

**PACKET**

**REGULAR BOARD OF DIRECTORS MEETING**

**December 11, 2024**

**9:00 AM**

ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY

BOARD ROOM

670 W. AVE L-8

Lancaster, CA 93534

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*In compliance with the Americans with Disabilities Act, note that if you are a disabled person and a need disability-related modification or accommodation to participate in this meeting, please contact Sherynn Morton by telephone at (661) 945-3621 or by email at AdminAssistant@avsta.com. Requests must be made as early as possible and at least one (1) full business day prior to the start of the meeting.*

**1. CALL TO ORDER**

*Call to order by Presiding Officer \_\_\_\_\_ at \_\_\_\_\_ a.m.*

**2. ROLL CALL**

Lancaster School District	Larry Freise Ed. D., President
Antelope Valley Union High School District	Donita Winn, Vice President
Westside Union School District	Rob Garza, Clerk
Antelope Valley Union High School District	Kevin Vensko, Alternate
Lancaster School District	Rosemary Mann, Alternate
Westside Union School District	Jake Briggs Ed. D., Alternate
Antelope Valley Schools Transportation Agency	Morris Fuselier III, Secretary & CEO

**3. PLEDGE OF ALLEGIANCE**

**4. APPROVAL OF AGENDA**

*Request approval of the Agenda on December 11, 2024, as presented.*

*Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_*

**5. ANNUAL REORGANIZATION MEETING**

*Election of Officers: As required by the Joint Powers Agreement of the Antelope Valley Schools Transportation Agency, the Board of Directors, are to be elected annually at the first meeting in December. At this time, nominations and election of officers for the period December 11, 2024, through December 10, 2025, are in order.*

1. Election of President:

<b>NOMINEE</b>	<b>NOMINATED BY</b>	<b>SECONDED BY</b>
_____	_____	_____
_____	_____	_____

Close Nominations:

Vote:

*Motion by* \_\_\_\_\_ *Seconded by* \_\_\_\_\_ *Yes* \_\_\_\_\_ *No* \_\_\_\_\_

2. Election of Vice President:

<b>NOMINEE</b>	<b>NOMINATED BY</b>	<b>SECONDED BY</b>
_____	_____	_____
_____	_____	_____

Close Nominations:

Vote:

*Motion by* \_\_\_\_\_ *Seconded by* \_\_\_\_\_ *Yes* \_\_\_\_\_ *No* \_\_\_\_\_

3. Election of Clerk:

<b>NOMINEE</b>	<b>NOMINATED BY</b>	<b>SECONDED BY</b>
_____	_____	_____
_____	_____	_____

Close Nominations: \_\_\_\_\_

Vote:

*Motion by* \_\_\_\_\_ *Seconded by* \_\_\_\_\_ *Yes* \_\_\_\_\_ *No* \_\_\_\_\_

4. Secretary to the Board: It is recommended that the Agency Chief Executive Officer, Morris Fuselier, III, be appointed to serve as Secretary to the Board of Directors per Board Policy # 2008.

*Motion by* \_\_\_\_\_ *Seconded by* \_\_\_\_\_ *Yes* \_\_\_\_\_ *No* \_\_\_\_\_

5. Time and Place of Meeting: It is recommended that the regular meeting of the Board of Directors be held at 9:00AM on the second Wednesday of the month at the Antelope Valley Schools Transportation Agency, 670 West Avenue L-8, Lancaster, CA 93534.

*Motion by* \_\_\_\_\_ *Seconded by* \_\_\_\_\_ *Yes* \_\_\_\_\_ *No* \_\_\_\_\_

6. Authorized Signatures: In accordance with Education code Section 42633 and 46843, a Certification of Signatures for those authorized to sign orders, warrants, contracts and other papers, or documents, for or on behalf of the Agency, when the same are required or authorized to be signed in the regular course of Agency business of said Agency be on file with the County Superintendent of Schools. It is recommended that Morris Fuselier, III, CEO; Evelyn Strader, Director of Operations, and/or \_\_\_\_\_, Clerk of the Board of Directors, be authorized to sign all documents as the Authorized Agent of the Agency; and to sign warrants, orders for salary payment, Notices of Employment and Contracts for the period of December 11, 2024, through December 10, 2025.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_

7. Administrator in Charge: It is recommended that when CEO, Morris Fuselier, III is out of the Agency and cannot be reached for an administrative decision or action, that Director of Operations, Evelyn Strader, be empowered to assume the duties and responsibilities of the CEO for the duration of the absence. Should the CEO and Director of Operations be out of the Agency and cannot be reached, the CEO will designate next in charge or in the CEO's absence, the Director of Operations will designate next in charge.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_

**6. PUBLIC COMMENT**

*Members of the public who would like to address the Board on any item on the agenda may do so now or when the President requests comments from the public as the item is being considered by the Board. Please identify the agenda item you wish to discuss. Individual speakers are limited to three (3) minutes each, and the total time for public input on each item shall be limited to fifteen (15) minutes.*

**7. CHIEF EXECUTIVE OFFICER'S REPORT**

**Page 7**

**A. Budget & Accounts Receivable Updates**

**Page 8**

*As Presented by David Castillo*

**B. Directors Update**

**1. Agency Operations**

**Page 11**

*As Presented by Evie Strader*

**2. Shop, CNG, Grant, & Infrastructure Projects Updates**

**Discussion**

*As Presented by Jessica Sevilla*

<b>8. INFORMATION ITEMS</b>	<b>Page 12</b>
<b>A. Agency Structure, Operations, and Staff</b> <i>As Presented by Morris Fuselier, III.</i>	<b>Discussion</b>
<b>B. Return of Surplus Funds</b> <i>As Presented by Morris Fuselier, III.</i>	<b>Page 13</b>
<b>C. Filing of Registry of Public Agencies</b> <i>As Presented by Morris Fuselier, III.</i>	<b>Page 14</b>
<b>D. Bus Discipline Update</b> <i>As Presented by Morris Fuselier, III.</i>	<b>Discussion</b>
<b>E. Holiday Celebrations</b>	
• <b>Planes, Train, and Reindeer Christmas Parade – Saturday, December 14, 2024</b>	<b>Page 20</b>
• <b>Crazy Sock Exchange – Wednesday, December 18, 2024</b>	<b>Page 21</b>
• <b>Holiday Breakfast &amp; Boutique – Thursday, December 19, 2024</b>	<b>Page 22</b>
• <b>Santa Claus Employee Family Event – Saturday, December 21, 2024</b> <i>As Presented by Morris Fuselier, III.</i>	<b>Page 24</b>

**9. INDIVIDUAL ACTION ITEMS**

**098 CONSENT AGENDA ITEMS:** **Page 25**  
*Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_*

- A. Approval of Special Minutes on November 7, 2024* **Handout**
- B. Approval of Regular Minutes on November 13, 2024* **Handout**
- C. Commercial Warrants & Purchase Order for November 2024* **Page 26**
- D. Personnel Schedule* **Page 41**

**099 ANNUAL CERTIFICATION OF SIGNATURES RESOLUTION** **Page 42**

*It is requested the Board of Directors approve the Annual Certification of Signatures Resolution to be effective December 11, 2024, to December 10, 2025, as presented.*

*Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_*

**100 2024-2025 FIRST INTERIM REPORT** **Handout**

*It is requested the Board of Directors approve the 2024-2025 First Interim Report for the fiscal year, as presented.*

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_

**101 RESCHEDULE MARCH 12, 2024, BOARD MEETING** **Page 51**

*It is requested the Board of Directors approve to move the regular board meeting currently scheduled for March 12, 2025, to March 14, 2025, as presented.*

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_

**102 VENDOR BUS WASH SERVICES** **Page 53**

*It is requested the Board of Directors approve the vendor bus wash quote proposals, as presented.*

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_

**103 CONTRACT WITH EMPLOY AMERICA** **Page 59**

*It is requested the Board of Directors approve the contract with Employ America from January 13, 2025 – June 6, 2025, for interim employment services, as presented.*

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_

**10. CLOSED SESSION** **Page 66**

**104 The Board of Directors of the Antelope Valley Schools Transportation Agency adjourned to closed session at \_\_\_\_\_ to discuss the following:**

- 1. Government Code Section 54957: Public Employee Discipline/Dismissal/Release**
- 2. Government Code Section 54957.6: Conference with Labor Negotiator.**  
**Agency Representative: Morris Fuselier, III, CEO**  
**Employee Organization: CSEA**
- 3. Government Code Section 54957: Student discipline**
- 4. CEO's salary**

**11. RECONVENE TO OPEN SESSION**

105 The Board of Directors reconvened to open session at \_\_\_\_\_.

**12. ACTION TAKEN AS A RESULT OF CLOSED SESSION**

**13. BOARD MEMBER COMMENTS**

**14. ADJOURNMENT**

106 The Board of Directors adjourned its meeting at \_\_\_\_\_, on December 11, 2024.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_

*The next regular meeting of the Board of Directors is scheduled for Wednesday, January 8, 2025, at 9:00AM. Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the Antelope Valley School's Transportation Agency Administrative Assistant's office, located at 670 West Avenue L-8, Lancaster, CA 93534 during normal business hours (8:00 am– 4:00 pm).*

**CHIEF EXECUTIVE OFFICER'S REPORT**

**SUBJECT:** CEO s Report

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**ACTION REQUIRED:**

None

**REFERENCE MATERIALS ATTACHED:**

- A. ***Budget & Accounts Receivable Updates*** **Page 8**  
*As Presented David Castillo*
  
- B. **1. *Agency Operations*** **Page 11**  
*As Presented by Evie Strader*
  
- 2. *Shop, CNG, Grant, & Infrastructure Project Updates***  
*As Presented by Jessica Sevilla*

**Budget vs Actual  
General Operating Fund November 30, 2024**

Months Remaining	<b>7</b>
Percentage	<b>58.33%</b>

Budget: Adopted

Object	Description	2024-2025 Budget	Y-T-D Actual	Encumbrances Outstanding	Balance	Percent Remaining
<b>Revenues</b>						
8600-8799	Local	\$ 21,642,300	\$ 1,665,928	\$ -	\$ 19,976,372	92.30%
		\$ 2,139,570				
	<b>Total Revenues</b>	<b>\$ 23,781,870</b>	<b>\$ 1,665,928</b>	<b>\$ -</b>	<b>\$ 19,976,372</b>	<b>84.00%</b>
<b>Expenditures</b>						
2000-2999	Classified Salaries	\$ 10,515,237	\$ 4,430,095	\$ -	\$ 6,085,142	57.87%
3000-3999	Employee Benefits	\$ 6,147,006	\$ 1,497,290	\$ -	\$ 4,649,716	75.64%
4000-4999	Supplies (Net of Fuel)	\$ 969,818	\$ 316,835	\$ 752,483	\$ 652,983	67.33%
4361	Fuel Diesel	\$ 970,000	\$ 260,486	\$ 519,514	\$ 709,514	73.15%
4364	Fuel CNG	\$ 125,000	\$ 25,443	\$ 39,466	\$ 99,557	79.65%
4365	EV Electricity	\$ 75,000	\$ 5,632	\$ 24,368	\$ 69,368	92.49%
5000-5999	Services	\$ 2,317,493	\$ 1,867,546	\$ 1,524,973	\$ 449,947	19.42%
6000-6999	Capital Outlay	\$ 2,292,501	\$ 854,184	\$ 54,321	\$ 1,438,317	62.74%
7000-7999	Other Outgo	\$ 369,815	\$ -	\$ -	\$ 369,815	100.00%
	<b>Total Expenditures:</b>	<b>\$ 23,781,870</b>	<b>\$ 9,257,511</b>	<b>\$ 2,915,125</b>	<b>\$ 14,524,359</b>	<b>61.07%</b>

Statistics	Diesel		CNG		Electricity	
	Payments	Average Cost	Payments	Average Cost	Payments	Average Cost
Jul-24	\$ -	\$ -	\$ 50	\$ 0.40	\$ 788	\$ 0.47
Aug-24	\$ 25,037	\$ 3.37	\$ 1,340	\$ 0.54	\$ 863	\$ 0.58
Sep-24	\$ 99,787	\$ 3.36	\$ 3,756	\$ 0.53	\$ 1,198	\$ 0.61
Oct-24	\$ 106,499	\$ 3.57	\$ 4,236	\$ 0.53	\$ 1,237	\$ 0.44
Nov-24	\$ 27,068	\$ 3.62	\$ 6,152	\$ 0.62	\$ 804	\$ 0.41

Prior year Report



1:45 PM

12/05/24

**Antelope Valley Schools Transportation Agency**  
**A/R Aging Detail**  
**As of November 30, 2024**

Type	Date	Num	P. O. #	Name	Terms
<b>Current</b>					
Invoice	11/01/2024	A25001-05		AV UNION HIGH SCHOOL DIST.	Net 30
Invoice	11/01/2024	A25005-05		LANCASTER SCHOOL DIST	Net 30
Invoice	11/01/2024	A25007-05		WESTSIDE SCHOOL DIST	Net 30
Total Current					
<b>1 - 30</b>					
Invoice	10/01/2024	A25001-04		AV UNION HIGH SCHOOL DIST.	Net 30
Invoice	10/01/2024	A25005-04		LANCASTER SCHOOL DIST	Net 30
Invoice	10/01/2024	A25007-04		WESTSIDE SCHOOL DIST	Net 30
Total 1 - 30					
<b>&gt; 30</b>					
Invoice	07/01/2024	A25001-01		AV UNION HIGH SCHOOL DIST.	Net 30
Invoice	07/01/2024	A25005-01		LANCASTER SCHOOL DIST	Net 30
Invoice	07/01/2024	A25007-01		WESTSIDE SCHOOL DIST	Net 30
Invoice	08/01/2024	A25001-02		AV UNION HIGH SCHOOL DIST.	Net 30
Invoice	08/01/2024	A25005-02		LANCASTER SCHOOL DIST	Net 30
Invoice	08/01/2024	A25007-02		WESTSIDE SCHOOL DIST	Net 30
Invoice	09/01/2024	A25001-03		AV UNION HIGH SCHOOL DIST.	Net 30
Invoice	09/01/2024	A25005-03		LANCASTER SCHOOL DIST	Net 30
Invoice	09/01/2024	A25007-03		WESTSIDE SCHOOL DIST	Net 30
Total > 30					
<b>TOTAL</b>					

1:45 PM

12/05/24

**Antelope Valley Schools Transportation Agency**  
**A/R Aging Detail**  
**As of November 30, 2024**

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<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
12/01/2024		916,176.93
12/01/2024		582,273.48
12/01/2024		305,074.59
		<hr/>
		1,803,525.00
10/31/2024	30	916,176.93
10/31/2024	30	582,273.48
10/31/2024	30	305,074.59
		<hr/>
		1,803,525.00
07/31/2024	122	916,176.93
07/31/2024	122	582,273.48
07/31/2024	122	305,074.59
08/31/2024	91	916,176.93
08/31/2024	91	582,273.48
08/31/2024	91	305,074.59
10/01/2024	60	916,176.93
10/01/2024	60	582,273.48
10/01/2024	60	305,074.59
		<hr/>
		5,410,575.00
		<hr/>
		<b>9,017,625.00</b>
		<hr/> <hr/>

**OPERATIONS UPDATE**

<b>DRIVER INFORMATION</b>					
<b>ROUTES</b>		<b>DRIVERS</b>		<b>UNASSIGNED ROUTES</b>	
TRANSIT	24	DRIVERS	24	UNASSIGNED	0
SPED	59	DRIVERS	59	UNASSIGNED	0
COVER	15	DRIVERS	5	UNASSIGNED	10
TRIP DRIVER (Cover drivers when trips are not scheduled)	2	DRIVERS	2	UNASSIGNED	0
<b>TOTAL</b>	<b>100</b>	<b>ACTIVE DRIVERS</b>	<b>89</b>	<b>TOTAL UNASSIGNED</b>	<b>10</b>
		DRIVERS OFF LONG TERM	9	AVERAGE NUMBER OF CALL OUTS AND APPROVED LEAVE PER DAY	-15
		<b>TOTAL DRIVERS</b>	<b>98</b>		

<b>BUS AIDE INFORMATION</b>					
<b>ROUTES</b>		<b>BUS AIDES</b>		<b>UNASSIGNED ROUTES</b>	
SPED	23	BUS AIDES	22	UNASSIGNED	1
COVER	8	BUS AIDES	7	UNASSIGNED	1
<b>TOTAL</b>	<b>31</b>	<b>ACTIVE BUS AIDES</b>	<b>24</b>	<b>TOTAL UNASSIGNED</b>	<b>2</b>
		BUS AIDES OFF LONG TERM	7	AVERAGE NUMBER OF CALL OUTS AND APPROVED LEAVE PER DAY	-5
		<b>TOTAL BUS AIDES</b>	<b>31</b>		

<b>EVERDRIVEN INFORMATION</b>					
EVERDRIVEN ROUTES (H.S.)	27	STUDENT COUNT	30	BUS AIDE COUNT	6
EVERDRIVEN ROUTES (W.S.)	2	STUDENT COUNT	2	BUS AIDE COUNT	0
<b>TOTAL</b>	<b>29</b>	<b>TOTAL</b>	<b>32</b>	<b>TOTAL</b>	<b>6</b>

## INFORMATION ITEMS

**SUBJECT:** Information Items

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**ACTION REQUIRED:**

None

**REFERENCE MATERIALS ATTACHED:**

- |           |  |                   |
|-----------|--|-------------------|
| <b>A.</b> | <b><i>Agency Structure, Operations, and Staff</i></b><br><i>As Presented by Morris Fuselier, III.</i>  | <b>Discussion</b> |
| <b>B.</b> | <b><i>Return of Surplus Funds</i></b><br><i>As Presented by Morris Fuselier, III.</i>  | <b>Page 13</b>    |
| <b>C.</b> | <b><i>Filing of Registry of Public Agencies</i></b><br><i>As Presented by Morris Fuselier, III.</i>  | <b>Page 14</b>    |
| <b>D.</b> | <b><i>Bus Discipline Update</i></b><br><i>As Presented by Morris Fuselier, III.</i>  | <b>Discussion</b> |
| <b>E.</b> | <b><i>Holiday Celebrations</i></b><br>• <b><i>Planes, Train, and Reindeer Christmas Parade – Saturday, December 14, 2024</i></b><br>• <b><i>Crazy Sock Exchange – Wednesday, December 18, 2024</i></b><br>• <b><i>Holiday Breakfast &amp; Boutique – Thursday, December 19, 2024</i></b><br>• <b><i>Santa Claus Family Event – Saturday, December 21, 2024</i></b><br><i>As Presented by Morris Fuselier, III.</i> | <b>Page 20-24</b> |

# Return of Surplus Funds

## Corrective Actions

### Precipitating Factors Leading to Current General Fund Balance

- Budget based on full staff\staff shortage.
- Double assessment of aides.
- Improper assessment of Everdriven.
- Over-budgeting of benefits.
- Inefficient distribution of payments for field trips vehicle maintenance.
- Tracking/committing capital outlay funds.

### Rules for General Fund Maintenance

- Payroll review and adjustment at interim.
- Maintain Facilities Maintenance budget at 3% of budget. No rollover.
- Rollover of committed capital outlay, but not re-funding.
- Separate accounting stream of field trips.
- Separate accounting stream for vehicle maintenance.
- Personnel budget review and return of excess after annual audit submission,
- Return of any additional surplus funds after annual audit submission.

## General Fund Structure

### Facilities Maintenance

3% of Budget – General maintenance of facilities inclusive of general repairs to buildings, security (fencing, gates, doors, gates, parking lot, etc.)

Only invoiced funds shall be retained over to the next budget year in addition to the 3% yearly maintenance allotment. The beginning balance will never be greater than 3% plus committed funds.

### Capital Outlay -

- Additional bus purchase.
- Alternative Fuel Transition (Currently CNG Plan Maintenance.)
- Facilities - major repairs. (Cost in excess of 25% of Facilities Management Budget.)
- Property development.
- Fleet alternative transition.

### Other Restricted Funds

- 5% state mandated reserve.
- 5% board mandated reserve.
- Bus/vehicle purchase fund.



November 21, 2024

**TO:** Superintendents and Presidents  
Los Angeles County School and Community College Districts

**FROM:** Octavio Castelo, Director  
Business Advisory Services

**SUBJECT:** Filing of Registry of Public Agencies (previously referred to as the Statement of Facts)

This bulletin is provided as a reminder that, following a governing board’s annual organizational meeting, every public agency is required to file an amended “Registry of Public Agencies” (previously referred to as the Statement of Facts) (Attachment 1).

Government Code (GC) §53051 (Attachment 2) requires every public agency to file form SF-405 (previously known as form NPSF 405) with both the Secretary of State and the Los Angeles County Registrar Recorder/County Clerk within 10 days of changes occurring in information about the board. The form must specify the full legal name and official mailing address of the agency, and the name, title, and address of the president, clerk, and each member of the governing board. These statements are maintained at the state and county level as part of a “Registry of Public Agencies.”

The amended statement must be filed within ten days of your board’s annual organizational meeting. For districts having an election for at least one of their board seats, organizational meetings must be held within 15 days after the *second* Friday in December per Education Code (EC) 35143. However, if the election for all seats is cancelled, the organizational meeting may be any day in December, but no later than December 20. If your district is governed by a city charter, the original documents are due 30 days after the annual election or annual organizational meeting (as specified by the city charter), whichever occurs later.

To comply with GC §53051, please:

- complete the Registry of Public Agencies (previously called Statement of Facts)
- retain one copy for your files
- send one copy to **each** of the agencies listed below:

**Secretary of State  
Special Filings Unit  
P.O. Box 942870  
Sacramento, CA 94277-2870**

**Los Angeles County Registrar Recorder/County Clerk  
12400 Imperial Highway  
Norwalk, CA 90650**

*NOTE: THE REGISTRY FORM DOES NOT HAVE TO BE SENT TO THE LOS ANGELES COUNTY OFFICE OF EDUCATION (LACOE). LACOE REQUIRES THE FILING OF OTHER DOCUMENTS THAT CONTAIN GOVERNING BOARD INFORMATION, BUT THIS DOCUMENT IS NOT ONE OF THEM.*

This bulletin and its attachments are posted on the County Office website at:

<https://www.lacoe.edu/Bulletins>

Use the “Search” function to locate a specific bulletin by number or keyword.

If you have any questions, please call Dr. Allison Deegan at (562) 922-6336.

AD/EH:vb  
Attachments

Approved:  
Karen Kimmel  
Chief Financial Officer



**Secretary of State**  
**Registry of Public Agencies**  
 (Government Code section 53051)

**SF-405**

**IMPORTANT — Read Instructions before completing this form.**

There is **No Fee** for a Registry of Public Agencies filing

**Copy Fees** – First page \$1.00; each attachment page \$0.50;  
 Certification Fee - \$5.00

**This Space For Office Use Only**

**1. Type of Filing** (Check one.)

- Initial Filing (first Registry of Public Agencies filing for an agency)
- Updated Filing (change to an existing Registry of Public Agencies record)

**2. Agency Information**

a. Full Legal Name of Public Agency

b. Nature of Update (complete if Updated Filing)

c. County

d. Official Mailing Address

**3. Chairperson, President, or Other Presiding Officer**

a. Name

b. Title

c. Business or Residence Address

**4. Clerk or Secretary**

a. Name

b. Title

c. Business or Residence Address

**5. Other Members of the Governing Board** (Enter as many as applicable. Attach additional pages for additional members.)

Name	Business or Residence Address
Name	Business or Residence Address
Name	Business or Residence Address
Name	Business or Residence Address
Name	Business or Residence Address

**6. Date and Sign Below** (Additional members set forth on attached pages, if any, are incorporated herein by reference and made part of this Form SF-405, Registry of Public Agencies.)

_____	_____	_____
Date	Signature	Type or Print Name



## Instructions for Completing the Registry of Public Agencies (Form SF-405)

The governing body of a public agency is required, within 70 days after the commencement of the agency's legal existence, to file a specified statement of facts about the agency with the Secretary of State. This information is also required to be updated within 10 days of a change to it.

### Fees:

- **Filing Fee:** There is **no fee** for a Registry of Public Agencies filing.

**Copies:** To obtain copies or certified copies of the filed document, include payment for copy fees and certification fees at the time the document is submitted. Copy fees are \$1.00 for the first page and \$0.50 for each additional page. For certified copies, there is an additional \$5.00 certification fee, per copy.

**Payment Type:** Check(s) or money orders should be made payable to the Secretary of State. **Do not send cash by mail.** If submitting the document in person in our Sacramento office, payment also may be made by credit card (Visa or Mastercard).

If you are not completing this form online, please **type or legibly print** in black or blue ink. **Complete the Registry of Public Agencies (Form SF-405) as follows:**

Item	Instruction	Tips
1.	You must check the appropriate box ( <b>check one</b> ).	<ul style="list-style-type: none"> <li>• If this is the first Registry of Public Agencies filing for an agency, check "Initial Filing".</li> <li>• If this is a change to an existing Registry of Public Agencies record, check "Updated Filing".</li> </ul>
2a.	Enter the full legal name of the public agency.	
2b.	Indicate the nature of the update if this is an updated filing.	<ul style="list-style-type: none"> <li>• Leave this blank for initial filings.</li> <li>• For updated filings, list information that has changed.</li> </ul>
2c.	Enter the county or counties in which the agency operates.	<ul style="list-style-type: none"> <li>• List as many as applicable. If additional space is required, attach additional pages.</li> </ul>
2d.	Enter the agency's official mailing address.	<ul style="list-style-type: none"> <li>• The <b>complete address</b> is required, including the street name and number, city, state, and zip code.</li> <li>• P.O. box is acceptable.</li> </ul>
3a.	Enter the Chairperson, President, or Other Presiding Officer's name.	
3b.	Enter the Chairperson, President, or Other Presiding Officer's official title.	<ul style="list-style-type: none"> <li>• Include the full official title.</li> </ul>
3c.	Enter the Chairperson, President, or Other Presiding Officer's business or residence address.	<ul style="list-style-type: none"> <li>• A <b>complete address</b> is required, including the street name and number, city, state, and zip code.</li> </ul>
4a.	Enter the Clerk or Secretary's name.	
4b.	Enter the Clerk or Secretary's official title.	<ul style="list-style-type: none"> <li>• Include the full official title.</li> </ul>

4c.	Enter the Clerk or Secretary's business or residence address.	<ul style="list-style-type: none"> <li>• A <b>complete address</b> is required, including the street name and number, city, state, and zip code.</li> </ul>
5.	Enter the name and business or residence of any other members of the agency's governing board, if applicable.	<ul style="list-style-type: none"> <li>• A <b>complete address</b> is required, including the street name and number, city, state, and zip code.</li> <li>• Attach additional pages if additional space is required.</li> </ul>
6.	Date, sign, and print the name of the individual completing the form.	

**Where to File:** Completed forms along with the applicable fees, if any can be mailed to Secretary of State, Special Filings Unit, P.O. Box 942870, Sacramento, CA 94277-2870 or delivered in person (drop off) to the Sacramento office, 1500 11th Street, 2nd Floor, Sacramento, CA 95814. This form is filed only in the Sacramento office.

**Legal Authority:** General statutory filing provisions are found in Section [53051](#). All statutory references are to the California Government Code, unless otherwise stated.

**Los Angeles County Office of Education  
Business Advisory Services**

**Government Code §53051**

**Information Concerning Public Agency and Members of Governing Board**

- (a) Within seventy (70) days after the date of commencement of its legal existence, the governing body of each public agency shall file with the Secretary of State on a form prescribed by the Secretary of State and also with the County Clerk of each county in which the public agency maintains an office, a statement of the following facts:
1. The full legal name of the public agency.
  2. The official mailing address of the governing body of the public agency.
  3. The name and residence or business address of each member of the governing body of the public agency.
  4. The name, title, and residence or business address of the chairperson, president, or other presiding officer, and clerk or secretary of the governing body of such public agency.
- (b) Within ten (10) days after any change in the facts required to be stated pursuant to subdivision (a), an amended statement containing the information required by subdivision (a) shall be filed as provided therein. The information submitted to the Secretary of State shall be on a form prescribed by the Secretary of State.
- (c) It shall be the duty of the Secretary of State and of the County Clerk of each county to establish and maintain an indexed "Roster of Public Agencies," to be so designated, which shall contain all information filed as required in subdivisions (a) and (b), which roster is hereby declared to be a public record.

# Planes, Trains & Reindeer!

## A Magical Christmas Parade

**Decorating of the Bus: December 11-13th from 10AM - 2PM & 6PM - 10PM in the Shop**

**Parade: Saturday, December 14th @ 10AM (details will be provided to those who sign-up)**

For those who are interested in decorating and/or riding in the bus on the day of the parade, the sign-up sheet is located in the breakroom!

**If you have any questions, please see our driver Ingris Hernandez.**





# Come one, Come all

Join us in our FUN & FESTIVE  
crazy sock exchange!!

**December 18, 2024**

**Breakroom @ 9:30AM**

*For all who are interested in  
participating, please sign-up in  
the breakroom and bring a new  
pair of socks wrapped on the day  
of the event*

**Desserts & snacks for all  
to share are welcomed!**

**Wear a flannel or holiday shirt (if you'd like)**

**For questions, please  
see Vashna Carpenter**



PLEASE JOIN US FOR OUR ANNUAL  
**HOLIDAY BREAKFAST  
& UGLY SWEATER  
CONTEST**

1st, 2nd, and 3rd place prizes to be  
awarded for ugliest sweater



**DECEMBER 19, 2024**

BREAKFAST WILL BE SERVED 8:30AM - 10:00AM

Breakfast is provided by the Agency free of charge to all  
employees and will include: pancakes, scrambled eggs,  
bacon, sausage, yogurt, and juice!

**FEATURING A HOLIDAY RAFFLE  
& 50/50 DRAWING!**



**SEVERAL GREAT ITEMS TO BE  
RAFFLED OFF AT 10:00AM!**

TICKETS FOR RAFFLES  
WILL GO ON SALE  
TUESDAY 12/10

RAFFLE TICKETS FOR  
PRIZES \$5.00/EACH  
&  
50/50 \$1.00/1 TICKET  
OR \$5.00/7 TICKETS



**DECEMBER 19, 2024**

# Holiday

## BOUTIQUE POP-UP SHOP

JOIN US IN SUPPORTING OUR EMPLOYEE VENDORS  
& BUY GIFTS FOR EVERYONE ON YOUR LIST!  
FROM JEWELRY, CRAFTS, GIFT BASKETS, & MORE.

**8:30AM - 10:00AM**

IF YOU WOULD LIKE TO SELL ITEMS AT THIS EVENT,  
PLEASE SEE SHERYNN TO SIGN UP!

# **SANTA CLAUS** **is coming to AVSTA**



**Come and join Santa Claus for fun, games,  
and food in the break room!**

Children, grandchildren, and family members are welcome!

Bring a gift on 12/20, for Santa to present to your child(ren) at the event, because Santa's bag will be empty. Gift limit set to \$30.

Photos with Santa and backdrop will be available to all for free.  
No cost to attend.

For questions, please see Cassandra Finner.

**Sign up  
in the  
breakroom**

**21  
DEC  
10AM  
- 2PM**

Made with PosterMyWall.com  
Getty Stock



**INDIVIDUAL ACTION ITEM # 098**

**SUBJECT:        CONSENT AGENDA ITEMS**

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**ACTION REQUIRED:**

A majority vote by the full board.

**REFERENCE MATERIALS ATTACHED:**

- |    |  |                |
|----|--|----------------|
| A. | <i>Approval of Special Minutes on November 7, 2024</i>             | <b>Handout</b> |
| B. | <i>Approval of Regular Minutes on November 13, 2024</i>            | <b>Handout</b> |
| C. | <i>Commercial Warrants &amp; Purchase Orders for November 2024</i> | <b>Page 26</b> |
| D. | <i>Personnel Schedule</i>  | <b>Page 41</b> |

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**

**WARRANT/ACH REGISTER FOR NOVEMBER 2024**

Date	Payment Request Doc	R	Vendor Name	Warrant Amt	Warrant/ACH/EFT Number	Description
<b>WARRANTS</b>						
11/7/2024	GAX,40147,250000000168,1,0,2		SCHOOLS FIRST FEDERAL CREDIT UNION	3,935.00	EFT,40147,250000000038,1	
11/7/2024	GAX,40147,250000000167,1,0,1		SchoolsFirst Plan Administration, LLC	1,165.00	EFT,40147,250000000039,1	
11/12/2024	PRM,40147,250000000459,1,1,1		BROADVOICE BUSINESS	1,600.19	EFT,40147,250000000040,1	
11/13/2024	GAX,40147,250000000173,1,0,3		UGI ENERGY SERVICES	3,147.82	EFT,40147,250000000041,1	
11/25/2024	GAX,40147,250000000187,1,0,2		SCHOOLS FIRST FEDERAL CREDIT UNION	3,297.50	EFT,40147,250000000042,1	
11/25/2024	GAX,40147,250000000186,1,0,1		SchoolsFirst Plan Administration, LLC	1,165.00	EFT,40147,250000000043,1	
11/1/2024	PRM,40147,250000000431,1,1,1		ALTERNATIVE LOGISTICS TECHNOLOGIES, LLC	20,260.73	000000021878274	
11/1/2024	PRM,40147,250000000432,1,1,1		ANTELOPE EXPRESS	5,913.40	000000021878275	
11/1/2024	PRM,40147,250000000432,1,2,1		ANTELOPE EXPRESS	3,952.62	000000021878275	
11/1/2024	GAX,40147,250000000141,1,0,1		LISA VELOZ	57.87	000000021878276	
11/1/2024	PRM,40147,250000000433,1,1,1		SOUTHERN COUNTIES LUBRICANTS, LLC	1,151.79	000000021878277	
11/5/2024	GAX,40147,250000000146,1,0,1		CALIFORNIA HIGHWAY PATROL	57.00	000000021882070	
11/5/2024	GAX,40147,250000000147,1,0,1		CALIFORNIA HIGHWAY PATROL	57.00	000000021882071	
11/5/2024	GAX,40147,250000000149,1,0,1		CALIFORNIA HIGHWAY PATROL	57.00	000000021882072	
11/5/2024	GAX,40147,250000000150,1,0,1		CALIFORNIA HIGHWAY PATROL	57.00	000000021882073	
11/5/2024	GAX,40147,250000000151,1,0,1		CALIFORNIA HIGHWAY PATROL	57.00	000000021882074	
11/5/2024	GAX,40147,250000000152,1,0,1		CALIFORNIA HIGHWAY PATROL	57.00	000000021882075	
11/5/2024	GAX,40147,250000000153,1,0,1		CALIFORNIA HIGHWAY PATROL	57.00	000000021882076	
11/5/2024	GAX,40147,250000000154,1,0,1		CALIFORNIA HIGHWAY PATROL	57.00	000000021882077	
11/5/2024	GAX,40147,250000000155,1,0,1		CALIFORNIA HIGHWAY PATROL	57.00	000000021882078	
11/5/2024	GAX,40147,250000000156,1,0,1		CALIFORNIA HIGHWAY PATROL	57.00	000000021882079	
11/5/2024	GAX,40147,250000000157,1,0,1		CALIFORNIA HIGHWAY PATROL	57.00	000000021882080	
11/5/2024	GAX,40147,250000000158,1,0,1		CALIFORNIA HIGHWAY PATROL	57.00	000000021882081	
11/5/2024	GAX,40147,250000000159,1,0,1		CALIFORNIA HIGHWAY PATROL	57.00	000000021882082	
11/5/2024	GAX,40147,250000000160,1,0,1		CALIFORNIA HIGHWAY PATROL	57.00	000000021882083	
11/5/2024	GAX,40147,250000000161,1,0,1		CALIFORNIA HIGHWAY PATROL	57.00	000000021882084	
11/5/2024	GAX,40147,250000000162,1,0,1		CALIFORNIA HIGHWAY PATROL	57.00	000000021882085	
11/5/2024	GAX,40147,250000000163,1,0,1		CALIFORNIA HIGHWAY PATROL	57.00	000000021882086	
11/5/2024	GAX,40147,250000000164,1,0,1		CALIFORNIA HIGHWAY PATROL	57.00	000000021882087	
11/5/2024	PRC,40147,250000000031,1,1,1		FRANKLIN TRUCK PARTS	(147.10)	000000021882088	
11/5/2024	PRC,40147,250000000032,1,1,1		FRANKLIN TRUCK PARTS	(98.59)	000000021882088	
11/5/2024	PRM,40147,250000000440,1,10,1		FRANKLIN TRUCK PARTS	56.16	000000021882088	
11/5/2024	PRM,40147,250000000440,1,1,1		FRANKLIN TRUCK PARTS	639.45	000000021882088	

11/5/2024	PRM,40147,250000000440,1,11,1		FRANKLIN TRUCK PARTS	67.48	000000021882088	
11/5/2024	PRM,40147,250000000440,1,12,1		FRANKLIN TRUCK PARTS	111.35	000000021882088	
11/5/2024	PRM,40147,250000000440,1,13,1		FRANKLIN TRUCK PARTS	649.89	000000021882088	
11/5/2024	PRM,40147,250000000440,1,2,1		FRANKLIN TRUCK PARTS	231.12	000000021882088	
11/5/2024	PRM,40147,250000000440,1,3,1		FRANKLIN TRUCK PARTS	164.46	000000021882088	
11/5/2024	PRM,40147,250000000440,1,4,1		FRANKLIN TRUCK PARTS	42.46	000000021882088	
11/5/2024	PRM,40147,250000000440,1,5,1		FRANKLIN TRUCK PARTS	70.03	000000021882088	
11/5/2024	PRM,40147,250000000440,1,6,1		FRANKLIN TRUCK PARTS	164.46	000000021882088	
11/5/2024	PRM,40147,250000000440,1,7,1		FRANKLIN TRUCK PARTS	144.81	000000021882088	
11/5/2024	PRM,40147,250000000440,1,8,1		FRANKLIN TRUCK PARTS	111.35	000000021882088	
11/5/2024	PRM,40147,250000000440,1,9,1		FRANKLIN TRUCK PARTS	597.38	000000021882088	
11/5/2024	GAX,40147,250000000142,1,0,1		HILSIA HORNE	25.00	000000021882089	
11/5/2024	PRM,40147,250000000439,1,1,1		JULIOS AUTO GLASS	83.00	000000021882090	
11/5/2024	PRM,40147,250000000439,1,2,1		JULIOS AUTO GLASS	75.00	000000021882090	
11/5/2024	GAX,40147,250000000143,1,0,1		LENARD EDWARDS	22.77	000000021882091	
11/5/2024	GAX,40147,250000000165,1,0,1		LOS ANGELES COUNTY TAX COLLECTOR	2,256.92	000000021882092	
11/5/2024	GAX,40147,250000000166,1,0,1		LOS ANGELES COUNTY TAX COLLECTOR	2,256.92	000000021882093	
11/5/2024	PRM,40147,250000000438,1,1,1		MISSION LINEN SUPPLY	309.80	000000021882094	
11/5/2024	PRM,40147,250000000438,1,2,1		MISSION LINEN SUPPLY	135.21	000000021882094	
11/5/2024	PRM,40147,250000000438,1,3,1		MISSION LINEN SUPPLY	266.98	000000021882094	
11/5/2024	PRM,40147,250000000438,1,4,1		MISSION LINEN SUPPLY	379.57	000000021882094	
11/5/2024	PRM,40147,250000000434,1,1,1		MJ MECHANICAL HEATING & AIR CONDITIONING	370.00	000000021882095	
11/5/2024	GAX,40147,250000000145,1,0,1		SIRMA III	457.27	000000021882096	
11/5/2024	GAX,40147,250000000145,1,0,3		SIRMA III	0.00	000000021882096	
11/5/2024	PRM,40147,250000000437,1,1,1		WEX BANK	1,489.47	000000021882097	
11/5/2024	PRM,40147,250000000435,1,1,1		WIN WIN SOLUTIONS	237.50	000000021882098	
11/5/2024	PRM,40147,250000000436,1,1,1		WINZER CORPORATION	768.46	000000021882099	
11/6/2024	PRC,40147,250000000033,1,1,1		H&H AUTO PARTS	(27.56)	000000021884458	
11/6/2024	PRC,40147,250000000034,1,1,1		H&H AUTO PARTS	(275.70)	000000021884458	
11/6/2024	PRC,40147,250000000035,1,1,1		H&H AUTO PARTS	(48.94)	000000021884458	
11/6/2024	PRC,40147,250000000036,1,1,1		H&H AUTO PARTS	(275.70)	000000021884458	
11/6/2024	PRC,40147,250000000037,1,1,1		H&H AUTO PARTS	(55.13)	000000021884458	
11/6/2024	PRM,40147,250000000441,1,10,1		H&H AUTO PARTS	136.60	000000021884458	
11/6/2024	PRM,40147,250000000441,1,1,1		H&H AUTO PARTS	432.27	000000021884458	
11/6/2024	PRM,40147,250000000441,1,11,1		H&H AUTO PARTS	58.05	000000021884458	
11/6/2024	PRM,40147,250000000441,1,12,1		H&H AUTO PARTS	55.06	000000021884458	
11/6/2024	PRM,40147,250000000441,1,13,1		H&H AUTO PARTS	113.50	000000021884458	
11/6/2024	PRM,40147,250000000441,1,14,1		H&H AUTO PARTS	49.49	000000021884458	

11/6/2024	PRM,40147,250000000441,1,15,1		H&H AUTO PARTS	275.70	000000021884458	
11/6/2024	PRM,40147,250000000441,1,16,1		H&H AUTO PARTS	10.39	000000021884458	
11/6/2024	PRM,40147,250000000441,1,17,1		H&H AUTO PARTS	79.12	000000021884458	
11/6/2024	PRM,40147,250000000441,1,18,1		H&H AUTO PARTS	470.49	000000021884458	
11/6/2024	PRM,40147,250000000441,1,19,1		H&H AUTO PARTS	358.84	000000021884458	
11/6/2024	PRM,40147,250000000441,1,20,1		H&H AUTO PARTS	16.98	000000021884458	
11/6/2024	PRM,40147,250000000441,1,2,1		H&H AUTO PARTS	402.53	000000021884458	
11/6/2024	PRM,40147,250000000441,1,21,1		H&H AUTO PARTS	299.90	000000021884458	
11/6/2024	PRM,40147,250000000441,1,22,1		H&H AUTO PARTS	78.79	000000021884458	
11/6/2024	PRM,40147,250000000441,1,23,1		H&H AUTO PARTS	25.11	000000021884458	
11/6/2024	PRM,40147,250000000441,1,24,1		H&H AUTO PARTS	9.28	000000021884458	
11/6/2024	PRM,40147,250000000441,1,25,1		H&H AUTO PARTS	26.37	000000021884458	
11/6/2024	PRM,40147,250000000441,1,26,1		H&H AUTO PARTS	424.66	000000021884458	
11/6/2024	PRM,40147,250000000441,1,27,1		H&H AUTO PARTS	26.22	000000021884458	
11/6/2024	PRM,40147,250000000441,1,28,1		H&H AUTO PARTS	91.29	000000021884458	
11/6/2024	PRM,40147,250000000441,1,29,1		H&H AUTO PARTS	250.02	000000021884458	
11/6/2024	PRM,40147,250000000441,1,30,1		H&H AUTO PARTS	71.09	000000021884458	
11/6/2024	PRM,40147,250000000441,1,3,1		H&H AUTO PARTS	97.88	000000021884458	
11/6/2024	PRM,40147,250000000441,1,31,1		H&H AUTO PARTS	15.99	000000021884458	
11/6/2024	PRM,40147,250000000441,1,32,1		H&H AUTO PARTS	85.39	000000021884458	
11/6/2024	PRM,40147,250000000441,1,33,1		H&H AUTO PARTS	988.94	000000021884458	
11/6/2024	PRM,40147,250000000441,1,34,1		H&H AUTO PARTS	21.36	000000021884458	
11/6/2024	PRM,40147,250000000441,1,35,1		H&H AUTO PARTS	21.17	000000021884458	
11/6/2024	PRM,40147,250000000441,1,36,1		H&H AUTO PARTS	318.98	000000021884458	
11/6/2024	PRM,40147,250000000441,1,37,1		H&H AUTO PARTS	10.78	000000021884458	
11/6/2024	PRM,40147,250000000441,1,38,1		H&H AUTO PARTS	141.56	000000021884458	
11/6/2024	PRM,40147,250000000441,1,39,1		H&H AUTO PARTS	85.58	000000021884458	
11/6/2024	PRM,40147,250000000441,1,40,1		H&H AUTO PARTS	303.50	000000021884458	
11/6/2024	PRM,40147,250000000441,1,4,1		H&H AUTO PARTS	19.65	000000021884458	
11/6/2024	PRM,40147,250000000441,1,41,1		H&H AUTO PARTS	146.19	000000021884458	
11/6/2024	PRM,40147,250000000441,1,42,1		H&H AUTO PARTS	319.73	000000021884458	
11/6/2024	PRM,40147,250000000441,1,43,1		H&H AUTO PARTS	121.04	000000021884458	
11/6/2024	PRM,40147,250000000441,1,44,1		H&H AUTO PARTS	49.49	000000021884458	
11/6/2024	PRM,40147,250000000441,1,45,1		H&H AUTO PARTS	35.00	000000021884458	
11/6/2024	PRM,40147,250000000441,1,46,1		H&H AUTO PARTS	122.18	000000021884458	
11/6/2024	PRM,40147,250000000441,1,47,1		H&H AUTO PARTS	116.05	000000021884458	
11/6/2024	PRM,40147,250000000441,1,48,1		H&H AUTO PARTS	362.35	000000021884458	
11/6/2024	PRM,40147,250000000441,1,49,1		H&H AUTO PARTS	55.41	000000021884458	

11/6/2024	PRM,40147,250000000441,1,50,1		H&H AUTO PARTS	122.42	000000021884458	
11/6/2024	PRM,40147,250000000441,1,5,1		H&H AUTO PARTS	275.70	000000021884458	
11/6/2024	PRM,40147,250000000441,1,51,1		H&H AUTO PARTS	424.66	000000021884458	
11/6/2024	PRM,40147,250000000441,1,52,1		H&H AUTO PARTS	102.38	000000021884458	
11/6/2024	PRM,40147,250000000441,1,53,1		H&H AUTO PARTS	424.66	000000021884458	
11/6/2024	PRM,40147,250000000441,1,54,1		H&H AUTO PARTS	36.08	000000021884458	
11/6/2024	PRM,40147,250000000441,1,55,1		H&H AUTO PARTS	14.11	000000021884458	
11/6/2024	PRM,40147,250000000441,1,56,1		H&H AUTO PARTS	116.05	000000021884458	
11/6/2024	PRM,40147,250000000441,1,57,1		H&H AUTO PARTS	761.39	000000021884458	
11/6/2024	PRM,40147,250000000441,1,58,1		H&H AUTO PARTS	73.42	000000021884458	
11/6/2024	PRM,40147,250000000441,1,59,1		H&H AUTO PARTS	7.06	000000021884458	
11/6/2024	PRM,40147,250000000441,1,60,1		H&H AUTO PARTS	79.40	000000021884458	
11/6/2024	PRM,40147,250000000441,1,6,1		H&H AUTO PARTS	19.35	000000021884458	
11/6/2024	PRM,40147,250000000441,1,7,1		H&H AUTO PARTS	188.05	000000021884458	
11/6/2024	PRM,40147,250000000441,1,8,1		H&H AUTO PARTS	9.37	000000021884458	
11/6/2024	PRM,40147,250000000441,1,9,1		H&H AUTO PARTS	244.83	000000021884458	
11/6/2024	PRM,40147,250000000442,1,10,1		NAPA AUTO PARTS	59.11	000000021884459	
11/6/2024	PRM,40147,250000000442,1,1,1		NAPA AUTO PARTS	83.77	000000021884459	
11/6/2024	PRM,40147,250000000442,1,11,1		NAPA AUTO PARTS	225.96	000000021884459	
11/6/2024	PRM,40147,250000000442,1,12,1		NAPA AUTO PARTS	41.72	000000021884459	
11/6/2024	PRM,40147,250000000442,1,13,1		NAPA AUTO PARTS	22.99	000000021884459	
11/6/2024	PRM,40147,250000000442,1,14,1		NAPA AUTO PARTS	13.09	000000021884459	
11/6/2024	PRM,40147,250000000442,1,15,1		NAPA AUTO PARTS	83.35	000000021884459	
11/6/2024	PRM,40147,250000000442,1,16,1		NAPA AUTO PARTS	256.93	000000021884459	
11/6/2024	PRM,40147,250000000442,1,17,1		NAPA AUTO PARTS	10.96	000000021884459	
11/6/2024	PRM,40147,250000000442,1,18,1		NAPA AUTO PARTS	22.99	000000021884459	
11/6/2024	PRM,40147,250000000442,1,19,1		NAPA AUTO PARTS	39.12	000000021884459	
11/6/2024	PRM,40147,250000000442,1,20,1		NAPA AUTO PARTS	64.61	000000021884459	
11/6/2024	PRM,40147,250000000442,1,2,1		NAPA AUTO PARTS	42.69	000000021884459	
11/6/2024	PRM,40147,250000000442,1,21,1		NAPA AUTO PARTS	110.79	000000021884459	
11/6/2024	PRM,40147,250000000442,1,22,1		NAPA AUTO PARTS	49.96	000000021884459	
11/6/2024	PRM,40147,250000000442,1,23,1		NAPA AUTO PARTS	250.93	000000021884459	
11/6/2024	PRM,40147,250000000442,1,24,1		NAPA AUTO PARTS	10.52	000000021884459	
11/6/2024	PRM,40147,250000000442,1,25,1		NAPA AUTO PARTS	316.15	000000021884459	
11/6/2024	PRM,40147,250000000442,1,26,1		NAPA AUTO PARTS	75.86	000000021884459	
11/6/2024	PRM,40147,250000000442,1,27,1		NAPA AUTO PARTS	15.15	000000021884459	
11/6/2024	PRM,40147,250000000442,1,28,1		NAPA AUTO PARTS	47.74	000000021884459	
11/6/2024	PRM,40147,250000000442,1,29,1		NAPA AUTO PARTS	12.30	000000021884459	

11/6/2024	PRM,40147,250000000442,1,30,1		NAPA AUTO PARTS	198.37	000000021884459	
11/6/2024	PRM,40147,250000000442,1,3,1		NAPA AUTO PARTS	37.31	000000021884459	
11/6/2024	PRM,40147,250000000442,1,31,1		NAPA AUTO PARTS	12.71	000000021884459	
11/6/2024	PRM,40147,250000000442,1,32,1		NAPA AUTO PARTS	41.87	000000021884459	
11/6/2024	PRM,40147,250000000442,1,33,1		NAPA AUTO PARTS	19.32	000000021884459	
11/6/2024	PRM,40147,250000000442,1,34,1		NAPA AUTO PARTS	41.31	000000021884459	
11/6/2024	PRM,40147,250000000442,1,35,1		NAPA AUTO PARTS	30.76	000000021884459	
11/6/2024	PRM,40147,250000000442,1,36,1		NAPA AUTO PARTS	14.45	000000021884459	
11/6/2024	PRM,40147,250000000442,1,37,1		NAPA AUTO PARTS	168.59	000000021884459	
11/6/2024	PRM,40147,250000000442,1,38,1		NAPA AUTO PARTS	14.66	000000021884459	
11/6/2024	PRM,40147,250000000442,1,39,1		NAPA AUTO PARTS	75.37	000000021884459	
11/6/2024	PRM,40147,250000000442,1,4,1		NAPA AUTO PARTS	32.81	000000021884459	
11/6/2024	PRM,40147,250000000442,1,5,1		NAPA AUTO PARTS	40.22	000000021884459	
11/6/2024	PRM,40147,250000000442,1,6,1		NAPA AUTO PARTS	58.39	000000021884459	
11/6/2024	PRM,40147,250000000442,1,7,1		NAPA AUTO PARTS	49.51	000000021884459	
11/6/2024	PRM,40147,250000000442,1,8,1		NAPA AUTO PARTS	10.96	000000021884459	
11/6/2024	PRM,40147,250000000442,1,9,1		NAPA AUTO PARTS	197.99	000000021884459	
11/7/2024	PRM,40147,250000000443,1,10,1		A-Z BUS SALES, INC.	66.97	000000021887049	
11/7/2024	PRM,40147,250000000443,1,1,1		A-Z BUS SALES, INC.	469.27	000000021887049	
11/7/2024	PRM,40147,250000000443,1,11,1		A-Z BUS SALES, INC.	31.99	000000021887049	
11/7/2024	PRM,40147,250000000443,1,12,1		A-Z BUS SALES, INC.	61.08	000000021887049	
11/7/2024	PRM,40147,250000000443,1,13,1		A-Z BUS SALES, INC.	28.96	000000021887049	
11/7/2024	PRM,40147,250000000443,1,14,1		A-Z BUS SALES, INC.	276.09	000000021887049	
11/7/2024	PRM,40147,250000000443,1,15,1		A-Z BUS SALES, INC.	321.25	000000021887049	
11/7/2024	PRM,40147,250000000443,1,16,1		A-Z BUS SALES, INC.	236.82	000000021887049	
11/7/2024	PRM,40147,250000000443,1,17,1		A-Z BUS SALES, INC.	257.85	000000021887049	
11/7/2024	PRM,40147,250000000443,1,18,1		A-Z BUS SALES, INC.	135.25	000000021887049	
11/7/2024	PRM,40147,250000000443,1,19,1		A-Z BUS SALES, INC.	154.76	000000021887049	
11/7/2024	PRM,40147,250000000443,1,20,1		A-Z BUS SALES, INC.	396.20	000000021887049	
11/7/2024	PRM,40147,250000000443,1,2,1		A-Z BUS SALES, INC.	217.23	000000021887049	
11/7/2024	PRM,40147,250000000443,1,21,1		A-Z BUS SALES, INC.	236.34	000000021887049	
11/7/2024	PRM,40147,250000000443,1,22,1		A-Z BUS SALES, INC.	67.78	000000021887049	
11/7/2024	PRM,40147,250000000443,1,23,1		A-Z BUS SALES, INC.	259.78	000000021887049	
11/7/2024	PRM,40147,250000000443,1,3,1		A-Z BUS SALES, INC.	76.26	000000021887049	
11/7/2024	PRM,40147,250000000443,1,4,1		A-Z BUS SALES, INC.	426.23	000000021887049	
11/7/2024	PRM,40147,250000000443,1,5,1		A-Z BUS SALES, INC.	72.04	000000021887049	
11/7/2024	PRM,40147,250000000443,1,6,1		A-Z BUS SALES, INC.	570.28	000000021887049	
11/7/2024	PRM,40147,250000000443,1,7,1		A-Z BUS SALES, INC.	541.59	000000021887049	

11/7/2024	PRM,40147,250000000443,1,8,1		A-Z BUS SALES, INC.	511.54	000000021887049	
11/7/2024	PRM,40147,250000000443,1,9,1		A-Z BUS SALES, INC.	252.28	000000021887049	
11/7/2024	PRM,40147,250000000449,1,1,1		ALTERNATIVE LOGISTICS TECHNOLOGIES, LLC	23,287.73	000000021887050	
11/7/2024	PRM,40147,250000000444,1,1,1		ANTELOPE EXPRESS	2,448.50	000000021887051	
11/7/2024	PRM,40147,250000000444,1,2,1		ANTELOPE EXPRESS	1,703.90	000000021887051	
11/7/2024	PRM,40147,250000000446,1,1,1		ARCPOINT	275.00	000000021887052	
11/7/2024	GAX,40147,250000000169,1,0,2		CALIFORNIA SCHOOL EMPLOYEES	48.00	000000021887053	
11/7/2024	GAX,40147,250000000170,1,0,2		CALIFORNIA SCHOOL EMPLOYEES	105.00	000000021887053	
11/7/2024	GAX,40147,250000000171,1,0,2		CALIFORNIA SCHOOL EMPLOYEES	2,379.09	000000021887053	
11/7/2024	PRM,40147,250000000447,1,1,1		FALCON FUELS	27,121.04	000000021887054	
11/7/2024	PRM,40147,250000000447,1,2,1		FALCON FUELS	27,121.04	000000021887054	
11/7/2024	PRM,40147,250000000448,1,1,1		FEDERAL EXPRESS CORPORATION	87.92	000000021887055	
11/7/2024	PRM,40147,250000000452,1,1,1		GSI SYSTEMS INC	5,250.00	000000021887056	
11/7/2024	PRM,40147,250000000456,1,1,1		JULIOS AUTO GLASS	275.00	000000021887057	
11/7/2024	PRM,40147,250000000456,1,2,1		JULIOS AUTO GLASS	275.00	000000021887057	
11/7/2024	PRM,40147,250000000456,1,3,1		JULIOS AUTO GLASS	275.00	000000021887057	
11/7/2024	PRM,40147,250000000451,1,1,1		LIBERTY MOTOR SPORTS, INC.	1,171.99	000000021887058	
11/7/2024	PRM,40147,250000000454,1,1,1		MINUTEMAN PRESS	2,165.68	000000021887059	
11/7/2024	PRM,40147,250000000453,1,1,1		PATRIOT PLUMBING	250.00	000000021887060	
11/7/2024	PRM,40147,250000000453,1,2,1		PATRIOT PLUMBING	500.00	000000021887060	
11/7/2024	PRM,40147,250000000455,1,1,1		SOUTHERN COUNTIES LUBRICANTS, LLC	364.60	000000021887061	
11/7/2024	PRM,40147,250000000455,1,2,1		SOUTHERN COUNTIES LUBRICANTS, LLC	4,394.62	000000021887061	
11/7/2024	PRM,40147,250000000445,1,1,1		Transit Systems Unlimited Inc	3,831.75	000000021887062	
11/7/2024	PRM,40147,250000000450,1,1,1		UNITED PARCEL SERVICE	32.90	000000021887063	
11/8/2024	PRC,40147,250000000038,1,1,1		BUSWEST, LLC	(344.51)	000000021889508	
11/8/2024	PRC,40147,250000000039,1,1,1		BUSWEST, LLC	(633.03)	000000021889508	
11/8/2024	PRC,40147,250000000040,1,1,1		BUSWEST, LLC	(361.73)	000000021889508	
11/8/2024	PRC,40147,250000000041,1,1,1		BUSWEST, LLC	(351.40)	000000021889508	
11/8/2024	PRM,40147,250000000457,1,10,1		BUSWEST, LLC	148.47	000000021889508	
11/8/2024	PRM,40147,250000000457,1,1,1		BUSWEST, LLC	257.74	000000021889508	
11/8/2024	PRM,40147,250000000457,1,11,1		BUSWEST, LLC	89.37	000000021889508	
11/8/2024	PRM,40147,250000000457,1,12,1		BUSWEST, LLC	92.42	000000021889508	
11/8/2024	PRM,40147,250000000457,1,2,1		BUSWEST, LLC	92.55	000000021889508	
11/8/2024	PRM,40147,250000000457,1,3,1		BUSWEST, LLC	195.10	000000021889508	
11/8/2024	PRM,40147,250000000457,1,4,1		BUSWEST, LLC	169.07	000000021889508	
11/8/2024	PRM,40147,250000000457,1,5,1		BUSWEST, LLC	2,282.45	000000021889508	
11/8/2024	PRM,40147,250000000457,1,6,1		BUSWEST, LLC	351.57	000000021889508	
11/8/2024	PRM,40147,250000000457,1,7,1		BUSWEST, LLC	89.28	000000021889508	

11/8/2024	PRM,40147,250000000457,1,8,1		BUSWEST, LLC	1,145.45	000000021889508	
11/8/2024	PRM,40147,250000000457,1,9,1		BUSWEST, LLC	375.21	000000021889508	
11/8/2024	PRC,40147,250000000042,1,1,1		MODEL 1 COMMERCIAL VEHICLES, INC.	(287.50)	000000021889509	
11/8/2024	PRM,40147,250000000458,1,10,1		MODEL 1 COMMERCIAL VEHICLES, INC.	639.91	000000021889509	
11/8/2024	PRM,40147,250000000458,1,1,1		MODEL 1 COMMERCIAL VEHICLES, INC.	183.13	000000021889509	
11/8/2024	PRM,40147,250000000458,1,11,1		MODEL 1 COMMERCIAL VEHICLES, INC.	422.83	000000021889509	
11/8/2024	PRM,40147,250000000458,1,12,1		MODEL 1 COMMERCIAL VEHICLES, INC.	548.09	000000021889509	
11/8/2024	PRM,40147,250000000458,1,13,1		MODEL 1 COMMERCIAL VEHICLES, INC.	736.65	000000021889509	
11/8/2024	PRM,40147,250000000458,1,14,1		MODEL 1 COMMERCIAL VEHICLES, INC.	548.09	000000021889509	
11/8/2024	PRM,40147,250000000458,1,15,1		MODEL 1 COMMERCIAL VEHICLES, INC.	113.27	000000021889509	
11/8/2024	PRM,40147,250000000458,1,16,1		MODEL 1 COMMERCIAL VEHICLES, INC.	181.28	000000021889509	
11/8/2024	PRM,40147,250000000458,1,17,1		MODEL 1 COMMERCIAL VEHICLES, INC.	44.14	000000021889509	
11/8/2024	PRM,40147,250000000458,1,18,1		MODEL 1 COMMERCIAL VEHICLES, INC.	180.32	000000021889509	
11/8/2024	PRM,40147,250000000458,1,19,1		MODEL 1 COMMERCIAL VEHICLES, INC.	139.36	000000021889509	
11/8/2024	PRM,40147,250000000458,1,20,1		MODEL 1 COMMERCIAL VEHICLES, INC.	44.36	000000021889509	
11/8/2024	PRM,40147,250000000458,1,2,1		MODEL 1 COMMERCIAL VEHICLES, INC.	75.55	000000021889509	
11/8/2024	PRM,40147,250000000458,1,21,1		MODEL 1 COMMERCIAL VEHICLES, INC.	414.25	000000021889509	
11/8/2024	PRM,40147,250000000458,1,22,1		MODEL 1 COMMERCIAL VEHICLES, INC.	34.56	000000021889509	
11/8/2024	PRM,40147,250000000458,1,23,1		MODEL 1 COMMERCIAL VEHICLES, INC.	159.98	000000021889509	
11/8/2024	PRM,40147,250000000458,1,24,1		MODEL 1 COMMERCIAL VEHICLES, INC.	359.66	000000021889509	
11/8/2024	PRM,40147,250000000458,1,25,1		MODEL 1 COMMERCIAL VEHICLES, INC.	590.01	000000021889509	
11/8/2024	PRM,40147,250000000458,1,26,1		MODEL 1 COMMERCIAL VEHICLES, INC.	471.23	000000021889509	
11/8/2024	PRM,40147,250000000458,1,27,1		MODEL 1 COMMERCIAL VEHICLES, INC.	101.08	000000021889509	
11/8/2024	PRM,40147,250000000458,1,28,1		MODEL 1 COMMERCIAL VEHICLES, INC.	107.16	000000021889509	
11/8/2024	PRM,40147,250000000458,1,29,1		MODEL 1 COMMERCIAL VEHICLES, INC.	53.97	000000021889509	
11/8/2024	PRM,40147,250000000458,1,30,1		MODEL 1 COMMERCIAL VEHICLES, INC.	385.62	000000021889509	
11/8/2024	PRM,40147,250000000458,1,3,1		MODEL 1 COMMERCIAL VEHICLES, INC.	132.23	000000021889509	
11/8/2024	PRM,40147,250000000458,1,31,1		MODEL 1 COMMERCIAL VEHICLES, INC.	154.75	000000021889509	
11/8/2024	PRM,40147,250000000458,1,32,1		MODEL 1 COMMERCIAL VEHICLES, INC.	365.69	000000021889509	
11/8/2024	PRM,40147,250000000458,1,33,1		MODEL 1 COMMERCIAL VEHICLES, INC.	43.16	000000021889509	
11/8/2024	PRM,40147,250000000458,1,34,1		MODEL 1 COMMERCIAL VEHICLES, INC.	104.58	000000021889509	
11/8/2024	PRM,40147,250000000458,1,4,1		MODEL 1 COMMERCIAL VEHICLES, INC.	67.58	000000021889509	
11/8/2024	PRM,40147,250000000458,1,5,1		MODEL 1 COMMERCIAL VEHICLES, INC.	422.78	000000021889509	
11/8/2024	PRM,40147,250000000458,1,6,1		MODEL 1 COMMERCIAL VEHICLES, INC.	30.98	000000021889509	
11/8/2024	PRM,40147,250000000458,1,7,1		MODEL 1 COMMERCIAL VEHICLES, INC.	2,798.19	000000021889509	
11/8/2024	PRM,40147,250000000458,1,8,1		MODEL 1 COMMERCIAL VEHICLES, INC.	144.20	000000021889509	
11/8/2024	PRM,40147,250000000458,1,9,1		MODEL 1 COMMERCIAL VEHICLES, INC.	1,786.90	000000021889509	
11/12/2024	PRM,40147,250000000470,1,1,1		A-L MOBILE DETAIL	250.00	000000021891953	



11/12/2024	PRM,40147,250000000469,1,1,1		AMAZON	74.96	000000021891954	
11/12/2024	PRM,40147,250000000469,1,2,1		AMAZON	1,098.52	000000021891954	
11/12/2024	PRM,40147,250000000469,1,3,1		AMAZON	50.63	000000021891954	
11/12/2024	PRM,40147,250000000469,1,4,1		AMAZON	871.30	000000021891954	
11/12/2024	PRM,40147,250000000469,1,5,1		AMAZON	44.79	000000021891954	
11/12/2024	PRM,40147,250000000460,1,1,1		CRANE'S WASTE OIL, INC.	235.00	000000021891955	
11/12/2024	PRM,40147,250000000461,1,1,1		EBMEYER CHARTER AND TOUR	2,415.00	000000021891956	
11/12/2024	PRM,40147,250000000461,1,2,1		EBMEYER CHARTER AND TOUR	2,080.00	000000021891956	
11/12/2024	PRM,40147,250000000461,1,3,1		EBMEYER CHARTER AND TOUR	2,350.00	000000021891956	
11/12/2024	PRM,40147,250000000461,1,4,1		EBMEYER CHARTER AND TOUR	4,385.00	000000021891956	
11/12/2024	PRM,40147,250000000461,1,5,1		EBMEYER CHARTER AND TOUR	5,347.50	000000021891956	
11/12/2024	PRM,40147,250000000461,1,6,1		EBMEYER CHARTER AND TOUR	2,595.00	000000021891956	
11/12/2024	PRM,40147,250000000461,1,7,1		EBMEYER CHARTER AND TOUR	6,840.00	000000021891956	
11/12/2024	PRM,40147,250000000461,1,8,1		EBMEYER CHARTER AND TOUR	4,690.00	000000021891956	
11/12/2024	PRM,40147,250000000466,1,1,1		EBMEYER CHARTER AND TOUR	5,050.00	000000021891956	
11/12/2024	PRM,40147,250000000468,1,1,1		Eide Bailey	3,736.69	000000021891957	
11/12/2024	PRM,40147,250000000462,1,1,1		KIMBALL MIDWEST	279.40	000000021891958	
11/12/2024	PRM,40147,250000000463,1,1,1		MISSION LINEN SUPPLY	165.56	000000021891959	
11/12/2024	PRM,40147,250000000463,1,2,1		MISSION LINEN SUPPLY	151.77	000000021891959	
11/12/2024	PRM,40147,250000000463,1,3,1		MISSION LINEN SUPPLY	430.37	000000021891959	
11/12/2024	PRM,40147,250000000463,1,4,1		MISSION LINEN SUPPLY	407.78	000000021891959	
11/12/2024	PRM,40147,250000000463,1,5,1		MISSION LINEN SUPPLY	51.65	000000021891959	
11/12/2024	PRM,40147,250000000465,1,1,1		Quick Urgent & Primary Care	720.00	000000021891960	
11/12/2024	PRM,40147,250000000467,1,1,1		SO. CAL. GAS CO.	4,704.81	000000021891961	
11/12/2024	PRM,40147,250000000464,1,1,1		STAPLES ADVANTAGE	590.28	000000021891962	
11/13/2024	PRM,40147,250000000473,1,1,1		ANTELECOM, INC.	61.95	000000021894457	
11/13/2024	PRM,40147,250000000473,1,2,1		ANTELECOM, INC.	61.95	000000021894457	
11/13/2024	PRM,40147,250000000471,1,1,1		ANTELOPE EXPRESS	2,051.80	000000021894458	
11/13/2024	PRM,40147,250000000471,1,2,1		ANTELOPE EXPRESS	8,162.00	000000021894458	
11/13/2024	PRM,40147,250000000480,1,1,1		ANTELOPE EXPRESS	3,028.70	000000021894458	
11/13/2024	PRM,40147,250000000474,1,1,1		CANON FINANCIAL SERVICES, INC.	66.15	000000021894459	
11/13/2024	PRM,40147,250000000479,1,1,1		COUNTY OF LOS ANGELES	417.44	000000021894460	
11/13/2024	PRM,40147,250000000472,1,1,1		EBMEYER CHARTER AND TOUR	8,850.00	000000021894461	
11/13/2024	PRM,40147,250000000472,1,2,1		EBMEYER CHARTER AND TOUR	3,407.50	000000021894461	
11/13/2024	PRM,40147,250000000483,1,1,1		FRONTIER	53.59	000000021894462	
11/13/2024	GAX,40147,250000000175,1,0,1		INGRIS HERNANDEZ	50.00	000000021894463	
11/13/2024	GAX,40147,250000000172,1,0,1		LOS ANGELES SHERIFF DEPARTMENT	25.00	000000021894464	
11/13/2024	GAX,40147,250000000174,1,0,1		LOS ANGELES SHERIFF DEPARTMENT	25.00	000000021894465	

11/13/2024	PRM,40147,250000000484,1,1,1		LOWE'S	27.09	000000021894466	
11/13/2024	PRM,40147,250000000478,1,1,1		M5 TRAINING SCHOOL OF PROTECTIVE SE	160.00	000000021894467	
11/13/2024	PRM,40147,250000000476,1,1,1		PITNEY BOWES CREDIT CORP	182.37	000000021894468	
11/13/2024	PRM,40147,250000000475,1,1,1		SOCIAL VOCATION SERVICES INC	3,096.00	000000021894469	
11/13/2024	PRM,40147,250000000475,1,2,1		SOCIAL VOCATION SERVICES INC	1,032.00	000000021894469	
11/13/2024	PRM,40147,250000000481,1,1,1		SPECTRUM BUSINESS	207.07	000000021894470	
11/13/2024	PRM,40147,250000000482,1,1,1		SPECTRUM BUSINESS	1,174.00	000000021894471	
11/13/2024	PRM,40147,250000000477,1,1,1		UNITED PARCEL SERVICE	32.90	000000021894472	
11/14/2024	PRM,40147,250000000487,1,1,1		ALTERNATIVE LOGISTICS TECHNOLOGIES	23,231.92	000000021896999	
11/14/2024	PRM,40147,250000000485,1,1,1		CLARK & HOWARD	577.50	000000021897000	
11/14/2024	PRM,40147,250000000486,1,1,1		FIRST AID 2000	104.43	000000021897001	
11/14/2024	PRM,40147,250000000486,1,2,1		FIRST AID 2000	104.44	000000021897001	
11/15/2024	GAX,40147,250000000184,1,0,3		A.V.S.T.A.	400.00	000000021899760	
11/15/2024	PRM,40147,250000000490,1,1,1		DEPARTMENT OF JUSTICE	96.00	000000021899761	
11/15/2024	PRM,40147,250000000489,1,1,1		M5 TRAINING SCHOOL OF PROTECTIVE SE	390.00	000000021899762	
11/15/2024	PRM,40147,250000000488,1,1,1		SOUTHERN COUNTIES LUBRICANTS, LLC	542.66	000000021899763	
11/21/2024	PRM,40147,250000000511,1,1,1		ALL DATA LLC	1,500.00	000000021911184	
11/21/2024	PRM,40147,250000000512,1,1,1		ALTERNATIVE LOGISTICS TECHNOLOGIES	17,397.54	000000021911185	
11/21/2024	PRM,40147,250000000492,1,1,1		AMERICAN BUSINESS MACHINES	116.21	000000021911186	
11/21/2024	PRM,40147,250000000492,1,2,1		AMERICAN BUSINESS MACHINES	116.22	000000021911186	
11/21/2024	PRM,40147,250000000491,1,1,1		ANTELECOM, INC.	9.97	000000021911187	
11/21/2024	PRM,40147,250000000491,1,2,1		ANTELECOM, INC.	9.98	000000021911187	
11/21/2024	PRM,40147,250000000493,1,1,1		CALL CENTER SALES PRO INC.	235.24	000000021911188	
11/21/2024	PRM,40147,250000000513,1,1,1		CANON FINANCIAL SERVICES, INC.	1,685.70	000000021911189	
11/21/2024	PRM,40147,250000000494,1,1,1		CLUB FUSION	500.00	000000021911190	
11/21/2024	PRM,40147,250000000496,1,1,1		DESERT LOCK CO.	348.21	000000021911191	
11/21/2024	PRM,40147,250000000497,1,1,1		EBMEYER CHARTER AND TOUR	2,770.00	000000021911192	
11/21/2024	PRM,40147,250000000497,1,2,1		EBMEYER CHARTER AND TOUR	2,550.00	000000021911192	
11/21/2024	PRM,40147,250000000497,1,3,1		EBMEYER CHARTER AND TOUR	2,265.00	000000021911192	
11/21/2024	PRM,40147,250000000507,1,1,1		EBMEYER CHARTER AND TOUR	2,560.00	000000021911192	
11/21/2024	PRM,40147,250000000498,1,1,1		J&A Companies Inc	10,129.85	000000021911193	
11/21/2024	PRM,40147,250000000505,1,1,1		KIMBALL MIDWEST	658.96	000000021911194	
11/21/2024	PRM,40147,250000000510,1,1,1		L.A. COUNTY FIRE DEPARTMENT	7867.6	000000021911195	
11/21/2024	PRM,40147,250000000502,1,1,1		MISSION LINEN SUPPLY	312.14	000000021911196	
11/21/2024	PRM,40147,250000000502,1,2,1		MISSION LINEN SUPPLY	77.02	000000021911196	
11/21/2024	PRM,40147,250000000502,1,3,1		MISSION LINEN SUPPLY	137.99	000000021911196	
11/21/2024	PRM,40147,250000000502,1,4,1		MISSION LINEN SUPPLY	73.59	000000021911196	
11/21/2024	PRM,40147,250000000502,1,5,1		MISSION LINEN SUPPLY	46.14	000000021911196	

11/21/2024	PRM,40147,250000000509,1,1,1		PC MATIC, INC	2375.00	000000021911197	
11/21/2024	PRM,40147,250000000499,1,1,1		PETROLEUM EQUIPMENT CONSTRUCTION	175.00	000000021911198	
11/21/2024	GAX,40147,250000000185,1,0,1		SHERYNN MORTON	26.97	000000021911199	
11/21/2024	PRM,40147,250000000504,1,1,1		SOUTHERN COUNTIES LUBRICANTS, LLC	1528.23	000000021911200	
11/21/2024	PRM,40147,250000000500,1,1,1		TCW SYSTEMS, INC	950	000000021911201	
11/21/2024	PRM,40147,250000000501,1,1,1		UNITED PARCEL SERVICE	49.18	000000021911202	
11/21/2024	PRM,40147,250000000508,1,1,1		VORTEX INDUSTRIES, LLC	10862.26	000000021911203	
11/21/2024	PRM,40147,250000000508,1,2,1		VORTEX INDUSTRIES, LLC	3506.52	000000021911203	
11/21/2024	PRM,40147,250000000508,1,3,1		VORTEX INDUSTRIES, LLC	9724.49	000000021911203	
11/21/2024	PRM,40147,250000000506,1,1,1		WIN WIN SOLUTIONS	142.5	000000021911204	
11/25/2024	PRM,40147,250000000514,1,1,1		ANTELOPE EXPRESS	1756.1	000000021917017	
11/25/2024	PRM,40147,250000000514,1,2,1		ANTELOPE EXPRESS	2589.7	000000021917017	
11/25/2024	PRM,40147,250000000514,1,3,1		ANTELOPE EXPRESS	1751.8	000000021917017	
11/25/2024	PRM,40147,250000000514,1,4,1		ANTELOPE EXPRESS	3624.4	000000021917017	
11/25/2024	PRM,40147,250000000519,1,1,1		Appleone, Inc	1231.6	000000021917018	
11/25/2024	GAX,40147,250000000188,1,0,2		CALIFORNIA SCHOOL EMPLOYEES	104	000000021917019	
11/25/2024	GAX,40147,250000000189,1,0,2		CALIFORNIA SCHOOL EMPLOYEES	2336.75	000000021917019	
11/25/2024	GAX,40147,250000000190,1,0,2		CALIFORNIA SCHOOL EMPLOYEES	48	000000021917019	
11/25/2024	PRM,40147,250000000495,1,1,1		CHRISTY WHITE, INC	13500	000000021917020	
11/25/2024	PRM,40147,250000000515,1,1,1		DOREEN DE SOTO	162	000000021917021	
11/25/2024	PRM,40147,250000000518,1,1,1		FALCON FUELS	27067.63	000000021917022	
11/25/2024	PRM,40147,250000000517,1,1,1		MISSION LINEN SUPPLY	312.14	000000021917023	
11/25/2024	PRM,40147,250000000517,1,2,1		MISSION LINEN SUPPLY	87.14	000000021917023	
11/25/2024	PRM,40147,250000000517,1,3,1		MISSION LINEN SUPPLY	51.65	000000021917023	
11/25/2024	PRM,40147,250000000517,1,4,1		MISSION LINEN SUPPLY	512.71	000000021917023	
11/25/2024	PRM,40147,250000000520,1,1,1		MJ MECHANICAL HEATING & AIR CONDITIO	425	000000021917024	
11/25/2024	PRM,40147,250000000503,1,1,1		MULTICARD	250	000000021917025	
11/25/2024	PRM,40147,250000000516,1,1,1		SO. CAL. GAS CO.	1446.94	000000021917026	
11/25/2024	PRM,40147,250000000522,1,1,1		Transit Systems Unlimited Inc	1616.75	000000021917027	
11/25/2024	PRM,40147,250000000522,1,2,1		Transit Systems Unlimited Inc	2007	000000021917027	
11/25/2024	PRM,40147,250000000522,1,3,1		Transit Systems Unlimited Inc	1658.75	000000021917027	
11/25/2024	PRM,40147,250000000522,1,4,1		Transit Systems Unlimited Inc	2046.75	000000021917027	
11/25/2024	PRM,40147,250000000522,1,5,1		Transit Systems Unlimited Inc	2318.25	000000021917027	
11/25/2024	PRM,40147,250000000522,1,6,1		Transit Systems Unlimited Inc	2579.25	000000021917027	
11/25/2024	PRM,40147,250000000521,1,1,1		VERIZON CALIFORNIA	403.52	000000021917028	
11/26/2024	PRM,40147,250000000523,1,1,1		UNITED PARCEL SERVICE	32.9	000000021919437	
11/26/2024	PRM,40147,250000000525,1,1,1		WASTE MANAGEMENT - PALMDALE	644.68	000000021919438	
11/26/2024	PRM,40147,250000000525,1,2,1		WASTE MANAGEMENT - PALMDALE	66.53	000000021919438	

Report ID: FIN-PROC-0099

Antelope Valley Schools Transportation Agency

Run Date: 12/05/2024

Purchase Order Board List

Run Time: 8:31:04 AM

From 11/01/24 - To 11/30/24

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
11/06/24	PO2W-40147-000000-0-250000000085-3-Modification	2	Liberty Motor - Parts	0000001449-LIBERTY MOTOR SPORTS, INC.	Misc	01.0-00000.0-00000-36000-4387-0004004	\$5,000.00	\$1,780.03
11/06/24		2	Liberty Motor - Parts	0000001449-LIBERTY MOTOR SPORTS, INC.	Misc	01.0-00000.0-00000-36000-5630-0004004	\$3,000.00	\$2,640.00
11/06/24		2	Liberty Motor - Parts	0000001449-LIBERTY MOTOR SPORTS, INC.	Misc	01.0-00000.0-00000-36000-5650-0000101	\$1,000.00	\$935.00
<b>PO2W-40147-0000000-250000000085-3-Modification</b>						<b>Sum:</b>	<b>\$9,000.00</b>	<b>\$5,355.03</b>
11/06/24	PO2W-40147-000000-0-2500000000155-1-New		PLUMBING MAINTENANCE & REPAIR	0000444300-PATRIOT PLUMBING	Misc	01.0-00000.0-00000-36000-4380-0001001	\$5,000.00	\$4,250.00
<b>PO2W-40147-0000000-2500000000155-1-New</b>						<b>Sum:</b>	<b>\$5,000.00</b>	<b>\$4,250.00</b>
11/06/24	PO2W-40147-000000-0-2500000000156-1-New		HD viewing software	0000001595-GSI SYSTEMS INC	Misc	01.0-00000.0-50010-36000-4390-0005000	\$15,000.00	\$9,750.00
<b>PO2W-40147-0000000-2500000000156-1-New</b>						<b>Sum:</b>	<b>\$15,000.00</b>	<b>\$9,750.00</b>
11/15/24	PO2W-40147-000000-0-2500000000157-1-New		Monthly Website Hosting	0000445442-CLUB FUSION	Misc	01.0-00000.0-00000-77000-5840-0000000	\$8,000.00	\$7,000.00
<b>PO2W-40147-0000000-2500000000157-1-New</b>						<b>Sum:</b>	<b>\$8,000.00</b>	<b>\$7,000.00</b>
11/15/24	PO2W-40147-000000-0-2500000000158-1-New		Hiller - Plant Maintenance	0000445451-THE HILLER COMPANIES, LLC	Misc	01.0-00000.0-00000-36000-4380-0001001	\$8,000.00	\$6,501.90
<b>PO2W-40147-0000000-2500000000158-1-New</b>						<b>Sum:</b>	<b>\$8,000.00</b>	<b>\$6,501.90</b>
11/20/24	PO2W-40147-000000-0-2500000000123-2-Modification	1	L.A. County Fire - Storage Tank Permit	0000000506-L.A. COUNTY FIRE DEPARTMENT	Misc	01.0-00000.0-00000-36000-4366-0004004	\$8,000.00	\$132.40

Report ID: FIN-PROC-0099

Antelope Valley Schools Transportation Agency

Run Date: 12/05/2024

Purchase Order Board List

Run Time: 8:31:04 AM

From 11/01/24 - To 11/30/24

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
<b>PO2W-40147-0000000-250000000123-2-Modification</b>						<b>Sum:</b>	<b>\$8,000.00</b>	<b>\$132.40</b>
11/20/24	PO2W-40147-000000-0-250000000148-2-Modification	1	Christy White - Auditor	0000438564-CHRISTY WHITE, INC	Misc	01.0-00000.0-00000-36000-5821-0001001	\$20,000.00	\$5,327.20
<b>PO2W-40147-0000000-250000000148-2-Modification</b>						<b>Sum:</b>	<b>\$20,000.00</b>	<b>\$5,327.20</b>
11/20/24	PO2W-40147-000000-0-250000000159-2-Modification	1	VORTEX - Maintenance & Repairs	0000445461-VORTEX INDUSTRIES, LLC	Misc	01.0-00000.0-00000-36000-4380-0001001	\$30,000.00	\$5,906.73
<b>PO2W-40147-0000000-250000000159-2-Modification</b>						<b>Sum:</b>	<b>\$30,000.00</b>	<b>\$5,906.73</b>
11/20/24	PO2W-40147-000000-0-250000000160-1-New		2 YEAR LICENSE	0000185350-PC MATIC, INC	Misc	01.0-00000.0-00000-77000-5840-0000000	\$2,500.00	\$125.00
<b>PO2W-40147-0000000-250000000160-1-New</b>						<b>Sum:</b>	<b>\$2,500.00</b>	<b>\$125.00</b>
11/25/24	PO2W-40147-000000-0-250000000161-1-New		Ebmeyer - Charter Trips	0000435748-EBMEYER CHARTER AND TOUR	Misc	01.0-00000.0-11100-42000-5810-0003030	\$300,000.00	\$292,943.75
<b>PO2W-40147-0000000-250000000161-1-New</b>						<b>Sum:</b>	<b>\$300,000.00</b>	<b>\$292,943.75</b>
11/26/24	PO2W-40147-000000-0-250000000111-3-Modification	2	STAFFING SERVICE (Appleone)	0000393782-Appleone, Inc	Misc	01.0-00000.0-00000-77000-5800-0000000	\$15,000.00	\$3,475.81
<b>PO2W-40147-0000000-250000000111-3-Modification</b>						<b>Sum:</b>	<b>\$15,000.00</b>	<b>\$3,475.81</b>
							<b>\$420,500.00</b>	<b>\$340,767.82</b>

PO Record Date	PO Approval Date	Doc Code	Doc District/ Agency	Doc School Location/ Dept	Doc ID	Doc Version	Doc Phase	Doc Function	Doc School Location/ Dept Code Name	Doc Description
10/01/24	11/06/24	PO2W	40147	0000000	250000000155	1	Final	New	Misc	PLUMBING MAINTENANCE
10/01/24	11/06/24	PO2W	40147	0000000	250000000156	1	Final	New	Misc	HD viewing software
10/01/24	11/15/24	PO2W	40147	0000000	250000000158	1	Final	New	Misc	Hiller - Plant Maintenance
11/01/24	11/15/24	PO2W	40147	0000000	250000000157	1	Final	New	Misc	Monthly Website Hosting
11/01/24	11/20/24	PO2W	40147	0000000	250000000160	1	Final	New	Misc	2 YEAR LICENSE
11/01/24	11/25/24	PO2W	40147	0000000	250000000161	1	Final	New	Misc	Ebmeyer - Charter Trip
11/06/24	11/06/24	PO2W	40147	0000000	250000000085	3	Final	Modification	Misc	Liberty Motor - Parts
11/06/24	11/06/24	PO2W	40147	0000000	250000000085	3	Final	Modification	Misc	Liberty Motor - Parts
11/06/24	11/06/24	PO2W	40147	0000000	250000000085	3	Final	Modification	Misc	Liberty Motor - Parts
11/20/24	11/20/24	PO2W	40147	0000000	250000000123	2	Final	Modification	Misc	L.A. County Fire - Storage
11/20/24	11/20/24	PO2W	40147	0000000	250000000148	2	Final	Modification	Misc	Christy White - Auditor
11/20/24	11/20/24	PO2W	40147	0000000	250000000159	2	Final	Modification	Misc	VORTEX - Maintenance
11/26/24	11/26/24	PO2W	40147	0000000	250000000111	3	Final	Modification	Misc	STAFFING SERVICE

	Change Order Number	Create Date	Vendor Line	Vendor Code	Vendor Name	Commodity Line	Accounting Line	Fund/Sub Fund	Resource /PrjYr	Goal/Categorical	Function Activity
ANCE & REPAIR		11/05/24	1	0000444300	PATRIOT PLUMBING	1	1	01.0	00000.0	00000	36000
		11/05/24	1	0000001595	GSI SYSTEMS INC	1	1	01.0	00000.0	50010	36000
nce		11/15/24	1	0000445451	THE HILLER COMPANIES, LLC	1	1	01.0	00000.0	00000	36000
ng		11/15/24	1	0000445442	CLUB FUSION	1	1	01.0	00000.0	00000	77000
		11/19/24	1	0000185350	PC MATIC, INC	1	1	01.0	00000.0	00000	77000
os		11/25/24	1	0000435748	EBMEYER CHARTER AND TOUR	1	1	01.0	00000.0	11100	42000
	2	11/06/24	1	0000001449	LIBERTY MOTOR SPORTS, INC.	1	1	01.0	00000.0	00000	36000
	2	11/06/24	1	0000001449	LIBERTY MOTOR SPORTS, INC.	2	1	01.0	00000.0	00000	36000
	2	11/06/24	1	0000001449	LIBERTY MOTOR SPORTS, INC.	3	1	01.0	00000.0	00000	36000
age Tank Permit	1	11/20/24	1	0000000506	L.A. COUNTY FIRE DEPARTMENT	1	1	01.0	00000.0	00000	36000
r	1	11/19/24	1	0000438564	CHRISTY WHITE, INC	1	1	01.0	00000.0	00000	36000
ce & Repairs	1	11/19/24	1	0000445461	VORTEX INDUSTRIES, LLC	1	1	01.0	00000.0	00000	36000
(Appleone)	2	11/26/24	1	0000393782	Appleone, Inc	1	1	01.0	00000.0	00000	77000

	<b>Dist Agency Obj / BSA Obj</b>	<b>School Location/ Dept</b>	<b>School Location Dept Name</b>	<b>Accounting Line Amount</b>	<b>Accounting Line Closed Amount</b>	<b>Accounting Line Open Amount</b>
	4380	0001001	Misc	\$5,000.00	\$750.00	\$4,250.00
	4390	0005000	Misc	\$15,000.00	\$5,250.00	\$9,750.00
	4380	0001001	Misc	\$8,000.00	\$1,498.10	\$6,501.90
	5840	0000000	Misc	\$8,000.00	\$1,000.00	\$7,000.00
	5840	0000000	Misc	\$2,500.00	\$2,375.00	\$125.00
	5810	0003030	Misc	\$300,000.00	\$7,056.25	\$292,943.75
	4387	0004004	Misc	\$5,000.00	\$3,219.97	\$1,780.03
	5630	0004004	Misc	\$3,000.00	\$360.00	\$2,640.00
	5650	0000101	Misc	\$1,000.00	\$65.00	\$935.00
	4366	0004004	Misc	\$8,000.00	\$7,867.60	\$132.40
	5821	0001001	Misc	\$20,000.00	\$14,672.80	\$5,327.20
	4380	0001001	Misc	\$30,000.00	\$24,093.27	\$5,906.73
	5800	0000000	Misc	\$15,000.00	\$11,524.19	\$3,475.81





**INDIVIDUAL ACTION ITEM # 099**

**SUBJECT: ANNUAL CERTIFICATION OF SIGNATURES RESOLUTION**

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**BACKGROUND:**

It is requested the Board of Directors approve the Annual Certification of Signatures Resolution to be effective December 11, 2024, to December 10, 2025, as presented.

**ACTION REQUIRED:**

A majority vote.

**REFERENCE MATERIALS ATTACHED:**

LACOE Bulletin31



November 19, 2024

**TO:** Business and Accounting Administrators  
 Los Angeles County K-12 Schools and Community College Districts  
 and Other Local Educational Agencies

**FROM:** Gabriel Leung, Assistant Director  
 Accounting and Financial Services  
 Division of School Financial Services

**SUBJECT:** Annual Certification of Signature Resolution

The governing board of each school district and community college district is required to hold an annual organizational meeting according to Education Code Section 35143/72000 as follows:

- The governing board of each school district shall hold an annual organizational meeting. In a year in which a regular election for governing board members is conducted, the meeting shall be held on a day within a 15-day period that commences with the second Friday in December following the regular election. Organizational meetings in years in which no such regular election for governing board members is conducted, shall be held on any date in December, but no later than December 20th.
- Only a city board of education, whose members are elected in accordance with a city charter, are exempt from this requirement.

The Certification of Signatures Resolution must be approved at that meeting.

**ANNUAL CERTIFICATION OF SIGNATURE RESOLUTION SUBMISSION DUE DATES**

The annual Certification of Signatures is due to the Los Angeles County Office of Education (LACOE) as follows:

<u><b>Date Expiring</b></u>	<u><b>Date Due</b></u>
December 31, 2024	December 27, 2024
May 31, 2025	May 15, 2025
June 30, 2025	June 16, 2025
July 31, 2025	July 17, 2025
August 31, 2025	August 15, 2025

## **NEW RESOLUTION REQUIRED FOR ANY CHANGE IN SIGNATURE AUTHORIZATIONS**

When changes in signature authorizations occur before the expiration of the annual Resolution, the district must submit a new Resolution. The new Resolution will rescind all previous signature Resolutions. The Resolution should be signed by the Clerk of the Board, and be submitted with the relevant Board minutes. If the change is removing a signatory, a cover letter describing the change and the Board minutes will suffice.

## **REMOVE OR DEACTIVATE BEST ADVANTAGE FINANCIALS OPERATOR APPROVING RIGHTS TO SIGNATORIES WHO ARE NO LONGER AUTHORIZED**

Whenever changes in signature authorizations occur, a User Maintenance Document (UDOC) should be completed and submitted to the Security & Workflow Unit. Use the UDOC to request deactivation of the approving rights given to signatories who are no longer authorized. For any questions about the UDOC, please contact the Security & Workflow Unit at [SFSecurity@laco.edu](mailto:SFSecurity@laco.edu).

## **SUBMITTING NEW CERTIFICATION OF SIGNATURES**

Submit by email: a cover letter, the Board Minutes, the approved Certification of Signature Resolution, and the adopted list of authorized district personnel (with their delegated duties) to SFS's Commercial Claims Unit at [SFSCommercialClaims@laco.edu](mailto:SFSCommercialClaims@laco.edu). In the cover letter, please indicate whether the submission is to replace an expiring Certification of Signature, or to enact changes occurring before the expiration of the annual Resolution.

## **SIGNATURES ON EXPIRED CERTIFICATION**

Signatures on expired Certifications of Signatures Resolution will not be honored. If the resolution expires before the scheduled organizational meeting, please submit a letter requesting an extension to honor the signature(s) until a new resolution is approved via email to [SFSCommercialClaims@laco.edu](mailto:SFSCommercialClaims@laco.edu). A new resolution must be approved within thirty (30) days of the expiration date. In the letter, please include the expiration date of the expiring Certification of Signatures and the anticipated Board date on which the new resolution will be approved.

The Certification of Signatures Resolution form may be accessed on the website: <https://laco.edu/services/business/sfs/commercial-claims>, select "Certification of Signatures" under "Resources."

There is no need to send hard copies. The Certification of Signatures and letters can be sent by email to SFS Commercial Claims at [SFSCommercialClaims@laco.edu](mailto:SFSCommercialClaims@laco.edu). Indicate District Name and Certification of Signatures in the subject line. For any questions regarding this bulletin, contact Gabriel Leung at (562) 922-6416 or by email at [Leung\\_Gabriel@laco.edu](mailto:Leung_Gabriel@laco.edu).

This bulletin and its attachments are posted on the LACOE website at the following address:  
<https://www.lacoe.edu/bulletins>

Approved:  
Nkeiruka Benson, Director  
Division of School Financial Services

GL:ei  
Attachments

SFS-A30-2024-2025

\_\_\_\_\_

DISTRICT

**CERTIFICATION OF SIGNATURES**

As clerk/secretary to the governing board of the above named district, I certify that the signatures shown below in Column 1 are the verified signatures of the members of the governing board. I certify that the signatures shown in Column 2 are the verified signatures of the person or persons authorized to sign notices of employment, contracts and orders drawn on the funds of the district. These certifications are made in accordance with the provisions of Education Code Sections:

**K-12 Districts:** 35143, 42632, and 42633

**Community College Districts:** 72000, 85232, and 85233

If persons authorized to sign orders as shown in Column 2 are unable to do so, the law requires the signatures of the majority of the governing board.

These approved signatures are valid for the period of: \_\_\_\_\_ to \_\_\_\_\_

In accordance with governing board approval dated \_\_\_\_\_, 20 \_\_\_\_\_.

Signature \_\_\_\_\_  
Clerk (Secretary) of the Board

Typed Name \_\_\_\_\_  
Clerk (Secretary) of the Board

**NOTE:** Please TYPE name under signature.

**Column 1**

Signatures of Members of the Governing Board

SIGNATURE	INITIALS
TYPED NAME	
<b>President of the Board of Trustees/Education</b>	
SIGNATURE	INITIALS
TYPED NAME	
<b>Clerk/Secretary of the Board of Trustees/Education</b>	
SIGNATURE	INITIALS
TYPED NAME	
<b>Member of the Board of Trustees/Education</b>	
SIGNATURE	INITIALS
TYPED NAME	
<b>Member of the Board of Trustees/Education</b>	
SIGNATURE	INITIALS
TYPED NAME	
<b>Member of the Board of Trustees/Education</b>	
SIGNATURE	INITIALS
TYPED NAME	
<b>Member of the Board of Trustees/Education</b>	
SIGNATURE	INITIALS
TYPED NAME	

If the Board has given special instructions for signing warrants or orders, please attach a copy of the resolution to this form.

**Column 2**

Signatures of Personnel and/or Members of Governing Board authorized to sign Orders for Salary or Commercial Payments, Notices of Employment, and Contracts:

SIGNATURE	INITIALS
TYPED NAME	
TITLE	
SIGNATURE	INITIALS
TYPED NAME	
TITLE	
SIGNATURE	INITIALS
TYPED NAME	
TITLE	
SIGNATURE	INITIALS
TYPED NAME	
TITLE	
SIGNATURE	INITIALS
TYPED NAME	
TITLE	
SIGNATURE	INITIALS
TYPED NAME	
TITLE	

Number of Signatures required:

ORDERS FOR SALARY PAYMENTS	ORDERS FOR COMMERCIAL PAYMENTS
NOTICES OF EMPLOYMENT	CONTRACTS

*Place on District Letterhead*

**CERTIFICATION OF SIGNATURES RESOLUTION**

Date:

Gabriel Leung  
Assistant Director  
Accounting and Financial Services  
Division of School Financial Services  
Los Angeles County Office of Education

Per LACOE Bulletin #6931, attached is the Certification of Signatures Resolution expiring on \_\_\_\_\_ which was approved during our organizational meeting on \_\_\_\_\_.

If you have any questions, please contact, (Name and title of district representative) at (Phone number), and (e-mail address).

Sincerely,

District Representative  
Title and Division

*Place on District Letterhead*

**REQUEST FOR EXTENTION OF THE  
CERTIFICATION OF SIGNATURES RESOLUTION**

Date:

Gabriel Leung  
Assistant Director  
Accounting and Financial Services  
Division of School Financial Services  
Los Angeles County Office of Education

Per LACOE Bulletin #6931, this is a request to honor the Certification of Signatures Resolution which expired on \_\_\_\_\_ until a new resolution is approved on our next organizational meeting scheduled on \_\_\_\_\_.

A copy of the new, approved Certification of Signatures Resolution will be sent to you after the organizational meeting.

If you have any questions, please contact, (Name and title of district representative) at (Phone number), and (e-mail address).

Sincerely,

District Representative  
Title and Division



*Place on District Letterhead*

**NOTICE OF REVISION/AMENDMENT ON THE CERTIFICATION OF SIGNATURES**

Date:

Gabriel Leung  
Assistant Director  
Accounting and Financial Services  
Division of School Financial Services  
Los Angeles County Office of Education

Per LACOE Bulletin #6931, this is a notice of revision in our current Certification of Signatures Resolution.

Effective \_\_\_\_\_, (*describe changes*). Enclosed is the revised Certification of Signatures Resolution signed by the Secretary of the Board and the approved minutes for the revision.

If you have any questions, please contact, (Name and title of district representative) at (phone number), and (e-mail address).

Sincerely,

District Representative  
Title and Division

**INDIVIDUAL ACTION ITEM # 100**

**SUBJECT: 2024-2025 FIRST INTERIM REPORT**

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**BACKGROUND:**

It is requested the Board of Directors approve the 2024-2025 First Interim Report for the fiscal year, as presented.

**ACTION REQUIRED:**

A majority vote by the full board.

**REFERENCE MATERIALS ATTACHED:**

First Interim

**INDIVIDUAL ACTION ITEM # 101**

**SUBJECT: RESCHEDULE MARCH 12, 2024, BOARD MEETING**

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**BACKGROUND:**

It is requested the Board of Directors approve to move the regular board meeting currently scheduled for March 12, 2024, to March 14, 2025, as presented.

**ACTION REQUIRED:**

A majority vote by the full board.

**REFERENCE MATERIALS ATTACHED:**

Board Meeting Schedule - Revised

# Memorandum

Date: December 11, 2024  
 RE: AVSTA Board Meetings

Board Meetings are to be held the second Wednesday of every month at **9:00 AM**. These Board Meetings shall take place at Antelope Valley Schools Transportation in the board room unless another date/time is indicated.

Below you will find the Board Meeting schedule for the 2024-2025 school year.

July 10, 2024 (Cancelled)
August 14, 2024
September 11, 2024
October 9, 2024
November 13, 2024
December 11, 2024
January 8, 2025
February 12, 2025
<del>March 12, 2025</del> <u>March 14, 2025</u>
April 9, 2025
May 14, 2025
June 11, 2025

Should you have any questions regarding the Board of Directors and/or Board Meetings, contact Executive Assistant Sherynn Morton at [s.morton@avsta.com](mailto:s.morton@avsta.com) or 661-945-3621 ext. 207.

**INDIVIDUAL ACTION ITEM # 102**

**SUBJECT:     VENDOR BUS WAS SERVICES**

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**BACKGROUND:**

It is requested the Board of Directors approve the vendor bus was quote proposal, as presented.

**ACTION REQUIRED:**

A majority vote by the full board.

**REFERENCE MATERIALS ATTACHED:**

A-L Mobile Quote

Garcia Mobile Wash Quote

A-L Mobile Detail Car Wash Professional Detailing  
Leo 661-917-4975

**Exterior wash and armor all tires**

Type	Description	Cost
Type A	9-20 passenger	\$55.00
Type B	21-60 passenger	\$75.00
Type C	Over 60 passenger	\$80.00
Type A	Cutaway	\$55.00
Type D	Flat	\$80.00
Type C	Conventional	\$75.00

**Polish, wash, and wax detail**

Type	Description	Cost
Type A	9-20 passenger	\$450.00
Type B	21-60 passenger	\$1,200.00
Type C	Over 60 passenger	\$1,200.00
Type A	Cutaway	\$450.00
Type D	Flat	\$1,200.00
Type C	Conventional	\$1,200.00

**Exterior wash and armor all tires, sweep inside  
& clean windows**

Type	Description	Cost
Type C & D	Trip Buses	\$100.00

## Garcia's Mobile Wash Quote

**Attention:** AVSTA

**From:** Garcia's Mobile Wash

**Location:** Lancaster Bus Yard

### Detailing Busses 30+ Each Time Any Size:

\***Price:** \$400 Per Bus, Any Size

\***Yearly Cost Approx.:** \$12,000-24,000

\*\$400x 30 bus = \$12,000 x 2 year = \$24,000

### Includes:

- Polishing bus to restore paint
- Protecting clear coat of bus
- Tire shine and cleaning rims
- Cleaning Outside Windows
- Wipe down and disinfect all seats
- Bumper Polish (Metal)
- Underneath Wheel Wall (Med Bus)
- Polishing Top of Bus
- Clean inside bus windows, dashboard, rails, walls, ceiling, between seats (lift all seats) and sweep
- Wipe down only, entire bus (Interior)
- Bus Wash

### Bus Wash Only:

\*Must wash buses on the weekend **Fri-Sat** and we can do all buses on the weekend.

\*Bus washing on the weekend consists of the outside only.

\***Price:** \$25 Per Bus, Any Size

\***Yearly Cost Approx.:** \$60,000

\*\$25x 200 bus = \$5,000 x 12 months = \$60,000

### Extras:

\*Emergency Calls Minimum \$120 - \$300 Ea. Bus

-Back of Bus Full of Oil \$80 Extra Charge (No charge when detailing)

-Mopping Inside Bus Floor \$20 EA. Bus Any Size

\*Water Spot Remover Windows **Sm:** \$55 EA. Bus **Md:** \$65 EA. Bus **Lg:** \$75 EA. Bus

*For any questions feel free to call 661-618-9838 or email [garciasmobilewash@gmail.com](mailto:garciasmobilewash@gmail.com)*

Sincerely,

Ignacio Garcia  
Garcia's Mobile Wash  
661-618-9838

**Garcia's Mobile Wash**

**Quote for Mobile School Bus Painting**

**Attention:** AVSTA

**From:** Garcia's Mobile Wash

**Location:** Lancaster Bus Yard

**Mobile School Bus Painting:**

**\*Price:** \$9,000 Big Bus

**\*Price:** \$7,000 Medium Bus

**\*Price:** \$5,000 Small Bus

If your bus doesn't pass CHP inspection, we can repaint your bus for these prices. No major damage to the bus and best of all we come to you. We have a portable spray paint booth to paint the buses and no need to take your buses to a shop where they will be out of service for weeks or months. I can share more information in person and prices are negotiable. Willing to work with AVSTA, just give us an opportunity. Thank you

Respectfully,

Ignacio Garcia  
Garcia's Mobile Wash  
661-618-9838







**INDIVIDUAL ACTION ITEM # 103**

**SUBJECT: CONTRACT WITH EMPLOY AMERICA**

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**BACKGROUND:**

It is requested the Board of Directors approve the contract with Employ America from January 13, 2025 - June 6, 2025, for interim employment services, as presented.

**ACTION REQUIRED:**

A majority vote by the full board.

**REFERENCE MATERIALS ATTACHED:**

Employ America Personnel Lease Agreement



**PERSONNEL LEASING AGREEMENT**  
**Supported Employment Groups**

This agreement, effective 1/13/2025 is between Employ America (EA), a Division of SVS and:

Employer Name: A V S T A  
 Address: 670 W. Ave L8 Lancaster CA 93534  
 Phone, Fax: 661.945.3621  
 Billing E-Mail: adminissistant@avsta .com  
 Contact Person: Shereen

Social Vocational Services (SVS) will provide personnel and supervision of personnel according to the following mutually agreed upon terms:

1. SVS will provide the employer with pre-screened, qualified workers according to the following schedule:

Days/week: 5	Hours/day: 3	Start time: 9:00 am	End time: 12:00pm
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2. Training and supervision of workers will be provided by SVS staff. The SVS Job Coach and/or Program Director will serve as a liaison between the Employer and SVS to ensure satisfaction and compliance with this Agreement. Workers' Compensation Insurance for the contracted work is provided by SVS.

3. **Description of work to be performed by SVS (include specific duties, responsibilities and tasks as well as equipment and supplies that are to be used):**

Janitorial, Maintenance, Window Washing, Sweep, Mop, Dust Vacuum, any other duties requested by the employer
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4. SVS office responsible for this contract:

Program Director: Joy Garcia  
SVS Office Address: 846 W. Lancaster Blvd Lancaster CA 93534  
Phone/Email: 661.729.5954

5. Training of SVS staff will occur according to the following plan:

- ✓ SVS will arrange for the supervising staff person (job coach) to report to the Employer at a pre-scheduled time (at least one week prior to the contract start date) to receive training and information regarding work skills required, company rules/policies and the interpersonal skills necessary to adapt to the work environment. This information will be conveyed to all workers individually and in daily group meetings during the first two weeks of work.
- ✓ If the Employer chooses, SVS workers and their job coach may attend an orientation and introduction to the work place prior to start of the contract.
- ✓ The SVS job coach will be responsible for quality control. Sample inspections of all work performed will occur daily. SVS administrative staff will complete a site visit at least once per month to review overall performance and compliance.

6. Billing for Employ America services will be: \$3,192.75 Per month

Billing will be monthly and is due and payable upon receipt. If you would like to pay by Visa or MasterCard, please contact our Client Contracts Biller at 310-944-3303, ext. 146. If you prefer to pay by check, please make it payable to Employ America and send to:

**Employ America**  
**Attn: CCB – Accounts Receivables**  
**3555 Torrance Blvd.**  
**Torrance, CA 90503**

Any bill not paid within 60 days of receipt will be subject to a late charge.

7. SVS leased personnel generally observe 9 non-working holidays during the year. Any and all variations to this schedule must be specified below:

SVS Holidays (cross off if not applicable)

New Year's Day	Memorial Day	Thanksgiving
Martin Luther King Day	Independence Day	Thanksgiving Friday
Presidents' Day	Labor Day	Christmas Day

Additional Employer Holidays (if any)

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8. This agreement will remain in force unless amended or cancelled by either party, with 30 days written notice. Annually, the performance and costs associated with this agreement will be reviewed by both parties and a new Personnel Leasing Agreement signed if necessary.

Perry Orzelle      12/6/24  
EA Employment Specialist      Date      SVS Regional Director      Date

\_\_\_\_\_  
Company Representative (Name and Title, Please Print)

\_\_\_\_\_  
Company Representative (signature)      Date

**SVS Employer Identification Number: 95-3284250**



**PERSONNEL LEASING AGREEMENT**  
**Supported Employment Groups**

This agreement, effective 1/13/2025 is between Employ America (EA), a Division of SVS and:

Employer Name: A V S T A  
 Address: 670 W. Ave L8 Lancaster CA 93534  
 Phone, Fax: 661.945.3621  
 Billing E-Mail: adminissistant@avsta .com  
 Contact Person: Shereen

Social Vocational Services (SVS) will provide personnel and supervision of personnel according to the following mutually agreed upon terms:

1. SVS will provide the employer with pre-screened, qualified workers according to the following schedule:

Days/week: 5	Hours/day: 1	Start time: 10:00 am	End time: 11:00pm
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2. Training and supervision of workers will be provided by SVS staff. The SVS Job Coach and/or Program Director will serve as a liaison between the Employer and SVS to ensure satisfaction and compliance with this Agreement. Workers' Compensation Insurance for the contracted work is provided by SVS.

3. **Description of work to be performed by SVS (include specific duties, responsibilities and tasks as well as equipment and supplies that are to be used):**

Janitorial, Maintenance, Window Washing, Sweep, Mop, Dust Vacuum, any other duties requested by the employer

4. SVS office responsible for this contract:

Program Director: Kim Hager  
SVS Office Address: 38420 5<sup>th</sup> st w. Palmdale CA 93551  
Phone/Email: 661.274.4840

5. Training of SVS staff will occur according to the following plan:

- ✓ SVS will arrange for the supervising staff person (job coach) to report to the Employer at a pre-scheduled time (at least one week prior to the contract start date) to receive training and information regarding work skills required, company rules/policies and the interpersonal skills necessary to adapt to the work environment. This information will be conveyed to all workers individually and in daily group meetings during the first two weeks of work.
- ✓ If the Employer chooses, SVS workers and their job coach may attend an orientation and introduction to the work place prior to start of the contract.
- ✓ The SVS job coach will be responsible for quality control. Sample inspections of all work performed will occur daily. SVS administrative staff will complete a site visit at least once per month to review overall performance and compliance.

6. Billing for Employ America services will be: \$1,064 Per month

Billing will be monthly and is due and payable upon receipt. If you would like to pay by Visa or MasterCard, please contact our Client Contracts Biller at 310-944-3303, ext. 146. If you prefer to pay by check, please make it payable to Employ America and send to:

**Employ America**  
**Attn: CCB – Accounts Receivables**  
**3555 Torrance Blvd.**  
**Torrance, CA 90503**

Any bill not paid within 60 days of receipt will be subject to a late charge.

7. SVS leased personnel generally observe 9 non-working holidays during the year. Any and all variations to this schedule must be specified below:

SVS Holidays (cross off if not applicable)

New Year's Day	Memorial Day	Thanksgiving
Martin Luther King Day	Independence Day	Thanksgiving Friday
Presidents' Day	Labor Day	Christmas Day

Additional Employer Holidays (if any)

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8. This agreement will remain in force unless amended or cancelled by either party, with 30 days written notice. Annually, the performance and costs associated with this agreement will be reviewed by both parties and a new Personnel Leasing Agreement signed if necessary.

Perry Credle      12/16/24      \_\_\_\_\_  
EA Employment Specialist      Date      SVS Regional Director      Date

\_\_\_\_\_  
Company Representative (Name and Title, Please Print)

\_\_\_\_\_  
Company Representative (signature)

\_\_\_\_\_  
Date

**SVS Employer Identification Number: 95-3284250**

**CLOSED SESSION**

**SUBJECT:      CLOSED SESSION AGENDA ITEM # 104**

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**BACKGROUND:**

Under Government Code Section 52956.95, the Board of Directors is empowered to conduct a Closed Session to discuss claims for payment of liability losses, public liability losses or workers' compensation liability incurred by the joint powers agency or local agency member of the joint powers agency.

1.      ***Government Code Section 54957: Public Employee Discipline/Dismissal/Release***
  
2.      ***Government Code Section 54957.6: Conference with Labor Negotiator.***  
***Agency Representative: Morris Fuselier, III, CEO***  
***Employee Organization: CSEA***
  
3.      ***Government Code Section 54957: Student discipline***
  
4.      ***CEO's salary***

**ACTION REQUIRED:**

A majority vote by the full board.

**REFERENCE MATERIALS ATTACHED:**

Discussion