.**

VVC APPROVED CCAP COURSES 2021-24				
	SUBJECT	COURSE	UNIT	DESCRIPTION
1	AGNR	60	1.0-4.0	HORTICULTURE LABORATORY
2	AGNR	74A	1	SUSTAINABLE COMMUNITY LEADERSHIP
3	AGNR	74B	1	BIODIVERSITY MANAGEMENT & TECHNOLOGY
4	AGNR	74D	1	HABITAT RESTORATION
5	AGNR	121	3	INTRODUCTION TO ENVIROMENTAL HORTICULTURE
6	AGNR	122	3	PLANT PROAGATION AND GREENHOUSE PRODUCTION
7	AGNR	123	3	INTRODUCTION TO PLANT SCIENCE
8	AGNR	131	4	INTRODUCTION TO SOIL SCIENCE
9	AGNR	141	3	PLANT MATERIAL AND USAGE
10	AGNR	170	4	ENVIROMENTAL SCIENCE AND SUSTAINABILITY
11	AGNR	172	3	NAT RES REMOTE SENSING AND GEOGRAPHIC INF SYST (GIS)
12	AGNR	173	3	WATERSHED MANAGEMENT AND RESTORATION
13	AGNR	175	3	SUSTAINABLE AGRICULTURE, ENVIROMENT, AND SOCIETY
14	ANIM	50	3	PRINCIPLES OF ANIMATION IN MAYA
15	ANIM	160	3	3D MAX FUNDAMENTALS
16	ANTH	101	3	INTRODUCTION TO PHYSICAL ANTHROPOLOGY
17	ART	101	3	SURVEY OF ART HISTORY-PREHISTORIC TO MEDIEVAL
18	ART	102	3	SURVEY OF ART HISTORY-RENAISSANCE TO CONTEMPORARY
19	ART	104	3	FILM AS AN ART FORM
20	ART	105	3	INTRODUCTION TO ART
21	ART	125	3	DRAWING 1
22	ASL	122	4	AMERICAN SIGN LANGUAGE 1

23	ASL	123	4	AMERICAN SIGN LANGUAGE 2
24	ASL	124	4	AMERICAN SIGN LANGUAGE 3
25	ASL	125	4	AMERICAN SIGN LANGUAGE 4
26	ASTR	101	3	DESCRIPTIVE ASTRONOMY
27	AUTO	58	2	LUBRICATION TECHNICIAN
28	AUTO	59	3	AUTOMOTIVE TIRE TECHNICIAN
29	AUTO	77.3	2	AUTOMOTIVE WORKPLACE PROFESSIONALISM
30	AUTO	89.3	4	INTRO TO HYBRID, ELECTRIC VEHIC AND PROPULSION VEHIC TECH
31	AVA	50	4	AVIATION TECHNOLOGY SURVEY
32	AVA	50B	4	AIRCRAFT METALLIC FABRICATION
33	BADM	100	2	INTRODUCTIONS TO BUSINESS ORGANIZATIONS
34	BADM	109	3	HUMAN RESOURCE MANAGEMENT
35	BADM	112	3	INTRODUCTION TO MARKETING
36	BADM	118	3	BUSINESS LAW
37	BIOL	100	4	GENERAL BIOLOGY
38	BIOL	107	4	INTRODUCTION TO HUMAN BIOLOGY
39	CHDV	100	3	CHILD GROWTH AND DEVELOPMENT
40	CHDV	106	3	CHILD, FAMILY, AND COMMUNITY
41	CHEM	100	4	INTRODUCTORY CHEMISTRY
42	CIS	101	4	COMPUTER LITERACY
43	CIS	121	4	INTRODUCTION TO WEB ANIMATION
44	CJ	92	3	WRITING FOR CRIMINAL JUSTICE
45	CJ	93	3	TRAFFIC ENFORCEMENT AND INVESTIGATION
46	CJ	101	3	INTRODUCTION TO CRIMINAL JUSTICE
47	CJ	103	3	CRIMINAL LAW
48	CJ	104	3	LEGAL ASPECTS OF EVIDENCE
49	CJ	135	3	JUVENILE LAW AND PROCEDURES
50	CMST	105	3	INTERCULTURAL COMMUNICATION
51	CMST	106	3	INTERPERSONAL COMMUNICATION
52	CMST	109	3	PUBLIC SPEAKING
53	CT	130	3	RESIDENTIAL REMODELING
54	CTMF	121A	3	WOODWORKING
55	CTMF	121B	3	INTERMEDIATE WOODWORKING
56	CTMT	120	4	RESIDENTIAL MAINTENANCE AND REPAIR
57	ECON	101	3	PRINCIPALS OF ECONOMICS: MACRO
58	EDUC	101	3	INTRODUCTION TO TEACHING
59	EMS	50	2.5	EMERGENCY MEDICAL RESPONDER
60	EMS	60	9.5	EMERGENCY MEDICAL TECHNICIAN
61	ENGL	101	4	ENGLISH COMPOSITION AND READING
62	ENGL	81	2	CO-REQUISITE SUPPORT FOR ENGLISH 101
63	ENGL	102	3	COMPOSITION AND LITERATURE

64	ENGL	104	3	CRITICAL THINKING AND COMPOSITION
65	FIRE	100	3	PRINCIPLES OF EMERGENCY SERVICES
66	FIRE	101	3	FUNDAMENTALS OF FIRE SERVICE OPERATIONS
67	FIRE	102	3	FIRE PREVENTION TECHNOLOGY
68	FIRE	109	3	WILDLAND FIRE CONTROL
69	FIRE	110	3	PRIN OF FIRE AND EMER SERVICES SAFETY AND SURVIVAL
70	GEOG	101	3	INTRODUCTION TO PHYSICAL GEOGRAPHY
71	GEOL	101	4	PHYSICAL GEOLOGY
72	GUID	50	1	COLLEGE SUCCESS
73	GUID	51	0.5	ORIENTATION TO COLLEGE
74	GUID	56	1.5	SELF ESTEEM
75	GUID	101	3	FIRST YEAR EXPERIENCE
76	GUID	103	3	CAREER EXPLORATION AND LIFE PLANNING
77	GUID	107	3	LEARNING STRATEGIES AND STUDY SKILLS
78	HIST	103	3	WORLD HISTORY TO 1500
79	HIST	104	3	WORLD HISTORY SINCE 1500
80	HIST	115	3	HISTORY OF CALIFORNIA
81	HIST	117	3	HISTORY OF THE UNITED STATES TO 1876
82	HIST	118	3	HISTORY OF THE UNITED STATES FROM 1876
83	HIST	130	3	LATIN AMERICAN HISTORY TO 1822
84	HIST	131	3	LATIN AMERICAN HISTORY FROM 1822
85	MATH	105	4	COLLEGE ALGEBRA
86	MATH	85	2	COREQUISITE SUPPORT FOR COLLEGE ALGEBRA
87	MATH	120	4	INTRODUCTION TO STATISTICS
88	MATH	80	2	COREQUISITE SUPPORT FOR INTRODUCTORY STATISTICS
89	MUSC	101	3	THE FUNDAMENTALS OF MUSIC
90	MUSC	117	3	HISTORY OF JAZZ
91	MUSC	118	3	SURVEY OF ROCK AND ROLL
92	OCEA	101	3	OCEANOGRAPHY
93	PAL	100	3	INTRODUCTION TO PARALEGAL STUDIES
94	PAL	102	3	BEGINNING LEAGL RESEARCH FOR PARALEGALS
95	PAL	103	3	BEGINNING LEGAL WRITING
96	PAL	104	3	LEGAL ETHICS FOR PARALEGALS
97	PHIL	101	3	INTRODUCTION TO PHILOSOPHY
98	PHOT	101	3	INTERMDIATE PHOTOGRAPHY
99	PHOT	111	3	BEGINNING DIGITAL PHOTOGRAPHY
100	PHYS	100	4	INTRODUCTORY PHYSICS
101	POLS	101	3	INTRODUCTION TO POLITICAL SCIENCE
102	POLS	102	3	INTRODUCTION TO AMERICAN GOVERNMENT AND POLITICS
103	POLS	114	3	POLITICAL PHILOSOPHY
104	PSCI	101	3	PRINCIPLES OF PHYSICAL SCIENCE

105	PSYC	101	3	INTRODUCTION TO PSYCHOLOGY
106	PSYC	110	3	DEVELOPMENTAL PSYCHOLOGY
107	RLST	101	3	INTRODUCTION TO RELIGIOUS STUDIES
108	RLST	113	3	RELIGION AND SOCIETY
109	RMGT	2	4.5	PREP/LINE COOK
110	RMGT	7	4.5	BAKERY/PASTERY TRAINING
111	SOC	101	3	INTRODUCTION TO SOCIOLOGY
112	SOC	102	3	SOCIAL PROBLEMS
113	SPAN	101	5	ELEMENTARY SPANISH
114	SPAN	102	5	ELEMENTARY SPANISH
115	TA	101	3	INTRODUCTION TO THEATRE
116	TA	106	3	BEGINNING ACTING

### 1.3 DATE, TIME, AND LOCATION OF ALL CCAP COURSES

All VVC CCAP courses will be taught on the school site designated for each course. Classrooms will be assigned by the site administrator and will possess all required equipment. CCAP classes will be taught during the official school day Monday through Friday. CCAP courses can be taught on Saturday if the SCHOOL DISTRICT designates it as an official school day and part of their overall instructional plan.

### 1.4 BEGINNING AND ENDING DATES FOR ALL CCAP COURSES IN THE SCHOOL DISTRICT(S)

Fall 2021 classes will begin the week of August 9, 2021 and run through the week of December 17, 2021. Spring 2022 classes will begin the week of January 18, 2022 and run through the week of May 20, 2022. Starting and ending dates for Fall and Spring 2022, 2023 and 2024 will be determined 120 days prior to the start of the fall semester for each school year.

### 1.5 CCAP 2021-2024 COURSE TIME PERIOD

Mojave River Academy courses begin at 1:00 PM and end at 4:05 PM. Riverside Preparatory courses begin at 7:15 AM and end at 3:40 PM.

**1.6 COURSES REQUESTED** Fall 2021-2024, Mojave River Academy requested GUID 100. Spring 2022-2024 Mojave River Academy requested GUID 103. Fall 2021-2024 Riverside Prep requested ART 104, GUID 50, GUID 101, GUID 103, POLS 102 and PSYC 101. Spring 2022-2024 Riverside Prep requested CMST 109, GEOL 101, GUID 50, GUID 103, GUID 107, HIST 188 and SOC 101.

### 1.7 FTES 2021-2024 ESTIMATE

Based on the number of requested courses for 2021-2024 and estimating an average of 20 students per class (taking in consideration potential special circumstances, see 3.10) approximately 24 CCAP courses will be offered annually in Oro Grande School District with an estimated 480 student enrolled district wide. This number does not reflect students taking multiple courses, just an estimated total enrollment in the courses provided. Oro Grande SD total annual FTES estimate is 60.96.

**2. PROGRAM SCOPE/GOAL**

SCHOOL DISTRICT will provide both CTE and transfer courses to students who may not be college bound and who are underrepresented in higher education through this CCAP agreement. The goal of the program will be to develop seamless pathways that prepare students for transfer to COLLEGE and CSU/UC as well as CTE pathways aligned with the particular high school programs. CTE pathways at the high schools include Computer Science, manufacturing/Construction Tech, Engineering, Information and Communication Technologies, Family and Consumer Science, Automotive, Healthcare, and Environmental Studies.

**3. BOOKS AND INSTRUCTIONAL MATERIALS**

The total cost of books and instructional materials for students participating as part of the CCAP agreement will be borne by school district.

**4. ASSESSMENT OF BENEFIT TO STUDENTS**

College is responsible for the tracking of students from SCHOOL DISTRICT to the college in order to assess the benefit gained from the courses in this agreement. Criteria will include, but is not limited to: the number of high school students enrolled in partnership, number of college courses offered, number and percentage of successful course completions, and number of FTES generated.

**5. EMPLOYER OF RECORD**

COLLEGE will be the employer of record for purposes of assignment monitoring.

**6. EDUCATIONAL PROGRAMS(S) AND COURSE(S)**

COLLEGE is responsible for all educational programs(s) and course(s) offered as part of this CCAP Agreement whether the educational programs(s) and course(s) are offered at the SCHOOL DISTRICT or the COLLEGE. School District is responsible for providing COLLEGE with a two-year course plan 150 days before the start of the first semester of this agreement. Requests for additional courses must be made no later than 90 day prior to the start of the semester. It is understood that the COLLEGE has the option of filling or not filling requested courses based on availability of instructors.

Oro Grande School District  
Job Description

TITLE: Assistant Director, Instructional Programs

REPORTS TO: Executive Director, Instructional Services

SALARY: Certificated Management Range D

WORK YEAR: 210 days

DESCRIPTION: The position of Assistant Director, Instructional Programs, is under the direct supervision of the Executive Director, Instructional Services. This position will coordinate the district's instructional program and services to students and families in seat-time and Riverside Preparatory Independent study programs.

PERFORMANCE RESPONSIBILITIES (ESSENTIAL FUNCTIONS):

- Manages Independent Studies Program as part of the seat-time campuses including supervising and evaluating teachers; working closely with counselors and teachers to ensure accurate recordkeeping of courses and credits to guide students in their academic programs; keeping accurate records of student attendance and course completions; serving as the lead for all behavioral and social emotional needs of the students; acting as liaison with the site administration to keep them informed of relevant data and program status; collaborating with other administrators and instructional staff to develop, revise and update curriculum as needed; overseeing the ordering of books, office supplies and curriculum-related materials; training new teachers and organizing and maintaining systems for communication.
- Monitors and assists with program and services mandates, timeline requirements and issues to ensure compliance with regulations related to independent study programs
- Develops and provides professional development and training for teachers, instructional support staff, administrators, and families.
- Supports in the training and development of the district coordinators.
- Operates as the lead learner for coordinators to support district wide professional development for all programs.
- Ability to integrate technology into instruction. Demonstrated ability to meet needs of learners is required. Ability to work with teachers, staff and the administration in a collaborative, productive, and supportive manner.
- Gathers required data and prepares accurate reports as part of assigned duties.
- Assists with reviews and refinements of curriculum by developing, selecting and acquiring instructional materials appropriate for supporting independent students.
- Attends meetings and conferences as related to areas assigned and disseminates information to site and district staff.
- Keeps abreast of latest educational research, regulations, materials and processes in assigned areas of responsibility.



Oro Grande School District  
Job Description

- Demonstrates a working knowledge of effective instructional practices.
- Demonstrates a working knowledge of the district strategic plan and site single plans for student achievement.
- Participates as a member of the Educational Services team for problem solving and coordination of TK-12 programs, district policies and division services.
- Collaborates with Special Education and Multilingual Services for identified students.
- Performs other duties as required.

**Minimum Qualifications - Credentials, Education, Experience:**

- California Clear/Valid Single Subject Teaching Credential or a Clear/Valid Multiple Subject Teaching Credential.
- Must possess or be eligible for California Administrative Services credential
- Valid California English Learner (EL) Authorization
- Hold a valid California Driver's License.
- Fingerprint clearance must clear within 30 calendar days.
- Bachelor's Degree from accredited college(s) or universities
- Master's Degree preferred
- Minimum 5 years of highly successful teaching experience, including classroom experience.
- Successfully held leadership roles as a teacher and or a school administrator.
- Demonstrated experience and success in mentoring new teachers.
- Prefer public traditional school educational, charter school educational, or alternative educational school experience.

**Physical Requirements:** The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. May include:

- Sitting for extended periods.
- Fine manual dexterity.
- Talking and hearing and understanding speech at reasonable volume.
- Near and far visual acuity/depth perception/color vision/field of vision.
- Ability to lift, carry, push and/or pull up to 20 pounds.
- Reading printed matter and computer screens.
- Ability to communicate so others will be able to clearly understand a normal conversation.
- Bending, twisting, stooping and reaching.
- Independently travel to all Oro Grande School District school sites, including Mojave River Academy Schools locations.

**Oro Grande School District**  
**Manager II - College and Career Support Specialist**  
**Job Description**

**TITLE: Manager II** College and Career Support Specialist

**REPORTS TO:** Executive Director of Instructional Services

**Salary Schedule:** Classified Management Salary Schedule.

**Range:** (N) Step 1: \$59,987 Step 10: \$77,599

**Classification:** Classified Management. Full Time Employee

**Contract Days:** 222

**Non Contract:** 14

**Vacation Days:** 12

**Holidays:** 13 (Embedded)

**Total Paid Days:** 247

**DESCRIPTION:** Under direction of the Executive Director of Instructional Services the College and Career Support Specialist will oversee all college courses and CTE programs.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Process all transcript requests and graduation verifications
- Coordinate all of the testing for high school (PSAT, ASVAB, AP, SAT/SSD disability, CAST & CAASPP)
- Act as liaison between OG and colleges and universities for future course requests, syllabus requests, instructional materials, and advisory meetings
- College/University assignment, on boarding, and introductions to Site Administration and Teachers
- Maintain current records of students enrolled in college courses
- Maintain projected lists of students that want to enroll in upcoming college courses
- Work with the district's counselors to ensure proper course progression and build student portfolios that identify the student's goals for college and career readiness.
- Insure proper training for counselors contracted to teach online courses
- On board district teachers for their support roles.
- Maintain current records of students' ongoing progress within each college course.
- Support district's teachers with students that are not passing the college course.
- Help publicize student success within the college courses
- Insure college courses are properly weighted on HS transcripts and that students are receiving correct credit for college courses on transcripts
- Serve as the contact for outside agencies that are inquiring about college course credit on transcripts
- Work with site administration and counselors to create master schedule for college and university courses offered on campus
- Work with and collaborate with school staff to plan university/college tours/visits
- Plan, support, and implement parent college informational sessions including financial aid, college applications, and post-secondary plans.
- Provide quarterly college and career results report to give to Executive Director of Instruction
- Support the Executive Director on Pathway planning, creation, and expansion.
- Support budget development for College and Career programs
- Act as the liaison for CTE curriculum building between district, schools, and colleges
- Process work permits and provide work experience support to students
- Act as a liaison between schools and businesses, helping to set-up or serve on advisory panels as determined by the Executive Director
- Creates reqs and orders for programs as needed

- Other duties as assigned

### **Physical Requirements:**

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. May include:

- Sitting for extended periods.
- Fine manual dexterity.
- Talking and hearing and understanding speech at reasonable volume.
- Near and far visual acuity/depth perception/color vision/field of vision.
- Ability to lift, carry, push and/or pull up to 20 pounds.
- Reading printed matter and computer screens.
- Ability to communicate so others will be able to clearly understand a normal conversation.
- Bending, twisting, stooping and reaching.
- Independently travel to all Oro Grande School District school sites and all Mojave River Academy Schools Learning Centers.

### **Skills:**

- Ability to communicate to multiple stakeholder groups
- Depth of understanding A-G criteria
- Depth of understanding in high school graduation requirements
- Knowledge of master schedule creation
- Aeries, Pathways and/or other SIS systems
- Knowledge of Financial 2000

### **Physical Requirements:**

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. May include:

- Sitting for extended periods.
- Fine manual dexterity.
- Talking and hearing and understanding speech at reasonable volume.
- Near and far visual acuity/depth perception/color vision/field of vision.
- Ability to lift, carry, push and/or pull up to 20 pounds.
- Reading printed matter and computer screens.
- Ability to communicate so others will be able to clearly understand a normal conversation.
- Bending, twisting, stooping and reaching.
- Independently travel to all Oro Grande School District school sites and all Mojave River Academy Schools Learning Centers.

### **Ability to:**

- Work efficiently and independently in an office setting.
- Operate office equipment
- Perform business math calculations with accuracy
- Understand and carry out oral and written instructions
- Able to conduct verbal conversation in English and/or Spanish (preferred but not required)
- Establish and maintain effective relationships with those contacted in the course of your duties

- Maintain work pace appropriate to given workload and meet required deadlines
- Perform other duties as assigned.

**Knowledge of:**

- ARIES and Pathways student information system and other school related programs
- Financial 2000, Google Suite and Microsoft Office.
- Modern office equipment, procedures and computer equipment
- Business math
- Office Memo Writing

**Education:**

- Graduation from High School or equivalent

**Oro Grande School District  
Teacher - Reading Support  
Job Description**

**Title:** Teacher - Reading Support

**Reports To:** Site Principal

**Salary:** Certificated Teacher

**Classification:** Certificated Teacher - Reading Support

**Work Year:** 185

**Evaluation:**

Performance of this employee will be evaluated by the Principal or designee in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.

**Position Description:**

Work with small groups of children identified as needing additional support in Reading. Work closely with Educational Services, site administration and faculty, as well as parents, to ensure student learning and academic success.

**Duties and Responsibilities: (Essential Job Functions):**

- Assess students and identify children needing additional literacy support
- Design and implement reading academic interventions using research-based methodology.
- Communicate with school personnel and families regarding reading levels progress.
- Gather, compile, and disaggregate data; and link that data to student learning and instruction.
- Differentiate and provide targeted instruction based on assessment data.
- Document interventions and student progress.
- Develop and implement lesson plans that fulfill the requirements of district's curriculum program
- Plan and use appropriate instructional and learning strategies, activities, materials, and equipment that reflect understanding of the learning styles and needs of students assigned.
- Work with other members of staff to determine instructional goals, objectives, and methods according to district requirements.
- Use technology to strengthen the teaching/learning process.
- Help students analyze and improve study methods and habits.
- Create classroom environment conducive to learning and appropriate for the physical, social, and emotional development of students.
- Participate in staff development activities to improve job-related skills.
- Compile, maintain, and file all reports, records, and other documents required.
- Attend and participate in faculty meetings and serve on staff committees as required

- Perform Other Duties as assigned aligned to providing support to the instructional program

**Knowledge of:**

- California Standards for the Teaching Profession
- Knowledge of early literacy development and foundations of literacy, such as letter-naming fluency, phoneme segmentation, and comprehension strategies.
- General knowledge of curriculum and instruction
- California Content Literacy Standards
- Effective Teaching and Classroom Management Strategies
- Public speaking and public relations, principles and practices.
- Modern office procedures, methods and computer equipment.

**Ability to:**

- Work a flexible schedule, including nights and weekends as necessary.
- Maintain insurability by District Liability Insurance Carrier.
- Gather, organize, analyze, evaluate and interpret data.
- Establish and maintain cooperative and effective working relationships with others.
- Properly interpret and make decisions in accordance with school district regulations, laws, regulations and policies.
- Recommend improvements in operations, rules, regulations and policies.
- Understand and follow oral and written instructions.
- Provide effective district representation at events and meetings.
- Research pertinent rules, processes, procedures, Federal, State, local laws and ordinances, Education Code, regulations and policies.
- Perform other duties as assigned.

**Physical Requirements:**

- Sitting, standing and driving for extended periods.
- Fine manual dexterity.
- Talking and hearing and understanding speech at a reasonable volume.
- Near and far visual acuity/depth perception/color vision/field of vision.
- Ability to lift, carry, push and/or pull up to 20 pounds.
- Reading printed matter and computer screens.
- Ability to communicate so others will be able to clearly understand a normal conversation.

**Minimum Qualifications, Credentials, Education and Experience:**

**Credentials:**

- Clear/Valid Single Subject Teaching Credential or a Clear/Valid Multiple Subject Teaching Credential.
- A valid Clear California English Language Learner (ELL) Authorization and Crosscultural Language Acquisition Development (CLAD) Certificate.
- Reading/Literacy Certification Preferred

**Education:**

- Bachelor's Degree from accredited college(s) or universities.
- Master's degree from accredited college(s) or universities preferred

**Experience:**

- Minimum 3 years of successful teaching experience with satisfactory evaluations.
- Reading/Literacy Instruction and Training Preferred

**Oro Grande School District**  
**Job Description**  
**Administrative Assistant IV - District Office: Educational Services**

**TITLE: ADMINISTRATIVE ASSISTANT IV - District Office: Educational Services:**

**REPORTS TO:** Assistant Superintendent or Department Leads

**Salary Schedule:** Classified Hourly Salary Schedule.

**Range:**(R) Step 1: \$22.51 Step 10: \$29.51

**Classification:** Classified Hourly. Full Time Employee

**Contract Days:** 236

**Vacation Days:** 12

**Holidays:** 13 (Embedded)

**Total Paid Days:** 261

**DESCRIPTION:** Under direction of the Assistant Superintendent and/or Division leads, the Administrative Assistant IV - District Office: Educational Services performs highly skilled, complex and confidential secretarial and administrative support duties, organizes and coordinates communications, and executes office activities to ensure efficient clerical operations including, but not limited to: financial transactions, personnel data, and other sensitive information.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Prepare reports and correspondence for supervisors; research, compile, and organize materials and information.
- Maintain confidential records and information as appropriate by the Assistant Superintendent and/or division leads.
- Order and maintain division supplies, including day to day needs, events, and projects.
- Process and monitor all division employee requests involving other divisions and departments
- Maintain the Assistant Superintendent's calendar and the division's master departmental calendar of events, meetings, conferences, trainings, and travel
- Facilitate division and department meeting set-up, including facilities requests, refreshments, agenda, invites, and materials including Principals' meetings.
- Attend meetings, keeping corresponding records and minutes as needed.
- Manage all conference/travel requests for Educational Services and school sites.
- Facilitate interdepartmental and interorganizational communication regarding Educational Services
- Assist with compiling/reconciliation backup documentation for monthly Cal Card statements.
- Coordinate the planning, organization and set-up needed for large-scale events including: New Teacher Onboarding, Summer/Winter Management, textbook adoptions, and Fall/Spring Symposiums
- Prepare, maintain, and finalize requisitions/purchase orders in Financial 2000. Run monthly division budget reports and provide analysis and follow-up as needed.
- Manage all graduation requirement waivers communicate with the appropriate site counselors and maintain department record once approved.
- Coordinate with school site administration, Riverside Preparatory School and Mojave River Academy, to order instructional materials, resources, and licenses.
- Compose, send, and maintain compliance records for monthly communications and safety bulletins.
- Assist with textbook adoption process including vendors, committee meetings, contracts, communications, and public viewing.
- Communicate with the County Office of Education regarding contracts, MOUs and reports.
- Prepare and submit mileage reimbursements and timesheets for Educational Services programs.
- Provide Attendance Clerk training for sites: enrollment, attendance, reporting and troubleshooting.
- Assist division leads with upcoming tasks, reports and procedural handbooks.

Administrative Assistant IV - District Office: Educational Services



- Assist with the creation, submission and collection of local, state, and federal surveys.
- Other duties/special projects as assigned.

**Physical Requirements:**

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. May include:

- Sitting for extended periods.
- Fine manual dexterity.
- Talking and hearing and understanding speech at reasonable volume.
- Near and far visual acuity/depth perception/color vision/field of vision.
- Ability to lift, carry, push and/or pull up to 20 pounds.
- Reading printed matter and computer screens.
- Ability to communicate so others will be able to clearly understand a normal conversation.
- Bending, twisting, stooping and reaching.
- Independently travel to all Oro Grande School District school sites and all Mojave River Academy Schools Learning Centers.

**Ability to:**

- Work efficiently and independently in an office setting.
- Operate office equipment
- Perform business math calculations with accuracy
- Understand and carry out oral and written instructions
- Able to conduct verbal conversation in English and/or Spanish (preferred but not required)
- Establish and maintain effective relationships with those contacted in the course of your duties
- Maintain work pace appropriate to given workload and meet required deadlines
- Perform other duties as assigned.

**Knowledge of:**

- ARIES and Pathways student information system and other school related programs
- Financial 2000, Google Suite and Microsoft Office.
- Modern office equipment, procedures and computer equipment
- Business math
- Office Memo Writing

**Education:**

- Graduation from High School or equivalent



# Oro Grande School District

## Mojave River Academy Schools - Riverside Preparatory School

### 2021/2022 Classified Hourly Pay Schedule



Range	Position(s)	Steps									
		1	2	3	4	5	6	7	8	9	10
A1							\$14.70	\$14.85	\$15.36	\$15.91	\$16.46
B		\$14.70	\$14.70	\$14.70	\$14.70	\$14.97	\$15.50	\$16.04	\$16.60	\$17.18	\$17.78
C	Proctor, Tutor	\$15.00	\$15.11	\$15.41	\$15.88	\$16.35	\$16.93	\$17.52	\$18.13	\$18.76	\$19.42
D	Administrative Assistant I	\$15.30	\$15.60	\$15.91	\$16.39	\$16.88	\$17.47	\$18.08	\$18.72	\$19.37	\$20.05
E	Nutrition Services Worker	\$16.17	\$16.50	\$16.83	\$17.33	\$17.85	\$18.48	\$19.12	\$19.80	\$20.49	\$21.21
F		\$16.93	\$17.26	\$17.61	\$18.14	\$18.68	\$19.34	\$20.02	\$20.72	\$21.44	\$22.19
G	Clerk I - Attendance, Clerk I - Reception, General Purpose Worker I - Custodian, Instructional Assistant, Nutrition Services Production Assembler	\$17.66	\$18.01	\$18.37	\$18.92	\$19.49	\$20.17	\$20.88	\$21.61	\$22.37	\$23.15
H	Clerk II - Enrollment, Translator, Administrative Assistant II, Administrative Assistant II - Translator & Family Engagement	\$18.02	\$18.38	\$18.75	\$19.31	\$19.89	\$20.58	\$21.30	\$22.05	\$22.82	\$23.62
I		\$18.45	\$18.83	\$19.21	\$19.78	\$20.38	\$21.09	\$21.82	\$22.58	\$23.37	\$24.19
J	General Purpose Worker II - Lead Custodian/Maintenance	\$19.18	\$19.56	\$19.95	\$20.55	\$21.16	\$21.91	\$22.67	\$23.47	\$24.29	\$25.14
K	Nutrition Services Driver, ASB Bookkeeper	\$19.78	\$20.17	\$20.57	\$21.18	\$21.83	\$22.59	\$23.38	\$24.20	\$25.05	\$25.92
L		\$20.60	\$21.01	\$21.43	\$22.07	\$22.74	\$23.52	\$24.35	\$25.20	\$26.09	\$27.00
M	Nutrition Services Lead	\$21.06	\$21.49	\$21.92	\$22.57	\$23.25	\$24.07	\$24.91	\$25.78	\$26.68	\$27.62
O	Instructional Assistant II (GF), General Purpose Worker III, Bus Driver, Administrative Assistant III - School Secretary, Personnel Technician, Project Coordinator	\$21.48	\$21.92	\$22.35	\$23.02	\$23.71	\$24.54	\$25.40	\$26.30	\$27.22	\$28.17
Q		\$22.48	\$22.93	\$23.39	\$24.09	\$24.82	\$25.68	\$26.58	\$27.52	\$28.48	\$29.48
R	General Purpose Worker IV - HVAC Technician, Dispatcher	\$23.63	\$24.10	\$24.59	\$25.32	\$26.09	\$26.99	\$27.94	\$28.92	\$29.93	\$30.98
S	Specialist - Accounting, Specialist - Payroll, Administrative Assistant IV - District Office, Nutrition Services Chef	\$24.78	\$25.27	\$25.78	\$26.56	\$27.35	\$28.30	\$29.30	\$30.32	\$31.39	\$32.48
U	Speech Assistant, Health Services Technician - LVN	\$26.00	\$26.52	\$27.06	\$27.87	\$28.70	\$29.70	\$30.75	\$31.82	\$32.93	\$34.09
V	Network Technician, Database Analyst	\$26.78	\$27.32	\$27.87	\$28.70	\$29.56	\$30.59	\$31.67	\$32.78	\$33.92	\$35.11
W		\$29.69	\$30.29	\$30.89	\$31.82	\$32.77	\$33.92	\$35.11	\$36.34	\$37.61	\$38.93
X		\$33.74	\$34.42	\$35.11	\$36.16	\$37.25	\$38.55	\$39.90	\$41.29	\$42.73	\$44.23

\*\*The Superintendent will place employees on an initial step based upon their experience, training and the needs of the District.

**Board Approval; OGSD xx/xx/21 - RP xx/xx/21 - MRAS xx/xx/21 Effective; 07/01/21 (5% Increase)**

**CHANGES - Food Service Worker changed to Nutrition Services Worker (C to E), Production Assembler (E to G), Driver (I to K), Lead (K to M), Chef added to S, ALL other Classifications moved up 1 Range (except GF positions). Add Range V. Range C Step 1 changed from 14.82 to 15 in anticipation of minimum wage change January 2022. Clerk II - Accounting changed to Specialist. Specialist - Enrollment changed to Clerk II.**



# Oro Grande School District

## Mojave River Academy Schools - Riverside Preparatory School

### 2021-2022 Classified Management Salary Schedule



			Steps													
Title	Range	Position	1	2	3	4	5	6	7	8	9	10	11-15	16-20	21-25	26-30
Assistant Director	M	Athletic Trainer	\$50,614	\$51,626	\$52,660	\$53,712	\$54,787	\$55,883	\$57,000	\$58,141	\$59,303	\$60,489	\$61,699	\$62,933	\$64,192	\$65,475
Manager	M	Office Manager	\$50,614	\$51,626	\$52,660	\$53,712	\$54,787	\$55,883	\$57,000	\$58,141	\$59,303	\$60,489	\$61,699	\$62,933	\$64,192	\$65,475
	N	Office Manager	\$59,987	\$61,187	\$62,411	\$63,659	\$64,932	\$66,231	\$67,556	\$68,906	\$70,285	\$71,691	\$73,125	\$74,587	\$76,079	\$77,599
		Student Academic Advisor	\$59,987	\$61,187	\$62,411	\$63,659	\$64,932	\$66,231	\$67,556	\$68,906	\$70,285	\$71,691	\$73,125	\$74,587	\$76,079	\$77,599
		Nutrition Services	\$59,987	\$61,187	\$62,411	\$63,659	\$64,932	\$66,231	\$67,556	\$68,906	\$70,285	\$71,691	\$73,125	\$74,587	\$76,079	\$77,599
		Student Data Support Analyst	\$59,987	\$61,187	\$62,411	\$63,659	\$64,932	\$66,231	\$67,556	\$68,906	\$70,285	\$71,691	\$73,125	\$74,587	\$76,079	\$77,599
Director	P	Operations	\$69,322	\$70,709	\$72,123	\$73,566	\$75,037	\$76,539	\$78,070	\$79,630	\$81,223	\$82,847	\$84,504	\$86,193	\$87,918	\$89,676
		Administrative Services (Cabinet Office)	\$69,322	\$70,709	\$72,123	\$73,566	\$75,037	\$76,539	\$78,070	\$79,630	\$81,223	\$82,847	\$84,504	\$86,193	\$87,918	\$89,676
	Q		\$79,250	\$80,835	\$82,451	\$84,101	\$85,783	\$87,499	\$89,248	\$91,034	\$92,854	\$94,711	\$96,605	\$98,537	\$100,508	\$102,518
	R	Public Information Officer	\$89,178	\$90,960	\$92,780	\$94,637	\$96,529	\$98,460	\$100,428	\$102,436	\$104,484	\$106,575	\$108,707	\$110,881	\$113,099	\$115,360
		Custodial, Shipping & Receiving	\$89,178	\$90,960	\$92,780	\$94,637	\$96,529	\$98,460	\$100,428	\$102,436	\$104,484	\$106,575	\$108,707	\$110,881	\$113,099	\$115,360
	S	Purchasing & Budgeting	\$101,791	\$103,827	\$105,903	\$108,022	\$110,182	\$112,386	\$114,634	\$116,926	\$119,265	\$121,650	\$124,083	\$126,565	\$129,096	\$131,677
		Technology	\$101,791	\$103,827	\$105,903	\$108,022	\$110,182	\$112,386	\$114,634	\$116,926	\$119,265	\$121,650	\$124,083	\$126,565	\$129,096	\$131,677
		Administrative Services (Superintendents Office)	\$101,791	\$103,827	\$105,903	\$108,022	\$110,182	\$112,386	\$114,634	\$116,926	\$119,265	\$121,650	\$124,083	\$126,565	\$129,096	\$131,677
Executive Director	T	Transportation	\$105,863	\$107,980	\$110,140	\$112,343	\$114,589	\$116,881	\$119,219	\$121,603	\$124,034	\$126,516	\$129,046	\$131,628	\$134,259	\$136,944
	U	Fiscal Services	\$111,156	\$113,379	\$115,647	\$117,960	\$120,318	\$122,725	\$125,180	\$127,683	\$130,236	\$132,842	\$135,498	\$138,209	\$140,972	\$143,791
		Nutrition Services	\$111,156	\$113,379	\$115,647	\$117,960	\$120,318	\$122,725	\$125,180	\$127,683	\$130,236	\$132,842	\$135,498	\$138,209	\$140,972	\$143,791
	V	Maintenance, Operations, Facilities & Construction	\$116,714	\$119,048	\$121,429	\$123,858	\$126,334	\$128,861	\$131,439	\$134,067	\$136,748	\$139,484	\$142,273	\$145,119	\$148,021	\$150,981

\*\*The Superintendent will place employees on an initial step based upon their experience, training and the needs of the District.

Board Approval; OGSD xx/xx/2x - RP xx/xx/2x - MRAS xx/xx/2x Effective; 7/1/21 (5% increase)