

M I N U T E S

REGULAR/EXPULSION BOARD MEETING  
TAFT UNION HIGH SCHOOL DISTRICT  
GOVERNING BOARD  
JANUARY 21, 2003  
7:00 P.M.

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The Taft Union High School Board of Trustees held a meeting on Tuesday,  
January 21, 2003 in the TUHS Board Room.  
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MEMBERS  
PRESENT

President Jan Ashley and Clerk Gary Morris  
TRUSTEES: Stan Barrett, Rick Twisselman, Tom White

STAFF  
PRESENT

Superintendent/Principal Bill Wickwire and Recording  
Secretary Sharon Snowden. Other staff members present  
were Cathy Jordan, Chelle Koerner, John Kopp, Tom LeClair,  
Howard Matney, Butch Neal, and Carolyn Wilson

A. GENERAL - Regular Board Meeting

1. CALL MEETING TO ORDER -  
President Ashley called the meeting to order at 7:00 p.m.

1-8

2. APPROVAL OF MINUTES -  
MOTION: To approve Minutes of Regular Board/Expulsion/  
Organizational Meeting held 12/16/02.

Motion	White
Second	Barrett
Ayes	Ashley, Barrett, Morris, Twisselman, White
Noes	None
Absent	None

Motion was carried.

3. ANNOUNCEMENTS -  
a. January 13 - 2nd Semester Begins  
b. February 10 - Lincoln's Birthday observed-No school  
Special Closed Session Board Meeting  
c. February 17 - Washington's Birthday observed-No school

9-10

4. RECOGNITIONS -  
HONOR ROLL - There were 322 students who made the 1st semester  
honor roll with 38 making straight A's.  
BAKERSFIELD CALIFORNIAN ALL-AREA FOOTBALL 2nd Team Offense -  
Teddy Patterson and Dee Griffith  
Honorable Mention: Brandon Carlton, Keith Howes, Ricky Vasquez,  
Joe Morris, Luke Chambers, Kellen Schroeder, Brian Peters,  
Aaron Harlen, Frank Seuili, and Buddy Owens  
ALL-AREA VOLLEYBALL - Honorable Mention - Ashlea Ward

5. STUDENT REPRESENTATIVE TO THE BOARD -  
ASB President Allyson LeClair thanked the Board for allowing  
the ASB leadership team to go to Bass Lake for their Winter  
Camp where they discussed projects for the 2nd semester.  
She also reported on the Mock Rock tryouts on Mar 17-21 and  
concert on April 11. Penny-a-Pound dance will be held  
Jan. 24 and they are planning a "Spare Change" week to collect  
donations for St. Jude's hospital in Tenn.

PG

B. CONSENT AGENDA -

MOTION: To approve consent agenda items 1-3c(7).

Motion Morris  
Second White  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Motion was carried.

1. WARRANT REGISTER NOS. -

11-39 MOTION: To approve Warrant Register Nos. 33, 34, 35, 36, 37,  
and 38 for the General, Cafeteria, and Special Reserve-Capital  
40-47 Outlay funds for the periods ending 12/9/02, 12/13/02,  
12/18/02, (2) 12/19/02, and 12/20/02; and Payroll Warrant  
Registers ending 12/10/02, 12/13/02 and 12/30/02.

2. PURCHASE ORDERS -

48-52 MOTION: To approve District Purchase Order Nos. 031000-031121  
for the month of December, 2002.

3. PERSONNEL -

53 a. EMPLOYMENT - (Students)

MOTION: To approve Bryan Davis, Jeremy Howes, Keith Howes,  
Jenna Vermillion, and Justin Walchock as student custodians  
for the 2002/03 school year at the rate of \$6.75/hr.

54 b. EMPLOYMENT - (Substitutes)

MOTION: To approve Julia Kennedy, Clark Long, Brandelyn  
Mapes, Irma Prado, Rusvel Prado, Leslie Roberts, and Alicia  
Thomas as substitute teachers for the 2002/03 school year.

c. WORKSHOPS/CONFERENCES -

- 55-56 (1) MOTION: To approve Paul Martinez attending a Jane  
Schaffer Writing Workshop in San Francisco on 1/25/03.  
57 (2) MOTION: To approve Lynna Luna attending the CABE Conf.  
in L.A. on February 12-15, 2003.  
58-61 (3) MOTION: To approve Tim Mash and Rick Brogdan attending  
the USA Coaches Clinic in Las Vegas on Feb. 14-16, 2003.  
62-64 (4) MOTION: To approve Debra Popejoy and Tim Vincent  
attending the CARS Convention in San Jose on 2/14-16/03.  
65-66 (5) MOTION: To approve Rick Woodson attending the Tech  
Prep Conf. in Anaheim on Feb. 23-25, 2003.  
67-72 (6) MOTION: To approve Rick Woodson, Nancy Dyer, Robyn  
Reveley, Mike McCormick attending the CA Academy  
Conference in San Francisco on March 2-4, 2003.  
73-74 (7) MOTION: To approve Janet Miller and Jared Pollock  
attending the Mac OSX Server Essentials workshop in  
Santa Monica on Mar. 17-21, 2003.

END OF CONSENT AGENDA

C. BUILDINGS/GROUNDS -

1. Projects update - Bill reported that work was being completed  
on the Class of '02 gift which is a large compass stonework  
in the middle of the Memorial Walkway in memory of 9-11.  
Rick remarked on the poor condition of the softball fields  
and Butch Neal said the grounds people had just finished  
getting them in shape for the new season.

PG. D. GENERAL/EDUCATIONAL ITEMS -

1. FIELD TRIPS -

MOTION: To approve all field trips as listed.

Motion White  
Second Twisselman  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Motion was carried.

- 75-76 a. MOTION: To ratify the ASB Leadership going to Bass Lake from Jan. 3-5, 2003.
- 77-80 b. MOTION: To approve the Drama Class going to Ahmanson Theatre in Los Angeles on Jan. 30, 2003.
- 81-83 c. MOTION: To approve the ELD 1 and 2 classes going to L.A. Zooon Feb. 13, 2003.
- 84-86 d. MOTION: To approve the U.S. History 11P classes going to the Museum of Tolerance in L.A. on Feb. 26, 2003.
- 87-89 e. MOTION: To approve the Honors classes going to the Gene Autry Museum and Ronald Reagan Library on Mar. 5, 2003.
- 90-92 f. MOTION: To approve the World Civ 10P classes going to Hearst Castle on April 2, 2003.
- 93-94 g. MOTION: To approve the Swim Team going to the following out of county and overnight meets:  
Clovis West Invitational April 18  
Small Schools Valley Swim Meet May 9  
CIF Championship May 17
- 94 - -c h. MOTION: To approve the Cheerleaders going to Magic Mountain for a performance on Feb. 22, 2003.
- 94a-g i. MOTION: To approve the Cheerleaders going to Disneyland on March 21-23, 2003.

Enc. 2. DEDICATIONS/MEMORIALS -

Chairman Stan Barrett and Lynn Scarborough of the Dedication & Memorials Committee presented a proposal to dedicate the softball complex to Mickey Roling and the training room to John Patterson.

MOTION: To approve the criteria and proposal by the Memorial Committee for the dedication of the training room and softball complex.

Motion Twisselman  
Second White  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Motion was carried.

95-96 3. BID LIMIT -

MOTION: To approve the adjustment of the bid limit to \$59,600.00 by the State of California effective Jan. 1, 2003.

Motion Morris  
Second White  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Motion was carried.

- PG. D. GENERAL/EDUCATIONAL ITEMS - (cont'd)
- 9 4. REPORT OF INVESTMENTS -  
Quarterly Investment information was not received.
- 98 5. PROBATIONARY TEACHERS -  
MOTION: To approve the permanent status of 2nd-year probationary teachers.
- Motion Twisselman  
Second Morris  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Motion was carried.
- 99 6. EMPLOYMENT - (Certificated)  
MOTION: To authorize the District to advertise for potential teaching vacancies, to screen applicants, and make recommendations.
- Motion White  
Second Barrett  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Motion was carried.
- 100-101 7. LEAVE OF ABSENCE (Certificated)  
MOTION: To approve a one-year leave of absence for the 2003-04 school year for Sydney Vincent
- Motion Barrett  
Second Twisselman  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Motion was carried.
- 102-106 8. EMPLOYMENT - (Certificated)  
MOTION: To approve Harold Heiter as the 2003 summer school coordinator at the stipend rate of \$6,500.
- Motion White  
Second Morris  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Motion was carried.
- 107-109 9. EMPLOYMENT - (Certificated)  
MOTION: To approve all current certificated staff to be employed as summer school instructors on an as-needed basis at the appropriate summer school rate of pay.
- Motion White  
Second Barrett  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Motion was carried.



PG. D. GENERAL/EDUCATIONAL ITEMS - (cont'd)

- 1 10. EMPLOYMENT - (Classified)  
MOTION: To approve reclassifying the probationary employment status of Leah Smith to permanent status.
- Motion Morris  
Second Twisselman  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Motion was carried.
- 111 11. EMPLOYMENT - (Classified)  
MOTION: To approve extending the probationary employment status of Larry Breslin to August 31, 2003.
- Motion White  
Second Morris  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Motion was carried.
- 112 12. EMPLOYMENT - (Classified Substitutes)  
MOTION: To approve advertising, testing, interviewing, and making recommendation for substitute employees.
- Motion Morris  
Second White  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Motion was carried.
- 113-115 13. LEAVE OF ABSENCE - (Certificated) PULLED FOR CLOSED SESSION  
Give direction regarding the request by person listed for an extension of 100-day maximum leave.
- 116 14. AUDIT SERVICES CONTRACT -  
MOTION: To authorize contracting with Brown Armstrong, C.P.A. for audit services for the 2002/03 fiscal year, in the amount of \$7,900.00.
- Motion Twisselman  
Second White  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Motion was carried.
- 117-118 15. CONTRACT/AGREEMENT -  
MOTION: To approve contracting with Jane Schaffer for a writing in-service on March 29, 2003 for a total fee of \$3,000.00, and to compensate attendees at the in-service rate of pay.
- Motion Twisselman  
Second Barrett  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Motion was carried.

PG. D. GENERAL/EDUCATIONAL ITEMS - (cont'd)

- 139 16. CONTRACT/AGREEMENT -  
MOTION: To approve Memorandum of Agreement with the Kern County Consortium SELPA Local Plan and authorization to enter into an agreement with Cinnamon Hills Youth Crisis Center, Inc. for the residential placement and services of special education student for the 2002/03 school year.
- Motion Barrett  
Second White  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Motion was carried.
- 140 17. SCHOOL CALENDAR -  
MOTION: To approve the 2003/2004 School Calendar w/caveat pending the approval of the new superintendent.
- Motion Barrett  
Second White  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Motion was carried.
- 141-145 18. TAX SHELTERED ANNUITY -  
MOTION: To approve Industrial-Alliance Pacific Life Insurance Co. to make tax sheltered annuities available to staff.
- Motion Morris  
Second Twisselman  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Motion was carried.
- 146-150 19. FACILITY USE -  
MOTION: To approve the Westside Little League Jr./Sr. baseball use of the soccer and baseball fields for practice and their 2003 season games and to waive fees except for direct costs to the District.
- Motion White  
Second Barrett  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Motion was carried.
- 151-152 20. FACILITY USE -  
MOTION: To approve the Rotary Club using the cafeteria on Jan. 25, 2003 for their annual pancake breakfast and waive fees except for direct costs to the District.
- Motion Twisselman  
Second Barrett  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Motion was carried.

PG. D. GENERAL/EDUCATIONAL ITEMS - (cont'd)

11 154 21. FACILITY USE -  
MOTION: To approve the Taft Tigersharks Club using the TUHS pool and waiving fees when used by the high school and reducing fees at other times for the 2003 season.

Motion White  
Second Morris  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Motion was carried.

155-178e 22. PUBLIC COMMENT -  
Erin Crane read a statement to the Board regarding her concerns.

E. REPORTS -

- 179 1. ENROLLMENT REPORT - (As of 1/13/03)
- |       |       |                               |
|-------|-------|-------------------------------|
| 02/03 | 01/02 |                               |
| 849   | 828   | Students enrolled at TUHS     |
| 25    | 25    | Students in Special Day Class |
| 0     | 0     | Home Study                    |
| 38    | 33    | Students enrolled at BVHS     |
| 38    | 46    | Independent Study             |
| ----  | ----  |                               |
| 950   | 932   | TOTAL                         |
| 18    | 27    | Adult - Independent Study     |
|       | 2     | Student Mother's Class        |
|       |       | (Included above)              |
- 180-181 2. STUDENT ACCOUNTS -  
Acknowledged receipt of Student Organization and Special Accounts for the month ending December, 2002.
- 182-196 3. BUDGET REPORTS -  
Acknowledged receipt of the Report of Board Financial Summary Budget Reports for the periods ending December, 2002 for the General, Special Reserve, Retiree Benefit, Special Reserve No. 2, Deferred Maintenance, Impounds, Adult Ed, Cafeteria, and Tax Anticipation Funds.
- 197-202 4. REPORT OF MONEY DEPOSITED IN COUNTY OFFICE -  
Acknowledged receipt of the Report of Money Deposited in County Office for the month of December, 2002.
5. REPORTS/REQUESTS - Board Members  
Stan thanked the Dedication/Memorial committee members Nancy Duvall, Janice Varner, Bob Hampton, Larry Oliver, and Lynn Scarborough.
- 203 6. ACTION PENDING LOG -  
a. Added items from December's agenda.
7. SUPERINTENDENT'S REPORT -  
Bill gave a short report on the state budget and its impact on our district.



F. HEARING OF THE PUBLIC ON MATTERS OTHER THAN THOSE ON THE AGENDA -

G. CLOSED SESSION - Board of Trustees

The Board entered into closed session at 7:55 p.m. on a motion by Tom White and a second by Stan Barrett and returned to open session at 9:00 p.m. on a motion by Stan Barrett and a second by Tom White with the following action taken:

1. Pupil Personnel Matters - Hearings Waived
  - a. Expulsion No. 02/03-8
  - b. Expulsion No. 02/03-9
  - c. Expulsion No. 02/03-10

MOTION: To expel students from the Taft Union High School District for the second semester of the 2002/03 school year and the first semester of the 2003/04 school year. They will receive a referral to the Kern County Superintendent of Schools' Community School. The students may apply for readmission to the district for the second semester of the 2003/2004 school year on December 19, 2003, under the following conditions:

1. They must enroll in and demonstrate reasonable academic progress at the KCSOS Community School.
2. They should seek drug counselling.
3. They must agree to abide by the conditions of a Behavior Contract and random drug testing upon his return.
4. During the term of this agreement, the students are excluded from attendance at any school function of Taft Union High School, on or off campus, to include dances and school activities.

Motion                      White  
Second                      Barrett  
Ayes                          Ashley, Barrett, Morris, Twisselman, White  
Noes                          None  
Motion was carried.

Item D-13

2. Personnel Matters -  
LEAVE OF ABSENCE - (Certificated)

MOTION: To approve request by Wayne Toscas for an extension of 100-day maximum leave, to February 18, 2003.

Motion                      White  
Second                      Twisselman  
Ayes                          Ashley, Barrett, Twisselman, White  
Noes                          Morris  
Motion was carried.

H. NEXT MEETING -

Special board meetings are scheduled for 5:00 p.m. on Wednesday, January 22, 2003, and Monday February 10, 2003. The next regular board meeting is scheduled at 7:00 p.m. on Tuesday, Feb. 18, 2003, (Monday is a holiday).

I. ADJOURNMENT -

President Ashley adjourned the meeting at 9:26 p.m.

  
CLERK OF THE BOARD OF TRUSTEES



A G E N D A

REGULAR/EXPULSION BOARD MEETING  
TAFT UNION HIGH SCHOOL DISTRICT  
GOVERNING BOARD  
JANUARY 21, 2003  
7:00 P.M.

-----  
Welcome to the Taft Union High School Board Meeting. If you wish to address the Board concerning an item on the agenda or the HEARING OF THE PUBLIC ON MATTERS OTHER THAN THOSE ON THE AGENDA portion of the agenda, please fill out a card (located on the back table in the Board Room). Present the card to the Board Secretary prior to the meeting.  
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A. GENERAL - Regular Board Meeting

1. CALL MEETING TO ORDER -  
Call meeting to order at 7:00 p.m.
- 1-8 2. APPROVAL OF MINUTES - ACTION  
Approval of Minutes of Regular Board/Expulsion/  
Organizational Meeting held 12/16/02.
3. CORRESPONDENCE -
4. ANNOUNCEMENTS -
  - a. January 13 - 2nd Semester Begins
  - b. February 10 - Lincoln's Birthday-No school  
Special Closed Session Board Meeting
  - c. February 17 - Washington's Birthday observed-No school
- 9 5. RECOGNITIONS -  
HONOR ROLL - There were 322 students who made the 1st semester honor roll with 38 making straight A's.  
BAKERSFIELD CALIFORNIAN ALL-AREA FOOTBALL 2nd Team Offense -  
Teddy Patterson and Dee Griffith  
Honorable Mention: Brandon Carlton, Keith Howes, Ricky Vasquez,  
Joe Morris, Luke Chambers, Kellen Schroeder, Brian Peters,  
Aaron Harlen, Frank Seuli, and Buddy Owens  
ALL-AREA VOLLEYBALL - Honorable Mention - Ashlea Ward
6. STUDENT REPRESENTATIVE TO THE BOARD -  
Allyson LeClair - ASB President

B. CONSENT AGENDA -

ACTION

- 11-39 1. WARRANT REGISTER NOS. -  
Approval of Warrant Register Nos. 33, 34, 35, 36, 37, and 38  
for the General, Cafeteria, and Special Reserve-Capital Outlay  
40-47 funds for the periods ending 12/9/02, 12/13/02, 12/18/02, (2)  
12/19/02, and 12/20/02; and for Payroll Warrant Registers  
ending 12/10/02, 12/13/02 and 12/30/02.
- 48-52 2. PURCHASE ORDERS -  
Approval of District Purchase Order Nos. 031000 thru 031121  
for the month of December, 2002.



- PC  
53  
54  
55-56  
57  
58-61  
62-64  
65-66  
67-72  
73-74
- B. CONSENT AGENDA - (cont'd) ACTION
3. PERSONNEL -
- a. EMPLOYMENT - (Students)  
Approve those listed as student custodians for the 2002/03 school year at the rate of \$6.75/hr.
- b. EMPLOYMENT - (Substitutes)  
Approve those listed as substitute teachers for the 2002/03 school year.
- c. WORKSHOPS/CONFERENCES -
- (1) Approve Paul Martinez attending a Jane Schaffer Writing Workshop in San Francisco on Jan. 25, 2003.
- (2) Approve Lynna Luna attending the CABE Conf. in L.A. on February 12-15, 2003.
- (3) Approve Tim Mash and Rick Brogdan attending the USA Coaches Clinic in Las Vegas on Feb. 14-16, 2003.
- (4) Approve Debra Popejoy and Tim Vincent attending the CARS Convention in San Jose on Feb. 21-23, 2003.
- (5) Approve Rick Woodson attending the Tech Prep Conf. in Anaheim on Feb. 23-25, 2003.
- (6) Approve Rick Woodson, Nancy Dyer, Robyn Reveley, Mike McCormick attending the CA Academy Conference in San Francisco on March 2-4, 2003.
- (7) Approve Janet Miller and Jared Pollock attending the Mac OSX Server Essentials workshop in Santa Monica on Mar. 17-21, 2003.

END OF CONSENT AGENDA

- C. BUILDINGS/GROUNDS - INFO.  
1. Projects update -

- D. GENERAL/EDUCATIONAL ITEMS - ACTION

- 75-76  
77-80  
81-83  
84-86  
87-89  
90-92  
93-94  
94a-c  
g
1. FIELD TRIPS - ACTION
- a. Ratify the ASB Leadership going to Bass Lake from Jan. 3-5, 2003.
- b. Approval for the Drama Class going to Ahmanson Theatre in Los Angeles on Jan. 30, 2003.
- c. Approval for the ELD 1 and 2 classes going to L.A. Zoo on Feb. 13, 2003.
- d. Approval of the U.S. History 11P classes going to the Museum of Tolerance in L.A. on Feb. 26, 2003.
- e. Approval of the Honors classes going to the Gene Autry Museum and Ronald Reagan Library on Mar. 5, 2003.
- f. Approval of the World Civ 10P classes going to Hearst Castle on April 2, 2003.
- g. Approval for the Swim Team going to the following out of county and overnight meets:
- |                                |          |
|--------------------------------|----------|
| Clovis West Invitational       | April 18 |
| Small Schools Valley Swim Meet | May 9    |
| CIF Championship               | May 17   |
- h. Approval of the Cheerleaders going to Magic Mountain for a performance on Feb. 22, 2003.
- i. Approval of the Cheerleaders going to Disneyland on March 21-23, 2003.



- PC  
EHC.
- D. GENERAL/EDUCATIONAL ITEMS - (cont'd) ACTION
2. DEDICATIONS/MEMORIALS - ACTION  
Direction/Approval of proposal by Memorial Committee for the dedication of the training room and softball complex. A member of the committee will be present to present the proposal.
- 95-96 3. BID LIMIT - ACTION  
Approve the adjustment of the bid limit to \$59,600.00 by the State of California effective Jan. 1, 2003.
- 97 4. REPORT OF INVESTMENTS - INFO.  
Quarterly Investment information was not received.
- 98 5. PROBATIONARY TEACHERS - ACTION  
Consideration for permanent status of 2nd-year probationary teachers.
- 99 6. EMPLOYMENT - (Certificated) ACTION  
Authorize the District to advertise for potential teaching vacancies, to screen applicants, and make recommendations.
- 100-101 7. LEAVE OF ABSENCE (Certificated) ACTION  
Direction/Approval of a one-year leave of absence for the 2003-04 school year for person listed.
- 102-106 8. EMPLOYMENT - (Certificated) ACTION  
Approval of person listed as the 2003 summer school coordinator at the stipend rate of \$6,500.
- 107-109 9. EMPLOYMENT - (Certificated) ACTION  
Approval of all current certificated staff to be employed as summer school instructors on an as-needed basis at the appropriate summer school rate of pay.
- 110 10. EMPLOYMENT - (Classified) ACTION  
Approval to reclassify the probationary employment status of person listed to permanent status.
- 111 11. EMPLOYMENT - (Classified) ACTION  
Approval to extend the probationary employment status of Larry Breslin to August 31, 2003.
- 112 12. EMPLOYMENT - (Classified Substitutes) ACTION  
Approval to advertise, test, interview, and make recommendation for substitute employees.
- 113-115 13. LEAVE OF ABSENCE - (Certificated) ACTION  
Give direction regarding the request by person listed for an extension of 100-day maximum leave.
- 116 14. AUDIT SERVICES CONTRACT - ACTION  
Authorization to contract with Brown Armstrong, C.P.A. for audit services for the 2002/03 fiscal year, in the amount of \$7,900.00.



- PC D. GENERAL/EDUCATIONAL ITEMS - (cont'd) ACTION
- 117-118 15. CONTRACT/AGREEMENT - ACTION  
Approval to contract with Jane Schaffer for a writing in-service on March 29, 2003 for a total fee of \$3,000.00, and compensate attendees at the in-service rate of pay.
- 119-139 16. CONTRACT/AGREEMENT - ACTION  
Approval of Memorandum of Agreement with the Kern County Consortium SELPA Local Plan and authorization to enter into an agreement with Cinnamon Hills Youth Crisis Center, Inc. for the residential placement and services of special education student for the 2002/03 school year.
- 140 17. SCHOOL CALENDAR - ACTION  
Approval of the 2003/2004 School Calendar.
- 141-145 18. TAX SHELTERED ANNUITY - ACTION  
Approval of Industrial-Alliance Pacific Life Insurance Co. to make tax sheltered annuities available to staff.
- 146-150 19. FACILITY USE - ACTION  
Approval for the Westside Little League Jr./Sr. baseball use of the soccer and baseball fields for practice and their 2003 season games and to waive fees except for direct costs to the District.
- 151-152 20. FACILITY USE - ACTION  
Approval for the Rotary Club using the cafeteria on Jan. 25, 2003 for their annual pancake breakfast and waiving fees except for direct costs to the District.
- 153-154 21. FACILITY USE - ACTION  
Approval for the Taft Tigersharks Club using the TUHS pool and waiving fees when used by the high school and reducing fees at other times for the 2003 season.
- 155-178e 22. PUBLIC COMMENT - ACTION  
Public comment related to parent concerns.

E. REPORTS -

179 1. ENROLLMENT REPORT - (As of 1/13/03) INFO.

	02/03	01/02	
	849	828	Students enrolled at TUHS
	25	25	Students in Special Day Class
	0	0	Home Study
	38	33	Students enrolled at BVHS
	38	46	Independent Study
	----	----	
	950	932	TOTAL
	18	27	Adult - Independent Study
		2	Student Mother's Class
			(Included above)



- PC
- 180-181 E. REPORTS - (cont'd) INFO.
- 182-196 2. STUDENT ACCOUNTS - INFO.  
Acknowledge receipt of Student Organization and Special  
Accounts for the month ending December, 2002.
- 197-202 3. BUDGET REPORTS - INFO.  
Acknowledge receipt of the Report of Board Financial  
Summary Budget Reports for the periods ending December, 2002  
for the General, Special Reserve, Retiree Benefit, Special  
Reserve No. 2, Deferred Maintenance, Impounds, Adult Ed,  
Cafeteria, and Tax Anticipation Funds.
- 203 4. REPORT OF MONEY DEPOSITED IN COUNTY OFFICE - INFO.  
Acknowledge receipt of the Report of Money Deposited  
in County Office for the month of December, 2002.
5. REPORTS/REQUESTS - Board Members INFO.
6. ACTION PENDING LOG - INFO.  
a. Added items from December's agenda.
7. SUPERINTENDENT'S REPORT - INFO.
- F. HEARING OF THE PUBLIC ON MATTERS OTHER THAN THOSE ON THE AGENDA -
- G. CLOSED SESSION - Board of Trustees ACTION
1. Pupil Personnel Matters - Hearings Waived  
a. Expulsion No. 02/03-8  
b. Expulsion No. 02/03-9  
c. Expulsion No. 02/03-10
2. Personnel Matters -  
a. Classified/Certificated Employment Actions  
b. Public Employee Discipline/Dismissal/Release
3. Advise from Legal -  
a. Pending Litigation
- H. NEXT MEETING - INFO.  
Special board meetings are scheduled for 5:00 p.m. on  
Wednesday, January 22, 2003, and Monday February 10, 2003.  
The next regular board meeting is scheduled at 7:00 p.m.  
on Tuesday, Feb. 18, 2003, (Monday is a holiday) in the  
TUHS District Board Room.
- I. ADJOURNMENT -

M I N U T E S

REGULAR BOARD/EXPULSION/ORGANIZATIONAL MEETING  
TAFT UNION HIGH SCHOOL DISTRICT  
GOVERNING BOARD  
December 16, 2002  
7:00 p.m.

-----  
The Taft Union High School Board Board of Trustees held a meeting on Monday,  
December 16, 2002 in the TUHS Board Room.  
-----

TRUSTEES  
PRESENT

Jan Ashley, Stan Barrett, Gary Morris, Rick Twisselman,  
and Tom White

STAFF  
PRESENT

Superintendent/Principal Bill Wickwire, Busines Manager  
Chuck Hagstrom, and Recording Secretary Sharon Snowden.  
Other staff members present were Ann Hess, John Kopp,  
Tom LeClair, and Paul Linder.

PG. A. GENERAL - Regular Board/Organizational Meeting

1. MEETING CALLED TO ORDER -  
Meeting was called to order at 7:00 p.m.
2. OATH OF OFFICE/ELECTION OF OFFICERS -
  - a. Oath of Office - Outgoing Clerk Tom White swore in newly  
elected/re-elected members Stan Barrett, Gary Morris,  
and Carl F. (Rick) Twisselman, III
  - b. President - Jan Ashley
  - c. Clerk - Gary Morris
  - d. Secretary - Superintendent Bill Wickwire
  - e. Set time, date, and place of regular board meetings  
for the coming year. - 7:00 p.m., 3rd Monday, TUHS  
board room
  - f. Signatures of the Board for KCSOS
  - g. Representatives to ROP Board - Gary Morris and Stan Barrett
  - h. Trustee Representative - Rick Twisselman

1-9

3. APPROVAL OF MINUTES -  
MOTION: To approve Minutes of Regular Board Meeting held  
November 18, 2002.

Motion	White
Second	Barrett
Ayes	Ashley, Barrett, Morris, Twisselman, White
Noes	None
Absent	None

Motion was carried.

4. ANNOUNCEMENTS -
  - a. Dec. 16 - Oil/Technology Academy Dinner-Cafeteria-6:00 p.m.
  - b. Dec. 17 - Winter Concert-Auditorium-7:00 p.m.
  - c. Dec. 20 - End of 1st Semester
  - d. Dec. 23 - Jan. 10, 2003 - Winter Break
  - e. Jan. 8-10 - Teacher Inservice Days
  - f. Jan. 20 - Martin Luther King Day - No School



PG.

A. GENERAL - (cont'd)

5. RECOGNITIONS -
- a. FOOTBALL - 1st Team All-League - Teddy Patterson (Offense & Defense), Dee Griffith, Brandon Carlton, Keith Howes, Ricky Vasquez  
2nd Team - Joe Morris, Luke Chambers, Kellen Schroeder, Frank Seiuli, Brian Peters and Buddy Owens
  - b. GIRLS' GOLF - Team was the SSL Champion
  - c. VOLLEYBALL - 1st Team All-League - Ashlea Ward  
2nd Team - Mindy Burgett and Carrie Johnson
6. STUDENT REPRESENTATIVE TO THE BOARD -  
Allyson LeClair, ASB President, reported the ASB was going caroling over the holidays.

B. CONSENT AGENDA -

MOTION: To approve Consent Agenda Items 1-3c(6) as listed.

Motion White  
Second Barrett  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Absent None  
Motion was carried.

- 10 39  
40-47  
48-52  
53  
54-55  
56-59  
60-61  
62  
63-68
1. WARRANT REGISTER NOS. -  
MOTION: To approve Warrant Register Nos. 27, 28, 29, 30, 31, and 32 for the General, Special Reserve #40, Adult Ed, and Cafeteria funds for the periods ending 11/4/02, 11/13/02, and 11/21/02(4) and for Payroll Warrant Registers ending 11/8/02, 11/15/02, and 11/27/02.
2. PURCHASE ORDERS -  
MOTION: To approve District Purchase Order Nos. 030873-031019 for the month of November, 2002.
3. PERSONNEL -
- a. EMPLOYMENT - (Substitutes)  
MOTION: To approve Peter Celedon, Kara Harrell, Paul Johndrow, Callie Johnson, Bart McLean, Chad Van Osdel, and Rochelle Vaughn as substitute teachers for the 2002/03 school year.
  - b. EMPLOYMENT - (Students)  
MOTION: To approve Misty Brock, Kimberly Garrett, Samantha Mercer, Brandy Naff, and Norberto Lopez as student custodians for 2002/03 school year at the rate of \$6.75/hr.
  - c. WORKSHOPS/CONFERENCES -
    - (1) MOTION: To ratify Howard Matney and Dave Robertson attending a PAR Conf. in Ontario on Dec. 5-6, 2002.
    - (2) Motion: To approve Rona Angelo attending a Pupil Serv. & Spec. Ed. Symposium in Monterey on Jan. 8-10, 2003.
    - (3) MOTION: To approve Barry Jameson attending the All Sports Clinic in Irvine on Jan. 31-Feb. 2, 2003.
    - (4) MOTION: To approve Nancy Dyer, Kathy McLaughlin, and Jodi Jackson attending the National Renaissance Conf. in Nashville, on Feb. 5-8, 2003.

PG. B. CONSENT AGENDA - (cont'd)

- 61-82 (5) MOTION: To approve Brian Durkan, Dyana Emberson, Russell Emberson, Mike Goodwin, Arley Hill, Paul Martinez and Dave Robertson, attending the USA Coaches Clinic in Las Vegas on Feb. 14-16, 2003.
- 83-87 (6) MOTION: To approve John Kopp, Tanya Mauldin, Eric Newton, and Tammy Sexton attending the CADA Conf. in Las Vegas on March 9-12, 2003.

END OF CONSENT AGENDA

C. BUILDINGS/GROUNDS -

1. UPDATE ON PROJECTS -

D. GENERAL/EDUCATIONAL ITEMS -

1. FIELD TRIPS -  
MOTION: To approve all field trips as listed.

Motion White  
Second Morris  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Absent None  
Motion was carried.

- 88-90 a. MOTION: To approve Track team going to Mt. Sac on  
Dec. 21, 2002.
- 91-93 b. MOTION: To approve the Varsity Baseball team going to  
Las Vegas from April 13-17, 2003.

- 94-104 2. REPORTS -  
MOTION: To approve Superintendent's certification that all  
teachers are legally assigned for the 2002/03 school  
year as per Ed. Code 44258.9.

Motion Morris  
Second White  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Absent None  
Motion was carried.

- 105-124 3. INTERIM REPORT -  
MOTION: To approve and authorize filing a positive  
certification of the 1st Interim Report.

Motion Barrett  
Second Morris  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Absent None  
Motion was carried.



PG D. GENERAL/EDUCATIONAL ITEMS - (cont'd)

- 12 4. EMPLOYMENT - (Classified)  
MOTION: To approve employing Shannon Yingst as a General Services Assistant at Range 17, Step 1, pending background clearance and physical, as needed, and authorize establishing an employment list to fill vacancies for similar positions within the next 12-months
- Motion White  
Second Morris  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Absent None  
Motion was carried.
- 126-127 5. EMPLOYMENT - (Classified)  
MOTION: To approve employing Jodi Jackson to provide support with the Accelerated Reader inservice on Jan. 10, 2003, at her hourly rate of \$16.07/hr.
- Motion Morris  
Second Barrett  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Absent None  
Motion was carried.
- 127 129 6. EMPLOYMENT - (Coaches)  
MOTION: To approve the following persons as coaches for the 2002/03 spring sports:
- |                              |  |
|------------------------------|--|
| V. Baseball Head Coach       | Dave Robertson   |
| Asst. Coach                  | Arley Hill   |
| Asst. Coaches (walk-on)      | Rick Brogdon, Les Clark, III   |
| Asst. Coaches (volunteers)   | Jeff Burell, Brian Dickey,<br>Craig Hamilton, Jared McGowen                              |
| V. Softball Head Coach       | Russell Emberson   |
| Asst. Coach                  | Wendy Berry  |
| Asst. Coaches (walk-on)      | Tessa Pilgrim, Rob Davis (1/2 stipend), Greg Oliver (1/2),<br>Dyana Emberson (volunteer) |
| Boys' Head Golf Coach        | Marc Urmston   |
| Asst. Coach                  | Mike Goodwin   |
| Swimming Head Coach          | Ken Anderson   |
| Asst. Coaches                | Mike McCormick, Jennifer Sanchez   |
| Asst. Coach (Diving-walk-on) | Bill Harrison  |
| Asst. Coach (volunteer)      | Ashley Cooper  |
| Boys' Head Tennis Coach      | Jim Carnal   |
| Asst. Coach (walk-on)        | Jerry Botts  |
| Head Track Coach             | Paul Martinez  |
| Asst. Coach                  | Harold Heiter  |
| Asst. Coaches (walk-on)      | Tikee Jackson, Barry Jameson   |
- Motion White  
Second Twisselman  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Absent None  
Motion was carried.

PG D. GENERAL/EDUCATIONAL ITEMS - (cont'd)

- 133 7. EMPLOYMENT - (Certificated)  
MOTION: To approve Mike McCormick as the site coordinator for the AIAA and CAL-SOAP programs for the 2002/03 school year at the stipend rate of \$2500.00/semester for a total of \$5,000.00/year.
- Motion Morris  
Second Barrett  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Absent None  
Motion was carried.
- 134 8. MEDICAL LEAVE - PULLED FOR CLOSED SESSION  
Approval to continue the extension of medical leave for LeRoy Day beyond the 100 day maximum leave to April 1, 2003.
- 135-136 9. MEDICAL LEAVE - PULLED FOR CLOSED SESSION  
Approval to extend medical leave for Larry Breslin beyond the 100 day maximum to May 1, 2003.
- 137-157 10. CONTRACT/AGREEMENT -  
MOTION: To approve contracting with Edgusoft, Inc. for student data analysis and testing during the 2002/03 school year for a fee of \$9,858.50.
- Motion White  
Second Morris  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Absent None  
Motion was carried.
- 158-159 11. FACILITY USE -  
MOTION: To approve Parkview School using the auditorium on December 19, 2002 and waive fees except for direct costs to the District.
- Motion Morris  
Second White  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Absent None  
Motion was carried.
- 160-161 12. TECHNOLOGY INSERVICE WORKSHOPS -  
MOTION: To approve technology inservice workshop for standards based lesson plans during the 3rd Quarter of the 2002/03 school year and to compensate instructor David Dennis and the attendees at the inservice rate of pay or 1 semester unit for each 10 hrs.
- Motion White  
Second Barrett  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Absent None  
Motion was carried.

PG. D. GENERAL/EDUCATIONAL ITEMS - (cont'd)

- 187 13. DONATION -  
MOTION: To approve declaring 12 computers no longer useable as obsolete and authorize donating them to Taft City School District and Coachella School District with the caveat that other west side school districts are asked before going outside of area to donate.
- Motion Morris  
Second White  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Absent None  
Motion was carried.
- 163-186 14. PUBLIC COMMENT - Tabled for next board meeting  
Public comment related to parent concerns.
15. EMPLOYEE COMPLAINT - Pulled for closed session

E. REPORTS -

- 187 1. ENROLLMENT REPORT - (As of 12/06/02)
- | 02/03 | 01/02 |  |
|-------|-------|--|
| 855   | 828   | Students enrolled at TUHS                  |
| 25    | 24    | Students in Special Day Class              |
| 0     | 0     | Home Study                                 |
| 41    | 33    | Students enrolled at BVHS                  |
| 38    | 42    | Independent Study                          |
| ----- | ----- |  |
| 959   | 927   | TOTAL                                      |
| 18    | 23    | Adult - Independent Study                  |
|       | 2     | Student Mother's Class<br>(Included above) |
- 188-189 2. STUDENT ACCOUNTS -  
Acknowledged receipt of Student Organization and Special Accounts reports for the month ending November, 2002.
- 190-204 3. BUDGET REPORTS -  
Acknowledged receipt of Board Financial Summary Budget reports for the period ending November, 2002, for the General, Special Reserve #40, Retiree Benefits, Special Res. #2, Deferred Maintenance, Impounds, Adult Ed, and Cafeteria funds.
- 205-219 4. REPORT OF MONEY DEPOSITED IN COUNTY OFFICE -  
Acknowledged receipt of the Money Deposited in County Office for the months of October and November, 2002.
5. REPORTS/REQUESTS - Board Members  
Gary asked for an update on Jerry's condition.  
Stan reported there will be a Dedication/Memorial committee meeting after the holidays.

PG.

E. REPORTS - (cont'd)

6. ACTION PENDING LOG -  
Add Items 7 and 10 to log.
7. SUPERINTENDENT'S REPORT -
  - a. Bill reported on today's power outage.

F. HEARING OF THE PUBLIC ON MATTERS OTHER THAN THOSE ON THE AGENDA -

G. CLOSED SESSION - Board of Trustees

The Board intered into closed session at 8:30 p.m on a motion by Tom White and a second by Stan Barrett and returned to open session at 9:10 p.m. on a motion by Tom White and a second by Gary Morris with the following action taken:

Enc.

1. Pupil Personnel Matters -  
Expulsion Case No. 02/03-7 (Waiver of Hearing)  
MOTION: To expel student from Taft Union High School District for the remainder of the first semester and the second semester of the 2002/03 school year. He will receive a referral to the Kern County Superintendent of Schools' Community School. The student may apply for readmission to the district for the first semester of the 2003/04 school year on May 27, 2003, under the following conditions:
  1. He must enroll in and demonstrate reasonable academic progress at the KCSOS Community School.
  2. He should seek drug counselling.
  3. He must agree to abide by the conditions of a Behavior Contract and random drug testing upon his return.
  4. During the term of this agreement, he is excluded from attendance at any school function of Taft Union High School on or off campus, to include dances and school activities.

Motion	Twisselman
Second	White
Ayes	Ashley, Barrett, Morris, Twisselman, White
Noes	None
Absent	None

Motion was carried.

2. Personnel Matters -
  - a. Certificated/Classified Employment Actions

Item D-8

MEDICAL LEAVE -

MOTION: To approve to continue the extension of medical leave for LeRoy Day beyond the 100 day maximum leave to April 1, 2003.

Motion	White
Second	Morris
Ayes	Ashley, Barrett, Morris, Twisselman, White
Noes	None
Absent	None

Motion was carried.



G. CLOSED SESSION - (cont'd)

Item D-9

MEDICAL LEAVE -

MOTION: To approve extending medical leave for Larry Breslin beyond the 100 day maximum leave to May 1, 2003.

Motion Morris  
Second White  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Absent None  
Motion was carried.

b. Public Employee Discipline/Dismissal/Release

Item D-15

EMPLOYEE COMPLAINT -

MOTION: To deny employee's complaint against District.

Motion Morris  
Second White  
Ayes Ashley, Barrett, Morris, Twisselman, White  
Noes None  
Absent None  
Motion was carried.

H. NEXT MEETING -

The next regular Board Meeting is scheduled for Tuesday, January 21, 2003, (Monday is a holiday) at 7:00 p.m. in the TUHS District Board Room.

I. ADJOURNMENT -

President Ashley adjourned the meeting at 9:20 p.m.

Clerk of the Board of Trustees

# FIRST SEMESTER 2002-03 HONOR ROLL

## Freshmen

Mikhail Albrecht	Jessica Saffell
Derek Bailey	Deborah Salcido
Kortney Botts	Ryan Sexton
Kayla Bowen	Rod Sutherland
Andrew Boydston	•Jaqueline Tacza
Audrey Bramlet	Hazel Tamayo
Richard Brown, Jr.	•Katie Thompson
Sarah Cabella	Summer Tremain
Christian Camacho	Jose Urrea
Eric Clement	Irais Villasenor
Spenser Coke	Michael Vossen
Chad Coontz	Mallory Wagner
Jennifer Davis	Andrew Ward
•Ashley De Camp	Brent Wayne
Trevor Decker	Alana Wenzel
Mia Easley	Melissa Woods
Maribeth Estrada	Samantha Woodward
Charissa Fisher	
Jesse Flory	
Cristina Gonzales	
•Kayla Hillygus	
Kirstin Houghton	
Amanda Houston	
Jeremy Howes	
Cherokee Ingram	
Markie Johnson	
Ashley Lampkin	
Elijah Le Clair	
Danial Lewis	
Kevin Lowe	
Brittney Marable	
Arianna Matthews	
Amber Mayo	
Andy Mc Cornack	
Amber Mc Elmurry	
Chayze Mc Kinney	
Marci Mc Knight	
Sara Mead	
Kristen Meadors	
Andrew Miller	
John Mark Mitchell	
Lacey Moore	
Jessica Morris	
Juliana Ornelas	
Nick Ortlieb	
Courtney Owen	
Jackie Parker	
Crystal Patno	
Bryan Payne, Jr.	
Emily Pittman	
Brian Ramirez	
Alexstasia Rivera	
Daniel Robison	
•Keri Rushing	

## Sophomore

Austin Achorn	Kristin Rutledge
Martin Alonzo	Valerie Saffell
•Christine Bamford	Stacy Schulz
Brian Barraza	Joey Shimpa
Tyler Beath	Alisha St. George
Lacey Bell	Mack Stephenson
Abbi Bramlet	•Tori Tremain
Jennifer Brizendine	C. T. Twisselman
Andrea Brown	Jose Uriarte
James Chitwood	Anna Valdez
Megan Coontz	Salina Veerasingham
•Matt Cooper	Garret Walgren
Elizabeth Crum	•Harold Weinrich
Jessie Cruz	Amanda Wescott
Steven Davis	Brendon Wheeldon
James Donnelly	Julie Willis
Christine Dunning	
•Mary Emfinger	
Lindsay Enoch	
Tiffany Eveland	
Jeffrey Fannon	
Kasey Frost	
Sunayana George	
•Jessica Graves	
Richard Gregory	
Hali Gunter	
Kima Hale	
Stacia Hall	
•Danielle Harris	
Bryce Hayes	
Frank Hillyard	
•Jamie Hooker	
Drake House	
Kirk Isbell	
David Johnson II	
Eric Jorgensen	
•Daniel Kerr	
Jeremy Knapp	
Angelica Laulu	
Barbara Laulusa	
•William Lehman	
Lindsey Long	
Sonia Lopez	
Megan Magee	
•Melissa Mc Kay	
Samantha Mercer	
•Matthew Moon	
Sarah Needham	
Adam Ohman	
Justin Owens	
Jon Pait	
Amber Pease	
Craig Pollard	
Kelli Rafferty	

<b>Freshmen</b>	<b>71</b>
<b>Sophomore</b>	<b>70</b>
<b>Junior</b>	<b>76</b>
<b>Senior</b>	<b><u>105</u></b>
	<b>322</b>

•Denotes straight "A" students

# FIRST SEMESTER 2002-03 HONOR ROLL

## Junior

Sonia Almanza  
 \*Tanya Barker  
 Amber Barnes  
 Ashley Barnett  
 Marshall Blackburn  
 Ashlie Bride  
 Stephanie Brown  
 Jacob Bryant  
 Patricia Byrd  
 Ashley Capehart  
 Bradley Cramer  
 Stephanie Doyle  
 Amanda Estill  
 Jesse Farewell  
 Amy Fincher  
 Alicia Fisher  
 Sherrie Flory  
 \*Kim Garrett  
 Thomas Glenn  
 Alicia Greenwalt  
 Samantha Hagstrom  
 Jordan Harrak  
 Scott Hedlund  
 Douglas Howell  
 Hanna Jameson  
 Marris Johnson  
 \*Amy Jones  
 Melissa Jones  
 Chan Kim  
 Kara Koenig  
 Thomas Landeros  
 Ronnie Lemen  
 Justin Lemmons  
 Scott Lemmons  
 Cristina Lopez  
 Oleg Manko  
 Nicholas Mc  
 Cormick  
 Anthony Mc Ninch  
 Brad Meadows  
 Lecia Medel  
 \*Taylor Miller  
 John Moniz  
 \*Courtney Morris  
 Joseph Morris  
 Chris Moulton  
 Scott Murguia  
 Brandy Naff  
 \*Matthew Noonan  
 Kayleigh O' Neal  
 Derek O' Neill  
 Trish Owens  
 C. Payne  
 Brian Peters Jr.

Tucker Plunkett  
 Sandra Quinones  
 Tara Rafferty  
 Shay Riley  
 \*Vincent Rivera  
 Crystal Roberts  
 Kristina Rushing  
 Dinah Salcido  
 \*Aracely Sanchez  
 Mayra Sanchez  
 Kellen Schroeder  
 Cody Shumate  
 Ryan Streich  
 Jeff Tafoya  
 Liliana Torres  
 Thomas Tucker  
 Lindsay Tweedy  
 Ricardo Vasquez  
 Jenna Vermillion  
 Albert Villasenor  
 Jason Wade  
 Melissa Wehunt  
 Jessica Woods

## Senior

Lupe Almanza  
 Denise Anaya  
 Matthew Barnachia  
 Laurin Barnes  
 Miranda Bauer  
 Chad Beath  
 Brittny Bell  
 Edward Berrigan  
 \*Anay Bhakta  
 Amanda Black  
 Jan Brockmann  
 Jayme Brown  
 Mindy Burgett  
 Nicole Callaghan  
 Seth Capehart  
 Brandon Carlton  
 Romelia Carrillo  
 Stephanie Carter  
 Elizabeth Centeno  
 Luke Chambers  
 Chad Chitwood  
 Ariunjargal Darisuren  
 Heather Davis  
 \*Cheyenne Dayton  
 Jenifer Eiland  
 Ramon Espinoza  
 Amanda Fannon  
 Lori Floyd  
 Tabitha Garcia  
 Joshua Garrison  
 Ashley Giggy-noerr  
 Melissa Gonzales  
 \*Derek Griffith  
 Megan Gunter  
 Ashley Hall  
 Andrea Hanshew  
 Simon Heid  
 \*Matthew Hill  
 Heather Hillyard  
 Corey Horton  
 Heidi Hunter  
 Kyle Isbell  
 Alycia Johnson  
 Kyle Johnson  
 Nakia Jordan  
 Kumiyo Kai  
 Lindsey Kitchens  
 Amber Knapp  
 \*Kyle Koenig  
 Jennifer Kuhnke  
 \*Maximilian Lang  
 Don Laulusa  
 \*Allyson Le Clair  
 Cristina Lasheras  
 Nathan London  
 Diana Lopez  
 \*Jessica Lynch  
 Daniel Magee  
 Matthew Magee  
 \*Brian Manuz  
 Andrew Maxwell  
 Lindsey Mc Pherson  
 \*Laura Melton  
 Chad Mickelberry  
 Jeffrey Miller  
 \*Julie Miller  
 Melissa Miller  
 Amy Mitchell  
 Teffoni Moor  
 Joshua Murguia  
 Hellen Mydland  
 Karnese Needham  
 Alexandria Nichols  
 Bianca Ornelas  
 Christopher Ortiz  
 Buddy Owens  
 Teddy Patterson  
 Joseph Payne  
 Jennifer Pearson  
 \*Maggie Pittman  
 Maribel Ponce  
 Alberto Rangel  
 Bethany Ray  
 Martin Riiser  
 Henrik Roe  
 Brooke Rogers  
 Johnny Rosson  
 David Rouse  
 Korie Rowson  
 \*Joanie Sahagun  
 Cody Sills  
 Parminder Singh  
 Jessica Steward  
 Leah Stewart  
 Harry Tamayo  
 Ashley Thom  
 Cameron Thompson  
 Shawn Tofte  
 \*Aaron Trout  
 Sandra Trujillo  
 Summer Walchock  
 Ashlea Ward  
 Martha Wilson  
 \*Ashleigh Yochum  
 James Zimmerman

KERN COUNTY SUPERINTENDENT OF SCHOOLS  
 COMMERCIAL WARRANT REGISTER  
 FOR WARRANTS DATED 12/09/2002

DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.  
 BATCH: 0033 REGISTER 33  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR	NAME (REMIT)	LN	FD-RESC-Y-OBJT.	SO-GOAL-FUNC-STE-T2-TY3-TYP4	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT
26915131	002424	ALBERTSONS - SOUTHERN DIV.		00		No direct deposit				
	030873	PO-030873	1.	01-0000-0-4300.00-1110-1000-100-00-632-0000					NOV CHARGES	633.16
	030973	PO-030973	1.	01-0000-0-4300.00-1110-1000-100-00-621-0000					DRAMA	69.25
						WARRANT TOTAL				\$702.41
26915132	000275	AMERICAN LIBRARY ASSOCIATION		00		No direct deposit				
	030983	PO-030983	1.	01-0000-0-5300.00-1110-2420-100-00-032-0000					1031713	110.00
						WARRANT TOTAL				\$110.00
26915133	000829	AMERICAN RED CROSS		00		No direct deposit				
	031009	PO-031009	1.	01-7220-0-4300.00-1110-1000-100-00-055-0000					MM111402	84.00
						WARRANT TOTAL				\$84.00
26915134	001739	ANNENBERG/CPB		00		No direct deposit				
	030922	PO-030922	1.	01-0000-0-4300.00-1110-1000-100-00-421-0000					286013	75.85
						WARRANT TOTAL				\$75.85
26915135	001881	BLACK/HALL CONSTRUCTION		00		No direct deposit				
	PV-030277			01-8100-0-4300.00-0000-8110-100-00-962-0000					FENCE PANEL REPLCMNT #7460	198.00
						WARRANT TOTAL				\$198.00
26915136	000702	C S B A		00		No direct deposit				
	030652	PO-030652	1.	01-0000-0-5800.00-0000-7110-000-00-910-0000					PARTIAL	500.00
						WARRANT TOTAL				\$500.00
26915137	001967	CALLOWAY HOUSE		00		No direct deposit				
	030929	PO-030929	1.	01-1100-0-4300.00-1110-1000-100-00-193-0000					4910592	42.45
						WARRANT TOTAL				\$42.45
26915138	000073	CAROLINA BIOLOGICAL SUPPLY CO		00		No direct deposit				
	030930	PO-030930	1.	01-0000-0-4300.00-1110-1000-100-00-238-0000					2594759	47.29
						WARRANT TOTAL				\$47.29
26915139	000549	DANONE WATERS OF NORTH AMERICA		00		No direct deposit				
	PV-030285			01-0000-0-5500.00-0000-8200-100-00-936-0000					WATER SERVICE THRU 10/31/02	110.85
				01-2200-0-5500.00-3200-8200-200-00-936-0000					WATER SERVICE THRU 10/31/02	5.05
						WARRANT TOTAL				\$115.90
26915140	000125	DEMCO INC.		00		No direct deposit				
	030937	PO-030937	1.	01-0000-0-4300.00-1110-1000-100-00-238-0000					1165755	26.24
						WARRANT TOTAL				\$26.24
26915141	000881	GRAINGER		00		No direct deposit				
	030946	PO-030946	1.	01-8100-0-4300.00-0000-8110-100-00-962-0000					934-308762-4	425.51
						WARRANT TOTAL				\$425.51

11



DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.  
BATCH: 0033 REGISTER 33  
FUND : 01 GENERAL FUND

WARRANT	VENDOR	NAME (REMIT)	REQ#	REFERENCE LN	FD-RESC-Y-OBJT	SO-GOAL-FUNC-STE-T2-TY3-TYP4	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
26915142	001426	HEINEMANN BOYNTON/COOK			00		No direct deposit			
		030940 PO-030940	1.	01-1100-0-4300.00-1110-1000-100-00-193-0000					2089691	60.53
							WARRANT TOTAL			\$60.53
26915143	002130	HOBSONS			00		No direct deposit			
		030831 PO-030831	1.	01-0000-0-4300.00-0000-3110-100-00-853-0000					0035092	622.55
							WARRANT TOTAL			\$622.55
26915144	001125	THE INSTITUTE FOR RESEARCH			00		No direct deposit			
		030995 PO-030995	1.	01-0000-0-4300.00-1110-2420-100-00-032-0000					123	204.00
							WARRANT TOTAL			\$204.00
26915145	000209	KERN CO SUPT OF SCHOOLS			00		No direct deposit			
		PV-030284		01-0000-0-5800.00-0000-7110-000-00-903-0000					LEGAL SERVICES #301129	4,083.98
							WARRANT TOTAL			\$4,083.98
26915146	000157	KERN'S FITZGERALD GRAPHICS			00		No direct deposit			
		030975 PO-030975	1.	01-0000-0-4300.00-1110-2420-100-00-067-0000					64438	22.52
							WARRANT TOTAL			\$22.52
26915147	000885	KIDS OF TOMORROW			00		No direct deposit			
		PV-030281		01-0000-0-4300.00-1110-1000-100-00-519-0000					1BOOK MODEN #T08573	214.45
				01-6500-0-5600.00-5770-1120-100-00-562-0000					1BOOK MODEN #T08573	75.00
							WARRANT TOTAL			\$289.45
26915148	000869	CHELLE KOERNER			00		No direct deposit			
		PV-030280		01-0000-0-5200.00-0000-3110-100-00-853-0000					SOROPTIMIST MEALS REIM - OCT	32.00
							WARRANT TOTAL			\$32.00
26915149	000916	MARKERTEK VIDEO SUPPLY			00		No direct deposit			
		030868 PO-030868	1.	01-0000-0-4300.00-1110-1000-100-00-619-0000					501856	425.38
							WARRANT TOTAL			\$425.38
26915150	002148	METROPOLITAN MUSEUM OF ART			00		No direct deposit			
		030944 PO-030944	1.	01-0000-0-4300.00-1110-1000-100-00-421-0000					43747	18.40
							WARRANT TOTAL			\$18.40
26915151	002149	NASSP CONVENTION			00		No direct deposit			
		030947 PO-030947	1.	01-0000-0-5200.00-1110-2700-100-00-013-0000					3000018321	445.00
							WARRANT TOTAL			\$445.00
26915152	000323	OFFICE DEPOT			00		No direct deposit			
		030949 PO-030949	1.	01-0000-0-4300.00-1110-2420-100-00-067-0000					186724389	44.34
		030971 PO-030971	1.	01-0000-0-4300.00-1110-2420-100-00-067-0000					187019964	28.00
		030980 PO-030980	1.	01-0000-0-4300.00-1110-2700-100-00-013-0000					187554576	456.24

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DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.  
 BATCH: 0033 REGISTER 33  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD-RESC-Y-OBJT.SO-GOAL-FUNC-STE-T2-TY3-TYP4		DESCRIPTION	
WARRANT TOTAL						\$528.58
26915153	000263	P G & E	00 No direct deposit			
	PV-030278		01-0000-0-5500.00-0000-8200-100-00-933-0000		ELECTRIC & GAS CHARGES	23,639.13
			01-0000-0-5500.00-0000-8200-100-00-934-0000		ELECTRIC & GAS CHARGES	4,112.96
			01-2200-0-5500.00-3200-8200-200-00-933-0000		ELECTRIC & GAS CHARGES	555.58
			01-2200-0-5500.00-3200-8200-200-00-934-0000		ELECTRIC & GAS CHARGES	15.65
WARRANT TOTAL						\$28,323.32
26915154	001848	PAPER PLUS	00 No direct deposit			
	030848	PO-030848	1. 01-0000-0-4300.00-1110-2420-100-00-067-0000		127530	213.96
WARRANT TOTAL						\$213.96
26915155	000810	POWER FLITE DIVISION	00 No direct deposit			
	030972	PO-030972	1. 01-0000-0-4300.00-0000-8200-100-00-932-0000		145891	124.37
WARRANT TOTAL						\$124.37
26915156	000379	SANITATION SERVICES	CO INC 00 No direct deposit			
	PV-030290		01-0000-0-5600.00-1110-4200-100-00-347-0000		X-COUNTRY PORTABLE USE	440.00
WARRANT TOTAL						\$440.00
26915157	001667	SANTA BARBARA COUNTY	ED OFFICE 00 No direct deposit			
	PV-030287		01-7315-0-5800.00-1110-2140-100-00-019-0000		LEADERSHIP TEAM 02-03 REG FEE	3,050.00
WARRANT TOTAL						\$3,050.00
26915158	000874	SCHOOL SERVICES OF CA INC	00 No direct deposit			
	030104	PO-030104	1. 01-0000-0-5800.00-0000-7300-900-00-911-0000		36315 - PARTIAL PYMT	130.00
WARRANT TOTAL						\$130.00
26915159	001957	SEHI COMPUTER PRODUCTS INC	00 No direct deposit			
	030954	PO-030954	1. 01-0000-0-4300.00-1110-1000-100-00-422-0000		2601744	284.51
WARRANT TOTAL						\$284.51
26915160	000313	SOCIAL STUDIES SCHOOL SERVICE	00 No direct deposit			
	030659	PO-030659	1. 01-0000-0-4300.00-1110-1000-100-00-454-0000		5691-09,5753-41,5829-14	153.11
WARRANT TOTAL						\$153.11
26915161	001175	STRAWBERRY PATCHES	00 No direct deposit			
	030853	PO-030853	1. 01-0000-0-4300.00-1110-1000-100-00-634-0000		56493	986.55
	030854	PO-030854	1. 01-0000-0-4300.00-1110-1000-100-00-631-0000		56496	375.38
	030859	PO-030859	2. 01-0000-0-4300.00-1110-1000-100-00-631-0000		56497	1,573.36
	030859		1. 01-0000-0-4350.00-1110-1000-100-00-631-0000		56497	1,528.31

DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.  
 BATCH: 0033 REGISTER 33  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD-RESC-Y-OBJT.SO-GOAL-FUNC-STE-T2-TY3-TYP4		DESCRIPTION	
WARRANT TOTAL						\$4,463.60
26915162	000327	SUNDANCE PUBLISHING LLC	00 No direct deposit			
	030115	PO-030115	1. 01-0000-0-4300.00-1110-1000-100-00-114-0000		850674,890260	241.78
WARRANT TOTAL						\$241.78
26915163	000360	VIBUL TANGPRAPHAPHORN MD INC	00 No direct deposit			
	PV-030289		01-7230-0-5800.00-1110-3600-100-00-908-0000		DMV PHYSICALS	150.00
WARRANT TOTAL						\$150.00
26915164	001219	TEACHER'S DISCOVERY	00 No direct deposit			
	030960	PO-030960	1. 01-0000-0-4300.00-1110-1000-100-00-422-0000		M003280301012	142.07
	030965	PO-030965	1. 01-0000-0-4300.00-1110-1000-100-00-421-0000		F001372101016	148.50
WARRANT TOTAL						\$290.57
26915165	000024	TEACHER'S VIDEO COMPANY	00 No direct deposit			
	030966	PO-030966	1. 01-0000-0-4300.00-1110-1000-100-00-454-0000		F40060930001	134.16
WARRANT TOTAL						\$134.16
26915166	001866	VIKING OFFICE PRODUCTS	00 No direct deposit			
	030968	PO-030968	1. 01-0000-0-4300.00-1110-1000-100-00-422-0000		34321	194.62
WARRANT TOTAL						\$194.62
26915167	000377	WEST KERN WATER DISTRICT	00 No direct deposit			
	PV-030282		01-0000-0-5500.00-0000-8200-100-00-936-0000		WATER SERVICE THRU 11/15/02	880.32
WARRANT TOTAL						\$880.32
26915168	000383	WESTSIDE SECURITY PATROL INC	00 No direct deposit			
	PV-030279		01-0000-0-5500.00-0000-8300-000-00-958-0000		PATROL SERVICE - OCT 02	624.00
WARRANT TOTAL						\$624.00
26915169	002164	KENNETH WRIGHT	00 No direct deposit			
	PV 030286		01-0000-0-3702.00-0000-8100-000-00-909-0000		RETIREEES MED PREMIUM REIM-DEC	98.20
WARRANT TOTAL						\$98.20
*** FUND	TOTALS ***		TOTAL NUMBER OF WARRANTS: 39		TOTAL AMOUNT OF WARRANTS:	\$48,856.56*

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DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.  
BATCH: 0033 REGISTER 33  
FUND : 13 CAFETERIA

WARRANT	VENDOR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE	LN	FD-RESC-Y-OBJT.SO-GOAL-FUNC-STE-T2-TY3-TYP4	DESCRIPTION	
26915170	000323	OFFICE DEPOT		00 No direct deposit		
	030948	PO-030948	1.	13-5310-0-4300.00-0000-3700-100-00-970-0000	186724882	137.97
				WARRANT TOTAL		\$137.97
26915171	000263	P G & E		00 No direct deposit		
		PV-030278		13-5310-0-5500.00-0000-3700-100-00-970-0000	ELECTRIC & GAS CHARGES	4,146.86
				WARRANT TOTAL		\$4,146.86
*** FUND	TOTALS ***			TOTAL NUMBER OF WARRANTS: 2	TOTAL AMOUNT OF WARRANTS:	\$4,284.83*



KERN COUNTY SUPERINTENDENT OF SCHOOLS  
COMMERCIAL WARRANT REGISTER  
FOR WARRANTS DATED 12/09/2002

DISTRICT: 75 TAFT UNION HIGH SCHOOL DIST.  
BATCH: 0033 REGISTER 33  
FUND : 40 SPECIAL RESERVE - CAP OUTLAY

WARRANT	VENDOR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE LN	FD-RESC-Y-OBJT.SQ-GOAL-FUNC-STE-T2-TY3-TYP4		DESCRIPTION	
26915172	001402	WORLD CONSTRUCTION SERVICES	00 No direct deposit			
		PV-030283	40-0000-0-6200.00-0000-8500-100-00-909-0000		INSPECTOR OF REC SERVC #58193	1,125.00
			WARRANT TOTAL			\$1,125.00
*** FUND	TOTALS ***		TOTAL NUMBER OF WARRANTS:	1	TOTAL AMOUNT OF WARRANTS:	\$1,125.00*
*** BATCH	TOTALS ***		TOTAL NUMBER OF WARRANTS:	42	TOTAL AMOUNT OF WARRANTS:	\$54,266.39*
*** DISTRICT	TOTALS ***		TOTAL NUMBER OF WARRANTS:	42	TOTAL AMOUNT OF WARRANTS:	\$54,266.39*

DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.  
BATCH: 0034 REGISTER #34  
FUND : 01 GENERAL FUND

WARRANT	VENDOR	NAME (REMIT)	REQ#	REFERENCE	LN	FD-RESC-Y-OBJT.	SO-GOAL-FUNC-STE-T2-TY3-TYP4	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT
26917241	000749	A G S	030534	PO-030534	1.	01-2200-0-4100	00-3200-1000-200-00-750-0000	00	No direct deposit	2465556.01	3,311.66
									WARRANT TOTAL		\$3,311.66
26917242	000003	A P I PLUMBING	030894	PO-030894	3.	01-0000-0-4300	00-1110-1000-100-00-346-0000	00	No direct deposit	NOV CHARGES	30.56
			030894		4.	01-0000-0-4300	00-1110-4200-100-00-347-0000	00	No direct deposit	NOV CHARGES	30.57
			030894		1.	01-8100-0-4300	00-0000-8110-100-00-962-0000	00	No direct deposit	NOV CHARGES	460.60
									WARRANT TOTAL		\$521.73
26917243	002233	A T & T		PV-030297		01-0000-0-5900	00-0000-2700-100-00-935-0000	00	No direct deposit	TELEPHONE SERVICE NOV 02	354.59
									WARRANT TOTAL		\$354.59
26917244	001113	AMERICAN LEAK DETECTION		PV-030293		01-8100-0-5800	00-0000-8110-100-00-962-0000	00	No direct deposit	SERVICE CALL #0561	125.00
									WARRANT TOTAL		\$125.00
26917245	000020	APPLE COMPUTER INC	031013	PO-031013	1.	01-0000-0-4355	00-1110-2700-100-00-013-0000	00	No direct deposit	9205065291	2,036.68
									WARRANT TOTAL		\$2,036.68
26917246	002355	B G RENTALS	030898	PO-030898	2.	01-8100-0-5600	00-0000-8110-100-00-962-0000	00	No direct deposit	NOV CHARGES	40.00
									WARRANT TOTAL		\$40.00
26917247	001782	BRIDGES COM INC		PV-030295		01-1100-0-4300	00-3200-1000-200-00-753-0000	00	No direct deposit	SALES TAX #1N024654	254.85
									WARRANT TOTAL		\$254.85
26917248	000468	C D T		PV-030292		01-7230-0-5800	00-1110-3600-100-00-946-0000	00	No direct deposit	EE DRUG TEST #8298	66.00
									WARRANT TOTAL		\$66.00
26917249	000952	C D W GOVERNMENT INC	031001	PO-031001	1.	01-2200-0-4300	00-3200-1000-200-00-750-0000	00	No direct deposit	HG23338	289.04
			031002	PO-031002	1.	01-0000-0-4300	00-1110-2420-100-00-067-0000	00	No direct deposit	HG21600	39.81
									WARRANT TOTAL		\$328.85
26917250	001486	C M C - SOUTH	030701	PO-030701	1.	01-0000-0-5200	00-1110-2140-100-00-200-0000	00	No direct deposit	4448	300.00
									WARRANT TOTAL		\$300.00
26917251	001852	CENTRAL VALLEY OCCUPATIONAL		PV-030303		01-0000-0-5800	00-0000-7400-900-00-908-0000	00	No direct deposit	PRE-EMPLOYMENT PHYSICAL #3239	165.00

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DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.  
BATCH: 0034 REGISTER #34  
FUND : 01 GENERAL FUND

WARRANT	VENDOR	NAME (REMIT)	REQ#	REFERENCE	LN	FD-RESC-Y-OBUT	DEPOSIT TYPE	SO-GOAL-FUNC-STE-T2-TY3-TYP4	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT
WARRANT TOTAL											\$165.00	
26917252	000084	CHEVRON U S A		PV-030302			00 No direct deposit					
						01-0000-0-4300	00-0000-8400-100-00-947-0000				FUEL CHARGES OCT 02	209.08
WARRANT TOTAL											\$209.08	
26917253	000087	CITY OF TAFT INC		PV-030300			00 No direct deposit					
						01-0000-0-5500	00-0000-8300-000-00-958-0000				SECURITY DETAIL FOOTBALL #4420	300.00
WARRANT TOTAL											\$300.00	
26917254	000331	DAILY MIDWAY DRILLER		PV-030291			00 No direct deposit					
						01-0000-0-5800	00-1110-1000-100-00-139-0000				GUSHER PRINTING #52507	792.63
WARRANT TOTAL											\$792.63	
26917255	000153	FACTS ON FILE INC		030507 PO-030507	1.	01-0000-0-4200	00-1110-2420-100-00-032-0000				347917,344768	648.94
WARRANT TOTAL											\$648.94	
26917256	000693	FLEX EQUIPMENT INC		030371 PO-030371	1.	01-0000-0-4300	00-1110-4200-100-00-347-0000				6430	48.00
WARRANT TOTAL											\$48.00	
26917257	001373	GARRETT EDUCATIONAL CORP		030784 PO-030784	1.	01-0000-0-4200	00-1110-2420-100-00-032-0000				233642	1,797.91
WARRANT TOTAL											\$1,797.91	
26917258	000172	GLOBE FEARON		030998 PO-030998	1.	01-0000-0-4100	00-3300-1000-200-00-780-0000				4007432524,4007432525	1,296.95
WARRANT TOTAL											\$1,296.95	
26917259	000357	HENLEY'S PHOTO INC		030861 PO-030861	2.	01-0000-0-4300	00-1110-1000-100-00-140-0000				PARTIAL PYMT NOV CHARGES	36.43
				030861	1.	01-0000-0-5600	00-1110-1000-100-00-140-0000				PARTIAL PYMT NOV CHARGES	43.65
WARRANT TOTAL											\$80.08	
26917260	002160	HOLD N VIEW ENTERPRISES INC		030974 PO-030974	1.	01-1100-0-4300	00-1110-1000-100-00-693-0000				976	568.10
WARRANT TOTAL											\$568.10	
26917261	001257	HYDREX PEST CONTROL CO.		PV-030296			00 No direct deposit					
						01-0000-0-5500	00-0000-8200-100-00-939-0000				PEST CONTROL SERVICE #164465	32.50
				PV-030308			00 No direct deposit					
						01-0000-0-9510	02-0000-0000-000-00-000-0000				RE-ISSUE CHECK PEST CONTROL	32.50
WARRANT TOTAL											\$65.00	
26917262	000709	LIBRARY VIDEO COMPANY		030812 PO-030812	1.	01-2200-0-4200	00-3200-1000-200-00-750-0000				N00332690001,-02	274.66

DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.  
 BATCH: 0034 REGISTER #34  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR	NAME (REMIT)	LN	FD-RESC-Y-OBJT.	SO-GOAL-FUNC-STE-T2-TY3-TYP4	ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE					DESCRIPTION	
WARRANT TOTAL								\$274.66
26917263	002382	PAUL LINDER		00	No direct deposit			
		PV-030301		01-0000-0-5200	00-0000-8200-100-00-932-0000		KIWANIS MEAL REIMB - NOV	30.00
WARRANT TOTAL								\$30.00
26917264	001313	LONG'S DRUG STORE		00	No direct deposit			
		030528 PO-030528	1.	01-0000-0-4300	00-0000-7180-100-00-966-0000		PARTIAL PYMT NOV CHARGES	55.30
		PV-030306		01-0000-0-4300	00-1110-1000-100-00-140-0000		NOV CHARGES	594.35
WARRANT TOTAL								\$649.65
26917265	001905	MAC WAREHOUSE		00	No direct deposit			
		031011 PO-031011	2.	01-0000-0-4300	00-1110-1000-100-00-025-0000		8925420101	1,449.40
		031011	1.	01-0000-0-4300	00-1110-1000-100-00-140-0000		V05925420101	1,449.41
WARRANT TOTAL								\$2,898.81
26917266	002159	NATIONAL BUSINESS EDUCATION		00	No direct deposit			
		030976 PO-030976	1.	01-1100-0-4300	00-1110-1000-100-00-693-0000		05926	110.00
WARRANT TOTAL								\$110.00
26917267	001234	OTHER WORLD COMPUTING		00	No direct deposit			
		030993 PO-030993	2.	01-0000-0-4300	00-1110-1000-100-00-140-0000		605082	287.50
		030993	1.	01-0000-0-4355	00-1110-2420-100-00-032-0000		SI-605082	287.50
WARRANT TOTAL								\$575.00
26917268	000332	TAFT HARDWARE-WILSON'S		00	No direct deposit			
		030915 PO-030915	1.	01-8100-0-4300	00-0000-8110-100-00-962-0000		NOV CHARGES	321.67
WARRANT TOTAL								\$321.67
26917269	000335	TAFT PLUMBING CO INC		00	No direct deposit			
		PV-030294		01-0000-0-4300	00-0000-8110-100-00-931-0000		PHASE 1 GAS LINES #43994	1,367.44
				01-8100-0-5800	00-0000-8110-100-00-962-0000		PHASE 1 GAS LINES #43994	6,491.09
WARRANT TOTAL								\$7,858.53
26917270	000024	TEACHER'S VIDEO COMPANY		00	No direct deposit			
		030999 PO-030999	1.	01-0000-0-4300	00-1110-1000-100-00-618-0000		F40121740001	137.75
WARRANT TOTAL								\$137.75
26917271	001730	TEXACO		00	No direct deposit			
		PV-030299		01-0000-0-4300	00-0000-8400-100-00-947-0000		GAS CHARGES NOV 02	43.83
WARRANT TOTAL								\$43.83
26917272	002189	UNIVERSAL SPECIALTIES INC		00	No direct deposit			
		030840 PO-030840	1.	01-8100-0-4300	00-0000-8110-100-00-962-0000		144886,-01,-02	2,540.22

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DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.  
 BATCH: 0034 REGISTER #34  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD-RESC-Y-OBJT.S0-GOAL-FUNC-STE-T2-TY3-TYP4		DESCRIPTION	
WARRANT TOTAL						\$2,540.22
26917273	000100	VERIZON CALIFORNIA	00 No direct deposit			
	PV-030298		01-0000-0-5900.00-0000-2700-100-00-935-0000		TELEPHONE SERVICE 11/02	1,165.18
			01-2200-0-5900.00-3200-2700-200-00-935-0000		TELEPHONE SERVICE 11/02	87.70
WARRANT TOTAL						\$1,252.88
26917274	001955	VERIZON WIRELESS	00 No direct deposit			
	PV-030307		01-0000-0-9510.02-0000-0000-000-00-000-0000		RE-ISSUE PHONE SERVICE	955.22
WARRANT TOTAL						\$955.22
26917275	000369	WALDROP'S AUTO PARTS INC	00 No direct deposit			
	030917	PO-030917	4. 01-0000-0-4300.00-0000-8110-100-00-931-0000		NOV CHARGES	25.28
	030917		3. 01-0000-0-4300.00-0000-8400-100-00-947-0000		NOV CHARGES	95.53
	030917		2. 01-7230-0-4300.00-1110-3600-100-00-944-0000		NOV CHARGES	221.78
	030917		1. 01-8100-0-4300.00-0000-8110-100-00-962-0000		NOV CHARGES	43.07
WARRANT TOTAL						\$385.66
26917276	000383	WESTSIDE SECURITY PATROL INC	00 No direct deposit			
	PV-030304		01-0000-0-5500.00-0000-8300-000-00-958-0000		GUARD SERVICE - NOV	1,428.00
WARRANT TOTAL						\$1,428.00
26917277	000391	XPEDX	00 No direct deposit			
	030964	PO-030964	1. 01-0000-0-4300.00-0000-8200-100-00-932-0000		F2-32828-11-S,-12-S	2,592.76
WARRANT TOTAL						\$2,592.76
*** FUND TOTALS ***			TOTAL NUMBER OF WARRANTS: 37	TOTAL AMOUNT OF WARRANTS:		\$35,365.69*

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DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.  
 BATCH: 0034 REGISTER #34  
 FUND : 13 CAFETERIA

WARRANT	VENDOR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE LN	FD-RESC-Y-OBJT.SO-GOAL-FUNC-STE-T2-TY3-TYP4		DESCRIPTION	
2691727B	001257	HYDREX PEST CONTROL CO.	00 No direct deposit			
		PV-030296	13-5310-0-5500.00-0000-3700-100-00-939-0000		PEST CONTROL SERVICE #164465	32.50
			WARRANT TOTAL			\$32.50
*** FUND TOTALS ***			TOTAL NUMBER OF WARRANTS:	1	TOTAL AMOUNT OF WARRANTS:	\$32.50*
*** BATCH TOTALS ***			TOTAL NUMBER OF WARRANTS:	38	TOTAL AMOUNT OF WARRANTS:	\$35,398.19*
*** DISTRICT TOTALS ***			TOTAL NUMBER OF WARRANTS:	38	TOTAL AMOUNT OF WARRANTS:	\$35,398.19*

DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.  
 BATCH: 0035 REGISTER 35  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR	NAME (REMIT)	REQ#	REFERENCE	LN	FD-RESC-Y-OBJT.	SO-GOAL-FUNC	STE	T2-TY3-TYP4	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT
26918427	002424	ALBERTSONS - SOUTHERN DIV.	030874	PO-030874	1.	01-6500-0-4300	.00-5770-1110-100-00-561-0000			00 No direct deposit	107384		306.51
										WARRANT TOTAL			\$306.51
26918428	002169	BIOLIFE		PV-030310		01-0000-0-4300	.00-1110-4200-100-00-347-0000			00 No direct deposit		MEDICAL SUPPLIES #3256	78.99
										WARRANT TOTAL			\$78.99
26918429	001925	CINNAMON HILLS YOUTH		PV-030311		01-6500-0-5800	.00-5770-1120-100-00-562-0000			00 No direct deposit		ED COST-SUTHARD 11/02 #970333	2,080.80
										WARRANT TOTAL			\$2,080.80
26918430	000732	DANKA	030026	PO-030026	1.	01-0000-0-5600	.00-0000-7300-900-00-911-0000			00 No direct deposit		11508476 PARTIAL PYMT	351.62
			030026		3.	01-0000-0-5600	.00-1110-2420-100-00-065-0000					11508473	351.61
			030026		2.	01-6296-0-5600	.00-1110-2420-100-00-032-0000					11508473	351.61
										WARRANT TOTAL			\$1,054.84
26918431	001178	IMAGE 2000	030981	PO-030981	1.	01-0000-0-4300	.00-1110-2420-100-00-067-0000			00 No direct deposit		6557	135.77
										WARRANT TOTAL			\$135.77
26918432	000209	KERN CO SUPT OF SCHOOLS		PV-030312		01-0000-0-5800	.00-1110-1000-100-00-616-0000			00 No direct deposit		GRAND NIGHT #202779	153.61
						01-0000-0-5800	.00-1110-1000-100-00-617-0000					GRAND NIGHT #202779	153.61
										WARRANT TOTAL			\$307.22
26918433	000192	KERN COUNTY GAS & WELDING	030875	PO-030875	2.	01-0000-0-4300	.00-1110-1000-100-00-644-0000			00 No direct deposit		NOV CHARGES	479.78
			030875		1.	01-0000-0-5600	.00-1110-1000-100-00-644-0000					NOV CHARGES	169.15
			030979	PO-030979	1.	01-0000-0-4300	.00-1110-1000-100-00-645-0000					14918	546.98
										WARRANT TOTAL			\$1,195.91
26918434	000263	P G & E		PV-030313		01-0000-0-5500	.00-0000-8200-100-00-933-0000			00 No direct deposit		ELECTRIC & GAS CHARGES 11/02	205.79
										WARRANT TOTAL			\$205.79
26918435	000520	PEPSI-COLA COMPANY	031085	PO-031085	1.	01-0000-0-4300	.00-1110-4200-100-00-347-0000			00 No direct deposit		97494906	225.23
										WARRANT TOTAL			\$225.23
26918436	000007	S C SITE SERVICES INC.		PV-030314		01-8100-0-4300	.00-0000-8110-100-00-962-0000			00 No direct deposit		ELECTRONIC PARTS #16999	255.26

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DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.  
 BATCH: 0035 REGISTER 35  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR	NAME (REMIT)	REQ#	REFERENCE	LN	PD-RESC-Y-OBJT	SO-GOAL-FUNC-STE-T2-TY3-TYP4	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT	
WARRANT TOTAL											\$255.26		
26918437	000796	SOUTHWEST TV SERVICE CENTER						00 No direct deposit					
		030977 PO-030977	1.	01-0000-0-5600			00-1110-1000-100-00-619-0000			76866,65		437.00	
WARRANT TOTAL											\$437.00		
26918438	002252	SPINTAR						00 No direct deposit					
		031005 PO-031005	1.	01-0000-0-4300			00-1110-2420-100-00-067-0000			0228733		244.90	
WARRANT TOTAL											\$244.90		
26918439	000273	SUCCESSORIES INC						00 No direct deposit					
		031006 PO-031006	1.	01-0000-0-4300			00-0000-7300-900-00-911-0000			21444225		95.06	
WARRANT TOTAL											\$95.06		
26918440	000335	TAFT PLUMBING CO INC						00 No direct deposit					
		PV-030315		01-8100-0-4300			00-0000-8110-100-00-962-0000				WATER HEATER DT0523	461.18	
WARRANT TOTAL											\$461.18		
26918441	000377	WEST KERN WATER DISTRICT						00 No direct deposit					
		PV-030316		01-0000-0-5500			00-0000-8200-100-00-936-0000				WATER SERVICE THRU 12/3	2,706.24	
WARRANT TOTAL											\$2,706.24		
26918442	000382	WOODWORKER'S SUPPLY/NEW MEXICO						00 No direct deposit					
		PV-030317		01-0000-0-4300			00-1110-1000-100-00-643-0000				SAW BLADES #3710483-4	195.80	
WARRANT TOTAL											\$195.80		
*** FUND	TOTALS ***							TOTAL NUMBER OF WARRANTS:	16	TOTAL AMOUNT OF WARRANTS:	\$9,986.50*		

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APY250 H.01.01

KERN COUNTY SUPERINTENDENT OF SCHOOLS  
COMMERCIAL WARRANT REGISTER  
FOR WARRANTS DATED 12/18/2002

12/18/02 PAGE 3

DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.  
BATCH: 0035 REGISTER 35  
FUND : 13 CAFETERIA

WARRANT	VENDOR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD-RESC-Y-OBJT.SO-GOAL-FUNC-STE-T2-TY3-TYP4	DESCRIPTION		
26918443	000263	P G & E	00 No direct deposit			
	PV-030313		13-5310-0-5500.00-0000-3700-100-00-970-0000	ELECTRIC & GAS CHARGES 11/02		30.75
			WARRANT TOTAL			\$30.75
*** FUND	TOTALS ***		TOTAL NUMBER OF WARRANTS: 1	TOTAL AMOUNT OF WARRANTS:		\$30.75*
*** BATCH	TOTALS ***		TOTAL NUMBER OF WARRANTS: 17	TOTAL AMOUNT OF WARRANTS:		\$10,017.25*

DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.  
 BATCH: 0036 REGISTER 36  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR	NAME (REMIT)	REQ#	REFERENCE	LN	FD-RESC-Y-OBJT.	SO-GOAL-FUNC-STE-T2-TY3-TYP4	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT
26918444	000349	T U H S REV CASH/GEN		PV-030318		FUND	00	No direct deposit				
						01-0000-0-4200.00-1110-1000-100-00-250-0000					REVOLVING CASH REIMB 11/02	25.00
						01-0000-0-4300.00-0000-3130-100-00-851-0000					REVOLVING CASH REIMB 11/02	5.75
						01-0000-0-4300.00-0000-7200-000-00-909-0000					REVOLVING CASH REIMB 11/02	11,470.00
						01-0000-0-4300.00-0000-8400-100-00-947-0000					REVOLVING CASH REIMB 11/02	9.02
						01-0000-0-4300.00-1110-1000-100-00-139-0000					REVOLVING CASH REIMB 11/02	57.65
						01-0000-0-4300.00-1110-1000-100-00-238-0000					REVOLVING CASH REIMB 11/02	6.41
						01-0000-0-4300.00-1110-1000-100-00-454-0000					REVOLVING CASH REIMB 11/02	130.00
						01-0000-0-4300.00-1110-1000-100-00-554-0000					REVOLVING CASH REIMB 11/02	12.83
						01-0000-0-4300.00-1110-1000-100-00-618-0000					REVOLVING CASH REIMB 11/02	18.34
						01-0000-0-4300.00-1110-1000-100-00-621-0000					REVOLVING CASH REIMB 11/02	136.93
						01-0000-0-4300.00-1110-2700-100-00-013-0000					REVOLVING CASH REIMB 11/02	116.10
						01-0000-0-4300.00-1110-4200-100-00-347-0000					REVOLVING CASH REIMB 11/02	30.02
						01-0000-0-5200.00-0000-3110-100-00-853-0000					REVOLVING CASH REIMB 11/02	18.00
						01-0000-0-5200.00-0000-7300-900-00-911-0000					REVOLVING CASH REIMB 11/02	6.00
						01-0000-0-5200.00-1110-2140-100-00-200-0000					REVOLVING CASH REIMB 11/02	51.78
						01-0000-0-5200.00-1110-2700-100-00-013-0000					REVOLVING CASH REIMB 11/02	35.00
						01-0000-0-5800.00-0000-7110-000-00-903-0000					REVOLVING CASH REIMB 11/02	540.40
						01-0000-0-5800.00-0000-7400-900-00-907-0000					REVOLVING CASH REIMB 11/02	186.00
						01-0000-0-5800.00-1110-1000-100-00-617-0000					REVOLVING CASH REIMB 11/02	9.00
						01-0000-0-5800.00-1110-1000-100-00-618-0000					REVOLVING CASH REIMB 11/02	30.00
						01-0000-0-5800.00-1110-4100-100-00-125-0000					REVOLVING CASH REIMB 11/02	400.00
						01-0000-0-5900.00-1110-2700-100-00-044-0000					REVOLVING CASH REIMB 11/02	273.28
						01-2200-0-5200.00-3200-2140-200-00-750-0000					REVOLVING CASH REIMB 11/02	290.00
						01-6500-0-5800.00-5770-3140-100-00-561-0000					REVOLVING CASH REIMB 11/02	78.75

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APY250 H.01.01

KERN COUNTY SUPERINTENDENT OF SCHOOLS  
COMMERCIAL WARRANT REGISTER  
FOR WARRANTS DATED 12/18/2002

12/18/02 PAGE 5

DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.  
BATCH: 0036 REGISTER 36  
FUND : 01 GENERAL FUND

WARRANT	VENDOR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD-RESC-Y-OBJT.SO-GOAL-FUNC-STE-T2-TY3-TYP4		DESCRIPTION	
			01-7271-0-4300.00-1110-2140-100-00-017-0000		REVOLVING CASH REIMB 11/02	106.36
			WARRANT TOTAL			\$14,042.63
*** FUND	TOTALS ***		TOTAL NUMBER OF WARRANTS:	1	TOTAL AMOUNT OF WARRANTS:	\$14,042.63*

KERN COUNTY SUPERINTENDENT OF SCHOOLS  
 COMMERCIAL WARRANT REGISTER  
 FOR WARRANTS DATED 12/18/2002

DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.  
 BATCH: 0036 REGISTER 36  
 FUND : 13 CAFETERIA

WARRANT	VENDOR	NAME (REMIT)	REQ#	REFERENCE	LN	FD-RESC-Y-OBJT.S0-GOAL-FUNC-STE-T2-TY3-TYP4	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT
26918445	000349	T U H S REV CASH/GEN		PV-030318		FUND	00 No direct deposit				
						13-5310-0-4300.00-0000-3700-100-00-970-0000				REVOLVING CASH REIMB 11/02	78.55
						13-5310-0-4700.00-0000-3700-100-00-970-0000				REVOLVING CASH REIMB 11/02	30.87
						WARRANT TOTAL					\$109.42
*** FUND TOTALS ***						TOTAL NUMBER OF WARRANTS:	1	TOTAL AMOUNT OF WARRANTS:			\$109.42*
*** BATCH TOTALS ***						TOTAL NUMBER OF WARRANTS:	2	TOTAL AMOUNT OF WARRANTS:			\$14,152.05*
*** DISTRICT TOTALS ***						TOTAL NUMBER OF WARRANTS:	19	TOTAL AMOUNT OF WARRANTS:			\$24,169.30*

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KERN COUNTY SUPERINTENDENT OF SCHOOLS  
 COMMERCIAL WARRANT REGISTER  
 FOR WARRANTS DATED 12/20/2002

DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.  
 BATCH: 0037 REGISTER 37  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD-RESC-Y-OBJT.SO-GOAL-FUNC-STE-T2-TY3-TYP4		DESCRIPTION	
26922313	000662	AFFORDABLE WHEEL & TIRE INC	00 No direct deposit			
	030896	PO-030896	2. 01-0000-0-4300.00-0000-8400-100-00-947-0000		4584	326.89
	030896		4. 01-0000-0-5600.00-0000-8400-100-00-947-0000		4584	56.00
			WARRANT TOTAL			\$382.89
26922314	002424	ALBERTSONS - SOUTHERN DIV.	00 No direct deposit			
	031022	PO-031022	1. 01-0000-0-4300.00-1110-1000-100-00-632-0000		DEC CHARGES	520.17
	031023	PO-031023	1. 01-6500-0-4300.00-5770-1110-100-00-561-0000		DEC CHARGES	319.10
			WARRANT TOTAL			\$839.27
26922315	000033	THE BAKERSFIELD CALIFORNIAN	00 No direct deposit			
	030444	PO-030444	2. 01-0000-0-4300.00-1110-1000-100-00-139-0000		3012192	57.36
	030444		7. 01-0000-0-4300.00-1110-1000-100-00-454-0000		3012192	57.36
	030444		6. 01-0000-0-4300.00-1110-1000-100-00-654-0000		3012192	57.36
	030444		1. 01-0000-0-4300.00-1110-2420-100-00-032-0000		#3012192	57.36
	030444		3. 01-6500-0-4300.00-5770-1110-100-00-561-0000		3012192	57.36
	030444		5. 01-6500-0-4300.00-5770-1110-100-00-561-0000		3012192	57.36
	030444		4. 01-7220-0-4300.00-1110-1000-100-00-055-0000		3012192	57.36
			WARRANT TOTAL			\$401.52
26922316	001227	BETTER BOOKS COMPANY	00 No direct deposit			
	030758	PO-030758	1. 01-0000-0-4200.00-1110-2420-100-00-032-0000		150596,150991	332.96
			WARRANT TOTAL			\$332.96
26922317	002394	BUREAU OF EDUCATION & RESEARCH	00 No direct deposit			
	030984	PO-030984	1. 01-1100-0-4300.00-1110-1000-100-00-193-0000		2711657	98.00
			WARRANT TOTAL			\$98.00
26922318	002305	CHAMPION HARDWARE INC	00 No direct deposit			
	030931	PO-030931	1. 01-8100-0-4300.00-0000-8110-100-00-962-0000		71686	3,429.80
			WARRANT TOTAL			\$3,429.80
26922319	000103	CONTROLCO	00 No direct deposit			
	030934	PO-030934	1. 01-8100-0-4300.00-0000-8110-100-00-962-0000		812158	465.47
			WARRANT TOTAL			\$465.47
26922320	000091	COOPER'S TRUE VALUE HOME CENTR	00 No direct deposit			
	030900	PO-030900	2. 01-0000-0-4300.00-0000-8110-100-00-931-0000		NOV CHARGES	847.43
	030900		5. 01-0000-0-4300.00-0000-8200-100-00-932-0000		NOV CHARGES	323.45

DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.  
BATCH: 0037 REGISTER 37  
FUND : 01 GENERAL FUND

WARRANT	VENDOR	NAME (REMIT)	REQ#	REFERENCE	LN	FD-RESC	Y-OBJT	SO-GOAL	FUNC-STE	T2-TY3	ABA NUM TYP4	ACCOUNT NUM DESCRIPTION	AMOUNT
		030900			6.	01-0000	0-4300	00-0000	8400-100	00-947	0000	NOV CHARGES	25.94
		030900			4.	01-0000	0-4300	00-1110	1000-100	00-346	0000	NOV CHARGES	91.21
		030900			7.	01-0000	0-4300	00-1110	1000-100	00-621	0000	NOV CHARGES	66.63
		030900			3.	01-0000	0-4300	00-1110	4200-100	00-347	0000	NOV CHARGES	91.21
		030900			1.	01-8100	0-4300	00-0000	8110-100	00-962	0000	NOV CHARGES	4,385.82
												WARRANT TOTAL	\$5,831.69
26922321	002349	COUNTY OF KERN											
		PV-030324				01-0000	0-5500	00-0000	8200-100	00-937	0000	WASTE DISPOSAL DUMPING	41.98
												WARRANT TOTAL	\$41.98
26922322	000331	DAILY MIDWAY DRILLER											
		031008	PO-031008		1.	01-2200	0-4300	00-3200	1000-200	00-750	0000	SUB	116.00
			PV-030323			01-0000	0-5800	00-0000	7200-900	00-901	0000	GEN SERVICE VACANCY	100.00
												WARRANT TOTAL	\$216.00
26922323	000477	DANKA OFFICE IMAGING											
		030129	PO-030129		1.	01-0000	0-5600	00-1110	2420-100	00-067	0000	PARTIAL #72140461	1,046.20
												WARRANT TOTAL	\$1,046.20
26922324	000119	DAVE'S GLASS SHOP											
		030901	PO-030901		4.	01-0000	0-4300	00-0000	8400-100	00-947	0000	NOV CHARGES	282.74
		030901			1.	01-8100	0-4300	00-0000	8110-100	00-962	0000	NOV CHARGES	21.88
												WARRANT TOTAL	\$304.62
26922325	000406	E M THARP INC											
		030902	PO-030902		2.	01-0000	0-4300	00-0000	8400-100	00-947	0000	NOV CHARGES	62.16
												WARRANT TOTAL	\$62.16
26922326	001444	G B C											
		031014	PO 031014		1.	01 0000	0 4300	00-1110	2420-100	00-067	0000	12651913	341.70
												WARRANT TOTAL	\$341.70
26922327	002025	GARDENERS SUPPLY CO											
		030904	PO 030904		1.	01 0000	0 4300	00-0000	8110-100	00-931	0000	16981	631.17
												WARRANT TOTAL	\$631.17
26922328	000208	GARY'S PERFORMANCE											
		PV 030319				01 0000	0 4300	00-0000	8110-100	00-931	0000	CHAIN PARTS #1753	16.03
						01 0000	0 5600	00-0000	8110-100	00-931	0000	CHAIN PARTS #1753	15.00

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DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.  
 BATCH: 0037 REGISTER 37  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR	NAME (REMIT)	REQ#	REFERENCE	LN	FD-RESC-Y-OBJT	SO-GOAL-FUNC-STE-T2-TY3-TYP4	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT
WARRANT TOTAL											\$31.03	
26922329	000881	GRAINGER						00 No direct deposit				
		031090 PO-031090	1.	01-8100-0-4300.00-0000		8110-100-00-962-0000				934-392525-2		251.05
WARRANT TOTAL											\$251.05	
26922330	000068	J & S AUTO PARTS						00 No direct deposit				
		030907 PO-030907	2.	01-7230-0-4300.00-1110		3600-100-00-944-0000				NOV CHARGES		107.13
WARRANT TOTAL											\$107.13	
26922331	002250	JIM'S SUPPLY CO INC						00 No direct deposit				
		031016 PO-031016	1.	01-0000-0-4300.00-1110		1000-100-00-644-0000				755912		1,083.23
WARRANT TOTAL											\$1,083.23	
26922332	000225	JOSTEN'S INC-DIPLOMA DIVISION						00 No direct deposit				
		030838 PO-030838	1.	01-0000-0-4300.00-0000		3110-100-00-853-0000				PARTIAL PYMT #1010		423.64
WARRANT TOTAL											\$423.64	
26922333	001880	K-LOG						00 No direct deposit				
		030830 PO-030830	1.	01-0000-0-4300.00-1110		1000-100-00-422-0000				2084795-1		420.82
WARRANT TOTAL											\$420.82	
26922334	002374	K-MART #7287						00 No direct deposit				
		030942 PO-030942	1.	01-0000-0-4300.00-1110		1000-100-00-140-0000				PARTIAL YB		441.03
		030989 PO-030989	1.	01-0000-0-4300.00-1110		1000-100-00-139-0000				FILM		85.69
WARRANT TOTAL											\$526.72	
26922335	000209	KERN CO SUPT OF SCHOOLS						00 No direct deposit				
		030056 PO-030056	1.	01-0000-0-5800.00-1110		4100-100-00-050-0000				301258		250.00
WARRANT TOTAL											\$250.00	
26922336	000192	KERN COUNTY GAS & WELDING						00 No direct deposit				
		030796 PO-030796	1.	01-0000-0-4300.00-1110		1000-100-00-644-0000				13858		133.42
WARRANT TOTAL											\$133.42	
26922337	000854	LAGUNA CLAY COMPANY						00 No direct deposit				
		030943 PO-030943	1.	01-0000-0-4300.00-1110		1000-100-00-618-0000				65982		618.46
WARRANT TOTAL											\$618.46	
26922338	001905	MAC WAREHOUSE						00 No direct deposit				
		030810 PO-030810	1.	01-0000-0-4300.00-1110		1000-100-00-025-0000				P89895280001		64.30
		030810	2.	01-6500-0-4300.00-5770		1110-100-00-561-0000				P89895280001		1,283.94
WARRANT TOTAL											\$1,348.24	
26922339	000234	MC GRAW-HILL COMPANIES						00 No direct deposit				
		030970 PO-030970	1.	01-3020-0-4300.00-1110		1000-100-00-130-0000				B019224K02		448.32

DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.  
 BATCH: 0037 REGISTER 37  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE LN	FD-RESC-Y-OBJT.SO-GOAL-FUNC-STE-T2-TY3-TYP4		DESCRIPTION	
WARRANT TOTAL						\$448.32
26922340	001581	MC GRAW-HILL COMPANIES	00 No direct deposit			
		PV-030320	01-6500-0-4300.00-5770-3160-100-00-801-0000		TESTING MATERIALS	178.88
WARRANT TOTAL						\$178.88
26922341	001542	MCGRAW-HILL CHILDREN'S PUB	00 No direct deposit			
		030661 PO-030661	1. 01-0000-0-4300.00-1110-2700-100-00-013-0000		J234876L02	171.56
WARRANT TOTAL						\$171.56
26922342	002067	MODERN SCHOOL SUPPLIES INC	00 No direct deposit			
		030390 PO-030390	1. 01-0000-0-4300.00-0000-8200-100-00-932-0000		559843	44,881.00
WARRANT TOTAL						\$44,881.00
26922343	000323	OFFICE DEPOT	00 No direct deposit			
		031017 PO-031017	1. 01-0000-0-4300.00-1110-1000-100-00-025-0000		188586970	2,643.78
		031018 PO-031018	1. 01-0000-0-4300.00-1110-1000-100-00-025-0000		188587213	58.98
WARRANT TOTAL						\$2,702.76
26922344	000874	SCHOOL SERVICES OF CA INC	00 No direct deposit			
		030104 PO-030104	1. 01-0000-0-5800.00-0000-7300-900-00-911-0000		36739	130.00
WARRANT TOTAL						\$130.00
26922345	000313	SOCIAL STUDIES SCHOOL SERVICE	00 No direct deposit			
		030956 PO-030956	1. 01-0000-0-4300.00-1110-1000-100-00-454-0000		5827-13	771.68
WARRANT TOTAL						\$771.68
26922346	001174	SOUTHWEST READY MIX INC	00 No direct deposit			
		030913 PO-030913	1. 01-0000-0-4300.00-0000-8110-100-00-931-0000		NOV CHARGES	100.28
WARRANT TOTAL						\$100.28
26922347	000326	STOCKDALE MUSIC INC.	00 No direct deposit			
		030828 PO-030828	1. 01-0000-0-4300.00-1110-1000-100-00-617-0000		96314,100217	290.64
WARRANT TOTAL						\$290.64
26922348	001230	TAFT FAMILY MOTORS	00 No direct deposit			
		030916 PO-030916	2. 01-0000-0-4300.00-0000-8400-100-00-947-0000		NOV CHARGES	101.06
WARRANT TOTAL						\$101.06
26922349	000100	VERIZON CALIFORNIA	00 No direct deposit			
		PV-030126	01-0000-0-5900.00-0000-2700-100-00-935-0000		TELEPHONE SERVICE DEC	126.11
			01-2200-0-5900.00-3200-2700-200-00-935-0000		TELEPHONE SERVICE DEC	9.49
WARRANT TOTAL						\$135.60
26922350	001955	VERIZON WIRELESS	00 No direct deposit			
		PV-030122	01-0000-0-5900.00-0000-2700-100-00-935-0000		CELL SERVICE - NOV	483.61

KERN COUNTY SUPERINTENDENT OF SCHOOLS  
 COMMERCIAL WARRANT REGISTER  
 FOR WARRANTS DATED 12/20/2002

DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.  
 BATCH: 0037 REGISTER 37  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE LN	FD-RESC-Y-OBJT.SO-GOAL-FUNC-STE-T2-TY3-TYP4		DESCRIPTION	
WARRANT TOTAL						\$483.61
26922351	000377	WEST KERN WATER DISTRICT PV-030325	00 No direct deposit 01-2200-0-5500.00-3200-8200-200-00-936-0000		WATER SERVICE DEC	470.40
WARRANT TOTAL						\$470.40
26922352	001359	WESTSIDE ELECTRONICS 030877 PO-030877 1.	00 No direct deposit 01-0000-0-4300.00-1110-1000-100-00-617-0000		NOV CHARGES	84.65
WARRANT TOTAL						\$84.65
26922353	000770	WILLIAM WICKWIRE PV-030321	00 No direct deposit 01-0000-0-5200.00-1110-2700-100-00-013-0000		KIWANIS MEALS REIMB-NOV 02	30.00
WARRANT TOTAL						\$30.00
*** FUND	TOTALS ***		TOTAL NUMBER OF WARRANTS: 41		TOTAL AMOUNT OF WARRANTS:	\$70,599.61*



KERN COUNTY SUPERINTENDENT OF SCHOOLS  
 COMMERCIAL WARRANT REGISTER  
 FOR WARRANTS DATED 12/20/2002

DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.  
 BATCH: 0037 REGISTER 37  
 FUND : 13 CAFETERIA

WARRANT	VENDOR	NAME (REMIT)	REQ#	REFERENCE	LN	FD-RESC-Y-OBJT.	SO-GOAL-FUNC-STE-T2-TY3-TYP4	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT
26922354	001148	11-C MARKET						00 No direct deposit				
		030880 PO-030880			1.	13-5310-0-4700	00-0000-3700-100-00-970-0000				NOV CHARGES	224.19
								WARRANT TOTAL				\$224.19
26922355	002424	ALBERTSONS - SOUTHERN DIV.						00 No direct deposit				
		030878 PO-030878			1.	13-5310-0-4700	00-0000-3700-100-00-970-0000				NOV CHARGES	528.53
								WARRANT TOTAL				\$528.53
26922356	001674	F W STRICKLER & SON						00 No direct deposit				
		030879 PO-030879			1.	13-5310-0-4700	00-0000-3700-100-00-970-0000				NOV CHARGES	1,765.97
								WARRANT TOTAL				\$1,765.97
26922357	000871	FARMER BROS CO						00 No direct deposit				
		030881 PO-030881			1.	13-5310-0-4700	00-0000-3700-100-00-970-0000				NOV CHARGES	308.41
								WARRANT TOTAL				\$308.41
26922358	001622	FOSTER FARMS DAIRY						00 No direct deposit				
		030882 PO-030882			1.	13-5310-0-4700	00-0000-3700-100-00-970-0000				NOV CHARGES	1,753.76
								WARRANT TOTAL				\$1,753.76
26922359	000493	FOSTER'S DONUTS						00 No direct deposit				
		030883 PO-030883			1.	13-5310-0-4700	00-0000-3700-100-00-970-0000				NOV CHARGES	607.50
								WARRANT TOTAL				\$607.50
26922360	001654	GALLAND'S INST'L FOOD SVC INC						00 No direct deposit				
		030884 PO-030884			1.	13-5310-0-4700	00-0000-3700-100-00-970-0000				NOV CHARGES	4,430.34
								WARRANT TOTAL				\$4,430.34
26922361	001962	HAMMON'S MEAT SALES INC						00 No direct deposit				
		030885 PO-030885			1.	13-5310-0-4700	00-0000-3700-100-00-970-0000				NOV CHARGES	1,997.65
								WARRANT TOTAL				\$1,997.65
26922362	001673	I B C HOSTESS CAKE BAKERY						00 No direct deposit				
		030886 PO-030886			1.	13-5310-0-4700	00-0000-3700-100-00-970-0000				NOV CHARGES	1,611.65
								WARRANT TOTAL				\$1,611.65
26922363	001623	INTERSTATE BRANDS CORP						00 No direct deposit				
		030887 PO-030887			1.	13-5310-0-4700	00-0000-3700-100-00-970-0000				NOV CHARGES	557.67
								WARRANT TOTAL				\$557.67
26922364	000979	ONE MORE TIME INC						00 No direct deposit				
		PV 030327				13-5310-0-5500	00-0000-3700-100-00-970-0000				WASTE DISPOSAL	38.00
								WARRANT TOTAL				\$38.00
26922365	000520	PEPSI-COLA COMPANY						00 No direct deposit				
		030888 PO-030888			1.	13-5310-0-4700	00-0000-3700-100-00-970-0000				NOV CHARGES	1,247.19
								WARRANT TOTAL				\$1,247.19

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DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.  
 BATCH: 0037 REGISTER 37  
 FUND : 13 CAFETERIA

WARRANT	VENDOR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD-RESC-Y-OBJT.SO-GOAL-FUNC-STE-T2-TY3-TYP4		DESCRIPTION	
26922366	000919	PIZZA FACTORY	00 No direct deposit			
	030889	PO-030889	1. 13-5310-0-4700.00-0000-3700-100-00-970-0000		NOV CHARGES	2,812.41
			WARRANT TOTAL			\$2,812.41
26922367	001718	SEVEN-UP/RC BOTTLING COMPANY	00 No direct deposit			
	030890	PO-030890	1. 13-5310-0-4700.00-0000-3700-100-00-970-0000		NOV CHARGES	335.50
			WARRANT TOTAL			\$335.50
26922368	000082	SYSCO FOOD SVC OF LOS ANGELES	00 No direct deposit			
	030891	PO-030891	2. 13-5310-0-4300.00-0000-3700-100-00-970-0000		NOV CHARGES	146.90
	030891		1. 13-5310-0-4700.00-0000-3700-100-00-970-0000		NOV CHARGES	8,078.16
			WARRANT TOTAL			\$8,225.06
26922369	001286	U S FOODSERVICE	00 No direct deposit			
	030892	PO-030892	2. 13-5310-0-4300.00-0000-3700-100-00-970-0000		NOV CHARGES	47.58
	030892		1. 13-5310-0-4700.00-0000-3700-100-00-970-0000		NOV CHARGES	8,098.58
			WARRANT TOTAL			\$8,146.16
*** FUND TOTALS ***			TOTAL NUMBER OF WARRANTS:	16	TOTAL AMOUNT OF WARRANTS:	\$34,589.99*
*** BATCH TOTALS ***			TOTAL NUMBER OF WARRANTS:	57	TOTAL AMOUNT OF WARRANTS:	\$105,189.60*
*** DISTRICT TOTALS ***			TOTAL NUMBER OF WARRANTS:	57	TOTAL AMOUNT OF WARRANTS:	\$105,189.60*

KERN COUNTY SUPERINTENDENT OF SCHOOLS  
 COMMERCIAL WARRANT REGISTER  
 FOR WARRANTS DATED 12/19/2002

DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.  
 BATCH: 0038 REGISTER 0038  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT	
REQ#	REFERENCE	LN	FD-RESC-Y-OBJT.SO-GOAL-FUNC-STE-T2-TY3-TYP4	DESCRIPTION			
26919140	000035	BANKCARD CENTER PV-030328	00 No direct deposit				
			01-0000-0-4300.00-0000-7300-900-00-911-0000	B OF A BUSINESS CARDS NOV 2002		272.07	
			01-0000-0-4300.00-1110-1000-100-00-238-0000	B OF A BUSINESS CARDS NOV 2002		27.75	
			01-0000-0-4300.00-1110-1000-100-00-454-0000	B OF A BUSINESS CARDS NOV 2002		754.70	
			01-0000-0-4300.00-1110-1000-100-00-610-0000	B OF A BUSINESS CARDS NOV 2002		17.95	
			01-0000-0-4300.00-1110-1000-100-00-621-0000	B OF A BUSINESS CARDS NOV 2002		394.15	
			01-0000-0-4300.00-1110-1000-100-00-631-0000	B OF A BUSINESS CARDS NOV 2002		349.33	
			01-0000-0-4300.00-1110-1000-100-00-632-0000	B OF A BUSINESS CARDS NOV 2002		162.56	
			01-0000-0-4300.00-1110-1000-100-00-634-0000	B OF A BUSINESS CARDS NOV 2002		557.86	
			01-0000-0-4300.00-1110-2420-100-00-032-0000	B OF A BUSINESS CARDS NOV 2002		133.57	
			01-0000-0-4300.00-1110-4200-100-00-347-0000	B OF A BUSINESS CARDS NOV 2002		575.14	
			01-0000-0-5200.00-0000-3110-100-00-853-0000	B OF A BUSINESS CARDS NOV 2002		387.50	
			01-0000-0-5200.00-0000-7110-000-00-910-0000	B OF A BUSINESS CARDS NOV 2002		1,515.00	
			01-0000-0-5200.00-0000-7300-900-00-911-0000	B OF A BUSINESS CARDS NOV 2002		246.88	
			01-0000-0-5200.00-1110-2140-100-00-100-0000	B OF A BUSINESS CARDS NOV 2002		185.43	
			01-0000-0-5200.00-1110-2140-100-00-200-0000	B OF A BUSINESS CARDS NOV 2002		1,760.27	
			01-0000-0-5200.00-1110-2140-100-00-300-0000	B OF A BUSINESS CARDS NOV 2002		267.84	
			01-0000-0-5200.00-1110-2140-100-00-400-0000	B OF A BUSINESS CARDS NOV 2002		674.91	
			01-0000-0-5200.00-1110-2140-100-00-600-0000	B OF A BUSINESS CARDS NOV 2002		564.78	
			01-0000-0-5200.00-1110-2420-100-00-032-0000	B OF A BUSINESS CARDS NOV 2002		1,283.81	
			01-0000-0-5200.00-1110-2700-100-00-013-0000	B OF A BUSINESS CARDS NOV 2002		848.51	
			01-0000-0-5800.00-0000-7200-000-00-909-0000	B OF A BUSINESS CARDS NOV 2002		75.00	
			01-0000-0-5800.00-1110-1000-100-00-454-0000	B OF A BUSINESS CARDS NOV 2002		997.65	
			01-6500-0-5200.00-5770-2140-100-00-500-0000	B OF A BUSINESS CARDS NOV 2002		550.00	
			WARRANT TOTAL				\$12,602.66

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APY250 H.01.01

KERN COUNTY SUPERINTENDENT OF SCHOOLS  
COMMERCIAL WARRANT REGISTER  
FOR WARRANTS DATED 12/19/2002

12/19/02 PAGE 2

DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.  
BATCH: 0038 REGISTER 0038  
FUND : 01 GENERAL FUND

WARRANT	VENDOR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD-RESC-Y-OBJT.SO-GOAL-FUNC-STE-T2-TY3-TYP4		DESCRIPTION	
*** FUND	TOTALS ***		TOTAL NUMBER OF WARRANTS:	1	TOTAL AMOUNT OF WARRANTS:	\$12,602.66*
*** BATCH	TOTALS ***		TOTAL NUMBER OF WARRANTS:	1	TOTAL AMOUNT OF WARRANTS:	\$12,602.66*
*** DISTRICT	TOTALS ***		TOTAL NUMBER OF WARRANTS:	1	TOTAL AMOUNT OF WARRANTS:	\$12,602.66*

**Taft Union High School District  
Credit Card Reconciliation Sheet  
Authorization for Payment**

**Vendor # 35 Business Card B of A**  
**Requested by: Chuck Hagstrom**

**Date: 12/17/02**

Card # 929

Name	Event	Location	Date(s)	Acct Code	Amount
Woodson	Sr Project Conference	Fairfield	11/3-11/4	01-0000-0-5200-00-1110-2700-100-00-013-0000	\$ 281.38
Hardt	Classroom Supplies		11/11	01-0000-0-4300-00-1110-1000-100-00-631-0000	\$ 349.33
Hagstrom	Supplies - Business Office		11/20	01-0000-0-4300-00-0000-7300-900-00-911-0000	\$ 75.06
Kopp	Classroom Supplies		11/29	01-0000-0-4300-00-1110-1000-100-00-454-0000	\$ 544.00

Card # 937

Name	Event	Location	Date(s)	Acct Code	Amount
Bahen	Math Conference	Palm Springs	11/8-11/10	01-0000-0-5200-00-1110-2140-100-00-200-0000	\$ 485.35
Dennis	WASC Training	Camarillo	11/17-11/18	01-0000-0-5200-00-1110-2700-100-00-013-0000	\$ 138.36
Mash, Et Al	SSL Meeting	Bakersfield	11/20	01-0000-0-5200-00-1110-2140-100-00-300-0000	\$ 68.64

Card # 945

Name	Event	Location	Date(s)	Acct Code	Amount
Koerner	ACSA NCLB Training	Anaheim	11/5-11/6	01-0000-0-5200-00-0000-3110-100-00-853-0000	\$ 189.50
McLaughlin	CSLA Conference	Sacramento	11/12-11/15	01-0000-0-5200-00-1110-2420-100-00-032-0000	\$ 714.83
McLaughlin	Supplies	Sacramento	11/12-11/15	01-0000-0-4300-00-1110-2420-100-00-032-0000	\$ 133.57

Card # 960

Name	Event	Location	Date(s)	Acct Code	Amount
Hagstrom	Supplies	Bakersfield	11/4	01-0000-0-4300-00-1110-2420-100-00-347-0000	\$ 536.24
Sexton, T	Math Conference	Palm Springs	11/8-11/10	01-0000-0-5200-00-1110-2140-100-00-200-0000	\$ 594.48
Day, R	ACTFL Conference	Salt Lake City	11/21-11/24	01-0000-0-5200-00-1110-2140-100-00-400-0000	\$ 613.10
Bramham, L	Classroom Supplies	Bakersfield	11/29	01-0000-0-4300-00-1110-1000-100-00-632-0000	\$ 162.56

Card # 978

Name	Event	Location	Date(s)	Acct Code	Amount
Sexton, T, Et Al	Volleyball Meeting	Visalia	10/21	01-0000-0-5200-00-1110-2140-100-00-300-0000	\$ 44.64

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**Taft Union High School District  
Credit Card Reconciliation Sheet  
Authorization for Payment**

Payne, R	Math Conference	Palm Springs	11/7-11/10	01-0000-0-5200-00-1110-2140-100-00-200-0000	\$ 540.44
Payne, R	Classroom Supplies	Palm Springs	11/9	01-0000-0-4300-00-1110-1000-100-00-238-0000	\$ 27.75
Heiter, Jameson	X-Country State Finals	Fresno	11/29-11/30	01-0000-0-5200-00-1000-2140-100-00-300-0000	\$ 154.56

Card # 0986

Name	Event	Location	Date(s)	Acct Code	Amount
Dyer	Sr Project Workshop	Fairfield	11/4	01-0000-0-5200-00-1110-2700-100-00-013-0000	\$ 284.01
Kopp, Et Al	Norton Simon Museum	Pasadena	11/7	01-0000-0-5200-00-1110-2140-100-00-400-0000	\$ 61.81
Kopp, Et Al	Norton Simon Museum	Pasadena	11/7	01-0000-0-5200-00-1110-2140-100-00-100-0000	\$ 185.43
Hagstrom	ACSA Personnel Academ	Stockton	11/9-11/10	01-0000-0-5200-00-0000-7300-900-00-911-0000	\$ 116.88
Lamb	CSLA Conference	Sacramento	11/12-11/14	01-0000-0-5200-00-1110-2420-100-00-032-0000	\$ 568.98

Card # 1189

Name	Event	Location	Date(s)	Acct Code	Amount
Anderson, K	Business Ed Conf	Costa Mesa	11/7-11/10	01-0000-0-5200-00-1110-2140-100-00-600-0000	\$ 564.78
Brown, M	WASC Training	Camarillo	11/17-11/18	01-0000-0-5200-00-1110-2700-100-00-013-0000	\$ 144.76
Hardt	Classroom Supplies		11/27-12/1	01-0000-0-4300-00-1110-1000-100-00-634-0000	\$ 557.86

Card # 7986

Name	Event	Location	Date(s)	Acct Code	Amount
	Annual Fee		12/1	01-0000-0-5200-00-0000-7200-000-00-909-0000	\$ 25.00

Card # 7994

Name	Event	Location	Date(s)	Acct Code	Amount
	Annual Fee		12/1	01-0000-0-5200-00-0000-7200-000-00-909-0000	\$ 25.00

Card # 8000

Name	Event	Location	Date(s)	Acct Code	Amount
	Annual Fee		12/1	01-0000-0-5200-00-0000-7200-000-00-909-0000	\$ 25.00

Card # 8192

Name	Event	Location	Date(s)	Acct Code	Amount
Jameson	Supplies		11/21	01-0000-0-4300-00-1110-2420-100-00-347-0000	\$ 38.90

**Taft Union High School District  
Credit Card Reconciliation Sheet  
Authorization for Payment**

Ashley CSBA Conf San Francisco 11/25 01-0000-0-5200-00-0000-7110-000-00-910-0000 \$ 340.00

Card # 8200

Name	Event	Location	Date(s)	Acct Code	Amount
Kopp	Student Trip - Midevil Tim	Anaheim	11/8	01-0000-0-5800-00-1110-1000-100-00-454-0000	\$ 997.65
Anderson, K	Classroom Supplies		11/14	01-0000-0-4300-00-1110-1000-100-00-610-0000	\$ 17.95
Goodwin, Urmston	TRLD Registration	Piedmont, CA	1/16-1/18	01-6500-0-5200-00-5770-2140-100-00-500-0000	\$ 550.00
McCormick, Asbridge	AS Registration	Las Vegas	1/13	01-0000-0-5200-00-0000-3110-100-00-853-0000	\$ 198.00
Barrett	CSBA Conf	San Francisco	11/25	01-0000-0-5200-00-0000-7110-000-00-910-0000	\$ 495.00

Card # 8218

Name	Event	Location	Date(s)	Acct Code	Amount
Newton	Classroom Supplies		11/7	01-0000-0-4300-00-1110-1000-100-00-454-0000	\$ 210.70

Card # 8234

Name	Event	Location	Date(s)	Acct Code	Amount
Taylor	How to handle... Registra	Fresno	1/23	01-0000-0-5200-00-1110-1000-100-00-200-0000	\$ 140.00
Hagstrom	SSC - Governor's Budget	Ontario	1/15	01-0000-0-5200-00-0000-7300-900-00-911-0000	\$ 130.00
Morris	CSBA Conference	San Francisco	11/25	01-0000-0-5200-00-0000-7110-000-00-910-0000	\$ 340.00
Perez	Classroom Supplies		11/27	01-0000-0-4300-00-1110-1000-100-00-621-0000	\$ 394.15
Hagstrom	Supplies		12/3	01-0000-0-4300-00-0000-7300-900-00-911-0000	\$ 197.01

Card # 8242

Name	Event	Location	Date(s)	Acct Code	Amount
White	CSBA Conference	San Francisco	11/25	01-0000-0-5200-00-0000-7110-000-00-910-0000	\$ 340.00

Grand Total \$ 12,602.66

The foregoing articles are certified to be necessary for use, and for use indicated.

\_\_\_\_\_  
Department Head / Supervisor

\_\_\_\_\_  
Principal, Superintendent, or Business Manager



PAY280 H.00.04

KERN COUNTY SUPERINTENDENT OF SCHOOLS  
PAYROLL LABOR SUMMARY BY OBJECT  
FOR WARRANTS DATED 12/10/2002

12/06/02 PAGE 1

DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.

FUND : 01

GENERAL FUND

OBJECT	DESCRIPTION	AMOUNT
1100	CERTIFICATED TEACHERS SALARIES	4,460.13
1900	OTHER CERTIFICATED SALARIES	600.00
2100	INSTRUCTIONAL AIDE SALARIES	910.00
	TOTAL FUND :	5,970.13

PAY280 H.00.04

KERN COUNTY SUPERINTENDENT OF SCHOOLS  
PAYROLL LABOR SUMMARY BY OBJECT  
FOR WARRANTS DATED 12/10/2002

12/06/02 PAGE 2

DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.

FUND : 11

ADULT EDUCATION

OBJECT	DESCRIPTION	AMOUNT
1100	CERTIFICATED TEACHERS SALARIES	836.07
	TOTAL FUND :	836.07
	TOTAL DISTRICT:	6,806.20

KERN COUNTY SUPERINTENDENT OF SCHOOLS  
PAYROLL LABOR SUMMARY BY OBJECT  
FOR WARRANTS DATED 12/13/2002

DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.

FUND : 01

GENERAL FUND

OBJECT	DESCRIPTION	AMOUNT
1100	CERTIFICATED TEACHERS SALARIES	27,312.94
2100	INSTRUCTIONAL AIDE SALARIES	13,450.72
2200	CLASSIFIED SUPPORT SALARIES	10,630.97
2400	CLERICAL & OFFICE SALARIES	7,386.88
2900	OTHER CLASSIFIED SALARIES	1,751.63
	TOTAL FUND :	60,533.14

PAY280 H.00.04

KERN COUNTY SUPERINTENDENT OF SCHOOLS  
PAYROLL LABOR SUMMARY BY OBJECT  
FOR WARRANTS DATED 12/13/2002

12/11/02 PAGE 2

DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.

FUND : 11

ADULT EDUCATION

OBJECT	DESCRIPTION	AMOUNT
1100	CERTIFICATED TEACHERS SALARIES	1,758.63
	TOTAL FUND :	1,758.63



PAY280 H.00.04

KERN COUNTY SUPERINTENDENT OF SCHOOLS  
PAYROLL LABOR SUMMARY BY OBJECT  
FOR WARRANTS DATED 12/13/2002

12/11/02 PAGE 3

DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.

FUND : 13 CAFETERIA

OBJECT	DESCRIPTION	AMOUNT
2200	CLASSIFIED SUPPORT SALARIES	1,921.22
	TOTAL FUND	1,921.22
	TOTAL DISTRICT:	64,212.99

DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.

FUND : 01

GENERAL FUND

OBJECT	DESCRIPTION	AMOUNT
1100	CERTIFICATED TEACHERS SALARIES	337,932.71
1200	CERTIFICATED PUPIL SUPP SALARY	42,538.38
1300	CERTIFICATED SUPERV & ADM SAL	35,031.73
1900	OTHER CERTIFICATED SALARIES	7,594.29
2100	INSTRUCTIONAL AIDE SALARIES	23,962.42
2200	CLASSIFIED SUPPORT SALARIES	93,149.76
2300	CLASSIFIED SUPERV & ADMIN SAL	18,812.94
2400	CLERICAL & OFFICE SALARIES	63,405.76
2900	OTHER CLASSIFIED SALARIES	6,554.00
	TOTAL FUND	628,981.99

PAY280 H.00.04

KERN COUNTY SUPERINTENDENT OF SCHOOLS  
PAYROLL LABOR SUMMARY BY OBJECT  
FOR WARRANTS DATED 12/30/2002

12/19/02 PAGE 2

DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.

FUND : 11

ADULT EDUCATION

OBJECT	DESCRIPTION	AMOUNT
1300	CERTIFICATED SUPERV & ADM SAL	386.26
2400	CLERICAL & OFFICE SALARIES	314.50
	TOTAL FUND :	700.76

DISTRICT: 76 TAFT UNION HIGH SCHOOL DIST.

FUND : 13

CAFETERIA

OBJECT	DESCRIPTION	AMOUNT
2200	CLASSIFIED SUPPORT SALARIES	16,589.86
2300	CLASSIFIED SUPERV & ADMIN SAL	3,812.00
2400	CLERICAL & OFFICE SALARIES	603.20
	TOTAL FUND :	21,005.06
	TOTAL DISTRICT:	650,687.81



01 GENERAL FUND

P.O.#	VENDOR NAME	DESCRIPTION	AMOUNT	CONFIRMATION MESSAGES
31000	SIERRA SCHOOL EQUIP CORP		12,512.86	
31020	11 C MARKET		321.75	
31021	ALBERTSONS		321.75	
31022	ALBERTSONS		858.00	
31023	ALBERTSONS		321.75	
31024	KERN COUNTY GAS & WELDING SUPP		321.75	
31025	WESTSIDE ELECTRONICS		134.06	
31041	A P I PLUMBING		900.00	
31042	ABATE-A WEED INC.		500.00	
31043	AFFORDABLE WHEEL & TIRE INC		600.00	
31044	AMERICAN TRANSIT MIX		600.00	
31045	B G RENTALS		500.00	
31046	BROWN & REICH PETROLEUM INC		3,000.00	
31047	LAGUNA CLAY COMPANY		135.14	
31048	DAVE'S GLASS SHOP		300.00	
31049	E M THARP INC		250.00	
31050	EWING IRRIGATION PRODUCTS INC		500.00	
31051	GARDENERS SUPPLY CO		600.00	
31052	H V CARTER CO INC		500.00	
31053	J & S AUTO PARTS		600.00	
31054	K-MART #7287		800.00	
31055	KERN ELECTRIC DIST CORP		1,500.00	
31056	KERN TURF SUPPLY S.W.		600.00	
31057	MOUNTAIN VIEW NURSERY		500.00	
31058	SOUTH KERN MACHINERY		800.00	
31059	SOUTHWEST READY MIX INC		600.00	
31060	TAFT FAMILY MOTORS		250.00	
31061	TAFT HARDWARE-WILSON'S		100.00	
31062	WALDROP'S AUTO PARTS INC		700.00	
31063	COOPER'S TRUE VALUE HOME CENTR		3,750.00	
31064	LEXISNEXIS-MATTHEW BENDER CO		45.58	
31065	B & H		2,909.37	
31066	CALIFORNIA BUS SALES		138,235.03	
31067	LANE LABORATORIES		487.99	
31068	OTHER WORLD COMPUTING		600.58	
31069	INDUSTRIAL SIGN & GRAPHICS		327.92	
31070	MEDCO COMPANY		1,246.89	
31071	TEACHER'S VIDEO COMPANY		385.46	
31072	BAKERSFIELD ELECTRIC MOTOR INC		965.25	
31073	BARNES & NOBLE		536.25	
31074	CLEANWAY SANITARY SUPPLY INC.		944.66	
31075	XPEDX		1,131.17	
31076	BROWN & REICH PETROLEUM INC		15,257.20	
31077	BRASSWIND & WOODWIND		5,340.00	
31078	MARKERTEK VIDEO SUPPLY		246.66	
31079	SALEM PRESS INC		433.29	
31080	SOUTHWEST TV SERVICE CENTER		277.78	
31081	CALIFORNIA BUS SALES		128,890.47	
31082	ALBERTSONS		214.50	
31083	APPLE COMPUTER INC		1,601.24	
31084	GROLIER PUBLISHING CO INC		1,732.09	

01 GENERAL FUND

P.O.#	VENDOR NAME	DESCRIPTION	AMOUNT	CONFIRMATION MESSAGES
31085	PEPSI-COLA BOTTLING CO		225.23	
31086	TROXELL COMMUNICATIONS INC		461.18	
31088	GATEWAY		131.86	
31089	GOULD PUBLICATIONS INC		23.25	
31090	GRAINGER		321.98	
31091	M-F ATHLETIC COMPANY INC		348.56	
31092	PIONEER STATIONERS INC		125.48	
31093	TAMS-WITMARK MUSIC LIBRARY INC		504.08	
31094	A E SCHMIDT COMPANY		2,002.70	
31095	SOCCER MASTER		193.03	
31096	J E HIGGINS LUMBER CO		650.36	
31097	HOME DEPOT		555.50	
31098	BARNES & NOBLE		1,072.50	
31099	C G P		48.00	
31100	CRABTREE PUBLISHING COMPANY		151.18	
31101	OFFICE DEPOT -BUSINESS SVC DIV		153.39	
31102	OFFICE DEPOT -BUSINESS SVC DIV		182.11	
31103	TAFT PLUMBING CO INC		908.41	
31104	TRAILER HAUL CONCRETE & ROCK		1,796.49	
31105	OFFICE DEPOT -BUSINESS SVC DIV		75.06	
31106	EDUSOFT		9,858.50	
31107	OFFICE DEPOT -BUSINESS SVC DIV		551.23	
31108	PIONEER STATIONERS INC		201.44	
31109	A T D AMERICAN CO		125.38	
31110	BARNES WELDING SUPPLY		352.49	
31111	I T P INTL THOMSON PUBLISHING		53.63	
31112	JIM'S SUPPLY CO INC		144.72	
31113	HOLT RINEHART AND WINSTON		199.32	
31114	MC DOUGAL-LITTELL/HOUGHTON		411.39	
31115	SIERRA SCHOOL EQUIP CORP		470.83	
31116	SEHI COMPUTER PRODUCTS INC		1,469.25	
31117	WESTSIDE ROP - STUDENT STORE		101.89	
31118	CHEMPFREE CORPORATION		1,769.63	
31119	HAMMOND AND STEPHENS		21.24	
31120	PAPER DIRECT		158.67	
31121	TEACHER'S VIDEO COMPANY		128.49	

TOTAL FUND 361,134.59

76 TAFT UNION HIGH SCHOOL DIST.  
DECEMBER 2002

P.O. BOARD REPORT

J1963 POX600 H.00.00 01/02/03 PAGE 3  
CUTOFF DATES: 12/01/2002 TO 12/31/2002

11 ADULT EDUCATION

P.O.#	VENDOR NAME	DESCRIPTION	AMOUNT	CONFIRMATION MESSAGES
31087	C A S A S		154.44	
		TOTAL FUND	154.44	

13 CAFETERIA

P.O.#	VENDOR NAME	DESCRIPTION	AMOUNT	CONFIRMATION MESSAGES
31026	ALBERTSONS		600.00	
31027	F W STRICKLER & SON		1,400.00	
31028	11-C MARKET		600.00	
31029	FARMER BROS CO		425.00	
31030	FOSTER FARMS DAIRY		4,000.00	
31031	FOSTER'S DONUTS		800.00	
31032	GALLAND'S INST'L FOOD SERVICE		5,000.00	
31033	HAMMON'S MEAT SALES INC		2,000.00	
31034	I B C HOSTESS CAKE BAKERY		1,300.00	
31035	INTERSTATE BRANDS CORP		700.00	
31036	PEPSI-COLA BOTTLING CO		1,300.00	
31037	PIZZA FACTORY		2,500.00	
31038	SEVEN UP-ROYAL CROWN BOTTLING		700.00	
31039	SYSCO FOOD SERVICE		7,500.00	
31040	U S FOODSERVICE		5,900.00	
		TOTAL FUND	34,725.00	
		TOTAL DISTRICT	396,014.03	



FUND		AMOUNT
01	GENERAL FUND	361,134.59
11	ADULT EDUCATION	154.44
13	CAFETERIA	34,725.00
	TOTAL DISTRICT	396,014.03


# Taft Union High School District

701 Seventh Street  
Taft, California 93268

TUHS  
*Excellence*  
BY DESIGN

Phone: (661) 763-2300  
Fax: (661) 763-1445

January 14, 2003

TO: WILLIAM WICKWIRE, Superintendent  
FROM: CHUCK A. HAGSTROM, Business Manager   
SUBJECT: RECOMMEND EMPLOYMENT OF STUDENT WORKERS

The District employs students to work with our custodians. It is necessary to replace these students who are no longer employed for various reasons.

Ms. Vernie White has requested the Board approval of the following students as student workers:

Bryan Davis  
Jeremy Howes  
Keith Howes  
Jenna Vermillion  
Justin Walchock

IT IS RECOMMENDED THAT the Board of Trustees authorize the Superintendent to employ the students listed above as a student workers for the 2002-2003 school year at a rate of \$6.75 per hour, on an as needed basis.

CAH:srg

cc: Vernie White  
Student Worker File

DATE: January 16, 2003  
TO: William Wickwire, Interim Superintendent  
FROM: William Wickwire, Principal  
SUBJECT: REVISED BOARD RECOMMENDATION - SUBSTITUTE TEACHER(S)

IT IS RECOMMENDED that the Board authorize the Superintendent to employ the following as substitute teacher(s) for the 2002-2003 school year pending background clearance:

Julia Kennedy  
Clark Long  
Brandelyn Mapes  
Irma Prado  
Rusvel Prado  
Leslie Roberts  
Alicia Thomas

WW:jaf

[WORD]APPROVAL.SUB

JAN 13 2003

TAFT UNION HIGH SCHOOL DISTRICT

(Application to attend Professional Conference)

PRINCIPAL'S OFFICE

Request by Employee [X] Request by Superintendent [ ] Request by Organization [ ]
Instruction for submission: Submit to principal or immediate supervisor.

Paul C. Martinez PRINT NAME Satellite ASSIGNMENT Jane Schaffer Writing NAME OF CONFERENCE

The conference will be held at San Francisco on the following dates 1-25-03

Substitute teacher needed? [X] Yes [ ] No I will leave the campus on the date of 1-24-03 at the time of 12:00 A.M. or P.M. I will return to the campus on the date of 1-25-03 at the time of 11:00 A.M. or P.M.

Purpose of the conference: To learn the Jane Schaffer writing program.

Reason I think this conference will be of benefit to the District: This program will help me prepare my english students for their exit exam.

(Participant) Responsibilities at conference: To learn the Jane Schaffer method of writing.

Number of years in the Taft Union High School District 2. Name and year of last conference attended with Taft Union High School District support (with pay and expenses): 9/02 "Classroom Management"

The employee is required to submit his expense account and written conference report to the office of the Business Manager.

Table with 2 columns: Expense Category, Amount. Rows include Meals (\$75), Travel (\$), Lodging (\$150), Substitute (\$148.15), Registration (\$15), Total (\$).

Anticipated date that written report of the conference will be submitted 1/30/03

Signature Paul C. Martinez Date 1/14/03

Financial Authorization

Recommended Disposition

- [ ] No Salary Deduction
[ ] Full Deduction
[ ] Deduction of a substitute's salary

SIGNED: Department Chairman 1/14/03
SIGNED: Principal

- [ ] Expense paid by school district
[ ] Expense paid by individual
[ ] Expense paid by outside agency

- [ ] Transportation expense required [ ] air [ ] train [ ] private automobile
[ ] No expense for transportation
[ ] School automobile required

FOR CERTIFICATED PERSONNEL
Approved [ ] Disapproved [ ]

BOARD OF TRUSTEES ACTION TAKEN
APPROVED [ ] DISAPPROVED [ ]

SIGNED - Superintendent Date

FOR CLASSIFIED PERSONNEL
Approved [ ] Disapproved [ ]

SIGNED - Business Manager Date

SECRETARY TO BOARD DATE

DISTRIBUTION: White: Personnel File 55 Yellow: Business Office
Pink: Principal's Office Goldenrod: Employee

TAFT UNION HIGH SCHOOL

Conference Planning Application

Name Paul C. Martinez Date 11/10/03  
Instructional Area Satellite  
Courses Taught English, Spanish, Science, Alg.  
Conference Jane Schacter Writing Program  
Title of Conference " "

Relation of conference to assignment:

*This conference will directly effect my ability to teach the Jane Schacter method of writing.*

How will this conference better prepare you to meet the objectives of your assignment?

*This will help me prepare my english students to pass their writing exams.*

List the objectives to be met by this conference:

- 1. Learn the Jane Schacter writing program.*
- 2. Learn to teach the Jane Schacter writing program.*
- 3.*
- 4.*

Describe your plan to share information from the conference with other staff members:

*I plan to discuss what I learn with the other english teachers.*



RECEIVED

JAN 14 2003

TAFT UNION HIGH SCHOOL DISTRICT

(Application to attend Professional Conference)

PRINCIPAL'S OFFICE

[ ] Request by Employee [ ] Request by Superintendent [ ] Request by Organization

Instruction for submission: Submit to principal or immediate supervisor.

Lyana LUNA PRINT NAME Los Angeles ASSIGNMENT C.A.B.E. NAME OF CONFERENCE

The conference will be held at L.A. Convention Center on the following dates 2-11-03 thru 2-15-03
Substitute teacher needed? [ ] Yes [X] No I will leave the campus on the date of 2/11/03 at the time of 3:00 A.M. or P.M. I will return to the campus on the date of 2/17/03 at the time of 7:30 A.M. or P.M.

Purpose of the conference: to receive more training for my position and also get new ideas on how to better teach students

Reason I think this conference will be of benefit to the District: The books and seminars will help to better teach students in learning the English language

(Participant) Responsibilities at conference: take notes, do hands on training if possible and get as much information to help our school

Number of years in the Taft Union High School District 1 month. Name and year of last conference attended with Taft Union High School District support (with pay and expenses): N/A

The employee is required to submit his expense account and written conference report to the office of the Business Manager.

Estimated Total Expense: Meals \$ 200.00 Travel \$ school car Lodging \$ 600.00 Substitute \$ 0 Registration \$ 150.00 Total \$ 950.00
Anticipated date that written report of the conference will be submitted 3/11/03
Signature Lyana LUNA Date 1-14-03

Financial Authorization
Recommended Disposition
[ ] No Salary Deduction
[ ] Full Deduction
[ ] Deduction of a substitute's salary
SIGNED: Department Chairman 1/14/03
SIGNED: Principal

[ ] Expense paid by school district
[ ] Expense paid by individual
[ ] Expense paid by outside agency
[ ] Transportation expense required [ ] air [ ] train [ ] private automobile
[ ] No expense for transportation
[ ] School automobile required
FOR CERTIFICATED PERSONNEL
Approved [ ] Disapproved [ ]

BOARD OF TRUSTEES ACTION TAKEN
APPROVED [ ] DISAPPROVED [ ]
SIGNED - Superintendent Date
FOR CLASSIFIED PERSONNEL
Approved [X] Disapproved [ ]
SIGNED - Business Manager Date 1/14/03

SECRETARY TO BOARD DATE
DISTRIBUTION: White: Personnel File 57 Yellow: Business Office
Pink: Principal's Office Goldenrod: Employee

DEC 19 2002

Taft Union High School District

(Application to attend Professional Conference)

PRINCIPAL'S OFFICE

Request by Employee [X] Request by Superintendent [] Request by Organization []

Instruction for submission: Submit to principal or immediate supervisor.

Tim Mash PRINT NAME LAS VEGAS FOOTBALL COACHING CLINIC ASSIGNMENT NAME OF CONFERENCE

The conference will be held at Bunkis Las Vegas on the following dates Feb 13, 14, 15

Substitute teacher needed? [X] Yes [] No I will leave the campus on the date

of Feb 12 at the time of 4:00 A.M. or P.M. I will return to the campus

on the date of Feb 16 at the time of 12:00 A.M. or P.M.

Purpose of the conference: To improve my skills as a football coach

Reason I think this conference will be of benefit to the District:

As a football coach you must constantly learn new and better techniques to teach your players

(Participant) Responsibilities at conference: Attend sessions + take notes

Number of years in the Taft Union High School District 3 Name and year of last conference attended with Taft Union High School District support (with pay and expenses):

Feb 2002 (same clinic last year)

The employee is required to submit his expense account and written conference report to the office of the Business Manager.

Estimated Total Expense: Meals \$ 200 Travel \$ 480 Lodging \$ 480 Substitute \$ Registration \$ 110 Total \$

Anticipated date that written report of the conference will be submitted Feb 20

Signature Tim Mash Date 12/19/2002

Financial Authorization

Recommended Disposition

- [ ] No Salary Deduction [ ] Full Deduction [ ] Deduction of a substitute's salary

SIGNED: Department Chairman [Signature] 12/19/02 SIGNED: Principal [Signature]

- [ ] Expense paid by school district [ ] Expense paid by individual [ ] Expense paid by outside agency

- [ ] Transportation expense required [ ] air [ ] train [ ] private automobile [ ] No expense for transportation [ ] School automobile required

FOR CERTIFICATED PERSONNEL Approved [ ] Disapproved [ ]

BOARD OF TRUSTEES ACTION TAKEN APPROVED [ ] DISAPPROVED [ ]

SIGNED - Superintendent Date

FOR CLASSIFIED PERSONNEL Approved [ ] Disapproved [ ]

SIGNED - Business Manager Date

SECRETARY TO BOARD DATE

DISTRIBUTION: White: Personnel File 58 Yellow: Business Office Pink: Principal's Office Goldenrod: Employee

Taft Union High School  
Conference Planning Application

Name TIM MASH Date 12/18/2002  
Instructional Area ATHLETIC PE, ECONOMICS  
Courses Taught: ATHLETIC PE, ECONOMICS

Conference USA FOOTBALL COACHES CLINIC  
Title of Conference LAS VEGAS USA FOOTBALL COACHES CLINIC  
Relation of conference to assignment:

THIS CONFERENCE HAS MANY OUTSTANDING SPEAKERS WHO WILL HELP ~~ME~~ BECOME A BETTER FOOTBALL COACH.

How will this conference better prepare you to meet the objectives of your assignment?

I WILL LEARN NEW STRATEGIES FROM TOP COLLEGE AND HIGH SCHOOL COACHES. I WILL THEN SHARE MY NEW IDEAS WITH MY ASSISTANT COACHES AND PLAN NEW STRATEGIES.

List the objectives to be met by this conference:

1. ATTEND ALL SESSION FOR OFFENSIVE STRATEGY AND RECEIVED DRILLS AND OFFENSIVE LINE PLAY AND DEFENSIVE BACK DRILLS
2. LEARN SOME NEW DRILLS + TECHNIQUES OUR TEAM CAN USE BOTH ON OFFENSE AND DEFENSE
3. LEARN MORE STRATEGIES FOR OUR NEW ONE BACK SET WHICH WE USED THIS YEAR
4. LEARN NEW IDEAS IN MAKING OUR PRACTICE TIME MORE EFFICIENT.

Describe your plan to share information from the conference with other staff members:

DISCUSS THINGS I LEARNED WITH OTHER COACHES. IMPLEMENT THE NEW STRATEGIES DURING SPRING PRACTICE.



JAN 14 2003

TAFT UNION HIGH SCHOOL DISTRICT

(Application to attend Professional Conference)

PRINCIPAL'S OFFICE

[ ] Request by Employee [ ] Request by Superintendent [ ] Request by Organization
Instruction for submission: Submit to principal or immediate supervisor.

RICK BROGDON sub Teacher/coach 2003 coaches clinic
PRINT NAME ASSIGNMENT NAME OF CONFERENCE

The conference will be held at Bally's - Las Vegas on the following dates 2/13/03 - 2/15/03

Substitute teacher needed? [ ] Yes [X] No I will leave the campus on the date of 2/12/03 at the time of 3:00 A.M. or (P.M.) I will return to the campus on the date of 2/16/03 at the time of 3:00 A.M. or (P.M.)

Purpose of the conference: To learn and incorporate skills strategies, and techniques from successful pro, college, and high school coaches.

Reason I think this conference will be of benefit to the District: strategies, techniques, and skills will be valuable to our football programs and available to all coaches and athletes at T.U.H.S

(Participant) Responsibilities at conference: Attend meeting and training sessions, emphasis on defense and all aspects of baseball.

Number of years in the Taft Union High School District 7. Name and year of last conference attended with Taft Union High School District support (with pay and expenses): 2002 USA coaches clinic

The employee is required to submit his expense account and written conference report to the office of the Business Manager.

Estimated Total Expense: Meals \$ 200 Travel \$ school car Lodging \$ 480 Substitute \$ Registration \$ 100 Total \$
Anticipated date that written report of the conference will be submitted 4-1-03
Signature Rick Brogdon Date 1/13/03

Financial Authorization

Recommended Disposition

- [ ] No Salary Deduction
[ ] Full Deduction
[ ] Deduction of a substitute's salary

SIGNED: Department Chairman
SIGNED: Principal

- [ ] Expense paid by school district
[ ] Expense paid by individual
[ ] Expense paid by outside agency

- [ ] Transportation expense required [ ] air [ ] train [ ] private automobile
[ ] No expense for transportation
[ ] School automobile required
FOR CERTIFICATED PERSONNEL
Approved [ ] Disapproved [ ]

BOARD OF TRUSTEES ACTION TAKEN
APPROVED [ ] DISAPPROVED [ ]

SIGNED - Superintendent. Date

FOR CLASSIFIED PERSONNEL
Approved [ ] Disapproved [ ]

SIGNED - Business Manager Date

SECRETARY TO BOARD DATE

DISTRIBUTION: White: Personnel File
Pink: Principal's Office

60 Yellow: Business Office
Goldenrod: Employee

**TAFT UNION HIGH SCHOOL**  
**Conference Planning Application**

Name Rick Brogdon Date 1/13/03  
Instructional Area Substitute teach / Varsity football - J.V. Baseball  
Courses Taught \_\_\_\_\_  
Conference Football - Baseball - Las Vegas, February 13-15, 2003  
Title of Conference USA Coaches Clinic 2003

**Relation of conference to assignment:**

The USA coaching clinic involves teaching fundamentals and techniques at all levels for football and baseball.

**How will this conference better prepare you to meet the objectives of your assignment?**

The conference will prepare myself and our program to be successful by implementing the techniques and skills for athletes and coaches.

**List the objectives to be met by this conference:**

1. Attend assigned sessions by the head coach.  
Football (Defensive schemes) Baseball (All fundamentals)
2. Learn new drills, improve proficiency of practice.
3. Learn new coaching strategies.
4. Communicate with professional and successful coaches, trainers

**Describe your plan to share information from the conference with other staff members:**

Discuss all information gathered at clinic with other T.U.H.S. coaches. Coaches at T.U.H.S. will be able to view notes from clinic. Notes will be kept on file in the coaches office.



DEC 16 2002

Taft Union High School District

(Application to attend Professional Conference)

Request by Employee [ ] Request by Superintendent [ ] Request by Organization [ ]

Instruction for submission: Submit to principal or immediate supervisor.

Debra L. Popejoy RSP Teacher CARST Conferences

The conference will be held at San Jose on the following dates 2-20-02 to 2-23-02

Substitute teacher needed? Yes [ ] No [ ] I will leave the campus on the date of 2-20-02 at the time of 3:00 A.M. or P.M. I will return to the campus on the date of 2-23-02 at the time of 2:00 A.M. or P.M.

Purpose of the conference: The purpose of the conferences are to inform educators of the latest current special education issues, behavior strategies, legal updates (IDEA) and standards and transition.

Reason I think this conference will be of benefit to the District: I will be updated on current and/or hot, legal topics in the field of special education and I will bring this knowledge back to my school. Responsibilities at conference: Attendance at conference

Number of years in the Taft Union High School District 2.5. Name and year of last conference attended with Taft Union High School District support (with pay and expenses): (2002) Guidance Bell Learning Processes Conferences (\$2560.00) total.

The employee is required to submit his expense account and written conference report to the office of the Business Manager.

Table with 2 columns: Expense Item, Amount. Rows include Meals (\$15.00), Travel (\$25.00?), Lodging (\$450.00?), Substitute (\$75.00?), Registration (\$255.00), Total.

Anticipated date that written report of the conference will be submitted 3-7-03

Signature Debra L. Popejoy Date 12-13-02

Financial Authorization SIGNED: Department Chairman SIGNED: Principal 12/16

Recommended Disposition

- [ ] No Salary Deduction
[ ] Full Deduction
[ ] Deduction of a substitute's salary

- [ ] Expense paid by school district
[ ] Expense paid by individual
[ ] Expense paid by outside agency

- [ ] Transportation expense required [ ] air [ ] train [ ] private automobile
[ ] No expense for transportation
[ ] School automobile required

FOR CERTIFICATED PERSONNEL Approved [ ] Disapproved [ ]

BOARD OF TRUSTEES ACTION TAKEN APPROVED [ ] DISAPPROVED [ ]

SIGNED - Superintendent Date

FOR CLASSIFIED PERSONNEL Approved [ ] Disapproved [ ]

SIGNED - Business Manager Date

SECRETARY TO BOARD DATE

DISTRIBUTION: White: Personnel File 62 Yellow: Business Office Pink: Principal's Office Goldenrod: Employee

Taft Union High School  
Conference Planning Application

Name Debra Popejoy Date 12-13-07

Instructional Area RSP/English

Courses Taught: RSP English 9 RSP English 10 RSP study skills,  
SPC Secondary Literacy Development!

Conference CARST Convention

Title of Conference Piece by Piece: Beyond the Challenge

Relation of conference to assignment: CARST is an organization devoted to the population of resource and special educators. The sole purpose of these conferences is to educate us in terms of the latest strategies, laws and classroom and behavior management.

How will this conference better prepare you to meet the objectives of your assignment? These conferences will bring me up to the latest on behavior management issues and how to handle them in the classroom, update me on all the latest special education issues, both social and legal, update me on the latest changes or ways of implementing laws under IDEA, and update me on the latest in terms of the CAHSEE, standards, and transition for RSP students.

List the objectives to be met by this conference:

1. Become informed of the latest behavior management issues and new strategies.
2. Become informed of the latest social and legal issues in special education and implementation strategies.
3. Changes and implementation of IDEA (new and existing law).
4. Become informed on the latest in terms of the CAHSEE, standards, and transition for RSP students.

Describe your plan to share information from the conference with other staff members:

I will bring all of this information back to primarily my own special education department and secondarily the regular education department and Buena Vista High School. This information will allow all of us to stay updated and in compliance with new and existing special education law.

DEC 13 2002

(Application to attend Professional Conference)

Request by Employee [X] Request by Superintendent [ ] Request by Organizational Unit [ ]

Instruction for submission: Submit to principal or immediate supervisor.

Tim Vincent PRINT NAME RSP ASSIGNMENT CARS Convention NAME OF CONFERENCE

The conference will be held at San Jose on the following dates 21-23 Feb

Substitute teacher needed? [X] Yes [ ] No I will leave the campus on the date

of Feb. 03 at the time of 3 A.M. or P.M. I will return to the campus

on the date of 2/23 at the time of 2 A.M. or P.M.

Purpose of the conference: Learn from peers and professionals about latest in the Resource Specialist arena.

Reason I think this conference will be of benefit to the District:

Provide latest information on standardized testing and accommodations as well as special ed law.

(Participant) Responsibilities at conference: attendance

Number of years in the Taft Union High School District 5 Name and year of last conference attended with Taft Union High School District support (with pay and expenses):

2002 Nor Cal All Sports Clinic (Athletics)

The employee is required to submit his expense account and written conference report to the office of the Business Manager.

Table with 2 columns: Expense Category, Amount. Rows include Meals (\$75), Travel (\$50), Lodging (\$450), Substitute (\$70), Registration (\$255), Total (\$900).

Anticipated date that written report of the conference will be submitted 3/7/03

Signature [Signature] Date 12/13/02

Financial Authorization

SIGNED: [Signature] Department Chairman

SIGNED: [Signature] Principal 12/13/02

Recommended Disposition

- [ ] No Salary Deduction
[ ] Full Deduction
[ ] Deduction of a substitute's salary

- [ ] Expense paid by school district
[ ] Expense paid by individual
[ ] Expense paid by outside agency

- [ ] Transportation expense required [ ] air [ ] train [ ] private automobile
[ ] No expense for transportation
[ ] School automobile required

FOR CERTIFICATED PERSONNEL Approved [ ] Disapproved [ ]

BOARD OF TRUSTEES ACTION TAKEN APPROVED [ ] DISAPPROVED [ ]

SIGNED - Superintendent Date

FOR CLASSIFIED PERSONNEL Approved [ ] Disapproved [ ]

SIGNED - Business Manager Date

SECRETARY TO BOARD DATE

DISTRIBUTION: White: Personnel File Pink: Principal's Office

Yellow: Business Office Goldenrod: Employee

[Handwritten signature]



JAN 14 2003

Taft Union High School District

(Application to attend Professional Conference)

PRINCIPAL'S OFFICE

Request by Employee [X] Request by Superintendent [ ] Request by Organization [ ]

Instruction for submission: Submit to principal or immediate supervisor.

Rick Woodson Academy Coordinator State Tech Prep School-to-Career Conf.

The conference will be held at Anaheim, CA on the following dates Feb 23-25, 2003

Substitute teacher needed? [X] Yes [ ] No I will leave the campus on the date of 2/22/03 at the time of 2 A.M. or P.M. I will return to the campus on the date of 2/26/03 at the time of 7 A.M. or P.M.

Purpose of the conference: Update Technology Education and Integrate that w/ school-to-career education.

Reason I think this conference will be of benefit to the District: Between the info gathered from the possible 130 sessions and networking w/ attendees from throughout Calif, will further update our program.

(Participant) Responsibilities at conference: Attend sessions, take notes, confer w/ other conf. attendees

Number of years in the Taft Union High School District 20 21. Name and year of last conference attended with Taft Union High School District support (with pay and expenses): 2002 - State Academy Conf.

The employee is required to submit his expense account and written conference report to the office of the Business Manager.

Table with 2 columns: Expense, Amount. Rows: Meals (\$40 x 3 = \$120), Travel, Lodging (\$450.00), Substitute, Registration (\$295.00), Total.

Anticipated date that written report of the conference will be submitted 2/28/03

Signature [Signature] Date 1-06-03

Financial Authorization

Recommended Disposition

- [ ] No Salary Deduction
[ ] Full Deduction
[ ] Deduction of a substitute's salary

- [ ] Expense paid by school district
[ ] Expense paid by individual
[ ] Expense paid by outside agency

- [ ] Transportation expense required [ ] air [ ] train [ ] private automobile
[ ] No expense for transportation
[ ] School automobile required

SIGNED: [Signature] 1-06-03
Department Chairman
SIGNED: Principal 1/17/03

BOARD OF TRUSTEES ACTION TAKEN APPROVED [ ] DISAPPROVED [ ]

SIGNED - Superintendent Date

FOR CLASSIFIED PERSONNEL Approved [ ] Disapproved [ ]

SIGNED - Business Manager Date

SECRETARY TO BOARD DATE

DISTRIBUTION: White: Personnel File Yellow: Business Office
Pink: Principal's Office Goldenrod: Employee

[Handwritten mark]

**TAFT UNION HIGH SCHOOL**  
**Conference Planning Application**

Name Rick Woodson Date 1-06-03

Instructional Area TAFT OIL-TECHNOLOGY ACADEMY

Courses Taught WORLD CIV - U.S. HISTORY

Conference \_\_\_\_\_

Title of Conference CALIF. TECH. PREP/SCHOOL-TO-CAREER CONFERENCE  
FEB 23-25, 2003

**Relation of conference to assignment:**

TECHNOLOGY AND SCHOOL-TO-CAREER EDUCATION ARE INTEGRAL PARTS OF THE COLLEGE-PREP. TAFT OIL-TECHNOLOGY ACADEMY.

**How will this conference better prepare you to meet the objectives of your assignment?**

BY CONTINUING TO UPDATE OUR ACADEMY APPROACH BY SHARING W/OTHER PROGRAMS FROM THRU-OUT CALIFORNIA.

**List the objectives to be met by this conference:**

1. GAIN INFO. REGARDING WORK-BASED LEARNING
2. " " " SECONDARY-POSTSECONDARY CONNECTIONS
3. " " " STANDARDS-BASED PROJECTS
4. " " " PROJECT-BASED LEARNING

**Describe your plan to share information from the conference with other staff members:**

DURING DAILY COMMON PREP PERIOD, WILL SHARE INFO. FROM CONF. DISCUSSIONS, AND HAND OUTS, ETC. ACQUIRED FROM THE CONFERENCE.



(Application to attend Professional Conference)

JAN 14 2003

Request by Employee [X] Request by Superintendent [ ] Request by Organization [ ]

Instruction for submission: Submit to principal or immediate supervisor.

Rick Woodson PRINT NAME Academy ASSIGNMENT CALIF. ACADEMY CONF. NAME OF CONFERENCE

The conference will be held at SAN FRANCISCO on the following dates 3/2-3/4/03

Substitute teacher needed? [X] Yes [ ] No I will leave the campus on the date of 3-2-03 at the time of 12 A.M. or P.M. I will return to the campus on the date of 3-05-03 at the time of 7 A.M. or P.M.

Purpose of the conference: SHARE PROGRAMS FROM TAKE-OUT CALIFORNIA

Reason I think this conference will be of benefit to the District:

CONSTANT UPDATE OF OUR ACADEMY'S CURRICULUM IN COMPARISON W/ OTHERS IN CALIFORNIA.

(Participant)

Responsibilities at conference: ATTEND, PARTICIPATE IN DISCUSSIONS, TAKE NOTES, SHARE W/ OUR PERSONNEL.

Number of years in the Taft Union High School District 21 Name and year of last conference attended with Taft Union High School District support (with pay and expenses):

2002 STATE ACADEMY CONF.

The employee is required to submit his expense account and written conference report to the office of the Business Manager.

Estimated Total Expense: Meals \$140, Travel \$, Lodging \$4180, Substitute \$, Registration \$15, Total \$

Anticipated date that written report of the conference will be submitted 3-08-03

Signature Rick Woodson Date 1/13/03

Financial Authorization

Recommended Disposition

- [ ] No Salary Deduction, [ ] Full Deduction, [ ] Deduction of a substitute's salary

SIGNED: Department Chairman

SIGNED: Principal

- [ ] Expense paid by school district, [ ] Expense paid by individual, [ ] Expense paid by outside agency

- [ ] Transportation expense required [ ] air [ ] train [ ] private automobile, [ ] No expense for transportation, [ ] School automobile required

FOR CERTIFICATED PERSONNEL Approved [ ] Disapproved [ ]

BOARD OF TRUSTEES ACTION TAKEN APPROVED [ ] DISAPPROVED [ ]

SIGNED - Superintendent Date

FOR CLASSIFIED PERSONNEL Approved [ ] Disapproved [ ]

SIGNED - Business Manager Date

SECRETARY TO BOARD DATE

DISTRIBUTION: White: Personnel File, Pink: Principal's Office

Yellow: Business Office, Goldenrod: Employee

Handwritten initials

# TAFT UNION HIGH SCHOOL

## Conference Planning Application

Name Rick Woodson - Robyn Devick Nelson - Nancy Dyer -  
MIKE MCGORMICK - DOUS TAYLOR Date 1-13-03  
Instructional Area TAFT OIL-TECHNOLOGY ACADEMY  
Courses Taught \_\_\_\_\_  
Conference \_\_\_\_\_  
Title of Conference CALIF. PARTNERSHIP ACADEMIES' STATE CONF.

### Relation of conference to assignment:

SPECIFIC TO ACADEMICS, TOPICS LIKE ASSESSMENT + ACCOUNTABILITY,  
CURRICULUM + INSTRUCTION, PARTNERSHIPS, STANDARDS, MENTORING +  
INTERNSHIPS

### How will this conference better prepare you to meet the objectives of your assignment?

BY CONTINUALLY UPDATING OUR ACADEMY W/ THE ABOVE  
INFORMATION, PLUS NETWORKING W/ OTHER ACADEMY  
PERSONNEL FROM THRU-OUT CALIFORNIA.

### List the objectives to be met by this conference:

1. CONTINUAL UPDATE OF OUR CURRICULUM
2. COMPARISON W/ OTHER ACADEMIES
3. NETWORK W/ OTHER ACADEMY PERSONNEL
4. COMPARE STANDARDS-BASED APPROACHES

### Describe your plan to share information from the conference with other staff members:

BY SPLITTING-UP AND PARTICIPATING IN AS MANY SESSIONS  
AS POSSIBLE, THEN SHARING INFO. + "HAND-OUTS" FROM  
EACH DURING OUR COMMONS PREP. PERIOD.

RECEIVED

JAN 14 2003

TAFT UNION HIGH SCHOOL DISTRICT

(Application to attend Professional Conference)

PRINCIPAL'S OFFICE

[ ] Request by Employee [ ] Request by Superintendent [ ] Request by Organization

Instruction for submission: Submit to principal or immediate supervisor.

Nancy Dyer Emp 14977 Calif. Partnership Academies  
PRINT NAME ASSIGNMENT NAME OF CONFERENCE

The conference will be held at San Francisco on the following dates 3/2-4/03 Calif.

Substitute teacher needed?  Yes [ ] No I will leave the campus on the date of 3/1/03 at the time of 12:00 A.M. or P.M. I will return to the campus on the date of 3/5/03 at the time of 7:00 A.M. or P.M.

Purpose of the conference: Attend annual conference to meet w/ other Academy leaders.

Reason I think this conference will be of benefit to the District:  
See how other academies are structured - we are planning for the first senior class in the Academy.

(Participant) Responsibilities at conference: Attend annual Academy

Number of years in the Taft Union High School District 13. Name and year of last conference attended with Taft Union High School District support (with pay and expenses):

Nov. 2002 - Senior Project

The employee is required to submit his expense account and written conference report to the office of the Business Manager.

Estimated Total Expense:  
Meals \$ 140.00  
Travel \$ 0.00  
Lodging \$ 400.00  
Substitute \$ 0.00  
Registration \$ 200.00  
Total \$ 740.00

Anticipated date that written report of the conference will be submitted 4/1/03

Signature Nancy Dyer Date 1/14/03  
Financial Authorization [Signature] 1/15

Recommended Disposition

- [ ] No Salary Deduction
- [ ] Full Deduction
- [ ] Deduction of a substitute's salary

SIGNED: Department Chairman

SIGNED: Principal

- [ ] Expense paid by school district
- [ ] Expense paid by individual
- [ ] Expense paid by outside agency

- [ ] Transportation expense required [ ] air [ ] train [ ] private automobile
- [ ] No expense for transportation
- [ ] School automobile required

FOR CERTIFICATED PERSONNEL  
Approved [ ] Disapproved [ ]

BOARD OF TRUSTEES ACTION TAKEN  
APPROVED [ ] DISAPPROVED [ ]

SIGNED - Superintendent \_\_\_\_\_ Date \_\_\_\_\_

FOR CLASSIFIED PERSONNEL  
Approved [ ] Disapproved [ ]

SIGNED - Business Manager \_\_\_\_\_ Date \_\_\_\_\_

SECRETARY TO BOARD \_\_\_\_\_ DATE \_\_\_\_\_

DISTRIBUTION: White: Personnel File 69 Yellow: Business Office  
Pink: Principal's Office Goldenrod: Employee



JAN 17 2003

TAFT UNION HIGH SCHOOL DISTRICT

(Application to attend Professional Conference)

PRINCIPAL'S OFFICE

Request by Employee  Request by Superintendent  Request by Organization

Instruction for submission: Submit to principal or immediate supervisor.

Michael M. Cormick PRINT NAME Academy Counselor ASSIGNMENT Calif. Partnership Academies NAME OF CONFERENCE

The conference will be held at Hyatt-Burlingame the following dates MARCH 2-4, 2003

Substitute teacher needed?  Yes  No I will leave the campus on the date of 3/1/03 at the time of 12 Noon A.M. or P.M. I will return to the campus on the date of 3/5/03 at the time of 7:30 A.M. or P.M.

Purpose of the conference: Academies discussion on developing partnerships and discuss topics of special interest.

Reason I think this conference will be of benefit to the District:

Have the ability to talk to other Academy Counselors about the senior year development. Next year will be our 1st year with seniors.

Responsibilities at conference: None

Number of years in the Taft Union High School District 22. Name and year of last conference attended with Taft Union High School District support (with pay and expenses):

2002 Swim Conference

The employee is required to submit his expense account and written conference report to the office of the Business Manager.

Estimated Total Expense:	
Meals	\$ 150.00
Travel	\$ 0.00
Lodging	\$ 400.00
Substitute	\$ 0.00
Registration	\$ 175.00
Total	\$ 725.00

Anticipated date that written report of the conference will be submitted 3/20/03

Signature Michael M. Cormick Date 1/10/03

Financial Authorization

Recommended Disposition

- No Salary Deduction
- Full Deduction
- Deduction of a substitute's salary

SIGNED: [Signature] Department Chairman  
SIGNED: [Signature] Principal

- Expense paid by school district
- Expense paid by individual
- Expense paid by outside agency

- Transportation expense required  air  train  private automobile
  - No expense for transportation
  - School automobile required
- FOR CERTIFICATED PERSONNEL  
Approved  Disapproved

BOARD OF TRUSTEES ACTION TAKEN  
APPROVED  DISAPPROVED

SIGNED - Superintendent \_\_\_\_\_ Date \_\_\_\_\_

FOR CLASSIFIED PERSONNEL  
Approved  Disapproved

SIGNED - Business Manager \_\_\_\_\_ Date \_\_\_\_\_

SECRETARY TO BOARD \_\_\_\_\_ DATE \_\_\_\_\_

DISTRIBUTION: White: Personnel File 70 Yellow: Business Office  
Pink: Principal's Office Goldenrod: Employee

[Handwritten mark]

RECEIVED  
JAN 17 2003  
PRINCIPAL'S OFFICE

Taft Union High School District

(Application to attend Professional Conference)

[ ] Request by Employee [ ] Request by Superintendent [ ] Request by Organization  
Instruction for submission: Submit to principal or immediate supervisor.

ROBYN NELSON Academy Teacher Calif. Professional Academies  
PRINT NAME ASSIGNMENT NAME OF CONFERENCE STATE CONFERENCE

The conference will be held at SAN FRANCISCO on the following dates 3/2 - 3/4

Substitute teacher needed?  Yes  No I will leave the campus on the date of 3/1 at the time of 8:00 A.M. or P.M. I will return to the campus on the date of 3/4 at the time of 8:00 A.M. or P.M.

Purpose of the conference: PARTICIPATE IN NEW INFORMATION FOR ACADEMIES

Reason I think this conference will be of benefit to the District:  
OUR ACADEMIES IS VERY SUCCESSFUL AND THIS WILL HELP IT TO CONTINUE TO BE SO

(Participant)  
Responsibilities at conference: ATTEND SESSIONS

Number of years in the Taft Union High School District 8. Name and year of last conference attended with Taft Union High School District support (with pay and expenses):  
SENIOR PROJECT CONFERENCE

The employee is required to submit his expense account and written conference report to the office of the Business Manager.

Estimated Total Expense: Anticipated date that written report of the conference will be submitted 3/7/03  
Meals \$ 150  
Travel \$ \_\_\_\_\_  
Lodging \$ 400  
Substitute \$ \_\_\_\_\_  
Registration \$ 175  
Total \$ 725  
Signature R. Nelson Date 1/16/03  
Financial Authorization

Recommended Disposition  
[ ] No Salary Deduction  
[ ] Full Deduction  
[ ] Deduction of a substitute's salary  
[ ] Expense paid by school district  
[ ] Expense paid by individual  
[ ] Expense paid by outside agency  
[ ] Transportation expense required [ ] air [ ] train [ ] private automobile  
[ ] No expense for transportation  
[ ] School automobile required FOR CERTIFICATED PERSONNEL  
Approved [ ] Disapproved [ ]  
SIGNED: Department Chairman  
SIGNED: Principal

BOARD OF TRUSTEES ACTION TAKEN  
APPROVED [ ] DISAPPROVED [ ]  
SIGNED - Superintendent \_\_\_\_\_ Date \_\_\_\_\_  
FOR CLASSIFIED PERSONNEL  
Approved [ ] Disapproved [ ]  
SIGNED - Business Manager \_\_\_\_\_ Date \_\_\_\_\_

SECRETARY TO BOARD \_\_\_\_\_ DATE \_\_\_\_\_  
DISTRIBUTION: White: Personnel File 71  
Pink: Principal's Office

Yellow: Business Office  
Goldenrod: Employee



RECEIVED

JAN 15 2003

Taft Union High School District

(Application to attend Professional Conference) PRINCIPAL'S OFFICE

X Request by Employee [ ] Request by Superintendent [ ] Request by Organization

Instruction for submission: Submit to principal or immediate supervisor.

Janet H. Miller  
PRINT NAME

Tech Support  
ASSIGNMENT

mac OS X + OS X Server  
NAME OF CONFERENCE  
Essentials

The conference will be held at Santa Monica on the following dates 2-17 OR 3/17/03

Substitute teacher needed? [ ] Yes X No I will leave the campus on the date

of 3-16-03 (sunday) at the time of \_\_\_\_\_ A.M. or P.M. I will return to the campus

on the date of 3-24-03 at the time of 7:00 A.M. or P.M.

Purpose of the conference: Training in server software + administration.

Reason I think this conference will be of benefit to the District:

As our part-time "techies" leave to complete their education, I am taking on more + more responsibility for server administration, and need formal training.

(Participant) Responsibilities at conference: to attend training sessions.

Number of years in the Taft Union High School District 9 Name and year of last conference attended with Taft Union High School District support (with pay and expenses):

MacWorld 2002 January 2002

The employee is required to submit his expense account and written conference report to the office of the Business Manager.

Estimated Total Expense:

Meals \$ 200.00  
Travel \$  
Lodging \$ 500.00  
Substitute \$  
Registration \$ 2495.00  
Total \$ 3195.00

Anticipated date that written report of the conference will be submitted \_\_\_\_\_

Signature Janet H. Miller Date 1-15-03

Financial Authorization

SIGNED: Department Chairman

SIGNED: Principal

Recommended Disposition

- [ ] No Salary Deduction
[ ] Full Deduction
[ ] Deduction of a substitute's salary

- [ ] Expense paid by school district
[ ] Expense paid by individual
[ ] Expense paid by outside agency

- [ ] Transportation expense required [ ] air [ ] train [ ] private automobile
[ ] No expense for transportation
[ ] School automobile required

FOR CERTIFICATED PERSONNEL Approved [ ] Disapproved [ ]

BOARD OF TRUSTEES ACTION TAKEN APPROVED [ ] DISAPPROVED [ ]

SIGNED - Superintendent Date

FOR CLASSIFIED PERSONNEL Approved [ ] Disapproved [ ]

SIGNED - Business Manager Date

SECRETARY TO BOARD DATE

DISTRIBUTION: White: Personnel File Pink: Principal's Office

Yellow: Business Office Goldenrod: Employee

RECEIVED

JAN 16 2003

TAFT UNION HIGH SCHOOL DISTRICT

(Application to attend Professional Conference)

PRINCIPAL'S OFFICE

Request by Employee [ ] Request by Superintendent [ ] Request by Organization [ ]
Instruction for submission: Submit to principal or immediate supervisor.

Jared Pallock PRINT NAME Tech Support ASSIGNMENT Mac OS X and Mac OS X Server Essentials. NAME OF CONFERENCE

The conference will be held at Santa Monica on the following dates 2-17 or 3-17-03

Substitute teacher needed? [ ] Yes [X] No I will leave the campus on the date of 3-16-03 at the time of \_\_\_\_\_ A.M. or P.M. I will return to the campus on the date of 3-24-03 at the time of 7:00 A.M. or P.M.

Purpose of the conference: Training in sever software and administration. Training in client software and OS.

Reason I think this conference will be of benefit to the District: By going to learn about this new software i will be able to better serve The District and other staff members, By keeping The Web, Document and Mail servers in peak Performance.

(Participant) Responsibilities at conference: attend training sessions

Number of years in the Taft Union High School District 7. Name and year of last conference attended with Taft Union High School District support (with pay and expenses):

Mac World 2002 January 2002.

The employee is required to submit his expense account and written conference report to the office of the Business Manager.

Table with 2 columns: Expense Category, Amount. Rows include Meals (\$200.00), Travel, Lodging (\$0.00), Substitute, Registration (\$2495.00+), Total.

Anticipated date that written report of the conference will be submitted. \* if registered by March 31 there will be a 25% discount

Signature Jared Pallock Date 16 Jan 2002.

Financial Authorization. SIGNED: Department Chairman. SIGNED: Principal 1/16/03

- Recommended Disposition: [ ] No Salary Deduction, [ ] Full Deduction, [ ] Deduction of a substitute's salary, [ ] Expense paid by school district, [ ] Expense paid by individual, [ ] Expense paid by outside agency

- Transportation expense required [ ] air [ ] train [ ] private automobile, [ ] No expense for transportation, [ ] School automobile required. FOR CERTIFICATED PERSONNEL Approved [ ] Disapproved [ ]

BOARD OF TRUSTEES ACTION TAKEN APPROVED [ ] DISAPPROVED [ ] SIGNED - Superintendent Date

FOR CLASSIFIED PERSONNEL Approved [ ] Disapproved [ ] SIGNED - Business Manager Date 1/16/03

SECRETARY TO BOARD DATE

DISTRIBUTION: White: Personnel File, Pink: Principal's Office, Yellow: Business Office, Goldenrod: Employee

DATE: January 14, 2003  
TO: William Wickwire, Interim Superintendent  
FROM: William Wickwire, Principal  
SUBJECT: BOARD RECOMMENDATION

A copy of a "Request for Field Trip" is attached requesting ratification for the ASB going to Bass Lake overnight from January 3 to January 5, 2003.

IT IS RECOMMENDED that the Board authorize the Superintendent to approve the above request.

WW:jaf

Attachment: Request for Field Trip

WW:jaf

[WORD]APPROVAL.FLDTRP

RECEIVED

DEC 16 2002

PRINCIPAL'S OFFICE

NO\*\*

SUBSTITUTE TEACHER NEEDED:  YES

REQUEST FOR FIELD TRIP

Class/Organization ASB Date of Trip 1/3-1/5/03

Today's Date 12/16/02 # of Passengers 25 Teacher in Charge Kopp

Certificated Person(s) Attending Kopp, Advisor

Estimated Mileage (round trip) 400 Special Conditions \_\_\_\_\_

Destination Bass Lake

Itinerary From Taft High Departure Time 1:00 Friday

To Bass Lake Arrival Time 4:00

From Bass Lake Departure Time 1:00 Sunday

To Taft High Arrival Time 4:00

From \_\_\_\_\_ Departure Time \_\_\_\_\_

To \_\_\_\_\_ Arrival Time \_\_\_\_\_

ADULT SUPERVISORS/CHAPERONS:

1. John Kopp 2. Mrs. Boydston

3. Advisor 4. \_\_\_\_\_

\*\*Arrangements made for students not attending trip: \_\_\_\_\_

Signatures: Teacher/Sponsor [Signature] Date 12/16/02

Director/Area Chairman [Signature] Date 12/16/02

Principal: Approved [Signature] Date 12/16

Disapproved \_\_\_\_\_ Date \_\_\_\_\_

If this application is approved, the following will be returned to the teacher/sponsor: Permission slips, overnight instructions, a "Request for Transportation" form, an "Activity Request" form and the original copy of this request. The teacher/sponsor will submit the "Request for Transportation" form to the "Transportation" mailbox in the principal's office and the "Activity Request" form to the principal's secretary at least two weeks in advance of departure date. Also, the yellow copy of the permission slip is to be submitted to the principal's secretary two days in advance of departure date. Take the original parental permission slips with you on the trip.

Teacher/Sponsor - (Do the following)

- List number of parental permission slips needed \_\_\_\_\_.
- If trip is during school-time, turn in blue cards to attendance office three days in advance of trip or if more than nine students, turn in a release list to principal's secretary at least five days in advance.

Board Approval - Date 1/21/03 Overnight forms needed

DISTRIBUTION: Original - Requestor 76 Yellow Copy - Principal's Office

*[Handwritten initials]*

DATE: January 14, 2003  
TO: William Wickwire, Interim Superintendent  
FROM: William Wickwire, Principal  
SUBJECT: BOARD RECOMMENDATION

A copy of a "Request for Field Trip" and "Field Trip Planning Application" are attached requesting approval for the Drama Club to go to the Ahmanson Theatre in Los Angeles on Friday, January 30, 2003

IT IS RECOMMENDED that the Board authorize the Superintendent to approve the above request.

WW:jaf

Attachment: Request for Field Trip  
Field Trip Planning Application

WW:jaf

[WORD]APPROVAL.FLDTRP



RECEIVED

JAN 13 2003

SUBSTITUTE TEACHER NEEDED:  YES  NO\*\*

REQUEST FOR FIELD TRIP

PRINCIPAL'S OFFICE

Class / Organization Drama Club Date of Trip 1-30-2003

Today's Date 1-10-2003 # of Passengers 15 Teacher in Charge D. Perez

Certificated Person(s) Attending D. Perez

Estimated Mileage (round trip) 300 Special Conditions \_\_\_\_\_

Destination Ahmanson Theater, Los Angeles, CA

Itinerary: From Taft Union High School Departure Time 9:00 am

To Ahmanson Theatre Arrival Time 1:30

From Ahmanson Theatre Departure Time 5:00

To Taft Union High School Arrival Time 8:30

From \_\_\_\_\_ Departure Time \_\_\_\_\_

To \_\_\_\_\_ Arrival Time \_\_\_\_\_

ADULT SUPERVISORS/CHAPERONS:

1. D. Perez 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

\*\*Arrangements made for students not attending trip: \_\_\_\_\_

Signatures: Teacher/Sponsor [Signature] Date 1-10-2002

Director/Area Chairman [Signature] Date 1-13-03

Principal: Approved [Signature] Date 1/13

Disapproved \_\_\_\_\_ Date \_\_\_\_\_

If this application is approved, the following will be returned to the teacher/sponsor: Permission slips, overnight instructions, a "Request for Transportation" form, an "Activity Request" form and the original copy of this request. The teacher/sponsor will submit the "Request for Transportation" form to the "Transportation" mailbox in the principal's office and the "Activity Request" form to the principal's secretary at least two weeks in advance of departure date. Also, the yellow copy of the permission slip is to be submitted to the principal's secretary two days in advance of departure date. Take the original parental permission slips with you on the trip.

Teacher/Sponsor - (Do the following)

- 1. List number of parental permission slips needed 14.
- 2. If trip is during school-time, turn in blue cards to attendance office three days in advance of trip or if more than nine students, turn in a release list to principal's secretary at least five days in advance.

[ ] Board Approval - Date 1/21/03 Overnight forms needed [ ]

DISTRIBUTION: Original - Requestor 78 Yellow Copy - Principal's Office

[Signature]

Taft Union High School District  
Field Trip Planning Application

to 1-10-2003 Person Making Request D. Perez  
Date of Trip 1-30-2003 Destination Ahmanson Theater

1. List course objectives to be met by this field trip:
  - a. See professional performance
  - b.
  - c. (See Attached)
  - d.
  
2. How will this field trip experience better meet the above objectives than the classroom site environment?
 

It will fulfill several of the state standards.
  
3. Briefly list the activities that will be used to prepare students for the field trip:
  - a. Students will hear background and historical significance of place
  - b. Students will be given time to discuss and evaluate what they see.
  - c. Students will be given time to analyze and evaluate.
  
4. Briefly outline the organized activities during the field trip:
 

Lunch, then a matinee presentation of the Broadway show "Bring in Da Noise, Bring in Da Funk!"
  
5. List procedures for evaluation of field trip and follow-up:
  - a. Discussion of the trip (Element)
  - b.
  - c. Prepare and submit this
  - d. message to HENK!!

Signatures:  
 Teacher/Sponsor D. Perez Date 1-10-2003  
 Director/Area Chairman [Signature] Date 1-15-03  
 Principal: Approved [Signature] Date 1/13  
 Disapproved \_\_\_\_\_ Date \_\_\_\_\_

Disposition: This application must be submitted to principal in duplicate no later than end of first semester.

Note: Upon approval of this application, "Request for Field Trip" form must be submitted to principal by teacher at least 30 days prior to date of trip.

WW:jaf

DISTRIBUTION: Original - Requestor Yellow Copy - Principal's Office

*Jaf*

Students observe their environment and respond, using the elements of theatre. They also observe formal and informal works of theatre, film/video, and electronic media and respond, using the vocabulary of theatre.

*Comprehension and Analysis of the Elements of Theatre*

1.2 Document observations and perceptions of production elements, noting mood, pacing, and use of space through class discussion and reflective writing.

Students critique and derive meaning from works of theatre, film/video, electronic media, and theatrical artists on the basis of aesthetic qualities.

DATE: January 14, 2003  
TO: William Wickwire, Interim Superintendent  
FROM: William Wickwire, Principal  
SUBJECT: BOARD RECOMMENDATION

A copy of a "Request for Field Trip" and "Field Trip Planning Application" are attached requesting approval for the ELD 1 and 2 classes to go to the Los Angeles Zoo on Thursday, February 13, 2003.

IT IS RECOMMENDED that the Board authorize the Superintendent to approve the above request.

WW:jaf

Attachment: Request for Field Trip  
Field Trip Planning Application

WW:jaf

[WORD]APPROVAL.FLDTRP

Taft Union High School District  
Field Trip Planning Application

Date 1/13/03 Person Making Request Bob Peterson  
Date of Trip 2/13/03 Destination L.A. Zoo

1. List course objectives to be met by this field trip:

- a. Cultural experience.
- b. Community connections within California.
- c. Animal observations.
- d. The need to preserve wildlife from extinction.

2. How will this field trip experience better meet the above objectives than the classroom site environment?

Our ELD students have never been to a zoo.  
They will be able see and study animals first hand.

3. Briefly list the activities that will be used to prepare students for the field trip:

- a. Unit on animals.
- b. Animal research.
- c. Unit on endangered animals.

4. Briefly outline the organized activities during the field trip:

We will be going to the L.A. zoo for a 3  
hour period to study and observe.

5. List procedures for evaluation of field trip and follow-up:

- a. follow-up essay.
- b. quiz on animals.
- c. presentations.
- d. animal stories.

Signatures:  
Teacher/Sponsor [Signature] Date 1/13/03  
Director/Area Chairman [Signature] Date 1/14/03  
Principal: Approved [Signature] Date 1/14  
Disapproved \_\_\_\_\_ Date \_\_\_\_\_

Disposition: This application must be submitted to principal in duplicate no later than end of first semester.

Note: Upon approval of this application, "Request for Field Trip" form must be submitted to principal by teacher at least 30 days prior to date of trip.

WW:jaf

DISTRIBUTION: Original - Requestor      Yellow Copy - Principal's Office

[Handwritten mark]



RECEIVED

JAN 14 2003

SUBSTITUTE TEACHER NEEDED:  YES  NO\*\*

REQUEST FOR FIELD TRIP

PRINCIPAL'S OFFICE

Class/Organization ELD 1 & 2 Date of Trip 2/13/03  
 Today's Date 1/13/03 # of Passengers 30 Teacher in Charge Bob Peterson  
 Certificated Person(s) Attending Katrina Wise  
 Estimated Mileage (round trip) 250 miles Special Conditions bus  
 Destination L.A. Zoo

Itinerary:

From <u>Taft High</u>	Departure Time <u>8:00</u>
To <u>L.A. Zoo</u>	Arrival Time <u>10:00</u>
From <u>L.A. Zoo</u>	Departure Time <u>1:30</u>
To <u>Taft High</u>	Arrival Time <u>4:00</u>
From _____	Departure Time _____
To _____	Arrival Time _____

ADULT SUPERVISORS/CHAPERONS:

- Rosa Mitchell
- L. Luna
- \_\_\_\_\_
- \_\_\_\_\_

\*\*Arrangements made for students not attending trip: worksheets/packets

Signatures: Teacher/Sponsor [Signature] Date 1/13/03  
 Director/Area Chairman [Signature] Date 1/14/03  
 Principal: Approved [Signature] Date 1/14  
 Disapproved \_\_\_\_\_ Date \_\_\_\_\_

If this application is approved, the following will be returned to the teacher/sponsor: Permission slips, overnight instructions, a "Request for Transportation" form, an "Activity Request" form and the original copy of this request. The teacher/sponsor will submit the "Request for Transportation" form to the "Transportation" mailbox in the principal's office and the "Activity Request" form to the principal's secretary at least two weeks in advance of departure date. Also, the yellow copy of the permission slip is to be submitted to the principal's secretary two days in advance of departure date. Take the original parental permission slips with you on the trip.

Teacher/Sponsor - (Do the following)

- List number of parental permission slips needed \_\_\_\_\_.
- If trip is during school-time, turn in blue cards to attendance office three days in advance of trip or if more than nine students, turn in a release list to principal's secretary at least five days in advance.

[ ] Card Approval - Date 1/21/03

Overnight forms needed [ ]

DISTRIBUTION: Original - Requestor

Yellow Copy - Principal's Office

WW:jaf

[JFLIPPEN]FIELD.REQ

83

11/04/96

[Signature]

DATE: January 15, 2003  
TO: William Wickwire, Interim Superintendent  
FROM: William Wickwire, Principal  
SUBJECT: BOARD RECOMMENDATION

A copy of a "Request for Field Trip" and "Field Trip Planning Application" are attached requesting approval for the U.S. History 11P classes to go to the Museum of Tolerance in Los Angeles on Wednesday, February 26, 2003.

IT IS RECOMMENDED that the Board authorize the Superintendent to approve the above request.

WW:jaf

Attachment: Request for Field Trip  
Field Trip Planning Application

WW:jaf

[WORD]APPROVAL.FLDTRP

RECEIVED

JAN 15 2003

SUBSTITUTE TEACHER NEEDED:  YES  NO\*\*

REQUEST FOR FIELD TRIP

Class/Organization U.S. History 11P PRINCIPAL'S OFFICE  
 Date of Trip Wed. Feb 26, 2003  
 Today's Date 1/14/03 # of Passengers 35 Teacher in Charge Ray Newton  
 Certificated Person(s) Attending Shawn Cummins, Ad Fancher  
 Estimated Mileage (round trip) 240 Special Conditions \_\_\_\_\_  
 Destination Museum of Tolerance - Los Angeles, Calif.

Itinerary:  
 From Taft, Calif - High School Departure Time 8:00 a.m.  
 To Museum of Tolerance Arrival Time 11:30 a.m.  
 From Museum of Tolerance Departure Time 3:00 p.m.  
 To Taft, Calif - High School Arrival Time 7:00 p.m.  
 From \_\_\_\_\_ Departure Time \_\_\_\_\_  
 To \_\_\_\_\_ Arrival Time \_\_\_\_\_

ADULT SUPERVISORS/CHAPERONS:

- Ray Newton
- Shawn Cummins
- Ad Fancher
- \_\_\_\_\_

\*\* Arrangements made for students not attending trip: REGULAR CLASS SCHEDULE

Signatures: Teacher/Sponsor [Signature] Date 1/14/03  
 Director/Area Chairman [Signature] Date 1/14/03  
 Principal: Approved [Signature] Date 1/17/03  
 Disapproved \_\_\_\_\_ Date \_\_\_\_\_

If this application is approved, the following will be returned to the teacher/sponsor: Permission slips, overnight instructions, a "Request for Transportation" form, an "Activity Request" form and the original copy of this request. The teacher/sponsor will submit the "Request for Transportation" form to the "Transportation" mailbox in the principal's office and the "Activity Request" form to the principal's secretary at least two weeks in advance of departure date. Also, the yellow copy of the permission slip is to be submitted to the principal's secretary two days in advance of departure date. Take the original parental permission slips with you on the trip.

Teacher/Sponsor - (Do the following)

- List number of parental permission slips needed 35.
- If trip is during school-time, turn in blue cards to attendance office three days in advance of trip or if more than nine students, turn in a release list to principal's secretary at least five days in advance.

[ ] Board Approval - Date 1/21/03 Overnight forms needed [ ]

DISTRIBUTION: Original - Requestor 85 Yellow Copy - Principal's Office

Taft Union High School District  
 FIELD TRIP PLANNING APPLICATION

Date 1/14/03 Person Making Request Mary Newton  
 Date of Trip Feb 13-14 Destination MUSEUM OF TELEGRAPHY - LOS ANGELES

1. List course objectives to be met by this field trip:

- a. To learn about the Holocaust
- b. To learn about Hitler - author of
- c. To understand sources / causes of racism in America
- d. To learn how to better tolerate race/cultures

2. How will this field trip experience better meet the above objectives than the classroom site environment?

Students will be exposed to all the above objectives  
Many experiences will be hands-on.

3. Briefly list the activities that will be used to prepare students for the field trip:

- a. Study / Review the Holocaust
- b. Research activities specific to the museum
- c. Review Taft High behavior guidelines on bus and activities

4. Briefly outline the organized activities during the field trip:

Guided tour of Holocaust Museum - Los Angeles  
Racism in America - Handouts for all students

5. List procedures for evaluation of field trip and follow-up:

- a. Review of trip
- b. Write essay regarding trip
- c. Research activities of trip
- d. Present plan

Signatures:  
 Teacher/Sponsor Mary Newton Date 1/14/03  
 Director/Area Chairman Tony [unclear] Date 1/14/03  
 Principal: Approved [Signature] Date 1/17/03  
 Disapproved \_\_\_\_\_ Date \_\_\_\_\_

Disposition: This application must be submitted to principal in duplicate no later than end of first semester.

Note: Upon approval of this application, "Request for Field Trip" form must be submitted to principal by teacher at least 30 days prior to date of trip.

WW:jaf

DISTRIBUTION: Original - Requestor

Yellow Copy - Principal's Office

DATE: January 15, 2003  
TO: William Wickwire, Interim Superintendent  
FROM: William Wickwire, Principal  
SUBJECT: BOARD RECOMMENDATION

A copy of a "Request for Field Trip" and "Field Trip Planning Application" are attached requesting approval for the Honors classes to go to the Gene Autry Museum and Ronald Reagan Library on Wednesday, March 5, 2003.

IT IS RECOMMENDED that the Board authorize the Superintendent to approve the above request.

WW:jaf

Attachment: Request for Field Trip  
Field Trip Planning Application

WW:jaf

[WORD]APPROVAL.FLDTRP



JAN 15 2003

SUBSTITUTE TEACHER NEEDED:  YES  NO\*\*

REQUEST FOR FIELD TRIP

PRINCIPAL'S OFFICE

Class/Organization Honors Classes Date of Trip 3/5/03

Today's Date 1/15/03 # of Passengers 15 Teacher in Charge Kopp

Certificated Person(s) Attending Kopp, Schoneweis

Estimated Mileage (round trip) 300 miles Special Conditions \_\_\_\_\_

Destination Gene Autry Western Heritage Museum / Ronald Reagan Presidential Library

Itinerary: From Taft High Departure Time 7:30

To Gene Autry Museum Arrival Time 10:00

From Gene Autry Museum Departure Time 1:30

To Ronald Reagan Library Arrival Time 2:30

From Ronald Reagan Library Departure Time 5:00

To Taft High Arrival Time 7:30

ADULT SUPERVISORS/CHAPERONS:

1. John Kopp 2. Caroline Schoneweis

3. \_\_\_\_\_ 4. \_\_\_\_\_

\*\*Arrangements made for students not attending trip: \_\_\_\_\_

Signatures: Teacher/Sponsor John Kopp Caroline Schoneweis Date 1/15/03

Director/Area Chairman [Signature] Date 1/15/03

Principal: Approved [Signature] Date 1/15

Disapproved \_\_\_\_\_ Date \_\_\_\_\_

If this application is approved, the following will be returned to the teacher/sponsor: Permission slips, overnight instructions, a "Request for Transportation" form, an "Activity Request" form and the original copy of this request. The teacher/sponsor will submit the "Request for Transportation" form to the "Transportation" mailbox in the principal's office and the "Activity Request" form to the principal's secretary at least two weeks in advance of departure date. Also, the yellow copy of the permission slip is to be submitted to the principal's secretary two days in advance of departure date. Take the original parental permission slips with you on the trip.

Teacher/Sponsor - (Do the following)

- List number of parental permission slips needed \_\_\_\_\_.
- If trip is during school-time, turn in blue cards to attendance office three days in advance of trip or if more than nine students, turn in a release list to principal's secretary at least five days in advance.

[ ] Board Approval - Date 1/21/03 Overnight forms needed [ ]

DISTRIBUTION: Original - Requestor 88 Yellow Copy - Principal's Office

*[Handwritten mark]*

TAFT UNION HIGH SCHOOL DISTRICT  
FIELD TRIP PLANNING APPLICATION

te 1/15/03 Person Making Request Kopp

Date of Trip 3/5/03 Destination Gene Autry Western Heritage Museum / Ronald Reagan Presidential Library

1. List course objectives to be met by this field trip:
  - a. Exposure to a history of the West
  - b. Discussion about conditions in the West
  - c. Exposure to a presidential library
  - d. Discussion on the life times & impact of Ronald Reagan

2. How will this field trip experience better meet the above objectives than the classroom site environment?

There is no substitute for seeing the things we talk about in person. It makes it real & leaves a greater impact

3. Briefly list the activities that will be used to prepare students for the field trip:

- a. Go over info sent by parents
- b. Read literature from the period
- c. Cover history of the period

4. Briefly outline the organized activities during the field trip:

Travel to Gene Autry - eat lunch - Travel to Reagan Library - Return home

5. List procedures for evaluation of field trip and follow-up:

- a. Full class discussion
- b. Reflection papers
- c.
- d.

Signatures:

Teacher/Sponsor [Signature] [Signature] [Signature]

Date 1/15/03

Director/Area Chairman [Signature]

Date \_\_\_\_\_

Principal: Approved [Signature]

Date 1/15

Disapproved \_\_\_\_\_

Date \_\_\_\_\_

Disposition: This application must be submitted to principal in duplicate no later than end of first semester.

Note: Upon approval of this application, "Request for Field Trip" form must be submitted to principal by teacher at least 30 days prior to date of trip.

WW:jaf

TRIBUTION: Original - Requestor

Yellow Copy - Principal's Office

[Handwritten mark]

DATE: January 14, 2003  
TO: William Wickwire, Interim Superintendent  
FROM: William Wickwire, Principal  
SUBJECT: BOARD RECOMMENDATION

A copy of a "Request for Field Trip" and "Field Trip Planning Application" are attached requesting approval for the World Civ 10P classes to go to the Hearst Castle in San Simeon on Wednesday, April 2, 2003.

IT IS RECOMMENDED that the Board authorize the Superintendent to approve the above request.

WW:jaf

Attachment: Request for Field Trip  
Field Trip Planning Application

WW:jaf

[WORD]APPROVAL.FLDTRP

SUBSTITUTE TEACHER NEEDED:  YES  NO\*\*

RECEIVED

JAN 14 2003

Wednesday

REQUEST FOR FIELD TRIP

Class/Organization World Civ 10P PRINCIPAL'S OFFICE  
 Date of Trip APRIL 2 2003  
 Today's Date 1/14/03 # of Passengers 25 Teacher in Charge RAY NEWTON  
 Certificated Person(s) Attending Ray Newton, Shawn Cummins, Ad Fance  
 Estimated Mileage (round trip) 260 Special Conditions \_\_\_\_\_  
 Destination Hearst Castle, San Simeon, Calif

Itinerary:  
 From Taft Calif - High School Departure Time 8:00 a.m.  
 To San Simeon Arrival Time 11:00 a.m.  
 From San Simeon Departure Time 2:30 p.m.  
 To Taft, Calif Arrival Time 5:30 p.m.  
 From \_\_\_\_\_ Departure Time \_\_\_\_\_  
 To \_\_\_\_\_ Arrival Time \_\_\_\_\_

ADULT SUPERVISORS/CHAPERONS:

- Ray Newton
- Shawn Cummins
- Ad Fance
- \_\_\_\_\_

\*\* Arrangements made for students not attending trip: \_\_\_\_\_

Signatures: Teacher/Sponsor [Signature] Date 1/14/03  
 Director/Area Chairman [Signature] Date 1/14/03  
 Principal: Approved [Signature] Date 1/15  
 Disapproved \_\_\_\_\_ Date \_\_\_\_\_

If this application is approved, the following will be returned to the teacher/sponsor: Permission slips, overnight instructions, a "Request for Transportation" form, an "Activity Request" form and the original copy of this request. The teacher/sponsor will submit the "Request for Transportation" form to the "Transportation" mailbox in the principal's office and the "Activity Request" form to the principal's secretary at least two weeks in advance of departure date. Also, the yellow copy of the permission slip is to be submitted to the principal's secretary two days in advance of departure date. Take the original parental permission slips with you on the trip.

Teacher/Sponsor - (Do the following)

- List number of parental permission slips needed 25.
- If trip is during school-time, turn in blue cards to attendance office three days in advance of trip or if more than nine students, turn in a release list to principal's secretary at least five days in advance.

[ ] Board Approval - Date 1/21/03 Overnight forms needed [ ]

DISTRIBUTION: Original - Requestor Yellow Copy - Principal's Office



TAFT UNION HIGH SCHOOL DISTRICT  
FIELD TRIP PLANNING APPLICATION

ce 1/14/03 Person Making Request Ray Newton  
Date of Trip April 27 2003 Destination HEARST CASTLE - SAN SIMEON CALIF.

1. List course objectives to be met by this field trip:

- a. To study early Greek and Roman Art
- b. To study European art and architecture
- c. To understand wealth/power of Roman Empire
- d. To appreciate different styles of landscaping

2. How will this field trip experience better meet the above objectives than the classroom site environment?

All students will observe the above regulations by use of film and guided tour

3. Briefly list the activities that will be used to prepare students for the field trip:

- a. Study life/temple of William-Randolph Hearst
- b. Review art/culture of Ancient Greece/Rome
- c. Review art/culture of pre and post Renaissance Europe

4. Briefly outline the organized activities during the field trip:

- (1) Film (in group) on the building (construction)
- (2) Guided tour

5. List procedures for evaluation of field trip and follow-up:

- a. Review of trip
- b. Quiz/essay on aspects of trip
- c. Written essay on trip
- d.

Signatures:

Teacher/Sponsor Ray Newton Date 1/14/03  
Director/Area Chairman Ray Newton Date 1/14/03  
Principal: Approved [Signature] Date 1/14  
Disapproved \_\_\_\_\_ Date \_\_\_\_\_

Disposition: This application must be submitted to principal in duplicate no later than end of first semester.

Note: Upon approval of this application, "Request for Field Trip" form must be submitted to principal by teacher at least 30 days prior to date of trip.

WW:jaf

DISTRIBUTION: Original - Requestor

Yellow Copy - Principal's Office



DATE: January 14, 2003  
TO: William Wickwire, Interim Superintendent  
FROM: William Wickwire, Principal

SUBJECT: BOARD RECOMMENDATION - OVERNIGHT SWIM TRIPS

Attached is a copy of a memo from Mr. Anderson requesting approval for the Swim Team to stay overnight at the swim meets listed below:

<u>Meet</u>	<u>Place</u>	<u>Date</u>
Clovis West Invitational	Clovis	April 18
Small Schools Valley	Kerman	May 9
CIF Championship	Porterville	May 17

IT IS RECOMMENDED that the Board authorize the Superintendent to approve the above request.

WW:jaf

[WORD]APPROVAL.SWIN

Attachment: Memo from Ken Anderson

**MEMORANDUM**

**TO:** Bill Wickwire, Principal/Superintendent  
Board of Trustees  
**FROM:** Ken Anderson  
**DATE:** January 13, 2003  
**SUBJECT:** **Request for Board Approval of Overnight Swim Trips**

For over 20 years the TUHS Swim Team has stayed overnight at two or three big meets a year, usually the Clovis West Invitational, Small Schools Valley and CIF Championship swim meets, when the meets were out-of-county. I am asking that the Board again approve our request for the three overnight trips. Staying overnight allows our swimmers to be rested and perform better for their competitions, plus it provides a life-long memory of their fun high school experiences.

I request approval to stay overnight before the following meets:

<u>Meet</u>	<u>Place</u>	<u>Date</u>
Clovis West Invitational	Clovis	April 18
Small Schools Valley	Kerman	May 9
CIF Championship	Porterville	May 17

Swim/Misc./Overnight

c Mr. Larry Brown, Athletic Director

**RECEIVED**

**JAN 13 2003**

PRINCIPAL'S OFFICE

DATE: January 17, 2003  
TO: William Wickwire, Interim Superintendent  
FROM: William Wickwire, Principal  
SUBJECT: BOARD RECOMMENDATION

A copy of a "Request for Field Trip" and "Field Trip Planning Application" are attached requesting approval for the cheerleaders to go to Magic Mountain in Valencia on Saturday, February 22, 2003.

IT IS RECOMMENDED that the Board authorize the Superintendent to approve the above request.

WW:jaf

Attachment: Request for Field Trip  
Field Trip Planning Application

WW:jaf

[WORD]APPROVAL.FLDTRP

RECEIVED

JAN 17 2003

PRINCIPAL'S OFFICE

SUBSTITUTE TEACHER NEEDED:  YES  NO\*\*

REQUEST FOR FIELD TRIP

Class/Organization THHS Choir Date of Trip Feb 22

Today's Date 1/17/03 # of Passengers 14 Teacher in Charge Carrie Blund

Certificated Person(s) Attending Carrie Blund

Estimated Mileage (round trip) \_\_\_\_\_ Special Conditions \_\_\_\_\_

Destination Valencia, CA - Magic Mountain

Itinerary:

From Feb 22 - Taft Departure Time 7:00 am

To Magic Mountain Arrival Time 9:00 am

From Magic Mountain Departure Time \_\_\_\_\_

To Taft Arrival Time \_\_\_\_\_

From \_\_\_\_\_ Departure Time \_\_\_\_\_

To \_\_\_\_\_ Arrival Time \_\_\_\_\_

ADULT SUPERVISORS/CHAPERONS: (more will be added Jan. 20, 2003)

1. Shel DeCamp 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

\*\* Arrangements made for students not attending trip: none

Signatures: Teacher/Sponsor Carrie Blund Date 1/17/03

Director/Area Chairman \_\_\_\_\_ Date \_\_\_\_\_

Principal: Approved [Signature] Date 1/17

Disapproved \_\_\_\_\_ Date \_\_\_\_\_

If this application is approved, the following will be returned to the teacher/sponsor: Permission slips, overnight instructions, a "Request for Transportation" form, an "Activity Request" form and the original copy of this request. The teacher/sponsor will submit the "Request for Transportation" form to the "Transportation" mailbox in the principal's office and the "Activity Request" form to the principal's secretary at least two weeks in advance of departure date. Also, the yellow copy of the permission slip is to be submitted to the principal's secretary two days in advance of departure date. Take the original parental permission slips with you on the trip.

Teacher/Sponsor - (Do the following)

- List number of parental permission slips needed 14.
- If trip is during school-time, turn in blue cards to attendance office three days in advance of trip or if more than nine students, turn in a release list to principal's secretary at least five days in advance.

[ ] Board Approval - Date 1/21/03 Overnight forms needed [ ]

DISTRIBUTION: Original - Requestor Yellow Copy - Principal's Office

WW:jaf

[JFLIPPEN] FIELD.REQ

94b

11/04/96

Taft Union High School District  
Field Trip Planning Application

RECEIVED

JAN 17 2003

PRINCIPAL'S OFFICE

Date 1/15/03 Person Making Request Carrie Blind

Date of Trip Feb 22, 2003 Destination Magic Mountain

1. List course objectives to be met by this field trip:
  - a.
  - b.
  - c.
  - d.
2. How will this field trip experience better meet the above objectives than the classroom site environment?

It will give the girls a chance to prepare for the West Coast Classic in Disneyland

3. Briefly list the activities that will be used to prepare students for the field trip:

- a. Practice
- b. other competitions
- c.

4. Briefly outline the organized activities during the field trip:

attend 3 compete in competitions

5. List procedures for evaluation of field trip and follow-up:

- a.
- b.
- c.
- d.

Signatures:

Teacher/Sponsor [Signature] Date 1/15/03

Director/Area Chairman [Signature] Date 1-15-03

Principal: Approved [Signature] Date 1/17

Disapproved \_\_\_\_\_ Date \_\_\_\_\_

Disposition: This application must be submitted to principal in duplicate no later than end of first semester.

Note: Upon approval of this application, "Request for Field Trip" form must be submitted to principal by teacher at least 30 days prior to date of trip.

WW:jaf

DISTRIBUTION: Original - Requestor 94c Yellow Copy - Principal's Office

[JFLIPPEN] FIELD.PLAN

11/4/96

*[Handwritten mark]*



DATE: January 17, 2003  
TO: William Wickwire, Interim Superintendent  
FROM: William Wickwire, Principal  
SUBJECT: BOARD RECOMMENDATION

A copy of a "Request for Field Trip" and "Field Trip Planning Application" are attached requesting approval for the cheerleaders to go overnight to Disneyland in Anaheim from Friday, March 21, until Sunday, March 23, 2003.

IT IS RECOMMENDED that the Board authorize the Superintendent to approve the above request.

WW:jaf

Attachment: Request for Field Trip  
Field Trip Planning Application  
Memo from Carrie Blind

WW:jaf

[WORD]APPROVAL.FLDTRP

SUBSTITUTE TEACHER NEEDED:  YES  NO\*\*

RECEIVED

REQUEST FOR FIELD TRIP JAN 17 2003

Class/Organization TUHS Cheer Date of Office March 21-23

Today's Date 1/17/03 # of Passengers 14 Teacher in Charge Carrie Blind

Certificated Person(s) Attending Carrie Blind

Estimated Mileage (round trip) \_\_\_\_\_ Special Conditions \_\_\_\_\_

Destination Disneyland

Itinerary: From Friday March 21 - Taft Departure Time 8:00am

To Disneyland - Anaheim, CA Arrival Time 12:00 noon?

From Sunday March 23 - Anaheim Departure Time 6:00 pm

To Taft Arrival Time 10:00 pm?

From \_\_\_\_\_ Departure Time \_\_\_\_\_

To \_\_\_\_\_ Arrival Time \_\_\_\_\_

ADULT SUPERVISORS/CHAPERONS: (more will be added Monday, January 20, 2003)

- 1. DeDe McElmurry
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_

\*\*Arrangements made for students not attending trip: none

Signatures: Teacher/Sponsor Carrie Blind Date 1/17/03

Director/Area Chairman \_\_\_\_\_ Date \_\_\_\_\_

Principal: Approved [Signature] Date 1/17

Disapproved \_\_\_\_\_ Date \_\_\_\_\_

If this application is approved, the following will be returned to the teacher/sponsor: Permission slips, overnight instructions, a "Request for Transportation" form, an "Activity Request" form and the original copy of this request. The teacher/sponsor will submit the "Request for Transportation" form to the "Transportation" mailbox in the principal's office and the "Activity Request" form to the principal's secretary at least two weeks in advance of departure date. Also, the yellow copy of the permission slip is to be submitted to the principal's secretary two days in advance of departure date. Take the original parental permission slips with you on the trip.

Teacher/Sponsor - (Do the following)

- 1. List number of parental permission slips needed 14.
- 2. If trip is during school-time, turn in blue cards to attendance office three days in advance of trip or if more than nine students, turn in a release list to principal's secretary at least five days in advance.

Board Approval - Date 1/21/03 Overnight forms needed

DISTRIBUTION: Original - Requestor Yellow Copy - Principal's Office

Taft Union High School District  
Field Trip Planning Application

RECEIVED  
JAN 17 2003  
PRINCIPAL'S OFFICE

Date 1/15/03 Person Making Request Currie Blind  
Date of Trip March 21-23 Destination Disneyland (Anaheim, CA)

1. List course objectives to be met by this field trip:  
a.  
b.  
c.  
d.

2. How will this field trip experience better meet the above objectives than the classroom site environment?  
It will give the girls the chance to compete with some of the best squads in the nation.

3. Briefly list the activities that will be used to prepare students for the field trip:  
a. Practice  
b. Attending other competitions  
c.

4. Briefly outline the organized activities during the field trip:  
Friday - arrive practice, Saturday - compete, Sunday - watch All-Star competitions

5. List procedures for evaluation of field trip and follow-up:  
a. b.  
c. d.

Signatures:  
Teacher/Sponsor [Signature] Date 1/15/03  
Director/Area Chairman [Signature] Date 1-15-03  
Principal: Approved [Signature] Date 1/17  
Disapproved \_\_\_\_\_ Date \_\_\_\_\_

Disposition: This application must be submitted to principal in duplicate no later than end of first semester.

Note: Upon approval of this application, "Request for Field Trip" form must be submitted to principal by teacher at least 30 days prior to date of trip.

WW:jaf

[Handwritten mark]

**Memorandum**

**To:** Bill Wickwire, Principal/Superintendent  
Board of Trustees  
**Date:** January 15, 2003  
**From:** Carrie Blind, Cheerleading Coach/Advisor  
**Re:** Request for Board Approval of West Coast Classic  
Weekend Competition

The West Coast Classic is a cheerleading competition that requires a two nights stay in Anaheim, Ca.

It is a statewide competition that will end this season of cheerleading. I am asking that the board approve my request for the overnights stay. It will provide a fun experience to close out the year.

I request approval to stay overnight for the following dates:

***West Coast Classic Disneyland/Anaheim, CA March 21, 22***

*Thank you for your time and consideration.*

**RECEIVED**  
**JAN 17 2003**  
**PRINCIPAL'S OFFICE**


# Taft Union High School District

701 Seventh Street  
Taft, California 93268

TUHS  
*Excellence*  
BY DESIGN

Phone: (661) 763-2300  
Fax: (661) 763-1445

January 14, 2003

TO: WILLIAM WICKWIRE, Superintendent  
FROM: CHUCK A. HAGSTROM, Business Manager   
SUBJECT: ANNUAL ADJUSTMENT TO BID LIMITS

The State of California annually increases the bid limit for contracts awarded by school districts effective on January 1 of the current year. The State Superintendent of Public Instruction is required to annually adjust the \$50,000 amount specified in Section 20011(a) to reflect the percentage change in the annual average value of the Implicit Price Deflator for State and Local Government Purchases of Goods and Services for the United States.

The adjustment amount is \$59,600, as reported by the Kern County Superintendent of Schools, Bulletin No. 27. I ask the Board to approve the increase in the bid limit to \$59,600 effective January 1, 2003

IT IS RECOMMENDED THAT the Board approve the increase in the bid limit to \$59,600 effective January 1, 2003.

CAH:srg

Attachment

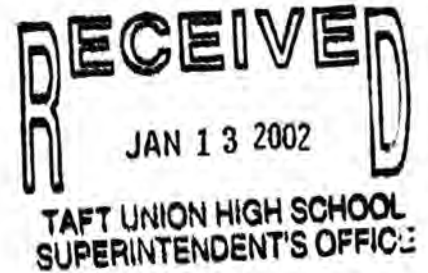
cc: File, Bid Information



OFFICE OF LARRY E. REIDER  
KERN COUNTY SUPERINTENDENT OF SCHOOLS

Bulletin No. 27

January 8, 2003



TO: School District Administrators  
FROM: Division of Administration and Finance  
SUBJECT: Bid Limit for Year 2003

The new bid limit for school districts effective January 1, 2003 is \$59,600. This higher bid limit applies to the following:

1. The purchase of materials, equipment, and supplies.
2. Services, except construction services.
3. Repairs, including maintenance, as defined in PCC Code Section 20115.

**The \$15,000 threshold for construction contracts remains unchanged.**

This limit means any purchase that exceeds \$59,600 or any required construction labor cost that will exceed \$15,000 must go out to formal bid.

**For further information, please contact Daniel L. Williams at (661) 636-4691.**

DW:pla

# Taft Union High School District


701 Seventh Street  
Taft, California 93268

TUHS  
*Excellence*  
BY DESIGN

Phone: (661) 763-2300  
Fax: (661) 763-1445

January 13, 2002

TO: WILLIAM WICKWIRE, Superintendent

FROM: CHUCK A. HAGSTROM, Business Manager 

SUBJECT: QUARTERLY REPORT OF INVESTMENTS – 4th QUARTER

The State of California enacted a requirement, beginning with the 1996 calendar year, for school districts to report quarterly on all investments to their Board of Trustees.

We have one (1) Certificate of Deposit at Taft National Bank, money on deposit with the County of Kern Treasurer-Tax Collectors Office, and investments with Merrill Lynch for our Capital Expenditure Fund and Retiree Benefit Fund.

The 4th Quarter of 2002 reports of monies on deposit is not available prior to the January Board meeting. The information will be provided to the Board at the February 2002 meeting.

CAH/srg

cc: Investment File

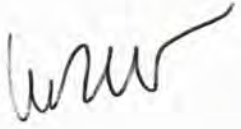
# Taft Union High School District

701 Seventh Street  
Taft, California 93268

TUHS  
*Excellence*  
BY DESIGN

Phone: (661) 763-2300  
Fax: (661) 763-1445

JANUARY 14, 2003

TO: BOARD OF TRUSTEES  
FROM: WILLIAM R. WICKWIRE, Superintendent   
SUBJECT: PROBATIONARY TEACHERS

The following is a list of second-year probationary teachers/  
administrator for consideration for permanent status.

TEACHER	SUBJECT
Robert Acosta	T.V. Productions
Rona Angelo	Supervisor of Attendance
Jennifer Sanchez	Algebra
Victoria Schooler	English/Reading
Tammy Sexton	Algebra

In addition, the following are first-year probationary teachers:

*Wendy Berry	Biology (Pre-Intern/Provisionary)
Andrea Bradshaw	English/Skills Lab
*Bryan Dana	Choir (Pre-Intern/Provisionary)
*Ken Despot	Science (Pre-Intern/Provisionary)
*Paul Martinez	Spanish/Satellite (Pre-Intern/ Provisionary)
*Kathy McLaughlin	Library/Media (Provisionary)
*Eric Newton	Physics (Pre-Intern/Provisionary)
Sara Pauga	Skills Lab/Study Skills
Amanda Posey	Band

sks

probat.tchr

DATE: January 16, 2003  
TO: William Wickwire, Interium Superintendent  
FROM: William Wickwire, Principal  
SUBJECT: BOARD APPROVAL

IT IS RECOMMENDED that the board authorize the Superintendent to advertise, screen, and make recommendations for potential teaching vacancies.

WW:jaf

[JFLIP2] APPROVAL.ADVERTISE



# Taft Union High School District

701 Seventh Street  
Taft, California 93268

TUHS  
*Excellence*  
BY DESIGN

Phone: (661) 763-2300  
Fax: (661) 763-1445

January 15, 2003

TO: BOARD OF TRUSTEES  
FROM: WILLIAM R. WICKWIRE, Superintendent *WRW*  
SUBJECT: SYDNEY VINCENT - LEAVE OF ABSENCE REQUEST  
-----

I have received a request for a one-year leave of absence from teacher Sydney Vincent, for the 2003/04 school year. Sydney is an RSP teacher of English and is currently expecting her third child and feels that she needs this time off to be with her children. She will be on family leave at the beginning of March to the beginning of May and will return for the remainder of this school year.

I would ask the Board to give me direction in regard to this request.

IT IS RECOMMENDED that the Board give the Superintendent direction regarding the approval to allow Sydney Vincent a leave of absence for the 2003/04 school year.

WRW:sks

Attachment

Board1.Jan03



January 14, 2003

Dear Mr. Wickwire and Taft Union High School Board of Trustees,

I am writing to request a leave of absence for the 2003-2004 school year. I would like to stay at home and spend one year with my children. My oldest daughter has had a difficult time adjusting to our move to Taft and will be changing schools again next year. This will be her fourth school in five years, and I believe that she will be much more successful if I am able to be more accessible to her.

I love my students and my position at Taft High School, but I truly believe that I will be stretched too thin next year to continue to both teach and parent at the level that I expect of myself. Both my children and my students deserve the very best I can give them at all times. I believe that after one year at home I will have regained the balance I need in order to give them both my best on a daily basis.

I thank you in advance for your consideration and understanding in this matter.

Sincerely,



**RECEIVED**  
JAN 14 2003  
TAFT UNION HIGH SCHOOL  
SUPERINTENDENT'S OFFICE

**RECEIVED**  
JAN 15 2003  
PRINCIPAL'S OFFICE

# MEMO

Office of the Principal

*Excellence by Design*

Date: January 15, 2003

To: Gerald Dragoo, Superintendent

From: Wm Wickwire, Principal

Re: Summer School Coordinator

I recommend that Harold Heiter be employed as the coordinator for the 2003 Taft Union High School summer school. Harold successfully coordinated the 2000, 2001, and 2002 summer school and has the knowledge and skills to have the 2003 session succeed. Mr. Heiter will be responsible for the development of the master schedule, staffing, and supervision of the program during its operation.

I would also recommend that the stipend for this position be \$6,500, the same as last year.

IT IS RECOMMENDED that the board authorize the Superintendent/Business Manager to employ Harold Heiter as the coordinator of the 2003 summer school at a stipend of \$6,500.

RECEIVED  
JAN 14 2003  
PRINCIPAL'S OFFICE

TO: William Wickwire  
FROM: Harold Heiter  
RE: Summer School Coordinator  
DATE: January 14, 2003

Bill:

I am once again very interested in the position of summer school coordinator. Summer school 2000-1-2 were extremely successful in my opinion. The days proceeded very smoothly, with few bumps in the road. Some of the characteristics, skills, and components of a successful summer school program which I tried to adhere to are as follows:

1. What role does the summer school program play in the academic offerings at Taft Union High School?

The academic offerings at TUHS must be consistent throughout the year, including summer school. We must strive to educate our students in content specified by course outlines; all information included in regular school-year curricula must be presented to our students in the summer. In addition, the course outlines should be updated and based primarily on content standards which have been adopted by our board of trustees.

That is to say, we can cover materials not specified by content standards, but must also cover all materials/content included in the content standards.

2. What should the role of the summer school program be in the standards based curriculum?

As mentioned above, the summer school program should mirror the regular school year in a more compressed fashion. The material that is deemed appropriate during the school year, must also be deemed appropriate in the summer. The difference is in the speed of delivery. We need instructors who are motivated to deliver one year's worth of education in 6 weeks. This is the only way the summer school program will be effective.

### 3. How should the summer school program be staffed?

The summer school program requires energetic instructors who can "stand and deliver" for 4.0 or 5.0 hours a day, 5 days a week, for 6 weeks. I feel an effective instructor would be one with the following qualities:

- 1) Enthusiastic- A person who enjoys the topic they are teaching, and who places a high priority on the education of the student.
- 2) Proper View-Point- A person who sees summer school as an extension of the regular school year; not someone who feels a student should be rewarded just for putting in the time requirement.
- 3) Well-Organized- A person who has a well-thought out game plan, can get much more accomplished than someone who "plays it by ear." The pace is quick, and the instructor is the leader. There can be no dead time!
- 4) Part Drill Sergeant, Part Instructor, Part Parent- Combine the 3 qualities and develop a proper rapport with the student.
- 5) Team Player- The instructor must be willing and eager to follow specified course guidelines as set down by the board, administration, and department heads.

### How is a summer school staff developed?

I believe the department chairs can help distinguish the most appropriate candidates for each respective position. Therefore, in my opinion, the principal, the department chairs, and the summer school coordinator, should combine their efforts in screening the applicants, thereby selecting the candidates which most exemplify the above criteria.

### 4. What should the attendance policy be for summer school?

As an experienced summer school instructor, I feel no absences, **period**, contributes to the highest degree of education for all students involved. But, if

we are not going to have an attendance recovery class, as in the past, there must be some other deterrent to absenteeism, such as a hard and fast rule. For Example:

- 1) Absences pre-arranged before the summer school session are acceptable if approved by the following:
  - a. the instructor (first)
  - b. the summer school coordinator
- 2) No more than one absence each semester, with the following stipulation:
  - a. all work missed must be made up by the day after receiving the make-up work, or it turns to a zero or "F."
- 3) Upon the second absence, the student is to be dropped, no matter what the circumstances.
- 4) Any third tardy becomes a full day absence.

5. How will teachers be supervised to determine if they are meeting the instructional goals of the courses being taught?

- 1) Lesson plans are to be submitted to the summer school coordinator weekly, prior to covering the material.
- 2) The coordinator is responsible for verifying the correlation between approved course outlines and course content described in lesson plans.
- 3) The coordinator must periodically visit classrooms in an effort to determine the effectiveness of the lessons provided to the students.
- 4) Informal observations lead to formal evaluations on each summer school instructor. Any concerns should be discussed with the instructor in an effort to improve the situation. A non-threatening environment must be established between coordinator and instructor.

6. What knowledge do you have about the academic, core curriculum to know if teachers are following the recommended curriculum in the course being taught?

I have helped establish course outlines and content in the area of Math/Science that are correlated with State Content Standards. Therefore, I have a great deal of knowledge concerning the course content which is required in this particular area.



In addition, the processes I followed preparing myself in math/science standardization was valuable training for educating myself concerning requirements in the other areas of study.

For example, approved course outlines for respective courses have more than likely been updated reflecting the State Content Standards. It would be my responsibility to be as familiar with English and Social Science standards and course content as I am in the area of Math/Science.

Without question, I do realize the sequential nature of the curriculum standardization process, and have the work habits and dedication to see that it is accomplished. In addition, having been involved with summer school for many years, I have a special "insight" into what works effectively and what may not. I believe you will recall that I actively supported the proposal for a six-week summer school course rather than an eight-week course, and it seemed to work very effectively. You may also recall that a closed-campus lunch was installed, and despite some "expected" grunts and groans, I heard nothing negative from students, parents, and faculty. In closing, there are many reasons why summer school runs as smoothly as it does. I believe in the summer school process, and feel that I can reinforce all aspects of the process that contribute to its efficiency, and work to improve those aspects which require appropriate adjustments.

Thank you for your time and consideration in this matter.

Sincerely,



Harold Heiter

DATE: January 14, 2003

TO: William Wickwire, Interim Superintendent

FROM: William Wickwire, Principal

SUBJECT: BOARD RECOMMENDATION - 2003 SUMMER SCHOOL STAFFING

I recommend we employ all our current certificated staff for 2003 Summer School on an as needed basis at the appropriate salary schedule rate of pay.

IT IS RECOMMENDED that the Board authorize the Superintendent/  
Business Manager to approve the staffing for the Summer of 2003.

WW:jaf

Attachment: List of Current Certificated Staff  
Memo from Mr. Heiter

[JFLIP2]APPROVAL.SUMSCHSTAFF

2002-2003 Certificated Staff List

Ackermann Paul	Martinez Paul C
Acosta Robert V	Mash Tim D
Anderson Ken	Matney Howard
Andreatta Jane K	Mauldin Tanya M
Angelo Rona	McCormick Mike
Asbridge Donald J	McLaughlin Kathy S
Bahen Gordon	Moe Leslie M
Berry Wendy J	Newlove Dale
Bradshaw Andrea D	Newton Eric D
Bramham Jeri Lynn	Newton Ray
Brown Larry	Pauga Sara L
Brown Marilyn J	Payne Ruby M
Carnal James D	Perez Darcy H
Colen Michael R	Peterson Robert A
Connors Gene	Popejoy Debra L
Cummins Shawn K	Posey Amanda
Dana Bryan M	Reveley Robyn
Day Rosemary K	Robertson Dave
Dennis David	Sanchez Jennifer L
Despot Kenneth H	Schoneweis Caroline
Durkan Brian A	Schooler Victoria L
Dyer Nancy L	Schorling Jana J
Emberson Russell L	Sexton Tammy M
Eubank Marsha	Simart Harold
Fancon Ad	Stubblefield Willie
Goodwin Michael A	Taylor Doug S
Hardt Brenda F	Urmston Marc D
Heber Carol Sue	Vincent Sydney K
Heiter Harold	Vincent Timothy D
Hess Ann L.	Wilson Carolyn E
Hill Arley E	Wise Katrina M
Hughes Kevin G	Wolfe William A
Koerner Rochelle J	Woodson Rick K
Kopp John C	
LeClair Thomas	
Lykins Clint	

[JFLIP2] SUMSCH.CERT0203

TO: Bill Wickwire  
FROM: Harold Heiter, Summer School Coordinator  
RE: Board Approval, Summer School Instructors  
DATE: January 14, 2003

Bill:

Please provide the Board of Trustees with a complete list of Taft High School Instructors to be approved for Summer School 2003. Any instructor who has previously performed successfully his/her duties as summer school instructor, but is not a full-time TUHS instructor, may be added to the list at a later date, with your permission. At this time, I am not aware of a need or desire to teach summer school by any former instructor, part-time instructor, or substitute teacher.

Thank you for your time and consideration in this matter.

*H. Heiter*

Harold Heiter

**RECEIVED**  
**JAN 14 2003**  
PRINCIPAL'S OFFICE




# Taft Union High School District

701 Seventh Street  
Taft, California 93268

TUHS  
*Excellence*  
BY DESIGN

Phone: (661) 763-2300  
Fax: (661) 763-1445

January 15, 2003

TO: WILLIAM WICKWIRE, Superintendent  
FROM: CHUCK A. HAGSTROM, Business Manager   
SUBJECT: PERMANENT EMPLOYEE STATUS

Leah Smith, Instructional Assistant - Health Aide, has completed 12 months in her current position and is eligible for permanent employment status. Ms. Chelle Koerner has recommended her for permanent status.

I concur with this recommendation and request that the Taft Union High School Board of Trustees authorize the Superintendent to reclassify Leah Smith from probationary status to permanent status.

IT IS RECOMMENDED THAT the board authorize the Superintendent to reclassify Leah Smith from probationary status to permanent status, effective February 1, 2003.

CAH/srg

cc: Chelle Koerner



# Taft Union High School District

701 Seventh Street  
Taft, California 93268

TUHS  
*Excellence*  
BY DESIGN

Phone: (661) 763-2300  
Fax: (661) 763-1445

January 14, 2003

TO: WILLIAM WICKWIRE, Superintendent  
FROM: CHUCK A. HAGSTROM, Business Manager *ch*  
SUBJECT: EXTEND EMPLOYEE PROBATION STATUS

Larry Breslin, Grounds Maintenance Worker, has completed 12 months in his current position and is eligible for permanent employment status. However, due to a non-industrial back injury and subsequent surgery, Larry has been on sick leave since September 24, 2002, and is not expected to return to work until May 1, 2003.

Mr. Linder is unable to evaluate his work performance at this time and requests that his probation status in this position is extended to August 31, 2003. The extension of the probation status will provide Mr. Linder the time to evaluate Mr. Breslin's work performance after completing the desired working time period.

I concur with Mr. Linder's request to extend Larry's probationary status and recommend that the Taft Union High School Board of Trustees authorize extending the probationary status to August 31, 2003.

IT IS RECOMMENDED THAT the board authorize extending Mr. Larry Breslin's probationary status to August 31, 2003.

CAH:srg

cc: Paul Linder

# Taft Union High School District


701 Seventh Street  
Taft, California 93268

TUHS  
*Excellence*  
BY DESIGN

Phone: (661) 763-2300  
Fax: (661) 763-1445

January 14, 2003

TO: WILLIAM WICKWIRE, Superintendent

FROM: CHUCK A. HAGSTROM, Business Manager 

SUBJECT: REQUEST TO ADVERTISE, TEST, AND INTERVIEW, FOR SUBSTITUTE EMPLOYEES

It has become necessary to replace our substitute employees. I ask that the District authorize the Superintendent to advertise, test, interview, and make recommendation to the Board for substitute employees.

Employees who exhaust their sick leave benefits may only receive a deduction of pay if replaced with a "substitute" employee in accordance with Ed Code requirements. Therefore, we will be seeking to employ substitutes to add to our pool that are capable of working in our maintenance department as well as our cafeteria and clerical positions.

IT IS RECOMMENDED THAT the board authorize the Superintendent to advertise, test, interview, and make recommendation for substitute employees. Substitute employees are employed on an as needed basis and paid according to the Board approved Substitute Pay Scale. No fringe benefits are provided.

CAH:srg



# Taft Union High School District

701 Seventh Street  
Taft, California 93268

TUHS  
*Excellence*  
BY DESIGN

Phone: (661) 763-2300  
Fax: (661) 763-1445

January 14, 2003

TO: WILLIAM WICKWIRE, Superintendent  
FROM: CHUCK A. HAGSTROM, Business Manager *Ch*  
SUBJECT: REQUEST EXTENSION OF 100 DAY MAXIMUM LEAVE

Mr. Wayne Toscas has submitted a written request for an extension of his 100-day maximum leave. Dr. Tangraphorn provided the District an excuse from work dated January 7, 2003, for Mr. Toscas's indicating he will be temporarily disabled for 3 months.

Mr. Toscas exhausted his accrued sick leave on September 27, 2002. The 100-day maximum leave will be reached on January 28, 2003. Termination of employment and placement on a 39 month preferred re-hire list would take effect if he is not awarded an extension as he requests.

Cost to the District to award the extension with pay would be the differential pay of his pay less a substitute. The District would have an additional expense for Mr. Toscas's insurance premium of \$950.20 per month.

IT IS RECOMMENDED THAT the Board of Trustees give direction to the Superintendent regarding the extension of the 100-day maximum leave for Wayne Toscas.

Attachment

CAH:srg

RECEIVED

JAN 13 2003

PRINCIPAL'S OFFICE

January 10, 2003

To: Taft Union High School Board of Trustees

From: Wayne Toscas

Re: Request to extend leave of absence.

I understand that my leave will expire on January 28 and that I may apply to the board for extending the leave. Mr. Wickwire indicated that the deadline for the application for an extension is January 17, 2002.

I therefore am providing this letter of application to the board for the purposes of requesting an extension of time in order for me to comply with medical orders. I expect that I will qualify for the 60 days of industrial illness/accident leave when the proper adjudication occurs and if this happens it may obviate this action by the board. Still another possibility is that I will recover sufficiently by the 28<sup>th</sup> to return to full time service.

In summary then, I am asking the board to approve extension of the leave with pay and benefits should the above contingencies not occur.

Truly yours,



Wayne Toscas

# Taft Union High School District

701 Seventh Street  
Taft, California 93268

TUHS  
*Excellence*  
BY DESIGN

Phone: (661) 763-2300  
Fax: (661) 763-1445

January 9, 2003

Wayne Toscas  
612 Westover  
Taft, CA 93268

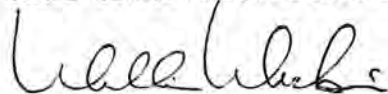
SUBJECT: Notice of Expiration of Leave Benefits;  
Placement on Rehire List

Dear Wayne,

You will exhaust all of your statutory leave and differential pay status benefits on January 28, 2003. By operation of law, your employment will then terminate and you will be placed on a preferred rehire list for 39 months.

Before the leave expiration date, you have the right to ask the governing board for an additional period of leave, paid or unpaid. If you intend to make such a request, your letter must be on my desk by noon on Friday, January 17, 2003. The Board would then consider your request at their meeting on January 21, 2003.

Sincerely,  
TAFT UNION HIGH SCHOOL DISTRICT



WILLIAM WICKWIRE  
Superintendent

WW:srg

cc: Chuck Hagstrom



# Taft Union High School District

701 Seventh Street  
Taft, California 93268

TUHS  
*Excellence*  
BY DESIGN

Phone: (661) 763-2300  
Fax: (661) 763-1445

January 13, 2002

TO: WILLIAM WICKWIRE, Superintendent  
FROM: CHUCK A. HAGSTROM, Business Manager *J*  
SUBJECT: CONFIRMATION OF RE-EMPLOYMENT OF THE AUDITOR

In March of 2002, the Board authorized the Superintendent/Business Manager to contract with the auditor, Brown, Armstrong, Randall, Reyes, Paulden & McCown, for the 2001-2002 fiscal year audits.

In addition, the Board authorized the Superintendent/Business Manager to enter into a contract with the audit firm of Brown Armstrong, C.P.A. for subsequent fiscal years 2002-2003 in the amount of \$7,900 for the 2002-2003 fiscal year and 2003-2004 in the amount of \$8,000, upon satisfactory completion of their auditing services for the current year.

IT IS RECOMMENDED THAT the Board authorize the Business Manager to enter into a contract with the audit firm of Brown Armstrong, C.P.A. 4200 Truxtun Ave., Suite 300, Bakersfield, CA 93309, in the amount of \$7,900 for the 2002-2003 fiscal year.

CAH:srg

cc: Audit File

# MEMO

Office of the Principal

*Excellence by Design*

Date: January 15, 2003

To: Gerald Dragoo, Superintendent

From: Wm Wickwire, Principal

Re: Jane Schaffer Workshop

Taft Union High School utilizes the Jane Schaffer writing model in all English classes. This model has helped improve student writing. The focus of our efforts has been in the improvement of the reading and writing skills of our students.

It has been several years since the first in-service and I propose that we conduct a follow-up for current teachers who have not attended and an update for the veteran teachers.

The cost of the workshop is \$3,000, which includes all expenses, travel and materials. This workshop would be open to all Taft Union High School District teachers and would be compensated at the staff development rate of pay. The date of the workshop would be Saturday, March 29, 2003.

IT IS RECOMMENDED that the board authorize the superintendent to contract with Jane Schaffer to conduct a writing in-service on March 29, 2003 at a cost of \$3,000 and teachers attending receive the staff development rate of pay.



RECEIVED  
DEC 20 2002  
PRINCIPAL'S OFFICE

## Memorandum

Office of Curriculum, Instruction and  
Assessment

December 20, 2002

To: Bill Wickwire  
From: Marilyn Brown  
Re: Jane Schaffer workshop

Jane Schaffer is available on March 29, 2003, to give a workshop on the writing method we have adopted. It has been five years since we were trained in this method and Ms. Schaffer will tailor the workshop both as a training for new attendees and a refresher for those who have already been through the training once.

Please ask the Board of Trustees to approve a contract with Jane Schaffer for \$3,000 for a full-day workshop on March 29. This fee includes all expenses. In addition, please ask the Board to approve paying the inservice rate of pay to our teachers who attend.

Please give me a call if you have any questions.

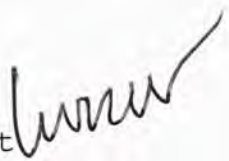
# Taft Union High School District

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Taft, California 93268

TUHS  
*Excellence*  
BY DESIGN

Phone: (661) 763-2300  
Fax: (661) 763-1445

JANUARY 16, 2003

TO: BOARD OF TRUSTEES  
FROM: WILLIAM WICKWIRE, Superintendent   
SUBJECT: CONTRACT/AGREEMENT  
-----

In January of last year we entered into a contract for the out of state residential placement and services for one of our special education students. Kern County Consortium SELPA negotiated a Master Contract with Cinnamon Hills Youth Crisis Center, Inc. in St. George, Utah. I have attached a copy of this years' Memorandum of Agreement and Master Contract between Taft Union High School District and Cinnamon Hills. You will note that we will continue to be billed \$104.04 per school day for educational costs and will be reimbursed 70% of this cost.

IT IS RECOMMENDED that the Board authorize the Superintendent to contract with Cinnamon Hills Youth Crisis Center, Inc. for the residential placement and services for a special education student at the rate of \$104.04 per day for the 2002/03 school year.

WRW:sks

Attachment

board2.Jan03





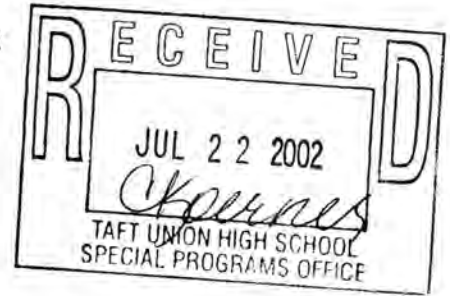
SPECIAL EDUCATION LOCAL PLAN AREA SELPA

1300 17TH STREET - CITY CENTRE BAKERSFIELD, CA 93301 661 636-4801 TDD: 661 636-4800 FAX: 661 636-4020

PARTICIPATING-DISTRICTS:

- Arvin Union ■ Beardsley ■ Belridge ■ Blake ■ Buttonwillow ■ Caliente Union ■ Delano ■ Delano Joint Union High ■ Di Giorgio ■ Edison ■ El Teton Unified ■ Elk Hills ■ Fairfax ■ Fruitvale ■ General Shafter ■ Greenfield Union ■ Kernville Union ■ Lakeside Union ■ Lamont ■ Linns Valley - Pose Flat Union ■ Lost Hills Union ■ Maple ■ Maricopa Unified ■ McFarland Unified ■ McKittrick ■ Midway ■ Mojave Unified ■ Sturdy Unified ■ Norris ■ Panamint ■ Sierra Vista Union ■ Rand-Inyo ■ Richland ■ Rio Bravo ■ Green Valley Union ■ Rosedale Union ■ Semitropic ■ Sierra Sands Unified ■ South Fork Union ■ Southern Sierra Unified ■ Standard ■ Taft City ■ Taft Union High ■ Tehachans Unified ■ Wasco ■ Wasco Union ■ Wasco

July 1, 2002



Jennifer Walters, Director Cinnamon Hills School 770 East St. George Blvd. St. George, Utah 84770

Dear Jennifer:

SUBJECT: Non Public School Contract 2002-2003 Student: Christy Suthard

Enclosed please find a Master Contract and the Individual Services Agreement (ISA) for the school year 2002-2003 for the placement and services for the student identified above.

Afer your review and approval of these documents, please return them to Darleen M. Jehnsen, Director Kern County Consortium SELPA 1300 17th Street CITY CENTRE Bakersfield, CA 93301-4533

The contract and agreement will then be forwarded to the school district for their action or review by the Superintendent or the Board of the district depending on their policies. Following that approval, a final copy will be sent to your offices.

If any additional information may be needed, please do not hesitate to contact this office. Phone 661-636-4801 Fax 661-636-4810 or email to dajehnsen@kern.org

Sincerely,

Larry E. Reider County Superintendent of Schools

Darleen M. Jehnsen, Director Kern County Consortium SELPA

Enc. cc: District Superintendent Special Education Director



TAFT UNION HIGH SCHOOL DISTRICT

This contract is effective on 7-1-02  
and terminates at 5 p.m. on 6-30-03

**INDIVIDUAL CONTRACT**  
**Agreement for Non-Public School/Agency**  
**Individual Service Contract**

(Education Code Sections 56300-56367 or 56030-56042)

This agreement (hereinafter referred to as "Service Contract,") effective from July 1, 2002 to June 30, 2003, is made and entered into by and between the Taft Union High School District, located at 701 7<sup>th</sup> Street, Taft, California (Kern County), hereinafter referred to as "District," and Cinnamon Hills School, a Non-public School/Agency, located at 770 East St. George Blvd., St. George, Utah, hereinafter referred to as "Contractor," for Christy Suthard, whose date of birth is 5/10/85, hereinafter referred to as "Pupil," who is a resident of Kern County, within the boundaries of the District.

**PROVISIONS**

1. The educational services covered by this Service Contract are authorized for the period July 1, 2002 to June 30, 2003.
2. Subject to satisfactory performance of this Service Contract, District will pay Contractor \$104.04 per day. Related services, identified in the Pupil's IEP, will be paid only as they are rendered, with the exception of the Pupil's excused absences.
3. Contractor will be required to provide District with written reports on Pupil's progress on the following dates: October 31, 2002, January 31, 2003, March 31, 2003 and June 30, 2003. (A minimum of four reports is required by the Individuals with Disabilities Act 20 U.S.C. section 1415.) The progress reports shall be sent to District and arrive no later than 15 days after the above dates.
4. Contractor will provide copies of all written reports prepared in accordance with Provision 3 of this Contract to the Pupil's parent(s) or guardian(s).
5. The Pupil's primary teacher shall hold the following valid California teaching credentials: Appropriate for the disability and student ages.
6. The class size for Pupil shall not exceed 15.
7. The length of the instructional program shall be: 180 minutes per day for grades K-4; 240 minutes per day for grades 5-8; 280 minutes per day for grades 9-12.

8. Instruction shall occur on each weekday, Monday through Friday, subject to the following exceptions: legal holidays.
9. The following authorized education services shall be provided by Contractor for the amount(s) specified below (services for the extended-year program may not be commingled with the regular full-time program):
- A. Basic Educational Program  
 Total Program Cost (A): \$ 104.04 per day  
 175 days @ \$104.04 per day \$ 18,207.00
- B. Related Services Specified in IEP program: \$ 3,300.00

Services	PROVIDER				
	District	Contractor	Other	Frequency/ Duration	Monthly Cost
1. Transportation Rate of Reimbursement Round Trip Miles					
2. Counseling and Guidance					
3. Language/Speech and Hearing Therapy					
4. Physical Therapy					
5. Occupational therapy					
6. Parent counseling					
7. Recreation Education					
8. Food Services					
9. Driver Training					
10. Room and Board					
11. Adapted Physical Education					
12. Transportation				1 x per session 4 x per session	\$ 1,300.00 \$ 500.00

Total Cost of A (Basic Educational Program):

Total Cost of B (Related Services Specified in IEP):  
Occupational Therapy \*

Not Applicable

TOTAL WEEKLY COSTS OF A & B

GRAND TOTAL (Approximately)

Extended School Year Services

6/19/03 through 8/4/03 (32 days @\$104.04)

\$3329.28 per ESY

- 10. Contractor shall keep attendance records regarding Pupil's attendance and shall report attendance monthly to the District. The attendance records shall be kept in a California State School Register and shall be filed with the District within 30 days of the expiration of this Service Contract, or the end of the school term, as directed by District.
- 11. Attendance reports shall be provided by the CONTRACTOR monthly with the monthly billing invoice for the provision of educational services to (name of student).

The term of this Service Contract shall be from July 1, 2002 through June 30, 2003, unless sooner terminated as provided herein.

IN WITNESS WHEREOF, the parties hereto have executed this Service Contract on the day and year first above written.

**Cinnamon Hills School**

**TAFT UNION HIGH SCHOOL  
DISTRICT**

By: \_\_\_\_\_  
(NAME)  
Director

By: \_\_\_\_\_  
(NAME)  
District Superintendent

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)

APPROVED BY THE LOCAL PUBLIC  
EDUCATION AGENCY GOVERNING  
BOARD ON:

\_\_\_\_\_

KERN COUNTY CONSORTIUM SELPA  
GENERAL AGREEMENT FOR NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES

THIS MASTER CONTRACT ("Agreement") is made and entered into this 1st day of July, 2002, between Taft Union School District, hereinafter referred to as the "LEA" and Cinnamon Hills School, hereinafter referred to as "CONTRACTOR" for the purpose of providing special education and/or related services to individuals with exceptional needs under the authorization of California Education Code § 56157, and §§ 56365-56366.7. It is understood that this Agreement does not commit the LEA to payment for special education and related services provided to any individual unless and until an Individual Service Agreement ("ISA") for Nonpublic, Nonsectarian School/Agency ("NPS/NPS") Services is executed between the LEA and the CONTRACTOR on behalf of such individual or interim telephone approval is given to the CONTRACTOR by a representative of the LEA.

WITNESSETH:

Whereas, LEA has determined that the need for such services exists;

Whereas, CONTRACTOR is a nonpublic, nonsectarian school or agency holding all required certificates and licenses; and

Whereas, that CONTRACTOR is capable of and willing to provide such services.

- A current copy of California Department of Education ("CDE") NPS/NPA certification is attached. If certification is revoked during Agreement period, the LEA must be notified in writing within five (5) days. If certification expires during Agreement period, the CONTRACTOR must provide an updated copy.

In consideration of mutual promises contained herein, it is mutually agreed between the parties as follows:

AGREEMENT RELATIONS AND INSURANCE PROVISION

1. INDIVIDUAL SERVICE AGREEMENT FOR NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES.

An Individual Service Agreement ("ISA") for Nonpublic, Nonsectarian School/Agency ("NPS/NPA") Services shall be part of this agreement which the CONTRACTOR will be required to execute with the LEA with respect to each student for whom the CONTRACTOR is to provide special education and/or designated instruction and services.

2. TERM

This Agreement is effective on July 1, 2002 and terminates at 5:00 p.m. on June 30, 2003 unless terminated at an earlier date as provided herein.

3. MODIFICATIONS AND AMENDMENTS

This Agreement may be modified or amended by a written document, which complies with legal mandates, executed by the CONTRACTOR and the LEA. Changes in the educational services or placement provided under the Agreement may only be made on the basis of revisions to the student's Individualized Education Program ("IEP"), mediated agreement, an order from the California Special Education Hearing Office ("CSEHO") and/or an order rendered by a court of competent jurisdiction. At any time during the term of the Agreement, the parent, CONTRACTOR or LEA may request a review of the student's IEP, subject to all procedural safeguards required by state and federal law. Changes in the financial agreements of the Agreement can only be made when the Agreement is renewed by July 1<sup>st</sup>. The CONTRACTOR agrees to apply the same rate for the entire school (fiscal) year. Changes in the administrative or financial provisions of the



Agreement which do not alter the educational services or placement may be made at any time during the term of the Agreement, as mutually agreed in writing by CONTRACTOR and LEA.

## NOTICES

All notices required to be given pursuant to the terms hereof shall be in writing and may be delivered in person or by certified or registered mail, postage prepaid. Notices to LEA shall be addressed to Gerald Dragoo, District Superintendent, Taft Union High School District, 701 7<sup>th</sup> Street, Taft, CA 93268. Notices to CONTRACTOR shall be addressed to CONTRACTOR's address, Cinnamon Hills School, 770 East St. George Blvd., St. George, UT 84770. If mailed, notice shall be effective as of the date of postmark on receipt by addressee. If delivered by hand, the effective date shall be the date of receipt of addressee.

## 5. DISPUTES

Disagreements between LEA and CONTRACTOR concerning the meaning, requirements, or performance of this Agreement shall be appealed to the County Superintendent of Schools or to the State Superintendent of Public Instruction or designee when the County Superintendent of Schools is a party to the Agreement. The decision of the County Superintendent of Schools or State Superintendent of Public Instruction shall be made in writing and shall be binding upon both parties.

If any legal action or proceeding arising out of, or relating to, this Agreement is brought by either party to this Agreement, the prevailing party shall be entitled to receive from the other party, in addition to any other relief that may be granted, their reasonable attorneys' fees, costs, and expenses incurred in the action or proceeding by the prevailing party.

## 6. SUBCONTRACT AND ASSIGNMENT

a. CONTRACTOR shall not enter into subcontracts for any of the services contemplated, including transportation, under this Agreement without first obtaining written approval from LEA. Such subcontract(s) and approval(s) shall be attached and made part of this Agreement.

b. Subcontracts may be entered into only with NPS/NPAs certified by CDE.

c. CONTRACTOR agrees that any SUBCONTRACTORS providing educational instruction or services, including transportation, shall keep in effect an appropriate policy of liability insurance as mutually agreed by CONTRACTOR and LEA. CONTRACTOR agrees that SUBCONTRACTORS providing transportation shall keep in effect a liability insurance policy providing at least \$1,000,000.00 coverage. CONTRACTOR shall provide for the insurance provider to send written notice of cancellation to LEA at least forty-five (45) days prior to cancellation or material change in coverage. Proof of insurance shall be provided to LEA prior to the beginning of transportation services by a SUBCONTRACTOR, and upon renewal of coverage thereafter. Transportation SUBCONTRACTORS shall submit copies of insurance policies upon request of LEA; otherwise, certificates of insurance may be acceptable proof, provided that the information thereon is adequate and verifiable.

## 7. INDEPENDENT CONTRACTOR STATUS

This Agreement is by and between two independent entities and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association.

## 8. CONFLICTS OF INTEREST

CONTRACTOR agrees to furnish to the LEA a copy of its current bylaws and a current list of its Board of Directors (or Trustees), if it is incorporated. CONTRACTOR and any member of its Board of Directors (or Trustees) shall avoid any



relationship with the LEA that constitutes or gives the appearance of a conflict of interest including, but not limited to, employment with the LEA.

CONTRACTOR acknowledges that its authorized representative has read and understands California Education Code § 56366.3 which provides, in relevant part, that no special education and/or related services provided by CONTRACTOR shall be paid for by LEA if provided by an individual who was an employee of LEA within the three hundred sixty-five (365) days prior to executing this Agreement. This provision does not apply to any person who is able to provide designated instruction and services ("DIS") during the extended school year because he or she is otherwise employed for up to ten months of the school year by LEA.

## 9. TERMINATION

a. This contract may be terminated for cause. Cause shall include, but not be limited to, non-maintenance of current non-public school/agency certification. To terminate this Agreement either party shall give twenty (20) calendar days written notice prior to the date of termination to the address listed in Section 4 of this document. Upon termination without default of CONTRACTOR, LEA shall pay, without duplication, for all services satisfactorily performed and verified expenses incurred to date of termination. Expenses shall be itemized for review and approval by LEA.

b. In consideration of this payment, CONTRACTOR waives all right to any further payment or damage, and shall turn over to LEA all documents pertaining to its services hereunder, possessed by CONTRACTOR or under its control at the time of termination.

c. Individual Service Agreements ("ISAs") for NPS/NPA Services may be terminated without advance notice if both parties agree to do so in writing.

d. LEA shall not terminate ISA for NPS/NPA Services because of the availability of a public class initiated during the course of the Agreement unless the parent agrees to the transfer of a student to a public school program, or pursuant to order from CSEHO and/or an order rendered by a court of competent jurisdiction.

e. Continued enrollment and provision of a free appropriate public education ("FAPE") to a student currently attending a NPS and/or receiving services from a NPA shall not be terminated when stay put is ordered by CSEHO under California Education Code § 56505.

## 10. INSPECTION AND AUDIT

CONTRACTOR shall provide access to or forward copies of any books, documents, papers, reports, records, or other matter relating to the Agreement upon request by LEA except as otherwise provided by state and federal law. All budgetary information and projections submitted by CONTRACTOR to LEA for purpose of contract negotiations shall be made available for the relevant Agreement period being audited to assess the extent to which funds were expended consistent with said budgetary information. Fiscal records shall be maintained by CONTRACTOR for five (5) years and shall be available for audit.

## 11. INDEMNIFICATION

CONTRACTOR shall defend, hold harmless and indemnify LEA and its governing board, officers, agents and employees from all liabilities, judgments, demands, causes of action and expense, including attorneys fees and costs for claims for damage for bodily injury, death, sickness, or injury to any person(s) or damage to any property, including, without limitation, all consequential damages, from any cause whatsoever arising from or connected with its service hereunder, resulting from the negligence of CONTRACTOR, its agents or employees. CONTRACTOR shall save harmless and indemnify and defend the LEA and its governing board, officers, agents and employees from all damages of every nature and description proximately caused by negligent or willful acts or omissions by the CONTRACTOR, its agents or employees in the course of rendering service(s) under this Agreement.

LEA shall defend, hold harmless and indemnify CONTRACTOR and its governing board, officers, agents and employees from all liabilities and claims for damage for death, sickness, or injury to any person(s) or damage to any property, including, without limitation, all consequential damages, from any cause whatsoever arising from or connected with its service hereunder, whether or not resulting from the negligence of LEA, its agents or employees. LEA shall save harmless and indemnify and defend CONTRACTOR and its governing board, officers, agents and employees from all damages of every nature and description proximately caused by negligent or willful acts or omissions by LEA, its agents or employees in the course of rendering service(s) under this Agreement.

## 12. INSURANCE

During the entire term of this Agreement and any extension or modification thereof, CONTRACTOR shall keep in effect a policy or policies of liability insurance, including coverage of owned and non-owned vehicles used in relation to the performance of services(s) by CONTRACTOR, of at least \$2,000,000.00 for each person and \$1,000,000.00 for all accidents or occurrences for all damages arising out of death, bodily injury, sickness or disease from any one accident or occurrence, and \$1,000,000.00 for all damages and liability arising out of injury to or destruction of property for each accident or occurrence. Not later than the effective date of this Agreement, CONTRACTOR shall provide LEA with satisfactory evidence of insurance, naming LEA as additional insured, including a provision for a 20 (twenty) calendar day written notice to LEA before cancellation or material change, evidencing the above-specified coverage. The CONTRACTOR shall at its own cost and expense procure and maintain insurance under the Worker's Compensation Law of California. LEA reserves the right to revise the requirements of this provision at any time. If LEA determines that additional insurance coverage is necessary, LEA will reopen negotiations with CONTRACTOR to modify the terms of this Agreement.

## 13. DEFINITIONS AND ACRONYMS

The following acronyms are used for the purpose of the Agreement:

- AGREEMENT (Master Contract)
- CDE (California Department of Education)
- CDOJ (California Department of Justice)
- CSEHO (California Special Education Hearing Office)
- DAYS (Calendar days, unless otherwise specified)
- DIS (Designated Instructional Services)
- FAPE (Free Appropriate Public Education)
- FERPA (Family Educational Rights and Privacy Act of 1974)
- IEP (Individualized Education Program)
- ISA (Individual Service Agreement)
- ITP (Individual Transition Plan)
- IMMEDIATE (Within 24 hours)
- LEA (Local Education Agency)
- NOTIFICATION (Within fourteen (14) calendar days, unless otherwise specified)
- NPS/NPA (Nonpublic School/Nonpublic Agency)
- PARENT (means the natural parent, adoptive parent, surrogate parent, legal guardian, or any other adult granted educational decision-making rights by the natural or adoptive parent, a court of competent jurisdiction, or otherwise provided by law)
- SELPA (Special Education Local Plan Area)

## 14. INDIVIDUAL SERVICE AGREEMENTS

This Agreement shall include an ISA developed for each LEA student who is to receive special education and/or related services provided by the CONTRACTOR. Changes in any LEA student's educational program, including instruction,

services, or instructional setting provided under this Agreement, may only be made on the basis of revisions to the student's IEP, mediated agreement, an order from CSEHO, and/or an order rendered by a court of competent jurisdiction. At any time during the term of this Agreement, the parent, CONTRACTOR, or LEA may request a review of a student's IEP, subject to all procedural safeguards required by law. ISA may span more than one (1) contract year provided that there is an Agreement in effect during those years the ISA is in effect. ISAs are null and void upon termination of the Agreement.

CONTRACTOR shall not unilaterally terminate any ISA. CONTRACTOR shall obtain written authorization from the LEA before terminating any ISA.

Disagreement between the LEA and the CONTRACTOR concerning the formulation of ISA shall be appealed to the Kern County Superintendent of Schools Office or the State Superintendent of Public Instruction pursuant to the provisions of the California Education Code.

#### 15. FREE AND APPROPRIATE PUBLIC EDUCATION

Parents shall not be charged for any IEP mandated educational activities and related services specified in this Agreement. No other charges under the provisions of this Agreement may be made as a condition of enrollment and/or participation in school related activities necessary for the provision of FAPE.

CONTRACTOR shall provide to LEA students special education and/or related services within the NPS/NPA which is consistent with each student's IEP as specified in each student's ISA.

CONTRACTOR shall be responsible for the provision of all appropriate supplies, equipment, and facilities for a student as required in his or her IEP. No charge of any kind to parents shall be made by the CONTRACTOR for special education and/or related services specified on the student's IEP, including screening or interviews which occur prior to or as a condition of the student's enrollment under the terms of this Agreement, except as specified in writing signed by all relevant parties and attached to the student's ISA. This provision does not apply to voluntary activities unnecessary to provide the student with a free appropriate public education conducted after written notification to parents as to the cost and the voluntary nature of the activity. Unless the activity takes place during a school vacation or holiday, students not participating in such activities shall continue to receive special education and/or related services as set forth in their IEPs. CONTRACTOR shall guarantee that all charges to the LEA are consistent, justified and based on standards applied to all students enrolled and attending the NPS/NPA.

#### 16. CREDENTIALS AND LICENSES

a. CONTRACTOR shall provide appropriately credentialed teachers or licensed personnel consistent with Title 5 of the California Code of Regulations and the California Education Code requirements existing at the time of the CONTRACTOR'S execution of this Agreement, to provide service(s) to students under this Agreement, unless a written waiver has been granted by the California State School Board. CONTRACTOR shall employ, contract, and/or otherwise hire individuals who are adequately trained and have sufficient experience, according to prevailing professional standards, to provide those services for which the individual is contracted. Individuals employed, contracted, and/or otherwise hired by the CONTRACTOR shall be licensed, credentialed, and/or otherwise qualified as specified in California law and regulations promulgated by the CDE.

b. CONTRACTOR shall be responsible for verification of security clearance, credentials, and licenses held by its employees, agents and SUBCONTRACTORS. Education credentials shall be on file at the office of the County Superintendent of Schools. Copies of credentials, licenses, certificates and authorizations for specific agency services shall be attached to this Agreement.



c. CONTRACTOR shall notify the LEA within five (5) days in writing and provide copies of appropriate credentials and/or license(s) if change of staff occurs which directly affects the students. CONTRACTOR shall notify LEA in writing within five (5) days when personnel changes occur which may affect the provision of special education and/or related services to LEA students. CONTRACTOR shall provide copies to the LEA of all licenses, credentials, and/or documents evidencing other qualifications of a newly employed, contracted, and/or otherwise hired individual at least five (5) days before that individual begins providing special education and/or related services to LEA students.

d. CONTRACTOR shall require all employees to submit fingerprints consistent with California Education Code § 44237. CONTRACTOR shall comply with the requirements of Education Code § 45125.1 including, but not limited to: obtaining California Department of Justice ("CDOJ") clearance for CONTRACTOR's employees; prohibiting its employees from coming in contact with students until CDOJ clearance is ascertained; and certifying in writing and providing such certification to the LEA that none of its employees who may come in contact with students have been convicted of or pleaded nolo contendere to a felony. Nor will any person be employed who has been convicted of or entered a plea of nolo contendere to charges of any sex offense as defined in Education Code § 44011.

e. This provision shall apply in all circumstances except those in which a written waiver has been granted by the State of California Board of Education with respect to state laws and regulations or by the LEA with respect to its requirements.

#### 17. COPY OF IEP AND PROGRAM OF INSTRUCTION

LEA shall provide the CONTRACTOR with a copy of each student's IEP upon enrollment. LEA shall provide the CONTRACTOR within five (5) business days with a copy of each student's IEP, as well as available assessment information. CONTRACTOR will provide student a program of instruction which is consistent with each student's IEP as specified in the ISA for NPS/NPA Services. The program of instruction provided to students under the ISAs for NPS/NPA Services shall be responsive to LEA's required sequence of courses and related curriculum for students. The program of instruction shall be described in writing and a copy provided to LEA prior to the effective date of this agreement. DIS will only be provided during the period of the student's regular or extended school year program, or both, and shall occur at the school site, unless otherwise specified by the student's IEP. CONTRACTOR shall ensure that Individual Transition Plans ("ITPs") are completed for all students at the age of 14 years and older. CONTRACTOR agrees to use Special Education Local Plan Area ("SELPA") IEP, ITP forms.

CONTRACTOR shall allow access to its facilities for periodic monitoring of each student's instructional program by the LEA and shall be invited to participate in the review of each student's progress by LEA. LEA representatives shall have access to observe each student at work, observe the instructional setting, interview the CONTRACTOR, and review each student's progress including the behavior intervention plan, if any. Such access shall include unannounced monitoring visits. LEA representatives making site visits shall initially report to the CONTRACTOR's site administrative office.

#### 18. SUSPENSION AND EXPULSION

Suspensions and expulsions of students by CONTRACTOR shall be consistent with the provisions of the California Education Code and California Code of Regulations. CONTRACTOR shall have a written policy regarding suspension and expulsion procedures. CONTRACTOR shall notify within five (5) days and provide written documentation to the LEA each time a student is suspended, including the reason for said suspension. Written documentation shall include, but not be limited to, student's name, date, time, offense, rationale for disciplinary action taken, and a copy of the behavioral intervention plan.

#### 19. GRADUATION REQUIREMENTS - NONPUBLIC SCHOOLS

If the student is enrolled in a NPS and is of secondary school age, the LEA will list the course requirements to be satisfied by the CONTRACTOR leading toward graduation or completion of diploma requirements and specify levels of proficiency in basic skills as measured by LEA approved proficiency tests. Standardized tests, including but not limited to, the Stanford 9, High School Exit Exam and other state mandated assessment shall be administered pursuant to LEA,

state, and federal guidelines. LEA will provide a current transcript and a specific list of courses required. At the close of each semester for students in grades nine (9), through twelve (12), inclusive, CONTRACTOR shall prepare transcripts and submit them to the student's school of residence for evaluation of progress toward completion of diploma requirements.

At the close of each semester, or upon student transfer, for students in grades nine (9) through twelve (12), inclusive, CONTRACTOR shall prepare transcripts and submit them to the student's school of residence, last school of attendance, or the receiving school for evaluation of progress toward completion of diploma requirements.

#### 20. SERVICE/PROGRAM MONITORING

CONTRACTOR shall allow periodic monitoring of each student's instructional program by LEA and shall be invited to participate in the review of the student's progress by the LEA. Representatives of the LEA shall have reasonable access to observe the student at work, to observe the instructional settings, to interview the CONTRACTOR, and to review the student's progress, review service logs and related documentation, including the behavioral intervention plan, as appropriate. CONTRACTOR agrees that LEA representatives, as approved by the SELPA Director, may make unannounced monitoring visits upon presentation of identification at site office.

#### 21. REASONABLE VISITATION

CONTRACTOR will provide for reasonable parental visits to all the school facilities including, but not limited to, the instructional setting attended by the student, school and recreational activity areas, and if applicable, student's living quarters. CONTRACTOR shall ensure that parental visits are in agreement with court order, if any.

#### 22. WITHDRAWAL BY PARENT

CONTRACTOR shall immediately (within 24 hours) report by telephone to the LEA if a student is removed from school the parent. CONTRACTOR shall confirm said telephone call in writing within three (3) days.

#### 23. CHANGE OF RESIDENCE

CONTRACTOR shall notify parents in writing of their obligation to notify CONTRACTOR of changes in student's residence. CONTRACTOR shall notify LEA in writing of student's and/or parent's change of residence within three (3) days after CONTRACTOR becomes aware of said change. This Agreement is only in effect while the student is a legal resident of the LEA.

If the student's new residence is located within an area outside of the LEA's service boundaries and the CONTRACTOR fails to follow the procedures specified in this provision, LEA shall not be responsible for the costs of services delivered after the student's change of residence if the CONTRACTOR had knowledge or should have had knowledge of the student's change of residence.

CONTRACTOR shall notify the LEA immediately (within 24 hours) when the CONTRACTOR becomes aware of an emergency change of placement (e.g. hospitalization, juvenile hall, etc.).

#### 24. ABSENCES - NONPUBLIC SCHOOL

No later than the fifth (5<sup>th</sup>) consecutive day of a student's absence, the CONTRACTOR shall notify the LEA of such absence in writing, unless a written time extension is granted by LEA authorized representative. CONTRACTOR will maintain written records regarding all absences. These records shall indicate school and/or residential absences, as appropriate.



## 25. ABSENCES - AGENCY ONLY

If the student is enrolled in a nonpublic agency, the LEA shall not be responsible for the payment of educational services when the student is absent. CONTRACTOR shall notify the LEA in writing when the student absences exceed three (3) sessions. Make-up sessions may be scheduled, but shall be limited to a seven (7) day period in which the original services were scheduled. All related services shall be provided by CONTRACTOR during the LEA's regular school and extended school calendar days unless otherwise specified within the IEP. A unit of service for payment purposes is one day of attendance. LEA shall not be responsible for payment of services for days on which a student's attendance does not qualify for reimbursement under state law.

## 26. TEACHER ABSENCE

When a classroom teacher is absent, the CONTRACTOR shall employ a substitute teacher to provide instruction and fulfill other duties of the absent teacher. Upon written or oral request, the CONTRACTOR shall provide to the LEA documentation of substitute coverage. Substitute teachers shall remain in the classroom during all instructional time.

## 27. MEDICATIONS

CONTRACTOR assures the LEA that medications are distributed at school only when there is a written statement from the physician detailing the type, administration, method, amount, and time schedule of how the medication is dispensed. CONTRACTOR shall also assure the LEA that there is a written statement from the parent giving the school permission to dispense prescribed medication to the student. CONTRACTOR shall keep a written log delineating date, time, amount, medication and name of employee dispensing medication to student. Any change in medication type, administration method, amount or schedule must be authorized by both a licensed physician and parent.

## 28. ACCIDENT/INCIDENT REPORT

CONTRACTOR agrees to submit a written accident report to the LEA within five (5) days of incident when a student has suffered an injury, injured another individual or has been involved in an activity requiring notification of law enforcement or emergency personnel.

## 29. STUDENT RECORDS

CONTRACTOR agrees to keep a current listing of names and positions of employees who have access to confidential records. All student records shall be kept in a secure location preventing access by unauthorized individuals. CONTRACTOR will maintain access log delineating date, time, agency, and identity of individual for any authorized person accessing student records who is not in the direct employ of the CONTRACTOR. SUBCONTRACTORS shall not be considered in the direct employ of the CONTRACTOR for the purposes of accessing student records. CONTRACTOR also agrees to comply with the parental right to request records and the parental right to inspect a student's file as defined in the federal law under the Family Educational Rights and Privacy Act of 1974 ("FERPA") and the California Educational Code § 49000 et seq. and § 56000 et seq.

## 30. ACCESS TO RECORDS

CONTRACTOR shall insure that records of access are maintained for individual files. These records shall include the name of the party, date, and purpose of access.

## 31. PROGRESS REPORTS

Progress reports relating to goals and objectives in the student's IEP and other data required for review shall be sent by the CONTRACTOR to the LEA and parents no later than the dates that correspond with the district report card dates. Upon

request, an updated report shall be provided if there is no current progress report whenever a student is scheduled for an IEP review by the LEA's IEP team or when a student's enrollment is terminated.

## 32. NO DISCRIMINATION

CONTRACTOR shall not discriminate on basis of race, religion, sex, national origin, age, sexual orientation or handicap in employment or operation of its programs.

## 33. FORWARDING OF RECORDS

CONTRACTOR agrees, in the event of school or agency closure, to forward student records within seven (7) days to LEA. These shall include, but not be limited to, current transcripts, IEPs, reports and results of proficiency testing.

## 34. CHILD ABUSE REPORTING

CONTRACTOR assures the LEA that all staff members, including volunteers, are familiar with and agree to adhere to child abuse, missing children and dependent adult reporting obligations and procedures under California law, including but not limited to, California Education Code § 49370 and California Penal Code § 11166 et seq. CONTRACTOR agrees to provide annual training to all employees regarding mandated reporting of child abuse, missing children, and dependent adults. CONTRACTOR agrees that all staff members will abide by such laws in a timely manner. Verification of such training shall be submitted to the LEA at least twice per year, in September and in April.

CONTRACTOR shall submit immediately by facsimile and mail within twenty-four (24) hours an accident or incident report to the LEA when it becomes aware of circumstances including, but not limited to: allegations of molestation, child abuse, missing children under the CONTRACTOR supervision, the need for mental health services, injuries requiring medical attention, and injuries resulting from physical restraint.

## PAYMENT PROVISIONS

### 35. ATTENDANCE RECORDS

a. CONTRACTOR shall keep daily attendance of each student and shall report attendance monthly to LEA using the forms and methods issued by the State Superintendent of Public Instruction in January of each year. Such attendance shall be kept on attendance register forms approved by the State Superintendent of Public Instruction and the original and copies of such registers shall be filed with monthly invoices to the LEA within thirty (30) days of the close of the school month. Separate attendance register forms must be submitted for all related services as specified on the IEP.

b. Original attendance registers submitted to the LEA with invoices for payment must be completed by the service provider whose signature must appear on said register. CONTRACTOR is responsible for verifying accuracy of said registers and for informing service providers of their personal responsibility for the completion and accuracy of said attendance registers.

c. CONTRACTOR shall permit LEA representatives, upon reasonable notice, to meet with staff of the CONTRACTOR for the purpose of auditing attendance reporting.

### 36. MAINTENANCE OF RECORDS

The following records shall be maintained by the CONTRACTOR for as long as the CONTRACTOR remains in operation for the provision of special education and/or related services: registers and rollbooks of teachers; daily service logs and notes or other documents used to record the provision of related services; absence verification records (parent/doctor notes, telephone logs, and related documents); bus rosters; staff lists specifying credentials held, business licenses held, documents evidencing other qualifications, social security numbers, dates of hire, and dates of termination; staff time sheets; non-paid staff and volunteer sign-in sheets; transportation and other related services subcontracts; school calendars; bell/class schedules; liability and workers compensation insurance policies; state nonpublic school and/or

agency certifications; marketing materials; by-laws; lists of current board of directors/trustees, if incorporated; statements of income and expenses; general journals; cash receipts and disbursement books; general ledgers and supporting documents; federal/state payroll quarterly reports; and bank statements and cancelled checks.

#### 37. SCHOOL CALENDARS

a. CONTRACTOR shall submit a school calendar with the total number of billable days not to exceed one hundred eighty (180) plus extended school year. Any additional days must be approved in writing by the LEA authorized representative. Creditable days of attendance are only those days that are included in the submitted and approved school calendar which is attached hereto or as specified in the ISA for NPS/NPA Services for each student. Creditable days of attendance are those in which instructional minutes meet or exceed those in comparable LEA programs.

b. Services are not provided during winter break, spring break, intersessions, or the period between extended school year and the fall semester.

c. LEA observes legal holidays including, but not limited to, the following: Independence Day, Labor Day, Veterans' Day, Thanksgiving Day, Christmas Day, New Year's Day, Dr. Martin Luther King, Jr. Day, Lincoln's Birthday, Washington's Birthday, and Memorial Day, as specified in the LEA's official calendar.

#### 38. INSTRUCTIONAL DAY

- The minimum total number of instructional minutes per school day provided by the CONTRACTOR shall be equivalent to the number of instructional minutes established for LEA schools unless otherwise specified within the student's IEP. The number of instructional minutes shall be exclusive of recess, lunch, and passing time. For Pre-K through grade twelve (12), unless otherwise specified on the student's IEP, the number of instructional minutes shall be as follows excluding recess, lunch, and passing time: At a minimum, one hundred eighty (180) instructional minutes shall be provided to pre-kindergarten students. At a minimum, two hundred (200) instructional minutes shall be provided to kindergarten students. At a minimum, three hundred ten (310) instructional minutes shall be provided to students in grades one (1) through six (6). At a minimum, three hundred fourteen (314) instructional minutes shall be provided to students in grades seven (7) through twelve (12). The total number of annual instructional minutes shall be equivalent to those provided to students attending LEA schools unless otherwise specified within the student's IEP.

#### 39. PAYMENT UNIT - NONPUBLIC SCHOOL ONLY

A unit of service for payment purposes is one day of attendance as defined in California Education Code § 46010. LEA shall not be responsible for payment of services for days on which a student's attendance or absence does not qualify for Average Daily Attendance (ADA) reimbursement under state law. Per diem rates for students whose IEPs authorize less than a full instructional day may be adjusted on a pro rata basis in accordance with the actual proportion of the school day served.

CONTRACTOR shall notify LEA when Medi-Cal is billed for educationally related expenses.

#### 40. PAYMENT UNIT - NONPUBLIC AGENCY ONLY

A unit of service for payment purposes is one hour of DIS. LEA shall not be responsible for payment of services for days on which a student's attendance does not qualify for Average Daily Attendance (ADA) reimbursement under state law.



41. RATE SCHEDULE

Education services(s) and/or related services offered by CONTRACTOR in accordance with the IEP and the charges for such services(s) during the term of this Agreement, shall be as follows:

A. Nonpublic School only	Rate	Period (specify)	
Basic Education Program	\$104.04	per	Day

Per diem rates for students whose IEPs authorize less than a full instructional day may be adjusted proportionally. In such cases only, the adjustments in basic rate will be proportionate to the individual student's instructional day. The CONTRACTOR agrees to apply the same rate for the entire fiscal year.

B. Designated Instruction and Service and/or Other Related Services

(1) Adapted Physical Education	per	Day
(2) Counseling/Group	per	Day
(3) Counseling/Individual	per	Day
(4) Language/Speech Therapy/Group	per	Day
(5) Language/Speech Therapy/Individual	per	Day
(6) Occupational Therapy	per	Hour
(7) One-on-One Aide	per	Day
(8) Physical Therapy	per	Day
(9) Transportation	per	Day
( ) _____	per	

42. PAYMENT DEMAND

CONTRACTOR shall submit written demand monthly for payment on forms supplied by LEA. Said demand shall be made in the manner prescribed by the CDE. CONTRACTOR shall submit said demands for payment for services rendered no later than thirty (30) days after the end of the attendance accounting period in which said services are actually rendered. CONTRACTOR shall maintain separate registers for the basic education program and each related service. Original attendance forms (i.e., rollbooks for the basic education program and service logs and notes for each related service) shall be completed by the service provider whose signature must appear on such forms and shall be available for review, inspection, or audit by the LEA during the effective period of this Agreement and for a period of five (5) years thereafter. CONTRACTOR shall verify the accuracy of reported attendance which is the basis of services being billed for payment and shall inform service providers of their personal responsibility for the services being reported as rendered.

Upon approval of said payment demand, the LEA shall make payment in an amount equal to the number of creditable days of attendance multiplied by the agreed upon unit amount. Payment shall be made within forty-five (45) days of receipt by the LEA of invoices properly submitted and approved by the LEA.

43. RIGHT TO WITHHOLD

LEA has the right to withhold payment to the CONTRACTOR, when: (A) CONTRACTOR'S performance, in whole or in part, either has not been carried out or is insufficiently documented, including but not limited to, failure to implement the IEP and all attachments incorporated therein of the student(s) for whom this Agreement is written; (B)

CONTRACTOR has neglected, failed, or refused to furnish information or to cooperate with the inspection, review or audit of its program, work, or records; (C) education and/or related services is provided to LEA students by personnel who are not appropriately credentialed, licensed, or otherwise qualified or whose credential(s)/license(s) are not on file with LEA; (D) CONTRACTOR was overpaid by LEA as determined by inspection, review, and/or audit of its program, work, and/or records; (E) CONTRACTOR has failed to provide to LEA all documents prior to school closure; (F) CONTRACTOR has failed to provide to LEA properly prepared invoices within thirty (30) calendar days from the end of the attendance accounting period; or (G) CONTRACTOR has failed to provide to LEA proper rebilling invoices within thirty (30) calendar days from the date that the original invoice was returned to CONTRACTOR. If LEA determines that cause exists to withhold payment to CONTRACTOR, LEA shall provide to CONTRACTOR written notice that LEA is withholding payment to CONTRACTOR. Such notice shall specify the basis for LEA's withholding payment. Within fourteen (14) days from the date of receipt of such notice, CONTRACTOR shall take all necessary and appropriate action to correct the deficiencies which form the basis for LEA's withholding payment. Upon receipt of CONTRACTOR's written request showing good cause, LEA shall extend CONTRACTOR's time to respond by an additional fourteen (14) days.

#### 44. AUDIT EXCEPTIONS

CONTRACTOR agrees to accept responsibility for receiving, replying to, and/or complying with any audit exceptions by the LEA or by appropriate state or federal audit agencies occurring as a result of the CONTRACTOR'S performance of this Agreement. CONTRACTOR also agrees to pay to LEA within thirty (30) days of written demand by LEA the full amount of LEA'S liability to the state, if any, resulting from any audit exceptions, to the extent such are attributable to CONTRACTOR'S failure to perform properly any of its obligations under this Agreement.

Upon request of LEA and except as otherwise provided by law, CONTRACTOR shall provide LEA, a state agency, a federal agency, and/or an independent agency/firm contracted by LEA, access to the following record within seven (7) days: registers and rollbooks of teachers; daily service logs and notes or other documents used to record the provision of related services; absence verification records (parent/doctor notes, telephone logs, and related documents); bus rosters; staff lists specifying credentials held, business licenses held, documents evidencing other qualifications, social security numbers, dates of hire, and dates of termination; staff time sheets; non-paid staff and volunteer sign-in sheets; transportation and other related services subcontracts; school calendars; bell/class schedules; liability and workers compensation insurance policies; state nonpublic school and/or agency certifications; marketing materials; by-laws; lists of current board of directors/trustees, if incorporated; statements of income and expenses; general journals; cash receipts and disbursement books; general ledgers and supporting documents; federal/state payroll quarterly reports; and bank statements and cancelled checks. Such access shall include unannounced inspections by the LEA.

All budgetary information and projections submitted by CONTRACTOR to LEA for purpose of contract negotiations shall be made available for the relevant contract period being audited in order to assess the extent to which funds were expended consistent with such budgetary information.

CONTRACTOR shall comply with any requests resulting from an inspection, review, or audit by LEA, a state agency, a federal agency, and/or an independent agency/firm in a reasonable and timely manner. If an inspection, review, or audit by the LEA, a state agency, a federal agency, and/or an independent agency/firm determines that CONTRACTOR owes LEA monies as a result of CONTRACTOR's overbilling or failure to perform, in whole or in part, any of its obligations under this Agreement, LEA shall provide to the CONTRACTOR written notice demanding payment from the CONTRACTOR and specifying the basis or bases for such demand. Unless CONTRACTOR and LEA otherwise agree in writing, CONTRACTOR shall pay to LEA the full amount owed as result of CONTRACTOR's failure to perform, in whole or in part, any of its obligations under this Agreement as determined by an inspection, review, or audit by LEA, a state agency, a federal agency, and/or an independent agency/firm. CONTRACTOR shall make such payment to LEA within thirty (30) days of receipt of LEA's written notice demanding payment.



45. LCI CONTRACTOR

If CONTRACTOR is also a licensed child care institute, such CONTRACTOR shall adhere to the procedures set forth in attachment I of the Agreement incorporated by reference as if fully set forth herein.

46. CERTIFICATION AND WAIVERS

A current copy of CONTRACTOR's CDE NPS/NPA certification or a waiver of such certification issued by the CDE pursuant to the California Education Code must be provided to LEA on or before the date this Agreement is executed by CONTRACTOR. This Agreement will be null and void if such certification or waiver is expired, revoked, rescinded, or otherwise nullified during the effective period of this Agreement.

**OTHER PROVISIONS**

47. COMPLIANCE WITH LAWS

During the term of this Agreement, CONTRACTOR shall comply with all applicable federal, state, CDE, LEA, and other local statutes, laws, ordinances, rules, policies, and regulations including, but not limited to, those relating to the required special education services, facilities for individuals with exceptional needs, student enrollment and transfer, corporal punishment, student discipline, and positive behavior interventions. The CONTRACTOR shall also fully cooperate with any due process proceedings or complaint investigations.

48. FACILITIES MODIFICATION

CONTRACTOR shall be responsible for any structural changes and/or facilities modifications required by state and/or federal law.

IEP MEETINGS

The CONTRACTOR is responsible for providing the student's special education teacher and the DIS or personnel appropriate to represent the DIS services at required IEP/ITP meetings. These meetings will be held at the NPS, unless otherwise approved by the LEA.

CONTRACTOR shall establish grading policies to be followed unless otherwise specified in the student's IEP.

50. RENEWAL

LEA is not required to renew this Agreement in subsequent years.

51. ENTIRE AGREEMENT

This Agreement and any exhibits or attachments hereto constitute the entire agreement between the LEA and the CONTRACTOR and supersedes any prior or contemporaneous understanding or agreement with respect to the services contemplated. This Agreement binds the heirs, successors, assignees, agents, and representatives of CONTRACTOR.

52. GOVERNING LAW

The terms and conditions of this Agreement shall be governed by the laws of the State of California with venue in Kern County, California..

### 53. SEVERABILITY CLAUSE

If any provision of this Agreement is held in whole or in part to be unenforceable for any reason, the remainder of that provision and of the entire Agreement shall be severable and remain in effect.

### 54. STATEWIDE MANDATED ASSESSMENT

CONTRACTOR shall administer all statewide achievement tests, the High School Exit Examination, and any other state assessment as mandated by LEA pursuant to LEA and/or CDE guidelines.

### 55. CLASS SIZE - NONPUBLIC SCHOOL

When CONTRACTOR is a NPS, CONTRACTOR shall ensure that class size shall not exceed twelve (12) students unless otherwise specified in the LEA student's IEP and/or ISA.

CONTRACTOR providing special education instruction for individuals with exceptional needs between the ages of three (3) and five (5) years, inclusive, shall comply with the appropriate instructional adult to child ratios pursuant to California Education Code §§ 56440 et seq. and 56441.5. (Preschool ages)

### 56. RELATED SERVICES

- Unless otherwise specified in the LEA student's IEP and/or ISA, CONTRACTOR shall provide related services to LEA students on only those days that the LEA student's school of attendance is in session and the LEA student is scheduled to attend school. Staff absences resulting in the student missing a DIS session shall be provided within thirty (30) days of the missed session.

### 57. AUTHORIZED REPRESENTATIVE

Authorization to enter into this agreement on behalf of the LEA is strictly limited to the District Superintendent as the sole individual who has the capacity to act as a representative on behalf of the school district.

### 58. DUE PROCESS & COMPLAINTS

CONTRACTOR shall fully participate in due process proceedings before CSEHO including mediations and hearings, at no additional cost, as requested by LEA. CONTRACTOR shall also fully participate in the investigation and provision of documentation related to any complaint filed with the State of California, the Office of Civil Rights, or any other state and/or federal governmental body or agency.

LEA shall inform parent(s) of their due process rights upon 1) each notification of an IEP meeting; 2) reevaluation of their child; 3) registration of a complaint or a request for a due process hearing; and (4) the commencement of an expulsion proceeding.

### 59. STATE MEAL MANDATE

CONTRACTOR shall satisfy State Meal Mandate under California Education Code § 49530 and § 49530.5.

## 60. HEALTH & SAFETY

CONTRACTOR shall require that all regular and substitute employees and volunteers provide verification of having been tested for tuberculosis and cleared to work with minors as evidenced by a state licensed medical doctor's signature. CONTRACTOR shall keep a copy of said information in the employee or volunteer file.

CONTRACTOR agrees all employees, volunteers, and any other individual who may come into contact with a student on school grounds will follow universal health care precautions when providing medical treatment or assistance to a student. CONTRACTOR further agrees to provide annual training to all employees and volunteers regarding universal health care precautions and to post required notices in areas designated in the California Health and Safety Code.

## 61. EMERGENCY PRECAUTIONS

CONTRACTOR shall keep on file a detailed disaster plan containing complete written emergency procedures and operations in the event of a catastrophic occurrence such as, but limited to, an earthquake, attack of school personnel and/or student by an individual, fire disaster, lockdown, intruder, bomb threat, medical emergencies and/or power outage. CONTRACTOR agrees to maintain and keep available for inspection by LEA or District representative a log containing the date, time, and length of all practice disaster drills completed between August 1<sup>st</sup> and July 31<sup>st</sup> during the current school year, as well as all practice drills completed during the previous three (3) years.

CONTRACTOR shall report within seven (7) days to LEA any violations or items found out of compliance by the fire marshal during inspection of the premises and accompanying buildings. CONTRACTOR shall have in place an operational fire warning system that complies with all required state and federal laws. CONTRACTOR shall also have occupancy capacity signs clearly posted in all rooms as required in the California Health and Safety Code and/or by the fire marshal.

## 62. SEXUAL HARASSMENT

CONTRACTOR shall have procedures in place to immediately (within 24 hours) report any allegations of conduct that may constitute or give the appearance of sexual harassment as per federal and state law. This reporting must include appropriate governmental, social service, and law enforcement agencies as well as the LEA. CONTRACTOR shall ensure that an immediate and comprehensive investigation is commenced and shall invite the LEA to participate in said investigation. CONTRACTOR further agrees to provide annual training to all employees regarding regulations concerning sexual harassment and related procedures.

## 63. APPROPRIATE THERAPY SPACE

CONTRACTOR will make available acoustically appropriate therapy space for DIS providers. This space shall be free from distraction and safe for students in order to provide effective services.

## 64. ADMINISTRATIVE DUTIES AND SUPERVISION OF STAFF

CONTRACTOR shall ensure that all staff who are not fully credentialed are directly supervised by a person who possesses a full and appropriate credential. Supervision shall include, but not be limited to, direct access by staff to his/her supervisor on a daily basis for technical support, guidance and emergency interventions in order to provide FAPE to students.

## 65. BEHAVIOR MANAGEMENT

CONTRACTOR shall provide a description of the school's behavior management system, incident reporting procedures and name(s) of the school's certified behavior intervention case manager(s). CONTRACTOR shall ensure that all staff

are trained annually in crisis intervention and emergency procedures as related to appropriate behavior management strategies. The CONTRACTOR is responsible for adhering to the general positive behavioral interventions set forth in California Education Code §§ 56520-56524 and California Code of Regulations Title 5, §§ 3001 and 3052. This includes data collection for behavioral issues, formulation of positive behavioral intervention plans, conducting Functional Behavior Assessment, Functional Analysis of Assessment and Behavior Intervention Plans.

66. STUDENT RETURN TO DISTRICT

When an IEP team has determined that a student should be transitioned into the public school setting, CONTRACTOR shall ensure that the IEP team recommendation is implemented. This may include, but not be limited to, facilitation of dual enrollment, scheduling, transportation arrangements and other student supports. These provisions shall also apply to mediated agreements and CSEHO decisions.

67. SURROGATE PARENTS

CONTRACTOR agrees to notify the SELPA within seven (7) days when the CONTRACTOR becomes aware of the need for the appointment of a surrogate parent. A surrogate parent is necessary when the parent is absent, the court has limited the parents' education rights to represent his/her child and/or the child is a dependent or ward of the court and the court has specified the absence of the parents' education rights. CONTRACTOR agrees that the SELPA and authorized representatives will select, appoint and train said surrogate. A surrogate parent must have no interests that conflict with the interests of the child, have knowledge and skills that ensure adequate representation of the child, and may not be an employee of a public or private agency involved in the education and/or care of the child. The surrogate parent will sign an affidavit stating that no such conflict of interest exists and this affidavit will be kept on file by the SELPA.

The parties hereto have executed this Agreement by and through their duly authorized agents or representatives.

CONTRACTOR  
Cannon Hills School  
770 East St. George Blvd.  
St. George, UT 84770

LEA  
Taft Union High School District  
701 7<sup>th</sup> Street  
Taft, CA 93268

Name of Nonpublic, Nonsectarian School/Agency

Authorized Representative

Contracting Officer's Signature

Signature

(Type) Name and Title

(Type) Name and Title

Date

Date

APPROVED BY THE LOCAL PUBLIC  
EDUCATION AGENCY GOVERNING BOARD ON:

---



Taft Union High School District  
2003/04 Student Calendar

SCHOOL MONTH	FIRST WEEK					SECOND WEEK					THIRD WEEK					FOURTH WEEK					PER MONTH	STD	YTD
	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F			
First	Aug 18 19 20 21 22					25 26 27 28 29					September 1 2 3 4 5					8 9 10 11 12					19	19	19
Second	15 16 17 18 19					22 23 24 25 26					October 29 30 1 2 3					6 7 8 9 10					20	39	39
Third	13 14 15 16 17					20 21 22 23 24					27 28 29 30 31					November 3 4 5 6 7					20	59	59
Fourth	10 11 12 13 14					17 18 19 20 21					24 25 26 27 28					December 1 2 3 4 5					17	76	76
Fifth	8 9 10 11 12					15 16 17 18 19					January 5 6 7 8 9					12 13 14 15 16					15	86/5	91
Sixth	19 20 21 22 23					26 27 28 29 30					February 2 3 4 5 6					9 10 11 12 13					18	23	109
Seventh	16 17 18 19 20					23 24 25 26 27					March 1 2 3 4 5					8 9 10 11 12					19	42	128
Eighth	15 16 17 18 19					22 23 24 25 26					April 29 30 31 1 2					5 6 7 8 9					15	57	143
Ninth	12 13 14 15 16					19 20 21 22 23					26 27 28 29 30					May 3 4 5 6 7					20	77	163
Tenth	10 11 12 13 14					17 18 19 20 21					24 25 26 27 28					June 31 1 2 3 4					17	94	180

August	14-15	- Preservice Days (Cert. Staff)
September	1	- Labor Day
October	17	- End of 1st Quarter
November	11	- Veterans Day
November	27-28	- Thanksgiving Holidays
December	19	- End of 1st Semester
December	22-Jan. 2	- Christmas/New Years Recess
January	5-6	- Additional days to be used, if needed, for make-up days
January	7-9	- Inservice Days
January	19	- Dr. Martin Luther King Jr. Day
February	9	- Lincoln's Birthday Observed
February	16	- Washinton's Birthday Observed
March	19	- End of 3rd Quarter
April	5-9	- Spring Recess
May	31	- Memorial Day
June	2	- End of 2nd Semester
June	3-4	- Additional days to be used, if needed, for make-up day

NEW TEACHERS - August 13  
 RETURNING TEACHERS - August 14  
 First Day of School - August 18  
 Last Day of School/Graduation - June 2  
 (subject to change)  
 Teacher Check Out - June 3 (1/2 Day)

☐ Legal Holiday  
 ○ Local Holiday  
 △ Inservice Days

\* \*(Holiday weeks of Dec. 22-Jan. 2 have been deleted for ADA purposes.)



# Taft Union High School District

701 Seventh Street  
Taft, California 93268

TUHS  
*Excellence*  
BY DESIGN

Phone: (661) 763-2300  
Fax: (661) 763-1445

January 15, 2003

TO: WILLIAM WICKWIRE, Superintendent  
FROM: CHUCK A. HAGSTROM, Business Manager  
SUBJECT: APPROVE TAX SHELTER ANNUITY COMPANY

The District is required to approve Tax Shelter Annuity companies offering services to employees. Companies are required to complete a Hold Harmless Agreement for Tax Shelter Investment Programs before employee participation is allowed for tax deferred investments.

The Industrial-Alliance Pacific Life Insurance Co., P.O. Box 8118, Blaine, WA 98231-8118, has completed a "Hold Harmless Agreement" to make Tax Sheltered Investment Programs available to District employees.

IT IS RECOMMENDED that the Board of Trustees approve Industrial-Alliance Pacific Life Insurance Co to make Tax Sheltered Investment Programs available to the Taft Union High School District employees.

CAH:srg

Attachment



**INDUSTRIAL ALLIANCE PACIFIC**  
INSURANCE AND FINANCIAL SERVICES

**UNITED STATES BRANCH**

INDUSTRIAL-ALLIANCE PACIFIC LIFE INSURANCE COMPANY  
P.O. Box 8118, Blaine, WA 98231-8118, Tel: (425) 646-0467

December 5, 2002

Taft Union High School District  
701 Seventh Street  
Taft, California 93268

**RE: HOLD HARMLESS AGREEMENT**

Attention Chuck :

Please find enclosed the completed Hold Harmless Agreement.

Listed below contact name and the telephone number at Industrial-Alliance Pacific Life Insurance Company for billing, premium payments and general TSA administration.

Address for Remittances:

INDUSTRIAL-ALLIANCE PACIFIC LIFE INSURANCE CO.  
P.O. Box 8118  
Blaine, WA 98231-8118

Contact Name and Telephone number:

Margi Sicilia 1 888 681-9201 Extension 880

Address for courier:

INDUSTRIAL-ALLIANCE PACIFIC LIFE INSURANCE CO.  
2165 Broadway W.  
P.O. BOX 5900  
Vancouver, British Columbia V6B 5H6

We trust this information is satisfactory. If you have any questions, please do not hesitate to contact our office.

Yours truly,

  
Verna Lofstrom

Policy Service – Annuity Division

Head Office: Vancouver, Canada

OFFICE OF LARRY E. REIDER  
KERN COUNTY DISTRICT OF SCHOOLS  
HOLD HARMLESS AGREEMENT

WHEREAS, the Governing Board of Taft Union High School District wishes to make Tax Sheltered Investment Programs available to DISTRICT employees; and

WHEREAS, the COMPANY designated below has offered to provide tax sheltered investment programs complying with Federal and State Law for eligible employees of the DISTRICT and the employees wish to have such investments purchased for them by the DISTRICT.

NOW THEREFORE, IT IS AGREED AS FOLLOWS:

1. Industrial Alliance Pacific  
~~Life Insurance Company~~ (COMPANY) shall provide for purchase by the DISTRICT for its employee's only investments complying with Federal and State Law. Such investments shall be available for purchase of the DISTRICT for any legally eligible employee electing to participate.
2. The COMPANY, its agents, and representatives, shall comply with all pertinent written directives regarding the solicitation of employees of the DISTRICT for the purchase of tax sheltered investments.
3. The COMPANY shall hold harmless and indemnify the DISTRICT and its officers and employees from any claim or demand brought by any person including any taxing authority, against the DISTRICT or his officers and employees concerning the tax sheltered investment programs provided by the COMPANY.
4. The COMPANY shall fully explain to the DISTRICT'S employees the tax requirements inherent in tax sheltered investments. The Company and the broker/agent shall keep, and upon request provide, documentation showing calculations that verify the disclosure to DISTRICT'S employees of all tax sheltered investment requirements and any other facts which would affect the maximum contribution available to the DISTRICT'S employees through the tax sheltered investment process. The COMPANY shall hold the DISTRICT and his officers and employees harmless from any and all penalties assessed by any taxing authority as a result of any tax sheltered investment agreements entered into on behalf of the DISTRICT and his officers and employees.
5. The COMPANY, at its own cost, expense and risk, shall defend any legal proceedings that may be brought against the DISTRICT and its officers and employees, by any person, including any taxing authority, on any claim or demand

Hold Harmless Agreement  
Tax Shelter Investment Programs

of whatever nature arising out of the purchase of investments from the COMPANY and shall satisfy any judgment that may be rendered against any of them. Such indemnification shall include, but not be limited to the 10% excise tax imposed on employers by Section 4979 of the Internal Revenue Code, additional taxes, interest and penalties levied against the DISTRICT due to a mandated reclassification of employee tax sheltered investment contributions from "tax deferred" to "taxable", and penalties imposed by the Internal Revenue Service, Franchise Tax Board, or other taxing authorities upon employees who then seek indemnification from the DISTRICT. Also included shall be attorneys fees court costs, and all related costs associated with defending any legal proceedings that may be brought against the DISTRICT or that may be incurred by the DISTRICT in pursuing his legal rights as contained within this Agreement. The DISTRICT shall notify the COMPANY of the receipt of any such claim or demand.

6. The COMPANY further understands and agrees that neither the DISTRICT nor his officers, agents and employees, guarantee any investments purchased for DISTRICT'S employees from the COMPANY; nor do any of them guarantee the usefulness of said investments for income tax reduction or estate planning purposes or otherwise.
7. The COMPANY is not and shall not be regarded as the agent or employee of the DISTRICT, or any officer, agent or employee of the foregoing. Neither the DISTRICT nor the officers, agents and employees of the foregoing shall be regarded as the agents or employees of the COMPANY.
8. The DISTRICT shall not be obligated to make contributions for employees who have revoked their salary reduction agreements respecting investments or for employees who salary payments are insufficient to satisfy the salary reduction for investment premiums and other authorized deductions. Nonpayment of all or part of any premium, without other notice, will be accepted by the COMPANY as notice of suspension of premium payments for the affected employee until such time as such employee is reinstated.
9. The COMPANY shall timely provide to each of the DISTRICT'S employees for whom an investment has been acquired and to the DISTRICT such information as may be required for income tax purposes covering the investment and upon request by the DISTRICT a statement of the amount of the maximum exclusion allowance and contribution limit available to any such employee for any particular year of purchase. Information provided to the DISTRICT shall specifically include, but shall not be limited to, such information as the DISTRICT as Employer, may require to prepare tax reporting statement Form 1099 separately itemizing total "elective deferrals" as required by Internal Revenue Code Section 6051.



Hold Harmless Agreement  
Tax Shelter Investment Programs

Page 3 of 3

10. This Agreement may be terminated by either party upon giving 30 days' notice in writing to the other party, but such termination shall not affect any liability, right, or claim arising from transactions occurring prior to such termination.

11. Notice to the COMPANY shall be sent to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

or to such other address as the COMPANY may designate by notice to this cloventh section of the Agreement.

Notice to the DISTRICT shall be sent to:

TAFT UNION HIGH SCHOOL DISTRICT  
BUSINESS OFFICE  
701 7<sup>th</sup> Street  
Taft, CA 93268

**TAX SHELTER INVESTMENT COMPANY**

**DISTRICT**

**Industrial-Alliance Pacific**

Print Name of Authorized Company

Print Name of District

*RON PEPPER*

Print Name of Agent

Print Name of District Designee

*R. V. Pop*

Signature  
PRESIDENT & GENERAL MANAGER  
INDIVIDUAL INSURANCE, US

Signature

Title of Authorized Agent

Title of District Designee

*Bill Ballesteros*

Mailing Address (Street or PO Box)

Date

City, State, ZIP

Date



# Taft Union High School District


701 Seventh Street  
Taft, California 93268

TUHS  
*Excellence*  
BY DESIGN

Phone: (661) 763-2300  
Fax: (661) 763-1445

January 13, 2003

TO: WILLIAM WICKWIRE, Superintendent

FROM: CHUCK A. HAGSTROM, Business Manager 

SUBJECT: FACILITY USE REQUEST FOR WAIVING OF FEES –  
WESTSIDE LITTLE AND JR-SR LEAGUE

The Westside Little League, now operates the Junior and Senior Baseball League, and has requested the use of our Soccer and Baseball Fields for the purpose of team practices and games. Ms. Rhonda Kolb, Player Agent, has submitted an Activity Request, Hold Harmless Agreement, Acknowledgment of Facility Use – Client Responsibility and stated that she has requested the proof of insurance form be mailed to the District.

In addition, Ms. Kolb, has requested the fees for the use of the Soccer and Baseball Fields be waived for their team practices and games. In the past the District has waived fees, other than actual costs to the District.

IT IS RECOMMENDED that the T.U.H.S. Board Of Trustees authorize the waiving of fees for Westside Little League-Jr./Sr. Baseball for the use of TUHS Soccer and Baseball Fields for the team practices and Jr./Sr. Baseball games, for their 2003 season. Fees will be assessed for expenses incurred by the District for damage to property or equipment, and/or cost of personnel required to prepare, repair, and clean the facility.

CAH/srg

Attachments

To: Taft High School Board  
From: Westside Little League

January 3, 2003

Re: Use of Facility Request

Dear Board Of Directors,

The Westside Little League Organization has recently submitted a request for use of the High School soccer and baseball fields for the purpose of team practices and games, for the 2003 season. If we are granted permission to use the fields, we are respectfully requesting that you would waive the facility rental fees. As a non-profit organization any assistance we can have in cost cutting would greatly be appreciated.

Thank you for your past generosity and current consideration,



Rhonda Kolb (Player Agent)

# Taft Union High School District

701 Seventh Street  
Taft, California 93268

TUHS  
*Excellence*  
BY DESIGN

Phone: (661) 763-2300  
Fax: (661) 763-1445

## FACILITY USE - CLIENT RESPONSIBILITY

Taft Union High facilities are maintained with a high standard of "excellence." Use of our facilities bear the responsibility on your part to maintain the standards of safety and cleanliness set by the District. To keep excess costs to a minimum and insure a safe environment the District requires the following:

1. Normal facility use fee will be billed upon receipt of the approved activity request and the client must pay the "Facility Use Fee" prior to the use of the facility, unless prior Board approval to waive fees has been requested and approved.
2. Fees will be assessed for any expenses incurred by the District due to damages to the facility or equipment, or for TUHS employee labor used for clean up and repairs.
3. In the event of a conflict with the Taft Union High School home contests your group will need to use an alternate facility. You may contact the Principal's Secretary at 763-2334 for the current availability of our facilities.
4. You must file an "Activity Request Form", a "Hold Harmless and Covenant Not To Sue Agreement", and provide a Certificate of Insurance.
5. NO USE OF TOBACCO PRODUCTS (smoking, chew, etc.), ALCOHOL, OR DRUGS IS PERMITTED AT ANY TIME ON ANY TUHS FACILITY. Violation of this policy could have serious affects. Such use is in violation of both law and Board Policy, which must be strictly enforced during your use of our facility.
6. Proper supervision of the event must be provided. Particular care should be taken to protect the fields and restroom facilities from inappropriate use and/or vandalism.
7. The facility must be cleaned upon completion of each event. FEES will be assessed and you will be invoiced for any damage to the facility, equipment, and for the clean up required by TUHS personnel.

I understand and accept the client responsibilities described above, agree to pay facility use fees (not waived) and costs for damages or expenses incurred by the District resulting from use of the facility.

Authorized Client Signature: Shonda Kolb Date: 1-10-03

*The maintenance department handles the access and set up of our facilities and can be contacted at 763-2321. If you have additional questions please call Sheri Gregory at 763-2315.*

**Warning:** Use of steroids to increase strength or growth can cause serious health problems. Steroids can keep teenagers from growing to their full height; they can also cause heart disease, stroke, and damaged liver function, men and women changes, and acne. Men can also experience premature balding and development of breast tissue. These health hazards are in addition to the civil and criminal penalties for unauthorized sale, use, or exchange of anabolic steroids.

# Taft Union High School District

701 Seventh Street  
Taft, California 93268

TUHS  
*Excellence*  
BY DESIGN

Phone: (661) 763-2300  
Fax: (661) 763-1445

## HOLD HARMLESS AGREEMENT AND COVENANT NOT TO SUE

I, Rhonda Kolb, Westside Jr./Sr. League in consideration for  
(Person Requesting Use) (Name of Organization)

of being permitted to use facilities/equipment of the Taft Union High School District, Taft, California, County of Kern, for the purpose of Baseball Practice and Baseball games. between the dates of April 1, 2003, and June 30, 2003

do hereby covenant and agree that the Taft Union High School District, their officers, employees, agents, members or representatives shall not be liable for any loss, damage, injury or liability of any kind to any person or property caused by or arising from any use of the premises of the Taft Union High School District, or any part thereof, or by any defect in any building, structure or improvement thereon, or in any equipment to be used therein, or because of the same being out of repair or arising from any act or omission of the undersigned or its agents, employees, nor shall the above enumerated entities be liable for any loss, damage or injury from any cause whatsoever to the property or person of the undersigned or any of its employees, agents or other persons using said premises, or any item, or any part thereof.

The undersigned agrees to protect, indemnify, and covenant not to sue and hold harmless the above-enumerated Taft Union High School District, for the use or occupancy of the premises and arising from any state of condition of said premises, or item(s), or any part thereof.

Event Coordinator: Rhonda Kolb Phone: 765-6292

Authorized Agent Signature: Rhonda Kolb Date: 1-10-03

Authorized Agent Print Name: RHONDA KOLB

Title: PLAYER AGENT

ADDRESS: 312 Parkview Circle  
Taft, Ca. 93268

Phone: Bus: S.A.A.  
Home: \_\_\_\_\_



# Taft Union High School District

701 Seventh Street  
Taft, California 93268

TUHS  
*Excellence*  
BY DESIGN

Phone: (661) 763-2300  
Fax: (661) 763-1445

## HOLD HARMLESS AGREEMENT AND COVENANT NOT TO SUE

I, Rhonda Kolb, Westside Little League, in consideration for  
(Person Requesting Use) (Name of Organization)  
of being permitted to use facilities/equipment of the Taft Union High School District, Taft,  
California, County of Kern, for the purpose of Baseball practice,  
between the dates of Feb. 24, 2003 and

April 30, 2003, do hereby covenant and agree that the Taft Union High School District,  
their officers, employees, agents, members or representatives shall not be liable for any loss,  
damage, injury or liability of any kind to any person or property caused by or arising from  
any use of the premises of the Taft Union High School District, or any part thereof, or by any  
defect in any building, structure or improvement thereon, or in any equipment to be used  
therein, or because of the same being out of repair or arising from any act or omission of the  
undersigned or its agents, employees, nor shall the above enumerated entities be liable for  
any loss, damage or injury from any cause whatsoever to the property or person of the  
undersigned or any of its employees, agents or other persons using said premises, or any  
item, or any part thereof.

The undersigned agrees to protect, indemnify, and covenant not to sue and hold harmless the  
above-enumerated Taft Union High School District, for the use or occupancy of the premises  
and arising from any state of condition of said premises, or item(s), or any part thereof.

Event Coordinator: Rhonda Kolb Phone: 765-6292

Authorized Agent Signature: Rhonda Kolb Date: 1-10-03

Authorized Agent Print Name: RHONDA KOLB

Title: PLAYER AGENT

ADDRESS: 312 PARKVIEW CIRCLE  
TAFT, CA 93268

Phone: Bus. S-A-A  
Home: \_\_\_\_\_



# Taft Union High School District

701 Seventh Street  
Taft, California 93268

TUHS  
*Excellence*  
BY DESIGN

Phone: (661) 763-2300  
Fax: (661) 763-1445

January 13, 2003

TO: WILLIAM WICKWIRE, Superintendent

FROM: CHUCK A. HAGSTROM, Business Manager *J*

SUBJECT: FACILITY USE REQUEST FOR WAIVING OF FEES –  
ROTARY CLUB

The Taft Rotary Club has submitted a request to use our Cafeteria on January 25, 2003, for the purpose of holding a pancake breakfast. This breakfast is being held to raise funds to purchase athletic supplies for the Junior High teams.

The Taft Rotary Club requests that the fees for the use of the Cafeteria be waived. The Rotary Club has used our facility for similar fundraisers in the past and our facility was returned to its original condition. I recommend that the Board waive the fees for the use of the Cafeteria by the Taft Rotary Club.

IT IS RECOMMENDED that the T.U.H.S. Board of Trustees authorize the waiving of fees for Taft Rotary Club for the use of TUHS Cafeteria for their fundraiser. Fees will be assessed for expenses incurred by the District for damage to property or equipment, and/or cost of personnel required to prepare, repair, and clean the facility.

CAH:srg

Attachment

January 7, 2003

Mr. Bill Wickwire  
Superintendent/Principal  
Taft Union High School District

Dear Mr. Wickwire and Members of the Board:

On behalf of the Rotary Club of Taft, I am requesting your waiver of fees associated with our use of the kitchen and cafeteria on Saturday, January 25, 2003 for a fundraising breakfast for the Youth Activities in the Greater Taft area. We raise the costs through our own club members and allow youth groups to keep 100 % of what they raise through their ticket sales. Therefore, your reduction of costs to us serves as a donation to the success of the event. We will restore and keep the facility in the excellent shape we find it in at the conclusion of the event. Our starting time is 6:00 am. Serving starts at 7:00 am till 11:00 am then we clean up. Quitting time is 12:30 pm. If you have further questions, please call me at 323-9041, extension 12.

Sincerely,



Gerald Buzzell  
Rotary Club of Taft  
Breakfast Chairman

# Taft Union High School District


701 Seventh Street  
Taft, California 93268

TUHS  
*Excellence*  
BY DESIGN

Phone: (661) 763-2300  
Fax: (661) 763-1445

January 16, 2003

TO: WILLIAM WICKWIRE, Superintendent

FROM: CHUCK A. HAGSTROM, Business Manager 

SUBJECT: REQUEST FROM TAFT TIGERSHARKS SWIM CLUB FOR  
WAIVER AND REDUCTION OF FEES FOR SWIMMING POOL

I received a letter from Kerri Walker, President of the Taft Tigersharks Club, requesting the fees for use of the Taft High Swimming Pool and facilities be waived during days when the pool is used by the High School Swim Team.

In addition, Ms. Walker requests that, as in the past, the pool use fee for practices when the pool is not being maintained for the Taft High Swim Team be approved at a reduced rate. In the past, the Board approved a reduced rate of \$20.43 per practice day, for practices when the pool is not maintained for the Taft High Swim Team, and waived fees when the pool is maintained for the High School Swim program.

IT IS RECOMMENDED that the Board give the Superintendent direction regarding the waiving and reduction of fees for the Swimming Pool and Facilities use for the Taft Tigersharks Swim Club. Fees will be assessed for expenses incurred by the District for damage to property or equipment, and/or cost of personnel required to prepare, repair, and clean the facility.

CAH:srg

Attachment

Taft Swim Club  
P. O. Box 743  
Taft, Ca 93268

Taft Union High School  
Business Office  
701 7th street  
Taft, Ca 93268

January 9, 2003

Dear Sherry:

We are a non-profit organization that helps children of our community. Our team needs your help in this task. We would greatly appreciate it if you could waive the fees during our regular school session, and that the fees for summer session be reduced. I know that this is a lot to ask for however; the children in Taft are worth it. Thank you for everything that you have done for us in the past and I hope we will be working together in the New Year.

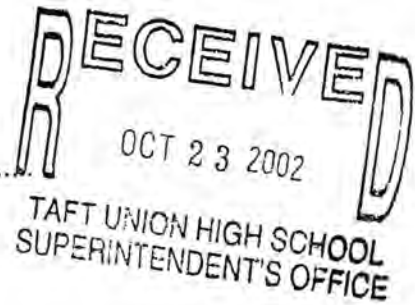
Sincerely,

Kerri Walker  
Taft Swim Club President  
661/763-5780



*Erin M. Crane*

309 Parkview Circle  
Taft, CA 93268  
(661) 763-3746  
SchoolBelle@msn.com



October 21, 2002

Mr. Gerald Dragoo, Superintendent  
Taft Union High School  
701 7th Street  
Taft, CA 93268

Via: Certified Mail #7002 2030 0002 6101 4688

Dear Mr. Dragoo:

In compliance with the Uniform Complaint Procedure, I am hereby submitting a complaint of unlawful discrimination against me by members of the high school staff based upon my religion and ethnicity. As you are aware, I met with you on October 11, 2002 to discuss matters of unlawful discrimination, having received knowledge of the facts after the 2002 Honors Night.

At our meeting you read a letter from Brian Crane to Mr. Wayne Toscas, Director of Pupil Personnel Services dated March 8, 2002 detailing various acts committed against me by district staff. It was also noted that my mother met with Mr. Toscas on the same date to discuss a complaint with the Director of Pupil Personnel Services. Mrs. Crane received credible information from Mr. Toscas that can only be described as unlawful discrimination against me by employees assigned to the TUHS Guidance Center.

Specifically, members of the guidance center expressed both covert and overt actions against me in a discriminatory manner and as a result the following occurred:

1. Student denied aid, a service, or a benefit afforded others;
2. Staff provided an inferior service;
3. Staff engaged in conduct that had the effect of denying aid, a service, or a benefit;
4. Student otherwise treated adversely on the basis of religion and race.



Notably, you disagreed with the statements proffered by the Director of Pupil Personnel Services related to you by witnesses, as you disclosed to my parents and me information pertaining to Mr. Toscas' receipt of the District's Notice of Reassignment in February. I understand that you may not consider information received from Mr. Toscas as credible as you stated that the former Director of Pupil Personnel Services has taken legal action against the District. However, I believe that your criticism of Mr. Toscas' delivery of service to me may be unwarranted, and therefore I expressed to you other examples of how important scholastic and financial documents submitted by me would remain unaccounted for until uncovered on Sharon Hill's desk, and actually neither lost nor delayed at the hand of Mr. Toscas.

The following represents an abbreviated documentation of the observed acts committed against me:

1. District tampering with my prepared scholarship application packet;
2. Unnecessary service delays up to and including the filing deadlines in scholarship and honors program processing;
3. Unprofessional conduct by classified employees in the discharge of duties at the guidance center;
4. Harassed and abandoned at Las Vegas hotel by guidance center staff member/school chaperone at National Renaissance Conference

I have experienced a marked disadvantage from certain school employees in my attempt to receive ordinary service. It was agonizing to recognize the disparity of service, particularly after incurring a loss of an equal review of my scholarship application. My application was completed with full compliance to the printed information and instructions of the local scholarship application received at the guidance center.

Fortunately, not all scholarships submitted were processed and reviewed at the high school. As a result, I merited a top award through my participation with the Indian Education Program.

I understand that you have investigated this matter, and that I shall receive your prepared response of the district's investigation and decision within 30 days.

Sincerely,



Erin M. Crane

**COMPLAINTS CONCERNING DISTRICT EMPLOYEES**

The Governing Board accepts responsibility for providing a means by which the public can hold employees accountable for their actions. The Board desires that complaints be resolved expeditiously without disrupting the educational process.

The Superintendent or designee shall develop regulations which permit the public to submit complaints against district employees in an appropriate way. These regulations shall protect the rights of involved parties. The Board may serve as an appeals body if the complaint is not resolved.

(cf. 1312.2 - Complaints Concerning Instructional Materials)  
 (cf. 1312.3 - Uniform Complaint Procedures)  
 (cf. 3515.2 - Disruptions)

The Board prohibits retaliation against complainants. The Superintendent or designee at his/her discretion may keep a complainant's identity confidential, except to the extent necessary to investigate the complaint. The district will not investigate anonymous complaints unless it so desires.

**Legal Reference:**EDUCATION CODE

33308.1 Guidelines on procedure for filing child abuse complaints  
 35146 Closed sessions  
 35160. Requirement for school district policies: parental complaints re employees  
 44031 Personnel file contents and inspection  
 44811 Disruption of public school activities  
 44932-44949 Resignation, dismissal and leaves of absence (rights of employee; procedures to follow)  
 48987 Child abuse guidelines

GOVERNMENT CODE

54957 Closed session; complaints re employees  
 54957.6 Closed session; salaries or fringe benefits

PENAL CODE

273 Cruelty or unjustifiable punishment of child  
 11164-11174.3 Child Abuse and Neglect Reporting Act

WELFARE AND INSTITUTIONS CODE

300 Minors subject to jurisdiction of juvenile court

**Management Resources:**CDE LEGAL ADVISORIES

0910.93 Guidelines for parents to report suspected child abuse by school district employees or other persons against a pupil at school site (LO:4-93)

**COMPLAINTS CONCERNING DISTRICT EMPLOYEES**

The Superintendent or designee shall determine whether a complaint should be considered a complaint against the district and/or an individual employee, and whether it should be resolved by the district's process for complaints concerning personnel and/or other district procedures.

*(cf. 1312.2 - Complaints Concerning Instructional Materials)*

*(cf. 1312.3 - Uniform Complaint Procedures)*

*(cf. 4144/4244/4344 - Complaints)*

To promote prompt and fair resolution of the complaint, the following procedures shall govern the resolution of complaints against district employees:

1. Every effort should be made to resolve a complaint at the earliest possible stage. Whenever possible, the complainant should communicate directly to the employee in order to resolve concerns.
2. If a complainant is unable or unwilling to resolve the complaint directly with the employee, he/she may submit an oral or written complaint to the employee's immediate supervisor or the principal.
3. All complaints related to district personnel other than administrators shall be submitted in writing to the principal or immediate supervisor. If the complainant is unable to prepare the complaint in writing, administrative staff shall help him/her to do so. Complaints related to a principal or central office administrator shall be initially filed in writing with the Superintendent or designee. Complaints related to the Superintendent shall be initially filed in writing with the Board.
4. When a written complaint is received, the employee shall be notified within five days or in accordance with collective bargaining agreements.
5. A written complaint shall include:
  - a. The full name of each employee involved
  - b. A brief but specific summary of the complaint and the facts surrounding it
  - c. A specific description of any prior attempt to discuss the complaint with the employee and the failure to resolve the matter
6. Staff responsible for investigating complaints shall attempt to resolve the complaint to the satisfaction of the parties involved within 30 days.

## COMPLAINTS CONCERNING DISTRICT EMPLOYEES (continued)

7. Both the complainant and the employee against whom the complaint was made may appeal a decision by the principal or immediate supervisor to the Superintendent or designee, who shall attempt to resolve the complaint to the satisfaction of the person involved within 30 days. Parties should consider and accept the Superintendent or designee's decision as final. However, the complainant, the employee, or the Superintendent or designee may ask to address the Board regarding the complaint.
8. Before any Board consideration of a complaint, the Superintendent or designee shall submit to the Board a written report concerning the complaint, including but not limited to:
  - a. The full name of each employee involved
  - b. A brief but specific summary of the complaint and the facts surrounding it, sufficient to inform the Board and the parties as to the precise nature of the complaint and to allow the parties to prepare a response
  - c. A copy of the signed original complaint
  - d. A summary of the action taken by the Superintendent or designee, together with his/her specific finding that the problem has not been resolved and the reasons
9. The Board may uphold the Superintendent's decision without hearing the complaint.
10. All parties to a complaint may be asked to attend a Board meeting in order to clarify the issue and present all available evidence.
11. A closed session may be held to hear the complaint in accordance with law.

*(cf. 9321 - Closed Session Purposes and Agendas)*  
*(cf. 9323 - Meeting Conduct)*

12. The decision of the Board shall be final.

Any complaint of child abuse or neglect alleged against a district employee shall be reported to the appropriate local agencies in accordance with law, Board policy and administrative regulation.

*(cf. 5141.4 - Child Abuse Reporting Procedures)*

**UNIFORM COMPLAINT PROCEDURES**

The Governing Board recognizes that the district is responsible for ensuring that it complies with state and federal laws and regulations governing educational programs. The district shall follow uniform complaint procedures when addressing complaints alleging unlawful discrimination based on ethnic group identification, religion, age, gender, color, or physical or mental disability in any program or activity that receives or benefits from state financial assistance. The district shall also follow uniform complaint procedures when addressing complaints alleging failure to comply with state or federal law in adult basic education, consolidated categorical aid programs, vocational education, child nutrition programs and special education programs.

- (cf. 0410 - Nondiscrimination in District Programs and Activities)*
- (cf. 0420.1 - School-Based Coordinated Programs)*
- (cf. 0420.2 - School Improvement Program)*
- (cf. 0430 - Comprehensive Local Plan for Special Education)*
- (cf. 3553 - Free and Reduced Lunch Program)*
- (cf. 6171 - Title I Programs)*
- (cf. 6174 - Education for English Language Learners)*
- (cf. 6175 - Migrant Education Program)*
- (cf. 6178 - Vocational Education)*
- (cf. 6179 - Child Care and Development Programs)*

The Board encourages the early, informal resolution of complaints at the site level whenever possible.

Upon receipt of a written complaint from an individual, public agency or organization, uniform complaint procedures shall be initiated. The Superintendent or designee shall distribute full information about these procedures.

The Board recognizes that a neutral mediator can often suggest an early compromise that is agreeable to all parties in a dispute. In accordance with uniform complaint procedures, whenever all parties to a complaint agree to try resolving their problem through mediation, the Superintendent or designee shall initiate a mediation process before beginning a formal compliance investigation. The Superintendent or designee shall ensure that mediation results are consistent with state and federal laws and regulations.

The Board acknowledges and respects student and employee rights to privacy. Discrimination complaints shall be investigated in a manner that protects the confidentiality of the parties and the facts. This includes keeping the identity of the complainant confidential except to the extent necessary to carry out the investigation or proceedings, as determined by the Superintendent or designee on a case-by-case basis.



**UNIFORM COMPLAINT PROCEDURES (continued)**

*(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/  
Privileged Information)*

*(cf. 5125 - Student Records)*

*(cf. 9011 - Disclosure of Confidential/Privileged Information)*

The Board prohibits retaliation in any form for the filing of a complaint, the reporting of instances of discrimination, or participation in complaint procedures. Such participation shall not in any way affect the status, grades, or work assignments of the complainant.

*(cf. 1312.1 - Complaints Concerning District Employees)*

*(cf. 1312.2 - Complaints Concerning Instructional Materials)*

*(cf. 4031 - Complaints Concerning Discrimination in Employment)*

*(cf. 5141.4 - Child Abuse Reporting Procedures)*

*Legal Reference: (see next page)*

## UNIFORM COMPLAINT PROCEDURES (continued)

## Legal Reference:

EDUCATION CODE

200-262.3 Prohibition of discrimination  
 8200-8498 Child care and development programs  
 8500-8538 Adult basic education  
 18100-18179 School libraries  
 35146 Closed sessions  
 35160 Authority of governing boards  
 44670.1-44671.5 School personnel staff development and resource centers  
 48985 Notices in language other than English  
 49060-49079 Student records  
 49490-49560 Child nutrition programs  
 51513 Personal beliefs  
 52000-52049.1 School improvement programs  
 52160-52178 Bilingual education programs  
 52300-52483 Vocational education  
 52500-52616.24 Adult schools  
 52800-52863 School-based coordinated programs  
 54000-54041 Economic impact aid programs  
 54100-54145 Miller-Unruh Basic Reading Act  
 54400-54425 Compensatory education programs  
 54440-54445 Migrant education  
 54460-54529 Compensatory education programs  
 56000-56885 Special education programs  
 59000-59300 Special schools and centers  
 64000 Consolidated application process

GOVERNMENT CODE

54957-54957.8 Closed sessions

CODE OF REGULATIONS, TITLE 5

3080 Application of section 4600-4671  
 4600-4671 Uniform Complaint Procedures

UNITED STATES CODE, TITLE 20

1221 et seq. General Education Provisions Act, especially:  
 1221, 1232g Family Educational and Privacy Rights Act of 1974  
 1231g, 1681 et seq. Title IX, Education Amendments of 1972  
 3801 et seq. Education Consolidation and Improvement Act of 1981

UNITED STATES CODE, TITLE 29

721, 761 Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

2000c et seq. Civil Rights Act of 1964

CODE OF FEDERAL REGULATIONS, TITLE 34

100.7(e) Intimidation and retaliation prohibited

## UNIFORM COMPLAINT PROCEDURES

### Compliance Officers

The Governing Board designates the following compliance officer(s) to receive and investigate complaints and to ensure district compliance with law:

Superintendent  
701 Seventh Street  
Taft, CA 93268  
(661) 763-2330

The Superintendent or designee shall ensure that employees designated to investigate complaints are knowledgeable about the laws and programs for which they are responsible. Such employees may have access to legal counsel as determined by the Superintendent or designee.

*(cf. 9124 - Attorney)*

### Notifications

The Superintendent or designee shall meet the notification requirements of 5 CCR 4622, including the annual dissemination of district complaint procedures and information about available appeals, civil law remedies and conditions under which a complaint may be taken directly to the California Department of Education. The Superintendent or designee shall ensure that complainants understand that they may pursue other remedies, including actions before civil courts or other public agencies.

*(cf. 5145.6 - Parental Notifications)*

### Procedures

The following procedures shall be used to address all complaints which allege that the district has violated federal or state laws or regulations governing educational programs. Compliance officers shall maintain a record of each complaint and subsequent related actions, including all information required for compliance with 5 CCR 4632.

All parties involved in allegations shall be notified when a complaint is filed, when a complaint meeting or hearing is scheduled and when a decision or ruling is made.

#### Step 1: Filing of Complaint

Any individual, public agency or organization may file a written complaint of alleged noncompliance by the district.

**UNIFORM COMPLAINT PROCEDURES (continued)**

Complaints alleging unlawful discrimination may be filed by a person who alleges that he/she personally suffered unlawful discrimination or by a person who believes that an individual or any specific class of individuals has been subjected to unlawful discrimination. The complaint must be initiated no later than six months from the date when the alleged discrimination occurred or when the complainant first obtained knowledge of the facts of the alleged discrimination. (5 CCR 4630)

The complaint shall be presented to the compliance officer who shall maintain a log of complaints received, providing each with a code number and a date stamp.

If a complainant is unable to put a complaint in writing due to conditions such as illiteracy or other disabilities, district staff shall help him/her to file the complaint. (5 CCR 4600)

**Step 2: Investigation of Complaint**

The compliance officer is encouraged to hold an investigative meeting within five days of receiving the complaint or an unsuccessful attempt to mediate the complaint. This meeting shall provide an opportunity for the complainant and/or his/her representative to repeat the complaint orally.

The complainant and/or his/her representative and the district's representatives shall also have an opportunity to present information relevant to the complaint. Parties to the dispute may discuss the complaint and question each other or each other's witnesses. (5 CCR 4631)

**Step 3: Response**

Within 30 days of receiving the complaint, the compliance officer shall prepare and send to the complainant a written report of the district's investigation and decision, as described in Step #4 below. If the complainant is dissatisfied with the compliance officer's decision, he/she may, within five days, file his/her complaint in writing with the Board.

The Board may consider the matter at its next regular Board meeting or at a special Board meeting convened in order to meet the 60-day time limit within which the complaint must be answered. The Board may decide not to hear the complaint, in which case the compliance officer's decision shall be final.

If the Board hears the complaint, the compliance officer shall send the Board's decision to the complainant within 60 days of the district's initially receiving the complaint or within the time period that has been specified in a written agreement with the complainant. (5 CCR 4631)

**UNIFORM COMPLAINT PROCEDURES** (continued)**Step 4: Final Written Decision**

The report of the district's decision shall be in writing and sent to the complainant. (5 CCR 4631)

The report of the district's decision shall be written in English and in the language of the complainant whenever feasible or required by law. If it is not feasible to write this report in the complainant's primary language, the district shall arrange a meeting at which a community member will interpret it for the complainant.

This report shall include:

1. The findings and disposition of the complaint, including corrective actions, if any (5 CCR 4631)
2. The rationale for the above disposition (5 CCR 4631)
3. Notice of the complainant's right to appeal the decision within 15 days to the California Department of Education, and procedures to be followed for initiating such an appeal (5 CCR 4631, 4652)
4. For discrimination complaints, notice that the complainant must wait until 60 days have elapsed from the filing of an appeal with the California Department of Education before pursuing civil law remedies (5 CCR 4631; Education Code 262.3)
5. A detailed statement of all specific issues that were brought up during the investigation and the extent to which these issues were resolved

If an employee is disciplined as a result of the complaint, this report shall simply state that effective action was taken and that the employee was informed of district expectations. The report shall not give any further information as to the nature of the disciplinary action.

**Appeals to the California Department of Education**

If dissatisfied with the district's decision, the complainant may appeal in writing to the California Department of Education within 15 days of receiving the district's decision. For good cause, the Superintendent of Public Instruction may grant an extension for filing appeals. (5 CCR 4652)

When appealing to the California Department of Education, the complainant must specify the reason(s) for appealing the district's decision and must include a copy of the locally filed complaint and the district's decision. (5 CCR 4652)



**UNIFORM COMPLAINT PROCEDURES (continued)**

The California Department of Education may directly intervene in the complaint without waiting for action by the district when one of the conditions listed in 5 CCR 4650 exists. In addition, the California Department of Education may also intervene in those cases where the district has not taken action within 60 calendar days of the date the complaint was filed with the district.

**Civil Law Remedies**

A complainant may pursue available civil law remedies outside of the district's complaint procedures. Complainants may seek assistance from mediation centers or public/private interest attorneys. Civil law remedies that may be imposed by a court include, but are not limited to, injunctions and restraining orders. For discrimination complaints, however, a complainant must wait until 60 days have elapsed from the filing of an appeal with the California Department of Education before pursuing civil law remedies. The moratorium does not apply to injunctive relief and is applicable only if the district has appropriately, and in a timely manner, apprised the complainant of his/her right to file a complaint in accordance with 5 CCR 4622.

# Taft Union High School District

701 Seventh Street  
Taft, California 93268

TUHS  
*Excellence*  
BY DESIGN

Phone: (661) 763-2300  
Fax: (661) 763-1445

October 25, 2002

Erin M. Crane  
309 Parkview Circle  
Taft, CA 93268

Dear Miss Crane:

I received your letter of complaint and have initiated an investigation of the events you referred to in your letter and in the informal meeting held with your parents last week. I am enclosing copies of the District's Board Policy and Administrative Regulations, which apply to the Complaints Concerning District Employees and the Uniform Complaint Procedures. Please take the time to review the procedures and contact me if you have any questions. Please note also that you have the right to pursue other remedies to your complaint, including actions before civil courts or other public agencies, including the California Department of Education. (Attached)

Regarding the complaint filed by your parents with Mr. Wayne Toscas, who was the immediate supervisor of the Guidance Center personnel last year, I have requested that Mr. Toscas advise me of his actions to resolve the complaint, the results of his findings, and any statements or recommendations he made to staff and/or to your parents. As you know, Mr. Toscas is not at school currently, due to extended illness leave, but I sent the request to him for his input yesterday, via e-mail. (Attached)

I will meet with the guidance center staff you named in our informal meeting, to inform them of the complaint and begin the investigation today. As I recall, you mentioned Mrs. Rochelle Koerner, Mrs. Sharon Hill, and Mrs. Linda Mason as having denied you service, provided inferior service, or treated you adversely on the basis of your religion and/or race. Is there anyone else who should be included in the complaint?

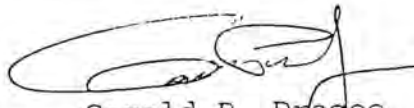
Prior to your meeting with me last week, I was unaware of the incidents you mentioned, except for the accusation of substituting a copy of your letter for the original in the scholarship application materials. When I investigated that accusation last spring, I found that the substitution had been corrected, in response to your mother's request, and understood that the issue had been resolved.

Would you please provide me with a statement indicating the approximate dates and descriptions of the other incidents you

mentioned, to include the refusal to serve as your counselor, the delay in responding to your request for copies of your academic records, and the harassment and abandonment at the Renaissance conference?

As you can see from the Complaint Procedures, Step 2, I am encouraged to hold a meeting within five days to allow you to repeat your complaint orally. Both you and the district's representatives are to be allowed to present information relevant to the complaint, and the parties may discuss the complaint and question each other's witnesses. Please check your calendar and notify me of dates when you might be able to meet. Also, please notify me of the names of any witnesses to the actions you allege have occurred.

I will continue my efforts to resolve the issues and insure that there are no discriminatory practices at Taft High. I regret that you believe you have received inferior service and that you did not make your concerns known sooner.



Gerald P. Dragoo  
Superintendent

GPD

Attachments

[dragoo] crane. U6E

*Erin M. Crane*

Brian and Theresa Crane  
309 Parkview Circle  
Taft, CA 93268  
(661) 763-3746  
SchoolBelle@msn.com

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RECEIVED  
NOV 08 2002  
TAFT UNION HIGH SCHOOL  
SUPERINTENDENT'S OFFICE

November 7, 2002

Mr. Gerald Dragoo, Superintendent  
Taft Union High School  
701 7th Street  
Taft, CA 93268

Via: Certified Mail #7002 2030 0002 6101 4701

Dear Mr. Dragoo:

You indicated in your letter to me of October 25 the need for a statement of approximate dates and descriptions of the other incidents mentioned "to include the refusal to serve as your counselor, the delay in responding to your request for copies of your academic records, and the harassment and abandonment at the Renaissance conference."

I will first refer you to statements from your employee, and agent of the Taft Union High School District, Mr. Wayne Toscas. For your reference, I have enclosed herewith a copy of Mr. Toscas' prepared statement for the TUHS Board of Education dated October 28, 2002. I have read the statement in its entirety and specifically refer you to pages 15-18.

Per your request, I will describe references of an array of incidents and the approximate dates the offenses occurred. This shall provide you with the pattern of unfair treatment at the high school that I experienced. The offences against me included denial of service and adverse treatment from employees of the district to being called a "F...ing Mormon" or other derogatory religious remarks by multiple students.

1. Rochelle Koerner

*August/1998:* Mrs. Koerner refused to accept an assignment to be my guidance counselor. Principal William Wickwire and my parents had requested this service and were informed that, "Mrs. Koerner does not want to take Erin as a counselee." Even though the counselor did have available space for the assignment, according to Principal Wickwire, she had a reason why she chose not to provide counseling services to me.

Mrs. Crane asked why Mrs. Koerner was denying her service and Mr. Wickwire asked that it remain undisclosed. At the suggestion of a meeting for mediation between Mrs. Koerner and the Cranes concerning this undisclosed problem it was recommended by the principal that the parties not meet. It should be noted that my family and I had never met with Mrs. Koerner either professionally or socially and we remained unaware of the source of the existing negative situation that led to this counselor's personal disagreement to serve me.

*June 2000:* As Mrs. Koerner served as Principal for summer school I made several requests that she assure the display of the American Flag at our school site while school was in session. Throughout the entire summer session, the American Flag, which instills pride in my heritage, was never raised on the flagpole at the entrance to the school. Mrs. Koerner told my family that she would not be able to do this. Even though Mrs. Crane informed Mrs. Koerner of the statute that mandates the display of the American Flag, Mrs. Koerner never displayed the flag. Unfortunately my requests to Mrs. Koerner and later presentation on the matter to the school board would lead to further difficulty.

*November 2001:* In preparation for a period of time that my guidance counselor, Mr. Lykins, would not be available on campus he requested that Mrs. Koerner route instructions for completing the Violet Richardson Essay from the Soroptimist Club to me. Mrs. Koerner allowed a significant period of time to elapse before she forwarded the opportunity to me. I received notification of the opening to participate in the program from Mrs. Koerner only days before the deadline.

2. John Kopp

*Ongoing:* I have been told by students that Mr. Kopp routinely makes derogatory comments in his classroom about "Mormons".

*October/2001:* I was nominated by the Varsity Girls Tennis Team to be their candidate for Homecoming Queen. Mr. Kopp called me out of class and interrogated me in an embarrassing manner about the process in which I had been nominated. Mr. Kopp demanded that a special meeting be held at lunchtime to have all tennis squads (Varsity/JV) vote on their selection of Homecoming Queen candidate. At this point a student event, intended to be fun, became spoiled by the actions of Mr. Kopp. I did however receive unanimous support at the special noon meeting from each member of the tennis team. In contrast, Mr. Kopp did not require other organizations to hold similar



special meetings. As an example, Advanced Choir nominated a candidate and Mr. Kopp did not equally require all the choirs Advanced/Bel Canto/Beginning chorus to assemble to select their candidate. In the end, it was reported and verified by Mr. Kopp that he chose not to count all votes for HQ finalists.

3. Sharon Hill

*June/2000:* At the National Renaissance Conference held in Las Vegas, NV, Mrs. Hill served as a chaperone. Kathy Orrin was also invited by the high school to serve as a chaperone. When Mrs. Hill learned that I was the daughter of Terri Crane, she began defending and reciting favorable qualities of her friend, Kathy Orrin. Mrs. Hill's comments were delivered in a manner that is uncharacteristic of a chaperone, as she presumed enmity between Kathy Orrin and me. She became offensive toward me at that time. I was made to feel uncomfortable and unwelcome and felt shunned to the point that I wanted to leave the conference. When I did choose to contact my mother to excuse me from the event, Mrs. Hill left me alone in the Las Vegas motel room to await pick-up by my mother and grandmother, Frances Brown. Mrs. Hill chose to ignore a Las Vegas City Ordinance that defines a violation when leaving a minor unattended in a motel room. Rather than fulfill her chaperone duties, Mrs. Hill opted to have dinner with Kathy Orrin.

*February/2002:* Mrs. Hill served as the custodian of the TUHS graduating seniors' completed scholarship application packets for the Local Scholarship Program. It was discovered by a scholarship review committee that my original "Student Letter" had been removed by Mrs. Hill because she felt the appearance was advantageous. There were no instructions in the application packet about the type of paper that was allowed and color of ink that could be used. I chose to utilize school colors for my personal letter, which introduced me. There were a myriad of other letter styles observed as submitted by the students. Instructions for a uniform submission was neither suggested nor mandated. My letter was the only one tampered with and removed by Mrs. Hill. As Mrs. Hill believed there was an advantage to my original letter, she chose to covertly create a disadvantage in my packet by removing my letter and replacing it with an inferior copy. In contrast, Mrs. Hill did not tamper with any other student letter.

*February 15, 2002:* On a second visit to Mr. Toscas to check the status of his assistance as a reference on an out of town scholarship that I was applying for Mr. Toscas remained unaware of the form that

I had previously left with Mrs. Hill for routing weeks earlier. Apparently Mrs. Hill never forwarded the document. In my presence, Mr. Toscas was able to locate my paperwork at the absolute last moment for submission, buried under papers on Mrs. Hill's desk.

*March/2002:* Mrs. Hill apparently lost and delayed my request for an official transcript to be sent to a certain college. As I learned that the school had not received my transcript, it was necessary for Mrs. Crane and I to visit the Guidance Center. I recall that with the assistance of Kay Powers my "misfiled" request was located.

*April/2002:* Mrs. Hill mails a notice of dates for the local scholarship program to Mrs. Crane. The dates were all wrong, and even the date of Honors Night was incorrectly posted in the letter.

4. Pam McCormick

*April/2002:* My mother had reason to be concerned about my well-being on a certain date and requested that Mrs. McCormick verify my attendance in school during my final class period. Mrs. McCormick refused to cooperate with Mrs. Crane when she asked for confirmation that I had reported to my sixth period class. Mrs. McCormick was indifferent about my personal safety and would neither check the roll to see if I had been marked present at my final class, nor call the teacher. The only immediate option for my mother was to personally come on the campus and confirm my safety. Mrs. McCormick refused every opportunity to assist in this situation at the attendance office. The apparent hostility and lack of service was noticeable. A witness to Mrs. McCormick's refusal to contact my teacher on this safety matter is Samantha Williams, and as you are aware, my mother immediately informed you of the irregularity. There have been two employees at the attendance office who have offered to intervene on the occasions when Mrs. McCormick refused to help me. For further information please be directed to a letter that Mr. Wickwire received from Mrs. Crane dated April 22, 2002.

5. Linda Mason

*June/2002:* As an honor student who had accomplished requirements necessary for Lifetime CSF Membership, I contacted the registrar to finalize the status of my merit. Mrs. Mason was extremely rude to me in the presence of staff members at the Guidance Center, and at least one other student. Mrs. Mason publicly criticized me and her chastisement included references to my graduating status and entering the "adult" world. Comments attributed to Mrs. Mason included, "I shouldn't even be doing this for you because I am really busy and you

should be more responsible." At this point I wanted to leave the Guidance Center and abstain from membership. The fellow student who accompanied me into the Guidance Center was appalled at the rude manner in which Mrs. Mason spoke to me and he said, "Let's just leave." It was discovered that Mrs. Jane Andreatta had innocently delayed necessary paperwork for my achieved status. Mrs. Andreatta intervened on my behalf, but not before I experienced the cruel encounter from the registrar. Mrs. Mason privately apologized to me, however the unnecessary embarrassment at my expense for the entertainment of Mrs. Mason's colleagues is not easily assuaged. As I told you at our informal meeting I actually considered forfeiting the scholastic honor because of the aggravation Mrs. Mason expressed to me.

In context with each incident, you can discern witnesses to each event. I will also contact other individuals who witnessed specific events should it become necessary to further substantiate, beyond the statements and stipulations of district staff, regarding the complaint my parents and I have submitted.

You have requested that I provide you with dates that I might be available to meet and present information relevant to the complaint and cross-examining of witnesses. My calendar allows for meetings on most every Monday and Friday. I wish to consult with legal counsel to ascertain their availability before agreeing to a specific date.

My parents and I request that you forward to us a **copy of the job descriptions/duties for prominent positions in the Guidance Center/Attendance Office** which shall include (1) Mrs. Hill, (2) Mrs. Koerner (Counselor), (3) Mr. Toscas (Director of Pupil Personnel Services), (4) Mrs. Mason (Registrar), (5) Mrs. McCormick; *and* the written responsibilities and duties of (6) **TUHS Activities/Field Trip Chaperones**, and (7) **Class Advisors**.

As some staff members have in the past expressed an intolerance of certain groups of people due to their national origin and religion, it should be no surprise that I became the victim of hateful slurs while on campus such as "F...ing Mormon" from students who closely associate with district personnel. I also have a clearer perception that Mr. Toscas, the former Director of Pupil Personnel Services, was removed from his position because of the discomfort your administration experienced when this employee became aware of and correctly reported staff offences against pupils.

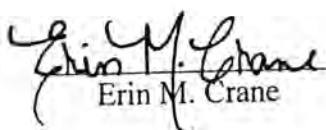
I do take exception to your comment in your October 25 letter that you regret I did not make my concerns known sooner. Mr. Dragoo, either you

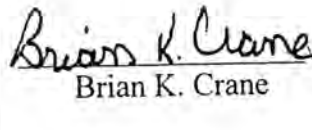
or staff members that you have appointed as delegates have been fully aware of the nature of problems I experienced on the campus. At times, further reporting only resulted in an exacerbation of the situation, and the reprisals against me were multiplied. I suffered forms of discrimination that were manifested in lack of service or inferior service by at least five district employees.

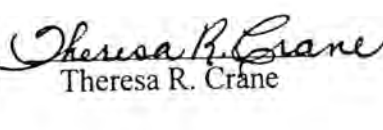
**The particularly damaging action Mrs. Hill launched against me was in her work to degrade and spoil my scholarship application packet to achieve her desired outcome of manipulating a disadvantage against me in the Local Scholarship Program selection and award of financial aid.** I became aware of the full effects of Mrs. Hill's actions against me only *after* Honors Night. Once again, I refer you to statements of the individual whom you once recommended to the board to serve as Director of Pupil Personnel Services wherein he writes in part **"The scholarship program is fraught with bias, bias carried out by former and current guidance staff. It makes a difference at this high school whether students or staff have certain religious beliefs. And ethnicity matters too..."**

There are ancillary offenders in this matter who remain unmentioned at this time pending your receipt of Mr. Toscas' reply to your request of October 24.

Thank you for your continued effort and resolve to correct these serious and damaging discriminatory practices.

  
Erin M. Crane

  
Brian K. Crane

  
Theresa R. Crane

Enc. Wayne Toscas' Employee Complaint



# Taft Union High School District

701 Seventh Street  
Taft, California 93268

TUHS  
*Excellence*  
BY DESIGN

Phone: (661) 763-2300  
Fax: (661) 763-1445

November 7, 2002

Erin M. Crane  
309 Parkview Circle  
Taft, CA 93268

Dear Miss Crane:

This letter represents the required written report of the District's decision in the complaint you filed on October 23, 2002, alleging unlawful discrimination against you by members of the high school staff based upon your religion and ethnicity. The decision is based upon my personal investigation of the charges as explained to me by you and your parents.

In my letter of response on October 25, 2002, I asked for additional information and for an investigative meeting with you, your witnesses, and district representatives and witnesses. My investigation was hampered by your failure to respond to my request. In addition, Mr. Toscas has not replied to my request for information regarding the complaint filed with him by your parents on March 8, 2002. You allege that his remarks led to a disclosure of "credible information" that led to your conclusion of "unlawful discrimination against (you) by employees assigned to the TUHS Guidance Center." However, you have not explained what he allegedly reported to you.

I have investigated the specific incidents you described to me and reviewed the explanation of actions by District employees which you believe to have been discriminatory. My findings are summarized as follows:

Regarding the denial of a request to serve as your counselor, which occurred over four years ago, I believe that Mrs. Koerner was acting in a manner consistent with District procedures. Counselors are assigned to students based upon a scheme to maintain a balanced counselor-student load for all staff. Individual requests to change are discouraged, but considered based upon merit and available staff. Mrs. Koerner had several requests to change, which had to be redistributed amongst counselors to keep the loads consistent. She did not know you at the time, which would dispute any claim of discrimination against you as having influenced her decision.

Regarding the claim of harassment and abandonment by a staff member at the National Renaissance Conference in Las Vegas over two years ago, Mrs. Hill was not a District employee at that time. She was in attendance at the event as a parent volunteer. Nevertheless, I have investigated the incident you described and



learned that you had shared with her that you felt you did not fit in. She stated that you had arranged to have dinner with your mother, who was also in Las Vegas at the time. When she returned to the room, Mrs. Hill found a note from your mother and later received a phone call stating that you did not feel well and would remain with her in her room. Your mother expressed no special concern and filed no complaint or claim with the school in relation to any inappropriate actions by Mrs. Hill or any other chaperone or school employee at the event, at that time or later.

Regarding the claim that Mrs. Mason delayed producing a transcript and assisting you in the process of obtaining the approval for recognition as a life member of the CSF, Mrs. Mason produced documentation which confirmed that she was waiting for verification of your eligibility before proceeding, in accordance with the rules established for applications. According to documented reports of eligibility, you were not a member of CSF, except for the second semester of your junior year. Mrs. Andreatta, the club advisor, made the decision to allow students who would have been eligible, such as yourself, to join and pay past dues, after the fact, for semesters missed. This allowed you to pay for membership for the first semester of your junior and senior years well after they ended, making it possible to qualify for membership a fourth time after the grades for the second semester were submitted and your eligibility was determined. Mrs. Andreatta confirmed your eligibility for life membership on the last day of school, and Mrs. Mason then issued you the cord for your graduation gown, signifying your life membership.

Regarding the claim of the "district tampering with (your) prepared scholarship application packet", there was a substitution of a copy of your letter of application for the original during part of the period when applications were being reviewed. As I explained to your mother when she contacted me about this concern, staff believed that they were applying a standard of consistent forms of presentation of information for all students when they inserted the copy. At the time I investigated the complaint, they had already corrected the substitution and placed the original back in the packet. I reinforced the need to follow established procedures and not to deviate from published instructions for applicants.

Regarding the claim that Mrs. Hill was rude, uncooperative, and misplaced a letter of reference to impede your applications for assistance, I found no evidence to support that claim. Mrs. Hill did remember your visiting the office several times to receive a copy of a letter from Mr. Toscas. She stated that the letter was not available when you came in, until Mr. Toscas completed the letter and placed it on her desk. She then gave it to you, having played no part in its preparation.

Regarding your assertion that the substitution of the copy for your original essay affected the review and valuation of your scholarship applications, I found there to be no evidence to support that claim. First of all, when I inspected the copy used in the packet, I found it to be of high quality, clear, and


without distortion. Most of the student scholarship application packets had copies of the student essay inserted for use in the review by the sponsoring organizations. Secondly, an inspection of the record of the scholarships awarded showed that there were twenty-nine (29) students with Grade Point Averages (GPAs) in the range of 3.40 to 3.90 who received awards. Your GPA of 3.55 ranked you eighteenth amongst those students, while your scholarship awards of \$1,700.00 ranked you tenth. There were students ranked below you who received higher totals and students ranked higher who did not receive as much. Since the criteria for the scholarships vary and often include specific requirements, such as participation in certain activities, goals for specific higher education fields, and financial needs, there have always been such variations in the levels of awards. The District does not establish the criteria, nor do we give the donors any direction, except to recommend verification of enrollment before making the awards.

Regarding the claim that the staff discriminated against you based upon your ethnicity, your ethnic code on all official records shows you to be white. If you are now claiming that you were discriminated against as a member of the Indian race, the lack of such a designation on your records would not support claims of discrimination on this basis. In addition, I discovered that both Mrs. Koerner and Mrs. Hill are married to men who have American Indian ancestry, which would further discredit such a claim.

Regarding the claim that you were discriminated against for your religion, I can again only base my judgement on the fact that your religious faith is not recorded on official school records. The Taft Union High School District staff would know your religious choice only if you revealed it to them. If you have any evidence of discrimination against you based on your religion, you have not shared it with me.

In conclusion, it is my decision that there is no evidence of discriminatory practices against you by the Guidance Center Staff while you were a student at Taft Union High School.

If you are dissatisfied with this decision, you have the right to file your complaint in writing with the Board, within five days. If you do, the Board may consider the matter at its next regular meeting or a special meeting within the sixty day time limit. The Board may decide not to hear the complaint, in which case my decision shall be final. These procedures and other options are outlined in the policy and regulations attached.

  
Gerald P. Dragoo  
Superintendent

*Erin M. Crane*

Brian and Theresa Crane  
309 Parkview Circle  
Taft, CA 93268  
(661) 763-3746  
SchoolBelle@msn.com

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November 15, 2002

Mr. William Wickwire, Principal  
Taft Union High School  
701 Seventh Street  
Taft, CA 93268

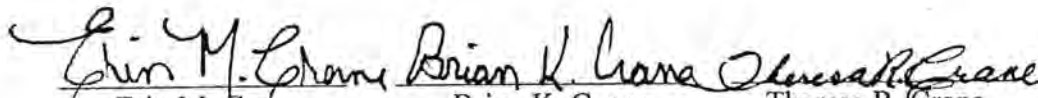
Via: Certified Mail # 7002 2030 0002 6101 4718

Dear Mr. Wickwire:

We have received several items of correspondence from Mr. Gerald Dragoo, Superintendent, regarding a complaint. I received the most recent item of correspondence from Mr. Dragoo by way of certified mail on November 13, 2002.

We are very saddened at the present health condition of Mr. Dragoo, and of course add our prayers and best wishes for his complete recovery.

During the superintendent's temporary absence, it is understood that you assume his duties. Therefore, as a matter of compliance to certain deadlines according to the local standards that Mr. Dragoo has referenced, we are requesting that you properly agendaize the matter so that it may be heard before the Taft Union High School Board of Education at its next meeting.

  
Erin M. Crane      Brian K. Crane      Theresa R. Crane

RECEIVED

NOV 18 2002

PRINCIPAL'S OFFICE



# Taft Union High School

701 Seventh Street • Taft, California 93268 • (661) 763-2300 • Fax (661) 763-1445

## Office of the Principal

January 10, 2003

Erin M. Crane  
309 Parkview Circle  
Taft, CA 93268

Dear Miss Crane,

This letter is a response to concerns you have enumerated in a letter of November 7, 2002 that occurred while you were a student at Taft Union High School. This letter was in reply to a request made by Mr. Dragoo for additional information. Mr. Dragoo has addressed some of the concerns you listed in a letter dated November 7, 2002 and concluded that there has been no evidence of discriminatory practices against you by the staff of the guidance office nor any other member of the staff of Taft Union High School.

In your letter dated November 7, 2002 you described other incidents and I have investigated these specific incidents and reviewed the explanation of the actions by the District employees, which you believe to have been discriminatory. My findings about these additional incidents are summarized as follows:

Mr. Kopp denies making routine derogatory comments about "Mormons" in his class. Mr. Kopp teaches an AP History curriculum that requires the student to know the founding of American religions. He states the, "Mormonism is a religion that was created in America and I spend a day talking about religious revivals, ....., and Latter-day Saints. At no time do I make fun of Mormons. O teacher their beliefs and the founding of their religion as it is relevant to American history."

In regards to the homecoming queen nomination by the tennis team, Mr. Kopp was only ensuring that proper procedures were followed the selection process. As Mr. Kopp explains, the varsity tennis team was not the official organization to select their candidate because the team is not an ASB organization. The Tennis Club, consisting of members of the club and not the teams, was the authorized body to select a homecoming queen candidate. The noon meeting was to bring all members of the club together to make the selection. Mr. Kopp felt that the meeting held with you and your mother following the selection of the queen had addressed and resolved these issues. He expressed his surprise at this issue since there has been no communication concerning this issue.

Regarding the issue of the flag being raised during the summer school session, Mrs. Koerner did respond to your mother's request to have the flag raised during the last two days of summer school. Your mother's notification that we were not raising the flag



# Taft Union High School

701 Seventh Street • Taft, California 93268 • (661) 763-2300 • Fax (661) 763-1445

## Office of the Principal

came on the Thursday prior to the last week of the second session. At no time did she receive requests by you, as stated in your letter, to display the American flag. This request came to her from Mrs. Terri Crane, your mother. In conclusion of this complaint, the flag was displayed on Tuesday and Wednesday of the last week and has been displayed during the summer sessions since this complaint. Mrs. Koerner also states that Erin Crane never spoke to her about this issue.

The information Mrs. Keorner received from Mr. Lykins concerning the Violet Richardson scholarship was received the same day she called you out of class to give you the information on the scholarship. There was no significant period of time elapsed before she forwarded the opportunity to you.

In regard to Mrs. Hill and the scholarship application, The original was placed in the application packet immediately after Mr. Toscas informed her of you mother's concern. According to the appointment schedule supplied by Mrs. Hill, only a few committees reviewed the application without the original document. As stated by Mr. Drago, the school does not determine the criteria for scholarship selections but is left up to the organizations contributing the money.

In regards to Mrs. McCormick, I have discussed the incident with her and she assures me that there was no prejudice on her part in her dealings with you. In addition, I do not recall receiving a letter from your mother regarding this matter.

In reference to hateful slurs by students towards you, I have met with Mrs. Angelo, the Supervisor of Attendance and Student Welfare, and she has no recollection of you contacting her about any such incidents. Not knowing that these types of incidents are occurring on campus makes it impossible to resolve them. I have not been able to verify by staff members that you experienced discrimination based upon religion or race and that staff members were aware of it. I have no knowledge of the statement you credit to Mr. Toscas about the scholarship program. In fact, his responsibility was to make sure that the scholarship program was run in a fair and consistent manner because he was the supervisor of the Guidance Staff.

At this time, I have received no communication from Mr. Toscas concerning the matters you outlined in the letter.



# Taft Union High School

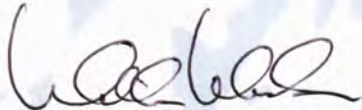
701 Seventh Street • Taft, California 93268 • (661) 763-2300 • Fax (661) 763-1445

## Office of the Principal

I have included the requested job descriptions for school personnel. At this time, I do not believe there is a written description for chaperones. As we discussed at our meeting, the scholarship program and application procedure will be reviewed to determine if bias does occur and it will be eliminated. In addition, training for non-staff chaperones will be conducted, and staff development will continue for office personnel

It is my decision to concur with Mr. Dragoo's conclusion that there is no evidence of discriminatory practices against you because of religion or race, by the Guidance Office Staff while you were a student at Taft Union High School.

If you are dissatisfied with this decision, I have placed an item on the Board of Trustees Agenda for January 21, 2003 and you may address the Board at that time.



William Wickwire

Principal

*Erin M. Crane*

Brian and Theresa Crane  
309 Parkview Circle  
Taft, CA 93268  
(661) 763-3746  
SchoolBelle@msn.com

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January 16, 2003

Mr. William Wickwire, Acting Superintendent  
Taft Union High School  
701 Seventh Street  
Taft, CA 93268

1<sup>st</sup> Delivery Attempt: 1/16/03

Date Received: 1/17/03

Signature: *Sharon K. Snowden*

Mr. Wickwire:

During the meeting of December 16, 2002, you requested my consideration of an agreement to extend your local policy for my request to have the Board of Trustees hear a complaint. Of course my parents and I agreed to your request for additional time and deferred our presentation to the Board due to your assumption of additional administrative duties following Mr. Dragoo's health emergency, and the unexpected power outage.

At this meeting you assured us that with an extension of time you would employ a private investigator to review the complaint, interview witnesses, and obtain information that would help you come to a conclusion.

Following this agreement, I received your letter dated December 20, 2002, wherein you gave me a timeline, which would allow the district to address my complaint.

You must be aware that without further communiqué you breached our agreement and I did not receive a response from you by January 10. You eventually had your response hand delivered to me by a district employee as verified by the receipt of delivery signature. Your response also indicates that you did not involve a private investigator, whom you assured would be impartial, and unbiased.

In addition, you indicate that you have not received a certain item, specifically the statement from Mr. Wayne Toscas who was the Director of Pupil Personnel Services and supervisor of the Guidance Center during

my attendance at TUHS. I believe this item is germane to your assimilation of facts for an accurate conclusion.

For some unknown reason, you have refused to receive Mr. Toscas' signed statement of November 22, 2002, from both Mr. Toscas, and at Mrs. Crane's attempt to personally hand you the statement during a meeting with myself and my parents on December 11.

To this date you have provided me with a copy of the statement from only one employee, Mr. Hill, and not the verified statements from employees whom my complaint is against.

We disagree with your conclusion, which is apparently based on your investigation and interviews with some staff members and only partially addresses the complaint.

My parents and I therefore will express our dissatisfaction with your decision and respectfully request that the item, which you indicate is already placed on the Board of Trustees' agenda for January 21, 2003, proceed with our presentation of the complaint before the Board.

  
Erin M. Crane      Brian K. Crane      Theresa R. Crane

Sept.

### TAFT UNION HIGH SCHOOL WEEKLY ENROLLMENT RECAP

DATE OF REPORT: 01/16/03

ENROLLED STUDENTS: E, EL,EH, AND DS				
WEEK OF : 01/13/03	9TH GRADE	10TH GRADE	11TH GRADE	12TH GRADE
	291	214	198	171
ENROLLED E, EL = 849				
ENROLLED EH = 0				
ENROLLED SDC = 25				
<b>A. TOTAL ENROLLED - 874</b>				
ENROLLED STUDENTS AT BVHS:DC	9TH GRADE	10TH GRADE	11TH GRADE	12TH GRADE
	11	10	13	4
<b>B. TOTAL ENROLLED - 38</b>				
ENROLLED STUDENTS IN ISP: DI				
HIGH SCHOOL 38	CODE B	CODE C	TOTAL	
	35	3	38	
ADULTS 18	CODE A			
	18			
<b>C. TOTAL ENROLLED - 56</b>				
	E,EL,EH,DS	DC	DI	
<b>TOTAL</b>	<b>874</b>	<b>38</b>	<b>56</b>	
<b>TOTAL ENROLLMENT = 968</b>				
<b>(A + B + C)</b>				



Taft Union High School  
Student Organization and Special Accounts  
DECEMBER 31, 2002

	BALANCE 11-30-02	RECEIPTS & TRANSFERS	EXPENDITURES & TRANSFERS	BALANCE 12-31-02
<b>ASB &amp; GENERAL ACCTS:</b>				
ASB GENERAL	\$10,906.65	\$201.99	\$547.47	\$10,561.17
ATHLETICS-BASEBALL	\$391.00CR	\$ .00	\$ .00	\$391.00CR
ATHLETICS-BASKETBALL	\$3,645.00	\$2,301.75	\$6,241.88	\$295.13CR
ATHLETICS-CROSS CNTRY.	\$2,516.99CR	\$34.00	\$ .00	\$2,482.99CR
ATHLETICS-FOOTBALL	\$14,047.86	\$ .00	\$358.54	\$13,689.32
ATHLETICS-GENERAL	\$24,785.63	\$56.00	\$2,006.74	\$22,834.89
ATHLETICS-GOLF	\$192.50CR	\$ .00	\$ .00	\$192.50CR
ATHLETICS-SOCCER	\$647.00CR	\$742.00	\$3,266.80	\$3,171.80CR
ATHLETICS-SOFTBALL	\$ .00	\$ .00	\$ .00	\$ .00
ATHLETICS-SWIMMING	\$ .00	\$ .00	\$836.55	\$836.55CR
ATHLETICS-TENNIS	\$498.00CR	\$ .00	\$ .00	\$498.00CR
ATHLETICS-TRACK	\$ .00	\$ .00	\$1,017.25	\$1,017.25CR
ATHLETICS-VOLLEYBALL	\$2,045.50CR	\$103.70	\$210.50	\$2,152.30CR
OVER & SHORT	\$250.25	\$ .00	\$ .00	\$250.25
RALLY COMMISSION	\$1,581.83	\$ .00	\$ .00	\$1,581.83
WELFARE FUND	\$2,173.64	\$ .00	\$365.90	\$1,807.74
YEARBOOK	\$833.99	\$933.00	\$ .00	\$1,766.99
<b>TOTAL ASB &amp; GENERAL ACCTS:</b>	<b>\$51,933.86</b>	<b>\$4,372.44</b>	<b>\$14,851.63</b>	<b>\$41,454.67</b>
<b>ACADEMY CLUB</b>				
ACADEMY CLUB	\$2,707.26	\$ .00	\$ .00	\$2,707.26
BAND	\$361.72	\$79.96	\$ .00	\$441.68
BASEBALL CLUB	\$2,224.35	\$ .00	\$ .00	\$2,224.35
BASKETBALL CLUB-BOYS	\$3.52	\$ .00	\$ .00	\$3.52
BASKETBALL CLUB-GIRLS	\$1,978.50	\$ .00	\$ .00	\$1,978.50
BLOCK T	\$358.56	\$ .00	\$ .00	\$358.56
BLUE & GOLD CLUB	\$ .52	\$ .00	\$ .00	\$ .52
C S F	\$34.31	\$ .00	\$ .00	\$34.31
CHEERLEADERS	\$4,762.05	\$ .00	\$1,170.00	\$3,592.05
CHESS CLUB	\$99.55	\$ .00	\$ .00	\$99.55
CHOIR CLUB	\$1,062.99	\$206.00	\$ .00	\$1,268.99
CLASS OF 2003 (SENIORS)	\$5,570.25	\$462.00	\$32.18	\$6,000.07
CLASS OF 2004 (JUNIORS)	\$3,096.18	\$ .00	\$36.86	\$3,059.32
CLASS OF 2005 (SOPHOMORES)	\$2,351.58	\$130.00	\$ .00	\$2,481.58
CLASS OF 2006 (FRESHMAN)	\$200.00	\$ .00	\$ .00	\$200.00
CROSS COUNTRY	\$206.05	\$4.42	\$154.56	\$55.91
DERRICK CLUB	\$373.37	\$ .00	\$74.75	\$298.62
DRAMA CLUB	\$1,818.70	\$746.00	\$1,039.86	\$1,524.84
EUROPE CLUB	\$ .00	\$ .00	\$ .00	\$ .00
FOOTBALL CLUB	\$2,919.94	\$ .00	\$2,328.62	\$591.32
FOREIGN LANGUAGE CLUB	\$3,388.70	\$96.00	\$206.66	\$3,278.04
FRIDAY NIGHT LIVE	\$165.94	\$205.35	\$ .00	\$371.29
FUTURE HOMEMAKERS OF AMERICA	\$3,981.04	\$ .00	\$ .00	\$3,981.04
GOLF CLUB	\$861.57	\$130.00	\$ .00	\$991.57
GUSHER CLUB	\$237.81	\$ .00	\$ .00	\$237.81
KEY CLUB	\$640.53	\$ .00	\$ .00	\$640.53
RENAISSANCE TEAM	\$8,520.18	\$48.00	\$ .00	\$8,568.18
SCIENCE CLUB	\$21.30	\$ .00	\$ .00	\$21.30
SOCCER CLUB	\$4,116.83	\$ .00	\$ .00	\$4,116.83
SOFTBALL CLUB	\$3,891.66	\$ .00	\$ .00	\$3,891.66
SWIM CLUB	\$2,525.55	\$ .00	\$12.00	\$2,513.55
TENNIS CLUB/FALL	\$178.47	\$ .00	\$ .00	\$178.47
TENNIS CLUB/SPRING	\$85.50	\$ .00	\$ .00	\$85.50
TRACK CLUB	\$707.35	\$ .00	\$460.00	\$247.35
VIDEO CLUB	\$1,133.49	\$ .00	\$ .00	\$1,133.49
VOLLEYBALL CLUB	\$2,911.05	\$ .00	\$ .00	\$2,911.05
YOUTH ALIVE	\$10.30	\$ .00	\$ .00	\$10.30
<b>TOTAL</b>	<b>\$63,506.67</b>	<b>\$2,107.73</b>	<b>\$5,515.49</b>	<b>\$60,098.91</b>
<b>BAND BOOSTER CLUB</b>				
BAND BOOSTER CLUB	\$234.49	\$ .00	\$ .00	\$234.49
<b>ELOISE SMITH MEMORIAL FUND</b>				
ELOISE SMITH MEMORIAL FUND	\$24.50	\$ .00	\$ .00	\$24.50
<b>T U H S SCHOLARSHIP FUND</b>				
T U H S SCHOLARSHIP FUND	\$5,655.02	\$ .00	\$ .00	\$5,655.02
<b>TAFT HIGH ALUMNI ASSOCIATION</b>				
TAFT HIGH ALUMNI ASSOCIATION	\$391.53	\$ .00	\$ .00	\$391.53
<b>TOTAL</b>	<b>\$6,305.54</b>	<b>\$ .00</b>	<b>\$ .00</b>	<b>\$6,305.54</b>
<b>GRAND TOTAL</b>	<b>\$121,746.07</b>	<b>\$6,480.17</b>	<b>\$20,367.12</b>	<b>\$107,859.12</b>

Taft Union High School  
 Student Organization and Special Accounts  
 DECEMBER 31, 2002

	BALANCE 11-30-02	RECEIPTS & TRANSFERS	EXPENDITURES & TRANSFERS	BALANCE 12-31-02
COMMERCIAL (CASH) ACCTS:				
CASH ON HAND	\$138.02	\$.00	\$.00	\$138.02
CHEVRON VALLEY CR UN CD ACCT	\$20,448.38	\$.00	\$.00	\$20,448.38
CHEVRON VALLEY SHARE ACCT	\$50.40	\$.00	\$.00	\$50.40
TAFT NATL. COMMERCIAL ACCT.	\$101,109.27	\$4,726.17	\$18,613.12	\$87,222.32
TOTAL	<u>\$121,746.07</u>	<u>\$4,726.17</u>	<u>\$18,613.12</u>	<u>\$107,859.12</u>
GRAND TOTAL	<u>\$121,746.07</u>	<u>\$4,726.17</u>	<u>\$18,613.12</u>	<u>\$107,859.12</u>
	=====	=====	=====	=====

FUND: 01 GENERAL FUND

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUE DETAIL							
	REVENUE LIMIT SOURCES :	16,911,554.00		16,911,554.00	8,830,521.40	8,081,032.60	52.21
	FEDERAL REVENUES :	131,172.00		131,172.00	15,129.35	116,042.65	11.53
	OTHER STATE REVENUES :	1,414,913.00		1,414,913.00	707,387.74	707,525.26	49.99
	OTHER LOCAL REVENUES :	679,395.00		679,395.00	171,902.74	507,492.26	25.30
* TOTAL YEAR TO DATE REVENUES		* * 19,137,034.00 *	.00 *	19,137,034.00 *	9,724,941.23 *	9,412,092.77 *	50.81

EXPENDITURE DETAIL							
	CERTIFICATED SALARIES :	4,959,530.00		4,959,530.00	2,436,982.55	2,522,547.45	49.13
	CLASSIFIED SALARIES :	2,870,274.00		2,870,274.00	1,365,010.36	1,505,263.64	47.55
	EMPLOYEE BENEFITS :	2,718,896.00		2,718,896.00	1,161,037.37	1,557,858.63	42.70
	BOOKS AND SUPPLIES :	1,657,743.00		1,657,743.00	994,255.88	663,487.12	59.97
	SERVICES, OTHER OPER. EXPENSE:	1,245,301.00		1,245,301.00	724,143.42	521,157.58	58.15
	CAPITAL OUTLAY :	232,200.00		232,200.00	63,328.45	168,871.55	27.27
	OTHER OUTGOING :	5,565,704.00		5,565,704.00	2,705,665.58	2,860,038.42	48.61
* TOTAL YEAR TO DATE EXPENDITURES		* * 19,249,648.00 *	.00 *	19,249,648.00 *	9,450,423.61 *	9,799,224.39 *	49.09

OTHER FINANCING SOURCES ( USES )							
	INTERFUND TRANSFERS - IN :	795,000.00		795,000.00	.00	795,000.00	0.00
	INTERFUND TRANSFERS - OUT :	592,000.00-		592,000.00-	331,458.30-	260,541.70-	55.98
	CONTRIB.- RESTRICTED PROGRAMS:	.00		.00	.00	.00	NO BDGT
* TOTAL YEAR TO DATE OTHER FINANCING		* 203,000.00 *	.00 *	203,000.00 *	331,458.30-*	534,458.30 *	0.00

FUND: 01 GENERAL FU

OBJECT NUMBER	DESCRIPTION	BEGINNING BALANCE	YEAR TO DATE ACTIVITY	ENDING BALANCE
FUND RECONCILIATION				
ASSETS AND LIABILITIES :				
9110	CASH IN COUNTY TREASURY	7,632,033.07	169,981.28	7,802,014.35
9130	REVOLVING CASH ACCOUNT	50,000.00	.00	50,000.00
9200	ACCOUNTS RECEIVABLE	423,031.17	179,774.43-	243,256.74
9290	DUE FROM OTHER GOVERNMENTS	106,961.58	106,961.58-	.00
9500	ACCOUNTS PAYABLE	2,450,129.03-	68,449.54	2,381,679.49-
9518	CURRENT LIABILITIES H & W		677.20-	677.20-
9519	CURRENT LIABILITIES S.U.I.	2,668.35-	157.14	2,511.21-
9520	CURRENT LIABILITIES W/C	33,862.82-	20,552.57-	54,415.39-
9526	CURRENT LIABILITIES USE TAX	1,224.25-	3,843.24-	5,067.49-
9650	DEFERRED REVENUE	16,280.38-	16,280.38	.00
* NET YEAR TO DATE FUND BALANCE	**	5,707,860.99 *	56,940.68*	5,650,920.31 *
9791	FUND BAL-BEGINNING BALANCE	5,707,860.99-	.00	5,707,860.99-
* EXCESS REVENUES/(EXPENDITURES)	**	.00 *	56,940.68*	56,940.68*

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
A.	REVENUES	19,137,034.00	.00	19,137,034.00	9,724,941.23	9,412,092.77	50.81
B.	EXPENDITURES	19,249,648.00	.00	19,249,648.00	9,450,423.61	9,799,224.39	49.09
C.	EXCESS REVENUES ( EXPENDITURES )	112,614.00-	.00	112,614.00-	274,517.62	387,131.62-	0.00
D.	OTHER FINANCING SOURCES ( USES )	203,000.00	.00	203,000.00	331,458.30-	534,458.30	0.00
E.	NET CHANGE IN FUND BALANCE	90,386.00	.00	90,386.00	56,940.68-	147,326.68	0.00
F. FUND BALANCE :							
	BEGINNING BALANCE (9791)	5,707,860.99	.00	5,707,860.99	5,707,860.99	.00	100.00
	AUDIT ADJUSTMENTS (9793)	.00	.00	.00	.00	.00	NO BDGT
	OTHER RESTATEMENTS (9795)	.00	.00	.00	.00	.00	NO BDGT
	ADJUSTED BEGINNING BALANCE	5,707,860.99	.00	5,707,860.99	5,707,860.99	.00	100.00
G.	ENDING BALANCE	5,798,246.99	.00	5,798,246.99	5,650,920.31	147,326.68	97.45

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FUND: 11 ADULT EDUC

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUE DETAIL							
	REVENUE LIMIT SOURCES :	65,000.00		65,000.00	41,808.00	23,192.00	64.32
	OTHER STATE REVENUES :	1,500.00		1,500.00	3,659.00	2,159.00	243.93
	OTHER LOCAL REVENUES :	9,250.00		9,250.00	2,667.08	6,582.92	28.83
* TOTAL YEAR TO DATE REVENUES		75,750.00 *	.00 *	75,750.00 *	48,134.08 *	27,615.92 *	63.54
EXPENDITURE DETAIL							
	CERTIFICATED SALARIES :	43,195.00		43,195.00	11,078.10	32,116.90	25.64
	CLASSIFIED SALARIES :	3,436.00		3,436.00	1,474.96	1,961.04	42.92
	EMPLOYEE BENEFITS :	9,388.00		9,388.00	2,199.58	7,188.42	23.42
	BOOKS AND SUPPLIES :	15,000.00		15,000.00	1,448.06	13,551.94	9.65
	SERVICES, OTHER OPER. EXPENSE:	5,050.00		5,050.00	.00	5,050.00	0.00
* TOTAL YEAR TO DATE EXPENDITURES		76,069.00 *	.00 *	76,069.00 *	16,200.70 *	59,868.30 *	21.29
OTHER FINANCING SOURCES ( USES )							
	INTERFUND TRANSFERS - IN :	2,000.00		2,000.00	.00	2,000.00	0.00
* TOTAL YEAR TO DATE OTHER FINANCING		2,000.00 *	.00 *	2,000.00 *	.00 *	2,000.00 *	0.00

FUND: 11 ADULT EDUCATION

OBJECT NUMBER	DESCRIPTION	BEGINNING BALANCE	YEAR TO DATE ACTIVITY	ENDING BALANCE
FUND RECONCILIATION				
ASSETS AND LIABILITIES :				
9110	CASH IN COUNTY TREASURY	45,063.44	28,483.65	73,547.09
9200	ACCOUNTS RECEIVABLE	3,065.65	209.27-	2,856.38
9650	DEFERRED REVENUE	3,659.00-	3,659.00	.00
* NET YEAR TO DATE FUND BALANCE	* *	44,470.09 *	31,933.38 *	76,403.47 *
9791	FUND BAL-BEGINNING BALANCE	44,470.09-	.00	44,470.09-
* EXCESS REVENUES/(EXPENDITURES)	* *	.00 *	31,933.38 *	31,933.38 *

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
A.	REVENUES	75,750.00	.00	75,750.00	48,134.08	27,615.92	63.54
B.	EXPENDITURES	76,069.00	.00	76,069.00	16,200.70	59,868.30	21.29
C.	EXCESS REVENUES ( EXPENDITURES )	319.00-	.00	319.00-	31,933.38	32,252.38-	0.00
D.	OTHER FINANCING SOURCES ( USES )	2,000.00	.00	2,000.00	.00	2,000.00	0.00
E.	NET CHANGE IN FUND BALANCE	1,681.00	.00	1,681.00	31,933.38	30,252.38-	1899.66
F.	FUND BALANCE :						
	BEGINNING BALANCE (9791)	44,470.09	.00	44,470.09	44,470.09	.00	100.00
	AUDIT ADJUSTMENTS (9793)	.00	.00	.00	.00	.00	NO BDGT
	OTHER RESTATEMENTS (9795)	.00	.00	.00	.00	.00	NO BDGT
	ADJUSTED BEGINNING BALANCE	44,470.09	.00	44,470.09	44,470.09	.00	100.00
G.	ENDING BALANCE	46,151.09	.00	46,151.09	76,403.47	30,252.38-	165.55

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## FUND: 13 CAFETERIA

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUE DETAIL							
	OTHER LOCAL REVENUES :	129,000.00		129,000.00	71,039.91	57,960.09	55.06
* TOTAL YEAR TO DATE REVENUES	* *	129,000.00 *	.00 *	129,000.00 *	71,039.91 *	57,960.09 *	55.06
EXPENDITURE DETAIL							
	CLASSIFIED SALARIES :	330,912.00		330,912.00	126,369.04	204,542.96	38.18
	EMPLOYEE BENEFITS :	133,027.00		133,027.00	50,703.67	82,323.33	38.11
	BOOKS AND SUPPLIES :	270,000.00		270,000.00	165,659.29	104,340.71	61.35
	SERVICES, OTHER OPER. EXPENSE:	35,715.00		35,715.00	39,824.68	4,109.68	111.50
	CAPITAL OUTLAY :	16,000.00		16,000.00	.00	16,000.00	0.00
* TOTAL YEAR TO DATE EXPENDITURES	* *	785,654.00 *	.00 *	785,654.00 *	382,556.68 *	403,097.32 *	48.69
OTHER FINANCING SOURCES ( USES )							
	INTERFUND TRANSFERS - IN :	540,000.00		540,000.00	331,458.30	208,541.70	61.38
* TOTAL YEAR TO DATE OTHER FINANCING	* *	540,000.00 *	.00 *	540,000.00 *	331,458.30 *	208,541.70 *	61.38

FUND: 13 CAFETERIA

OBJECT NUMBER	DESCRIPTION	BEGINNING BALANCE	YEAR TO DATE ACTIVITY	ENDING BALANCE
FUND RECONCILIATION				
ASSETS AND LIABILITIES :				
9110	CASH IN COUNTY TREASURY	229,248.82	21,533.25	250,782.07
9130	REVOLVING CASH ACCOUNT	415.50	.00	415.50
9200	ACCOUNTS RECEIVABLE	992.49	992.49-	.00
9320	STORES	8,399.79	.00	8,399.79
9526	CURRENT LIABILITIES USE TAX	1,017.89-	599.23-	1,617.12-
* NET YEAR TO DATE FUND BALANCE	**	238,038.71 *	19,941.53 *	257,980.24 *
9791	FUND BAL-BEGINNING BALANCE	238,038.71-	.00	238,038.71-
* EXCESS REVENUES/(EXPENDITURES)	**	.00 *	19,941.53 *	19,941.53 *

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
A.	REVENUES	129,000.00	.00	129,000.00	71,039.91	57,960.09	55.06
B.	EXPENDITURES	785,654.00	.00	785,654.00	382,556.68	403,097.32	48.69
C.	EXCESS REVENUES ( EXPENDITURES )	656,654.00-	.00	656,654.00-	311,516.77-	345,137.23-	47.44
D.	OTHER FINANCING SOURCES ( USES )	540,000.00	.00	540,000.00	331,458.30	208,541.70	61.38
E.	NET CHANGE IN FUND BALANCE	116,654.00-	.00	116,654.00-	19,941.53	136,595.53-	0.00
F.	FUND BALANCE :						
	BEGINNING BALANCE (9791)	238,038.71	.00	238,038.71	238,038.71	.00	100.00
	AUDIT ADJUSTMENTS (9793)	.00	.00	.00	.00	.00	NO BDGT
	OTHER RESTATEMENTS (9795)	.00	.00	.00	.00	.00	NO BDGT
	ADJUSTED BEGINNING BALANCE	238,038.71	.00	238,038.71	238,038.71	.00	100.00
G.	ENDING BALANCE	121,384.71	.00	121,384.71	257,980.24	136,595.53-	212.53

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FUND: 14 DEFERRED MAINTENANCE

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUE DETAIL							
	OTHER STATE REVENUES :	30,000.00		30,000.00	.00	30,000.00	0.00
	OTHER LOCAL REVENUES :	30,000.00		30,000.00	2,693.21	27,306.79	8.97
* TOTAL YEAR TO DATE REVENUES	* *	60,000.00 *	.00 *	60,000.00 *	2,693.21 *	57,306.79 *	4.48
EXPENDITURE DETAIL							
	SERVICES, OTHER OPER. EXPENSE:	75,000.00		75,000.00	.00	75,000.00	0.00
* TOTAL YEAR TO DATE EXPENDITURES	* *	75,000.00 *	.00 *	75,000.00 *	.00 *	75,000.00 *	0.00
OTHER FINANCING SOURCES ( USES )							
	INTERFUND TRANSFERS - IN :	50,000.00		50,000.00	.00	50,000.00	0.00
* TOTAL YEAR TO DATE OTHER FINANCING	* *	50,000.00 *	.00 *	50,000.00 *	.00 *	50,000.00 *	0.00

FUND: 14 DEFERRED MAINTENANCE

OBJECT NUMBER	DESCRIPTION	BEGINNING BALANCE	YEAR TO DATE ACTIVITY	ENDING BALANCE
FUND RECONCILIATION				
ASSETS AND LIABILITIES :				
9110	CASH IN COUNTY TREASURY	321,229.83	5,432.32	326,662.15
9200	ACCOUNTS RECEIVABLE	2,739.11	2,739.11-	.00
* NET YEAR TO DATE FUND BALANCE	* *	323,968.94 *	2,693.21 *	326,662.15 *
9791	FUND BAL-BEGINNING BALANCE	323,968.94-	.00	323,968.94-
* EXCESS REVENUES/(EXPENDITURES)	* *	.00 *	2,693.21 *	2,693.21 *

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
A.	REVENUES	60,000.00	.00	60,000.00	2,693.21	57,306.79	4.48
B.	EXPENDITURES	75,000.00	.00	75,000.00	.00	75,000.00	0.00
C.	EXCESS REVENUES ( EXPENDITURES )	15,000.00-	.00	15,000.00-	2,693.21	17,693.21-	0.00
D.	OTHER FINANCING SOURCES ( USES )	50,000.00	.00	50,000.00	.00	50,000.00	0.00
E.	NET CHANGE IN FUND BALANCE	35,000.00	.00	35,000.00	2,693.21	32,306.79	7.69
F. FUND BALANCE :							
	BEGINNING BALANCE (9791)	323,968.94	.00	323,968.94	323,968.94	.00	100.00
	AUDIT ADJUSTMENTS (9793)	.00	.00	.00	.00	.00	NO BDGT
	OTHER RESTATEMENTS (9795)	.00	.00	.00	.00	.00	NO BDGT
	ADJUSTED BEGINNING BALANCE	323,968.94	.00	323,968.94	323,968.94	.00	100.00
G.	ENDING BALANCE	358,968.94	.00	358,968.94	326,662.15	32,306.79	91.00

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FUND: 17 SP RES-OTH AN CAP OUTLAY

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUE DETAIL							
	OTHER LOCAL REVENUES :	50,000.00		50,000.00	7,097.94	42,902.06	14.19
* TOTAL YEAR TO DATE REVENUES	* *	50,000.00 *	.00 *	50,000.00 *	7,097.94 *	42,902.06 *	14.19
OTHER FINANCING SOURCES ( USES )							
	INTERFUND TRANSFERS - OUT :	250,000.00-		250,000.00-	.00	250,000.00-	0.00
* TOTAL YEAR TO DATE OTHER FINANCING	* *	250,000.00-*	.00 *	250,000.00-*	.00 *	250,000.00-*	0.00

FUND: 17 SP RES-OTH AN CAP OUTLAY

OBJECT NUMBER	DESCRIPTION	BEGINNING BALANCE	YEAR TO DATE ACTIVITY	ENDING BALANCE
FUND RECONCILIATION				
ASSETS AND LIABILITIES :				
9110	CASH IN COUNTY TREASURY	847,190.27	13,456.69	860,646.96
9150	INVESTMENTS	598,958.05	.00	598,958.05
9200	ACCOUNTS RECEIVABLE	6,358.75	6,358.75-	.00
* NET YEAR TO DATE FUND BALANCE	* *	1,452,507.07 *	7,097.94 *	1,459,605.01 *
9791	FUND BAL-BEGINNING BALANCE	1,452,507.07-	.00	1,452,507.07-
* EXCESS REVENUES/(EXPENDITURES)	* *	.00 *	7,097.94 *	7,097.94 *

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
A.	REVENUES	50,000.00	.00	50,000.00	7,097.94	42,902.06	14.19
B.	EXPENDITURES	.00	.00	.00	.00	.00	NO BDGT
C.	EXCESS REVENUES ( EXPENDITURES )	50,000.00	.00	50,000.00	7,097.94	42,902.06	14.19
D.	OTHER FINANCING SOURCES ( USES )	250,000.00-	.00	250,000.00-	.00	250,000.00-	0.00
E.	NET CHANGE IN FUND BALANCE	200,000.00-	.00	200,000.00-	7,097.94	207,097.94-	0.00
F.	FUND BALANCE :						
	BEGINNING BALANCE (9791)	1,452,507.07	.00	1,452,507.07	1,452,507.07	.00	100.00
	AUDIT ADJUSTMENTS (9793)	.00	.00	.00	.00	.00	NO BDGT
	OTHER RESTATEMENTS (9795)	.00	.00	.00	.00	.00	NO BDGT
	ADJUSTED BEGINNING BALANCE	1,452,507.07	.00	1,452,507.07	1,452,507.07	.00	100.00
G.	ENDING BALANCE	1,252,507.07	.00	1,252,507.07	1,459,605.01	207,097.94-	116.53

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FUND: 40 SPECIAL REVENUE - CAP OUTLAY

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUE DETAIL							
	OTHER LOCAL REVENUES :	200,000.00		200,000.00	152,176.02	47,823.98	76.08
* TOTAL YEAR TO DATE REVENUES	* *	200,000.00 *	.00 *	200,000.00 *	152,176.02 *	47,823.98 *	76.08
EXPENDITURE DETAIL							
	CAPITAL OUTLAY :	300,000.00		300,000.00	305,499.34	5,499.34-	101.83
* TOTAL YEAR TO DATE EXPENDITURES	* *	300,000.00 *	.00 *	300,000.00 *	305,499.34 *	5,499.34-*	101.83
OTHER FINANCING SOURCES ( USES )							
	INTERFUND TRANSFERS - OUT :	380,000.00-		380,000.00-	.00	380,000.00-	0.00
* TOTAL YEAR TO DATE OTHER FINANCING	* *	380,000.00-*	.00 *	380,000.00-*	.00 *	380,000.00-*	0.00

FUND: 40 SPECIAL RE - CAP OUTLAY

OBJECT NUMBER	DESCRIPTION	BEGINNING BALANCE	YEAR TO DATE ACTIVITY	ENDING BALANCE
FUND RECONCILIATION				
ASSETS AND LIABILITIES :				
9110	CASH IN COUNTY TREASURY	1,167,389.99	295,946.03-	871,443.96
9150	INVESTMENTS	8,131,683.19	142,953.68	8,274,636.87
9200	ACCOUNTS RECEIVABLE	6,304.27	6,304.27-	.00
9500	ACCOUNTS PAYABLE	5,973.30-	5,973.30	.00
* NET YEAR TO DATE FUND BALANCE	* *	9,299,404.15 *	153,323.32-*	9,146,080.83 *
9791	FUND BAL-BEGINNING BALANCE	9,299,404.15-	.00	9,299,404.15-
* EXCESS REVENUES/(EXPENDITURES)	* *	.00 *	153,323.32-*	153,323.32-*

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
A.	REVENUES	200,000.00	.00	200,000.00	152,176.02	47,823.98	76.08
B.	EXPENDITURES	300,000.00	.00	300,000.00	305,499.34	5,499.34-	101.83
C.	EXCESS REVENUES ( EXPENDITURES )	100,000.00-	.00	100,000.00-	153,323.32-	53,323.32	153.32
D.	OTHER FINANCING SOURCES ( USES )	380,000.00-	.00	380,000.00-	.00	380,000.00-	0.00
E.	NET CHANGE IN FUND BALANCE	480,000.00-	.00	480,000.00-	153,323.32-	326,676.68-	31.94
F. FUND BALANCE :							
	BEGINNING BALANCE (9791)	9,299,404.15	.00	9,299,404.15	9,299,404.15	.00	100.00
	AUDIT ADJUSTMENTS (9793)	.00	.00	.00	.00	.00	NO BDGT
	OTHER RESTATEMENTS (9795)	.00	.00	.00	.00	.00	NO BDGT
	ADJUSTED BEGINNING BALANCE	9,299,404.15	.00	9,299,404.15	9,299,404.15	.00	100.00
G.	ENDING BALANCE	8,819,404.15	.00	8,819,404.15	9,146,080.83	326,676.68-	103.70

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FUND: 71 RETIREE BENEFIT FUND

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/EXPENSE	BUDGET BALANCE	BUDGET % USED
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REVENUE DETAIL

	OTHER LOCAL REVENUES :	125,000.00		125,000.00	65,064.02	59,935.98	52.05
* TOTAL YEAR TO DATE REVENUES	* *	125,000.00 *	.00 *	125,000.00 *	65,064.02 *	59,935.98 *	52.05

EXPENDITURE DETAIL

	EMPLOYEE BENEFITS :	.00		.00	.00	.00	NO BDGT
* TOTAL YEAR TO DATE EXPENDITURES	* *	.00 *	.00 *	.00 *	.00 *	.00 *	NO BDGT

OTHER FINANCING SOURCES ( USES )

	INTERFUND TRANSFERS - OUT :	165,000.00-		165,000.00-	.00	165,000.00-	0.00
* TOTAL YEAR TO DATE OTHER FINANCING	* *	165,000.00-*	.00 *	165,000.00-*	.00 *	165,000.00-*	0.00

FUND: 71 RETIREE BENEFIT FUND

OBJECT NUMBER	DESCRIPTION	BEGINNING BALANCE	YEAR TO DATE ACTIVITY	ENDING BALANCE
FUND RECONCILIATION				
ASSETS AND LIABILITIES :				
9110	CASH IN COUNTY TREASURY	438,690.26	7,720.12	446,410.38
9150	INVESTMENTS	4,051,764.95	61,384.30	4,113,149.25
9200	ACCOUNTS RECEIVABLE	4,040.40	4,040.40-	.00
9500	ACCOUNTS PAYABLE	1,517.58-	.00	1,517.58-
* NET YEAR TO DATE FUND BALANCE	**	4,492,978.03 *	65,064.02 *	4,558,042.05 *
9791	FUND BAL-BEGINNING BALANCE	4,492,978.03-	.00	4,492,978.03-
* EXCESS REVENUES/(EXPENDITURES)	**	.00 *	65,064.02 *	65,064.02 *

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
A.	REVENUES	125,000.00	.00	125,000.00	65,064.02	59,935.98	52.05
B.	EXPENDITURES	.00	.00	.00	.00	.00	NO BDGT
C.	EXCESS REVENUES ( EXPENDITURES )	125,000.00	.00	125,000.00	65,064.02	59,935.98	52.05
D.	OTHER FINANCING SOURCES ( USES )	165,000.00-	.00	165,000.00-	.00	165,000.00-	0.00
E.	NET CHANGE IN FUND BALANCE	40,000.00-	.00	40,000.00-	65,064.02	105,064.02-	0.00
F. FUND BALANCE :							
	BEGINNING BALANCE (9791)	4,492,978.03	.00	4,492,978.03	4,492,978.03	.00	100.00
	AUDIT ADJUSTMENTS (9793)	.00	.00	.00	.00	.00	NO BDGT
	OTHER RESTATEMENTS (9795)	.00	.00	.00	.00	.00	NO BDGT
	ADJUSTED BEGINNING BALANCE	4,492,978.03	.00	4,492,978.03	4,492,978.03	.00	100.00
G.	ENDING BALANCE	4,452,978.03	.00	4,452,978.03	4,558,042.05	105,064.02-	102.35

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FUND: 77 IMPOUNDS

OBJECT NUMBER	DESCRIPTION	BEGINNING BALANCE	YEAR TO DATE ACTIVITY	ENDING BALANCE
FUND RECONCILIATION				
ASSETS AND LIABILITIES :				
9110	CASH IN COUNTY TREASURY	10,351,118.31	.00	10,351,118.31
* NET YEAR TO DATE FUND BALANCE	* *	10,351,118.31 *	.00 *	10,351,118.31 *
9791	FUND BAL-BEGINNING BALANCE	10,351,118.31-	.00	10,351,118.31-
* EXCESS REVENUES/(EXPENDITURES)	* *	.00 *	.00 *	.00 *

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
A.	REVENUES	.00	.00	.00	.00	.00	NO BDGT
B.	EXPENDITURES	.00	.00	.00	.00	.00	NO BDGT
C.	EXCESS REVENUES ( EXPENDITURES )	.00	.00	.00	.00	.00	NO BDGT
D.	OTHER FINANCING SOURCES ( USES )	.00	.00	.00	.00	.00	NO BDGT
E.	NET CHANGE IN FUND BALANCE	.00	.00	.00	.00	.00	NO BDGT
F.	FUND BALANCE :						
	BEGINNING BALANCE (9791)	10,351,118.31	.00	10,351,118.31	10,351,118.31	.00	100.00
	AUDIT ADJUSTMENTS (9793)	.00	.00	.00	.00	.00	NO BDGT
	OTHER RESTATEMENTS (9795)	.00	.00	.00	.00	.00	NO BDGT
	ADJUSTED BEGINNING BALANCE	10,351,118.31	.00	10,351,118.31	10,351,118.31	.00	100.00
G.	ENDING BALANCE	10,351,118.31	.00	10,351,118.31	10,351,118.31	.00	100.00



DEPOSIT TRANSACTIONS

Date last used from: 00/00/0000 To 99/99/9999  
 Transaction Number from: 030016 To 030018  
 Date entered from: 00/00/0000 To 99/99/9999

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	AMOUNT	A/R
LN: LN:	DETAIL	DESCR	FD-RESC-Y-OBJT.SO-GOAL-FUNC-STE-T2-TY3-TYP4		
030016	01/17/2003	01/17/2003	CASH RECEIPTS DEC 2002		
			ENTERED BY: CHB UNAPPROVED		
1.			01-0000-0-4300.00-0000-8110-100-01-931-0000	1,050.00	N
2.			01-0000-0-4300.00-0000-8200-100-00-932-0000	96.35	N
3.			01-0000-0-4300.00-1110-1000-100-00-643-0000	413.00	N
4.			01-0000-0-4300.00-1110-1000-100-00-644-0000	5.56	N
5.			01-0000-0-4300.00-1110-2420-100-00-067-0000	5.19	N
6.			01-0000-0-4300.00-1110-4200-100-00-347-0000	315.00	N
7.			01-0000-0-5200.00-0000-7110-000-00-910-0000	216.55	N
8.			01-0000-0-5900.00-0000-2700-100-00-935-0000	1.75	N
9.			01-0000-0-5900.00-1110-2700-100-00-044-0000	43.58	N
10.			01-0000-0-8699.00-0000-0000-000-00-000-0000	605.03	N
11.			01-6296-0-4300.00-1110-2420-100-00-032-0000	420.00	N
			TOTAL AMOUNT	3,172.01 *	
030017	01/17/2003	01/17/2003	CASH RECEIPTS DEC 2002		
			ENTERED BY: CHB UNAPPROVED		
1.			11-0000-0-4300.00-4630-1000-100-00-743-0000	237.55	N
2.			11-0000-0-8671.00-0000-0000-100-00-746-0000	25.00	N
3.			11-0000-0-4300.00-4110-1000-200-00-740-0000	21.75	N
			TOTAL AMOUNT	240.80 *	
030018	01/17/2003	01/17/2003	CASH RECEIPTS DEC 2002		
			ENTERED BY: CHB UNAPPROVED		
1.			13-5310-0-8634.00-0000-0000-100-00-971-0000	9,621.45	N
2.			13-5310-0-8634.00-0000-0000-100-00-972-0000	1,376.69	N
3.			13-5310-0-8634.00-0000-0000-100-00-973-0000	241.65	N
4.			13-5310-0-8634.00-0000-0000-100-00-974-0000	36.15	N
5.			13-5310-0-8660.00-0000-0000-100-00-970-0000	1.07	N
6.			13-5310-0-9526.00-0000-0000-000-00-000-0000	107.61	N
7.			13-5310-0-4700.00-0000-3700-100-00-970-0000	1,401.82	N
			TOTAL AMOUNT	12,714.14 *	
			DISTRICT TOTAL	16,126.95 **	
			GRAND TOTAL	16,126.95 ***	

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**COUNTY OF KERN**  
Affidavit and Record of Deposit  
SEC. 26900-26902 GOV. CODE

Dept. No. **0876**Reference No. **50117-131346-2003**

## Temporary Receipt

The Auditor-Controller of Kern County, hereby certifies that the amount due the treasury of said county for monies collected by **TAFT UNION HIGH SD - CLEARING** is in settlement of the following accounts:

Fund No.	Dept No.	Div No.	Rev Code	Amount	Desc.
81088	0876		5490	3172.01	01 General Fd
Total Deposit:				<b>\$ 3172.01</b>	
<b>Comments:</b> KCSOS# 030016					
<b>BREAKDOWN:</b>		Cash: <b>\$3172.01</b>		Credit Cards: <b>\$0.00</b>	
		Checks: <b>\$0.00</b>		Auto Deposits: <b>\$0.00</b>	
Sec. 26901 Gov. Code - I hereby swear that this is a true and correct record of the total amount due the Kern County Treasurer to and including Fri Jan 17 2003, by: <b>Chuck Hagstrom</b>					

**COUNTY OF KERN**  
 Affidavit and Record of Deposit  
 SEC. 26900-26902 GOV. CODE

Dept. No. **0876**

Reference No. **50117-131603-2003**

Temporary Receipt

The Auditor-Controller of Kern County, hereby certifies that the amount due the treasury of said county for monies collected by **TAFT UNION HIGH SD - ADULT ED** is in settlement of the following accounts:

Fund No.	Dept No.	Div No.	Rev Code	Amount	Desc.
81388	0876		5490	240.80	11 Adult Ed Fd
Total Deposit:				<b>\$ 240.80</b>	
<b>Comments:</b> KCSOS #030017					
<b>BREAKDOWN:</b>		Cash: <b>\$240.80</b>		Credit Cards: <b>\$0.00</b>	
		Checks: <b>\$0.00</b>		Auto Deposits: <b>\$0.00</b>	
Sec. 26901 Gov. Code - I hereby swear that this is a true and correct record of the total amount due the Kern County Treasurer to and including Fri Jan 17 2003, by: <b>Chuck Hagstrom</b>					

**COUNTY OF KERN**  
Affidavit and Record of Deposit  
SEC. 26900-26902 GOV. CODE

Dept. No. **0876**Reference No. **50117-131741-2003**

## Temporary Receipt

The Auditor-Controller of Kern County, hereby certifies that the amount due the treasury of said county for monies collected by **TAFT UNION HIGH SD - CAFETERIA** is in settlement of the following accounts:

Fund No.	Dept No.	Div No.	Rev Code	Amount	Desc.
81188	0876		5490	12714.14	13 Cafeteria Fd
Total Deposit:				<b>\$ 12714.14</b>	
<b>Comments: KCSOS #030018</b>					
<b>BREAKDOWN:</b>		Cash: <b>\$12714.14</b>		Credit Cards: <b>\$0.00</b>	
		Checks: <b>\$0.00</b>		Auto Deposits: <b>\$0.00</b>	
Sec. 26901 Gov. Code - I hereby swear that this is a true and correct record of the total amount due the Kern County Treasurer to and including Fri Jan 17 2003, by: <b>Chuck Hagstrom</b>					

DEPOSIT TRANSACTIONS

Date last used from: 00/00/0000 To 99/99/9999  
 Transaction Number from: 030007 To 030007  
 Date entered from: 00/00/0000 To 99/99/9999

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	AMOUNT	A/R
LN.	DETAIL	DESCR			
-----					
030007	01/17/2003	01/17/2003	CASH RECEIPTS DEC 2002		
	1.				
			ENTERED BY: CHE UNAPPROVED		
			01-6350-0-8699.00-0000-0000-000-000-0000	112.00	N
			TOTAL AMOUNT	112.00 *	
			DISTRICT TOTAL	112.00 **	
			GRAND TOTAL	112.00 ***	



**COUNTY OF KERN**  
Affidavit and Record of Deposit  
SEC. 26900-26902 GOV. CODE

Dept. No. **0888**Reference No. **50117-132352-2003**

## Temporary Receipt

The Auditor-Controller of Kern County, hereby certifies that the amount due the treasury of said county for monies collected by **WEST SIDE REGIONAL OCC CTR SUPPLIES** is in settlement of the following accounts:

Fund No.	Dept No.	Div No.	Rev Code	Amount	Desc.
87340	0888		5490	112.00	01 General Fd
Total Deposit:				<b>\$ 112.00</b>	
<b>Comments:</b> KCSOS #030007					
<b>BREAKDOWN:</b>		Cash: <b>\$112.00</b>		Credit Cards: <b>\$0.00</b>	
		Checks: <b>\$0.00</b>		Auto Deposits: <b>\$0.00</b>	
Sec. 26901 Gov. Code - I hereby swear that this is a true and correct record of the total amount due the Kern County Treasurer to and including Fri Jan 17 2003, by: <b>Chuck Hagstrom</b>					

TAFT UNION HIGH SCHOOL DISTRICT  
BOARD OF TRUSTEES

ACTION PENDING LOG

MEETING DATE	NAME	PENDING ACTION	RESOLUTION/STATUS
12/16/02	Jan	% of students going to 4-yr Univ. (AIAA/CAL-SOAP Programs)	
12/16/02	Jan	Feedback from Contract w/Edusoft, Inc.	

1/14/03  
action.log

2003