

## AGENDA

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The Mission of Tri-Valley ROP is to:

- Educate and train a broad spectrum of students by providing a bridge of opportunity connecting school to continuing education and career.
- Support and guide the development of life and career skills valued by business, industry, colleges, and society.
- Provide an environment of continuous program improvement, responsive to the changing needs of students, employers, and industry.
- Educate all students, to acquire the skills, attitudes and values needed to find and retain jobs, to be socially responsible, and to make positive contributions to their families and the community.

### JOINT POWERS GOVERNING BOARD

**Amy Miller, Chairperson**

(925) 577-5866

[milleramy@dublinusd.org](mailto:milleramy@dublinusd.org)

Member District: Dublin USD

**Emily Prusso, Vice Chairperson**

925-606-3281

[eprussotrustee@lvjUSD.org](mailto:eprussotrustee@lvjUSD.org)

Member District: Livermore Valley Joint USD

**Mark Miller, Trustee**

(925) 640-1919

[mark\\_miller@pleasantonusd.net](mailto:mark_miller@pleasantonusd.net)

Member District: Pleasanton USD

**Julie Duncan, Superintendent**

(925) 455-4800 x 106

[jduncan@tvp.org](mailto:jduncan@tvp.org)

*Secretary to the Governing Board*



***JOINT POWERS GOVERNING BOARD MEETING PROCEDURES***

Members of the public are encouraged to attend meetings of the Board. Individuals may address the Board regarding items on the agenda during the agenda item or, for Closed Session items, prior to Board adjournment into Closed Session. To address the Board regarding an item that is on the agenda, please complete a *blue speaker card* and submit it to the Administrative Assistant prior to Call to Order of the meeting or prior to the agenda item you wish to address. This allows the Board Chairperson to divide the available time among speakers.

Speakers may address the Board under agenda item PUBLIC COMMENT, regarding items of public interest within the Board's jurisdiction but are *not* on the agenda. Speakers should complete a *yellow speaker card* and submit it to the Administrative Assistant prior to Call to Order. By law, the Board may listen to comments, but may not enter into discussion nor take action on any item not on the agenda. Time is limited to 3 minutes per speaker and 20 minutes per subject matter.

1. CALL TO ORDER / ROLL CALL - 5:30 p.m.	6
2. PUBLIC COMMENT, on posted closed session items only	7
3. ADJOURN TO CLOSED SESSION - Pursuant to Government Code §54957 & §54957.6	8
A. Public Employee: Discipline/Dismissal/Release/Leave/Employment	9
4. RECONVENE IN OPEN SESSION - 6:00 p.m.	10
A. Flag Salute - Pledge of Allegiance	11
B. Approval of the Agenda	12
Prior to approving the agenda, a Board member may request that an agenda item be pulled or moved on the agenda.	
C. Announcement of Any Reportable Action Taken in Closed Session	13

**5. PUBLIC COMMENT**

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At this time, members of the public may address the Board regarding any matter that is *not* on the agenda. (For items that *are* on the agenda, the opportunity for public comment will be presented during each agenda item.) Speakers should submit a speaker card to the Administrative Assistant prior to Call to Order of the meeting: a *yellow card* for items not on the agenda and a *blue card* to speak during an agenda item. Time is limited to 3 minutes per speaker and 20 minutes per topic.

**6. RECOGNITIONS**





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- A. Recognition of Ilham Ansari, Dublin HS, Nursing
- B. Recognition of Nilufar Kayhani, Middle College Graduate
- C. Recognition of Zack Moresco, Foothill HS, Sports & Entertainment Marketing
- D. Recognition of Alyssa Orphanopolous, Foothill HS, Honors Portfolio

**7. CONSENT CALENDAR**

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The Consent Calendar is for items that require the approval of the Board, but are routine in nature. The Board acts upon these items in one vote. Any member of the Board, administration, or public may request that an item be pulled from the Consent Calendar and discussed and/or acted upon separately under Deferred Consent Items.

- A. Approval of Minutes from the Regular Board Meeting of January 22, 2020  17  
The Board will consider approving minutes from the January 22, 2020 Regular Board Meeting.
- B. Approval of Bill and Salary Reports, January 1 - February 28, 2020  22  
The Board will consider the approval of Bill and Salary warrants which show payment of the District's operating and salary expenditures for the month noted.
- C. Approval of Purchase Order Summary, January 1 - February 28, 2020  49  
The Board will consider the approval of the purchase order summary which shows encumbrances of District funds for the month noted.
- D. Approval of Memorandums of Understanding with Member Districts' for Transition Specialist Services for 2020-2021  57  
The Board will consider approving MOU's between TVROP and Dublin, Livermore Valley Joint, and Pleasanton Unified School Districts for shared services of a Transition Specialist with costs reimbursable to TVROP.

E. Approval for Partner Organization Agreement 	64
<p>Ms. Brown, Middle College Coordinator, has received a request to partner with University of California, Berkeley Extension to mentor a student. The student must complete 40 hours of volunteer time to satisfy the requirements of their College Admission and Career Planning Certificate Program.</p>	
F. Approval of Donations 	67
<p>The Board will consider the approval of donations received through February 20, 2020.</p>	
<b>8. DEFERRED CONSENT ITEMS</b>	69
<p>Items that are pulled from Consent to be addressed individually will be discussed and acted upon at this time.</p>	
<b>9. INFORMATION / ACTION ITEMS</b>	70
<p>Informational items are noted as informational only; Action items are up for a vote by the Board. Most items require a simple majority of Board member votes to pass.</p>	
A. Approval of the Second Interim Report - action 	71
<p>Based on the current budget and the multi-year projection, it is recommended that the Tri-Valley Regional Occupational Program Board approve the 2019-2020 Second Interim Report with a Positive Certification.</p>	
B. Approval or Personnel Document #031120 - action 	130
<p>The Board must act on all issues regarding employees of the TVROP. The Personnel Document specifies each area, to include new hires, resignations, retirements and vacancies.</p>	
C. Approval of Audit Firm and Contract Award - action 	132
<p>The Board will consider approval of a contract for auditing services for the fiscal years of 2019-2020, 2020-2021 and 2021-2022</p>	
<b>10. CORRESPONDENCE</b> 	169
<b>11. SUPERINTENDENT'S REPORT</b>	173
<p>Superintendent Duncan will report on recent meetings, activities, and/or legislation.</p>	
<b>12. BOARD MEMBER REPORTS</b>	174
<p>Board members may wish to report on their recent activities.</p>	



**13. ANNOUNCEMENTS**

175

The next Regular Meeting (Organizational) of the Joint Powers Governing Board is scheduled for Wednesday, May 6, 2020.

**14. ADJOURNMENT**

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**1. CALL TO ORDER / ROLL CALL - 5:30 p.m.**

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**2. PUBLIC COMMENT, on posted closed session items only**

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**3. ADJOURN TO CLOSED SESSION - Pursuant to Government Code §54957 & §54957.6**

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**3. A. Public Employee: Discipline/Dismissal/Release/Leave/Employment**

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**4. RECONVENE IN OPEN SESSION - 6:00 p.m.**

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**4. A. Flag Salute - Pledge of Allegiance**

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#### **4. B. Approval of the Agenda**

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##### **Quick Summary / Abstract**

Prior to approving the agenda, a Board member may request that an agenda item be pulled or moved on the agenda.



**4. C. Announcement of Any Reportable Action Taken in Closed Session**

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## 5. PUBLIC COMMENT

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### Quick Summary / Abstract

At this time, members of the public may address the Board regarding any matter that is *not* on the agenda. (For items that *are* on the agenda, the opportunity for public comment will be presented during each agenda item.) Speakers should submit a speaker card to the Administrative Assistant prior to Call to Order of the meeting: a *yellow card* for items not on the agenda and a *blue card* to speak during an agenda item. Time is limited to 3 minutes per speaker and 20 minutes per topic.

## **6. RECOGNITIONS**

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### **Quick Summary / Abstract**

- A.** Recognition of Ilham Ansari, Dublin HS, Nursing
- B.** Recognition of Nilufar Kayhani, Middle College Graduate
- C.** Recognition of Zack Moresco, Foothill HS, Sports & Entertainment Marketing
- D.** Recognition of Alyssa Orphanopolous, Foothill HS, Honors Portfolio

## **7. CONSENT CALENDAR**

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### **Recommendation**

The Consent Calendar is for items that require the approval of the Board, but are routine in nature. The Board acts upon these items in one vote. Any member of the Board, administration, or public may request that an item be pulled from the Consent Calendar and discussed and/or acted upon separately under Deferred Consent Items.

## **7. A. Approval of Minutes from the Regular Board Meeting of January 22, 2020**

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### **Quick Summary / Abstract**

The Board will consider approving minutes from the January 22, 2020 Regular Board Meeting.

### **Supporting Documents**

 [Minutes 1-22-20.pdf](#)



**Tri-Valley Regional Occupational Program**

1040 Florence Road, Livermore, CA 94550

Ph. (925) 455-4800 - Fax (925) 449-9126

**JOINT POWERS GOVERNING BOARD  
Minutes of the Regular Board and  
Organizational Meeting of January 22, 2020  
5:30 p.m. Open Session**

**1. CALL TO ORDER / ROLL CALL**

The January 22 board meeting of the JPGB was called to order at 5:34 p.m.

Amy Miller – Aye

Mark Miller, absent

Valerie Arkin – Aye, alternate in attendance for Mark Miller

Emily Prusso – Aye

**2. CONVENE TO ANNUAL ORGANIZATIONAL MEETING OF THE BOARD**

Tri-Valley ROP Board Bylaws 9100, *Organization*, and the Fifth Amended Joint Powers Agreement require the Governing Board to hold its annual organizational meeting during the first meeting of the calendar year. The following actions took place to elect a Chairperson and Vice Chairperson for the calendar year.

**A. Election of Board Chairperson for 2020**

Ms. Emily Prusso nominated Ms. Amy Miller

Ms. Valerie Arkin seconded

Ms. Amy Miller, accepted to serve as Board Chairperson for 2020

**B. Election of Board Vice Chairperson for 2020**

Ms. Valerie Arkin nominated Ms. Emily Prusso

Ms. Amy Miller seconded

Ms. Emily Prusso, accepted to serve as Board Vice Chairperson for 2020

Ms. Arkin officially passed the gavel to Chairperson Miller.

**3. RECONVENE IN OPEN SESSION**

**A. Flag Salute - Pledge of Allegiance**

**B. Approval of the Agenda**

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Arkin	Prusso	3	0	0	0

**4. PUBLIC COMMENT – None**

**5. RECOGNITIONS**

Superintendent Duncan thanked Mr. Charles Rogge and Ms. Arkin individually for their service as members of the TVROP Board and read their certificates of appreciation.

**A. Recognition of Dawn Pavon, Developmental Psychology of Children Instructor**

Superintendent Duncan introduced Director of College and Career Readiness, Ms. Amy Robbins to present the recognition.

Ms. Robbins explained how Mrs. Pavon has continually met and or exceeded the 11-Elements of a highly qualified CTE program and always strives to grow as a professional as well as all the students in her classes.

## 6. CONSENT CALENDAR

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Miller	Arkin	3	0	0	0

- A. **Approval of Minutes from the Regular Board Meeting of December 11, 2019**  
The Board approved minutes from the December 11, 2019 Regular Board Meeting.
- B. **Approval of Bill and Salary Reports, December 1 - 31, 2019**  
The Board approved of Bill and Salary warrants which show payment of the District's operating and salary expenditures for the month noted.
- C. **Approval of Purchase Order Summary, December 1 - 31, 2019**  
The Board approved the purchase order summary, which shows encumbrances of District funds for the month noted.

## 7. CONSENT AGENDA - RESOLUTIONS

The Consent Agenda - Resolutions is for items that require the approval of the Board but are routine in nature. The Board acts upon these items in one vote. Any member of the Board, administration, or public may request that an item be pulled from the Consent Agenda - Resolutions and discussed and/or acted upon separately under Deferred Consent.

- A. **Resolution No. 2019-20.7, Board Members' Signature Card**  
Education Code Section 42632 states, each order drawn on the funds of a school district shall be signed by at least a majority of the Governing Board or by a person or persons authorized by the Governing Board and said Governing Board signatures shall be updated annually with the residing County Office of Education.

### Roll Call Vote

Miller - Aye  
Arkin - Aye  
Prusso - Aye

## 8. DEFERRED CONSENT ITEMS - None

## 9. INFORMATION / ACTION ITEMS

Informational items are noted as informational only; Action items are up for a vote by the Board. Most items require a simple majority of Board member votes to pass.

- A. **Celebrating CTE - information/action**  
Superintendent Duncan introduced Ms. Amy Robbins, Director of College & Career Readiness. Ms. Robbins presented the CTE Month Proclamation in support of the Association for Career Technical Education by proclaiming February as CTE Month

and reported on upcoming planned activities.

Roll Call Vote

Arkin – Aye

Miller – Aye

Prusso – Aye

**B. Grant Overview - information**

Superintendent Duncan presented an update on current grants, the reporting process and additional work required over the past six months.

Over the past four years, TVROP has received almost 17 million in grant dollars that have in turn, been passed back to the Member Districts. The following grants are those that contributed DGI, CCPT TEC, CTEIG, SWP K12, Perkins, Adult Ed Block, and CalWorks.

**C. SWP K12 Pathway Coordinator Position - action**

Superintendent Duncan presented the Board with background information for the proposed SWP K12 Pathway Coordinator position and the process to apply to the Cabrillo College District to host the position.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Arkin	Prusso	3	0	0	0

**10. SUPERINTENDENT'S REPORT**

Superintendent Duncan reported on the following attendance at meetings, activities, and/or legislative meetings:

- Attended LPC board meeting, Roanna Bennie leaving president's office, Mr. Branca and Superintendent Duncan both spoke.
- Superintendent's meeting at Alameda County Office of Education January 15
- East Bay Superintendents meeting January 22
- Judge for DECA, Nor Cal competition at San Ramon Marriott, January 18
- Innovation Tri-Valley, Dream Makers and Risktakers Awards, January 23
- Program Coordinator, Suzanne Smith presenting at all the High Schools at Counseling Lunch Meetings, promoting TVROP classes and educating high school staff for 20/21 registration

**11. BOARD MEMBER REPORTS**

Ms. Prusso expressed that she is excited to be serving on the TVROP board, learning more about classes and programs, and as a parent watching how the program is benefitting them.

Ms. Arkin thanked Superintendent Duncan and the staff of TVROP and expressed how she has enjoyed serving TVROP.

Ms. Miller announced there is a Skilled Trades Fair coming up at Cypress Mandela and one at Laney College. Ms. Miller also spoke of the tragedy that occurred over the holiday break where three Dublin students passed in an accident. She wanted to acknowledge and say thank you for all the kind words and offers of support from the Tri-Valley.



**12. ANNOUNCEMENTS**

- The next Regular Meeting of the Joint Powers Governing Board is scheduled for Wednesday, March 11, 2020.

**13. ADJOURNMENT**

There being no further business, Chairperson Miller adjourned the meeting at 6:57 p.m.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Arkin	Prusso	3	0	0	0

Original Signed

Submitted,

\_\_\_\_\_  
Julie Duncan  
Secretary to the Board

*Approved and entered into the proceedings  
of the Board this 11<sup>th</sup> day of March, 2020.*

\_\_\_\_\_  
Emily Prusso, Vice Chairperson  
(acting Chairperson for 3/11/2020)

JD/as

## 7. B. Approval of Bill and Salary Reports, January 1 - February 28, 2020

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### Quick Summary / Abstract

The Board will consider the approval of Bill and Salary warrants which show payment of the District's operating and salary expenditures for the month noted.

### Supporting Documents

 [Jan & Feb Bill & Salary.pdf](#)

Activity for Dates 01/01/2020 to 02/28/2020

Fiscal Year 2019/20

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-1110-0000-6000-1000-000-90-0-0000 Tchr Sal 11 Pay,Unrest.,R									
		BR20-00029	To Update budget for 2nd Interim	01/31/20		6,423.00			6,423.00
		PR20-00020	01/31/20 Regular Payroll (Earning:	01/31/20				106,566.28	100,143.28-
		PR20-00023	02/28/20 Regular Payroll (Earning:	02/28/20				106,936.09	207,079.37-
		PR20-00025	Salary Encumbrance between 02/:	02/28/20			419,064.88		626,144.25-
			Account Total	02/28/20	.00	6,423.00	419,064.88	213,502.37	
990-1110-0000-6000-4000-501-90-0-9930 Tchr Sal 11 Pay,Middle Co									
		PR20-00020	01/31/20 Regular Payroll (Earning:	01/31/20				22,575.51	22,575.51-
		PR20-00023	02/28/20 Regular Payroll (Earning:	02/28/20				22,575.51	45,151.02-
		PR20-00025	Salary Encumbrance between 02/:	02/28/20			90,302.04		135,453.06-
			Account Total	02/28/20	.00	.00	90,302.04	45,151.02	
990-1110-6391-4630-4000-901-99-0-0000 Tchr Sal 11 Pay,Unrest.,A									
		PR20-00020	01/31/20 Regular Payroll (Earning:	01/31/20				6,397.73	6,397.73-
		PR20-00023	02/28/20 Regular Payroll (Earning:	02/28/20				6,397.73	12,795.46-
		PR20-00025	Salary Encumbrance between 02/:	02/28/20			25,590.92		38,386.38-
			Account Total	02/28/20	.00	.00	25,590.92	12,795.46	
990-1120-0000-6000-1000-000-90-0-0000 Tchr Stipend,Unrest.,ROCP									
		PR20-00020	01/31/20 Regular Payroll (Earning:	01/31/20				1,000.00	1,000.00-
		PR20-00023	02/28/20 Regular Payroll (Earning:	02/28/20				1,000.00	2,000.00-
		PR20-00025	Salary Encumbrance between 02/:	02/28/20			4,000.00		6,000.00-
			Account Total	02/28/20	.00	.00	4,000.00	2,000.00	
990-1128-0000-6000-1000-000-90-0-0000 Tchr Hourly,Unrest.,ROCP									
		BR20-00029	To Update budget for 2nd Interim	01/31/20		13,000.00			13,000.00
		PR20-00020	01/31/20 Regular Payroll (Earning:	01/31/20				3,727.50	9,272.50
		PR20-00023	02/28/20 Regular Payroll (Earning:	02/28/20				6,121.62	3,150.88
			Account Total	02/28/20	.00	13,000.00	.00	9,849.12	
990-1128-0000-6000-4000-501-90-0-9930 Tchr Hourly,Middle Colleg									
		PR20-00023	02/28/20 Regular Payroll (Earning:	02/28/20				29.82	29.82-
990-1128-6391-4630-4000-901-99-0-0000 Tchr Hourly,Unrest.,Adult									
		PR20-00023	02/28/20 Regular Payroll (Earning:	02/28/20				193.95	193.95-
990-1150-0000-6000-1000-000-90-0-0000 Tchr Sub,Unrest.,ROCP									
T20-00088	Livermore Valley Joint U	EN20-00678	A.Spalasso LVJUSD billing for Sut	01/31/20			7,000.00-		7,000.00
		GJ20-00010	Correct object codes	02/14/20				13,424.77-	20,424.77
			Account Total	02/28/20	.00	.00	7,000.00-	13,424.77-	
990-1312-0000-6000-2100-000-90-0-0000 Supv Admin Sal,Unrest.,RO									
		PR20-00020	01/31/20 Regular Payroll (Earning:	01/31/20				23,715.76	23,715.76-
		PR20-00023	02/28/20 Regular Payroll (Earning:	02/28/20				23,715.76	47,431.52-
		PR20-00025	Salary Encumbrance between 02/:	02/28/20			94,863.04		142,294.56-

Selection Filtered by User Permissions, (Org = 79, Online/Offline = N, Fiscal Year = 2020, Start Date = 1/1/2020, End Date = 2/28/2020, Unposted JEs? = N, Assets and Liabilities? = N, Restricted? = Y, Object = 1-6, Obj Digits = 0, Page Break Lvl = )

ESCAPE ONLINE

Activity for Dates 01/01/2020 to 02/28/2020

Fiscal Year 2019/20

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
				Account Total	02/28/20	.00	.00	94,863.04	47,431.52
990-1312-0000-6000-7100-000-90-0-0000	Supv Admin Sal,Unrest.,RO								
	PR20-00020	01/31/20	Regular Payroll (Earning:	01/31/20				17,326.32	17,326.32-
	PR20-00023	02/28/20	Regular Payroll (Earning:	02/28/20				17,326.32	34,652.64-
	PR20-00025		Salary Encumbrance between 02/:	02/28/20			69,305.28		103,957.92-
				Account Total	02/28/20	.00	.00	69,305.28	34,652.64
990-2210-0000-6000-3110-101-90-0-2200	Class Supp Sal,Career Cen								
	PR20-00020	01/31/20	Regular Payroll (Earning:	01/31/20				4,914.85	4,914.85-
	PR20-00023	02/28/20	Regular Payroll (Earning:	02/28/20				4,914.85	9,829.70-
	PR20-00025		Salary Encumbrance between 02/:	02/28/20			19,659.40		29,489.10-
				Account Total	02/28/20	.00	.00	19,659.40	9,829.70
990-2210-0000-6000-3110-201-90-0-2200	Class Supp Sal,Career Cen								
	PR20-00020	01/31/20	Regular Payroll (Earning:	01/31/20				5,110.11	5,110.11-
	PR20-00023	02/28/20	Regular Payroll (Earning:	02/28/20				5,110.11	10,220.22-
	PR20-00025		Salary Encumbrance between 02/:	02/28/20			20,440.44		30,660.66-
				Account Total	02/28/20	.00	.00	20,440.44	10,220.22
990-2210-0000-6000-3110-202-90-0-2200	Class Supp Sal,Career Cen								
	PR20-00020	01/31/20	Regular Payroll (Earning:	01/31/20				2,530.06	2,530.06-
	PR20-00023	02/28/20	Regular Payroll (Earning:	02/28/20				2,530.06	5,060.12-
	PR20-00025		Salary Encumbrance between 02/:	02/28/20			10,120.24		15,180.36-
				Account Total	02/28/20	.00	.00	10,120.24	5,060.12
990-2210-0000-6000-3110-301-90-0-2200	Class Supp Sal,Career Cen								
	BR20-00029		To Update budget for 2nd Interim	01/31/20		312.00-			312.00-
	PR20-00020	01/31/20	Regular Payroll (Earning:	01/31/20				2,383.27	2,695.27-
	PR20-00023	02/28/20	Regular Payroll (Earning:	02/28/20				2,383.27	5,078.54-
	PR20-00025		Salary Encumbrance between 02/:	02/28/20			9,533.08		14,611.62-
				Account Total	02/28/20	.00	312.00-	9,533.08	4,766.54
990-2210-0000-6000-3110-302-90-0-2200	Class Supp Sal,Career Cen								
	BR20-00029		To Update budget for 2nd Interim	01/31/20		3,503.00-			3,503.00-
	PR20-00020	01/31/20	Regular Payroll (Earning:	01/31/20				2,241.70	5,744.70-
	PR20-00023	02/28/20	Regular Payroll (Earning:	02/28/20				2,241.70	7,986.40-
	PR20-00025		Salary Encumbrance between 02/:	02/28/20			8,966.80		16,953.20-
				Account Total	02/28/20	.00	3,503.00-	8,966.80	4,483.40
990-2225-0000-3800-4000-000-90-0-9971	Class Suppt OT,Get Set,Vo								
	BR20-00029		To Update budget for 2nd Interim	01/31/20		1,012.00			1,012.00
	GJ20-00010		Correct object codes	02/14/20				1,511.28-	2,523.28
				Account Total	02/28/20	.00	1,012.00	.00	1,511.28-
990-2225-0000-6000-3110-101-90-0-2200	Class Suppt OT,Career Cen								

Selection Filtered by User Permissions, (Org = 79, Online/Offline = N, Fiscal Year = 2020, Start Date = 1/1/2020, End Date = 2/28/2020, Unposted JEs? = N, Assets and Liabilities? = N, Restricted? = Y, Object = 1-6, Obj Digits = 0, Page Break Lvl = )

ESCAPE ONLINE

Activity for Dates 01/01/2020 to 02/28/2020									Fiscal Year 2019/20
Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-2225-0000-6000-3110-101-90-0-2200	Class Suppt OT,Career Cen								
		PR20-00023	02/28/20 Regular Payroll (Earning:	02/28/20				147.66	147.66-
990-2225-0000-6000-3110-301-90-0-2200	Class Suppt OT,Career Cen								
		BR20-00029	To Update budget for 2nd Interim	01/31/20		500.00-			500.00-
990-2228-0000-3800-4000-000-90-0-9971	Class Suppt Hr,Get Set,Vo								
		BR20-00029	To Update budget for 2nd Interim	01/31/20		512.00-			512.00-
		PR20-00023	02/28/20 Regular Payroll (Earning:	02/28/20				118.23	630.23-
			Account Total	02/28/20	.00	512.00-	.00	118.23	
990-2228-0000-6000-3110-201-90-0-2200	Class Suppt Hr,Career Cen								
		PR20-00023	02/28/20 Regular Payroll (Earning:	02/28/20				102.33	102.33-
990-2228-0000-6000-3110-202-90-0-2200	Class Suppt Hr,Career Cen								
		PR20-00020	01/31/20 Regular Payroll (Earning:	01/31/20				35.00	35.00-
INV20-00011		AR20-00059	2019-2020 MOU LHS Career Spe	02/07/20				310.72-	275.72
		PR20-00023	02/28/20 Regular Payroll (Earning:	02/28/20				591.15	315.43-
			Account Total	02/28/20	.00	.00	.00	315.43	
990-2228-0000-6000-3110-301-90-0-2200	Class Suppt Hr,Career Cen								
		BR20-00029	To Update budget for 2nd Interim	01/31/20		500.00			500.00
		PR20-00023	02/28/20 Regular Payroll (Earning:	02/28/20				222.74	277.26
			Account Total	02/28/20	.00	500.00	.00	222.74	
990-2228-0000-6000-3110-302-90-0-2200	Class Suppt Hr,Career Cen								
		PR20-00023	02/28/20 Regular Payroll (Earning:	02/28/20				89.79	89.79-
990-2310-0000-6000-2700-000-90-0-0000	Supv Admin Sal,Unrest.,RO								
		PR20-00020	01/31/20 Regular Payroll (Earning:	01/31/20				8,721.38	8,721.38-
		PR20-00023	02/28/20 Regular Payroll (Earning:	02/28/20				8,721.38	17,442.76-
		PR20-00025	Salary Encumbrance between 02/:	02/28/20			34,885.52		52,328.28-
			Account Total	02/28/20	.00	.00	34,885.52	17,442.76	
990-2410-0000-6000-2700-000-90-0-0000	Clerical Sal,Unrest.,ROCP								
		PR20-00020	01/31/20 Regular Payroll (Earning:	01/31/20				7,781.63	7,781.63-
		PR20-00023	02/28/20 Regular Payroll (Earning:	02/28/20				7,781.63	15,563.26-
		PR20-00025	Salary Encumbrance between 02/:	02/28/20			31,126.52		46,689.78-
			Account Total	02/28/20	.00	.00	31,126.52	15,563.26	
990-2410-0000-6000-4000-501-90-0-9930	Clerical Sal,Middle Colle								
		PR20-00020	01/31/20 Regular Payroll (Earning:	01/31/20				2,151.86	2,151.86-
		PR20-00023	02/28/20 Regular Payroll (Earning:	02/28/20				2,151.86	4,303.72-
		PR20-00025	Salary Encumbrance between 02/:	02/28/20			8,607.44		12,911.16-
			Account Total	02/28/20	.00	.00	8,607.44	4,303.72	
990-2428-0000-6000-4000-501-90-0-9930	Clerical Hr,Middle Colleg								
		PR20-00020	01/31/20 Regular Payroll (Earning:	01/31/20				316.00	316.00-
990-2920-0000-3800-4000-000-90-0-9971	Othr Class Stip,Get Set,V								

Selection Filtered by User Permissions, (Org = 79, Online/Offline = N, Fiscal Year = 2020, Start Date = 1/1/2020, End Date = 2/28/2020, Unposted JEs? = N, Assets and Liabilities? = N, Restricted? = Y, Object = 1-6, Obj Digits = 0, Page Break Lvl = )

ESCAPE ONLINE

Activity for Dates 01/01/2020 to 02/28/2020

Fiscal Year 2019/20

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
		BR20-00029	To Update budget for 2nd Interim	01/31/20		500.00-			500.00-
		PR20-00020	01/31/20 Regular Payroll (Earning:	01/31/20				454.54	954.54-
		GJ20-00010	Correct object codes	02/14/20				1,511.28	2,465.82-
		PR20-00023	02/28/20 Regular Payroll (Earning:	02/28/20				454.54	2,920.36-
		PR20-00025	Salary Encumbrance between 02/:	02/28/20			1,818.16		4,738.52-
			Account Total	02/28/20	.00	500.00-	1,818.16	2,420.36	
990-2920-0000-6000-2700-000-90-0-0000 Othr Class Stip,Unrest.,R									
		PR20-00020	01/31/20 Regular Payroll (Earning:	01/31/20				90.91	90.91-
		PR20-00023	02/28/20 Regular Payroll (Earning:	02/28/20				90.91	181.82-
		PR20-00025	Salary Encumbrance between 02/:	02/28/20			363.64		545.46-
			Account Total	02/28/20	.00	.00	363.64	181.82	
990-3101-0000-6000-1000-000-90-0-0000 STRS Cert,Unrest.,ROCP									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				17,956.62	17,956.62-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				18,397.74	36,354.36-
		PR20-00025	Salary Encumbrance between 02/:	02/28/20			68,045.61		104,399.97-
			Account Total	02/28/20	.00	.00	68,045.61	36,354.36	
990-3101-0000-6000-2100-000-90-0-0000 STRS Cert,Unrest.,ROCP									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				3,935.69	3,935.69-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				3,935.69	7,871.38-
		PR20-00025	Salary Encumbrance between 02/:	02/28/20			15,742.76		23,614.14-
			Account Total	02/28/20	.00	.00	15,742.76	7,871.38	
990-3101-0000-6000-4000-501-90-0-9930 STRS Cert,Middle College,									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				3,860.43	3,860.43-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				3,865.53	7,725.96-
		PR20-00025	Salary Encumbrance between 02/:	02/28/20			15,441.72		23,167.68-
			Account Total	02/28/20	.00	.00	15,441.72	7,725.96	
990-3101-0000-6000-7100-000-90-0-0000 STRS Cert,Unrest.,ROCP									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				2,934.30	2,934.30-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				2,934.30	5,868.60-
		PR20-00025	Salary Encumbrance between 02/:	02/28/20			11,737.20		17,605.80-
			Account Total	02/28/20	.00	.00	11,737.20	5,868.60	
990-3101-6391-4630-4000-901-99-0-0000 STRS Cert,Unrest.,Adult V									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				1,085.46	1,085.46-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				1,118.63	2,204.09-
		PR20-00025	Salary Encumbrance between 02/:	02/28/20			4,341.84		6,545.93-
			Account Total	02/28/20	.00	.00	4,341.84	2,204.09	
990-3201-0000-6000-1000-000-90-0-0000 PERS Cert,Unrest.,ROCP									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				1,239.37	1,239.37-

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ESCAPE ONLINE

Activity for Dates 01/01/2020 to 02/28/2020

Fiscal Year 2019/20

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-3201-0000-6000-1000-000-90-0-0000 PERS Cert,Unrest.,ROCP (continued)									
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				1,239.37	2,478.74-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			4,957.48		7,436.22-
			Account Total	02/28/20	.00	.00	4,957.48	2,478.74	
990-3202-0000-3800-4000-000-90-0-9971 PERS Class,Get Set,Voc. E									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				89.64	89.64-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				112.96	202.60-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			358.56		561.16-
			Account Total	02/28/20	.00	.00	358.56	202.60	
990-3202-0000-6000-2700-000-90-0-0000 PERS Class,Unrest.,ROCP									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				3,272.51	3,272.51-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				3,272.51	6,545.02-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			13,090.04		19,635.06-
			Account Total	02/28/20	.00	.00	13,090.04	6,545.02	
990-3202-0000-6000-3110-101-90-0-2200 PERS Class,Career Center,									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				969.25	969.25-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				969.25	1,938.50-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			3,877.00		5,815.50-
			Account Total	02/28/20	.00	.00	3,877.00	1,938.50	
990-3202-0000-6000-3110-201-90-0-2200 PERS Class,Career Center,									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				1,007.76	1,007.76-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				1,027.94	2,035.70-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			4,031.04		6,066.74-
			Account Total	02/28/20	.00	.00	4,031.04	2,035.70	
990-3202-0000-6000-3110-202-90-0-2200 PERS Class,Career Center,									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				505.85	505.85-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				615.55	1,121.40-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			1,995.80		3,117.20-
			Account Total	02/28/20	.00	.00	1,995.80	1,121.40	
990-3202-0000-6000-3110-301-90-0-2200 PERS Class,Career Center,									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				470.00	470.00-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				513.93	983.93-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			1,880.00		2,863.93-
			Account Total	02/28/20	.00	.00	1,880.00	983.93	
990-3202-0000-6000-3110-302-90-0-2200 PERS Class,Career Center,									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				442.08	442.08-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				459.79	901.87-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			1,768.32		2,670.19-

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ESCAPE ONLINE

Activity for Dates 01/01/2020 to 02/28/2020

Fiscal Year 2019/20

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
				Account Total	02/28/20	.00	.00	1,768.32	901.87
990-3202-0000-6000-4000-501-90-0-9930	PERS Class,Middle College								
	PR20-00020	01/31/20	Regular Payroll (Contrib	01/31/20				424.37	424.37-
	PR20-00023	02/28/20	Regular Payroll (Contrib	02/28/20				424.37	848.74-
	PR20-00025	02/28/20	Salary Encumbrance between 02/	02/28/20			1,697.48		2,546.22-
				Account Total	02/28/20	.00	.00	1,697.48	848.74
990-3311-0000-6000-1000-000-90-0-0000	OASDI Cert,Unrest.,ROCP								
	PR20-00020	01/31/20	Regular Payroll (Contrib	01/31/20				385.15	385.15-
	PR20-00023	02/28/20	Regular Payroll (Contrib	02/28/20				396.58	781.73-
	PR20-00025	02/28/20	Salary Encumbrance between 02/	02/28/20			1,540.60		2,322.33-
				Account Total	02/28/20	.00	.00	1,540.60	781.73
990-3312-0000-3800-4000-000-90-0-9971	OASDI Class,Get Set,Voc.								
	PR20-00020	01/31/20	Regular Payroll (Contrib	01/31/20				28.18	28.18-
	PR20-00023	02/28/20	Regular Payroll (Contrib	02/28/20				35.51	63.69-
	PR20-00025	02/28/20	Salary Encumbrance between 02/	02/28/20			112.72		176.41-
				Account Total	02/28/20	.00	.00	112.72	63.69
990-3312-0000-6000-2700-000-90-0-0000	OASDI Class,Unrest.,ROCP								
	PR20-00020	01/31/20	Regular Payroll (Contrib	01/31/20				994.96	994.96-
	PR20-00023	02/28/20	Regular Payroll (Contrib	02/28/20				996.83	1,991.79-
	PR20-00025	02/28/20	Salary Encumbrance between 02/	02/28/20			4,004.21		5,996.00-
				Account Total	02/28/20	.00	.00	4,004.21	1,991.79
990-3312-0000-6000-3110-101-90-0-2200	OASDI Class,Career Center								
	PR20-00020	01/31/20	Regular Payroll (Contrib	01/31/20				300.23	300.23-
	PR20-00023	02/28/20	Regular Payroll (Contrib	02/28/20				309.38	609.61-
	PR20-00025	02/28/20	Salary Encumbrance between 02/	02/28/20			1,200.92		1,810.53-
				Account Total	02/28/20	.00	.00	1,200.92	609.61
990-3312-0000-6000-3110-201-90-0-2200	OASDI Class,Career Center								
	PR20-00020	01/31/20	Regular Payroll (Contrib	01/31/20				279.69	279.69-
	PR20-00023	02/28/20	Regular Payroll (Contrib	02/28/20				286.04	565.73-
	PR20-00025	02/28/20	Salary Encumbrance between 02/	02/28/20			1,118.76		1,684.49-
				Account Total	02/28/20	.00	.00	1,118.76	565.73
990-3312-0000-6000-3110-202-90-0-2200	OASDI Class,Career Center								
	PR20-00020	01/31/20	Regular Payroll (Contrib	01/31/20				159.03	159.03-
	PR20-00023	02/28/20	Regular Payroll (Contrib	02/28/20				193.51	352.54-
	PR20-00025	02/28/20	Salary Encumbrance between 02/	02/28/20			627.44		979.98-
				Account Total	02/28/20	.00	.00	627.44	352.54
990-3312-0000-6000-3110-301-90-0-2200	OASDI Class,Career Center								
	PR20-00020	01/31/20	Regular Payroll (Contrib	01/31/20				147.76	147.76-

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Activity for Dates 01/01/2020 to 02/28/2020									Fiscal Year 2019/20
Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-3312-0000-6000-3110-301-90-0-2200 OASDI Class,Career Center (continued)									
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				161.57	309.33-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			591.04		900.37-
			Account Total	02/28/20	.00	.00	591.04	309.33	
990-3312-0000-6000-3110-302-90-0-2200 OASDI Class,Career Center									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				138.99	138.99-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				144.55	283.54-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			555.96		839.50-
			Account Total	02/28/20	.00	.00	555.96	283.54	
990-3312-0000-6000-4000-501-90-0-9930 OASDI Class,Middle Colleg									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				133.41	133.41-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				133.41	266.82-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			533.64		800.46-
			Account Total	02/28/20	.00	.00	533.64	266.82	
990-3321-0000-6000-1000-000-90-0-0000 Medicare Cert,Unrest.,ROC									
		BR20-00029	To Update budget for 2nd Interim	01/31/20		474.00			474.00
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				1,587.38	1,113.38-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				1,627.44	2,740.82-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			6,028.91		8,769.73-
			Account Total	02/28/20	.00	474.00	6,028.91	3,214.82	
990-3321-0000-6000-2100-000-90-0-0000 Medicare Cert,Unrest.,ROC									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				338.16	338.16-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				338.16	676.32-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			1,352.64		2,028.96-
			Account Total	02/28/20	.00	.00	1,352.64	676.32	
990-3321-0000-6000-4000-501-90-0-9930 Medicare Cert,Middle Coll									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				316.74	316.74-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				317.17	633.91-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			1,266.96		1,900.87-
			Account Total	02/28/20	.00	.00	1,266.96	633.91	
990-3321-0000-6000-7100-000-90-0-0000 Medicare Cert,Unrest.,ROC									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				246.42	246.42-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				246.42	492.84-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			985.68		1,478.52-
			Account Total	02/28/20	.00	.00	985.68	492.84	
990-3321-6391-4630-4000-901-99-0-0000 Medicare Cert,Unrest.,Adu									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				85.65	85.65-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				88.46	174.11-

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Activity for Dates 01/01/2020 to 02/28/2020									Fiscal Year 2019/20
Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-3321-6391-4630-4000-901-99-0-0000 Medicare Cert,Unrest.,Adu (continued)									
		PR20-00025	Salary Encumbrance between 02/	02/28/20			342.60		516.71-
			Account Total	02/28/20	.00	.00	342.60	174.11	
990-3322-0000-3800-4000-000-90-0-9971 Medicare Class,Get Set,Vo									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				6.59	6.59-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				8.30	14.89-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			26.36		41.25-
			Account Total	02/28/20	.00	.00	26.36	14.89	
990-3322-0000-6000-2700-000-90-0-0000 Medicare Class,Unrest.,RO									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				232.69	232.69-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				233.13	465.82-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			936.48		1,402.30-
			Account Total	02/28/20	.00	.00	936.48	465.82	
990-3322-0000-6000-3110-101-90-0-2200 Medicare Class,Career Cen									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				70.21	70.21-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				72.36	142.57-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			280.84		423.41-
			Account Total	02/28/20	.00	.00	280.84	142.57	
990-3322-0000-6000-3110-201-90-0-2200 Medicare Class,Career Cen									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				65.41	65.41-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				66.90	132.31-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			261.64		393.95-
			Account Total	02/28/20	.00	.00	261.64	132.31	
990-3322-0000-6000-3110-202-90-0-2200 Medicare Class,Career Cen									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				37.19	37.19-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				45.26	82.45-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			146.72		229.17-
			Account Total	02/28/20	.00	.00	146.72	82.45	
990-3322-0000-6000-3110-301-90-0-2200 Medicare Class,Career Cen									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				34.56	34.56-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				37.79	72.35-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			138.24		210.59-
			Account Total	02/28/20	.00	.00	138.24	72.35	
990-3322-0000-6000-3110-302-90-0-2200 Medicare Class,Career Cen									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				32.50	32.50-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				33.81	66.31-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			130.00		196.31-
			Account Total	02/28/20	.00	.00	130.00	66.31	

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ESCAPE ONLINE

Activity for Dates 01/01/2020 to 02/28/2020 Fiscal Year 2019/20

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-3322-0000-6000-4000-501-90-0-9930 Medicare Class,Middle Col									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				31.20	31.20-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				31.20	62.40-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			124.80		187.20-
			Account Total	02/28/20	.00	.00	124.80	62.40	
990-3401-0000-6000-7100-000-90-0-0000 H&W Cert,Unrest.,ROCP									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				156.22	156.22-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				156.22	312.44-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			624.88		937.32-
			Account Total	02/28/20	.00	.00	624.88	312.44	
990-3501-0000-6000-1000-000-90-0-0000 SUI Cert,Unrest.,ROCP									
		BR20-00029	To Update budget for 2nd Interim	01/31/20		17.00			17.00
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				55.44	38.44-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				56.80	95.24-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			210.66		305.90-
			Account Total	02/28/20	.00	17.00	210.66	112.24	
990-3501-0000-6000-2100-000-90-0-0000 SUI Cert,Unrest.,ROCP									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				11.78	11.78-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				11.78	23.56-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			47.12		70.68-
			Account Total	02/28/20	.00	.00	47.12	23.56	
990-3501-0000-6000-4000-501-90-0-9930 SUI Cert,Middle College,R									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				11.26	11.26-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				11.27	22.53-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			45.04		67.57-
			Account Total	02/28/20	.00	.00	45.04	22.53	
990-3501-0000-6000-7100-000-90-0-0000 SUI Cert,Unrest.,ROCP									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				8.60	8.60-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				8.60	17.20-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			34.40		51.60-
			Account Total	02/28/20	.00	.00	34.40	17.20	
990-3501-6391-4630-4000-901-99-0-0000 SUI Cert,Unrest.,Adult Vo									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				3.03	3.03-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				3.13	6.16-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			12.12		18.28-
			Account Total	02/28/20	.00	.00	12.12	6.16	
990-3502-0000-3800-4000-000-90-0-9971 SUI Class,Get Set,Voc. Ed									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				.23	.23-

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ESCAPE ONLINE

Activity for Dates 01/01/2020 to 02/28/2020

Fiscal Year 2019/20

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-3502-0000-3800-4000-000-90-0-9971 SUI Class,Get Set,Voc. Ed (continued)									
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				.29	.52-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			.92		1.44-
			Account Total	02/28/20	.00	.00	.92	.52	
990-3502-0000-6000-2700-000-90-0-0000 SUI Class,Unrest.,ROCP									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				8.24	8.24-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				8.24	16.48-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			32.96		49.44-
			Account Total	02/28/20	.00	.00	32.96	16.48	
990-3502-0000-6000-3110-101-90-0-2200 SUI Class,Career Center,R									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				2.46	2.46-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				2.53	4.99-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			9.84		14.83-
			Account Total	02/28/20	.00	.00	9.84	4.99	
990-3502-0000-6000-3110-201-90-0-2200 SUI Class,Career Center,R									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				2.55	2.55-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				2.60	5.15-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			10.20		15.35-
			Account Total	02/28/20	.00	.00	10.20	5.15	
990-3502-0000-6000-3110-202-90-0-2200 SUI Class,Career Center,R									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				1.28	1.28-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				1.56	2.84-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			5.04		7.88-
			Account Total	02/28/20	.00	.00	5.04	2.84	
990-3502-0000-6000-3110-301-90-0-2200 SUI Class,Career Center,R									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				1.19	1.19-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				1.30	2.49-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			4.76		7.25-
			Account Total	02/28/20	.00	.00	4.76	2.49	
990-3502-0000-6000-3110-302-90-0-2200 SUI Class,Career Center,R									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				1.12	1.12-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				1.17	2.29-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			4.48		6.77-
			Account Total	02/28/20	.00	.00	4.48	2.29	
990-3502-0000-6000-4000-501-90-0-9930 SUI Class,Middle College,									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				1.08	1.08-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				1.08	2.16-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			4.32		6.48-

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ESCAPE ONLINE

Activity for Dates 01/01/2020 to 02/28/2020

Fiscal Year 2019/20

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
				Account Total	02/28/20	.00	.00	4.32	2.16
990-3601-0000-6000-1000-000-90-0-0000 Wk Comp Cert,Unrest.,ROCP									
	BR20-00029		To Update budget for 2nd Interim	01/31/20		677.00			677.00
	PR20-00020		01/31/20 Regular Payroll (Contrib	01/31/20				2,170.22	1,493.22-
	PR20-00023		02/28/20 Regular Payroll (Contrib	02/28/20				2,224.12	3,717.34-
	PR20-00025		Salary Encumbrance between 02/	02/28/20			8,249.69		11,967.03-
				Account Total	02/28/20	.00	677.00	8,249.69	4,394.34
990-3601-0000-6000-2100-000-90-0-0000 Wk Comp Cert,Unrest.,ROCP									
	PR20-00020		01/31/20 Regular Payroll (Contrib	01/31/20				460.51	460.51-
	PR20-00023		02/28/20 Regular Payroll (Contrib	02/28/20				460.51	921.02-
	PR20-00025		Salary Encumbrance between 02/	02/28/20			1,842.04		2,763.06-
				Account Total	02/28/20	.00	.00	1,842.04	921.02
990-3601-0000-6000-4000-501-90-0-9930 Wk Comp Cert,Middle Colle									
	PR20-00020		01/31/20 Regular Payroll (Contrib	01/31/20				440.23	440.23-
	PR20-00023		02/28/20 Regular Payroll (Contrib	02/28/20				440.81	881.04-
	PR20-00025		Salary Encumbrance between 02/	02/28/20			1,760.92		2,641.96-
				Account Total	02/28/20	.00	.00	1,760.92	881.04
990-3601-0000-6000-7100-000-90-0-0000 Wk Comp Cert,Unrest.,ROCP									
	PR20-00020		01/31/20 Regular Payroll (Contrib	01/31/20				337.86	337.86-
	PR20-00023		02/28/20 Regular Payroll (Contrib	02/28/20				337.86	675.72-
	PR20-00025		Salary Encumbrance between 02/	02/28/20			1,351.44		2,027.16-
				Account Total	02/28/20	.00	.00	1,351.44	675.72
990-3601-6391-4630-4000-901-99-0-0000 Wk Comp Cert,Unrest.,Adul									
	PR20-00020		01/31/20 Regular Payroll (Contrib	01/31/20				123.78	123.78-
	PR20-00023		02/28/20 Regular Payroll (Contrib	02/28/20				127.56	251.34-
	PR20-00025		Salary Encumbrance between 02/	02/28/20			495.12		746.46-
				Account Total	02/28/20	.00	.00	495.12	251.34
990-3602-0000-3800-4000-000-90-0-9971 Wk Comp Class,Get Set,Voc									
	PR20-00020		01/31/20 Regular Payroll (Contrib	01/31/20				8.86	8.86-
	PR20-00023		02/28/20 Regular Payroll (Contrib	02/28/20				11.17	20.03-
	PR20-00025		Salary Encumbrance between 02/	02/28/20			35.44		55.47-
				Account Total	02/28/20	.00	.00	35.44	20.03
990-3602-0000-6000-2700-000-90-0-0000 Wk Comp Class,Unrest.,ROC									
	PR20-00020		01/31/20 Regular Payroll (Contrib	01/31/20				323.59	323.59-
	PR20-00023		02/28/20 Regular Payroll (Contrib	02/28/20				323.59	647.18-
	PR20-00025		Salary Encumbrance between 02/	02/28/20			1,294.36		1,941.54-
				Account Total	02/28/20	.00	.00	1,294.36	647.18
990-3602-0000-6000-3110-101-90-0-2200 Wk Comp Class,Career Cent									

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Activity for Dates 01/01/2020 to 02/28/2020									Fiscal Year 2019/20
Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-3602-0000-6000-3110-101-90-0-2200 Wk Comp Class,Career Cent									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				95.84	95.84-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				98.72	194.56-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			383.36		577.92-
			Account Total	02/28/20	.00	.00	383.36	194.56	
990-3602-0000-6000-3110-201-90-0-2200 Wk Comp Class,Career Cent									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				99.65	99.65-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				101.65	201.30-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			398.60		599.90-
			Account Total	02/28/20	.00	.00	398.60	201.30	
990-3602-0000-6000-3110-202-90-0-2200 Wk Comp Class,Career Cent									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				50.02	50.02-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				60.86	110.88-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			197.36		308.24-
			Account Total	02/28/20	.00	.00	197.36	110.88	
990-3602-0000-6000-3110-301-90-0-2200 Wk Comp Class,Career Cent									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				46.47	46.47-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				50.82	97.29-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			185.88		283.17-
			Account Total	02/28/20	.00	.00	185.88	97.29	
990-3602-0000-6000-3110-302-90-0-2200 Wk Comp Class,Career Cent									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				43.71	43.71-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				45.46	89.17-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			174.84		264.01-
			Account Total	02/28/20	.00	.00	174.84	89.17	
990-3602-0000-6000-4000-501-90-0-9930 Wk Comp Class,Middle Coll									
		PR20-00020	01/31/20 Regular Payroll (Contrib	01/31/20				48.12	48.12-
		PR20-00023	02/28/20 Regular Payroll (Contrib	02/28/20				41.96	90.08-
		PR20-00025	Salary Encumbrance between 02/	02/28/20			167.84		257.92-
			Account Total	02/28/20	.00	.00	167.84	90.08	
990-4300-0000-3800-4000-000-90-0-9971 Mat & Supp,Get Set,Voc. E									
	Tri Valley Regional Occ	EX20-00520	Revolving Fund	01/08/20				239.29	239.29-
T20-00152	Danner, Don	EN20-00682	D.Watson GetSet Consultant 1.22.	02/03/20			81.94-		157.35-
T20-00152	Danner, Don	EX20-00574	D.Watson GetSet Consultant 1.22.	02/03/20				79.49	236.84-
			Account Total	02/28/20	.00	.00	81.94-	318.78	
990-4300-0000-6000-1000-000-90-0-0000 Mat & Supp,Unrest.,ROCP									
T20-00055	US Bank	EN20-00647	A.Spalasso Blanket PO 19-20	01/10/20			2,710.89-		2,710.89
T20-00055	US Bank	EX20-00536	A.Spalasso Blanket PO 19-20	01/10/20				300.72	2,410.17

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Activity for Dates 01/01/2020 to 02/28/2020

Fiscal Year 2019/20

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-4300-0000-6000-1000-000-90-0-0000 Mat & Supp,Unrest.,ROCP (continued)									
T20-00055	US Bank	EX20-00537	A.Spalasso Blanket PO 19-20	01/10/20				988.23	1,421.94
T20-00055	US Bank	EX20-00538	A.Spalasso Blanket PO 19-20	01/10/20				45.00	1,376.94
T20-00055	US Bank	EX20-00539	A.Spalasso Blanket PO 19-20	01/10/20				17.77	1,359.17
T20-00055	US Bank	EX20-00540	A.Spalasso Blanket PO 19-20	01/10/20				942.75	416.42
T20-00055	US Bank	EX20-00541	A.Spalasso Blanket PO 19-20	01/10/20				67.70	348.72
T20-00055	US Bank	EX20-00542	A.Spalasso Blanket PO 19-20	01/10/20				96.00	252.72
T20-00055	US Bank	EX20-00543	A.Spalasso Blanket PO 19-20	01/10/20				192.50	60.22
T20-00055	US Bank	EX20-00544	A.Spalasso Blanket PO 19-20	01/10/20				20.80	39.42
T20-00055	US Bank	EX20-00545	A.Spalasso Blanket PO 19-20	01/10/20				39.42	
T20-00212	Snap-On Industrial-Sacr	EN20-00650	E.Woodworth on car tool	01/15/20			445.00		445.00-
T20-00212	Snap-On Industrial-Sacr	EN20-00660	E.Woodworth on car tool	01/21/20			14,570.37-		14,125.37
		BR20-00029	To Update budget for 2nd Interim	01/31/20		4,478.00-			9,647.37
T20-00233	Amazon.com Corporate	EN20-00690	L.Marshall wire racks classroom	02/05/20			371.69		9,275.68
T20-00233	Amazon.com Corporate	EN20-00691	L.Marshall wire racks classroom	02/05/20			371.69-		9,647.37
T20-00233	Amazon.com Corporate	EN20-00692	L.Marshall wire racks classroom	02/05/20			387.55		9,259.82
T20-00243	Amazon.com Corporate	EN20-00709	A.Tucker textbooks MedOcs	02/12/20			171.93		9,087.89
T20-00055	US Bank	EN20-00734	A.Spalasso Blanket PO 19-20	02/18/20			888.99-		9,976.88
T20-00055	US Bank	EX20-00632	A.Spalasso Blanket PO 19-20	02/18/20				262.51	9,714.37
T20-00055	US Bank	EX20-00633	A.Spalasso Blanket PO 19-20	02/18/20				131.00	9,583.37
T20-00055	US Bank	EX20-00634	A.Spalasso Blanket PO 19-20	02/18/20				202.50	9,380.87
T20-00055	US Bank	EX20-00635	A.Spalasso Blanket PO 19-20	02/18/20				97.57	9,283.30
T20-00055	US Bank	EX20-00636	A.Spalasso Blanket PO 19-20	02/18/20				330.00	8,953.30
T20-00055	US Bank	EX20-00637	A.Spalasso Blanket PO 19-20	02/18/20				43.66	8,909.64
T20-00055	US Bank	EX20-00638	A.Spalasso Blanket PO 19-20	02/18/20				63.03	8,846.61
T20-00055	US Bank	EX20-00639	A.Spalasso Blanket PO 19-20	02/18/20				30.81	8,815.80
T20-00055	US Bank	EX20-00640	A.Spalasso Blanket PO 19-20	02/18/20				80.00	8,735.80
T20-00055	US Bank	EX20-00641	A.Spalasso Blanket PO 19-20	02/18/20				216.65	8,519.15
T20-00055	US Bank	EX20-00642	A.Spalasso Blanket PO 19-20	02/18/20				133.45	8,385.70
T20-00246	Follett School Solutions	EN20-00742	S.Beyne MedOcs Textbooks	02/19/20			11,566.95		3,181.25-
T20-00246	Follett School Solutions	EN20-00743	S.Beyne MedOcs Textbooks	02/20/20			11,566.95-		8,385.70
T20-00252	SolutionTestBank.com	EN20-00747	S.Beyne test bank version online	02/20/20			22.50		8,363.20
T20-00246	Follett School Solutions	EN20-00753	S.Beyne MedOcs Textbooks	02/20/20			11,566.95		3,203.75-
			Account Total	02/28/20		.00	4,478.00-	5,576.32-	4,302.07
990-4300-0000-6000-1000-101-90-0-1330 Mat & Supp,Intro to Healt									
T20-00211	Allied 100, LLC	EN20-00620	K.Connors training face shields	01/07/20			24.45		24.45-
T20-00211	Allied 100, LLC	EN20-00623	K.Connors Training Face Shields	01/07/20			24.45-		
T20-00211	Allied 100, LLC	EN20-00624	K.Connors Training Face Shields	01/07/20			34.26		34.26-

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Activity for Dates 01/01/2020 to 02/28/2020

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Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-4300-0000-6000-1000-101-90-0-1330 Mat & Supp,Intro to Healt (continued)									
T20-00211	Allied 100, LLC	EN20-00640	K.Connors Training Face Shields	01/10/20			34.26-		
T20-00211	Allied 100, LLC	EX20-00524	K.Connors Training Face Shields	01/10/20				34.26	34.26-
			Account Total	02/28/20	.00	.00	.00	34.26	
990-4300-0000-6000-1000-201-90-0-1320 Mat & Supp,Marketing,ROCP									
T20-00048	Office Depot	EN20-00634	D.Nelson Blanket PO 19-20 Suppli	01/08/20			211.07-		211.07
T20-00048	Office Depot	EX20-00517	D.Nelson Blanket PO 19-20 Suppli	01/08/20				211.07	
T20-00244	Office Depot	EN20-00737	D.Nelson print cartridges GHS	02/19/20			156.75		156.75-
			Account Total	02/28/20	.00	.00	54.32-	211.07	
990-4300-0000-6000-1000-201-90-0-1330 Mat & Supp,Intro to Healt									
T20-00211	Allied 100, LLC	EN20-00620	K.Connors training face shields	01/07/20			24.46		24.46-
T20-00211	Allied 100, LLC	EN20-00623	K.Connors Training Face Shields	01/07/20			24.46-		
T20-00211	Allied 100, LLC	EN20-00624	K.Connors Training Face Shields	01/07/20			34.25		34.25-
T20-00211	Allied 100, LLC	EN20-00640	K.Connors Training Face Shields	01/10/20			34.25-		
T20-00211	Allied 100, LLC	EX20-00524	K.Connors Training Face Shields	01/10/20				34.25	34.25-
		BR20-00029	To Update budget for 2nd Interim	01/31/20		500.00			465.75
			Account Total	02/28/20	.00	500.00	.00	34.25	
990-4300-0000-6000-1000-202-90-0-1330 Mat & Supp,Intro to Healt									
T20-00232	Amazon.com Corporate	EN20-00696	A.Ortner Intro Health/Sports med ε	02/07/20			25.93		25.93-
T20-00232	Amazon.com Corporate	EN20-00716	A.Ortner Intro Health/Sports Med ε	02/18/20			25.93-		
T20-00232	Amazon.com Corporate	EX20-00608	A.Ortner Intro Health/Sports Med ε	02/18/20				25.92	25.92-
			Account Total	02/28/20	.00	.00	.00	25.92	
990-4300-0000-6000-1000-202-90-0-1510 Mat & Supp,Auto Repairs,R									
T20-00203	Amazon.com Corporate	EN20-00641	R,Barnard materials tools for Auto	01/10/20			190.46-		190.46
T20-00203	Amazon.com Corporate	EX20-00525	R,Barnard materials tools for Auto	01/10/20				6.48	183.98
T20-00203	Amazon.com Corporate	EX20-00526	R,Barnard materials tools for Auto	01/10/20				65.54	118.44
T20-00203	Amazon.com Corporate	EX20-00527	R,Barnard materials tools for Auto	01/10/20				36.00	82.44
T20-00203	Amazon.com Corporate	EX20-00528	R,Barnard materials tools for Auto	01/10/20				17.36	65.08
T20-00203	Amazon.com Corporate	EX20-00529	R,Barnard materials tools for Auto	01/10/20				32.76	32.32
T20-00203	Amazon.com Corporate	EX20-00530	R,Barnard materials tools for Auto	01/10/20				32.28	.04
		BR20-00029	990430000006000100020290015	01/31/20		2,000.00			2,000.04
T20-00234	Airgas, Inc.	EN20-00693	R.Barnard airgas hazmat charge	02/05/20			36.41		1,963.63
T20-00234	Airgas, Inc.	EN20-00710	R.Barnard Airgas Hazmat Charge	02/18/20			36.41-		2,000.04
T20-00234	Airgas, Inc.	EX20-00602	R.Barnard Airgas Hazmat Charge	02/18/20				36.92	1,963.12
T20-00258	Auto Ind Paint Co	EN20-00754	R.Barnard tools for classroom	02/20/20			3,428.51		1,465.39-
T20-00258	Auto Ind Paint Co	EN20-00771	R.Barnard Tools for Classroom	02/28/20			2,808.21-		1,342.82
T20-00258	Auto Ind Paint Co	EN20-00772	R.Barnard Tools for Classroom	02/28/20			638.92		703.90
			Account Total	02/28/20	.00	2,000.00	1,068.76	227.34	

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Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-4300-0000-6000-1000-202-90-0-1518 Mat & Supp,Auto Specialis									
T20-00205	Lawson Products Inc.	EN20-00621	E.Woodworth auto specialist items	01/07/20			52.55-		52.55
T20-00205	Lawson Products Inc.	EN20-00622	E.Woodworth auto specialist items	01/07/20			52.55		
T20-00221	Car Lift Parts	EN20-00664	E.Woodworth auto materials	01/23/20			74.77		74.77-
		BR20-00029	To Update budget for 2nd Interim	01/31/20		1,210.00			1,135.23
T20-00205	Lawson Products Inc.	EN20-00684	E.Woodworth auto specialist items	02/03/20			430.14-		1,565.37
T20-00205	Lawson Products Inc.	EX20-00576	E.Woodworth auto specialist items	02/03/20				430.14	1,135.23
T20-00221	Car Lift Parts	EN20-00719	E.Woodworth Auto Materials	02/18/20			74.77-		1,210.00
T20-00221	Car Lift Parts	EX20-00611	E.Woodworth Auto Materials	02/18/20				117.98	1,092.02
T20-00221	Car Lift Parts	EX20-00612	E.Woodworth Auto Materials	02/18/20				53.02-	1,145.04
T20-00046	Livermore Auto Parts, In	EN20-00760	E.Woodworth - Parts - Blanket PO	02/25/20			199.05-		1,344.09
T20-00046	Livermore Auto Parts, In	EX20-00659	E.Woodworth - Parts - Blanket PO	02/25/20				12.62	1,331.47
T20-00046	Livermore Auto Parts, In	EX20-00660	E.Woodworth - Parts - Blanket PO	02/25/20				15.08	1,316.39
T20-00046	Livermore Auto Parts, In	EX20-00661	E.Woodworth - Parts - Blanket PO	02/25/20				8.65	1,307.74
T20-00046	Livermore Auto Parts, In	EX20-00662	E.Woodworth - Parts - Blanket PO	02/25/20				7.47	1,300.27
T20-00046	Livermore Auto Parts, In	EX20-00663	E.Woodworth - Parts - Blanket PO	02/25/20				51.69	1,248.58
T20-00046	Livermore Auto Parts, In	EX20-00664	E.Woodworth - Parts - Blanket PO	02/25/20				27.30	1,221.28
T20-00046	Livermore Auto Parts, In	EX20-00665	E.Woodworth - Parts - Blanket PO	02/25/20				40.19	1,181.09
T20-00046	Livermore Auto Parts, In	EX20-00666	E.Woodworth - Parts - Blanket PO	02/25/20				36.05	1,145.04
			Account Total	02/28/20		.00	1,210.00	629.19-	694.15
990-4300-0000-6000-1000-202-90-0-9925 Mat & Supp,Sprts Med/AT,R									
T20-00232	Amazon.com Corporate	EN20-00696	A.Ortner Intro Health/Sports med	02/07/20			25.93		25.93-
T20-00201	Amazon.com Corporate	EN20-00712	A.Ortner Sports Med materials	02/18/20			129.78-		103.85
T20-00232	Amazon.com Corporate	EN20-00716	A.Ortner Intro Health/Sports Med	02/18/20			25.93-		129.78
T20-00201	Amazon.com Corporate	EX20-00604	A.Ortner Sports Med materials	02/18/20				129.78	
T20-00232	Amazon.com Corporate	EX20-00608	A.Ortner Intro Health/Sports Med	02/18/20				25.93	25.93-
			Account Total	02/28/20		.00	.00	129.78-	155.71
990-4300-0000-6000-1000-302-90-0-9920 Mat & Supp,Nursing Career									
		BR20-00029	To Update budget for 2nd Interim	01/31/20		300.00-			300.00-
990-4300-0000-6000-1000-302-90-0-9925 Mat & Supp,Sprts Med/AT,R									
T20-00232	Amazon.com Corporate	EN20-00696	A.Ortner Intro Health/Sports med	02/07/20			26.71		26.71-
T20-00201	Amazon.com Corporate	EN20-00712	A.Ortner Sports Med materials	02/18/20			129.78-		103.07
T20-00232	Amazon.com Corporate	EN20-00716	A.Ortner Intro Health/Sports Med	02/18/20			26.71-		129.78
T20-00201	Amazon.com Corporate	EX20-00604	A.Ortner Sports Med materials	02/18/20				129.78	
T20-00232	Amazon.com Corporate	EX20-00608	A.Ortner Intro Health/Sports Med	02/18/20				26.71	26.71-
			Account Total	02/28/20		.00	.00	129.78-	156.49
990-4300-0000-6000-2700-000-90-0-0000 Mat & Supp,Unrest.,ROCP									
T20-00015	Office Depot	EN20-00633	A.Spalasso Office supplies Blanke	01/08/20			112.34-		112.34

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Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-4300-0000-6000-2700-000-90-0-0000 Mat & Supp,Unrest.,ROCP (continued)									
T20-00015	Office Depot	EX20-00511	A.Spalasso Office supplies Blanke	01/08/20				53.96	58.38
T20-00015	Office Depot	EX20-00512	A.Spalasso Office supplies Blanke	01/08/20				53.83	4.55
T20-00015	Office Depot	EX20-00513	A.Spalasso Office supplies Blanke	01/08/20				66.94	62.39-
T20-00015	Office Depot	EX20-00514	A.Spalasso Office supplies Blanke	01/08/20				76.42-	14.03
T20-00015	Office Depot	EX20-00515	A.Spalasso Office supplies Blanke	01/08/20				45.38-	59.41
T20-00015	Office Depot	EX20-00516	A.Spalasso Office supplies Blanke	01/08/20				59.41	
	Tri Valley Regional Occu	EX20-00520	Revolving Fund	01/08/20				183.01	183.01-
		AR20-00053	CIT refund check	01/09/20				183.01-	
T20-00021	Home Depot	EN20-00645	A.Spalasso Blanket PO Home Dep	01/10/20			9.58-		9.58
T20-00021	Home Depot	EX20-00534	A.Spalasso Blanket PO Home Dep	01/10/20				9.58	
T20-00015	Office Depot	EN20-00670	A.Spalasso Office supplies Blanke	01/28/20			182.32-		182.32
T20-00015	Office Depot	EX20-00568	A.Spalasso Office supplies Blanke	01/28/20				76.42	105.90
T20-00015	Office Depot	EX20-00569	A.Spalasso Office supplies Blanke	01/28/20				105.90	
T20-00015	Office Depot	EN20-00685	A.Spalasso Office supplies Blanke	02/03/20			62.47-		62.47
T20-00015	Office Depot	EX20-00577	A.Spalasso Office supplies Blanke	02/03/20				62.47	
T20-00237	US Bank	EN20-00699	A.Spalasso 19-20 Blanket PO Cre	02/07/20			8,193.75		8,193.75-
T20-00015	Office Depot	EN20-00706	A.Spalasso Office supplies Blanke	02/10/20			183.86-		8,009.89-
	PEREIRA, SUSAN	EX20-00583	Reimbursement	02/10/20				6.99	8,016.88-
T20-00015	Office Depot	EX20-00594	A.Spalasso Office supplies Blanke	02/10/20				62.20	8,079.08-
T20-00015	Office Depot	EX20-00595	A.Spalasso Office supplies Blanke	02/10/20				121.66	8,200.74-
T20-00249	Amazon.com Corporate	EN20-00744	J.Duncan labor laws poster 2020	02/20/20			25.12		8,225.86-
T20-00250	Home Depot	EN20-00745	D.Nyswonger repair items	02/20/20			63.35		8,289.21-
T20-00250	Home Depot	EN20-00755	D.Nyswonger repair items	02/21/20			63.35-		8,225.86-
T20-00250	Home Depot	EN20-00756	D.Nyswonger repair items	02/21/20			83.96		8,309.82-
T20-00015	Office Depot	EN20-00761	A.Spalasso Office supplies Blanke	02/25/20			134.00-		8,175.82-
T20-00015	Office Depot	EX20-00667	A.Spalasso Office supplies Blanke	02/25/20				134.00	8,309.82-
			Account Total	02/28/20			7,618.26	691.56	

990-4300-0000-6000-3110-301-90-0-2200 Mat & Supp,Career Center,									
T20-00240	Amazon.com Corporate	EN20-00707	K.Woodworth rotating rack	02/11/20			196.90		196.90-

990-4300-0000-6000-4000-501-90-0-9930 Mat & Supp,Middle College									
T20-00214	Way Up Art & Frame	EN20-00637	A.Brown art supplies open PO 19-	01/08/20			1,000.00		1,000.00-
T20-00215	Great River Learning	EN20-00638	A.Brown online textcode	01/09/20			108.16		1,108.16-
T20-00218	Mcgraw-Hill School Edu	EN20-00651	A.Brown textbook code MC	01/21/20			92.86		1,201.02-
T20-00219	Amazon.com Corporate	EN20-00652	A.Brown MC textcode	01/21/20			13.18		1,214.20-
T20-00051	Office Depot	EN20-00655	A.Brown/ C.Ray Blanket PO 19-20	01/21/20			310.58-		903.62-
T20-00220	Amazon.com Corporate	EN20-00661	A.Brown MC textbook	01/21/20			43.70		947.32-
T20-00051	Office Depot	EX20-00554	A.Brown/ C.Ray Blanket PO 19-20	01/21/20				310.58	1,257.90-

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Activity for Dates 01/01/2020 to 02/28/2020									Fiscal Year 2019/20
Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-4300-0000-6000-4000-501-90-0-9930 Mat & Supp,Middle College (continued)									
T20-00225	Amazon.com Corporate	EN20-00667	A.Brown reading sociology textboc	01/27/20			131.10		1,389.00-
T20-00051	Office Depot	EN20-00671	A.Brown/ C.Ray Blanket PO 19-20	01/28/20			341.81-		1,047.19-
T20-00051	Office Depot	EX20-00570	A.Brown/ C.Ray Blanket PO 19-20	01/28/20				341.81	1,389.00-
T20-00219	Amazon.com Corporate	EN20-00714	A.Brown MC textcode	02/18/20			13.18-		1,375.82-
T20-00220	Amazon.com Corporate	EN20-00715	A.Brown MC textbook	02/18/20			43.70-		1,332.12-
T20-00215	Great River Learning	EN20-00725	A.Brown Online Textcode	02/18/20			108.16-		1,223.96-
T20-00218	Mcgraw-Hill School Edu	EN20-00730	A.Brown textbook code MC	02/18/20			92.86-		1,131.10-
T20-00051	Office Depot	EN20-00731	A.Brown/ C.Ray Blanket PO 19-20	02/18/20			111.42-		1,019.68-
T20-00214	Way Up Art & Frame	EN20-00735	A.Brown art supplies open PO 19-	02/18/20			1,000.00-		19.68-
T20-00219	Amazon.com Corporate	EX20-00606	A.Brown MC textcode	02/18/20				13.18	32.86-
T20-00220	Amazon.com Corporate	EX20-00607	A.Brown MC textbook	02/18/20				131.10	163.96-
T20-00215	Great River Learning	EX20-00619	A.Brown Online Textcode	02/18/20				99.99	263.95-
T20-00218	Mcgraw-Hill School Edu	EX20-00628	A.Brown textbook code MC	02/18/20				87.99	351.94-
T20-00051	Office Depot	EX20-00629	A.Brown/ C.Ray Blanket PO 19-20	02/18/20				111.42	463.36-
T20-00214	Way Up Art & Frame	EX20-00643	A.Brown art supplies open PO 19-	02/18/20				518.94	982.30-
RP20-00261	Panera Bread	EN20-00768	A.Brown MC studnet interviewers i	02/25/20			275.00		1,257.30-
			Account Total	02/28/20	.00	.00	357.71-	1,615.01	
990-4300-6388-6000-1000-000-90-0-0000 Mat & Supp,Unrest.,ROCP									
T20-00217	Amazon.com Corporate	EN20-00649	S.Beyne Adm med asst. textbook	01/10/20			103.43		103.43-
T20-00217	Amazon.com Corporate	EN20-00713	S.Beyne Adm. Med. Asst. Textbo	02/18/20			103.43-		
T20-00217	Amazon.com Corporate	EX20-00605	S.Beyne Adm. Med. Asst. Textbo	02/18/20				103.43	103.43-
			Account Total	02/28/20	.00	.00	.00	103.43	
990-4300-9010-6000-1000-000-90-0-0000 Mat & Supp,Unrest.,ROCP									
T20-00210	Jones & Bartlett Learnin	EN20-00611	S.Beyne EMR textbooks 1.2.20	01/02/20			1,097.53		1,097.53-
T20-00210	Jones & Bartlett Learnin	EN20-00612	S.Beyne EMR textbooks 1.2.20	01/02/20			1,097.53-		
T20-00210	Jones & Bartlett Learnin	EN20-00613	S.Beyne EMR textbooks 1.2.20	01/06/20			1,097.53		1,097.53-
T20-00210	Jones & Bartlett Learnin	EN20-00618	S.Beyne EMR textbooks 1.2.20	01/07/20			1,097.53-		
T20-00210	Jones & Bartlett Learnin	EN20-00619	S.Beyne EMR textbooks 1.2.20	01/07/20			1,097.53		1,097.53-
		BR20-00030	Deposit Batch 63	02/07/20		2,262.00			1,164.47
T20-00210	Jones & Bartlett Learnin	EN20-00727	S.Beyne EMR Textbooks 1/2/20	02/18/20			1,097.53-		2,262.00
T20-00210	Jones & Bartlett Learnin	EX20-00622	S.Beyne EMR Textbooks 1/2/20	02/18/20				1,097.55	1,164.45
			Account Total	02/28/20	.00	2,262.00	.00	1,097.55	
990-4300-9010-6000-1000-501-90-0-9930 Mat & Supp,Middle College									
T20-00231	Costco Wholesale	EN20-00681	A.Brown costco pizzas MC	01/31/20			152.95		152.95-
T20-00231	Costco Wholesale	EN20-00720	A.Brown Costco Pizzas MC	02/18/20			152.95-		
T20-00231	Costco Wholesale	EX20-00613	A.Brown Costco Pizzas MC	02/18/20				76.09	76.09-
T20-00231	Costco Wholesale	EX20-00614	A.Brown Costco Pizzas MC	02/18/20				76.09	152.18-

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Account Total				02/28/20	.00	.00	.00	152.18	
990-4370-0000-6000-2700-000-90-0-0000 Tech Supplies,Unrest.,ROC									
T20-00193	QES Computers	EN20-00635	D.Nyswonger SATA backups on s	01/08/20			597.60-		597.60
T20-00193	QES Computers	EX20-00518	D.Nyswonger SATA backups on s	01/08/20				629.28	31.68-
Account Total				02/28/20	.00	.00	597.60-	629.28	
990-4400-0000-6000-1000-000-90-0-0000 Non-Cap Equip,Unrest.,ROC									
T20-00212	Snap-On Industrial-Sacr	EN20-00662	E.Woodworth on car tool	01/21/20			4,477.81		4,477.81-
		BR20-00029	To Update budget for 2nd Interim	01/31/20		4,478.00			.19
T20-00212	Snap-On Industrial-Sacr	EN20-00736	E.Woodworth on car tool	02/19/20			3,714.11-		3,714.30
T20-00212	Snap-On Industrial-Sacr	EX20-00648	E.Woodworth on car tool	02/19/20				3,714.11	.19
Account Total				02/28/20	.00	4,478.00	763.70	3,714.11	
990-4400-0000-6000-1000-202-90-0-1510 Non-Cap Equip,Auto Repair									
T20-00242	The Mayer Group Inc.	EN20-00739	R.Barnard paint shaker equip LHS	02/19/20			828.12		828.12-
990-4470-0000-6000-1000-000-90-0-0000 Tech Equip,Unrest.,ROCP									
T20-00027	QES Computers	EN20-00764	D.Nyswonger Blanket PO Comput	02/25/20			171.16-		171.16
T20-00027	QES Computers	EX20-00671	D.Nyswonger Blanket PO Comput	02/25/20				516.75	345.59-
Account Total				02/28/20	.00	.00	171.16-	516.75	
990-5200-0000-3800-4000-000-90-0-9971 Travel & Conf,Get Set,Voc									
T20-00227	Dublin High School	EN20-00673	D.Watson GETSET dinner	01/30/20			750.00		750.00-
990-5200-0000-6000-1000-000-90-0-0000 Travel & Conf,Unrest.,ROC									
T20-00208	Crowne Plaza	EN20-00616	D.Nyswonger WASTC cisco conf 1	01/06/20			521.12		521.12-
	Tri Valley Regional Occu	EX20-00520	Revolving Fund	01/08/20				642.19	1,163.31-
T20-00204	Diablo Valley College c/k	EN20-00642	D.Nyswonger WASTC 2020 San J	01/10/20			102.50-		1,060.81-
T20-00204	Diablo Valley College c/k	EX20-00531	D.Nyswonger WASTC 2020 San J	01/10/20				102.50	1,163.31-
T20-00224	NorCal DECA	EN20-00666	D.Hartog DCDC Conf Reg 2020	01/27/20			85.00		1,248.31-
	Tri Valley Regional Occu	EX20-00571	Revolving fund	01/28/20				85.00	1,333.31-
T20-00226	Calif Deca	EN20-00672	T.Raaker FHS advisor reg DECA	01/30/20			85.00		1,418.31-
T20-00229	Calif Deca	EN20-00674	D.Nelson State CDC advisor reg a	01/31/20			642.22		2,060.53-
T20-00226	Calif Deca	EN20-00675	T.Raaker FHS advisor reg DECA	01/31/20			608.70		2,669.23-
T20-00226	Calif Deca	EN20-00676	T.Raaker FHS advisor reg DECA	01/31/20			693.70-		1,975.53-
T20-00226	Calif Deca	EN20-00677	T.Raaker FHS advisor reg DECA	01/31/20			693.70		2,669.23-
	NYSWONGER, DONAL	EX20-00573	Conference	02/03/20				45.43	2,714.66-
T20-00235	Calif Deca	EN20-00697	D.Hartog State CDC advisor hotel/	02/07/20			363.61		3,078.27-
	HASAN-MARSHALL, LY	EX20-00582	Conference	02/10/20				100.53	3,178.80-
T20-00208	Crowne Plaza	EN20-00721	D.Nyswonger WASTC Cisco Conf	02/18/20			521.12-		2,657.68-
T20-00208	Crowne Plaza	EX20-00615	D.Nyswonger WASTC Cisco Conf	02/18/20				544.71	3,202.39-
T20-00247	Calif Deca	EN20-00740	T.Raaker DECA ICDC reg/housing	02/19/20			955.00		4,157.39-
T20-00248	Southwest Airlines	EN20-00741	T.Raaker ICDC airfare Advisor	02/19/20			600.29		4,757.68-

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Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-5200-0000-6000-1000-000-90-0-0000 Travel & Conf,Unrest.,ROC (continued)									
	Tri Valley Regional Occu	EX20-00674	Revolving Fund	02/25/20				1,647.93	6,405.61-
			Account Total	02/28/20	.00	.00	3,237.32	3,168.29	
990-5200-0000-6000-3110-301-90-0-2200 Travel & Conf,Career Cent									
T20-00230	Schwab Learning Cente	EN20-00679	K.Woodworth conf 4.23.20	01/31/20			105.00		105.00-
T20-00230	Schwab Learning Cente	EN20-00733	K.Woodworth Conf 4/23/2020	02/18/20			105.00-		
T20-00230	Schwab Learning Cente	EX20-00631	K.Woodworth Conf 4/23/2020	02/18/20				105.00	105.00-
			Account Total	02/28/20	.00	.00	.00	105.00	
990-5200-0000-6000-4000-501-90-0-9930 Travel & Conf,Middle Coll									
T20-00254	Calif Coal Early & Middle	EN20-00749	A.Brown CCEMC Spring Worksho	02/20/20			65.00		65.00-
T20-00255	Southwest Airlines	EN20-00750	A.Brown flight reserv CCEMC 3.1	02/20/20			221.71		286.71-
			Account Total	02/28/20	.00	.00	286.71	.00	
990-5200-6371-4630-4000-000-90-0-0000 Travel & Conf,Unrest.,Adu									
T20-00228	Holiday Inn SF Airport	EN20-00680	L.Marshall conference 2.4.20	01/31/20			157.32		157.32-
T20-00228	Holiday Inn SF Airport	EN20-00726	L.Marshall Conference 2/4/2020	02/18/20			157.32-		
T20-00228	Holiday Inn SF Airport	EX20-00620	L.Marshall Conference 2/4/2020	02/18/20				32.72	32.72-
T20-00228	Holiday Inn SF Airport	EX20-00621	L.Marshall Conference 2/4/2020	02/18/20				166.75	199.47-
			Account Total	02/28/20	.00	.00	.00	199.47	
990-5200-9010-6000-1000-000-90-0-0000 Travel & Conf,Unrest.,ROC									
	BR20-00029		To Update budget for 2nd Interim	01/31/20		950.00			950.00
990-5210-0000-6000-1000-000-90-0-0000 Mileage,Unrest.,ROCP									
	NYSWONGER, DONAL	EX20-00585	Mileage	02/10/20				101.50	101.50-
	NYSWONGER, DONAL	EX20-00586	Mileage	02/10/20				77.05	178.55-
			Account Total	02/28/20	.00	.00	.00	178.55	
990-5210-0000-6000-1000-101-90-0-1410 Mileage,Criminal Justic,R									
	HARRIS, NAKISHA	EX20-00562	Mileage	01/28/20				32.01	32.01-
	HARRIS, NAKISHA	EX20-00563	Mileage	01/28/20				37.35	69.36-
			Account Total	02/28/20	.00	.00	.00	69.36	
990-5210-0000-6000-1000-101-90-0-1411 Mileage,CSI,ROCP									
	HARRIS, NAKISHA	EX20-00562	Mileage	01/28/20				32.01	32.01-
	HARRIS, NAKISHA	EX20-00563	Mileage	01/28/20				37.35	69.36-
		BR20-00029	To Update budget for 2nd Interim	01/31/20		400.00			330.64
			Account Total	02/28/20	.00	400.00	.00	69.36	
990-5210-0000-6000-1000-101-90-0-9925 Mileage,Sprts Med/AT,ROCP									
	CONNORS, KIMBERLY	EX20-00500	Mileage	01/08/20				35.09	35.09-
	CONNORS, KIMBERLY	EX20-00572	Mileage	02/03/20				48.50	83.59-
			Account Total	02/28/20	.00	.00	.00	83.59	
990-5210-0000-6000-1000-201-90-0-9410 Mileage,Dev Psych I&II,RO									

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990-5210-0000-6000-1000-201-90-0-9410 Mileage,Dev Psych I&II,RO									
	PAVON, DAWN	EX20-00561	Mileage	01/28/20				20.59	20.59-
	PAVON, DAWN	EX20-00584	Mileage	02/10/20				23.00	43.59-
			Account Total	02/28/20	.00	.00	.00	43.59	
990-5210-0000-6000-1000-201-90-0-9915 Mileage,Med Occupations,R									
	TUCKER, ALEXIS G	EX20-00501	Mileage	01/08/20				62.05	62.05-
	TUCKER, ALEXIS G	EX20-00600	Mileage	02/18/20				37.79	99.84-
	TUCKER, ALEXIS G	EX20-00601	Mileage	02/18/20				6.03	105.87-
			Account Total	02/28/20	.00	.00	.00	105.87	
990-5210-0000-6000-1000-201-90-0-9925 Mileage,Sprts Med/AT,ROCP									
	CONNORS, KIMBERLY	EX20-00500	Mileage	01/08/20				35.09	35.09-
	CONNORS, KIMBERLY	EX20-00572	Mileage	02/03/20				48.50	83.59-
			Account Total	02/28/20	.00	.00	.00	83.59	
990-5210-0000-6000-1000-202-90-0-9410 Mileage,Dev Psych I&II,RO									
	PAVON, DAWN	EX20-00561	Mileage	01/28/20				20.59	20.59-
	PAVON, DAWN	EX20-00584	Mileage	02/10/20				23.00	43.59-
			Account Total	02/28/20	.00	.00	.00	43.59	
990-5210-0000-6000-1000-301-90-0-1411 Mileage,CSI,ROCP									
	HARRIS, NAKISHA	EX20-00562	Mileage	01/28/20				32.03	32.03-
	HARRIS, NAKISHA	EX20-00563	Mileage	01/28/20				37.36	69.39-
			Account Total	02/28/20	.00	.00	.00	69.39	
990-5210-0000-6000-1000-302-90-0-1411 Mileage,CSI,ROCP									
	BR20-00029		To Update budget for 2nd Interim	01/31/20		400.00-			400.00-
990-5210-0000-6000-1000-302-90-0-9410 Mileage,Dev Psych I&II,RO									
	SALCEDA, FABIOLA	EX20-00547	Mileage	01/21/20				84.10	84.10-
	SALCEDA, FABIOLA	EX20-00548	Mileage	01/21/20				59.74	143.84-
	SALCEDA, FABIOLA	EX20-00587	Mileage	02/10/20				97.95	241.79-
			Account Total	02/28/20	.00	.00	.00	241.79	
990-5210-0000-6000-1000-302-90-0-9915 Mileage,Med Occupations,R									
	BEYNE, SARA	EX20-00549	Mileage	01/21/20				72.96	72.96-
	BEYNE, SARA	EX20-00550	Mileage	01/21/20				55.68	128.64-
	BEYNE, SARA	EX20-00551	Mileage	01/21/20				54.29	182.93-
			Account Total	02/28/20	.00	.00	.00	182.93	
990-5210-0000-6000-2700-000-90-0-0000 Mileage,Unrest.,ROCP									
	SPALASSO, ANNE	EX20-00522	Mileage	01/10/20				52.21	52.21-
	SPALASSO, ANNE	EX20-00523	Mileage	01/10/20				39.04	91.25-
	SPALASSO, ANNE	EX20-00598	Mileage	02/18/20				74.00	165.25-
			Account Total	02/28/20	.00	.00	.00	165.25	

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990-5210-0000-6000-3110-202-90-0-2200 Mileage,Career Center,ROC									
	CABADING, PAULA-AN	EX20-00596	Mileage	02/18/20				4.29	4.29-
	CABADING, PAULA-AN	EX20-00597	Mileage	02/18/20				14.03	18.32-
			Account Total	02/28/20	.00	.00	.00	18.32	
990-5210-0000-6000-3110-301-90-0-2200 Mileage,Career Center,ROC									
	WOODWORTH, KIMBE	EX20-00599	Mileage	02/18/20				28.18	28.18-
990-5300-0000-6000-4000-501-90-0-9930 Dues & Memb,Middle Colleg									
	BR20-00029		To Update budget for 2nd Interim	01/31/20		608.00-			608.00-
990-5610-0000-6000-2700-000-90-0-0000 Equip Maint,Unrest.,ROCP									
T20-00028	Caltronics Business Sys	EN20-00626	A.Spalasso Konica Copier lease 1	01/08/20			688.87-		688.87
T20-00028	Caltronics Business Sys	EX20-00503	A.Spalasso Konica Copier lease 1	01/08/20				688.87	
T20-00216	ReadyRefresh by Nestle	EN20-00639	A.Spalasso cleaning serv mainten	01/09/20			65.54		65.54-
T20-00028	Caltronics Business Sys	EN20-00669	A.Spalasso Konica Copier lease 1	01/28/20			493.05-		427.51
T20-00028	Caltronics Business Sys	EX20-00566	A.Spalasso Konica Copier lease 1	01/28/20				493.05	65.54-
	BR20-00029		To Update budget for 2nd Interim	01/31/20		65.00			.54-
T20-00028	Caltronics Business Sys	EN20-00758	A.Spalasso Konica Copier lease 1	02/25/20			493.05-		492.51
T20-00216	ReadyRefresh by Nestle	EN20-00766	A.Spalasso Cleaning Serv. Mainte	02/25/20			65.54-		558.05
T20-00028	Caltronics Business Sys	EX20-00655	A.Spalasso Konica Copier lease 1	02/25/20				493.05	65.00
T20-00216	ReadyRefresh by Nestle	EX20-00673	A.Spalasso Cleaning Serv. Mainte	02/25/20				65.54	.54-
			Account Total	02/28/20	.00	65.00	1,674.97-	1,740.51	
990-5620-0000-6000-2700-000-90-0-0000 Rental,Unrest.,ROCP									
T20-00135	Livermore Airway Busine	EN20-00630	A.Spalasso Blanket PO LABPD Re	01/08/20			375.00-		375.00
T20-00135	Livermore Airway Busine	EX20-00508	A.Spalasso Blanket PO LABPD Re	01/08/20				375.00	
			Account Total	02/28/20	.00	.00	375.00-	375.00	
990-5670-0000-6000-1000-202-90-0-1518 Repairs & Imp,Auto Specia									
	BR20-00029		To Update budget for 2nd Interim	01/31/20		130.00			130.00
990-5818-0000-6000-1000-202-90-0-1518 Fees & Assess,Auto Specia									
	BR20-00029		To Update budget for 2nd Interim	01/31/20		130.00			130.00
990-5818-0000-6000-2700-000-90-0-0000 Fees & Assess,Unrest.,ROC									
	Tri Valley Regional Occu	EX20-00520	Revolving Fund	01/08/20				65.00	65.00-
	Tri Valley Regional Occu	EX20-00571	Revolving fund	01/28/20				65.00	130.00-
	BR20-00029		To Update budget for 2nd Interim	01/31/20		100.00			30.00-
T20-00253	Alameda County Office	EN20-00748	J.Duncan 19-20 Superintendents r	02/20/20			100.00		130.00-
	Tri Valley Regional Occu	EX20-00674	Revolving Fund	02/25/20				65.00	195.00-
			Account Total	02/28/20	.00	100.00	100.00	195.00	
990-5825-0000-3800-4000-000-90-0-9971 Consultants,Get Set,Voc.									
T20-00152	Danner, Don	EN20-00682	D.Watson GetSet Consultant 1.22	02/03/20			150.00-		150.00
T20-00152	Danner, Don	EX20-00574	D.Watson GetSet Consultant 1.22	02/03/20				145.51	4.49

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Account Total				02/28/20	.00	.00	150.00-	145.51	
990-5825-6371-4630-4000-000-90-0-0000 Consultants,Unrest.,Adult									
T20-00099	Mckinney, Mildred	EN20-00632	A.Robbins metrix instructor blanke	01/08/20			1,192.08-		1,192.08
T20-00099	Mckinney, Mildred	EX20-00510	A.Robbins metrix instructor blanke	01/08/20				1,192.08	
T20-00099	Mckinney, Mildred	EN20-00705	A.Robbins metrix instructor blanke	02/10/20			1,669.92-		1,669.92
T20-00099	Mckinney, Mildred	EX20-00593	A.Robbins metrix instructor blanke	02/10/20				1,669.92	
Account Total				02/28/20	.00	.00	2,862.00-	2,862.00	
990-5825-6388-6000-2100-000-90-0-0000 Consultants,Unrest.,ROCP									
T20-00238	Larson, Gayle	EN20-00695	G.Larson SWP contracted service:	02/07/20			79,050.00		79,050.00-
T20-00238	Larson, Gayle	EN20-00728	G.Larson SWP contracted service:	02/18/20			8,545.44-		70,504.56-
T20-00238	Larson, Gayle	EX20-00623	G.Larson SWP contracted service:	02/18/20				1,770.76	72,275.32-
T20-00238	Larson, Gayle	EX20-00624	G.Larson SWP contracted service:	02/18/20				1,906.38	74,181.70-
T20-00238	Larson, Gayle	EX20-00625	G.Larson SWP contracted service:	02/18/20				3,457.26	77,638.96-
T20-00238	Larson, Gayle	EX20-00626	G.Larson SWP contracted service:	02/18/20				1,411.04	79,050.00-
Account Total				02/28/20	.00	.00	70,504.56	8,545.44	
990-5830-0000-6000-1000-000-90-0-0000 Contr.Services,Unrest.,RO									
T20-00147	Dublin Unified School Di	EN20-00629	J.Duncan MOU DUSD 2 career pa	01/08/20			5,018.62-		5,018.62
T20-00147	Dublin Unified School Di	EX20-00507	J.Duncan MOU DUSD 2 career pa	01/08/20				5,018.62	
T20-00171	Pleasanton Unified Schc	EN20-00656	A.Spallaso PUSD Sub Billing 19-2	01/21/20			991.80-		991.80
T20-00171	Pleasanton Unified Schc	EX20-00555	A.Spallaso PUSD Sub Billing 19-2	01/21/20				78.96	912.84
T20-00171	Pleasanton Unified Schc	EX20-00556	A.Spallaso PUSD Sub Billing 19-2	01/21/20				912.84	
T20-00125	Del Valle High School	EN20-00683	A.Spallaso TEC meetings 19-20 c	02/03/20			390.00-		390.00
T20-00148	Pleasanton Unified Schc	EN20-00687	J.Duncan MOU PUSD 6 career pa	02/03/20			71,608.90-		71,998.90
T20-00171	Pleasanton Unified Schc	EN20-00688	A.Spallaso PUSD Sub Billing 19-2	02/03/20			157.92-		72,156.82
T20-00125	Del Valle High School	EX20-00575	A.Spallaso TEC meetings 19-20 c	02/03/20				390.00	71,766.82
T20-00148	Pleasanton Unified Schc	EX20-00579	J.Duncan MOU PUSD 6 career pa	02/03/20				71,608.90	157.92
T20-00171	Pleasanton Unified Schc	EX20-00580	A.Spallaso PUSD Sub Billing 19-2	02/03/20				157.92	
T20-00239	Livermore Valley Joint U	EN20-00698	A.Spallaso Blanket PO subs LVJL	02/07/20			7,647.50		7,647.50-
		GJ20-00010	Correct object codes	02/14/20				13,424.77	21,072.27-
T20-00147	Dublin Unified School Di	EN20-00723	J.Duncan MOU DUSD 2 career pa	02/18/20			5,018.62-		16,053.65-
T20-00147	Dublin Unified School Di	EX20-00617	J.Duncan MOU DUSD 2 career pa	02/18/20				5,018.62	21,072.27-
T20-00171	Pleasanton Unified Schc	EN20-00763	A.Spallaso PUSD Sub Billing 19-2	02/25/20			420.09-		20,652.18-
T20-00171	Pleasanton Unified Schc	EX20-00669	A.Spallaso PUSD Sub Billing 19-2	02/25/20				368.78	21,020.96-
T20-00171	Pleasanton Unified Schc	EX20-00670	A.Spallaso PUSD Sub Billing 19-2	02/25/20				188.30	21,209.26-
Account Total				02/28/20	.00	.00	75,958.45-	97,167.71	
990-5830-0000-6000-1000-202-90-0-1518 Contr.Services,Auto Speci									
T20-00089	Aramark Uniform Servi	EN20-00625	A.Spallaso Blanket PO Towel Ser	01/08/20			75.00-		75.00
T20-00043	Livermore Sanitation Inc	EN20-00631	A.Spallaso 2 YD Solid Waste Blar	01/08/20			233.44-		308.44

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990-5830-0000-6000-1000-202-90-0-1518 Contr.Services,Auto Speci (continued)									
T20-00089	Aramark Uniform Servi	EX20-00502	A.Spalasso Blanket PO Towel Ser	01/08/20				75.00	233.44
T20-00043	Livermore Sanitation Inc	EX20-00509	A.Spalasso 2 YD Solid Waste Blar	01/08/20				233.44	
T20-00089	Aramark Uniform Servi	EN20-00700	A.Spalasso Blanket PO Towel Ser	02/10/20			75.00-		75.00
T20-00043	Livermore Sanitation Inc	EN20-00704	A.Spalasso 2 YD Solid Waste Blar	02/10/20			233.44-		308.44
T20-00089	Aramark Uniform Servi	EX20-00588	A.Spalasso Blanket PO Towel Ser	02/10/20				75.00	233.44
T20-00043	Livermore Sanitation Inc	EX20-00592	A.Spalasso 2 YD Solid Waste Blar	02/10/20				233.44	
			Account Total	02/28/20	.00	.00	616.88-	616.88	
990-5830-0000-6000-1000-501-90-0-9930 Contr.Services,Middle Col									
T20-00121	Pleasanton Unified Schc	EN20-00686	J.Duncan MOU MC Coordinator B	02/03/20			14,313.75-		14,313.75
T20-00121	Pleasanton Unified Schc	EX20-00578	J.Duncan MOU MC Coordinator B	02/03/20				14,313.75	
T20-00121	Pleasanton Unified Schc	EN20-00732	J.Duncan MOU MC Coordinator B	02/18/20			14,316.77-		14,316.77
T20-00121	Pleasanton Unified Schc	EX20-00630	J.Duncan MOU MC Coordinator B	02/18/20				14,316.77	
T20-00121	Pleasanton Unified Schc	EN20-00762	J.Duncan MOU MC Coordinator B	02/25/20			14,316.77-		14,316.77
T20-00121	Pleasanton Unified Schc	EX20-00668	J.Duncan MOU MC Coordinator B	02/25/20				14,316.77	
			Account Total	02/28/20	.00	.00	42,947.29-	42,947.29	
990-5830-0000-6000-2700-000-90-0-0000 Contr.Services,Unrest.,RO									
T20-00009	Comcast	EN20-00627	A.Spalasso 19-20 Blanket PO Con	01/08/20			448.36-		448.36
T20-00016	ReadyRefresh by Nestle	EN20-00636	A.Spalasso Blanket PO Arrowheac	01/08/20			74.90-		523.26
T20-00009	Comcast	EX20-00504	A.Spalasso 19-20 Blanket PO Con	01/08/20				448.36	74.90
T20-00016	ReadyRefresh by Nestle	EX20-00519	A.Spalasso Blanket PO Arrowheac	01/08/20				74.90	
T20-00052	Ent Networks Inc	EN20-00643	A.Spalasso Network Services Blar	01/10/20			320.00-		320.00
T20-00058	Google Checkout	EN20-00644	A.Spalasso GSuite Services 19-2C	01/10/20			240.00-		560.00
T20-00052	Ent Networks Inc	EX20-00532	A.Spalasso Network Services Blar	01/10/20				320.00	240.00
T20-00058	Google Checkout	EX20-00533	A.Spalasso GSuite Services 19-2C	01/10/20				240.00	
T20-00060	Caltronics Business Sys	EN20-00653	A.Spalasso Blanket PO Konica Us	01/21/20			402.08-		402.08
T20-00016	ReadyRefresh by Nestle	EN20-00657	A.Spalasso Blanket PO Arrowheac	01/21/20			47.43-		449.51
T20-00060	Caltronics Business Sys	EX20-00552	A.Spalasso Blanket PO Konica Us	01/21/20				402.08	47.43
T20-00016	ReadyRefresh by Nestle	EX20-00557	A.Spalasso Blanket PO Arrowheac	01/21/20				47.43	
		BR20-00029	To Update budget for 2nd Interim	01/31/20		26,027.00			26,027.00
T20-00236	Allen's Automotive & To	EN20-00694	E.Woodworth towing services	02/06/20			150.00		25,877.00
T20-00009	Comcast	EN20-00701	A.Spalasso 19-20 Blanket PO Con	02/10/20			458.69-		26,335.69
T20-00052	Ent Networks Inc	EN20-00703	A.Spalasso Network Services Blar	02/10/20			320.00-		26,655.69
T20-00009	Comcast	EX20-00589	A.Spalasso 19-20 Blanket PO Con	02/10/20				458.69	26,197.00
T20-00052	Ent Networks Inc	EX20-00591	A.Spalasso Network Services Blar	02/10/20				320.00	25,877.00
T20-00241	Calif School Boards Ass	EN20-00708	A.Spalasso gamut online 1.1.20-6.	02/11/20			915.00		24,962.00
T20-00236	Allen's Automotive & To	EN20-00711	E.Woodworth Towing Services	02/18/20			150.00-		25,112.00
T20-00060	Caltronics Business Sys	EN20-00718	A.Spalasso Blanket PO Konica Us	02/18/20			1,538.82-		26,650.82

Selection Filtered by User Permissions, (Org = 79, Online/Offline = N, Fiscal Year = 2020, Start Date = 1/1/2020, End Date = 2/28/2020, Unposted JEs? = N, Assets and Liabilities? = N, Restricted? = Y, Object = 1-6, Obj Digits = 0, Page Break Lvl = )

ESCAPE ONLINE

Activity for Dates 01/01/2020 to 02/28/2020									Fiscal Year 2019/20
Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-5830-0000-6000-2700-000-90-0-0000 Contr.Services,Unrest.,RO (continued)									
T20-00058	Google Checkout	EN20-00724	A.Spalasso GSuite Services 19-2C	02/18/20			240.00-		26,890.82
T20-00236	Allen's Automotive & To	EX20-00603	E.Woodworth Towing Services	02/18/20				150.00	26,740.82
T20-00060	Caltronics Business Sys	EX20-00610	A.Spalasso Blanket PO Konica Us	02/18/20				1,538.82	25,202.00
T20-00058	Google Checkout	EX20-00618	A.Spalasso GSuite Services 19-2C	02/18/20				240.00	24,962.00
T20-00245	San Joaquin Co Office o	EN20-00738	A.Robbins Edjoin acct. fees 1 year	02/19/20			819.38		24,142.62
T20-00058	Google Checkout	EX20-00645	Reversal of EX20-00618	02/19/20				240.00-	24,382.62
T20-00058	Google Checkout	EX20-00647	A.Spalasso GSuite Services 19-2C	02/19/20				240.00	24,142.62
T20-00058	Google Checkout	EX20-00649	Reversal of EX20-00647	02/20/20				240.00-	24,382.62
T20-00058	Google Checkout	EX20-00652	A.Spalasso GSuite Services 19-2C	02/20/20				240.00	24,142.62
T20-00241	Calif School Boards Ass	EN20-00759	A.Spalasso gamut online 1.1.20-6.	02/25/20			915.00-		25,057.62
T20-00016	ReadyRefresh by Nestle	EN20-00765	A.Spalasso Blanket PO Arrowheac	02/25/20			16.21-		25,073.83
T20-00241	Calif School Boards Ass	EX20-00657	A.Spalasso gamut online 1.1.20-6.	02/25/20				915.00	24,158.83
T20-00016	ReadyRefresh by Nestle	EX20-00672	A.Spalasso Blanket PO Arrowheac	02/25/20				16.21	24,142.62
Account Total				02/28/20	.00	26,027.00	3,287.11-	5,171.49	
990-5830-0000-6000-4000-501-90-0-9930 Contr.Services,Middle Col									
T20-00209	Livermore Valley Joint U	EN20-00617	A.Brown MC lunches 1.7,1.8,1.9.2	01/06/20			270.00		270.00-
T20-00206	Togo's	EN20-00646	A.Brown MC meals 12.20.19	01/10/20			67.25-		202.75-
T20-00206	Togo's	EX20-00535	A.Brown MC meals 12.20.19	01/10/20				72.25	275.00-
T20-00209	Livermore Valley Joint U	EN20-00654	A.Brown MC Lunches 1/7,1/8,1/9/2	01/21/20			270.00-		5.00-
T20-00209	Livermore Valley Joint U	EX20-00553	A.Brown MC Lunches 1/7,1/8,1/9/2	01/21/20				270.00	275.00-
		BR20-00029	To Update budget for 2nd Interim	01/31/20		343.00			68.00
T20-00259	Las Positas College	EN20-00757	A.Brown New Student Math Orient	02/21/20			340.00		272.00-
	Tri Valley Regional Occu	EX20-00674	Revolving Fund	02/25/20				11,323.78	11,595.78-
Account Total				02/28/20	.00	343.00	272.75	11,666.03	
990-5830-6371-4630-4000-000-90-0-0000 Contr.Services,Unrest.,Ad									
T20-00257	Wardrobe for Opportunit	EN20-00770	A.Robbins Adult Ed Wardrobes Pr	02/25/20			2,000.00		2,000.00-
990-5830-9010-4630-4000-901-99-0-5610 Contr.Services,Adult Prog									
T20-00257	Wardrobe for Opportunit	EN20-00752	A.Robbins adult ed wardrobes pro	02/20/20			2,000.00		2,000.00-
T20-00257	Wardrobe for Opportunit	EN20-00769	A.Robbins Adult Ed Wardrobes Pr	02/25/20			2,000.00-		
Account Total				02/28/20	.00	.00	.00	.00	
990-5845-0000-6000-2700-000-90-0-0000 Legal,Unrest.,ROCP									
T20-00025	Atkinson Andelson Loya	EN20-00668	A.Spalasso Blanket PO legal Servi	01/28/20			152.25-		152.25
T20-00025	Atkinson Andelson Loya	EX20-00565	A.Spalasso Blanket PO legal Servi	01/28/20				152.25	
Account Total				02/28/20	.00	.00	152.25-	152.25	
990-5846-0000-6000-1000-000-90-0-0000 Licensing,Unrest.,ROCP									
T20-00223	Automotive Service Exce	EN20-00663	S.Smith ASE student certifications	01/23/20			4,140.00		4,140.00-
		BR20-00029	To Update budget for 2nd Interim	01/31/20		6,239.00			2,099.00

Selection Filtered by User Permissions, (Org = 79, Online/Offline = N, Fiscal Year = 2020, Start Date = 1/1/2020, End Date = 2/28/2020, Unposted JEs? = N, Assets and Liabilities? = N, Restricted? = Y, Object = 1-6, Obj Digits = 0, Page Break Lvl = )

ESCAPE ONLINE

Activity for Dates 01/01/2020 to 02/28/2020

Fiscal Year 2019/20

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-5846-0000-6000-1000-000-90-0-0000 Licensing,Unrest.,ROCP (continued)									
T20-00223	Automotive Service Excc	EN20-00717	S.Smith ASE student certifications	02/18/20			4,140.00-		6,239.00
T20-00223	Automotive Service Excc	EX20-00609	S.Smith ASE student certifications	02/18/20				4,140.00	2,099.00
			Account Total	02/28/20	.00	6,239.00	.00	4,140.00	
990-5846-0000-6000-1000-202-90-0-1510 Licensing,Auto Repairs,RO									
T20-00223	Automotive Service Excc	EN20-00663	S.Smith ASE student certifications	01/23/20			1,250.00		1,250.00-
T20-00223	Automotive Service Excc	EN20-00717	S.Smith ASE student certifications	02/18/20			1,250.00-		
T20-00223	Automotive Service Excc	EX20-00609	S.Smith ASE student certifications	02/18/20				1,250.00	1,250.00-
			Account Total	02/28/20	.00	.00	.00	1,250.00	
990-5846-0000-6000-1000-202-90-0-1518 Licensing,Auto Specialist									
		BR20-00029	To Update budget for 2nd Interim	01/31/20		49.00			49.00
990-5846-0000-6000-2700-000-90-0-0000 Licensing,Unrest.,ROCP									
T20-00222	DigiCert, Inc.	EN20-00665	D.Nyswonger SSL licenses	01/27/20			2,997.03		2,997.03-
		BR20-00029	To Update budget for 2nd Interim	01/31/20		2,996.00			1.03-
T20-00222	DigiCert, Inc.	EN20-00702	D.Nyswonger SSL licenses	02/10/20			2,997.03-		2,996.00
T20-00222	DigiCert, Inc.	EX20-00590	D.Nyswonger SSL licenses	02/10/20				2,998.00	2.00-
T20-00256	Canva.com	EN20-00751	A.Spalasso CANVA annual subscr	02/20/20			131.05		133.05-
			Account Total	02/28/20	.00	2,996.00	131.05	2,998.00	
990-5870-0000-6000-1000-301-90-0-9925 Printing,Sprts Med/AT,ROC									
T20-00251	Pleasanton Unified Schc	EN20-00746	D.Hasenpflug PUSD printing Blant	02/20/20			600.00		600.00-
990-5870-0000-6000-1000-302-90-0-9920 Printing,Nursing Careers,									
		BR20-00029	990530000006000400050190099:	01/31/20		300.00			300.00
990-5880-0000-3800-4000-000-90-0-9971 Transportation,Get Set,Vo									
T20-00113	Delta Charter Service	EN20-00628	D.Watson GETSET field Trips 201	01/08/20			2,184.00-		2,184.00
T20-00113	Delta Charter Service	EX20-00505	D.Watson GETSET field Trips 201	01/08/20				1,092.00	1,092.00
T20-00113	Delta Charter Service	EX20-00506	D.Watson GETSET field Trips 201	01/08/20				1,092.00	
		BR20-00030	Deposit Batch 63	02/07/20		360.00			360.00
T20-00113	Delta Charter Service	EN20-00722	D.Watson GETSET field Trips 201	02/18/20			1,092.00-		1,452.00
T20-00113	Delta Charter Service	EX20-00616	D.Watson GETSET field Trips 201	02/18/20				1,092.00	360.00
T20-00113	Delta Charter Service	EX20-00644	Reversal of EX20-00616	02/19/20				1,092.00-	1,452.00
T20-00113	Delta Charter Service	EX20-00646	D.Watson GETSET field Trips 201	02/19/20				1,092.00	360.00
		BR20-00031	Deposit Batch 64	02/20/20		580.00			940.00
T20-00113	Delta Charter Service	EX20-00650	Reversal of EX20-00646	02/20/20				1,092.00-	2,032.00
T20-00113	Delta Charter Service	EX20-00651	D.Watson GETSET field Trips 201	02/20/20				1,092.00	940.00
T20-00113	Delta Charter Service	EX20-00653	Reversal of EX20-00651	02/24/20				1,092.00-	2,032.00
T20-00113	Delta Charter Service	EX20-00658	D.Watson GETSET field Trips 201	02/25/20				1,092.00	940.00
		AR20-00068	Returned Check RHaddad Closed	02/26/20				20.00	920.00
		AR20-00069	Returned check Fee RHaddad CK	02/26/20				15.00	905.00

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ESCAPE ONLINE

Activity for Dates 01/01/2020 to 02/28/2020

Fiscal Year 2019/20

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance	
Account Total				02/28/20	.00	940.00	3,276.00-	3,311.00		
990-5880-0000-6000-1000-000-90-0-0000 Transportation,Unrest.,RO										
T20-00207	Whitecastle Tours	EN20-00614	N.Harris CJA fieldtrips 2020	01/06/20			1,417.08-		1,417.08	
T20-00207	Whitecastle Tours	EN20-00615	N.Harris CJA fieldtrips Deposits 2C	01/06/20			1,417.08			
T20-00207	Whitecastle Tours	EN20-00648	N.Harris CJA Fieldtrips Deposits 2	01/10/20			1,417.08-		1,417.08	
T20-00207	Whitecastle Tours	EX20-00546	N.Harris CJA Fieldtrips Deposits 2	01/10/20				1,417.08		
T20-00213	Whitecastle Tours	EN20-00659	N.Harris CJA Field Trips 2020	01/21/20			1,927.28-		1,927.28	
T20-00213	Whitecastle Tours	EX20-00559	N.Harris CJA Field Trips 2020	01/21/20				963.64	963.64	
T20-00213	Whitecastle Tours	EX20-00560	N.Harris CJA Field Trips 2020	01/21/20				963.64		
				BR20-00029	To Update budget for 2nd Interim	01/31/20		5,669.00		
T20-00213	Whitecastle Tours	EN20-00689	N.Harris CJA Field Trips 2020	02/03/20			2,323.98-		7,992.98	
T20-00213	Whitecastle Tours	EX20-00581	N.Harris CJA Field Trips 2020	02/03/20				2,323.98	5,669.00	
Account Total				02/28/20	.00	5,669.00	5,668.34-	5,668.34		
990-5880-0000-6000-4000-501-90-0-9930 Transportation,Middle Col										
				BR20-00029	To Update budget for 2nd Interim	01/31/20		265.00	265.00	
990-5880-9010-6000-1000-000-90-0-0000 Transportation,Unrest.,RO										
				BR20-00029	To Update budget for 2nd Interim	01/31/20		130.00	130.00	
990-5910-0000-6000-4000-501-90-0-9930 Postage,Middle College,RO										
T20-00077	Livermore Valley Joint U	EN20-00729	A.Brown Blanket PO MC postage :	02/18/20			1,554.85-		1,554.85	
T20-00077	Livermore Valley Joint U	EX20-00627	A.Brown Blanket PO MC postage :	02/18/20				1,554.85		
Account Total				02/28/20	.00	.00	1,554.85-	1,554.85		
990-5930-0000-6000-2700-000-90-0-0000 Telephone,Unrest.,ROCP										
T20-00076	Verizon Wireless	EN20-00658	A.Spalasso Blanket PO 2019-2020	01/21/20			240.64-		240.64	
T20-00076	Verizon Wireless	EX20-00558	A.Spalasso Blanket PO 2019-2020	01/21/20				240.64		
T20-00076	Verizon Wireless	EN20-00767	A.Spalasso Blanket PO 2019-2020	02/25/20			240.64-		240.64	
T20-00076	Verizon Wireless	EX20-00675	A.Spalasso Blanket PO 2019-2020	02/25/20				240.64		
Account Total				02/28/20	.00	.00	481.28-	481.28		
990-6400-0000-6000-1000-000-90-0-0000 Equipment,Unrest.,ROCP										
T20-00212	Snap-On Industrial-Sacr	EN20-00662	E.Woodworth on car tool	01/21/20			10,092.56		10,092.56-	
				BR20-00029	To Update budget for 2nd Interim	01/31/20		10,093.00	.44	
T20-00212	Snap-On Industrial-Sacr	EN20-00736	E.Woodworth on car tool	02/19/20			8,371.24-		8,371.68	
T20-00212	Snap-On Industrial-Sacr	EX20-00648	E.Woodworth on car tool	02/19/20				8,371.24	.44	
Account Total				02/28/20	.00	10,093.00	1,721.32	8,371.24		
<b>Total for Expense Accounts</b>						<b>.00</b>	<b>76,266.00</b>	<b>973,850.27</b>	<b>742,791.55</b>	<b>1,640,375.82-</b>
<b>Total for Org 079 and Expense accounts</b>						<b>.00</b>	<b>76,266.00</b>	<b>973,850.27</b>	<b>742,791.55</b>	<b>1,640,375.82-</b>

Selection Filtered by User Permissions, (Org = 79, Online/Offline = N, Fiscal Year = 2020, Start Date = 1/1/2020, End Date = 2/28/2020, Unposted JEs? = N, Assets and Liabilities? = N, Restricted? = Y, Object = 1-6, Obj Digits = 0, Page Break Lvl = )

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## 7. C. Approval of Purchase Order Summary, January 1 - February 28, 2020

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### Quick Summary / Abstract

The Board will consider the approval of the purchase order summary which shows encumbrances of District funds for the month noted.

### Supporting Documents

 [Jan & Feb PO Summary.pdf](#)

ReqPay02a

Requisition Status

Fiscal Year 2020

(ID) Name	Req # (PO #)	Req Amount	Requisitioner (Created By)	Loc	Status Completed	Comment
01/02/20 (014874) Jones & Bartlett Learning	RP20-00210 (T20-00210)	1,097.55	S.Beyne/Rodriguez/TVROP (ERODRIGUEZ24)	000	Complete 02/18/20	S.Beyne EMR Textbooks 1/2/20
(2020) 990-4300-9010-6000-1000-000-90-0-0000					Ordered 1,097.55	Exp 1,097.55 Enc
01/06/20 (100046) Crowne Plaza	RP20-00211 (T20-00208)	544.71	D.Nyswonger/Rodriguez/TVRO (ERODRIGUEZ24)	000	Complete 02/18/20	D.Nyswonger WASTC Cisco Conf 1/5-1/8 Hotel
(2020) 990-5200-0000-6000-1000-000-90-0-0000					Ordered 544.71	Exp 544.71 Enc
01/06/20 (099999) Livermore Valley Joint USD	RP20-00212 (T20-00209)	270.00	A.Brown/Rodriguez/TVROP (ERODRIGUEZ24)	000	Complete 01/21/20	A.Brown MC Lunches 1/7,1/8,1/9/20
(2020) 990-5830-0000-6000-4000-501-90-0-9930					Ordered 270.00	Exp 270.00 Enc
01/07/20 (100043) Allied 100, LLC	RP20-00213 (T20-00211)	68.51	K.Connors/Rodriguez/TVROP (ERODRIGUEZ24)	000	Complete 01/10/20	K.Connors Training Face Shields
(2020) 990-4300-0000-6000-1000-101-90-0-1330					Ordered 34.26	Exp 34.26 Enc
(2020) 990-4300-0000-6000-1000-201-90-0-1330					Ordered 34.25	Exp 34.25 Enc
Total for RP20-00213					68.51	68.51 .00
01/08/20 (000462) Way Up Art & Frame	RP20-00214 (T20-00214)	518.94	A.Brown/Rodriguez/TVROP (ERODRIGUEZ24)	000	Complete 02/18/20	A.Brown art supplies open PO 19-20
(2020) 990-4300-0000-6000-4000-501-90-0-9930					Ordered 518.94	Exp 518.94 Enc
01/08/20 (100048) Car Lift Parts	RP20-00215 (T20-00221)	64.96	E.Woodworth/Rodriguez/TVRO (ERODRIGUEZ24)	000	Complete 02/18/20	E.Woodworth Auto Materials
(2020) 990-4300-0000-6000-1000-202-90-0-1518					Ordered 64.96	Exp 64.96 Enc
01/09/20 (100047) Great River Learning	RP20-00216 (T20-00215)	99.99	A.Brown/Rodriguez/TVROP (ERODRIGUEZ24)	000	Complete 02/18/20	A.Brown Online Textcode
(2020) 990-4300-0000-6000-4000-501-90-0-9930					Ordered 99.99	Exp 99.99 Enc

Selection Grouped by dynamic Group, Sorted by Date, Type, ReqNum, (Org = 79, Starting Requisition Date = 1/1/2020, Ending Requisition Date = 2/28/2020, Requisition Type = , Order Type = , On Hold? = Y, Sort/Group 1 = , Sort/Group 2 = 2, Sort/Group 3 = )

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ReqPay02a

Requisition Status

Fiscal Year 2020

(ID) Name	Req # (PO #)	Req Amount	Requisitioner (Created By)	Loc	Status Completed	Comment	Ordered	Exp	Enc
01/09/20 (015853) ReadyRefresh by Nestle	RP20-00217 (T20-00216)	65.54	A.Spalasso/Rodriguez/TVROP (ERODRIGUEZ24)	000	Complete 02/25/20	A.Spalasso Cleaning Serv. Maintenance	65.54	65.54	
(2020) 990- 5610- 0000- 6000- 2700- 000- 90- 0- 0000									
01/10/20 (010814) Amazon.com Corporate Credit	RP20-00218 (T20-00217)	103.43	S.Beyne/Rodriguez/TVROP (ERODRIGUEZ24)	000	Complete 02/18/20	S.Beyne Adm. Med. Asst. Textbook	103.43	103.43	
(2020) 990- 4300- 6388- 6000- 1000- 000- 90- 0- 0000									
01/16/20 (001298) Mcgraw-Hill School Education H	RP20-00219 (T20-00218)	87.99	A.Brown/Rodriguez/TVROP (ERODRIGUEZ24)	000	Complete 02/18/20	A.Brown textbook code MC	87.99	87.99	
(2020) 990- 4300- 0000- 6000- 4000- 501- 90- 0- 9930									
01/17/20 (010814) Amazon.com Corporate Credit	RP20-00220 (T20-00219)	13.18	A.Brown/Rodriguez/TVROP (ERODRIGUEZ24)	000	Complete 02/18/20	A.Brown MC textcode	13.18	13.18	
(2020) 990- 4300- 0000- 6000- 4000- 501- 90- 0- 9930									
01/21/20 (010814) Amazon.com Corporate Credit	RP20-00221 (T20-00220)	131.10	A.Brown/Rodriguez/TVROP (ERODRIGUEZ24)	000	Complete 02/18/20	A.Brown MC textbook	131.10	131.10	
(2020) 990- 4300- 0000- 6000- 4000- 501- 90- 0- 9930									
01/23/20 (100049) DigiCert, Inc.	RP20-00222 (T20-00222)	2,997.03	D.Nyswonger/Rodriguez/TVRO (ERODRIGUEZ24)	000	Ready for Payn	D.Nyswonger SSL licenses	2,997.03	2,998.00	
(2020) 990- 5846- 0000- 6000- 2700- 000- 90- 0- 0000									
01/23/20 (014806) Automotive Service Excellence	RP20-00223 (T20-00223)	5,390.00	S.Smith/Rodriguez/TVROP (ERODRIGUEZ24)	000	Complete 02/18/20	S.Smith ASE student certifications	1,250.00	1,250.00	
(2020) 990- 5846- 0000- 6000- 1000- 202- 90- 0- 1510									
(2020) 990- 5846- 0000- 6000- 1000- 000- 90- 0- 0000									
Total for RP20-00223							5,390.00	5,390.00	.00

Selection Grouped by dynamic Group, Sorted by Date, Type, ReqNum, (Org = 79, Starting Requisition Date = 1/1/2020, Ending Requisition Date = 2/28/2020, Requisition Type = , Order Type = , On Hold? = Y, Sort/Group 1 = , Sort/Group 2 = 2, Sort/Group 3 = )

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Requisition Status

Fiscal Year 2020

(ID) Name	Req # (PO #)	Req Amount	Requisitioner (Created By)	Loc	Status Completed	Comment	Ordered	Exp	Enc
01/27/20 (100003) NorCal DECA	RP20-00224 (T20-00224)	85.00	D.Hartog/Rodriguez/TVROP (ERODRIGUEZ24)	000	Printed	D.Hartog DCDC Conf Reg 2020	85.00		85.00
(2020) 990- 5200- 0000- 6000- 1000- 000- 90- 0- 0000									
01/27/20 (010814) Amazon.com Corporate Credit	RP20-00225 (T20-00225)	131.10	A.Brown/Rodriguez/TVROP (ERODRIGUEZ24)	000	Printed	A.Brown reading sociology textbook MC	131.10		131.10
(2020) 990- 4300- 0000- 6000- 4000- 501- 90- 0- 9930									
01/29/20 (100051) Holiday Inn SF Airport	RP20-00226 (T20-00228)	199.47	L.Marshall/Rodriguez/TVROP (ERODRIGUEZ24)	000	Complete 02/18/20	L.Marshall Conference 2/4/2020	199.47	199.47	
(2020) 990- 5200- 6371- 4630- 4000- 000- 90- 0- 0000									
01/30/20 (014723) Larson, Gayle	RP20-00227 (T20-00238)	79,050.00	A.Robbins/Rodriguez/TVROP (ERODRIGUEZ24)	000	Ready for Payn	G.Larson SWP contracted services 19-20	79,050.00	8,545.44	70,504.56
(2020) 990- 5825- 6388- 6000- 2100- 000- 90- 0- 0000									
01/30/20 (013379) Calif Deca	RP20-00228 (T20-00226)	693.70	T.Raaker/Rodriguez/TVROP (ERODRIGUEZ24)	000	Printed	T.Raaker FHS advisor reg DECA SCDC	693.70		693.70
(2020) 990- 5200- 0000- 6000- 1000- 000- 90- 0- 0000									
01/30/20 (008592) Dublin High School	RP20-00229 (T20-00227)	750.00	D.Watson/Rodriguez/TVROP (ERODRIGUEZ24)	000	Printed	D.Watson GETSET dinner	750.00		750.00
(2020) 990- 5200- 0000- 3800- 4000- 000- 90- 0- 9971									
01/31/20 (013379) Calif Deca	RP20-00230 (T20-00229)	642.22	D.Nelson/Rodriguez/TVROP (ERODRIGUEZ24)	000	Printed	D.Nelson State CDC advisor reg and hotel 2.28-3.2	642.22		642.22
(2020) 990- 5200- 0000- 6000- 1000- 000- 90- 0- 0000									
01/31/20 (100050) Schwab Learning Center	RP20-00231 (T20-00230)	105.00	K.Woodworth/Rodriguez/TVRO (ERODRIGUEZ24)	000	Complete 02/18/20	K.Woodworth Conf 4/23/2020	105.00	105.00	
(2020) 990- 5200- 0000- 6000- 3110- 301- 90- 0- 2200									

Selection Grouped by dynamic Group, Sorted by Date, Type, ReqNum, (Org = 79, Starting Requisition Date = 1/1/2020, Ending Requisition Date = 2/28/2020, Requisition Type = , Order Type = , On Hold? = Y, Sort/Group 1 = , Sort/Group 2 = 2, Sort/Group 3 = )

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Requisition Status

Fiscal Year 2020

(ID) Name	Req # (PO #)	Req Amount	Requisitioner (Created By)	Loc	Status Completed	Comment	Ordered	Exp	Enc
01/31/20 (006375) Costco Wholesale	RP20-00232 (T20-00231)	152.18	A.Brown/Rodriguez/TVROP (ERODRIGUEZ24)	000	Complete 02/18/20	A.Brown Costco Pizzas MC	152.18	152.18	
(2020) 990- 4300- 9010- 6000- 1000- 501- 90- 0- 9930									
02/05/20 (010814) Amazon.com Corporate Credit	RP20-00233 (T20-00232)	78.56	A.Ortner/Rodriguez/TVROP (ERODRIGUEZ24)	000	Complete 02/18/20	A.Ortner Intro Health/Sports Med Supplies	25.93	25.93	
(2020) 990- 4300- 0000- 6000- 1000- 202- 90- 0- 9925							25.93	25.93	
(2020) 990- 4300- 0000- 6000- 1000- 302- 90- 0- 9925							26.71	26.71	
(2020) 990- 4300- 0000- 6000- 1000- 202- 90- 0- 1330							25.92	25.92	
Total for RP20-00233							78.56	78.56	.00
02/05/20 (010814) Amazon.com Corporate Credit	RP20-00234 (T20-00233)	387.55	L.Marshall/Rodriguez/TVROP (ERODRIGUEZ24)	000	Printed	L.Marshall Wire Racks Classroom	387.55		387.55
(2020) 990- 4300- 0000- 6000- 1000- 000- 90- 0- 0000									
02/05/20 (100054) Airgas, Inc.	RP20-00235 (T20-00234)	36.92	R.Barnard/Rodriguez/TVROP (ERODRIGUEZ24)	000	Complete 02/18/20	R.Barnard Airgas Hazmat Charge	36.92	36.92	
(2020) 990- 4300- 0000- 6000- 1000- 202- 90- 0- 1510									
02/06/20 (013379) Calif Deca	RP20-00236 (T20-00235)	363.61	D.Hartog/Rodriguez/TVROP (ERODRIGUEZ24)	000	Printed	D.Hartog State CDC Advisor Hotel/Reg.	363.61		363.61
(2020) 990- 5200- 0000- 6000- 1000- 000- 90- 0- 0000									
02/06/20 (100052) Allen's Automotive & Tow Inc.	RP20-00237 (T20-00236)	150.00	E.Woodworth/Rodriguez/TVRO (ERODRIGUEZ24)	000	Complete 02/18/20	E.Woodworth Towing Services	150.00	150.00	
(2020) 990- 5830- 0000- 6000- 2700- 000- 90- 0- 0000									
02/07/20 (006595) US Bank	RP20-00238 (T20-00237)	8,193.75	A.Spalasso/Rodriguez/TVROP (ERODRIGUEZ24)	000	Ready for Payn	A.Spalasso 19-20 Blanket PO Credit Card Part 2	8,193.75		8,193.75
(2020) 990- 4300- 0000- 6000- 2700- 000- 90- 0- 0000									

Selection Grouped by dynamic Group, Sorted by Date, Type, ReqNum, (Org = 79, Starting Requisition Date = 1/1/2020, Ending Requisition Date = 2/28/2020, Requisition Type = , Order Type = , On Hold? = Y, Sort/Group 1 = , Sort/Group 2 = 2, Sort/Group 3 = )

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Requisition Status

Fiscal Year 2020

(ID) Name	Req # (PO #)	Req Amount	Requisitioner (Created By)	Loc	Status Completed	Comment	Ordered	Exp	Enc
02/07/20 (099999) Livermore Valley Joint USD	RP20-00239 (T20-00239)	7,647.50	A.Spalasso/Rodriguez/TVROP (ERODRIGUEZ24)	000	Ready for Payn	A.Spalasso Blanket PO Subs LVJUSD cont. Serv	7,647.50		7,647.50
(2020) 990- 5830- 0000- 6000- 1000- 000- 90- 0- 0000									
02/07/20 (100053) The Mayer Group Inc.	RP20-00240 (T20-00242)	758.00	R.Barnard/Rodriguez/TVROP (ERODRIGUEZ24)	000	Complete 03/02/20	R.Barnard Paint Shaker Equip LHS	758.00	758.00	
(2020) 990- 4400- 0000- 6000- 1000- 202- 90- 0- 1510									
02/11/20 (010814) Amazon.com Corporate Credit	RP20-00241 (T20-00240)	196.90	K.Woodworth/Rodriguez/TVRO (ERODRIGUEZ24)	000	Printed	K.Woodworth Rotating Rack	196.90		196.90
(2020) 990- 4300- 0000- 6000- 3110- 301- 90- 0- 2200									
02/11/20 (000069) Calif School Boards Assoc	RP20-00242 (T20-00241)	915.00	A.Spalasso/Rodriguez/TVROP (ERODRIGUEZ24)	000	Complete 02/25/20	A.Spalasso gamut online 1.1.20-6.30.20	915.00	915.00	
(2020) 990- 5830- 0000- 6000- 2700- 000- 90- 0- 0000									
02/12/20 (010814) Amazon.com Corporate Credit	RP20-00243 (T20-00243)	171.93	A.Tucker/Rodriguez/TVROP (ERODRIGUEZ24)	000	Printed	A.Tucker Textbooks MedOcs	171.93		171.93
(2020) 990- 4300- 0000- 6000- 1000- 000- 90- 0- 0000									
02/19/20 (000001) Office Depot	RP20-00244 (T20-00244)	156.75	D.Nelson/Rodriguez/TVROP (ERODRIGUEZ24)	000	Printed	D.Nelson Print Cartridges GHS	156.75		156.75
(2020) 990- 4300- 0000- 6000- 1000- 201- 90- 0- 1320									
02/19/20 (000732) San Joaquin Co Office of Ed	RP20-00245 (T20-00245)	750.00	A.Robbins/Rodriguez/TVROP (ERODRIGUEZ24)	000	Complete 03/02/20	A.Robbins Edjoin Acct. Fees - 1 Year Term	750.00	750.00	
(2020) 990- 5830- 0000- 6000- 2700- 000- 90- 0- 0000									
02/19/20 (013379) Calif Deca	RP20-00246 (T20-00247)	955.00	T.Raaker/Rodriguez/TVROP (ERODRIGUEZ24)	000	Complete 03/02/20	T.Raaker DECA ICDC reg/housing	955.00	955.00	
(2020) 990- 5200- 0000- 6000- 1000- 000- 90- 0- 0000									

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Fiscal Year 2020

(ID) Name	Req # (PO #)	Req Amount	Requisitioner (Created By)	Loc	Status Completed	Comment						
02/19/20 (011697) Southwest Airlines	RP20-00247 (T20-00248)	600.29	T.Raaker/Rodriguez/TVROP (ERODRIGUEZ24)	000	Printed	T.Raaker ICDC Airfare Advisor						
(2020) 990-5200-0000-6000-1000-000-90-0-0000						<table border="0"> <tr> <td style="text-align: right;"><u>Ordered</u></td> <td style="text-align: right;"><u>Exp</u></td> <td style="text-align: right;"><u>Enc</u></td> </tr> <tr> <td style="text-align: right;">600.29</td> <td></td> <td style="text-align: right;">600.29</td> </tr> </table>	<u>Ordered</u>	<u>Exp</u>	<u>Enc</u>	600.29		600.29
<u>Ordered</u>	<u>Exp</u>	<u>Enc</u>										
600.29		600.29										
02/19/20 (000169) Follett School Solutions Inc.	RP20-00248 (T20-00246)	11,566.95	S.Beyne/Rodriguez/TVROP (ERODRIGUEZ24)	000	Printed	S.Beyne MedOcs Textbooks						
(2020) 990-4300-0000-6000-1000-000-90-0-0000						<table border="0"> <tr> <td style="text-align: right;"><u>Ordered</u></td> <td style="text-align: right;"><u>Exp</u></td> <td style="text-align: right;"><u>Enc</u></td> </tr> <tr> <td style="text-align: right;">11,566.95</td> <td></td> <td style="text-align: right;">11,566.95</td> </tr> </table>	<u>Ordered</u>	<u>Exp</u>	<u>Enc</u>	11,566.95		11,566.95
<u>Ordered</u>	<u>Exp</u>	<u>Enc</u>										
11,566.95		11,566.95										
02/20/20 (010814) Amazon.com Corporate Credit	RP20-00249 (T20-00249)	25.12	J.Duncan/Rodriguez/TVROP (ERODRIGUEZ24)	000	Printed	J.Duncan Labor Laws Poster 2020						
(2020) 990-4300-0000-6000-2700-000-90-0-0000						<table border="0"> <tr> <td style="text-align: right;"><u>Ordered</u></td> <td style="text-align: right;"><u>Exp</u></td> <td style="text-align: right;"><u>Enc</u></td> </tr> <tr> <td style="text-align: right;">25.12</td> <td></td> <td style="text-align: right;">25.12</td> </tr> </table>	<u>Ordered</u>	<u>Exp</u>	<u>Enc</u>	25.12		25.12
<u>Ordered</u>	<u>Exp</u>	<u>Enc</u>										
25.12		25.12										
02/20/20 (007470) Home Depot	RP20-00250 (T20-00250)	83.96	D.Nyswonger/Rodriguez/TVRO (ERODRIGUEZ24)	000	Printed	D.Nyswonger Repair Items						
(2020) 990-4300-0000-6000-2700-000-90-0-0000						<table border="0"> <tr> <td style="text-align: right;"><u>Ordered</u></td> <td style="text-align: right;"><u>Exp</u></td> <td style="text-align: right;"><u>Enc</u></td> </tr> <tr> <td style="text-align: right;">83.96</td> <td></td> <td style="text-align: right;">83.96</td> </tr> </table>	<u>Ordered</u>	<u>Exp</u>	<u>Enc</u>	83.96		83.96
<u>Ordered</u>	<u>Exp</u>	<u>Enc</u>										
83.96		83.96										
02/20/20 (000019) Pleasanton Unified School Dist	RP20-00251 (T20-00251)	600.00	D.Hasenpflug/Rodriguez/TVRC (ERODRIGUEZ24)	000	Ready for Payn	D.Hasenpflug PUSD Printing Blanket PO 19-20						
(2020) 990-5870-0000-6000-1000-301-90-0-9925						<table border="0"> <tr> <td style="text-align: right;"><u>Ordered</u></td> <td style="text-align: right;"><u>Exp</u></td> <td style="text-align: right;"><u>Enc</u></td> </tr> <tr> <td style="text-align: right;">600.00</td> <td style="text-align: right;">488.20</td> <td style="text-align: right;">111.80</td> </tr> </table>	<u>Ordered</u>	<u>Exp</u>	<u>Enc</u>	600.00	488.20	111.80
<u>Ordered</u>	<u>Exp</u>	<u>Enc</u>										
600.00	488.20	111.80										
02/20/20 (100056) SolutionTestBank.com	RP20-00252 (T20-00252)	22.50	S.Beyne/Rodriguez/TVROP (ERODRIGUEZ24)	000	Printed	S.Beyne Test Bank Version Online						
(2020) 990-4300-0000-6000-1000-000-90-0-0000						<table border="0"> <tr> <td style="text-align: right;"><u>Ordered</u></td> <td style="text-align: right;"><u>Exp</u></td> <td style="text-align: right;"><u>Enc</u></td> </tr> <tr> <td style="text-align: right;">22.50</td> <td></td> <td style="text-align: right;">22.50</td> </tr> </table>	<u>Ordered</u>	<u>Exp</u>	<u>Enc</u>	22.50		22.50
<u>Ordered</u>	<u>Exp</u>	<u>Enc</u>										
22.50		22.50										
02/20/20 (002317) Alameda County Office of Ed	RP20-00253 (T20-00253)	100.00	J.Duncan/Rodriguez/TVROP (ERODRIGUEZ24)	000	Complete 03/02/20	J.Duncan 19-20 Superintendents Membership Fee						
(2020) 990-5818-0000-6000-2700-000-90-0-0000						<table border="0"> <tr> <td style="text-align: right;"><u>Ordered</u></td> <td style="text-align: right;"><u>Exp</u></td> <td style="text-align: right;"><u>Enc</u></td> </tr> <tr> <td style="text-align: right;">100.00</td> <td style="text-align: right;">100.00</td> <td></td> </tr> </table>	<u>Ordered</u>	<u>Exp</u>	<u>Enc</u>	100.00	100.00	
<u>Ordered</u>	<u>Exp</u>	<u>Enc</u>										
100.00	100.00											
02/20/20 (015105) Calif Coal Early & Middle ColICCE	RP20-00254 (T20-00254)	65.00	A.Brown/Rodriguez/TVROP (ERODRIGUEZ24)	000	Complete 03/02/20	A.Brown CCEMC Spring Workshop						
(2020) 990-5200-0000-6000-4000-501-90-0-9930						<table border="0"> <tr> <td style="text-align: right;"><u>Ordered</u></td> <td style="text-align: right;"><u>Exp</u></td> <td style="text-align: right;"><u>Enc</u></td> </tr> <tr> <td style="text-align: right;">65.00</td> <td style="text-align: right;">65.00</td> <td></td> </tr> </table>	<u>Ordered</u>	<u>Exp</u>	<u>Enc</u>	65.00	65.00	
<u>Ordered</u>	<u>Exp</u>	<u>Enc</u>										
65.00	65.00											

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Requisition Status

Fiscal Year 2020

(ID) Name	Req # (PO #)	Req Amount	Requisitioner (Created By)	Loc	Status Completed	Comment	Ordered	Exp	Enc
02/20/20	RP20-00255	128.83	A.Brown/Rodriguez/TVROP (ERODRIGUEZ24)	000	Open	A.Brown hotel CCEMC Spring Workshop	128.83		
(2020) 990- 5200- 0000- 6000- 4000- 501- 90- 0- 9930									
02/20/20	(011697) Southwest Airlines RP20-00256 (T20-00255)	221.71	A.Brown/Rodriguez/TVROP (ERODRIGUEZ24)	000	Printed	A.Brown Flight Reserv CCEMC 3/19 - 3/20/20	221.71		221.71
(2020) 990- 5200- 0000- 6000- 4000- 501- 90- 0- 9930									
02/20/20	(100055) Canva.com RP20-00257 (T20-00256)	131.05	A.Spalasso/Rodriguez/TVROP (ERODRIGUEZ24)	000	Printed	A.Spalasso CANVA Annual Subscription	131.05		131.05
(2020) 990- 5846- 0000- 6000- 2700- 000- 90- 0- 0000									
02/20/20	(015250) Wardrobe for Opportunity RP20-00258 (T20-00257)	2,000.00	A.Robbins/Rodriguez/TVROP (ERODRIGUEZ24)	000	Complete 03/02/20	A.Robbins Adult Ed Wardrobes Program 19-20	2,000.00	2,000.00	
(2020) 990- 5830- 6371- 4630- 4000- 000- 90- 0- 0000									
02/20/20	(100025) Auto Ind Paint Co RP20-00259 (T20-00258)	1,259.22	R.Barnard/Rodriguez/TVROP (ERODRIGUEZ24)	000	Printed	R.Barnard Tools for Classroom	1,259.22		1,259.22
(2020) 990- 4300- 0000- 6000- 1000- 202- 90- 0- 1510									
02/21/20	(001196) Las Positas College RP20-00260 (T20-00259)	340.00	A.Brown/Rodriguez/TVROP (ERODRIGUEZ24)	000	Printed	A.Brown New Student Math Orientation	340.00		340.00
(2020) 990- 5830- 0000- 6000- 4000- 501- 90- 0- 9930									
02/25/20	(100058) Panera Bread RP20-00261	275.00	A.Brown/Rodriguez/TVROP (ERODRIGUEZ24)	000	Submitted	A.Brown MC studnet interviewers meals	275.00		275.00
(2020) 990- 4300- 0000- 6000- 4000- 501- 90- 0- 9930									
<b>Total for Org</b>							<b>131,442.70</b>	<b>26,752.67</b>	<b>104,562.17</b>

Selection Grouped by dynamic Group, Sorted by Date, Type, ReqNum, (Org = 79, Starting Requisition Date = 1/1/2020, Ending Requisition Date = 2/28/2020, Requisition Type = , Order Type = , On Hold? = Y, Sort/Group 1 = , Sort/Group 2 = 2, Sort/Group 3 = )

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## 7. D. Approval of Memorandums of Understanding with Member Districts' for Transition Specialist Services for 2020-2021

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### Quick Summary / Abstract

The Board will consider approving MOU's between TVROP and Dublin, Livermore Valley Joint, and Pleasanton Unified School Districts for shared services of a Transition Specialist with costs reimbursable to TVROP.

### Supporting Documents

 [DUSD MOU Trans Spec 20-21.pdf](#)

 [LVJUSD MOU Trans Spec 20-21.pdf](#)

 [PUSD MOU Trans Spec 20-21.pdf](#)

# MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Dublin Unified School District

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Dublin Unified School District in regard to shared services for an Adult and Career Education Transition Specialist in the Tri-Valley for the 2020-2021 school year being funded by the Mid Alameda County Consortium (Adult Ed Block Grant).

- Dublin Unified School District will pay, not to exceed \$15,000, for the 2020-2021 school year for Transition Specialist services.

Payments due from DUSD to Tri-Valley ROP will be invoiced for in August 2020.

## SIGNATURES OF AGREEMENT:

\_\_\_\_\_  
Joe Sorrera, Asst. Superintendent  
Business Services  
Dublin Unified School District

\_\_\_\_\_  
Julie Duncan, Superintendent  
Tri-Valley ROP

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

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

# MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

and

Livermore Valley Joint Unified School District

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Livermore Valley Joint Unified School District in regard to shared services for an Adult and Career Education Transition Specialist in the Tri-Valley for the 2020-2021 school year being funded by the Mid Alameda County Consortium (Adult Ed Block Grant).

- Livermore Valley Joint Unified School District will pay, not to exceed \$15,000, for the 2020-2021 school year for Transition Specialist services.
- Livermore Adult Community Education will provide office space at 1401 Almond Avenue, Livermore, CA 94550, for the Transition Specialist as an In-Kind contribution.

Payments due from LVJUSD to Tri-Valley ROP will be invoiced in August 2020.

## SIGNATURES OF AGREEMENT:

\_\_\_\_\_  
Susan Kinder, Asst. Superintendent of  
Business Services  
Livermore Valley Jt. Unified School District

\_\_\_\_\_  
Julie Duncan, Superintendent  
Tri-Valley ROP

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

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

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE PLEASANTON UNIFIED SCHOOL DISTRICT  
AND  
TRI-VALLEY REGIONAL OCCUPATION PROGRAM**

1. **Parties.** This Memorandum of Understanding (hereinafter referred to as “MOU”) is made and entered into by and between the Pleasanton Unified School District, Pleasanton Adult and Career Education whose address is 4665 Bernal Avenue, Pleasanton, CA 94566, and Tri-Valley Regional Occupation Program whose address is 1040 Florence Road, Livermore, CA 94550
2. **Purpose.** The purpose of this MOU is to establish the terms and conditions under which the Adult students of the Pleasanton Unified School District will participate in volunteer opportunities with local businesses or agencies.
3. **Term of MOU.** This MOU is effective August 11, 2020 and terminate effective May 28, 2021.
4. **Responsibilities of Transition Specialist.** The Tri-Valley Regional Occupational Program will provide the DISTRICT with a qualified Transition Specialist to support the DISTRICT’S Adult and Career Education Program. The essential duties and responsibilities Transition Specialist is outlined in ATTACHMENT A.
5. **Responsibilities of Pleasanton Unified School District.** The Pleasanton Unified School District agrees to the CONTRACTOR for services satisfactorily rendered pursuant to this MOU, a total fee not to exceed \$15,000. The Transition Specialist will be provided with a work space at least one day per week and office supplies needed to perform required functions.
6. **General Provisions**
  - A. **Amendments.** Either party may request changes to this MOU. Any changes, modifications, revisions or amendments to this MOU which are mutually agreed upon by and between the parties to this MOU shall be incorporated by written instrument, and effective when executed and signed by all parties to this MOU.
  - B. **Applicable Law.** The construction, interpretation and enforcement of this MOU shall be governed by the laws of the State of California.
  - C. **Entirety of Agreement.** This MOU, consisting of two (2) pages represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations and agreements, whether written or oral.



**D. Severability.** Should any portion of this MOU be judicially determined to be illegal or unenforceable, the remainder of the MOU shall continue in full force and effect, and either party may renegotiate the terms affected by the severance.

**E. Termination.** The District may terminate this agreement for services for any reason or no reason with a 30-day notice to Tri-Valley Regional Occupation Program but will still uphold the contractual commitment of \$15,000.

**F. Insurance.** The CONTRACTOR shall maintain at all times adequate insurance to protect the District from claims under Worker’s Compensation Acts, and from claims for damages for personal injury, including death, and damage to property which may arise from operations under the MOU. The Contractor is require to file with the District certificates of insurance naming the Pleasanton Unified School District, it’s Board, officers, employees and agents as additional insured parties to the coverage, prior to the start of work for:

- a.** Worker’s Compensation and Employer’s Liability Insurance
- b.** Broad form Comprehensive General Liability Insurance, occurrence coverage, with a combined single limit of liability not less than \$1,000,000.

**7. Signatures.** In witness whereof, the parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

The effective date of this MOU is the date of the signature last affixed to this page.

**Pleasanton Unified School District**

\_\_\_\_\_  
Ellen Rebosura  
Purchasing Coordinator  
Pleasanton Unified School District

\_\_\_\_\_  
Julie Duncan  
Superintendent  
Tri-Valley Regional Occupational  
Program

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM

### JOB DESCRIPTION

*Disclaimer – Job descriptions are written as a representative list of the ADA essential duties performed by the entire job classification. They are not intended to include every possible activity and task performed in every position.*

**Title:** Adult Education Transition Specialist

**Classification:** Certificated

**Reporting to:** Director of College and Career Readiness

The Transition Specialist will be employed by the Tri-Valley Regional Occupational Program and will work closely with member district adult schools, the Tri-Valley One Stop and other community partners. This person will be responsible for strategically developing student support plans and activities for adult learners in order to provide them with the resources and assistance in accessing postsecondary education in a college setting, vocational training, and/or employment.

#### **Essential Duties and Responsibilities:**

- Develop a plan for implementing the student services component of the Adult Education Block Grant with input from all stakeholders.
- Identify best practices for assisting a diverse group of students in goal setting activities to identify students in need of transition support. Create a system to carry out these best practices.
- Develop materials needed for providing transition support to Adult Education students.
- Identify pathways for students who are interested in transitioning to community college, trade schools and/or employment opportunities.
- Collaboratively work with community college staff, the One Stop Career Center, vocational training facilities to support adult students in achieving their goals of college, career pathways or employment.
- Build a network of support for students transitioning to other higher education institutions, vocational programs and employer partners.
- Partner with stakeholders to assess current data tracking systems and participate in planning data tracking for the future. Ensure accurate records are kept.
- Identify key social services resources to support students who need other kinds of support.
- Provide employability skills instruction.

#### **Knowledge, Skills and Abilities:**

- Excellent written, verbal and interpersonal communication skills.
- Familiarity with workforce development, adult education and community colleges.
- Strong computer skills for communication, scheduling, tracking and reporting.
- Knowledge of budgeting preparation and monitoring.
- Ability to manage multiple competing priorities and good organizational skills.
- Ability to work as a positive team member.
- Ability to work collaboratively and independently with member district staff, consultants, and advisory committees.

**Desired Qualifications for Education and Experience:**

A Designated Subjects Vocational/CTE Teaching Credential, Bachelor's degree with an emphasis in one or more of the following areas: education, community development, education counseling, career counseling, social services/work or related fields. Master's degree or a minimum of five years' experience in the field preferred. Bilingual education in Spanish preferred.

**Working Conditions:**

**Environment** – Work will take place primarily in the three member districts Dublin, Livermore and Pleasanton adult programs, the Tri-Valley One Stop and Las Positas Community College. Other activities at differing offices, campuses and off-site environments will also be required. Therefore, driving a vehicle to conduct work is a necessity for this position.

**Physical Abilities** – Hearing and speaking to exchange information in person or on the telephone; seeing to read and verify data; dexterity of hands and fingers to operate office equipment; sitting or standing for extended periods of time; travel to various locations for meetings or events.

**Compensation:**

This is a full-time (1.0 FTE) position. The candidate is expected to work Monday through Friday. Hours are flexible. Placement on the Tri-Valley ROP Adult Certificated Salary Schedule is based on a combination of education and experience.

## 7. E. Approval for Partner Organization Agreement

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### Quick Summary / Abstract

Ms. Brown, Middle College Coordinator, has received a request to partner with University of California, Berkeley Extension to mentor a student. The student must complete 40 hours of volunteer time to satisfy the requirements of their College Admission and Career Planning Certificate Program.

### Supporting Documents

 [Berkeley Partner Organization Form.pdf](#)



## **Education Department**

1995 University Avenue, Suite 110

Berkeley, CA 94704-7000 USA

Telephone: (510) 642-1171; Fax: (510) 643-0599

E-mail: [extension-education@berkeley.edu](mailto:extension-education@berkeley.edu)

Web: [extension.berkeley.edu](http://extension.berkeley.edu)

## ***College Admission and Career Planning Certificate Program Partner Organization Data Form***

Thank you for partnering with the UC Berkeley Extension's College Admission and Career Planning (CACP) certificate program. This program offers intensive comprehensive instruction and training in the techniques, skills, and knowledge needed for success as a college admission adviser. As a partner, your organization will provide students in the CACP program with supervised practical experience working one-on-one with a college bound client(s)/student(s).

### **The responsibilities of the Partner include:**

- Provide a mentor to schedule, supervise and evaluate the work of the CACP student
- Provide the CACP student with introductory information about your program
- Provide appropriate client(s)/student(s) (college bound student(s) from an under-served population) with whom the CACP student will work for at least 40 hours during one academic semester as arranged.
- Provide a suitable space for the CACP student to meet with the client(s)/student(s) under appropriate supervision.

### **The responsibilities of the Mentor Adviser include:**

- Be available to provide guidance and support for the CACP student as needed
- Observe the CACP student in order to provide on-going feedback and complete the "Competencies Evaluation" form at the end of the practicum experience.
- Sign-off on the students log sheet verifying the number of hours completed

### **For questions, contact:**

Sigrid Mueller, CACP Program Director: [sigridmueller@berkeley.edu](mailto:sigridmueller@berkeley.edu)

Mark van Warmerdam, Practicum Instructor: [mvanwarmerdam@berkeley.edu](mailto:mvanwarmerdam@berkeley.edu)

**UC Berkeley Extension  
Practicum in College Admission Advising (EDUC X361.9)  
Proposal**

**Practicum Student:** \_\_\_\_\_

**Practicum Site:** \_\_\_\_\_

**City:** \_\_\_\_\_

**Mentor/Supervisor:** \_\_\_\_\_

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

**Email:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**List of Responsibilities and Activities Student will Participate in:**

**Planned Schedule (including start date, end date and anticipated weekly schedule):**

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Supervisor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## 7. F. Approval of Donations

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### Quick Summary / Abstract

The Board will consider the approval of donations received through February 20, 2020.

### Supporting Documents

 [Approval of Donations 3-11-20.pdf](#)



TRI-VALLEY REGIONAL OCCUPATIONAL CENTER/PROGRAM  
 JOINT POWERS GOVERNING BOARD MEETING  
 March 11, 2020

**CONSENT CALENDAR – MOTIONS – 7. F**

**AGENDA ITEM:**

7. F – Approval of Donations

**RECOMMENDED ACTION:**

As part of the Consent Calendar, approve the donations for the specified designation.

**BACKGROUND:**

The donations listed and supporting documents are presented for Board Approval.

**FISCAL IMPACT:**

A cash increase of \$1,182.00 to the donation accounts of the designated programs.

**SUPPORTING DOCUMENTS:**

- Donation report through February 20, 2020

<u><i>Date</i></u>	<u><i>Program</i></u>	<u><i>Amount</i></u>
11/1/2019	GET SET	\$260.00
11/04/2019	GET SET	\$340.00
11/04/2019	Middle College	\$242.00
12/12/2019	Woodworth – Automotive 1950 B2B Pickup Truck	\$1,500.00
12/12/2019	Woodworth – Automotive Miscellaneous Tools	\$500.00
01/14/2020	Meyer - Digital Media Arts Wacom Drawing Tablets	\$1,200.00
01/14/2020	Nelson – Marketing/Business	\$450.00
01/27/2020	Barnard – Automotive 2004 Dodge	\$0.00
01/27/2020	Barnard – Automotive 2006 Chrysler	\$0.00
01/30/2020	GET SET	\$340.00
2/10/2020	Barnard – Automotive 2009 Toyota Corolla	\$3,713.00
2/20/2020	Barnard- Automotive 2006 Honda Pilot	\$400
	<b>Total Cash Donations</b>	<b>\$8,945.00</b>



## **8. DEFERRED CONSENT ITEMS**

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### **Quick Summary / Abstract**

Items that are pulled from Consent to be addressed individually will be discussed and acted upon at this time.

## **9. INFORMATION / ACTION ITEMS**

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### **Quick Summary / Abstract**

Informational items are noted as informational only; Action items are up for a vote by the Board. Most items require a simple majority of Board member votes to pass.

## 9. A. Approval of the Second Interim Report - action

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### Quick Summary / Abstract

Based on the current budget and the multi-year projection, it is recommended that the Tri-Valley Regional Occupational Program Board approve the 2019-2020 Second Interim Report with a Positive Certification.

### Supporting Documents



[Second Interim Full File.pdf](#)



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM  
JOINT POWERS GOVERNING BOARD MEETING  
March 11, 2020

**AGENDA ITEM:**

Approval of the 2019-2020 Second Interim Report

**RECOMMENDED ACTION:**

Approve the Second Interim Report, as presented.

**BACKGROUND:**

The California Department of Education requires submission of two certified financial interim reports per fiscal year; the First Interim Financial Report as of October 31, 2019, and the Second Interim Financial Report as of January 31, 2020.

The Second Interim Report for 2019 - 2020 is submitted to the Board for approval. The information provided in the Second Interim Financial Report accounts for the changes made to the budget between the July 1 Adopted Budget and the closure of the accounting period of January 31, 2020, using the most current information available. The report projects the TVROP will end the year with a fund balance of \$1,443,173. Of this, \$20,000 is designated for the revolving fund, \$566,429 is assigned for board designated reserve of 7.5%, and \$377,619 is set aside for the 5% reserve for economic uncertainty. The remaining \$479,125 is undesignated at this time.

**FISCAL IMPACT:**

Tri-Valley ROP's 2019-2020 projected revenue is \$6,989,110 and projected expenses are \$7,552,378 offset by \$563,268 of reserve.

**SUPPORTING DOCUMENTS:**

- JPA Certification of Interim Report
- Table of Contents
- General Fund
- Exhibit: Restricted Balance Detail
- Change Detail – 2019-20 Budget
- Cash Flow Worksheet
- Multi-Year Projections
- Change Detail – Multi-Year Projection
- Criteria and Standards
- Technical Review Checks

NOTICE OF CRITERIA AND STANDARDS REVIEW. This interim report was based upon and reviewed using the state-adopted Criteria and Standards. (Pursuant to Education Code (EC) sections 33129, 41023, and 42130)

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
JPA Administrator or Designee

NOTICE OF INTERIM REVIEW. All action shall be taken on this report during a regular or authorized special meeting of the governing board.

To the County Superintendent of Schools:

This interim report and certification of financial condition are hereby filed by the governing board of the JPA. (Pursuant to EC sections 41023 and 42131)

Meeting Date: March 11, 2020 Signed: \_\_\_\_\_  
President of the Governing Board

**CERTIFICATION OF FINANCIAL CONDITION**

**POSITIVE CERTIFICATION**

As President of the Governing Board of this JPA, I certify that based upon current projections this JPA will meet its financial obligations for the current fiscal year and subsequent two fiscal years.

**QUALIFIED CERTIFICATION**

As President of the Governing Board of this JPA, I certify that based upon current projections this JPA may not meet its financial obligations for the current fiscal year or two subsequent fiscal years.

**NEGATIVE CERTIFICATION**

As President of the Governing Board of this JPA, I certify that based upon current projections this JPA will be unable to meet its financial obligations for the remainder of the current fiscal year or for the subsequent fiscal year.

Contact person for additional information on the interim report:

Name: Teresa Fiscus Telephone: 925-606-3253  
Title: CBO E-mail: tfiscus@lvjUSD.org

**Criteria and Standards Review Summary**

The following summary is automatically completed based on data provided in the Criteria and Standards Review form (Form 01CSI). Criteria and standards that are "Not Met," and supplemental information and additional fiscal indicators that are "Yes," may indicate areas of potential concern, which could affect the interim report certification, and should be carefully reviewed.

CRITERIA AND STANDARDS			Met	Not Met
1	Average Daily Attendance	This criterion is not checked for JPAs.	n/a	

CRITERIA AND STANDARDS (continued)			Met	Not Met
2	Enrollment	This criterion is not checked for JPAs.	n/a	
3	ADA to Enrollment	This criterion is not checked for JPAs.	n/a	
4	Local Control Funding Formula (LCFF) Revenue	This criterion is not checked for JPAs.	n/a	
5	Salaries and Benefits	Projected ratio of total salaries and benefits to total general fund expenditures has not changed by more than the standard for the current and two subsequent fiscal years.		X
6a	Other Revenues	Projected operating revenues (federal, other state, other local) for the current and two subsequent fiscal years have not changed by more than five percent since first interim.	X	
6b	Other Expenditures	Projected operating expenditures (books and supplies, services and other expenditures) for the current and two subsequent fiscal years have not changed by more than five percent since first interim.	X	
7	Ongoing and Major Maintenance Account	This criterion is not checked for JPAs.	n/a	
8	Deficit Spending	Deficit spending, if any, has not exceeded the standard in any of the current or two subsequent fiscal years.		X
9a	Fund Balance	Projected general fund balance will be positive at the end of the current and two subsequent fiscal years.	X	
9b	Cash Balance	Projected general fund cash balance will be positive at the end of the current fiscal year.	X	
10	Reserves	Available reserves (e.g., reserve for economic uncertainties, unassigned/unappropriated amounts) meet minimum requirements for the current and two subsequent fiscal years.	X	

SUPPLEMENTAL INFORMATION			No	Yes
S1	Contingent Liabilities	Have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) occurred since first interim that may impact the budget?	X	
S2	Using One-time Revenues to Fund Ongoing Expenditures	Are there ongoing general fund expenditures funded with one-time revenues that have changed since first interim by more than five percent?	X	
S3	Temporary Interfund Borrowings	Are there projected temporary borrowings between funds?	X	
S4	Contingent Revenues	Are any projected revenues for any of the current or two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?	X	
S5	Contributions	Have transfers to or from the general fund to cover operating deficits changed since first interim by more than \$20,000 and more than 5% for any of the current or two subsequent fiscal years?	X	

SUPPLEMENTAL INFORMATION (continued)			No	Yes
S6	Long-term Commitments	Does the JPA have long-term (multiyear) commitments or debt agreements?		X
		• If yes, have annual payments for the current or two subsequent fiscal years increased over prior year's (2018-19) annual payment?		X
		• If yes, will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?	X	
S7a	Postemployment Benefits Other than Pensions	Does the JPA provide postemployment benefits other than pensions (OPEB)?	X	
		• If yes, have there been changes since first interim in OPEB liabilities?	n/a	
S7b	Other Self-insurance Benefits	Does the JPA operate any self-insurance programs (e.g., workers' compensation)?	X	
		• If yes, have there been changes since first interim in self-insurance liabilities?	n/a	
S8	Status of Labor Agreements	As of second interim projections, are salary and benefit negotiations still unsettled for:		
		• Certificated? (Section S8A, Line 1b)	n/a	
		• Classified? (Section S8B, Line 1b)	n/a	
		• Management/supervisor/confidential? (Section S8C, Line 1b)	n/a	
S9	Status of Other Funds	Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?	n/a	

ADDITIONAL FISCAL INDICATORS			No	Yes
A1	Negative Cash Flow	Do cash flow projections show that the JPA will end the current fiscal year with a negative cash balance in the general fund?	X	
A2	Independent Position Control	Is personnel position control independent from the payroll system?		X
A3	Declining Enrollment	Is enrollment decreasing in both the prior and current fiscal years?	n/a	
A4	New Charter Schools Impacting JPA's Enrollment	Are any new charter schools operating in JPA boundaries that are impacting the JPA's enrollment, either in the prior or current fiscal years?	n/a	
A5	Salary Increases Exceed COLA	Has the JPA entered into a bargaining agreement where any of the current or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?	X	
A6	Uncapped Health Benefits	Does the JPA provide uncapped (100% employer paid) health benefits for current or retired employees?	X	
A7	Independent Financial System	Is the JPA's financial system independent from the county office system?	X	
A8	Fiscal Distress Reports	Does the JPA have any reports that indicate fiscal distress? If yes, provide copies to the COE, pursuant to EC 42127.6(a).	X	
A9	Change of JPA Director or Financial Official	Have there been personnel changes in the JPA director or financial official positions within the last 12 months?	X	

G = General Ledger Data; S = Supplemental Data

Form	Description	Data Supplied For:			
		2019-20 Original Budget	2019-20 Board Approved Operating Budget	2019-20 Actuals to Date	2019-20 Projected Totals
01I	General Fund/County School Service Fund	G	G	G	GS
10I	Special Education Pass-Through Fund				
11I	Adult Education Fund				
12I	Child Development Fund				
13I	Cafeteria Special Revenue Fund				
14I	Deferred Maintenance Fund				
15I	Pupil Transportation Equipment Fund				
17I	Special Reserve Fund for Other Than Capital Outlay Projects				
18I	School Bus Emissions Reduction Fund				
20I	Special Reserve Fund for Postemployment Benefits				
21I	Building Fund				
35I	County School Facilities Fund				
40I	Special Reserve Fund for Capital Outlay Projects				
61I	Cafeteria Enterprise Fund				
67I	Self-Insurance Fund				
71I	Retiree Benefit Fund				
CASH	Cashflow Worksheet				S
CHG	Change Order Form				
CI	Interim Certification				S
ICR	Indirect Cost Rate Worksheet				
MYPI	Multiyear Projections - General Fund				GS
SIAI	Summary of Interfund Activities - Projected Year Totals				
01CSI	Criteria and Standards Review				S



Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	1,368,699.00	3,029,974.00	1,635,979.89	3,029,974.00	0.00	0.0%
4) Other Local Revenue		8600-8799	3,924,087.00	3,924,087.00	1,360,734.93	3,959,136.00	35,049.00	0.9%
5) TOTAL, REVENUES			5,292,786.00	6,954,061.00	2,996,714.82	6,989,110.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	1,987,636.00	2,013,675.00	1,145,512.93	2,033,098.00	(19,423.00)	-1.0%
2) Classified Salaries		2000-2999	423,191.00	434,566.00	238,613.92	434,816.00	(250.00)	-0.1%
3) Employee Benefits		3000-3999	660,918.00	718,684.00	303,799.16	721,768.00	(3,084.00)	-0.4%
4) Books and Supplies		4000-4999	322,850.00	752,435.00	158,732.71	758,034.00	(5,599.00)	-0.7%
5) Services and Other Operating Expenditures		5000-5999	923,758.00	1,153,101.00	395,328.76	1,196,276.00	(43,175.00)	-3.7%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	10,093.00	(10,093.00)	New
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	1,201,734.00	2,398,293.00	0.00	2,398,293.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			5,520,087.00	7,470,754.00	2,241,987.48	7,552,378.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(227,301.00)	(516,693.00)	754,727.34	(563,268.00)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

2019-20 Second Interim  
General Fund  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(227,301.00)	(516,693.00)	754,727.34	(563,268.00)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	1,366,503.00	2,006,441.00		2,006,441.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,366,503.00	2,006,441.00		2,006,441.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,366,503.00	2,006,441.00		2,006,441.00		
2) Ending Balance, June 30 (E + F1e)			1,139,202.00	1,489,748.00		1,443,173.00		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	20,000.00	20,000.00		20,000.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted								
c) Committed		9740	0.00	0.00		0.00		
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	414,007.00	560,307.00		566,429.00		
Additional Board Reserve of 7.5%	0000	9780	414,007.00					
Additional Board Reserve of 7.5%	0000	9780		560,307.00				
Additional Board Reserve of 7.5%	0000	9780				566,429.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	276,005.00	373,538.00		377,619.00		
Unassigned/Unappropriated Amount		9790	429,190.00	535,903.00		479,125.00		

2019-20 Second Interim  
General Fund  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>FEDERAL REVENUE</b>								
Special Education Discretionary Grants		8182	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER STATE REVENUE</b>								
Other State Apportionments								
All Other State Apportionments - Current Year		8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years		8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	1,201,734.00	2,398,293.00	1,196,558.89	2,398,293.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6695	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	166,965.00	631,681.00	439,421.00	631,681.00	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>1,368,699.00</b>	<b>3,029,974.00</b>	<b>1,635,979.89</b>	<b>3,029,974.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER LOCAL REVENUE</b>								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	2,000.00	2,000.00	13,465.50	32,000.00	30,000.00	1500.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.0%
In-District Premiums/Contributions		8674	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	229,579.00	229,579.00	0.00	230,741.00	1,162.00	0.5%
Other Local Revenue								
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	45,000.00	45,000.00	34,166.55	48,887.00	3,887.00	8.6%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%

2019-20 Second Interim  
General Fund  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
All Other Transfers In		8781-8783	3,647,508.00	3,647,508.00	1,313,102.88	3,647,508.00	0.00	0.0%
Transfers of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers								
From Districts or Charter Schools	6360	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6360	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6360	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
<b>All Other Transfers In from All Others</b>		<b>8799</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>3,924,087.00</b>	<b>3,924,087.00</b>	<b>1,360,734.93</b>	<b>3,959,136.00</b>	<b>35,049.00</b>	<b>0.9%</b>
<b>TOTAL, REVENUES</b>			<b>5,292,786.00</b>	<b>6,954,061.00</b>	<b>2,996,714.82</b>	<b>6,989,110.00</b>		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CERTIFICATED SALARIES</b>								
Certificated Teachers' Salaries		1100	1,492,695.00	1,521,169.00	858,218.37	1,540,592.00	(19,423.00)	-1.3%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.00	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	494,941.00	492,506.00	287,294.56	492,506.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>1,987,636.00</b>	<b>2,013,675.00</b>	<b>1,145,512.93</b>	<b>2,033,098.00</b>	<b>(19,423.00)</b>	<b>-1.0%</b>
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Support Salaries		2200	202,094.00	202,094.00	107,180.35	202,844.00	(750.00)	-0.4%
Classified Supervisors' and Administrators' Salaries		2300	101,608.00	104,657.00	61,049.66	104,657.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	114,489.00	122,315.00	67,974.83	122,315.00	0.00	0.0%
Other Classified Salaries		2900	5,000.00	5,500.00	2,409.08	5,000.00	500.00	9.1%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>423,191.00</b>	<b>434,566.00</b>	<b>238,613.92</b>	<b>434,816.00</b>	<b>(250.00)</b>	<b>-0.1%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	467,018.00	508,307.00	186,061.98	508,307.00	0.00	0.0%
PERS		3201-3202	81,884.00	95,287.00	53,363.83	97,102.00	(1,815.00)	-1.9%
OASDI/Medicare/Alternative		3301-3302	61,011.00	64,784.00	35,889.12	65,258.00	(474.00)	-0.7%
Health and Welfare Benefits		3401-3402	1,875.00	1,875.00	1,093.54	1,875.00	0.00	0.0%
Unemployment Insurance		3501-3502	1,200.00	1,207.00	679.54	1,224.00	(17.00)	-1.4%
Workers' Compensation		3601-3602	47,930.00	47,224.00	26,711.15	48,002.00	(778.00)	-1.6%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>660,918.00</b>	<b>718,684.00</b>	<b>303,799.16</b>	<b>721,768.00</b>	<b>(3,084.00)</b>	<b>-0.4%</b>
<b>BOOKS AND SUPPLIES</b>								
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	314,850.00	674,225.00	83,693.40	675,346.00	(1,121.00)	-0.2%
Noncapitalized Equipment		4400	8,000.00	78,210.00	75,039.31	82,688.00	(4,478.00)	-5.7%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>322,850.00</b>	<b>752,435.00</b>	<b>158,732.71</b>	<b>758,034.00</b>	<b>(5,599.00)</b>	<b>-0.7%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	58,175.00	58,075.00	18,781.07	59,335.00	(1,260.00)	-2.2%
Dues and Memberships		5300	15,000.00	15,000.00	9,216.40	14,392.00	608.00	4.1%
Insurance		5400-5450	18,350.00	19,312.00	19,312.00	19,312.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	20,000.00	24,105.00	9,282.65	24,300.00	(195.00)	-0.8%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	802,733.00	1,026,909.00	336,824.35	1,069,237.00	(42,328.00)	-4.1%
Communications		5900	9,500.00	9,700.00	1,912.29	9,700.00	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>923,758.00</b>	<b>1,153,101.00</b>	<b>395,328.76</b>	<b>1,196,276.00</b>	<b>(43,175.00)</b>	<b>-3.7%</b>
<b>CAPITAL OUTLAY</b>								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	10,093.00	(10,093.00)	New
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,093.00</b>	<b>(10,093.00)</b>	<b>New</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Tuition								
Tuition, Excess Costs, and/or Deficit Payments Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers Out								
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	1,201,734.00	2,398,293.00	0.00	2,398,293.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments To Districts or Charter Schools	6500	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6500	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6500	7223	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers of Apportionments To Districts or Charter Schools	6360	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6360	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6360	7223	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>1,201,734.00</b>	<b>2,398,293.00</b>	<b>0.00</b>	<b>2,398,293.00</b>	<b>0.00</b>	<b>0.0%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs		7310	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, EXPENDITURES</b>			5,520,087.00	7,470,754.00	2,241,987.48	7,552,378.00		

2019-20 Second Interim  
General Fund  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>INTERFUND TRANSFERS OUT</b>								
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>USES</b>								
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(d) TOTAL, USES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		



<u>Resource</u>	<u>Description</u>	<u>2019/20 Projected Year Totals</u>
	Total, Restricted Balance	<u>0.00</u>

2019-20 Second Interim  
Budget Change Detail

REVENUE	CHANGE	DETAIL
Local		
Interest	\$ 30,000	Increased interest projection
Donations	3,887	Increased for donations received
Billback Revenue	1,162	Increased billback projection
<b>Total Revenue Changes</b>	<b><u>\$ 35,049</u></b>	
EXPENDITURES	CHANGE	DETAIL
Certificated Salaries	\$ 19,423	Increase due to teacher staffing changes
Classified Salaries	250	Increase to hourly budget for career center
Employee Benefits	3,084	Result of salary increases
Books and Supplies	5,599	Increased for donations and teacher classroom allocations
Services and Other Operating	43,175	Increased for CPT services and teacher classroom allocations
Capital Outlay	10,093	Increase to classroom allocation for equipment
<b>Total Expenditure Changes</b>	<b><u>\$ 81,624</u></b>	

Object	Beginning Balances (Ref. Only)	July	August	September	October	November	December	January	February	
		ACTUALS THROUGH THE MONTH OF (Enter Month Name):								
<b>A. BEGINNING CASH</b>			1,429,618.96	1,899,926.01	2,937,985.33	2,824,057.64	2,395,588.29	2,417,588.12	2,077,779.91	2,464,609.66
<b>B. RECEIPTS</b>										
LCFF/Revenue Limit Sources										
Principal Apportionment	8010-8019									
Property Taxes	8020-8079									
Miscellaneous Funds	8080-8099									
Federal Revenue	8100-8299									
Other State Revenue	8300-8599		1,581,025.89		39,004.00	0.00	0.00	15,950.00	2,664.00	
Other Local Revenue	8600-8799		15.40	480.00	15,340.00	358,953.22	779.15	985,167.16	50,108.07	
Interfund Transfers In	8910-8929									
All Other Financing Sources	8930-8979									
<b>TOTAL RECEIPTS</b>			0.00	1,581,041.29	480.00	54,344.00	358,953.22	779.15	1,001,117.16	52,772.07
<b>C. DISBURSEMENTS</b>										
Certificated Salaries	1000-1999		44,153.78	185,320.74	196,183.37	177,261.12	179,828.26	181,456.56	181,309.10	180,000.00
Classified Salaries	2000-2999		16,334.51	35,783.79	35,487.46	37,997.68	38,949.41	37,329.76	36,731.31	37,000.00
Employee Benefits	3000-3999		13,816.08	48,771.93	48,175.44	47,786.60	48,402.29	48,488.05	48,358.77	48,500.00
Books and Supplies	4000-4999		504.07	95,700.89	43,131.98	3,353.92	7,877.29	3,158.47	5,006.09	100,000.00
Services	5000-5999		29,075.21	10,769.43	54,807.78	177,722.13	77,159.33	27,171.52	18,623.36	150,000.00
Capital Outlay	6000-6599									
Other Outgo	7000-7499									
Interfund Transfers Out	7600-7629									
All Other Financing Uses	7630-7699									
<b>TOTAL DISBURSEMENTS</b>			103,883.65	376,346.78	377,786.03	444,121.45	352,216.58	297,604.36	290,028.63	515,500.00
<b>D. BALANCE SHEET ITEMS</b>										
<u>Assets and Deferred Outflows</u>										
Cash Not In Treasury	9111-9199	33,379.56	13,379.56	(384,482.40)	382,850.26	(13,367.86)	15,000.00	0.00	(328,615.72)	348,615.72
Accounts Receivable	9200-9299	824,424.32	626,511.25	183,946.68	54,296.75	(39,004.00)	0.00	0.00	0.00	(1,326.36)
Due From Other Funds	9310									
Stores	9320									
Prepaid Expenditures	9330									
Other Current Assets	9340									
Deferred Outflows of Resources	9490									
<b>SUBTOTAL</b>		857,803.88	639,890.81	(200,535.72)	437,147.01	(52,371.86)	15,000.00	0.00	(328,615.72)	347,289.36
<u>Liabilities and Deferred Inflows</u>										
Accounts Payable	9500-9599	(280,981.38)	65,700.11	(33,900.53)	173,768.67	(13,679.96)	(263.19)	42,983.00	(4,356.94)	(511,232.54)
Due To Other Funds	9610									
Current Loans	9640									
Unearned Revenues	9650									
Deferred Inflows of Resources	9690									
<b>SUBTOTAL</b>		(280,981.38)	65,700.11	(33,900.53)	173,768.67	(13,679.96)	(263.19)	42,983.00	(4,356.94)	(511,232.54)
<u>Nonoperating</u>										
Suspense Clearing	9910									
<b>TOTAL BALANCE SHEET ITEMS</b>		1,138,785.26	574,190.70	(166,635.19)	263,378.34	(38,691.90)	15,263.19	(42,983.00)	(324,258.78)	858,521.90
<b>E. NET INCREASE/DECREASE (B - C + D)</b>			470,307.05	1,038,059.32	(113,927.69)	(428,469.35)	21,999.83	(339,808.21)	386,829.75	395,793.97
<b>F. ENDING CASH (A + E)</b>			1,899,926.01	2,937,985.33	2,824,057.64	2,395,588.29	2,417,588.12	2,077,779.91	2,464,609.66	2,860,403.63
<b>G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS</b>										

	Object	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
ACTUALS THROUGH THE MONTH OF (Enter Month Name):									
A. BEGINNING CASH		2,860,403.63	1,747,467.63	1,257,977.74	1,657,018.74				
B. RECEIPTS									
LCFF/Revenue Limit Sources									
Principal Apportionment								0.00	0.00
Property Taxes								0.00	0.00
Miscellaneous Funds								0.00	0.00
Federal Revenue								0.00	0.00
Other State Revenue		2,664.00	8,023.11	2,664.00	1,201,734.00	0.00	176,245.00	3,029,974.00	3,029,974.00
Other Local Revenue		656,552.00	67,987.00	911,877.00	911,877.00	0.00	0.00	3,959,136.00	3,959,136.00
Interfund Transfers In								0.00	0.00
All Other Financing Sources								0.00	0.00
TOTAL RECEIPTS		659,216.00	76,010.11	914,541.00	2,113,611.00	0.00	176,245.00	6,989,110.00	6,989,110.00
C. DISBURSEMENTS									
Certificated Salaries		180,000.00	180,000.00	180,000.00	130,000.00	37,585.07	0.00	2,033,098.00	2,033,098.00
Classified Salaries		37,000.00	37,000.00	37,000.00	37,000.00	11,202.08	0.00	434,816.00	434,816.00
Employee Benefits		48,500.00	48,500.00	48,500.00	41,000.00	6,723.84	176,245.00	721,768.00	721,768.00
Books and Supplies		150,000.00	150,000.00	100,000.00	90,000.00	9,301.29	0.00	758,034.00	758,034.00
Services		150,000.00	150,000.00	150,000.00	150,000.00	50,947.24	0.00	1,196,276.00	1,196,276.00
Capital Outlay		10,093.00						10,093.00	10,093.00
Other Outgo		1,196,559.00			1,201,734.00			2,398,293.00	2,398,293.00
Interfund Transfers Out								0.00	0.00
All Other Financing Uses								0.00	0.00
TOTAL DISBURSEMENTS		1,772,152.00	565,500.00	515,500.00	1,649,734.00	115,759.52	176,245.00	7,552,378.00	7,552,378.00
D. BALANCE SHEET ITEMS									
<u>Assets and Deferred Outflows</u>									
Cash Not In Treasury		9111-9199						33,379.56	
Accounts Receivable		9200-9299						824,424.32	
Due From Other Funds		9310						0.00	
Stores		9320						0.00	
Prepaid Expenditures		9330						0.00	
Other Current Assets		9340						0.00	
Deferred Outflows of Resources		9490						0.00	
SUBTOTAL			0.00	0.00	0.00	0.00	0.00	857,803.88	
<u>Liabilities and Deferred Inflows</u>									
Accounts Payable		9500-9599						(280,981.38)	
Due To Other Funds		9610						0.00	
Current Loans		9640						0.00	
Unearned Revenues		9650						0.00	
Deferred Inflows of Resources		9690						0.00	
SUBTOTAL			0.00	0.00	0.00	0.00	0.00	(280,981.38)	
<u>Nonoperating</u>									
Suspense Clearing		9910						0.00	
TOTAL BALANCE SHEET ITEMS			0.00	0.00	0.00	0.00	0.00	1,138,785.26	
E. NET INCREASE/DECREASE (B - C + D)		(1,112,936.00)	(489,489.89)	399,041.00	463,877.00	(115,759.52)	0.00	575,517.26	(563,268.00)
F. ENDING CASH (A + E)		1,747,467.63	1,257,977.74	1,657,018.74	2,120,895.74				
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS								2,005,136.22	

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2020-21 Projection (C)	% Change (Cols. E-C/C) (D)	2021-22 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
<b>A. REVENUES AND OTHER FINANCING SOURCES</b>						
1. LCFF/Revenue Limit Sources	8010-8099					
2. Federal Revenues	8100-8299	0.00	0.00%	0.00	0.00%	0.00
3. Other State Revenues	8300-8599	3,029,974.00	-93.13%	208,210.00	0.00%	208,210.00
4. Other Local Revenues	8600-8799	3,959,136.00	2.89%	4,073,457.00	3.78%	4,227,524.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	0.00	0.00%	0.00	0.00%	0.00
6. Total (Sum lines A1 thru A5c)		6,989,110.00	-38.74%	4,281,667.00	3.60%	4,435,734.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				2,033,098.00		2,042,910.00
b. Step & Column Adjustment				9,812.00		9,861.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	2,033,098.00	0.48%	2,042,910.00	0.48%	2,052,771.00
2. Classified Salaries						
a. Base Salaries				434,816.00		436,851.00
b. Step & Column Adjustment				2,035.00		2,086.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	434,816.00	0.47%	436,851.00	0.48%	438,937.00
3. Employee Benefits	3000-3999	721,768.00	6.16%	766,254.00	0.77%	772,145.00
4. Books and Supplies	4000-4999	758,034.00	-54.62%	344,003.00	2.89%	353,945.00
5. Services and Other Operating Expenditures	5000-5999	1,196,276.00	-18.02%	980,680.00	2.89%	1,009,021.00
6. Capital Outlay	6000-6999	10,093.00	-100.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	2,398,293.00	-100.00%	0.00	0.00%	0.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	0.00	0.00%	0.00	0.00%	0.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	0.00	0.00%	0.00	0.00%	0.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments (Explain in Section G below)				0.00		0.00
11. Total (Sum lines B1 thru B10)		7,552,378.00	-39.48%	4,570,698.00	1.23%	4,626,819.00
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b>						
(Line A6 minus line B11)						
		(563,268.00)		(289,031.00)		(191,085.00)
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 011, line F1e)		2,006,441.00		1,443,173.00		1,154,142.00
2. Ending Fund Balance (Sum lines C and D1)		1,443,173.00		1,154,142.00		963,057.00
3. Components of Ending Fund Balance (Form 011)						
(Enter estimated projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
a. Nonspendable	9710-9719	20,000.00		20,000.00		20,000.00
b. Restricted	9740	0.00		0.00		
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	0.00		0.00		0.00
d. Assigned	9780	566,429.00		342,802.00		347,011.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	377,619.00		228,535.00		231,341.00
2. Unassigned/Unappropriated	9790	479,125.00		562,805.00		364,705.00
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		1,443,173.00		1,154,142.00		963,057.00

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2020-21 Projection (C)	% Change (Cols. E-C/C) (D)	2021-22 Projection (E)
<b>E. AVAILABLE RESERVES</b>						
<b>1. General Fund</b>						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	377,619.00		228,535.00		231,341.00
c. Unassigned/Unappropriated	9790	479,125.00		562,805.00		364,705.00
d. Negative Restricted Ending Balances (Negative resources 2000-9999) (Enter projections)	979Z			0.00		0.00
(Enter other reserve projections in Columns C and E for subsequent years 1 and 2; current year - Column A - is extracted.)						
<b>2. Special Reserve Fund - Noncapital Outlay (Fund 17)</b>						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
<b>3. Total Available Reserves - by Amount (Sum lines E1a thru E2c)</b>		856,744.00		791,340.00		596,046.00
<b>4. Total Available Reserves - by Percent (Line E3 divided by Line F2)</b>		11.34%		17.31%		12.88%
<b>F. RECOMMENDED RESERVES</b>						
<b>1. JPA ADA</b>						
Used to determine the reserve standard percentage level on Line F5 (Enter ADA for current and two subsequent years, if applicable)		0.00		0.00		0.00
<b>2. Total Expenditures and Other Financing Uses (Line B11)</b>		7,552,378.00		4,570,698.00		4,626,819.00
<b>3. Less: Special Education Pass-through</b> (Not applicable for JPAs)		N/A		N/A		N/A
<b>4. Sub-Total (Line F2 minus F3)</b>		7,552,378.00		4,570,698.00		4,626,819.00
<b>5. Reserve Standard Percentage Level</b> (Refer to Form 01CSI, Criterion 10 for calculation details)		5%		5%		5%
<b>6. Reserve Standard - By Percent (Line F4 times F5)</b>		377,618.90		228,534.90		231,340.95
<b>7. Reserve Standard - By Amount</b> (Refer to Form 01CSI, Criterion 10 for calculation details)		69,000.00		69,000.00		69,000.00
<b>8. Reserve Standard (Greater of Line F6 or F7)</b>		377,618.90		228,534.90		231,340.95
<b>9. Available Reserves (Line E3) Meet the Reserve Standard (Line F8)</b>		YES		YES		YES
<b>G. ASSUMPTIONS</b>						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						

**2019-20 Second Interim  
Multi-Year Projection (MYP) Change Detail**

Major Object	Category	Description	2020-21	2021-22
<b>Revenue</b>				
8000	State Revenue	CTE Incentive Grant (2019-20)	\$ (1,201,734)	\$ -
		CTE Incentive Grant (2018-19)	(1,196,559)	-
		CalWORKS	(39,004)	-
		Strong Workforce Grant	(384,467)	-
			<u>(2,821,764)</u>	<u>-</u>
	Local Revenue	Member Contribution Increase (4%)	145,900	151,736
		MOU Billback Increase	2,308	2,331
		Interest Decrease	(30,000)	-
		Donation Decrease	(3,887)	-
			<u>114,321</u>	<u>154,067</u>
<b>Total Revenue Changes</b>			<u><b>\$ (2,707,443)</b></u>	<u><b>\$ 154,067</b></u>
<b>Expenditure</b>				
1000	Certificated Salaries	Certificated-Cost of Living Adjustment	\$ 9,812	\$ 9,861
2000	Classified Salaries	Classified-Cost of Living Adjustment	2,035	2,086
3000	Benefits	Benefit Changes (including PERS & STRS increases)	44,486	5,891
4000	Materials & Supplies	Removed Carryover & One-Time Expenditures	(423,639)	-
4000		CPI Increase	9,608	9,942
5000	Services	Removed Carryover & One-Time Expenditures	(243,849)	-
5000		CPI Increase	28,253	28,341
6000	Capital Outlay	Remove One-Time Expenditure	(10,093)	-
7000	Other Outgo	CTE Incentive Grant	(2,398,293)	-
<b>Total Expenditure Changes</b>			<u><b>\$ (2,981,680)</b></u>	<u><b>\$ 56,121</b></u>

Provide methodology and assumptions used to estimate revenues, expenditures, reserves and fund balance, and multiyear commitments (including cost-of-living adjustments). Deviations from the standards must be explained and may affect the interim certification.

Note: This form is the same as the school district criteria and standards review except for the average daily attendance, enrollment, ADA to enrollment, LCFF revenue, and ongoing and major maintenance account criteria, which are not applicable to JPAs, and the salaries and benefits and deficit spending criteria which measure unrestricted expenditures for districts but total expenditures for JPAs. The criteria and standards review should be completed only to the extent that individual components apply to each JPA, and with concurrence from the reviewing agency.

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## CRITERIA AND STANDARDS

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1. **CRITERION: Average Daily Attendance**  
This criterion is not checked for JPAs.
2. **CRITERION: Enrollment**  
This criterion is not checked for JPAs.
3. **CRITERION: ADA to Enrollment**  
This criterion is not checked for JPAs.
4. **CRITERION: Local Control Funding Formula (LCFF) Revenue**  
This criterion is not checked for JPAs.



**5. CRITERION: Salaries and Benefits**

**STANDARD:** Projected ratio of total salaries and benefits to total general fund expenditures for any of the current fiscal year or two subsequent fiscal years has not changed from the historical average ratio from the three prior fiscal years by more than the greater of three percent or the JPA's required reserves percentage.

**5A. Calculating the JPA's Historical Average Ratio of Salaries and Benefits to Total General Fund Expenditures**

DATA ENTRY: Unaudited Actuals data that exist for the First Prior Year will be extracted; otherwise, enter data for the First Prior Year. Unaudited Actuals data for the second and third prior years are preloaded.

Fiscal Year	Unaudited Actuals		Ratio of Salaries and Benefits to Total Expenditures
	Salaries and Benefits (Form 01, Objects 1000-3999)	Total Expenditures (Form 01, Objects 1000-7499)	
Third Prior Year (2016-17)	2,863,116.69	7,450,581.74	38.4%
Second Prior Year (2017-18)	3,074,995.76	6,482,429.69	47.4%
First Prior Year (2018-19)	2,843,846.33	5,091,501.61	55.9%
	Historical Average Ratio:		47.2%

	Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
JPA's Reserve Standard Percentage (Criterion 10B, Line 4):	5.0%	5.0%	5.0%
<b>JPA's Salaries and Benefits Standard (historical average ratio, plus/minus the greater of 3% or the JPA's reserve standard percentage):</b>	<b>42.2% to 52.2%</b>	<b>42.2% to 52.2%</b>	<b>42.2% to 52.2%</b>

**5B. Calculating the JPA's Projected Ratio of Salaries and Benefits to Total General Fund Expenditures**

DATA ENTRY: If Form MYPI exists, Projected Year Totals data for the two subsequent years will be extracted; if not, enter Projected Year Totals data. Projected Year Totals data for Current Year are extracted.

Fiscal Year	Projected Year Totals		Ratio of Salaries and Benefits to Total Expenditures	Status
	Salaries and Benefits (Form 011, Objects 1000-3999) (Form MYPI, Lines B1-B3)	Total Expenditures (Form 011, Objects 1000-7499) (Form MYPI, Lines B1-B8, B10)		
Current Year (2019-20)	3,189,682.00	7,552,378.00	42.2%	Met
1st Subsequent Year (2020-21)	3,246,015.00	4,570,698.00	71.0%	Not Met
2nd Subsequent Year (2021-22)	3,263,853.00	4,626,819.00	70.5%	Not Met

**5C. Comparison of JPA Salaries and Benefits Ratio to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. **STANDARD NOT MET** - Projected ratio of salary and benefit costs to total expenditures has changed by more than the standard in any of the current year or two subsequent fiscal years. Provide reasons why the change(s) exceed the standard and a description of the methods and assumptions used in projecting salaries and benefits.

**Explanation:**  
(required if NOT met)

The CTE Incentive grant has affected this percentage in 2019-20. In 2019-20, \$2.4 million is budgeted as other outgo expenses.

**6. CRITERION: Other Revenues and Expenditures**

**STANDARD:** Projected operating revenues (including federal, other state and other local) or expenditures (including books and supplies, and services and other operating) for any of the current fiscal year or two subsequent fiscal years, have not changed by more than five percent since first interim projections.

Changes that exceed five percent in any major object category must be explained.

JPA's Other Revenues and Expenditures Standard Percentage Range:	-5.0% to +5.0%
JPA's Other Revenues and Expenditures Explanation Percentage Range:	-5.0% to +5.0%

**6A. Calculating the JPA's Change by Major Object Category and Comparison to the Explanation Percentage Range**

DATA ENTRY: First Interim data that exist will be extracted; otherwise, enter data into the first column. Second Interim data for Current Year are extracted. If Second Interim Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years into the second column.

Explanations must be entered for each category if the percent change for any year exceeds the JPA's explanation percentage range.

Object Range / Fiscal Year	First Interim Projected Year Totals (Form 01CSI, Item 6A)	Second Interim Projected Year Totals (Fund 01) (Form MYPI)	Percent Change	Change Is Outside Explanation Range
<b>Federal Revenue (Fund 01, Objects 8100-8299) (Form MYPI, Line A2)</b>				
Current Year (2019-20)	0.00	0.00	0.0%	No
1st Subsequent Year (2020-21)	0.00	0.00	0.0%	No
2nd Subsequent Year (2021-22)	0.00	0.00	0.0%	No

Explanation  
(required if Yes)

<b>Other State Revenue (Fund 01, Objects 8300-8599) (Form MYPI, Line A3)</b>				
Current Year (2019-20)	3,029,974.00	3,029,974.00	0.0%	No
1st Subsequent Year (2020-21)	208,210.00	208,210.00	0.0%	No
2nd Subsequent Year (2021-22)	208,210.00	208,210.00	0.0%	No

Explanation  
(required if Yes)

<b>Other Local Revenue (Fund 01, Objects 8600-8799) (Form MYPI, Line A4)</b>				
Current Year (2019-20)	3,924,087.00	3,959,136.00	0.9%	No
1st Subsequent Year (2020-21)	4,072,283.00	4,073,457.00	0.0%	No
2nd Subsequent Year (2021-22)	4,226,338.00	4,227,524.00	0.0%	No

Explanation  
(required if Yes)

<b>Books and Supplies (Fund 01, Objects 4000-4999) (Form MYPI, Line B4)</b>				
Current Year (2019-20)	752,435.00	758,034.00	0.7%	No
1st Subsequent Year (2020-21)	339,516.00	344,003.00	1.3%	No
2nd Subsequent Year (2021-22)	349,871.00	353,945.00	1.2%	No

Explanation  
(required if Yes)

<b>Services and Other Operating Expenditures (Fund 01, Objects 5000-5999) (Form MYPI, Line B5)</b>				
Current Year (2019-20)	1,153,101.00	1,196,276.00	3.7%	No
1st Subsequent Year (2020-21)	981,349.00	980,680.00	-0.1%	No
2nd Subsequent Year (2021-22)	1,011,280.00	1,009,021.00	-0.2%	No

Explanation  
(required if Yes)

**6B. Calculating the JPA's Change in Total Operating Revenues and Expenditures**

DATA ENTRY: All data are extracted or calculated.

Object Range / Fiscal Year	First Interim Projected Year Totals	Second Interim Projected Year Totals	Percent Change	Explanation Range
<b>Total Federal, Other State, and Other Local Revenues (Section 6A)</b>				
Current Year (2019-20)	6,954,061.00	6,989,110.00	0.5%	Met
1st Subsequent Year (2020-21)	4,280,493.00	4,281,667.00	0.0%	Met
2nd Subsequent Year (2021-22)	4,434,548.00	4,435,734.00	0.0%	Met
<b>Total Books and Supplies, and Services and Other Operating Expenditures (Section 6A)</b>				
Current Year (2019-20)	1,905,536.00	1,954,310.00	2.6%	Met
1st Subsequent Year (2020-21)	1,320,865.00	1,324,683.00	0.3%	Met
2nd Subsequent Year (2021-22)	1,361,151.00	1,362,966.00	0.1%	Met

**6C. Comparison of JPA Total Operating Revenues and Expenditures to the Standard Percentage Range**

DATA ENTRY: Explanations are linked from Section 6A if the status in Section 6B is not met; no entry is allowed below.

- 1a. STANDARD MET - Projected total operating revenues have not changed since first interim projections by more than the standard for the current and two subsequent fiscal years.

**Explanation:**  
Federal Revenue  
(linked from 6A  
if NOT met)

**Explanation:**  
Other State Revenue  
(linked from 6A  
if NOT met)

**Explanation:**  
Other Local Revenue  
(linked from 6A  
if NOT met)

- 1b. STANDARD MET - Projected total operating expenditures have not changed since first interim projections by more than the standard for the current and two subsequent fiscal years.

**Explanation:**  
Books and Supplies  
(linked from 6A  
if NOT met)

**Explanation:**  
Services and Other Exps  
(linked from 6A  
if NOT met)

**7. CRITERION: Facilities Maintenance**

STANDARD: Identify changes that have occurred since first interim projections in the projected contributions for facilities maintenance funding as required pursuant to Education Code Section 17070.75, or in how the JPA is providing adequately to preserve the functionality of its facilities for their normal life in accordance with Education Code sections 52060(d)(1) and 17002(d)(1).

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**Determining the JPA's Compliance with the Contribution Requirement for EC Section 17070.75 - Ongoing and Major Maintenance/Restricted Maintenance Account (OMMA/RMA)**

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This criterion is not checked for JPAs.

**8. CRITERION: Deficit Spending**

**STANDARD:** Deficit spending (total expenditures and other financing uses is greater than total revenues and other financing sources) as a percentage of total expenditures and other financing uses, has not exceeded one-third of the JPA's available reserves<sup>1</sup> as a percentage of total expenditures and other financing uses<sup>2</sup> in any of the current fiscal year or two subsequent fiscal years.

<sup>1</sup>Available reserves are the amounts in the Stabilization Arrangements, Reserve for Economic Uncertainties, and Unassigned/Unappropriated accounts in the General Fund and the Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund.

<sup>2</sup>A JPA that is the Administrative Unit of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

**8A. Calculating the JPA's Deficit Spending Standard Percentage Levels**

DATA ENTRY: All data are extracted or calculated.

	Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
JPA's Available Reserve Percentage (Criterion 10C, Line 9)	11.3%	17.3%	12.9%
<b>JPA's Deficit Spending Standard Percentage Levels (one-third of available reserve percentage):</b>	<b>3.8%</b>	<b>5.8%</b>	<b>4.3%</b>

**8B. Calculating the JPA's Deficit Spending Percentages**

DATA ENTRY: Current Year data are extracted. If Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years into the first and second columns.

Fiscal Year	Projected Year Totals			Deficit Spending Level (If Net Change in Fund Balance is negative, else N/A)	Status
	Net Change in Fund Balance (Form 011, Section E) (Form MYPI, Line C)	Total Expenditures and Other Financing Uses (Form 011, Objects 1000-7999) (Form MYPI, Line B11)			
Current Year (2019-20)	(563,268.00)	7,552,378.00		7.5%	Not Met
1st Subsequent Year (2020-21)	(289,031.00)	4,570,698.00		6.3%	Not Met
2nd Subsequent Year (2021-22)	(191,085.00)	4,626,819.00		4.1%	Met

**8C. Comparison of JPA Deficit Spending to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. **STANDARD NOT MET** - Deficit spending has exceeded the standard percentage level in any of the current year or two subsequent fiscal years. Provide reasons for the deficit spending, a description of the methods and assumptions used in balancing both the unrestricted and restricted budgets, and what changes will be made to ensure that the budget deficits are eliminated or are balanced within the standard.

**Explanation:**  
(required if NOT met)

A computer order was placed in 2018-19 and not received prior to June 30, the expense was moved to 2019-20. The remainder is due to planned deficit spending to bring down reserve levels. Tri-Valley ROP is carrying large excess reserves and made a decision to forgo the 4% increase in revenue from member districts in 2019-20. This decision to decrease revenue, increased deficit spending for 2019-20 and 2020-21.

**9. CRITERION: Fund and Cash Balances**

A. FUND BALANCE STANDARD: Projected general fund balance will be positive at the end of the current fiscal year and two subsequent fiscal years.

**9A-1. Determining if the JPA's General Fund Ending Balance is Positive**

DATA ENTRY: Current Year data are extracted. If Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years.

Fiscal Year	Ending Fund Balance General Fund Projected Year Totals (Form 011, Line F2) (Form MYPI, Line D2)		Status
	Current Year (2019-20)	1,443,173.00	
1st Subsequent Year (2020-21)	1,154,142.00	Met	
2nd Subsequent Year (2021-22)	963,057.00	Met	

**9A-2. Comparison of the JPA's Ending Fund Balance to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Projected general fund ending balance is positive for the current fiscal year and two subsequent fiscal years.

**Explanation:**  
(required if NOT met)

B. CASH BALANCE STANDARD: Projected general fund cash balance will be positive at the end of the current fiscal year.

**9B-1. Determining if the JPA's Ending Cash Balance is Positive**

DATA ENTRY: If Form CASH exists, data will be extracted; if not, data must be entered below.

Fiscal Year	Ending Cash Balance General Fund (Form CASH, Line F, June Column)		Status
	Current Year (2019-20)	2,120,895.74	

**9B-2. Comparison of the JPA's Ending Cash Balance to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Projected general fund cash balance will be positive at the end of the current fiscal year.

**Explanation:**  
(required if NOT met)

**10. CRITERION: Reserves**

STANDARD: Available reserves<sup>1</sup> for any of the current fiscal year or two subsequent fiscal years are not less than the following percentages or amounts<sup>2</sup> as applied to total expenditures and other financing uses<sup>3</sup>:

Percentage Level	JPA ADA		
5% or \$69,000 (greater of)	0	to	300
4% or \$69,000 (greater of)	301	to	1,000
3%	1,001	to	30,000
2%	30,001	to	400,000
1%	400,001	and	over

<sup>1</sup> Available reserves are the amounts in the Stabilization Arrangements, Reserve for Economic Uncertainties, and Unassigned/Unappropriated accounts in the General Fund and the Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund.

<sup>2</sup> Dollar amounts to be adjusted annually by the prior year statutory cost-of-living adjustment (Education Code Section 42238) and then rounded to the nearest thousand.

<sup>3</sup> A JPA that is the Administrative Unit (AU) of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

	Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
JPA ADA (Form MYPI, Line F1, if available; else defaults to zero and may be overwritten)	0	0	0
<b>JPA's Reserve Standard Percentage Level:</b>	<b>5%</b>	<b>5%</b>	<b>5%</b>

**10A. Calculating the JPA's Special Education Pass-through Exclusions (only for JPAs that serve as the AU of a SELPA)**

Special education pass-through exclusions are not applicable for JPAs.

**10B. Calculating the JPA's Reserve Standard**

DATA ENTRY: All data are extracted or calculated.

	Current Year Projected Year Totals (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
1. Total Expenditures and Other Financing Uses (Criterion 8, Item 8B)	7,552,378.00	4,570,698.00	4,626,819.00
2. Plus: Special Education Pass-through (Not applicable for JPAs)	N/A	N/A	N/A
3. Net Expenditures and Other Financing Uses (Line B1 plus Line B2)	7,552,378.00	4,570,698.00	4,626,819.00
4. Reserve Standard Percentage Level	5%	5%	5%
5. Reserve Standard - by Percent (Line B3 times Line B4)	377,618.90	228,534.90	231,340.95
6. Reserve Standard - by Amount (\$69,000 for JPAs with less than 1,001 ADA, else 0)	69,000.00	69,000.00	69,000.00
7. <b>JPA's Reserve Standard (Greater of Line B5 or Line B6)</b>	<b>377,618.90</b>	<b>228,534.90</b>	<b>231,340.95</b>

**10C. Calculating the JPA's Available Reserve Amount**

DATA ENTRY: All data are extracted from fund data and Form MYPI. If Form MYPI does not exist, enter data for the two subsequent years.

Reserve Amounts	Current Year Projected Year Totals (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
1. General Fund - Stabilization Arrangements (Fund 01, Object 9750) (Form MYPI, Line E1a)	0.00	0.00	0.00
2. General Fund - Reserve for Economic Uncertainties (Fund 01, Object 9789) (Form MYPI, Line E1b)	377,619.00	228,535.00	231,341.00
3. General Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYPI, Line E1c)	479,125.00	562,805.00	364,705.00
4. General Fund - Negative Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999) (Form MYPI, Line E1d)		0.00	0.00
5. Special Reserve Fund - Stabilization Arrangements (Fund 17, Object 9750) (Form MYPI, Line E2a)	0.00	0.00	0.00
6. Special Reserve Fund - Reserve for Economic Uncertainties (Fund 17, Object 9789) (Form MYPI, Line E2b)	0.00	0.00	0.00
7. Special Reserve Fund - Unassigned/Unappropriated Amount (Fund 17, Object 9790) (Form MYPI, Line E2c)	0.00	0.00	0.00
8. JPA's Available Reserve Amount (Lines C1 thru C7)	856,744.00	791,340.00	596,046.00
9. JPA's Available Reserve Percentage (Information only) (Line 8 divided by Section 10B, Line 3)	11.34%	17.31%	12.88%
<b>JPA's Reserve Standard (Section 10B, Line 7):</b>	<b>377,618.90</b>	<b>228,534.90</b>	<b>231,340.95</b>
Status:	Met	Met	Met

**10D. Comparison of JPA Reserve Amount to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Available reserves have met the standard for the current year and two subsequent fiscal years.

**Explanation:**  
(required if NOT met)



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**SUPPLEMENTAL INFORMATION**

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DATA ENTRY: Click the appropriate Yes or No button for items S1 through S4. Enter an explanation for each Yes answer.

**S1. Contingent Liabilities**

1a. Does your JPA have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that have occurred since first interim projections that may impact the budget?

No

1b. If Yes, identify the liabilities and how they may impact the budget:

**S2. Use of One-time Revenues for Ongoing Expenditures**

1a. Does your JPA have ongoing general fund expenditures funded with one-time revenues that have changed since first interim projections by more than five percent?

No

1b. If Yes, identify the expenditures and explain how the one-time resources will be replaced to continue funding the ongoing expenditures in the following fiscal years:

**S3. Temporary Interfund Borrowings**

1a. Does your JPA have projected temporary borrowings between funds?  
(Refer to Education Code Section 42603)

No

1b. If Yes, identify the interfund borrowings:

**S4. Contingent Revenues**

1a. Does your JPA have projected revenues for the current fiscal year or either of the two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?

No

1b. If Yes, identify any of these revenues that are dedicated for ongoing expenses and explain how the revenues will be replaced or expenditures reduced:

**S5. Contributions**

Identify projected contributions from unrestricted resources in the general fund to restricted resources in the general fund for the current fiscal year and two subsequent fiscal years. Provide an explanation if contributions have changed by more than \$20,000 and more than five percent since first interim projections.

Identify projected transfers to or from the general fund to cover operating deficits in either the general fund or any other fund for the current fiscal year and two subsequent fiscal years. Provide an explanation if contributions have changed by more than \$20,000 and more than five percent since first interim projections.

Identify capital project cost overruns that have occurred since first interim projections that may impact the general fund budget.

JPA's Contributions and Transfers Standard: -5.0% to +5.0%  
or -\$20,000 to +\$20,000

**S5A. Identification of the JPA's Projected Contributions, Transfers, and Capital Projects that may Impact the General Fund**

DATA ENTRY: First Interim data that exist will be extracted; otherwise, enter data into the first column. For Transfers In and Transfers Out, if Form MYP exists, the data will be extracted into the Second Interim column for the Current Year, and 1st and 2nd Subsequent Years. If Form MYP does not exist, enter data in the Current Year, and 1st and 2nd Subsequent Years. Click on the appropriate button for Item 1d; all other data will be calculated.

Description / Fiscal Year	First Interim (Form 01CSI, Item S5A)	Second Interim Projected Year Totals	Percent Change	Amount of Change	Status
<b>1a. Contributions, Unrestricted General Fund</b>					
This item is not applicable for JPAs.					
<b>1b. Transfers In, General Fund *</b>					
Current Year (2019-20)	0.00	0.00	0.0%	0.00	Met
1st Subsequent Year (2020-21)	0.00	0.00	0.0%	0.00	Met
2nd Subsequent Year (2021-22)	0.00	0.00	0.0%	0.00	Met
<b>1c. Transfers Out, General Fund *</b>					
Current Year (2019-20)	0.00	0.00	0.0%	0.00	Met
1st Subsequent Year (2020-21)	0.00	0.00	0.0%	0.00	Met
2nd Subsequent Year (2021-22)	0.00	0.00	0.0%	0.00	Met

**1d. Capital Project Cost Overruns**

Have capital project cost overruns occurred since first interim projections that may impact the general fund operational budget?

No

\* Include transfers used to cover operating deficits in either the general fund or any other fund.

**S5B. Status of the JPA's Projected Contributions, Transfers, and Capital Projects**

DATA ENTRY: Enter an explanation if Not Met for items 1b-1c or if Yes for Item 1d.

1a. This item is not applicable for JPAs.

1b. MET - Projected transfers in have not changed since first interim projections by more than the standard for the current year and two subsequent fiscal years.

**Explanation:**  
(required if NOT met)

1c. MET - Projected transfers out have not changed since first interim projections by more than the standard for the current year and two subsequent fiscal years.

**Explanation:**  
(required if NOT met)

1d. NO - There have been no capital project cost overruns occurring since first interim projections that may impact the general fund operational budget.

**Project Information:**  
(required if YES)

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**S6. Long-term Commitments**

Identify all existing and new multiyear commitments<sup>1</sup> and their annual required payment for the current fiscal year and two subsequent fiscal years.

Explain how any increase in annual payments will be funded. Also, explain how any decrease to funding sources used to pay long-term commitments will be replaced.

<sup>1</sup> Include multiyear commitments, multiyear debt agreements, and new programs or contracts that result in long-term obligations.

**S6A. Identification of the JPA's Long-term Commitments**

DATA ENTRY: If First Interim data exist (Form 01CSI, Item S6A), long-term commitment data will be extracted and it will only be necessary to click the appropriate button for Item 1b. Extracted data may be overwritten to update long-term commitment data in Item 2, as applicable. If no First Interim data exist, click the appropriate buttons for items 1a and 1b, and enter all other data, as applicable.

- 1. a. Does your JPA have long-term (multiyear) commitments?  
(If No, skip items 1b and 2 and sections S6B and S6C)
- b. If Yes to Item 1a, have new long-term (multiyear) commitments been incurred since first interim projections?
- 2. If Yes to Item 1a, list (or update) all new and existing multiyear commitments and required annual debt service amounts. Do not include long-term commitments for postemployment benefits other than pensions (OPEB); OPEB is disclosed in Item S7A.

Type of Commitment	# of Years Remaining	SACS Fund and Object Codes Used For:		Principal Balance as of July 1, 2019
		Funding Sources (Revenues)	Debt Service (Expenditures)	
Capital Leases	1	General Fund		1,949
Certificates of Participation				
General Obligation Bonds				
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences	1			17,795

Other Long-term Commitments (do not include OPEB)

Type of Commitment	# of Years Remaining	Funding Sources (Revenues)	Debt Service (Expenditures)	Principal Balance as of July 1, 2019
<b>TOTAL:</b>				<b>19,744</b>

Type of Commitment (continued)	Prior Year (2018-19) Annual Payment (P & I)	Current Year (2019-20) Annual Payment (P & i)	1st Subsequent Year (2020-21) Annual Payment (P & i)	2nd Subsequent Year (2021-22) Annual Payment (P & I)
Capital Leases	5,662	1,949	0	0
Certificates of Participation				
General Obligation Bonds				
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences		17,795	0	0

Other Long-term Commitments (continued):

Type of Commitment	Prior Year (2018-19) Annual Payment (P & I)	Current Year (2019-20) Annual Payment (P & i)	1st Subsequent Year (2020-21) Annual Payment (P & i)	2nd Subsequent Year (2021-22) Annual Payment (P & I)
<b>Total Annual Payments:</b>	<b>5,662</b>	<b>19,744</b>	<b>0</b>	<b>0</b>
<b>Has total annual payment increased over prior year (2018-19)?</b>		<b>Yes</b>	<b>No</b>	<b>No</b>

**S6B. Comparison of the JPA's Annual Payments to Prior Year Annual Payment**

DATA ENTRY: Enter an explanation if Yes.

- 1a. Yes - Annual payments for long-term commitments have increased in one or more of the current or two subsequent fiscal years. Explain how the increase in annual payments will be funded.

Compensated absences will be funded from the General Fund

**S6C. Identification of Decreases to Funding Sources Used to Pay Long-term Commitments**

DATA ENTRY: Click the appropriate Yes or No button in Item 1; if Yes, an explanation is required in Item 2.

1. Will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?

No

2. No - Funding sources will not decrease or expire prior to the end of the commitment period, and one-time funds are not being used for long-term commitment annual payments.

**S7. Unfunded Liabilities**

Identify any changes in estimates for unfunded liabilities since first interim projections, and indicate whether the changes are the result of a new actuarial valuation.

**S7A. Identification of the JPA's Estimated Unfunded Liability for Postemployment Benefits Other Than Pensions (OPEB)**

DATA ENTRY: Click the appropriate button(s) for items 1a-1c, as applicable. First Interim data that exist (Form 01CSI, Item S7A) will be extracted; otherwise, enter First Interim and Second Interim data in items 2-4.

- 1. a. Does your JPA provide postemployment benefits other than pensions (OPEB)? (If No, skip items 1b-4)
- b. If Yes to Item 1a, have there been changes since first interim in OPEB liabilities?
- c. If Yes to Item 1a, have there been changes since first interim in OPEB contributions?

2. OPEB Liabilities

	First Interim (Form 01CSI, Item S7A)	Second Interim
a. Total OPEB liability		
b. OPEB plan(s) fiduciary net position (if applicable)		
c. Total/Net OPEB liability (Line 2a minus Line 2b)	0.00	0.00
d. Is total OPEB liability based on the JPA's estimate or an actuarial valuation?		
e. If based on an actuarial valuation, indicate the date of the OPEB valuation		

3. OPEB Contributions

	First Interim (Form 01CSI, Item S7A)	Second Interim
a. OPEB actuarially determined contribution (ADC) if available, per actuarial valuation or Alternative Measurement Method		
Current Year (2019-20)		
1st Subsequent Year (2020-21)		
2nd Subsequent Year (2021-22)		
b. OPEB amount contributed (for this purpose, include premiums paid to a self-insurance fund) (Funds 01-70, objects 3701-3752)		
Current Year (2019-20)	0.00	0.00
1st Subsequent Year (2020-21)		
2nd Subsequent Year (2021-22)		
c. Cost of OPEB benefits (equivalent of "pay-as-you-go" amount)		
Current Year (2019-20)		
1st Subsequent Year (2020-21)		
2nd Subsequent Year (2021-22)		
d. Number of retirees receiving OPEB benefits		
Current Year (2019-20)		
1st Subsequent Year (2020-21)		
2nd Subsequent Year (2021-22)		

4. Comments:

**S7B. Identification of the JPA's Unfunded Liability for Self-insurance Programs**

DATA ENTRY: Click the appropriate button(s) for Items 1a-1c, as applicable. First Interim data that exist (Form 01CSI, Item S7B) will be extracted; otherwise, enter First Interim and Second Interim data in items 2-4.

- 1. a. Does your JPA operate any self-insurance programs such as workers' compensation, employee health and welfare, or property and liability? (Do not include OPEB, which will be covered in Section S7A) (If No, skip items 1b-4)
 

No
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- b. If Yes to Item 1a, have there been changes since first interim in self-insurance liabilities?
 

n/a
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- c. If Yes to Item 1a, have there been changes since first interim in self-insurance contributions?
 

n/a
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	First Interim (Form 01CSI, Item S7B)	Second Interim
2. Self-Insurance Liabilities		
a. Accrued liability for self-insurance programs		
b. Unfunded liability for self-insurance programs		

	First Interim (Form 01CSI, Item S7B)	Second Interim
3. Self-Insurance Contributions		
a. Required contribution (funding) for self-insurance programs		
Current Year (2019-20)		
1st Subsequent Year (2020-21)		
2nd Subsequent Year (2021-22)		
b. Amount contributed (funded) for self-insurance programs		
Current Year (2019-20)		
1st Subsequent Year (2020-21)		
2nd Subsequent Year (2021-22)		

4. Comments:

**S8. Status of Labor Agreements**

Analyze the status of all employee labor agreements. Identify new labor agreements that have been ratified since first interim projections, as well as new commitments provided as part of previously ratified multiyear agreements; and include all contracts, including all administrator contracts (and including all compensation). For new agreements, indicate the date of the required board meeting. Compare the increase in new commitments to the projected increase in ongoing revenues and explain how these commitments will be funded in future fiscal years.

**If salary and benefit negotiations are not finalized, upon settlement with certificated or classified staff:**

The JPA must determine the cost of the settlement, including salaries, benefits, and any other agreements that change costs, and provide the county office of education (COE) with an analysis of the cost of the settlement and its impact on the operating budget.

The county superintendent shall review the analysis relative to the criteria and standards and may provide written comments to the president of the JPA governing board and superintendent.

**S8A. Cost Analysis of JPA's Labor Agreements - Certificated (Non-management) Employees**

DATA ENTRY: Click the appropriate Yes or No button for "Status of Certificated Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

**Status of Certificated Labor Agreements as of the Previous Reporting Period**

Were all certificated labor negotiations settled as of first interim projections?   
 If Yes or n/a, complete number of FTEs, then skip to section S8B.  
 If No, continue with section S8A.

**Certificated (Non-management) Salary and Benefit Negotiations**

	Prior Year (2nd Interim) (2018-19)	Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
Number of certificated (non-management) full-time-equivalent (FTE) positions	18.9	18.9	18.9	18.9

1a. Have any salary and benefit negotiations been settled since first interim projections?   
 If Yes, and the corresponding public disclosure documents have been filed with the COE, complete question 2.  
 If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-4.  
 If No, complete questions 5 and 6.

1b. Are any salary and benefit negotiations still unsettled?   
 If Yes, complete questions 5 and 6.

Negotiations Settled Since First Interim Projections

2. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

3. Period covered by the agreement: Begin Date:  End Date:

4. Salary settlement:

	Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?			
<b>One Year Agreement</b>			
Total cost of salary settlement			
% change in salary schedule from prior year or			
<b>Multiyear Agreement</b>			
Total cost of salary settlement			
% change in salary schedule from prior year (may enter text, such as "Reopener")			

Identify the source of funding that will be used to support multiyear salary commitments:

Negotiations Not Settled

5. Cost of a one percent increase in salary and statutory benefits

	Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
6. Amount included for any tentative salary schedule increases			



**Certificated (Non-management) Health and Welfare (H&W) Benefits**

1. Are costs of H&W benefit changes included in the interim and MYPs?
2. Total cost of H&W benefits
3. Percent of H&W cost paid by employer
4. Percent projected change in H&W cost over prior year

Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)

**Certificated (Non-management) Prior Year Settlements Negotiated Since First Interim Projections**

Are any new costs negotiated since first interim projections for prior year settlements included in the interim?

If Yes, amount of new costs included in the interim and MYPs

If Yes, explain the nature of the new costs:


**Certificated (Non-management) Step and Column Adjustments**

1. Are step & column adjustments included in the interim and MYPs?
2. Cost of step & column adjustments
3. Percent change in step & column over prior year

Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)

**Certificated (Non-management) Attrition (layoffs and retirements)**

1. Are savings from attrition included in the interim and MYPs?
2. Are additional H&W benefits for those laid-off or retired employees included in the interim and MYPs?

Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)

**Certificated (Non-management) - Other**

List other significant contract changes that have occurred since first interim projections and the cost impact of each change (i.e., class size, hours of employment, leave of absence, bonuses, etc.):

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**S8B. Cost Analysis of JPA's Labor Agreements - Classified (Non-management) Employees**

DATA ENTRY: Click the appropriate Yes or No button for "Status of Classified Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

**Status of Classified Labor Agreements as of the Previous Reporting Period**

Were all classified labor negotiations settled as of first interim projections?  
If Yes or n/a, complete number of FTEs, then skip to section S8C.  
If No, continue with section S8B.

n/a

**Classified (Non-management) Salary and Benefit Negotiations**

	Prior Year (2nd Interim) (2018-19)	Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
Number of classified (non-management) FTE positions	5.5	5.5	5.5	5.5

1a. Have any salary and benefit negotiations been settled since first interim projections?

n/a

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete question 2.  
If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-4.  
If No, complete questions 5 and 6.

1b. Are any salary and benefit negotiations still unsettled?

n/a

If Yes, complete questions 5 and 6.

**Negotiations Settled Since First Interim Projections**

2. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

[ ]

3. Period covered by the agreement:

Begin Date: [ ] End Date: [ ]

4. Salary settlement:

	Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?	[ ]	[ ]	[ ]

**One Year Agreement**

Total cost of salary settlement	[ ]	[ ]	[ ]
% change in salary schedule from prior year	[ ]	[ ]	[ ]

**Multiyear Agreement**

Total cost of salary settlement	[ ]	[ ]	[ ]
% change in salary schedule from prior year (may enter text, such as "Reopener")	[ ]	[ ]	[ ]

Identify the source of funding that will be used to support multiyear salary commitments:

[ ]

**Negotiations Not Settled**

5. Cost of a one percent increase in salary and statutory benefits

[ ]

6. Amount included for any tentative salary schedule increases

	Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
	[ ]	[ ]	[ ]

**Classified (Non-management) Health and Welfare (H&W) Benefits**

1. Are costs of H&W benefit changes included in the interim and MYPs?
2. Total cost of H&W benefits
3. Percent of H&W cost paid by employer
4. Percent projected change in H&W cost over prior year

Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)

**Classified (Non-management) Prior Year Settlements Negotiated Since First Interim**

Are any new costs negotiated since first interim for prior year settlements included in the interim?


- If Yes, amount of new costs included in the interim and MYPs  
If Yes, explain the nature of the new costs:

**Classified (Non-management) Step and Column Adjustments**

1. Are step & column adjustments included in the interim and MYPs?
2. Cost of step & column adjustments
3. Percent change in step & column over prior year

Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)

**Classified (Non-management) Attrition (layoffs and retirements)**

1. Are savings from attrition included in the interim and MYPs?
2. Are additional H&W benefits for those laid-off or retired employees included in the interim and MYPs?

Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)

**Classified (Non-management) - Other**

List other significant contract changes that have occurred since first interim and the cost impact of each (i.e., hours of employment, leave of absence, bonuses, etc.):

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**S8C. Cost Analysis of JPA's Labor Agreements - Management/Supervisor/Confidential Employees**

DATA ENTRY: Click the appropriate Yes or No button for "Status of Management/Supervisor/Confidential Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

**Status of Management/Supervisor/Confidential Labor Agreements as of the Previous Reporting Period**

Were all managerial/confidential labor negotiations settled as of first interim projections?   
If Yes or n/a, complete number of FTEs, then skip to S9.  
If No, continue with section S8C.

**Management/Supervisor/Confidential Salary and Benefit Negotiations**

	Prior Year (2nd Interim) (2018-19)	Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
Number of management, supervisor, and confidential FTE positions	4.0	4.0	4.0	4.0

- 1a. Have any salary and benefit negotiations been settled since first interim projections?  
If Yes, complete question 2.   
If No, complete questions 3 and 4.
- 1b. Are any salary and benefit negotiations still unsettled?  
If Yes, complete questions 3 and 4.

Negotiations Settled Since First Interim Projections

2. Salary settlement:

	Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?			
Total cost of salary settlement			
Change in salary schedule from prior year (may enter text, such as "Reopener")			

Negotiations Not Settled

3. Cost of a one percent increase in salary and statutory benefits

	Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
4. Amount included for any tentative salary schedule increases			

**Management/Supervisor/Confidential Health and Welfare (H&W) Benefits**

	Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
1. Are costs of H&W benefit changes included in the interim and MYPs?			
2. Total cost of H&W benefits			
3. Percent of H&W cost paid by employer			
4. Percent projected change in H&W cost over prior year			

**Management/Supervisor/Confidential Step and Column Adjustments**

	Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
1. Are step & column adjustments included in the interim and MYPs?			
2. Cost of step & column adjustments			
3. Percent change in step & column over prior year			

**Management/Supervisor/Confidential Other Benefits (mileage, bonuses, etc.)**

	Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
1. Are costs of other benefits included in the interim and MYPs?			
2. Total cost of other benefits			
3. Percent change in cost of other benefits over prior year			

**S9. Status of Other Funds**

Analyze the status of other funds that may have negative fund balances at the end of the current fiscal year. If any other fund has a projected negative fund balance, prepare an interim report and multiyear projection for that fund. Explain plans for how and when the negative fund balance will be addressed.

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**S9A. Identification of Other Funds with Negative Ending Fund Balances**

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DATA ENTRY: Click the appropriate button in Item 1. If Yes, enter data in Item 2 and provide the reports referenced in Item 1.

1. Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?

n/a
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If Yes, prepare and submit to the reviewing agency a report of revenues, expenditures, and changes in fund balance (e.g., an interim fund report) and a multiyear projection report for each fund.

2. If Yes, identify each fund, by name and number, that is projected to have a negative ending fund balance for the current fiscal year. Provide reasons for the negative balance(s) and explain the plan for how and when the problem(s) will be corrected.

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**ADDITIONAL FISCAL INDICATORS**

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The following fiscal indicators are designed to provide additional data for reviewing agencies. A "Yes" answer to any single indicator does not necessarily suggest a cause for concern, but may alert the reviewing agency to the need for additional review.

DATA ENTRY: Click the appropriate Yes or No button for items A2 through A9 except items A3 and A4, which are not applicable for JPAs; Item A1 is automatically completed based on data from Criterion 9.

- A1. Do cash flow projections show that the JPA will end the current fiscal year with a negative cash balance in the general fund? (Data from Criterion 9B-1, Cash Balance, are used to determine Yes or No)
  
- A2. Is the system of personnel position control independent from the payroll system?
  
- A3. Is enrollment decreasing in both the prior and current fiscal years?
  
- A4. Are new charter schools operating in JPA boundaries that impact the JPA's enrollment, either in the prior or current fiscal year?
  
- A5. Has the JPA entered into a bargaining agreement where any of the current or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?
  
- A6. Does the JPA provide uncapped (100% employer paid) health benefits for current or retired employees?
  
- A7. Is the JPA's financial system independent of the county office system?
  
- A8. Does the JPA have any reports that indicate fiscal distress pursuant to Education Code Section 42127.6(a)? (If Yes, provide copies to the county office of education.)
  
- A9. Have there been personnel changes in the JPA director or financial official positions within the last 12 months?

When providing comments for additional fiscal indicators, please include the item number applicable to each comment.

Comments:  
(optional)

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**End of Joint Powers Agency Second Interim Criteria and Standards Review**

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Second Interim  
 2019-20 Original Budget  
 Technical Review Checks

Tri-Valley ROP JPA

Alameda County

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**IMPORT CHECKS**

- CHECKFUND - (F) - All FUND codes must be valid. PASSED
- CHECKRESOURCE - (W) - All RESOURCE codes must be valid. PASSED
- CHK-RS-LOCAL-DEFINED - (F) - All locally defined resource codes must roll up to a CDE defined resource code. PASSED
- CHECKGOAL - (F) - All GOAL codes must be valid. PASSED
- CHECKFUNCTION - (F) - All FUNCTION codes must be valid. PASSED
- CHECKOBJECT - (F) - All OBJECT codes must be valid. PASSED
- CHK-FUNDxOBJECT - (F) - All FUND and OBJECT account code combinations must be valid. PASSED
- CHK-FDxRS7690x8590 - (F) - Funds 19, 57, 63, 66, 67, and 73 with Object 8590, All Other State Revenue, must be used in combination with Resource 7690, STRS-On Behalf Pension Contributions. PASSED
- CHK-FUNDxRESOURCE - (W) - The following combinations for FUND and RESOURCE are invalid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate. EXCEPTION

ACCOUNT	FUND	RESOURCE	VALUE
FD - RS - PY - GO - FN - OB			
01-6391-0-0000-0000-9740	01	6391	0.00
01-6391-0-0000-0000-9791	01	6391	1.00
01-6391-0-0000-0000-979Z	01	6391	0.00
01-6391-0-4630-4000-1100	01	6391	71,584.00
01-6391-0-4630-4000-3101	01	6391	11,954.00
01-6391-0-4630-4000-3301	01	6391	1,037.00
01-6391-0-4630-4000-3501	01	6391	30.00
01-6391-0-4630-4000-3601	01	6391	2,545.00
01-6391-0-4630-4000-5710	01	6391	-10,184.00
01-6391-0-4630-4000-8590	01	6391	31,965.00
01-6391-0-4630-4000-8699	01	6391	45,000.00

Explanation:TVROP only has one fund, however they receive funding for AEBG as part of a consortia. A new restricted fund will be set up in 2020-21.

CHK-FUNDxGOAL - (W) - All FUND and GOAL account code combinations should be valid. PASSED

CHK-FUNDxFUNCTION-A - (W) - All FUND (funds 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations should be valid. PASSED

CHK-FUNDxFUNCTION-B - (F) - All FUND (all funds except for 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations must be valid. PASSED

CHK-RESOURCExOBJECTA - (W) - All RESOURCE and OBJECT (objects 8000 through 9999, except for 9791, 9793, and 9795) account code combinations should be valid. PASSED

CHK-RESOURCExOBJECTB - (O) - All RESOURCE and OBJECT (objects 9791, 9793, and 9795) account code combinations should be valid. PASSED

CHK-RES6500xOBJ8091 - (F) - There is no activity in Resource 6500 (Special Education) with Object 8091 (LCFF Transfers-Current Year) or 8099 (LCFF/Revenue Limit Transfers-Prior Years). PASSED

CHK-FUNCTIONxOBJECT - (F) - All FUNCTION and OBJECT account code combinations must be valid. PASSED

CHK-GOALxFUNCTION-A - (F) - Goal and function account code combinations (all goals with expenditure objects 1000-7999 in functions 1000-1999 and 4000-5999) must be valid. NOTE: Functions not included in the GOALxFUNCTION table (0000, 2000-3999, 6000-6999, 7100-7199, 7210, 8000-8999) are not checked and will pass the TRC. PASSED

CHK-GOALxFUNCTION-B - (F) - General administration costs (functions 7200-7999, except 7210) must be direct-charged to an Undistributed, Nonagency, or County Services to Districts goal (Goal 0000, 7100-7199, or 8600-8699). PASSED

SPECIAL-ED-GOAL - (F) - Special Education revenue and expenditure transactions (resources 3300-3405, and 6500-6540, objects 1000-8999) must be coded to a Special Education 5000 goal or to Goal 7110, Nonagency-Educational. This technical review check excludes Early Intervening Services resources 3312, 3318, and 3332. PASSED

## GENERAL LEDGER CHECKS

INTERFD-DIR-COST - (W) - Transfers of Direct Costs - Interfund (Object 5750) must net to zero for all funds. PASSED

INTERFD-INDIRECT - (W) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero for all funds. PASSED

INTERFD-INDIRECT-FN - (W) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero by function. PASSED

INTERFD-IN-OUT - (W) - Interfund Transfers In (objects 8910-8929) must equal Interfund Transfers Out (objects 7610-7629). PASSED

INTRAFD-DIR-COST - (F) - Transfers of Direct Costs (Object 5710) must net to zero by fund. PASSED

INTRAFD-INDIRECT - (F) - Transfers of Indirect Costs (Object 7310) must net to



zero by fund.

PASSED

INTRAFD-INDIRECT-FN - (F) - Transfers of Indirect Costs (Object 7310) must net to zero by function.

PASSED

CONTRIB-UNREST-REV - (F) - Contributions from Unrestricted Revenues (Object 8980) must net to zero by fund.

PASSED

CONTRIB-RESTR-REV - (F) - Contributions from Restricted Revenues (Object 8990) must net to zero by fund.

PASSED

LOTTERY-CONTRIB - (F) - There should be no contributions (objects 8980-8999) to the lottery (resources 1100 and 6300) or from the Lottery: Instructional Materials (Resource 6300).

PASSED

PASS-THRU-REV=EXP - (W) - Pass-through revenues from all sources (objects 8287, 8587, and 8697) should equal transfers of pass-through revenues to other agencies (objects 7211 through 7213, plus 7299 for Resource 3327), by resource.

PASSED

SE-PASS-THRU-REVENUE - (W) - Transfers of special education pass-through revenues are not reported in the general fund for the Administrative Unit of a Special Education Local Plan Area.

PASSED

EXCESS-ASSIGN-REU - (F) - Amounts reported in Other Assignments (Object 9780) and/or Reserve for Economic Uncertainties (REU) (Object 9789) should not create a negative amount in Unassigned/Unappropriated (Object 9790) by fund and resource (for all funds except funds 61 through 73).

PASSED

UNASSIGNED-NEGATIVE - (F) - Unassigned/Unappropriated balance (Object 9790) must be zero or negative, by resource, in all funds except the general fund and funds 61 through 73.

PASSED

UNR-NET-POSITION-NEG - (F) - Unrestricted Net Position (Object 9790), in restricted resources, must be zero or negative, by resource, in funds 61 through 73.

PASSED

RS-NET-POSITION-ZERO - (F) - Restricted Net Position (Object 9797), in unrestricted resources, must be zero, by resource, in funds 61 through 73.

PASSED

EFB-POSITIVE - (W) - All ending fund balances (Object 979Z) should be positive by resource, by fund.

PASSED

OBJ-POSITIVE - (W) - All applicable objects should have a positive balance by resource, by fund.

PASSED

REV-POSITIVE - (W) - Revenue amounts exclusive of contributions (objects 8000-8979) should be positive by resource, by fund.

PASSED

EXP-POSITIVE - (W) - Expenditure amounts (objects 1000-7999) should be positive by function, resource, and fund.

PASSED

CEFB-POSITIVE - (F) - Components of Ending Fund Balance/Net Position (objects 9700-9789, 9796, and 9797) must be positive individually by resource, by fund.

PASSED

## SUPPLEMENTAL CHECKS

**EXPORT CHECKS**

**CHK-DEPENDENCY - (F) - If data have changed that affect other forms, the  
affected forms must be opened and saved. PASSED**

Checks Completed.

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Second Interim  
 2019-20 Board Approved Operating Budget  
 Technical Review Checks

Tri-Valley ROP JPA

Alameda County

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01-6391-0-0000-0000-979Z	01	6391	0.00
01-6391-0-4630-4000-1100	01	6391	71,151.00
01-6391-0-4630-4000-3101	01	6391	12,007.00
01-6391-0-4630-4000-3301	01	6391	951.00
01-6391-0-4630-4000-3501	01	6391	34.00
01-6391-0-4630-4000-3601	01	6391	1,370.00
01-6391-0-4630-4000-4300	01	6391	1,692.00
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01-6391-0-4630-4000-8699	01	6391	45,000.00

Explanation:TVROP only has one fund, however they receive funding for the AEBG as part of a consortia. A new fund will be set up in 2020-21.

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Second Interim  
2019-20 Projected Totals  
Technical Review Checks

Tri-Valley ROP JPA

Alameda County

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01-6391-0-0000-0000-979Z	01	6391	0.00
01-6391-0-4630-4000-1100	01	6391	71,151.00
01-6391-0-4630-4000-3101	01	6391	12,007.00
01-6391-0-4630-4000-3301	01	6391	951.00
01-6391-0-4630-4000-3501	01	6391	34.00
01-6391-0-4630-4000-3601	01	6391	1,370.00
01-6391-0-4630-4000-4300	01	6391	1,692.00
01-6391-0-4630-4000-8590	01	6391	31,965.00
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INTERFD-INDIRECT - (W) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero for all funds. PASSED

INTERFD-INDIRECT-FN - (W) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero by function. PASSED

INTERFD-IN-OUT - (W) - Interfund Transfers In (objects 8910-8929) must equal Interfund Transfers Out (objects 7610-7629). PASSED

INTRAFD-DIR-COST - (F) - Transfers of Direct Costs (Object 5710) must net to zero by fund. PASSED

INTRAFD-INDIRECT - (F) - Transfers of Indirect Costs (Object 7310) must net to



zero by fund. PASSED

INTRA-FD-INDIRECT-FN - (F) - Transfers of Indirect Costs (Object 7310) must net to zero by function. PASSED

CONTRIB-UNREST-REV - (F) - Contributions from Unrestricted Revenues (Object 8980) must net to zero by fund. PASSED

CONTRIB-RESTR-REV - (F) - Contributions from Restricted Revenues (Object 8990) must net to zero by fund. PASSED

LOTTERY-CONTRIB - (F) - There should be no contributions (objects 8980-8999) to the lottery (resources 1100 and 6300) or from the Lottery: Instructional Materials (Resource 6300). PASSED

PASS-THRU-REV=EXP - (W) - Pass-through revenues from all sources (objects 8287, 8587, and 8697) should equal transfers of pass-through revenues to other agencies (objects 7211 through 7213, plus 7299 for Resource 3327), by resource. PASSED

SE-PASS-THRU-REVENUE - (W) - Transfers of special education pass-through revenues are not reported in the general fund for the Administrative Unit of a Special Education Local Plan Area. PASSED

EXCESS-ASSIGN-REU - (F) - Amounts reported in Other Assignments (Object 9780) and/or Reserve for Economic Uncertainties (REU) (Object 9789) should not create a negative amount in Unassigned/Unappropriated (Object 9790) by fund and resource (for all funds except funds 61 through 73). PASSED

UNASSIGNED-NEGATIVE - (F) - Unassigned/Unappropriated balance (Object 9790) must be zero or negative, by resource, in all funds except the general fund and funds 61 through 73. PASSED

UNR-NET-POSITION-NEG - (F) - Unrestricted Net Position (Object 9790), in restricted resources, must be zero or negative, by resource, in funds 61 through 73. PASSED

RS-NET-POSITION-ZERO - (F) - Restricted Net Position (Object 9797), in unrestricted resources, must be zero, by resource, in funds 61 through 73. PASSED

EFB-POSITIVE - (W) - All ending fund balances (Object 979Z) should be positive by resource, by fund. PASSED

OBJ-POSITIVE - (W) - All applicable objects should have a positive balance by resource, by fund. PASSED

REV-POSITIVE - (W) - Revenue amounts exclusive of contributions (objects 8000-8979) should be positive by resource, by fund. PASSED

EXP-POSITIVE - (W) - Expenditure amounts (objects 1000-7999) should be positive by function, resource, and fund. PASSED

CEFB-POSITIVE - (F) - Components of Ending Fund Balance/Net Position (objects 9700-9789, 9796, and 9797) must be positive individually by resource, by fund. PASSED

SUPPLEMENTAL CHECKS

CS-EXPLANATIONS - (W) - Explanations must be provided in the Criteria and Standards Review (Form 01CSI) for all criteria and for supplemental information items S1 through S6, and S9 if applicable, where the standard has not been met or where the status is Not Met or Yes. PASSED

CS-YES-NO - (W) - Supplemental information items and additional fiscal indicator items in the Criteria and Standards Review (Form 01CSI) must be answered Yes or No, where applicable, for the form to be complete. PASSED

## EXPORT CHECKS

INTERIM-CERT-PROVIDE - (F) - Interim Certification (Form CI) must be provided. PASSED

CS-PROVIDE - (F) - The Criteria and Standards Review (Form 01CSI) has been provided. PASSED

CASHFLOW-PROVIDE - (W) - A Cashflow Worksheet (Form CASH) must be provided with your Interim reports. (Note: LEAs may use a cashflow worksheet other than Form CASH, as long as it provides a monthly cashflow projected through the end of the fiscal year.) PASSED

MYP-PROVIDE - (W) - A Multiyear Projection Worksheet must be provided with your Interim. (Note: LEAs may use a multiyear projection worksheet other than Form MYP, with approval of their reviewing agency, as long as it provides current year and at least two subsequent fiscal years, and separately projects unrestricted resources, restricted resources, and combined total resources.) PASSED

MYPIO-PROVIDE - (W) - A multiyear projection worksheet must be provided with your interim report for any fund projecting a negative balance at the end of the current fiscal year. (Note: LEAs may use a multiyear projection worksheet other than Form MYPIO, with approval of their reviewing agency.) PASSED

CHK-UNBALANCED-A - (W) - Unbalanced and/or incomplete data in any of the forms should be corrected before an official export is completed. PASSED

CHK-UNBALANCED-B - (F) - Unbalanced and/or incomplete data in any of the forms must be corrected before an official export can be completed. PASSED

CHK-DEPENDENCY - (F) - If data have changed that affect other forms, the affected forms must be opened and saved. PASSED

Checks Completed.

SACS2019ALL Financial Reporting Software - 2019.2.0  
2/21/2020 8:24:41 AM

01-40410-0000000

Second Interim  
2019-20 Actuals to Date  
Technical Review Checks

Tri-Valley ROP JPA

Alameda County

Following is a chart of the various types of technical review checks and related requirements:

- F - Fatal (Data must be corrected; an explanation is not allowed)
- W/WC - Warning/Warning with Calculation (If data are not correct, correct the data; if data are correct an explanation is required)
- O - Informational (If data are not correct, correct the data; if data are correct an explanation is optional, but encouraged)

**IMPORT CHECKS**

- CHECKFUND - (F) - All FUND codes must be valid. PASSED**
- CHECKRESOURCE - (W) - All RESOURCE codes must be valid. PASSED**
- CHK-RS-LOCAL-DEFINED - (F) - All locally defined resource codes must roll up to a CDE defined resource code. PASSED**
- CHECKGOAL - (F) - All GOAL codes must be valid. PASSED**
- CHECKFUNCTION - (F) - All FUNCTION codes must be valid. PASSED**
- CHECKOBJECT - (F) - All OBJECT codes must be valid. PASSED**
- CHK-FUNDxOBJECT - (F) - All FUND and OBJECT account code combinations must be valid. PASSED**
- CHK-FDxRS7690x8590 - (F) - Funds 19, 57, 63, 66, 67, and 73 with Object 8590, All Other State Revenue, must be used in combination with Resource 7690, STRS-On Behalf Pension Contributions. PASSED**
- CHK-FUNDxRESOURCE - (W) - The following combinations for FUND and RESOURCE are invalid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate. EXCEPTION**

ACCOUNT	FUND	RESOURCE	VALUE
FD - RS - PY - GO - FN - OB			
01-6391-0-0000-0000-9740	01	6391	9,547.92
01-6391-0-0000-0000-9791	01	6391	10,240.24
01-6391-0-0000-0000-979Z	01	6391	9,547.92
01-6391-0-4630-4000-1100	01	6391	38,774.28
01-6391-0-4630-4000-3101	01	6391	6,579.09
01-6391-0-4630-4000-3301	01	6391	520.31
01-6391-0-4630-4000-3501	01	6391	18.40
01-6391-0-4630-4000-3601	01	6391	750.24
01-6391-0-4630-4000-8590	01	6391	15,950.00
01-6391-0-4630-4000-8699	01	6391	30,000.00

Explanation:TVROP only has one fund, however they receive funding for the AEBG as part of a consortia. A new fund will be set up in 2020-21.

CHK-FUNDxGOAL - (W) - All FUND and GOAL account code combinations should be valid. PASSED

CHK-FUNDxFUNCTION-A - (W) - All FUND (funds 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations should be valid. PASSED

CHK-FUNDxFUNCTION-B - (F) - All FUND (all funds except for 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations must be valid. PASSED

CHK-RESOURCExOBJECTA - (W) - All RESOURCE and OBJECT (objects 8000 through 9999, except for 9791, 9793, and 9795) account code combinations should be valid. PASSED

CHK-RESOURCExOBJECTB - (O) - All RESOURCE and OBJECT (objects 9791, 9793, and 9795) account code combinations should be valid. PASSED

CHK-RES6500xOBJ8091 - (F) - There is no activity in Resource 6500 (Special Education) with Object 8091 (LCFF Transfers-Current Year) or 8099 (LCFF/Revenue Limit Transfers-Prior Years). PASSED

CHK-FUNCTIONxOBJECT - (F) - All FUNCTION and OBJECT account code combinations must be valid. PASSED

CHK-GOALxFUNCTION-A - (F) - Goal and function account code combinations (all goals with expenditure objects 1000-7999 in functions 1000-1999 and 4000-5999) must be valid. NOTE: Functions not included in the GOALxFUNCTION table (0000, 2000-3999, 6000-6999, 7100-7199, 7210, 8000-8999) are not checked and will pass the TRC. PASSED

CHK-GOALxFUNCTION-B - (F) - General administration costs (functions 7200-7999, except 7210) must be direct-charged to an Undistributed, Nonagency, or County Services to Districts goal (Goal 0000, 7100-7199, or 8600-8699). PASSED

SPECIAL-ED-GOAL - (F) - Special Education revenue and expenditure transactions (resources 3300-3405, and 6500-6540, objects 1000-8999) must be coded to a Special Education 5000 goal or to Goal 7110, Nonagency-Educational. This technical review check excludes Early Intervening Services resources 3312, 3318, and 3332. PASSED

## **GENERAL LEDGER CHECKS**

INTERFD-DIR-COST - (W) - Transfers of Direct Costs - Interfund (Object 5750) must net to zero for all funds. PASSED

INTERFD-INDIRECT - (W) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero for all funds. PASSED

INTERFD-INDIRECT-FN - (W) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero by function. PASSED

INTERFD-IN-OUT - (W) - Interfund Transfers In (objects 8910-8929) must equal Interfund Transfers Out (objects 7610-7629). PASSED

INTRAFD-DIR-COST - (W) - Transfers of Direct Costs (Object 5710) must net to zero by fund. PASSED

INTRAFD-INDIRECT - (W) - Transfers of Indirect Costs (Object 7310) must net to

zero by fund.

PASSED

INTRAFD-INDIRECT-FN - (W) - Transfers of Indirect Costs (Object 7310) must net to zero by function.

PASSED

CONTRIB-UNREST-REV - (W) - Contributions from Unrestricted Revenues (Object 8980) must net to zero by fund.

PASSED

CONTRIB-RESTR-REV - (W) - Contributions from Restricted Revenues (Object 8990) must net to zero by fund.

PASSED

LOTTERY-CONTRIB - (W) - There should be no contributions (objects 8980-8999) to the lottery (resources 1100 and 6300) or from the Lottery: Instructional Materials (Resource 6300).

PASSED

## SUPPLEMENTAL CHECKS

### EXPORT CHECKS

CHK-DEPENDENCY - (F) - If data have changed that affect other forms, the affected forms must be opened and saved.

PASSED

Checks Completed.

9. B. Approval or Personnel Document #031120 - action 

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**Quick Summary / Abstract**

The Board must act on all issues regarding employees of the TVROP. The Personnel Document specifies each area, to include new hires, resignations, retirements and vacancies.

**Supporting Documents**



[Personnel Doc 03112020.pdf](#)



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM  
 JOINT POWERS GOVERNING BOARD MEETING  
 March 11, 2020

**ACTION ITEM - 9. B**

**AGENDA ITEM:**

9. B - Approval of PERSONNEL DOCUMENT #031120

**RECOMMENDED ACTION:**

Approve Personnel Document #031120, as presented

**BACKGROUND:**

The Board must act on all issues regarding employees of the TVROP. The Personnel Document specifies each area, to include new hires, resignations, retirements and vacancies.

Name / FTE	Description / Location	Effective Date	Superintendent's Recommendation
<b><u>2019-2020 CLASSIFIED - Retirement</u></b>			
Anne Spalasso 1.0	Assistant to Superintendent District Office	07/31/2020	Approve

## 9. C. Approval of Audit Firm and Contract Award - action

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### Quick Summary / Abstract

The Board will consider approval of a contract for auditing services for the fiscal years of 2019-2020, 2020-2021 and 2021-2022

### Supporting Documents

 [Audit Selection.pdf](#)

 [TVROP - RFP Audit Services 2020.pdf](#)

 [CWDL\\_Tri-Valley Regional Occupational Program Proposal - Electronic.pdf](#)





TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM  
JOINT POWERS GOVERNING BOARD MEETING  
MARCH 11, 2020

**ACTION ITEM – 9. C**

**AGENDA ITEM:**

9. C – Approval of Audit Firm and Contract Award

**RECOMMENDED ACTION:**

Approve the contract for audit services with CWDL for years 2019-2022.

**BACKGROUND:**

According to Education Code Section (E.C.) 41020 (f)(2) the District must change firms or rotate audit partners at least every six years. Therefore, the District sent out a Request for Proposal for Independent Audit Services.

In order to comply with Education Code Section (E.C.) 41020(b)(3), local educational agencies (LEAs) must select their independent auditors and file their annual audit contracts for fiscal year 2019-20 with the County Superintendent of Schools by April 1, 2020.

**FISCAL IMPACT:**

The cost for the audit shall not exceed \$9,200 for 2019/20, \$9,504 for 2020/21, and \$9,813 for 2021/22.

**SUPPORTING DOCUMENTS:**

- Request for Proposal
- Audit Proposals



## Tri-Valley Regional Occupational Program

1040 Florence Road, Livermore, CA 94550

Phone: 925-455-4800 Fax: 925-449-9126

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February 7, 2020

Notice to Auditors:

RE: Request for Proposals for Audit Services

The Tri-Valley Regional Occupational Program (TVROP) cordially invites your company to submit a Proposal for Audit Services. Attached for your company's review and compliance are the general terms, conditions, and specifications.

Please review the attachments and provide your response, in writing, no later than 4:00 p.m. Friday, February 28, 2020. You may fax your response to (925) 449-9126, email them to [aspalasso@tvrop.org](mailto:aspalasso@tvrop.org), or mail them to Tri-Valley Regional Occupational Program at 1040 Florence Road, Livermore, CA 94550.

If you have any questions, please contact my assistant, Anne Spalasso at (925) 455-4800 x105.

Sincerely,

Julie Duncan  
Superintendent

JD/as

**TRI-VALLEY ROP  
AUDIT SERVICES  
FOR FISCAL YEAR 2019-20, 2020-21 and 2021-22**

A. TENTATIVE TIMELINE

<u>TASK</u>	<u>DATE</u>
1. Submission of Response to RFP	February 28, 2020
2. Conduct Pre-Screening	March 2 – 5, 2020
3. Selection and Award of Audit Contract	March 11, 2020

All dates provided herein may be adjusted at the discretion of TVROP. However, all responders to this RFP must confirm they can meet the dates and deadlines set forth above and provided in this RFP.

B. PROPOSAL GUIDELINES

1. Request For Proposal

The Tri-Valley Regional Occupational Program (referred to herein as “TVROP” or the “District”) in Livermore, California is seeking Requests for Proposal (RFP) for audit services for the annual financial audit for fiscal year 2019-20, 2020-21 and 2021-22.

This RFP, the evaluation of responses, and the award of any resultant contract shall be made in conformance with current competitive selection procedures as they relate to the procurement of professional services by TVROP and the process set forth in this RFP complies with all applicable laws and TVROP procedures. A proposal shall be an irrevocable offer for sixty (60) days following the scheduled date for contract award, until accepted or rejected.

2. Scope of Audit

Education Code section 41020 requires that school districts shall provide for an audit of the books and accounts of the district and the audit shall include all funds of the district, including student body, cafeteria funds and accounts, and any other funds under the control or jurisdiction of the district.

The audit provided by the selected respondent (the “Audit” and the “Auditor”) shall be made in accordance with generally accepted auditing standards and shall include, to the extent applicable, the audit procedures required by the State Controller’s Office of the State of California as detailed in the Controllers’ publication, “Standards and Procedures for Audits of California K-12 Local Educational Agencies,” and such other publications on school district audit of said Department as have been or shall be issued during the period of this contract. The scope of the Audit shall not be limited to that provided in the aforementioned publications and shall incorporate all applicable laws and regulations in effect at the time of the Audit, and any other requirement necessary to meet the needs and requirements of TVROP, as set forth herein.

The Audit shall include all funds and account groups of the District including, but not limited to General Fund, Cafeteria Fund, Adult Education Fund, Student Body Funds, Capital Projects Funds, Bond Interest and Redemption Funds, Special Revenue Funds, Internal Service Funds, and Long-Term Debt Accounts. The Audit shall include procedures to ensure compliance with applicable GASB requirements.

3. Management Letter

A management letter shall be prepared in conjunction with each Audit and incorporated into each Audit Report. The management letter shall include a statement of findings and recommendations affecting the financial statements, internal control, accounting systems, legality of actions, other instances of non-compliance with laws and regulations, and any other material information. The management letter shall comply with the GASB 34, GASB 45 and any applicable GASB requirements.

Prior to the submission of the final draft of the management letter, the Auditor shall meet with the Superintendent and other District staff as deemed appropriate by the District to discuss the content.

In addition to the Auditor's reports on compliance outlined in the Comprehensive Annual Financial Report section, the Auditor shall prepare a separate report of all fraud, abuse, or illegal acts or indications of such acts, if any, including all questioned costs found as a result of these acts that the Auditor identifies.

4. Proposal Due Date

Sealed proposals shall be submitted to the Superintendent at: 1040 Florence Road, Livermore CA 94550 on or before 4:00 p.m. February 28, 2020. The Tri-Valley ROP Joint Powers Governing Board intends to select an audit firm at its regular meeting to be held on March 11, 2020. Responders are solely responsible for ensuring their proposals are received by TVROP at the location and by the deadline set forth herein. The District is not responsible for any delays or other issues with delivery or receipt of the proposals. In no event shall any party submitting a proposal be entitled to any reimbursement, compensation, or payment for preparing or submitting a proposal pursuant to this RFP.

5. Rejection of Proposals

The Board of Education reserves the right to reject any and all proposals, or any or all items of any proposal, or waive any irregularities of any proposal.

6. Mandatory Documents

This RFP requires the mandatory completion of the following documents:

- a. Statement of Qualifications: Submit one (1) complete sets (Section E).
- b. Proposal Form: Submit one (1) signed proposal form (Section F).
- c. Please submit one copy of a redacted audit report prepared by your firm for a comparable school district.

7. Statement of Qualifications

Accounting firms submitting proposals may furnish other information in addition to the required "Statement of Qualifications" form attached to this proposal. The [Board of Education] is interested in securing the services of an auditing firm which has demonstrated high level auditing experience in California school districts, in order to provide a comprehensive and detailed audit of TVROP's accounts and records. Selection will be made based on an evaluation of the entire information supplied by each proposal and not solely on the basis of lowest price.

8. Other General Requirements

Other General Requirements are included in this RFP and should be reviewed for compliance by the respondents. The proposal shall indicate affirmative compliance of the General Requirements or shall indicate where compliance is not possible.

9. Audit Operations Environment of the District

- a. Employment of approximately 30 personnel, including substitutes.
- b. Enrollment of approximately 2000 students in three school districts.
- c. A General Fund budget of approximately four million dollars (\$4,000,000.00).

10. Working Papers

Working papers shall be retained by the Auditor for a minimum of three (3) years unless notified otherwise in writing by the District. Audits are subject to review by the State Controller's Office, Department of Education, Office of the Auditor General, County Office, and other individuals designated by the District. Accordingly, the audit working papers shall be made available upon request.

11. Staff

The Auditor shall assign professional staff with appropriate knowledge, skills, and disciplines for the conduct of a local education agency single audit. In-charge auditors shall be certified public accountants, currently licensed in the State of California. Managers shall coordinate the activities of the audit staff and shall be the liaison between the Auditor and the District. The manager shall be readily accessible and respond in a timely basis to the District at all times. At least one member of the on-site team shall have at least five (5) years' experience auditing school districts with a minimum of 5,000 ADA. At least one other on-site team member shall have at least one (1) year of experience auditing ROPs.

12. Communication

The manager and partner of the audit firm shall be readily available to the District during the course of the audit to respond to questions and requests in a timely manner. The Auditor shall prepare and submit to the Superintendent

the proposed audit plan followed by a meeting with the Superintendent and the Chief Business Official to review the plan.

The Auditor shall be responsible for timely communication to the District of proposed adjustments to the financial statements, management letter comments, and material weaknesses in internal control systems, instances of non-compliance with state compliance requirements, all instances of non-compliance with laws and regulations pertaining to financial reports.

13. Staff Assistance

The District shall assign appropriate staff to assist the Auditor by providing required information and explanations. District staff may be assigned on a full-time or part-time basis to assist the Auditor in fieldwork and to provide internal reports which are pertinent to the work of the Auditor.

14. Working Space

The District shall provide the Auditor with working space for a maximum of four (4) persons. The District shall be given at least one (1) month notice prior to the time the space will be required. The request shall include an estimate of the time and the space that will be required.

15. Independent Contractor

While performing services hereunder the Auditor is an independent contractor and not an officer, agent or employee of the District.

16. Early Termination of Agreement

The District, at its sole discretion, may cancel the agreement at any point with twenty (20) days prior notice. Upon such termination, Auditor shall only be entitled to compensation for work performed to the satisfaction of the District prior to the date of termination upon submission by the Auditor of documentation supporting such services.

17. Agreement Modification

The agreement shall only be modified in writing that is executed by an authorized official of both parties. OTHER GENERAL REQUIREMENTS

1. Equal Opportunity

The Auditor must be an Equal Opportunity Employer, and shall certify that he is in compliance with the Civil Rights Act of 1964, the State Fair Employment Practice Act, and all other applicable Federal and State laws and regulations relating to equal opportunity employment, including executive Order No. 11246 of 1965.

2. Error and Omissions

If the Auditor discovers any ambiguity, conflict, discrepancy, omissions, or other error in the RFP, he shall immediately notify the District of such error in writing and request clarification or modification of the document. Modifications

will be made by addenda. The District shall provide all addenda through its website at [www.tvrop.org](http://www.tvrop.org). All Respondents are required to periodically review TVROP's website for addenda and must incorporate all information contained therein into their response. Any statements by any person associated with the RFP, including oral statements, shall not be binding on TVROP or change the RFP. All interested parties are instructed to refrain from contacting TVROP staff regarding this RFP or its contents. Any such contact may result in automatic disqualification.

If the Auditor fails to notify the District, in writing, prior to the date fixed for submission of proposals, of an error in the RFP known to him, or an error that reasonably should have been known to him, he shall submit a proposal at his own risk; and if he is awarded the contract, he shall not be entitled to additional compensation or time by reason of the error or its later correction.

The Auditor should carefully examine the entire RFP and any addenda thereto, and all related materials and data referenced in the RFP or otherwise available, and should become aware of the nature and location of the work, the quantities of the work, and the conditions to be encountered in performing the work.

### 3. Contact for Information

The Auditor may contact the Superintendent, Julie Duncan: (925)455-4800 or CBO, Teresa Fiscus (925)606-3253 to obtain any additional information needed.

Oral communications by departmental officers and employees concerning the RFP shall not be binding on the District and shall in no way excuse the Auditor of obligations as set forth in this RFP.

### 4. Contractor Agreement

In compliance with this request for proposals, the Auditor will propose and agree to furnish all labor, materials, transportation, and services for the work described and for the items listed herein.

### 5. Contractor Signee

If the Auditor is an individual or an individual doing business under a firm name, the proposal must, in addition to the firm name, be signed by the individual; if the Auditor is a partnership, the proposal should be signed with the partnership name by one of the partners; if a corporation, with the name of the corporation by an officer authorized to execute a proposal on behalf of the corporation.

### 6. Contractor's Understanding

It is understood and agreed that the Auditor is, by careful examination, satisfied as to the nature and location of the work; the character, quality and quantity of the materials to be encountered; the character of equipment and facilities needed during the prosecution of the work; and general and local conditions; and all other matters which can in any way affect the work under this contract. No verbal agreement or conversation with any officer, agent or employee of the

District, either before or after the execution of this contract, shall affect or modify any of the terms or obligations herein contained.

7. Auditor's Obligation to Perform Work in Accordance with Standards

If the work performed by the Auditor is not in accordance with standards specified herein, or if the reports submitted by the Auditor are not complete, or if the reports are rejected by the California Department of Education or the California State Controller's Office, then the Auditor shall be obligated to do whatever is required to correct the reports to meet the requirements as specified by the District, California Department of Education or State Controller's Office, at no cost to the District.

8. Assignment of Contract or Purchase Order

The Auditor shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations without the prior written consent of the surety on the proposal bond, if any, and the District.

9. Assignment and Subcontracting

The Auditor shall not assign or subcontract the work, or any part thereof, without the previous written consent of the District, nor shall the Auditor assign, by power of attorney or otherwise, any of the money payable under this contract unless written consent of the District has been obtained. No right under this contract, nor claim for any money due or to become due hereunder shall be asserted against the District, or persons acting for the District, by reason of any so-called assignment of this contract or any part thereof, unless such assignment has been authorized by the written consent of the District. Nothing contained in this RFP shall create any contractual relation between any Auditor and the District.

10. Intent of Plans and Specifications

All work that may be called for in the specifications shall be executed and furnished by the successful Auditor, and should any work or materials be required which is not denoted in the specifications or plans, either directly or indirectly but which is nevertheless necessary for the execution of the contract, the Auditor is to understand the same to be implied and required, and shall perform all such work and furnish any such material as fully as if it were delineated or described.

11. Extra Work

No bill or claim for extra work or materials shall be allowed or paid unless the doing of such extra work or the furnishing of such extra materials shall have been previously authorized in writing by the District.

12. Indemnity and Insurance

The Auditor shall indemnify and hold harmless the District from and against all losses, claims, demands, payments, suits, actions, recoveries and judgments of every nature and description brought or recovered against it, by reason of



any act or omission, of the said Auditor, his agents or employees, in the execution of the work or in consequences of any negligence or carelessness in guarding the same.

The Auditor shall carry Professional Liability (errors and omissions) insurance in an amount not less than one million dollars (\$1,000,000.00), and shall furnish the District with a certificate evidencing such coverage. The policy shall be endorsed with the following specific language:

(1) District, its officers and employees, is named as additional insured for all liability arising out of the operations by or on behalf of the named insured in the performance of this Agreement.

(2) The inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, and the coverage afforded shall apply as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability.

(3) The insurance provided herein is primary coverage to District with respect to any insurance or self-insurance programs maintained by District and no insurance held or owned by District shall be called upon to contribute to a loss.

(4) This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to District.

The Auditor shall carry Workers' Compensation insurance. In accordance with California Labor Code section 3700, Auditor shall sign and file with the District a certificate of insurance before performing work. (Note: Auditor is not entitled to coverage by District workers' compensation insurance regardless of the Auditor's certificate status.)

### 13. Changes

The District shall have the right to make any changes that may be hereafter determined upon, in the nature or dimensions of the work, either before or after its commencement, and such changes shall in no way affect or void the obligations of this contract. If such changes make any change in the cost of the work, an equitable adjustment shall be made by the District to cover said cost.

### 14. Disposition of Proposals

All materials submitted in response to this RFP will become the property of the District, and will be returned only at the District's option and at the Auditor's expense. The Original Copy shall be retained for official files and will become a public record after the date and time for Final Proposal submission as specified. However, confidential financial information submitted in support of the requirement will be returned upon request.

### 15. Fingerprinting

The Auditor acknowledges that Education Code Section 45125.1 applies to contracts for the provision of janitorial, administrative, landscaping,

transportation and food-related services, and any similar services. Section 45125.1 requires that employees of entities providing such services to school districts must be fingerprinted and their fingerprint cards must be submitted to the California Department of Justice for a criminal records check. The Auditor is required to fulfill this requirement at its expense. No such employee may be permitted to come in contact with pupils until the records check is completed. No employee with a record of conviction for a serious or violent felony may be assigned to perform services which will place them in contact with pupils without the prior, written approval of the District. This contract does not grant such approval.

The Auditor certifies that no employee who has a record of conviction for a serious or violent felony will be assigned to perform services under this contract which will permit or require them to come in close contact with pupils unless the District first receives notice from the Auditor and the District grants written permission.

### C. SELECTION CRITERIA

The criteria to be used by the Board of Education in selecting an auditor will be based on the requirements set forth in this RFP and listed below. The Board will assess respondents based on their overall ability to meet the District's needs and requirements.

1. Organizational capacity to perform required services and successful experience in providing such services;
2. Quality of assigned staff;
3. Quality of work product and services for similar types of work;
4. Compliance with proposal guidelines and general requirements;
5. Cost and other factors identified in the RFP.

D. STATEMENT OF QUALIFICATIONS

1. Name of Firm: \_\_\_\_\_
2. Address: \_\_\_\_\_
3. Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_
4. Submit information on the size and organizational structure of the firm:
5. Name of Partner with primary responsibility for the audit. Attach biography.  
\_\_\_\_\_
6. Provide a list of the names of personnel, with classifications and biography (including number of years' experience auditing school districts), who will be assigned to the audit.
7. List of audits the firm has performed during the last five years for California school districts with student populations over 7,000 (indicate those audits performed by the local office and fiscal year(s) audited). Provide a reference including name and telephone number for each district.
8. Affirm compliance with the General Requirements or identify the General Requirements where compliance may not be met.
9. Identify any exceptional qualifications and value-added expertise and/or services provided by the firm.
10. Identify any regulatory sanctions assessed against the Auditor or Firm since January 1, 2014 involving school district audits by any State or Federal agency, including but not limited to the California State Controller's Office.

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

Name of Accounting Firm

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

E. PROPOSAL FORM

Submitted herewith is our proposal to perform the annual audit for the Board of Education of the TVROP for the school years 2019-20, 2020-21, and 2021-22.

We propose to conduct the audit and submit the audit report in compliance with the instructions and timelines prepared by the Audits Division, State Controller's Office, State of California, in their publication, "Standards & Procedures for Audits of California K-12 Local Educational Agencies".

The undersigned agrees to perform the audit specified at a total cost not to exceed the price proposals indicated below including all costs of conducting the audit, including electronic copies in pdf word searchable format, five (5) bound copies and one unbound copy of the Audit Report for the District, and including copies of the Audit Report to be filed with the required County Office and State Departments. The cost will include responses to the District's questions throughout the school year on a consultant basis. Any extensive review shall be completed on a separate contract.

	2019-20	2020-21	2021-22
Maximum Fee:	_____	_____	_____

The audit will be performed in accordance with the requirements outlined in the "PROPOSAL GUIDELINES," and will be performed by the personnel identified in the "Statement of Qualifications." The Auditor will enter into an agreement per the Guidelines and General Requirements contained within the RFP.

\_\_\_\_\_  
Name of Accounting Firm

By: \_\_\_\_\_  
Please print

\_\_\_\_\_  
Signature

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

Title \_\_\_\_\_

**TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM**



**REQUEST FOR PROPOSAL  
FINANCIAL AUDITING SERVICES  
For the years ending June 30, 2020, June 30, 2021, June 30, 2022**

***Submitted: February 28th, 2020 by:***

John Dominguez, CPA, CFE, CGMA  
Partner  
jdominguez@cwdl.com

**CWDL**

**Corporate Office:**

5151 Murphy Canyon Road, Ste. 135  
San Diego, CA 92123  
Telephone: (858) 565-2700  
Fax: (858) 565-7399  
[www.cwdl.com](http://www.cwdl.com)



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February 28th, 2020

Tri-Valley Regional Occupational Program  
Attn: Ms. Julie Duncan, Superintendent  
1040 Florence Road  
Livermore, CA 94550

Dear Ms. Julie Duncan,

We thank you for considering CWDL, Certified Public Accountants (“CWDL”) as your independent auditors. We are pleased to respond to the Tri-Valley Regional Occupational Program’s (the “District”) request for proposal, Independent Audit Services for the annual District audit for the years ending June 30, 2020, June 30, 2021, June 30, 2022.

CWDL is a regional CPA firm located at 5151 Murphy Canyon Road, Ste. 135, San Diego, CA 92123. The Partners at CWDL have managed the audits of **over 50 school districts, 30 Proposition 39 bond audits and 25 community colleges** throughout the State of California and Arizona. Furthermore, CWDL is pleased to welcome Dennis V. Maschke as an audit principal effective July 29, 2019. Dennis has over 13 years of Arizona school audit and consulting experience with one of the Nation’s largest accounting firms. He has had articles featured in the ASCPA magazine as well as articles published on the web. For more information on the clients he has served, please review the audit client listing within this proposal. We offer the District our expertise in California and Arizona school finance. From staff to partner, your engagement fieldwork team will consist entirely of licensed Certified Public Accountants, two of whom also hold a Certified Fraud Examiner (CFE) credential. The quality of our fieldwork teams – the individuals that you and your staff will see and work with – is a key aspect of an overall audit approach that sets CWDL apart.

While many firms offer partner involvement, we go above and beyond with our commitment to having a **partner physically on-site for 100% of fieldwork**. When our staff are on-site for any phase of the audit, you can be sure they will be joined by a partner. In addition, our **entire team consists of licensed CPAs** who are all experienced in local education agency audits. We believe the combination of our team’s experience and our client-focused approach enables us to provide a service unmatched by other firms. We also encourage you to contact our references.

We have read and understood all the requirements listed in the Request for Proposal for Independent Audit Services. This statement certifies our willingness to perform the services as noted in the RFP and indicates that we have completed and duly submitted all forms, certificates and compliance requirements.

CWDL is committed to meeting all reporting and time requirements as noted in the RFP. Our goal is to properly plan the audit to ensure that the District is provided with the proper personnel, hours and resources needed to ensure that all deliverables are provided within the required timelines. We offer our commitment to provide audit report drafts within two weeks of our year-end audit visit. We encourage you to contact our references to discuss our ability to meet required timelines. We will also provide you with direct contact numbers to our partners should any questions arise.

CWDL certifies the sufficient availability of staff, office locations, hours and all other required resources for performing all services and providing all deliverables within the specified time frames as described in the Request for Proposal.

As noted under our Background and Experience, the staff assigned are all properly licensed Certified Public Accounts and in good standing with their respective Boards of Accountancy. See below for a list of staff and associated license numbers. You can confirm this via the license lookup at the California/Arizona Boards of Accountancy websites ([www.dca.ca.gov](http://www.dca.ca.gov) and [www.azaccountancy.gov](http://www.azaccountancy.gov)).

<b>Name</b>	<b>CPA License Number</b>	<b>Classification</b>	<b>Engagement Role</b>
John Dominguez, CPA, CFE, CGMA	A117940	Partner	In-Field Partner
Ben Leavitt, CPA, CFE	A107899	Partner	In-Field Manager
Dennis V. Maschke, MBA, CPA	15778	Principal	Concur/Review Partner
Steven Currie, CPA	A119381	Manager	In-Field Senior
Gavin McCorkle, CPA	A121431	Senior	In-Field Associate

John Dominguez has been assigned as the audit engagement partner and is authorized to make representations and bind the bid contractually on behalf of CWDL.

This proposal is a firm and irrevocable offer for sixty (60) days. We acknowledge that all documents submitted pursuant to this RFP process will become a matter of public record. After reading through our proposal, if you have any questions, please feel free to contact me at (858) 565-2700 or via email at [jdominguez@cwdl.com](mailto:jdominguez@cwdl.com). Our fax number is (858) 565-7399. I would be happy to meet with District management to discuss further.

Thank you very much for your consideration.

Sincerely,



John Dominguez, CPA, CFE, CGMA  
 Partner  
 CWDL  
 858-565-2700



## **D. STATEMENT OF QUALIFICATIONS**

D. Statement of Qualifications begins on the next page.

D. STATEMENT OF QUALIFICATIONS

1. Name of Firm: CWDL
2. Address: 5151 Murphy Canyon Rd. Ste. 135, San Diego, CA 92123
3. Telephone: (858) 565-2700 Fax: (858) 565-7399  
[For all of the below indicated items, please see the Expanded Information section.](#)
4. Submit information on the size and organizational structure of the firm:
5. Name of Partner with primary responsibility for the audit. Attach biography.  
\_\_\_\_\_
6. Provide a list of the names of personnel, with classifications and biography (including number of years' experience auditing school districts), who will be assigned to the audit.
7. List of audits the firm has performed during the last five years for California school districts with student populations over 7,000 (indicate those audits performed by the local office and fiscal year(s) audited). Provide a reference including name and telephone number for each district.
8. Affirm compliance with the General Requirements or identify the General Requirements where compliance may not be met.
9. Identify any exceptional qualifications and value-added expertise and/or services provided by the firm.
10. Identify any regulatory sanctions assessed against the Auditor or Firm since January 1, 2014 involving school district audits by any State or Federal agency, including but not limited to the California State Controller's Office.

CWDL

Date: February 10, 2020

Name of Accounting Firm

By: John Dominguez, CPA, CFE, CGMA

Title: Partner

## E. PROPOSAL FORM

E. Proposal Form begins on the next page.

Submitted herein is our proposal for Independent Audit Services for the Del Mar Union School District for the years ending June 30, 2020 through June 30, 2022. This is an all-inclusive fee and includes all costs necessary to conduct the audit.

<b>Engagement Role</b>	<b>Estimated Hours</b>	<b>Billing Rates</b>	<b>ROP Audit - Audit Services Fee</b>		
			<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>
Partner	25	\$ 155	\$ 3,875	\$ 3,953	\$ 4,032
Manager	35	125	4,375	4,463	4,552
Supervisor	40	105	4,200	4,284	4,370
Senior	30	85	2,550	2,601	2,653
Secretarial	5	30	150	153	156
<b>Totals</b>	<b>135</b>		<b>15,150</b>	<b>15,454</b>	<b>15,763</b>
Less Courtesy Discount to Quoted Fee			(5,950)	(5,950)	(5,950)
<b>Maximum Annual Fee</b>			<b>\$ 9,200</b>	<b>\$ 9,504</b>	<b>\$ 9,813</b>

E. PROPOSAL FORM

Submitted herewith is our proposal to perform the annual audit for the Board of Education of the TVROP for the school years 2019-20, 2020-21, and 2021-22.

We propose to conduct the audit and submit the audit report in compliance with the instructions and timelines prepared by the Audits Division, State Controller's Office, State of California, in their publication, "Standards & Procedures for Audits of California K-12 Local Educational Agencies".

The undersigned agrees to perform the audit specified at a total cost not to exceed the price proposals indicated below including all costs of conducting the audit, including electronic copies in pdf word searchable format, five (5) bound copies and one unbound copy of the Audit Report for the District, and including copies of the Audit Report to be filed with the required County Office and State Departments. The cost will include responses to the District's questions throughout the school year on a consultant basis. Any extensive review shall be completed on a separate contract.

	2019-20	2020-21	2021-22
Maximum Fee:	<u>\$9,200</u>	<u>\$9,504</u>	<u>\$9,813</u>


The audit will be performed in accordance with the requirements outlined in the "PROPOSAL GUIDELINES," and will be performed by the personnel identified in the "Statement of Qualifications." The Auditor will enter into an agreement per the Guidelines and General Requirements contained within the RFP.

CWDL

\_\_\_\_\_  
Name of Accounting Firm

By: John Dominguez, CPA, CFE, CGMA

Please print

  
\_\_\_\_\_  
Signature

Date: February 10, 2020

Title Partner

## F. EXPANDED INFORMATION

### #4 Submit information on the size and organizational structure of the firm:

CWDL formed as a merger of Cossolias & Wilson CPA and Dominguez, Leavitt & Associates in January of 2014. CWDL is a regional CPA firm with its primary corporate office in San Diego, CA and a satellite office in Scottsdale, AZ. The work will be conducted from our San Diego corporate office. We have over 25 professional staff at this office, including four partners, one principal, two managers, four seniors, and 15 staff.

The range of activities performed by our San Diego office include audit, tax and consulting services. We have two partners who specialize in LEA audits, which comprise the majority of our governmental audit practice. We are recognized throughout the State of California as an education and governmental auditing firm. In addition to LEA audits, we specialize in audits of School Districts, charter schools, foundations, not-for-profits, and private businesses. We also work with non-profit organizations in the area of tax, audit and accounting services. Our dedicated governmental team audits LEAs year-round which means we are flexible in scheduling and are always responsive to client needs. Our educational audit partners provide direct cell phone numbers to all clients, and pride themselves on being available 24/7 for any client need.

In addition, we have two Certified Fraud Examiners on staff who are LEA audit experts. Our CFEs regularly assist our audit clients with forensic services should the need arise. An expert who understands the operations of your District, and is also a CFE adds even more to the value that our firm brings to your District.

### #5 Name of Partner with primary responsibility for the audit. Attach biography.

Partner John Dominguez will be the **in-field partner** for the audit. Please see Mr. Dominguez' biography in section #6, below. Partner Ben Leavitt will serve as the **in-field manager** on the audit and, along with Mr. Dominguez, will actively perform and oversee all aspects of the engagement. Mr. Dominguez and/or Mr. Leavitt will meet with district administrators, the audit committee, governing board and provide technical advice to the District at any time. Principal Dennis Maschke, MBA, CPA will serve as the **concur/review partner** and will monitor and review the audit and tax work performed to ensure adherence to applicable governmental auditing standards. All in-field partners, managers, and supervisors assigned to the audit have a minimum of three years of experience performing audits of school districts similar Tri-Valley Regional Occupational Program.

The following table lists the names of firm auditing personnel assigned to the audit:

Name	CPA License Number	Classification	Engagement Role
John Dominguez, CPA, CFE, CGMA	A117940	Partner	In-Field Partner
Ben Leavitt, CPA, CFE	A107899	Partner	In-Field Manager
Dennis V. Maschke, MBA, CPA	15778	Principal	Concur/Review Partner
Steven Currie, CPA	A119381	Manager	In-Field Senior
Gavin McCorkle, CPA	A121431	Senior	In-Field Associate

## F. EXPANDED INFORMATION, continued

**#6 Provide a list of the names of personnel, with classifications and biography (including number of years' experience auditing school districts), who will be assigned to the audit.**

**Audit Partner John Dominguez, CPA, CFE, CGMA** brings over fifteen (15) years of accounting and audit experience to CWDL. Mr. Dominguez specializes in K-12 Local Educational Agency audits and California community college district audits. Mr. Dominguez leads the LEA audit division of our firm. As the engagement partner, Mr. Dominguez will be in charge of supervising all facets of the engagement and will be on-site during the fieldwork to oversee the audit. Mr. Dominguez will also be available to attend all meetings with the staff and governing board of the District. A full resume is available for John Dominguez in Attachment B

**Audit Partner Ben Leavitt, CPA, CFE** specializes in auditing governmental agencies and nonprofits. Mr. Leavitt's has over ten (10) years of audit experience has particularly focused on Federal single audits, community colleges, K-12 school districts and proposition 39 bond audits as well as fraud audits and forensic investigations. Mr. Leavitt has served as the manager on numerous governmental audits including local educational agencies. Mr. Leavitt will be the in-field manager for the audit and serve as a back-up for Mr. Dominguez as needed. A full resume is available for Ben Leavitt in Attachment B.

**Audit Principal Dennis Maschke, CPA, MBA** has over thirteen (13) years of experience working in public accounting. He has dedicated 100 percent of his time serving governmental entities. Dennis has extensive knowledge in performing single audits, state specific compliance audits, expenditure limitation reports, and a wide variety of consulting projects. Dennis is currently responsible for overseeing government audits, including supervising staff, compiling financial statement, preparing reports, managing client relations, and assessing client needs. Mr. Maschke will have the responsibility of being the engagement quality control review partner. A full resume is available for Dennis Maschke in Attachment B.

**Audit Manager Steven Currie, CPA** has over eight (8) years of experience providing accounting and audit services for governmental, private and public entities. Prior to joining CWDL CPA's, Steven worked as a Manager for a mid-size California CPA firm providing five (5) years of audit experience primarily related to California K-12 Local Education Agencies and community colleges. In addition, Steven worked for a National CPA firm providing audit services for private, public and not-for-profit entities. Mr. Currie will be assigned as the audit supervisor/in-charge accountant for the audit. A full resume is available for Steven Currie in Attachment B.

**Audit Senior Gavin McCorkle, CPA** graduated from the University of Arizona with a Bachelor of Science in Business Administration, Accounting. Mr. McCorkle is a licensed CPA in the states of Arizona and California. Mr. McCorkle began his accounting career in private industry before joining a midsize CPA firm in Arizona specializing in a variety of different types of audits, including non-profit and governments. Mr. McCorkle has over six (6) years of private industry and four (4) years of public accounting experience. Mr. McCorkle has worked on the audits of Emery Unified School District, Arcohe Union School District, Napa Valley Community College District and Butte-Glenn Community College District. In addition to his audit experience, Mr. McCorkle works with numerous non-profit organizations and performs hundreds of tax returns each year.

All in-field partners, managers, and supervisors assigned to the audit have a minimum of three years of experience performing audits of school districts similar to Tri-Valley Regional Occupational Program.

**F. EXPANDED INFORMATION, continued**

**#7 List of audits the firm has performed during the last five years for California school districts with student populations over 7,000 (indicate those audits performed by the local office and fiscal year(s) audited). Provide a reference including name and telephone number for each district.**

Below is a sample list of California LEAs, each with over 7,000 enrolled students to which our firm has provided audit services over the past five years. A list of references is provided on the following page, additional references are available upon request.

<b>Sample List of 7,000+ Student Enrollment California LEAs Currently Served by CWDL</b>			
<b>Local Educational Agency</b>	<b>Federal Single Audit Requirement</b>	<b>State Compliance Audit Requirement</b>	<b>Prop 39 Bond Financial &amp; Performance Audits</b>
Antelope Valley CCD	✓	✓	✓
Butte-Glenn CCD	✓	✓	✓
Centinela Valley UHSD	✓	✓	✓
Grossmont-Cuyamaca CCD	✓	✓	✓
Hartnell CCD	✓	✓	✓
Imperial CCD	✓	✓	✓
Lincoln USD	✓	✓	✓
Mt. San Jacinto CCD	✓	✓	N/A
Pleasanton USD	✓	✓	✓
Rio Hondo CCD	✓	✓	✓
Springs CS	✓	✓	N/A
San Jose/Evergreen CCD	✓	✓	✓
Sequoias CCD	✓	✓	N/A
Shasta-Tehama-Trinity CCD	✓	✓	✓
West Valley-Mission CCD	✓	✓	✓
Yuba CCD	✓	✓	✓

**F. EXPANDED INFORMATION, continued**

**#7 List of audits the firm has performed during the last five years for California school districts with student populations over 7,000 (indicate those audits performed by the local office and fiscal year(s) audited). Provide a reference including name and telephone number for each district. (continued)**

Below is a sample list of references based on the above 7,000+ student enrollment CA LEA clients served. Additional references are available upon request.

<b>CWDL Sample References</b>	
<b>Name of Entity:</b>	Centinela Valley Union High School District
<b>Contact Person:</b>	Ron Hacker, Assistant Superintendent, Business Services
<b>Phone Number:</b>	(310) 263-3251
<b>Email:</b>	hackerr@centinela.k12.ca.us
<b>Name of Entity:</b>	Springs Charter Schools
<b>Contact Person:</b>	Tanya Rodgers, Assistant Superintendent of Business
<b>Phone Number:</b>	(951) 225-7759
<b>Email:</b>	tanya.rogers@springscs.org
<b>Name of Entity:</b>	Lincoln Unified School District
<b>Contact Person:</b>	Rebecca Hall, Associate Superintendent
<b>Phone Number:</b>	(209) 953-8716
<b>Email:</b>	rhall@lusd.net
<b>Name of Entity:</b>	Hartnell Community College District
<b>Contact Person:</b>	Linda Wilczewski, Vice President of Administrative Services
<b>Phone Number:</b>	(831) 755-6914
<b>Email:</b>	lwilczewski@hartnell.edu
<b>Name of Entity:</b>	Pleasanton Unified School District
<b>Contact Person:</b>	Thomas Gray, Executive Director, Fiscal Services
<b>Phone Number:</b>	(925) 426-4310
<b>Email:</b>	tgray@pleasantonusd.net
<b>Name of Entity:</b>	Butte-Glenn Community College District
<b>Contact Person:</b>	Andy Suleski, Vice President of Administration
<b>Phone Number:</b>	(530) 895-2353
<b>Email:</b>	suleskian@butte.edu

**#8 Affirm compliance with the General Requirements or identify the General Requirements where compliance may not be met.**

CWDL hereby affirms compliance with the General Requirements, as outlined in the RFP.



## F. EXPANDED INFORMATION, continued

### **#9 Identify any exceptional qualifications and value-added expertise and/or services provided by the firm.**

#### **GOVERNMENTAL EXPERIENCE**

CWDL has considerable experience working with California Local Education Agencies throughout the state of California. Our partners at CWDL have managed the audits of over 15 K-12 school districts, 20 community college districts, 30 Proposition 39 bonds plus over 40 nonprofit organizations. We offer the District our expertise in California school finance.

At CWDL we have the ability to provide additional services related to auditing, accounting, management, and forensics. With our experienced team, we are often called upon by our clients to perform additional procedures. Specifically, our partners have performed forensic bond audit services, management consulting over capital assets, accounting for attendance and associated student bodies, and other related consulting for our K-12 and community college district clients. These engagements have all been performed in the last 3 years, with two ongoing. If you would like to speak to our references regarding our ability to provide additional services, please let us know.

#### **USE OF TECHNOLOGY BY THE AUDIT FIRM**

CWDL believes technology is an important component in providing services to our clients. We currently employ a paperless audit system that provides us with a powerful way to organize, prepare, review, and share audit work papers throughout the engagement. In addition, our software allows us to download data from the financial applications and generate financial statements at the time fieldwork is completed.

Additionally, we utilize data extraction software to expedite the audit process. We will make efforts to take advantage of your systems to help facilitate the audit as efficiently and effectively as possible. This will enable us to maximize productivity during scheduled fieldwork and minimize follow-ups.

### **#10 Identify any regulatory sanctions assessed against the Auditor or Firm since January 1, 2014 involving school district audits by any State or Federal agency, including but not limited to the California State Controller's Office.**

CWDL hereby affirms that there have been no regulatory sanctions assessed against our Firm or any of our Auditors involving school district audits by any State or Federal agency, including but not limited to the California State Controller's Office, since January 1, 2014.

## F. ADDITIONAL INFORMATION

### STATEMENT OF UNDERSTANDING

We will provide a comprehensive financial and compliance audit for the years ending June 30, 2020, June 30, 2021, June 30, 2022.

We will conduct the audit in accordance with:

- Auditing Standards Generally Accepted in the United States of America
- Government Auditing Standards, Issued by the Comptroller General of the United States
- Uniform Grant Guidance
- Standards and Procedures for Audits of California K-12 Local Education Agencies
- Governmental Accounting Standards Board
- Examinations of financial records and compliance under Section 41020 of California Education Code
- All other promulgations that apply

We will also perform the following:

- Conduct a pre-audit conference to discuss the timelines and processes for the audit.
- Prepare and submit one (1) copy of a preliminary audit report prior to conducting exit conferences for each of the audits by the end of October.
- Conduct an exit conference with appropriate personnel of the District in October
- We will provide drafts of the financial statements no later than two weeks after the completion of year end fieldwork each year.
- Attend such meetings with staff of the district as may be required during the course of the audit.
- We will submit the final audit no later than December 10<sup>th</sup> of each year.
- Conduct a comprehensive financial audit of all District funds as of June 30, 2020, 2021 and, 2022. Work should be performed during the month of September.
- The partner and manager of the firm who was involved with the audit will present the results of the District's audit to the Board of Trustees at an approved meeting no later than December 15<sup>th</sup> of each year.

## F. ADDITIONAL INFORMATION, continued

### AUDIT APPROACH SUMMARY

Part of our planned approach includes assistance in the preparation of the financial statements in compliance with all requirements. The partners, managers and in-charges at CWDL are thoroughly knowledgeable about GASB 34 and the financial statement preparation of California school districts. Our partners and managers have assisted all of their district audit clients, as part of the standard engagement (included in the all-inclusive fee) with:

GASB 34 Conversion Entries
GASB 68 Pension Entries & Footnotes
GASB 75 OPEB Entries & Footnotes
Review and Assistance with Capital Assets
Review and Assistance with Long-Term Debt
Compilation of the Management Discussion & Analysis
Compilation of the Financial Statements

### AUDITOR TIMELINE

CWDL knowledge and experience auditing California Local Education Agencies allows us to provide a work plan and timeline that will ensure a smooth completion of all audit testing in accordance with standards, along with the delivery of a quality report in a timely manner. Note that all estimated dates are subject to District approval.

Phase	Timing	Proposed Work	Percentage of Work Done
Pre-audit & Planning	April	Pre-audit conference and District planning.	10%
Interim Fieldwork	May - June	Site testing, test of controls, expenditure and bid procedures testing, state compliance, federal compliance.	45%
Year-end Fieldwork	September - October	Balance sheet, revenues and expenditure testing and completion of state/federal compliance.	40%
Audit Completion	October - November	Reports drafted and provided to management for review. Upon approval, reports submitted to all agencies and presented to District Board.	5%

## F. ADDITIONAL INFORMATION, continued

### AUDITOR TIMELINE, continued

#### ***Pre-audit & Planning Phase (April)***

CWDL will meet with the District's key staff at this phase of the audit. We will begin planning the audit services for interim and year-end. We will schedule meetings to discuss significant items and the proposed audit plan. During this phase, we plan to:

- Establish an understanding of services to be performed.
- Identify key personnel and contacts.
- Conduct interviews with management and other key personnel regarding fraud and gain an understanding for the entity's procedures for identifying and preventing fraud
- Perform our risk assessment documentation and determine scope of work.
- Perform our preliminary analytical procedures.
- Propose testing for interim fieldwork as well as establish interim dates.
- Plan and determine the involvement of the entities staff.
- Finalize timeframes related to fieldwork and exit meetings.



At this phase of the audit, we will provide management with a listing of items requested that we will need for the interim phase of the audit. Having this information provided prior to the beginning of interim will help increase the efficiency and timing of audit fieldwork

#### ***Interim Fieldwork Phase (May and June)***

The scheduling of interim fieldwork will be based on the District's agreed upon time. This phase makes up approximately 45% of the total audit and is when we begin our site-testing. During site testing, we will plan the following District work:

- Site testing over attendance reporting
- Gain an understanding of the entities' controls over the financial reporting process.
  - Identify key controls over significant processes such as cash disbursements, cash receipts, payroll, budgeting and information systems.
  - Testing of key internal controls identified.
  - Perform testing over Federal and State Compliance Programs



At the end of this phase, we will provide management with a management letter that outlines a summary of all findings and recommendations that were noted as a result of our interim testing. We will also plan to schedule year-end fieldwork at this time.

## D. ADDITIONAL INFORMATION, continued

### AUDITOR TIMELINE, continued

#### ***Year-end Fieldwork Phase (September and October)***

We will begin our year-end fieldwork once the entity has closed their accounting records and provided the DAT file. This phase will take place during September or October as agreed upon by the District. During this phase, we plan to:

- Perform substantive procedures over the year-end balance sheet, revenues and expenses. This includes using our risk-based approach to design procedures and test details of account balances and transactions as well as analytical procedures.
- Complete any open State and Federal compliance areas that require audit work as of the end of the fiscal year.
- Evaluate and review the quality and sufficiency of audit evidence by Managers and Partners.



This phase of the audit will complete our substantive testing. We will provide management with a management letter outlining a summary of findings and recommendations, including all findings and recommendations noted during interim.

#### ***Audit Completion Phase (November)***

During this phase of the audit, we will begin preparing the audit report and management letter to present to the District for review. Once the audit report and management letter is approved, we will begin to finalize our audit by doing the following:

- Complete the final analytical procedures.
  - Issue the financial audit opinion and opinions over State and Federal compliance.



As noted in our statement of understanding, we will provide the District with completed financial statement drafts no later than two weeks after the completion of year end fieldwork with the final audit report submitted to the District by December 10<sup>th</sup> or as specified by the District. We will deliver the reports to all appropriate entities as specified by the State Controllers' Office and District no later than December 10<sup>th</sup>.

In addition to the above, we will present the audit reports to the District's Board and audit committee on the dates requested by management.

**ATTACHMENTS**



January 26, 2014

\* Mark Wilson CPA's Inc. is the predecessor firm to CWDL  
therefore the peer review attached is applicable to CWDL.

Mark G Wilson, CPA  
Mark Wilson CPA's Inc\*  
5151 Murphy Canyon Rd  
Ste 135  
San Diego, CA 92123

Dear Mr. Wilson:

It is my pleasure to notify you that on January 23, 2014 the California Peer Review Committee accepted the report on the most recent system peer review of your firm. The due date for your next review is September 30, 2016. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Sincerely,

A handwritten signature in black ink that reads "Linda McCrone".

Linda McCrone, CPA  
Director, Peer Review Program

cc: Edward Andrew Rose

Firm Number: 5905797      Review Number 346899

**EDWARD A. ROSE, JR.**  
CERTIFIED PUBLIC ACCOUNTANT  
( Licensed in Texas, California, Nevada, Alaska & New York )

Off: 713-581-6029  
Cell: 760-580-7511  
Fax: 832-201-9960

Two Arena Place  
7324 Southwest Freeway  
Suite 608  
Houston, Texas 77074  
edrose@edroseattorneycpa.com

1550 Sixth Avenue  
San Diego, California 92101

System Review Report

September 17, 2013

To: The Shareholders Mark Wilson CPA's Inc. and the Peer Review Committee of the California Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Mark Wilson CPA's Inc. (the firm) in effect for the year ended March 31, 2013. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary).

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards*.

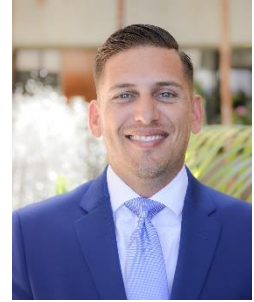
In our opinion, the system of quality control for the accounting and auditing practice of Mark Wilson CPA's Inc. (the firm) in effect for the year ended March 31, 2013, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all materials respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*.  
**Mark Wilson CPA's Inc. received a peer review rating of pass.**



Edward A. Rose, Jr., CPA



## John Dominguez, CPA, CFE, CGMA



### Audit and Review Services

Mr. Dominguez has over 15 years of accounting and audit experience having started his career in corporate finance before finding his passion in public accounting. John started his career in corporate accounting and quickly became the controller of a fast growing, successful private contracting company. After departing the private company which is still operating and thriving today, he worked in the central finance department of a fortune 500 subsidiary, in the consolidations and reporting division. Mr. Dominguez then found his true passion while auditing governmental entities and non-profits. John worked with numerous colleges, non-profit, school district, and municipal entities in Arizona. He came back to his native California and worked for a mid-sized CPA firm for 8 years, rising up to the level of signing Partner and servicing community colleges, non-profits, and K-12 school districts prior to ultimately merging into CWDL CPAs. John has always held a passion for assisting clients with emerging issues and tackling new accounting pronouncements on behalf of his clients.

Mr. Dominguez has worked on over 100 non-profit and school agency audits plus many governmental audits of cities, special districts, and retirement plans. The types of engagements include:

- Financial statement audits
- Compliance and Uniform Guidance audits
- Special audits, including attendance
- Internal control and data processing reviews
- Forensic audits
- Agreed upon procedures

### Certified Fraud Examiner Services

As the lead Certified Fraud Examiner at his previous firm, Mr. Dominguez performed engagements in the area of fraud and forensic examinations over:

- Fundraising events
- Club and trust accounts
- Attendance
- Categorical program activity and accounting
- Municipal accounting records
- Bond construction activity

### Continuing Professional Education and Professional Associations

In addition to providing continuing education to other CPAs including firm staff, Mr. Dominguez regularly attends school business finance conferences, programs conducted by the California Society of CPAs and the American Institute of Certified Public Accountants. John also receives annual CPE and has presented on the topic of fraud detection and fraud prevention. As a certified public accountant, Mr. Dominguez has received over eighty (80) hours of Continuing Education (CE) in the past two years, including at least twenty-four (24) hours that focus on accounting and auditing and eight (8) hours of fraud (CE).

### Education

Mr. Dominguez is a graduate of San Diego State University where he earned a Bachelor of Science in Accounting; he is currently licensed as a Certified Public Accountant, a Certified Fraud Examiner, and a Chartered Global Management Accountant.

## Benjamin D. Leavitt, CPA, CFE

### Audit and Review Services

Mr. Leavitt is an Audit Partner for CWDL CPA's in San Diego, with past experience with Deloitte & Touche and a regional CPA firm in California. Mr. Leavitt's ten (10) years of audit experience has focused on governmental entities with particular emphasis on community college districts, K-12 school districts, and proposition 39 bond financial and performance audits as well as fraud audits and forensic investigations. He is well versed in the areas of Uniform Grant compliance, attendance accounting, fixed asset accounting, the recording and scheduling of long-term debt especially municipal bond issuances, revenue limit/state apportionment, categorical programs, financial reporting, and others. He is knowledgeable in California Education Code, Community Colleges Budget and Accounting Manual, Community Colleges Contracted District Audit Manual, OMB Circulars for Federal Compliance, and Generally Accepted Accounting Principles and auditing standards. Mr. Leavitt has served on a wide variety of governmental audits including:



- Routine annual financial audits
- Compliance and Uniform Guidance audits
- Special audits, including attendance recapture
- Internal control analyses
- Fraud audits & forensic examinations

### Continuing Professional Education and Professional Associations

In addition to providing continuing education to CPAs in the area of governmental audit and accounting, Mr. Leavitt annually attends school finance conferences, programs conducted by the California Society of CPAs and the Association of Certified Fraud Examiners and has spoken at seminars and conferences for organizations including the California Society of Municipal Finance Officers (CSMFO) and the California Municipal Treasurer's Association (CMTA) on the topics of Internal Controls and Fraud Risks and Prevention.

### Education

Mr. Leavitt graduated from California State University San Marcos with Honors, earning a Bachelor's degree in Business Administration, Option Accountancy. He is currently licensed as a Certified Public Accountant and a Certified Fraud Examiner.

## Steven Currie, CPA



### Audit Experience:

Steven Currie has over eight (8) years of accounting and audit experience. Steven started in 2009 as a student intern with the State working for the Employment Development Department. Steven gained knowledge about payroll tax audits and performed various types of accounting data entry. After graduating college with his accounting degree, Steven worked as a Manager for five (5) years in a mid-size audit firm specializing in governmental audits including community colleges, K-12 school districts, and municipalities. Steven has experience with preparing financial statements of governmental agencies and is familiar with GASB 34, 35, 45 and 68. In addition, Steven has two (2) years of experience for a top 10 Public Accounting firm working on public and private entities. In 2017, Steven joined CWDL, CPA's as an Audit Manager. Steven's experience in assurance services includes the following types of financial statement audits:

- California community college audits
- California K-12 Local Educational Agency audits
- Uniform Grant Guidance and State compliance audits
- Proposition 39 financial and performance audits
- Special audits, including attendance, ASB and Fraud audits
- Audits for private, public, and not-for-profit organizations

### Continuing Professional Education

Steven regularly attends accounting trainings and seminars throughout the year. In addition, Steven attends various conferences including the Association of Chief Business Officials (ACO), California Association of School Business Officials (CASBO) and the California Society of Municipal Finance Officers (CSMFO). Steven also attends various seminars hosted by the California Society of CPA's.

### Education:

Steven attended San Diego State University, where he earned a Bachelor of Science in Accounting in December of 2010. In addition, Steven has obtained his license as a Certified Public Accountant (#119381) for the State of California.

## Dennis V. Maschke, MBA, CPA

Principal  
Phoenix, Arizona

480-678-7462  
dennis.maschke@yahoo.com



### Profile

Dennis has 13 years of experience working in public accounting. He has dedicated 100 percent of his time serving governmental entities. Dennis has extensive knowledge in performing single audits, state specific compliance audits, expenditure limitation reports, and a wide variety of consulting projects. Dennis is currently responsible for overseeing government audits, including supervising staff, compiling financial statement, preparing reports, managing client relations, and assessing client needs.

### Arizona government experience

Dennis has served a wide range of clients that range from large cities to small school districts and other special districts. Dennis' previous experience includes the following, among many more:

- City of Nogales, AZ
- City of Flagstaff, AZ
- Town of Youngtown, AZ
- Town of Paradise Valley, AZ
- Town of Fountain Hills, AZ
- Peoria Unified School District
- Flagstaff Unified School District
- Window Rock Unified School District
- City of Scottsdale, AZ
- Town of Payson, AZ
- Valley Metro
- Chandler Unified School District
- Maricopa County Stadium District
- Hayden-Winkelman Unified School District
- Tombstone Unified School District

### Education and professional involvement

- Bachelor's of arts in accounting from Michigan State University, East Lansing, Michigan
- Master's of business administration from Davenport University, Grand Rapids, Michigan
- American Institute of Certified Public Accountants
- Certified Public Accountant in the state of Arizona
- Arizona Society of Certified Public Accountants
- Arizona Association of School Business Officials

### Industry Achievements

- Published in the November 2018 ASCA Magazine "Organizational Fraud Continues to Rise: Here's How We Can All Do Better"
- Published multiple articles on CLACONNECT.com/industries/state-and-local-government resources
- Presenter on local GFOAZ events regarding internal controls, financial reporting and the AELR.
- Presenter on audit preparation, GASB updates, and internal controls for the CLA Nonprofit and Government Training Academy
- Participates as a reviewer in the GFOA PAFR Program


### Continuing Professional Education Statement

- Has completed a total of 136.5 hours of C.P.E. in the last three years.

## 10. CORRESPONDENCE

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### Supporting Documents

 [Betty Yee State of California Audit.pdf](#)

 [ACOE First Interim Approval.pdf](#)



**BETTY T. YEE**

**California State Controller**

February 21, 2020

Tri-Valley ROP  
1040 Florence Rd  
Livermore, CA 94550

Re: Certification Letter – Fiscal Year 2018-19 Tri-Valley ROP

The State Controller's Office (SCO) has completed its desk review of the referenced entity's annual audit report for the fiscal year ended June 30, 2019. As a result of the review, the SCO certifies that the audit report conforms to the reporting standards contained in the audit guide, *2018-19 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, prescribed in Title 5, *California Code of Regulations*, Section 19810. Also, the SCO determined that the report generally meets the requirements of Title 2, *Code of Federal Regulations*, Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, Subpart F—Audit Requirements (Uniform Guidance).

The SCO's certification authorizes the auditee to release the portion of the audit fee withheld under the provisions of California Education Code Section 14505. The SCO has notified the auditee that the audit report was certified.

If you have any questions regarding this letter or any other local education agency (LEA) audit issue, please contact a member of my LEA staff by telephone at (916) 324-6442 or by email at [leaaudits@sco.ca.gov](mailto:leaaudits@sco.ca.gov).

Sincerely,

A handwritten signature in black ink, appearing to read "Joel James".

Joel James, Chief  
Financial Audits Bureau  
Division of Audits

MAILING ADDRESS P.O. Box 942850, Sacramento, CA 94250-5874  
SACRAMENTO 3301 C Street, Suite 700, Sacramento, CA 95816 (916) 324-8907  
LOS ANGELES 901 Corporate Center Drive, Suite 200, Monterey Park, CA 91754-7619 (323) 981-6802



January 30, 2020

Valerie Arkin, Chairperson  
Governing Board  
Tri-Valley ROP  
1040 Florence Road  
Livermore, CA 94550

RE: 2019-20 First Interim Budget Report

Dear Chairperson Arkin:

The Tri-Valley Regional Occupational Program (TVROP) filed a POSITIVE certification of its 2019-20 First Interim Budget Report with the Alameda County Office of Education (ACOE). In accordance with Education Code (EC) Section 42131, ACOE reviewed the First Interim Budget Report, based on standards and criteria for fiscal stability adopted by the State Board of Education pursuant to EC Section 33127.

Based on ACOE's review and analysis, the First Interim Budget Report approved by TVROP's Governing Board on December 11, 2019 accurately reflects the financial status of TVROP. ACOE therefore concurs with TVROP's POSITIVE certification with comments below.

### **Multi-Year Budget Projections (MYP)**

TVROP will have a significant decrease in projected Other State Revenues in fiscal years 2020-21 and 2021-22 due to the elimination of specific grant programs. It is important that TVROP continue its strong communication with its member districts to assess any possible reductions in TVROP's revenue stream that could affect the affordability of future expenditures and TVROP's ability to maintain the minimum reserve requirement.

We want to acknowledge and express our appreciation to the TVROP staff, the Board, and the community for their continued diligence and hard work. If you have any questions or concerns regarding our review process, please feel free to call me at (510) 670-4140.

Sincerely,

A handwritten signature in blue ink, appearing to read 'L. Karen Monroe'.

L. Karen Monroe  
Alameda County Superintendent of Schools

**cc:** **Governing Board, Tri-Valley ROP**  
**Julie Duncan, Superintendent, Tri-Valley ROP**  
**Susan Kinder, Assistant Superintendent Business Services, Livermore Valley Joint USD**  
**Teresa Fiscus, Chief Business Officer, Tri-Valley ROP**  
**Raul A. Parungao, Associate Superintendent of Business Services, ACOE**  
**Teresa Santamaria, Chief of District Business & Advisory Services, ACOE**  
**Terah Studges-Owens, Director I, District Advisory Services, ACOE**



## **11. SUPERINTENDENT'S REPORT**

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### **Quick Summary / Abstract**

Superintendent Duncan will report on recent meetings, activities, and/or legislation.

## **12. BOARD MEMBER REPORTS**

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### **Quick Summary / Abstract**

Board members may wish to report on their recent activities.

## **13. ANNOUNCEMENTS**

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### **Quick Summary / Abstract**

The next Regular Meeting (Organizational) of the Joint Powers Governing Board is scheduled for Wednesday, May 6, 2020.

**14. ADJOURNMENT**

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