

AGENDA

REGULAR BOARD OF DIRECTORS MEETING

November 12, 2025

9:00 AM

ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY

BOARD ROOM

670 W. AVE L-8

Lancaster, CA 93534

In compliance with the Americans with Disabilities Act, note that if you are a disabled person and need a disability-related modification or accommodation to participate in this meeting, please contact Sandra Barajas, Executive Assistant by telephone at (661) 945-3621 or by email at s____barajas@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

Antelope Valley Union High School District

Westside Union School District

Lancaster School District

Antelope Valley Union High School District

Westside Union School District

Lancaster School District

Antelope Valley Schools Transportation Agency

Kevin Vensko, President

Rob Garza, Vice President

Charles Coleman, Clerk

Rosemary Mann, Alternate

Jake Briggs Ed. D., Alternate

Duane Winn, Alternate

Morris Fuselier III, Secretary & CEO

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF AGENDA

Request approval of the Agenda on November 12, 2025, as presented.

Motion by_____Seconded by_____Yes_____No _____

The Authority retains the right to change the order in which agenda items are discussed, subject to review by the Authority, the agenda is to be approved as presented. Items may be deleted or added for discussion only according to Government Code Section 54954.2.

5. **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.

Open Public Hearing at: _____

Comments from the Public: _____

Close Public Hearing at: _____

6. **INFORMATIONAL ITEMS**

A. AVSTA EVENTS

1. Chili Cook - Off - Friday, October 31, 2025

As presented by Morris Fuselier, III

2. Thanksgiving Potluck - Thursday, November 20, 2025

As presented by Morris Fuselier, III

7. **DISCUSSION ITEMS**

- | | |
|--|-------------------|
| A. BOARD POLICY 7008 Expenditures and Purchases, 3rd reading | Discussion |
| <i>As presented by David Castillo</i> | |
| B. BOARD POLICY Agency Credit Cards, 4th reading | Discussion |
| <i>As presented by David Castillo</i> | |
| C. Administrative Regulation for Board Policy Agency Credit Cards, 3rd reading | Discussion |
| <i>As presented by David Castillo</i> | |
| D. BOARD POLICY Return of Surplus Funds, 2nd reading | Discussion |
| <i>As presented by David Castillo</i> | |
| E. BOARD POLICY 7013 Non Home-School Transportation Billing Procedures, 3rd reading | Discussion |
| <i>As presented by David Castillo</i> | |
| F. BOARD POLICY 7016 Fund Balance Policy, 3rd reading | Discussion |
| <i>As presented by David Castillo</i> | |
| G. BOARD POLICY 7019 Assessment Procedure 3rd reading | Discussion |
| <i>As presented by David Castillo</i> | |
| H. Vehicle Acquisition: Present and Future | Discussion |
| <i>As presented by David Castillo</i> | |
| I. Facilities Projects | Discussion |
| <i>As presented by Jessica Sevilla</i> | |
| J. Placement of Miscellaneous funds: | Discussion |
| i. Income from Carbon credits | |
| ii. Keppel SD Settlement | |
| iii. Vehicle sales and scrapping | |
| <i>As presented by David Castillo</i> | |

108 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 54957.6: Conference with Unrepresented Employee**
Title: Morris Fuselier, III, CEO
Agency Designated Representative: Kevin Vensko, Board President
Negotiation of salary, benefits, or other conditions of employment.

9. RECONVENE TO OPEN SESSION

109 The Board of Directors reconvened to open session at _____

10. CHIEF EXECUTIVE OFFICER'S REPORT

Page 29

A. Employee Service Awards

1. Charles Hill - 30 years of service

2. Sue Murphy - 35 years of service

As presented by Morris Fuselier, III and Adrianna Kendricks

Recognition

B. Budget & Accounts Receivable Updates

As presented by David Castillo

Page 30

C. Director's Update

1. Agency Operations

As presented by Adrianna Kendricks

2. Shop, CNG, Grant & Infrastructure Project Updates

As presented by Jessica Sevilla

Page 32

Handout

11. INDIVIDUAL ACTION ITEMS

110 CONSENT AGENDA ITEMS:

Page 35

Motion by _____ Seconded by _____ Yes _____ No _____

A. Approval of Regular Minutes on October 8, 2025

Page 36

B. Approval of Special Minutes on October 16, 2025

Page 41

C. Commercial Warrants & Purchase Orders for October 2025

Page 43

D. Personnel Schedule November 2025

Page 58

111 AVSTA BUS SALVAGE

Page 59

It is requested the Board of Directors approve the salvage of 16 (sixteen) buses, effective November 12, 2025, as presented.

Approval is requested to designate the listed vehicle identification numbers (VINs) for salvage. These vehicles have reached the end of their useful life and must be retired to avoid unnecessary maintenance cost, operational and safety concerns . Approval will allow the Agency to proceed with proper documentation and coordination with certified dismantlers.

Motion by _____ Seconded by _____ Yes _____ No _____

112 BOARD POLICY 3314.3 DISTRICT CREDIT CARDS

Page 61

It is requested the Board of Directors approve Board Policy 3314.3 District Credit Cards, as presented.

The implementation of the policy will significantly reduce the use of petty cash and streamline the reimbursement process for travel and conference expenses.

Motion by _____ Seconded by _____ Yes _____ No _____

113 FIRST ADDENDUM TO THE CONTRACT FOR EMPLOYMENT OF THE CHIEF EXECUTIVE OFFICER AT AVSTA

Page 65

It is requested the Board of Directors approve the First Addendum to the Contract for Employment of the Chief Executive Officer at AVSTA, as presented.

Motion by _____ Seconded by _____ Yes _____ No _____

114 ADMINISTRATIVE REGULATION FOR BOARD POLICY AGENCY CREDIT CARDS

Page 66

It is requested the Board of Directors approve Administrative Regulation for Board Policy Agency Credit Cards, as presented.

Motion _____ Seconded by _____ Yes _____ No _____

115 GREENMARK (MARK KIMBERLIN DBA GREENMARK TECHNICAL SOLUTIONS)

Page 69

It is requested the Board of Directors approve the purchase order increase for the 2025-2026 School Year as needed, not to exceed \$70,000, as presented.

This increase is necessary to cover continued technical support, project integration needs, and unforeseen work required to maintain compliance and operational continuity. GreenMark has been instrumental in supporting our current systems, and this adjustment will ensure there is no interruption to critical services or project deliverables.

Motion by _____ Seconded by _____ Yes _____ No _____

11. BOARD MEMBER COMMENTS

12. ADJOURNMENT

116 The Board of Directors adjourned its meeting at _____, on November 12, 2025

Motion by _____ Seconded by _____ Yes _____ No _____

The next regular meeting of the Board of Directors is scheduled for Wednesday, December 10, 2025, at 9:00 AM. 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 Schools Transportation Agency Executive Assistant's office, located at 670 West Avenue L-8, Lancaster, CA 93534 during normal business hours (8:00 am - 4:00 pm).

INFORMATIONAL ITEMS

SUBJECT: Informational Items

ACTION REQUIRED:

None

REFERENCE MATERIALS ATTACHED:

Flyer

- | | |
|---|----------------------|
| A. AVSTA EVENTS | Informational |
| 1. Chili Cook - Off- Friday, October 31, 2025 | |
| <i>As presented by Morris Fuselier, III.</i> | |
| 2. Thanksgiving Potluck - Thursday, November 20,2025 | Informational |
| <i>As presented by Morris Fuselier, III.</i> | |

JOIN US FOR AVSTA'S ANNUAL

Chili Cook-Off

10.31.2025 @ 9:30

WILL INCLUDE A 50/50 DRAWING

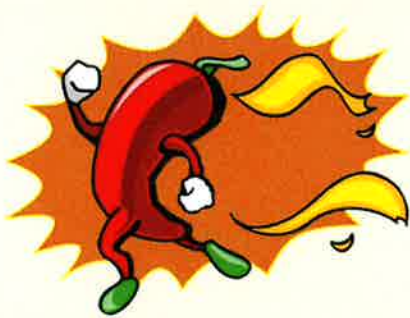
\$1/TICKET OR \$5 FOR 7 TICKETS

TICKETS ON SALE IN DISPATCH OR SEE

SANDRA BEGINNING 10/24

CHILI COOK-OFF, COSTUME CONTEST, & PUMPKIN
CARVING CONTEST. PRIZES TO BE AWARDED!!

SIGN UP IN DRIVERS ROOM. ROADRUNNERS TO PROVIDE
FRITOS, CHEESE, SOUR CREAM & CHOPPED ONIONS.



WHETHER YOU COOK, CARVE, DRESS UP, OR JUST PURCHASE
50/50 TICKETS, IT'S SURE TO BE A GREAT TIME!

**\$5 FEE FOR POTLUCK, IF YOU DO NOT ENTER THE COOK
OFF, WEAR A COSTUME, CARVE A PUMPKIN, OR BRING
AN ITEM.**



PLEASE JOIN
US FOR OUR ANNUAL

Thanksgiving Potluck

THURSDAY, NOVEMBER 20TH @ 9:30AM

TURKEY WILL BE SUPPLIED BY
ROADRUNNERS.

PLEASE BRING YOUR FAVORITE
SIDE DISH FOR ALL TO SHARE.
(SIGN-UP IN THE BREAKROOM)

50/50 DRAWING DAY OF POTLUCK

\$1.00/TICKET OR \$5.00/7 TICKETS

RAFFLE TICKETS FOR A SMART TV \$5.00/EACH

TICKETS WILL GO ON SALE IN DISPATCH
OR SEE SANDRA BEGINNING 11/13!

ROADRUNNERS PROCEEDS FROM THE 50/50 RAFFLE WILL GO
TOWARDS HOLIDAY RAFFLE PRIZES

8 COMPLETE TURKEY DINNERS
WILL BE RAFFLED OFF TO EMPLOYEES*

*ALL EMPLOYEES WILL BE ENTERED,
NO PURCHASE NECESSARY



DISCUSSIONAL ITEMS

SUBJECT: Discussion Items

ACTION REQUIRED:

None

REFERENCE MATERIALS ATTACHED:

- | | | |
|-----------|--|-------------------|
| A. | <i>BOARD POLICY 7008 Expenditures and Purchases, 3rd reading</i>
<i>As Presented by David Castillo</i> | Discussion |
| B. | <i>BOARD POLICY Agency Credit Cards, 3rd reading</i>
<i>As presented by David Castillo</i> | Discussion |
| C. | <i>Administrative Regulation for Board Policy Agency Credit Cards, 2nd reading</i>
<i>As presented by David Castillo</i> | Discussion |
| D. | <i>BOARD POLICY Return of Surplus Funds 1st reading</i>
<i>As presented by David Castillo</i> | Discussion |
| E. | <i>BOARD POLICY 7013 Non Home-School Transportation Billing Procedures, 2nd reading</i>
<i>As presented by David Castillo</i> | Discussion |
| F. | <i>BOARD POLICY 7016 Fund Balance Policy, 2nd reading</i>
<i>As presented by David Castillo</i> | Discussion |
| G. | <i>BOARD POLICY 7019 Assessment Procedure, 2nd reading</i>
<i>As presented by David Castillo</i> | Discussion |
| H. | <i>Vehicle Acquisition: Present and Future</i>
<i>As presented by David Castillo</i> | Discussion |
| I. | <i>Facilities Projects</i>
<i>As presented by Jessica Sevilla</i> | Discussion |
| J. | <i>Placement of Miscellaneous Funds</i>
<i>i. Income from carbon credits</i>
<i>ii. Keppel SD Settlement</i>
<i>iii. Vehicle sales and scrapping</i>
<i>As presented by David Castillo</i> | Discussion |

ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY

BOARD POLICY

7008

BUSINESS AND NON-INSTRUCTIONAL OPERATIONS

EXPENDITURES AND PURCHASES

The Board of Directors recognized its fiduciary responsibility to oversee the prudent expenditure of the AVSTA funds. In order to best serve the Agency's interest, the Chief Executive Officer (CEO) or designee shall develop and maintain effective purchasing procedures that are consistent with sound financial controls and that ensure the AVSTA received maximum value for items purchased. A record and documentation of expenditures and purchases shall be maintained in accordance with law.

Expending Authority

The CEO or designee may purchase supplies, material, apparatus, equipment, and services up to the amount specified in the Public Contract Code 20111, beyond which a competitive bidding process is required. The Board shall not recognize obligations incurred contrary to State and Federal laws, codes, Board policies, administrative regulations or any other Board Directives.

All purchases are to be authorized or ratified by the Board of Directors.

The CEO or designee may authorize an expenditure, which exceeds the budget classification allowance against which the expenditure is the proper charge only if an amount sufficient to cover the purchase is available in the budget for transfer.

Purchasing Procedures

Goods and services purchases shall meet the needs of AVSTA, individual departments and shall meet the needs of employees in the performance of their official duties. Items ordered at the lowest price shall be consistent with standard purchasing practices. Price, quality, maintenance costs, replacement costs, and trade-in value shall be considered when determining the most economical purchase price. All purchases shall be made by purchase order, formal contract, or Agency credit/debit card, and shall be accompanied by a receipt or proof of purchase.

All purchases exceeding twenty-five thousand dollars (\$25,000) shall require prior approval of the Board of Directors before a purchase order is issued. Exceptions to this threshold apply to public works projects, which are subject to lower bid and approval requirements consistent with California Department of Education (CDE) guidelines. The Agency shall comply with the most current CDE bid limits and procurement requirements, and these limits shall be reviewed and updated annually to ensure ongoing compliance.

In cases of extreme or emergency circumstances where delay may cause disruption to essential Agency operations, create a safety risk, or result in significant financial harm, the Board of Directors or its designee may authorize a purchase in excess of the established threshold. If such a situation arises, the CEO shall immediately attempt to contact the Board President for authorization. In the event the Board President is unavailable, reasonable efforts shall be made to reach another Board Member designated to act in their absence for approval. Such emergency purchases shall be reported to the Board at the next regularly scheduled meeting for ratification.

First Reading: October 9, 1980

Second Reading: November 5, 1980

Adopted: November 5, 1980

Readopted: October 20, 1982

Revised First Reading: December 20, 1982

Readopted: December 11, 2012

ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY

ADMINISTRATIVE REGULATION

7008

BUSINESS AND NON-INSTRUCTIONAL OPERATIONS

EXPENDITURES AND PURCHASES

The Agency's purchasing staff shall assist employees in the procurement of goods and services in accordance with Public Contract Code, Education Code, Government Code, Labor Code, Civil Code, Health and Safety Code, and any other pertinent legal requirements. This relates directly to purchases and services rendered using Agency funds.

All requests for quotes and all purchasing using Agency funds will be reviewed and verified by Agency staff. Under no circumstances are orders to be handed to salesmen or vendors except by the Agency's designated staff with the exception of credit card purchases.

Vendor representatives are not permitted to make sales call unless prior notification and approval is given by Agency staff.

No direct purchase of materials using Agency funds will be made by Agency personnel other than:

1. designated purchasing staff;
2. those persons authorized by Board action;
3. persons authorized to purchase through an open purchase order, revolving cash fund, or credit card.

The Agency shall not be responsible for purchases made without a purchase order, contract or credit card, nor responsible for payment of any order not requisitioned in the prescribed manner.

Open (Blanket) purchase orders are at the approval of the Agency and may be requested for small purchases that are frequently made from a vendor.

1. An open (blanket) purchase order may be requested through the normal requisitions process.
2. The request shall include the vendor, the nature of the items to be purchased, and a "not to exceed" amount with a designated users name.
3. The open (blanket) purchase order will have a specific time frame with an expiration date. Yearly open (blanket) purchase orders must have the approval of the Board or designated Agency staff.
4. The user of an open (blanket) purchase order shall submit signed receipts or other substantiating documentation verifying the purchase of goods or services to the Agency business office.

Credit card purchases are to be made only by authorized staff designated by the CEO. The credit card does not release the user from following all purchasing procedures, legal codes, or policies and is simply a method of payment.

First Reading: October 9, 1980

Second Reading: November 5, 1980

Adopted: November 5, 1980

Readopted: October 20, 1982

Revised First Reading: December 20, 1982

Readopted: December 11, 2012

Antelope Valley Schools Transportation Agency

Board Policy 3314.3: District Credit Cards

Use of Agency Credit Card

The Board of Directors recognizes the value of an efficient method of purchasing authorized goods, supplies, and services, including method of payment and record-keeping for expenses. It is understood that some travel accommodations, online purchases, and occasional emergency purchases require the use of an Agency-issued credit card.

Use of Agency-issued credit cards is not intended to replace effective procurement planning that enables volume discounts, best-value purchasing practices, transactions that should be purchase-order based, or to acquire items available through established purchase contracts.

The ~~CEO~~Executive Director or their designee shall develop procedures specifying in part:

1. Positions authorized to use an Agency credit card
2. Transaction expenditure limits
3. Monthly expenditure limits
4. Proper use of an Agency credit card
5. Cardholder procedures and responsibilities

Authorized Cardholders

A cardholder is an authorized employee issued an Agency credit card who is responsible for safeguarding the card, following program guidelines, and adhering to Agency policies and procedures. The credit card is issued to authorized personnel and may not be used by anyone else.

The following positions are authorized to be issued an Agency credit card:

1. CEO
2. Director of Operations
3. Budget & Accounting Manager
4. Executive Secretary
5. Other employees as authorized by the ~~CEO~~Executive Director or their designee

All credit cards will have a transaction expenditure limit and a monthly expenditure limit as authorized by the ~~CEO~~Executive Director or their designee.

Cardholder Responsibilities

The cardholder is responsible for ensuring that the credit card is used appropriately and that all purchases of goods or services are within the Agency's purchasing procedures and policies. Prior to receiving a credit card, each cardholder must sign a receipt acknowledgement form and the

cardholder agreement form acknowledging the understanding of all policies, regulations, and guidelines governing the use of an Agency-issued credit card.

The cardholder is responsible for the security of the credit card and all transactions made with it. A lost or missing card is to be reported immediately to the Chief Financial Officer.

Cardholders are not held personally responsible for credit cards that are lost or stolen, or that have outside fraudulent transactions. Issuing banks are not allowed to collect personal information, nor should any Director or employee be required to provide the issuing bank with any personal information (e.g., social security number) if the Director or employee is authorized to be issued a card.

Cardholder Procedures

The cardholder is responsible for reviewing the monthly credit card statement for accuracy. The statement must be signed and submitted to the business department within five days of receipt, with appropriate backup documentation attached, including original itemized receipts or invoices from vendors and referencing the pre-approved requisition.

The cardholder is responsible for contacting the vendor and/or the credit card issuer regarding questionable or disputed transactions on the monthly statement. The cardholder is also responsible for notifying the designated accounts payable clerk of the circumstances so that the appropriate follow-up action can be made in a timely manner.

Program Guidelines

Credit card use guidelines shall be maintained and given to each cardholder by the business department. These guidelines are incorporated herein by reference as an extension of intent of this Policy to institute and enforce a credit card program that is clearly defined and allows for appropriate employee and agency accountability and enforcement measures to be taken.

Records shall be kept by the business department that includes, at a minimum:

1. Titles, names, and site locations of individuals authorized to be issued cards.
2. Management approving official for each cardholder.
3. Maximum single transaction and monthly limitations.
4. Restrictions imposed on types of purchases allowed.
5. Cardholder request forms signed by the cardholder, approving official, and Supervisor of Purchasing.
6. Acknowledgement form signed by the cardholder indicating receipt of card and understanding of the guidelines, policies, and regulations governing card usage.

Prohibited Purchases/Restricted Uses

Misuse of the card or failure to follow policies, procedures, or guidelines governing card usage will result in revocation of the credit card and may result in disciplinary action up to termination.

Under no circumstances will the following be allowed:

1. Personal purchases
- ~~2. Purchases of alcoholic beverages~~
- ~~Purchases of inventoried equipment (items costing \$500 or more)~~
3. Cash advances
- Rental or lease of land
- Gambling, betting
- Alcohol, illegal drugs, or tobacco products
- Weapons or firearms
- Securities, insurance
- Political or religious organizations
- Tax payments
- Court costs, fines, bail, or bond payments

Cardholder Status

The credit card must be returned immediately upon the cardholder's:

1. Change of location
2. Transfer to a position not authorized to carry a credit card
3. End of employment with the Agency
4. Long-term absence from the Agency (lasting 30 days or more)

Use of District Credit Card

The intent of an Agency credit card is not to replace but to complement existing processes available for the most efficient yet accountable transactions. The Agency credit card is not intended to avoid or bypass the purchasing department or other established purchasing programs or contracts.

Authorized Cardholders

A cardholder is an authorized employee issued an Agency credit card that is responsible for safeguarding the card, following program guidelines and adhering to District policies and procedures. The Agency credit card is issued to authorized personnel and may not be used by anyone else. The Agency shall maintain a limit of no more than five (5) agency credit cards. The following positions are authorized to be issued a ~~CAL-~~
~~Card~~Credit Card:

- Buyer
- Executive Secretary
- Principal
- Other employees as authorized by the ~~Superintendent~~Chief Executive Officer or his/her designee

All Agency credit cards will have a transaction expenditure limit and monthly expenditure limit as authorized by the ~~Superintendent~~Chief Executive Officer or his/her designee.

Cardholder Responsibilities

The cardholder is responsible for ensuring that the Agency credit card is used appropriately and that all purchases of goods or services are within the Antelope Valley Schools Transportation Agency's purchasing procedures and policies. Prior to receiving an Agency credit card, each cardholder must sign a receipt acknowledgement form and the cardholder agreement form acknowledging the understanding of all policies, regulations, and guidelines governing the use of an Agency credit card.

The cardholder is responsible for the security of the credit card and all transactions made by it. A lost or missing card is to be reported immediately to the ~~Chief Financial Officer~~Budget & Accounting Manager.

Cardholder Procedures

The cardholder is responsible for reviewing the monthly Agency credit card for accuracy. The statement must be signed and submitted to the business department within five days of receipt with appropriate back-up documentation attached, including original itemized receipt(s)/invoice(s) from vendor(s) and referencing the pre-approved requisition.

The cardholder is responsible for contacting the vendor and/or ~~US Bank~~Bank Institution regarding questionable or disputed transactions on the monthly bankcard statement. The cardholder is responsible for notifying the designated accounts payable clerk of the circumstances so the appropriate follow-up action can be made in a timely manner.

When approved by the ~~Superintendent~~Chief Executive Officer- or designee, an employee may be issued a ~~district agency~~- credit card for use while on authorized ~~district agency~~ business. Receipts documenting the expenses incurred on a ~~district agency~~ credit card shall be submitted attached to an AVSTA Travel Expense Form promptly following return from travel. Under no circumstances shall personal expenses be charged on a ~~district agency~~ credit card, even if the employee intends to subsequently reimburse the district for the personal charges.

Cardholder Status

The Agency credit card must be returned immediately upon the cardholders:

- Change of location.
- Transfer to a position not authorized to carry a credit card.
- End of employment with the Agency.
- Long term absence from the Agency (lasting 30 days or more).

Policy Reference Disclaimer These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

Antelope Valley Schools Transportation Agency

Board Policy: Return of Surplus Funds

Return of Surplus Funds to Member Agencies

Purpose

The purpose of this policy is to establish clear guidelines for the retention and distribution of surplus general funds held by the Antelope Valley Schools Transportation Agency (AVSTA). This policy ensures that adequate reserves are maintained for fiscal stability while allowing for the equitable return of excess funds to member school districts.

Policy Statement

AVSTA is committed to maintaining a sound financial position that enables continued, reliable transportation services to its member districts. In accordance with prudent fiscal management practices, AVSTA will retain sufficient reserves and return any surplus funds in a manner that is fair and transparent.

Reserve Requirements

~~Before any surplus funds may be distributed, AVSTA shall retain the following minimum reserves within the general fund:~~

~~1. **Board Reserve—5%**~~

~~A minimum of 5% of total annual operating expenditures shall be held as a Board Reserve to support unforeseen circumstances and strategic needs.~~

~~2. **Reserve for Economic Uncertainty—5%**~~

~~A separate reserve equal to 5% of total annual operating expenditures shall be maintained to mitigate the impact of economic downturns or unexpected revenue shortfalls.~~

~~3.1. **Two Month Operating Reserve**~~

~~AVSTA shall maintain a reserve equal to two months of average operating expenditures to ensure sufficient cash flow for ongoing operations and to avoid temporary borrowing or service interruptions.~~

Operating Reserve Requirement

AVSTA shall maintain an operating reserve equal to two months of average operating expenditures or fifteen percent (15%) of total annual operating expenditures, whichever amount is greater, to ensure sufficient cash flow for ongoing operations and to avoid temporary borrowing or service interruptions.

These reserves shall be recalculated annually following the completion of the fiscal year audit.

Determination of Surplus Funds

Upon completion of the annual audit, AVSTA's administration shall prepare a **Surplus Fund Calculation Report** for Board review. This report will:

- Confirm total year-end general fund balances
- Subtract the required reserves outlined above
- Identify any remaining surplus eligible for return
- Subtract any Board-approved items (committed funds, assigned funds, etc.)

The Surplus Fund Calculation Report shall be presented at the next Board meeting following the approval of the annual audit report.

Distribution of Surplus Funds

Once approved by the Board, any identified surplus funds shall be returned to member districts using the **proportional contribution method**.

This method allocates surplus funds based on each member district's share of overall usage and costs, as outlined in AVSTA's **Board Policy on Assessment Procedure**. ~~The percentage used for each member shall reflect the proportional responsibility borne by that district for the fiscal year in which the surplus occurred.~~ The proportional contribution percentages shall reflect the percentages in which the surplus funds were generated during the fiscal year.

Adjustments may be made to account for:

- Any outstanding obligations or overpayments
- Prior-year credits or settlements
- Any Board-approved exceptions

Distributions shall be processed in a timely and transparent manner following Board approval.

ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY

BOARD POLICY

7013

BUSINESS AND FISCAL

NON HOME-SCHOOL TRANSPORTATION BILLING PROCEDURES

It is the intent of the Board of Directors that non-home to school transportation service shall be self-supporting.

For the purposes of this section, “field trips” shall apply to educational, extracurricular, athletic or any other requested service which is not a part of the routine home to school transportation service.

1. Field trips shall be billed as follows:

- a. JPA members shall be billed for drive labor and mileage costs.
- b. Non-JPA members shall be billed for driver labor, mileage, and bus depreciation costs.

2. Costs will be calculated as follows:

- a. Drive labor shall be based upon the average driver’s hourly cost, to include fringe benefits and overtime costs.
- b. Mileage costs shall include all costs of vehicle maintenance divided by the number of miles accumulated by the fleet during the preceding fiscal year.
- c. Non-JPA members shall be required to pay for bus depreciation costs. It shall be calculated by dividing the replacement cost of a new transit bus by 15 years. This figure would be divided by the average annual bus miles to produce the cost per mile for depreciation.
- d. Non-JPA members shall be required to produce an insurance waiver which will cover the \$1000.00 deductible property and liability costs. This waiver must be included with the application for transportation service.
- e. Non-JPA members shall be required to pay for all services in advance. The Agency will collect estimated charges, plus a deposit. The amount of the deposit shall be determined by the Agency. Upon completion of the field trip, the Agency will refund all unused monies.

3. Cancellation Fee

If a user cancels a field trip and fails to notify the Agency of the cancellation, driver and mileage costs will be billed to the user.

Updating of Field Trip

Annually the Chief Executive Officer shall update the field trip fee schedule and present to the Board of Directors for approval. This information will be presented at the regularly scheduled meeting of the Board of Directors, no later than April of each year. Upon adoption by the board of Directors, the updated fee schedule shall become effective for the upcoming fiscal year.

Charter Costs

Unless otherwise instructed, the Agency will make every effort to schedule field trips on Agency buses. If, because of a conflict with the home to school transportation service hours, the Agency is unable to accommodate a field trip request, the Agency will contract the requestor for permission to book the trip with an outside contractor. In this case, contact with the requestor will be made as soon as field trip request is received by the Agency. If neither the Agency nor an outside contractor is able to provide the service, the Agency will immediately contact the requestor for further instructions.

1. JPA members requesting charter service may make all arrangements through the Agency. JPA members making such arrangements without Agency assistance shall give written notice releasing the Agency from any and all liabilities in this regard.
2. All costs of non-agency charter bus service shall be borne by this user.

First Reading: April 27, 1989

Second Reading: May 25, 1989

Adopted: May 25, 1989

ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY

BOARD POLICY

7016

BUSINESS AND FISCAL

FUND BALANCE POLICY – GASB 54

The Fund Balance Policy is intended to provide guidelines during the preparation and execution of the annual budget to ensure that sufficient reserves are maintained for unanticipated expenditures or revenue shortfalls. It also is intended to preserve flexibility throughout the fiscal year to make adjustments in funding for programs approved in connection with the annual budget. The Fund Balance Policy should be established based upon a long-term perspective recognizing that stated thresholds are considered minimum balances. The main objective of establishing and maintaining a Fund Balance Policy is for the agency to be in a strong fiscal position that will allow for better position to weather negative economic trends.

The Agency establishes and maintains reservations of Fund balance in accordance with Government Accounting and Financial Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions. The Fund Balance consists of five categories: Nonspendable, Restricted, Committed, Assigned, and Unassigned.

- **Nonspendable Fund Balance** consists of funds that cannot be spent due to their form (e.g. inventories and prepaids) or funds that legally or contractually must be maintained intact.
- **Restricted Fund Balance** consists of funds that are mandated for a specific purpose by external parties, constitutional provisions or enabling legislation.
- **Committed Fund Balance** consists of funds that are set aside for a specific purpose by the agency's highest level of decision making authority (governing board). Formal action must be taken prior to the end of the fiscal year. The same formal action must be taken to remove or change the limitations places on the funds.
- **Assigned Fund Balance** consists of funds that are set aside with the intent to be used for a specific purpose by the agency's highest level of decision making authority or a body or official that has been given the authority to assign funds. Assigned funds cannot cause a deficit in unassigned fund balance.
- **Unassigned Fund Balance** consists of excess funds that have not been classified in the previous four categories. All funds in this category are considered spendable resources. This category also provides the resources necessary to meet unexpected expenditures and revenue shortfalls.

Nonspendable and Restricted Funds

Nonspendable funds are those funds that cannot be spent because they are either:

1. Not in spendable form (e.g. inventories and prepaids)
2. Legally or contractually required to be maintained intact

It is the responsibility of the Chief Executive Officer to report all Nonspendable Funds appropriately in the Agency's Financial Statements.

Restricted funds are those funds that have constraints place on their use either:

1. Externally by creditors, grantors, contributors, or laws or regulations or other governments
2. By law through constitutional provisions or enabling legislation

It is the responsibility of the Chief Executive Officer to report all Restricted Funds appropriately in the Agency's Financial Statements.

Fund Balance Spending Order

Unless legal requirements disallow it, the Agency will spend the most restricted dollars before less restricted in the following order:

1. Nonspendable – if the funds become spendable
2. Restricted
3. Committed
4. Assigned
5. Unassigned

Authority to Commit Funds

The Agency's governing board has the authority to set aside funds for a specific purpose. Any funds set aside as Committed Fund Balance requires the passage of a resolution by a simple majority vote or approval through the budget adoption process. The commitment must take place prior to June 30th, the resolution must state the process or formula necessary to calculate the actual amount as soon as information is available.

Authority to Assign Funds

Upon passage of the Fund Balance Policy, authority is given to the Agency's Chief Executive Officer to assign funds for specific purposes. Any funds set aside as Assigned Fund Balance must be reported to the Agency's governing board at their next regular meeting. The governing board has the authority to remove or change the assignment of the funds with a simple majority vote.

Unassigned Fund Balance

Unassigned Fund Balance is the residual amount of Fund Balance in the General Fund. It represents the resources available for future spending. An appropriate level of Unassigned Fund Balance should be maintained in the General Fund in order to cover unexpected expenditures and revenue shortfalls.

Unassigned Fund Balance may be accessed in the event of unexpected expenditures up to the minimum established level upon approval of a budget revision by the Agency's governing board. In the event of projected revenue shortfalls, it is the responsibility of the Chief Executive Officer

to report the projections to the Agency's governing board on a quarterly basis and shall be recorded in the minutes.

Any budget revision that will result in the Unassigned Fund Balance dropping below the minimum level will require the approval of two-thirds (2/3) vote of the Agency's governing board.

The Agency will maintain the following reserves within the General Fund:

AVSTA shall maintain an operating reserve equal to two months of average operating expenditures or fifteen percent (15%) of total annual operating expenditures, whichever amount is greater, to ensure sufficient cash flow for ongoing operations and to avoid temporary borrowing or service interruptions.

The fund balance of the Agency's General Fund shall be maintained at a level that provides both stability and flexibility to respond to unforeseen circumstances or emerging opportunities. The target is to maintain an unrestricted fund balance of not less than two months of average operating expenditures or fifteen percent (15%) of combined General Fund expenditures and other financing uses, whichever amount is greater. This reserve level is intended to provide fiscal stability, support long-term financial planning, and safeguard the Agency's ability to sustain uninterrupted operations in the event of unexpected fiscal or operational challenges.

- To meet state-required reserve levels in accordance with the standards and criteria adopted by the State Board of Education (Education Code 33128)
- To provide adequate cash to meet financial obligations
- To provide available funds to meet unanticipated or emergency financial obligations
- To provide stability during periods of economic distress

This policy may be amended from time to time by resolution of the Antelope Valley Schools Transportation Agency Board of Directors.

First Reading: June 14, 2011

Adopted: June 14, 2011

ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY

BOARD POLICY

7019
(Previously BP 2009)

BUSINESS AND FISCAL

ASSESSMENT PROCEDURE

Authority

Section 10 “Finances, “Sub Section (b) “Payments, Charges, and Assessments.” Paragraph 2 of the Joint Powers Agreement requires the Board of Directors to establish each member district’s annual regular transportation cost.

Definitions

Dead Head Miles: The mileage incurred when a bus is in route with no students aboard, excluding vehicle maintenance miles and field trip miles.

Live Miles: The mileage incurred when a bus is transporting students.

Chargeable Miles: Total of live and dead head miles, as defined above.

Vehicle Maintenance Miles: Miles incurred when road testing, when transporting a bus to replace a breakdown, or when transporting a bus to a contracted repair facility.

Anomaly Maximum Threshold¹: 20%

Prior 3-Year Average (P3YA): Average miles/minutes for 3 years, not inclusive of Current Year

Anomaly Event Percentage From Baseline (AEPFB): The percentage absolute value over the Anomaly Maximum Threshold in the current year, from the P3YA.

Procedure

1. The Board of Directors shall review the assessment procedure not less than annually.
2. Route miles and driver labor in minutes shall be collected, detailed by district and program

¹ An anomaly maximum threshold is defined as a 20% or greater variation (absolute value) in the current year, from the 3 prior year average in miles/minutes. In the event of an anomaly the fixed cost percentages for overhead allocation purposes will be determined as follows:

- The baseline overhead will be calculated by using the miles/minutes of the maximum threshold value for percentage change for each District that has exceeded that value.
- The current single-year allocation will be calculated using actual miles/minutes.
- Any district that is above/below the maximum threshold will be charged/reimbursed for that single current year, for the amount above/below the difference between the current single-year allocation and the baseline overhead.

Any changes below the anomaly maximum threshold will be fully reflected in the current year 3-year average allocation, without adjustment of any kind.

within district. Dead head miles will be distinguished from live miles and will be categorized by district and program.

3. Route mile and driver labor data shall be compiled daily and monthly summary reports shall be distributed to the Board of Directors.

Formula

1. The formula is based on total driver labor and chargeable mile costs by district.
2. The formula is based on the total Agency budget divided into three categories:
 - 1) Driver labor costs
 - 2) Vehicle maintenance costs
 - 3) Fixed overhead costs (e.g. loan payments, office personnel, office equipment and supplies, and utilities)

COLUMN A: "Labor in Minutes" – total number of minutes driver's are paid by district.

COLUMN B: "Labor % of Total" – Column "A" divided by the total number of driver minutes paid.

COLUMN C: "Total Labor Cost" – Total budgeted driver Labor and benefit costs multiplied by Column "B".

COLUMN D: "Total Miles per Day" – Total chargeable miles driven each day by district.

COLUMN E: "Percent of CPM per District" – Column "D" divided by the total number of chargeable miles driven by all districts to give percentage of costs per mile per district.

COLUMN F: "Total CPM Cost" – Total Vehicle Maintenance dollars budgeted (shop labor, fuel, tires, etc) multiplied by Column "E".

COLUMN G: "Percentage of CPM and Labor" – Three-year running average of Labor and CPM – Average of Columns "B" and "E".

COLUMN H: "Total Overhead Cost" – Total dollars budgeted for overhead (office salaries and benefits, loans, supplies, etc) multiplied by the Three-year running average (Column G) of percentage of district's combined miles and minutes usages.

COLUMN I: "Total Labor, CPM, Overhead" (Column C + F + H) >> total District Encroachment Cost.

COLUMN J: "District Total Standard Assessment" – Contribution (the dollars required from each District's general fund budget).

COLUMN K: "Anomaly Event Percentage From Baseline"

COLUMN L: AEPFB Miles/Minutes – Actual miles/minutes over/under Baseline

COLUMN M: AEPFB Dollar Amount – Dollar value of miles/minutes over/under Baseline. Amount above/below the maximum threshold to be charged/reimbursed for single current year.

COLUMN N: Final Standard Assessment Contribution Total, adjusted for Anomaly Event

Revised First Reading: January 14, 2020

Revised Second Reading: February 11, 2020

Readopted: February 11, 2020

Revised: August 18, 2020

CLOSED SESSION

SUBJECT: CLOSED SESSION AGENDA ITEM #108

BACKGROUND:

Under Government Code Section 52956.5, 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 5497.6: Conference with Unrepresented Employee***
 Title: Morris Fuselier, III, CEO
 Agency Designated Representative: Kevin Vensko, Board President

 Negotiation of salary, benefits, or other conditions of employment.

ACTION REQUIRED:

A majority vote by the full board.

REFERENCE MATERIALS ATTACHED:

None

Antelope Valley Schools Transportation Agency

Budget vs Actual

General Operating Fund October 31, 2025

Budget: Adopted

Months Remaining

8

Percentage

66.67%

Object	Description	2025-2026 Budget	Y-T-D Actual	Encumbrances Outstanding	Balance	Percent Remaining
Revenues						
8600-8799	Local	\$ 23,779,477	\$ 8,881,018	\$ -	\$ 14,898,459	62.65%
					\$ -	
	Total Revenues	\$ 23,779,477	\$ 8,881,018	\$ -	\$ 14,898,459	62.65%
Expenditures						
2000-2999	Classified Salaries	\$ 10,293,094	\$ 2,902,222	\$ -	\$ 7,390,872	71.80%
3000-3999	Employee Benefits	\$ 5,637,861	\$ 1,256,522	\$ -	\$ 4,381,339	77.71%
4000-4999	Supplies (Net of Fuel)	\$ 722,305	\$ 251,136	\$ 349,121	\$ 471,169	65.23%
4361	Fuel Diesel	\$ 970,000	\$ 262,552	\$ 263,448	\$ 707,448	72.93%
4364	Fuel CNG	\$ 83,179	\$ 6,512	\$ 15,000	\$ 76,668	92.17%
4365	EV Electricity	\$ 14,977	\$ 8,614	\$ 18,986	\$ 6,363	42.48%
5000-5999	Services	\$ 4,260,376	\$ 1,938,050	\$ 676,029	\$ 2,322,326	54.51%
6000-6999	Capital Outlay	\$ 1,551,000	\$ 302,699	\$ 1,275,971	\$ 1,248,301	80.48%
7000-7999	Other Outgo	\$ 369,814	\$ 173,117	\$ -	\$ 196,697	53.19%
	Total Expenditures:	\$ 23,902,606	\$ 7,101,423	\$ 2,598,554	\$ 16,801,183	70.29%

Statistics	Diesel		CNG		Electricity	
	Month	Payments	Average Cost	Month	Payments	Average Cost
	Jul-24	\$ 60,408	\$ 4.02	Jul-24	\$ 1,565	\$ 0.49
	Aug-24	\$ 55,091	\$ 3.69	Aug-24	\$ 4,041	\$ 0.47
	Sep-24	\$ 57,646	\$ 3.87	Sep-24	\$ 3,336	\$ 0.48
	Oct-24	\$ 111,527	\$ 3.74	Oct-24	\$ 250	\$ 2.67
					\$ 1,075	\$ 0.47
					\$ 1,671	\$ 0.46
					\$ 3,832	\$ 0.45
					\$ 2,036	\$ 0.38

Page 1 of 1

Prior year Report

Antelope Valley Schools Transportation Agency

A/R Aging Summary

As of October 31, 2025

	Current	1 - 30	31 - 60	61 - 90	91 - 120	121 - 150	151 - 180	181 and over	Total
AV UNION HIGH SCHOOL DIST.									0.00
LANCASTER SCHOOL DIST									0.00
WESTSIDE SCHOOL DIST									0.00
TOTAL	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00

Tuesday, November 03, 2025 11:07:04 AM GMT-8

School Bus Transportation Report

October 31, 2025

AVSTA: Adrianna Kendricks, Director of Operations

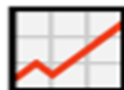
Overview

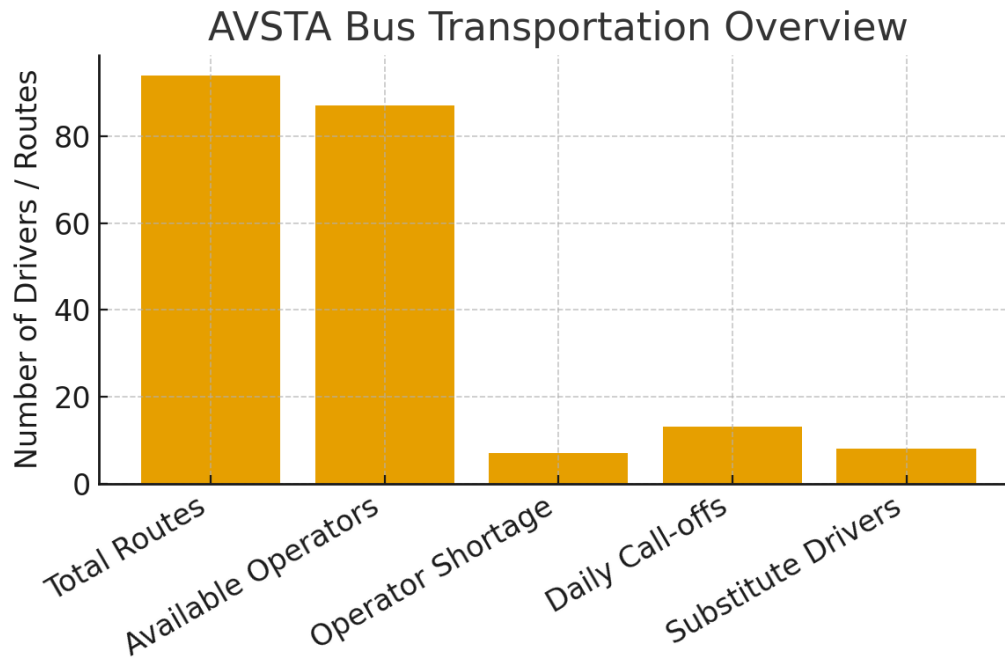
The transportation department is currently operating 94 daily bus routes and field trips across the districts. As of this report, 90 bus operators are available, resulting in a shortage of 4 drivers. Additionally, the department experiences an average of 13 daily call-offs (vacation and sick), further impacting route coverage and service reliability.

Current Staffing and Operations

Category	Number
Total Bus Routes	94
Trip Cover Routes	2
Bus Operator Count	101
Extended Leave	11
Available Bus Operators	90
Operator Shortage (This sum includes additional cover drivers needed)	7
Average Daily Call-offs	13
Effective Drivers Available per Day	74
Spare Drivers /Office Support Staff	4
Bus Aide Count	30
Extended Leave	5
Available Aides	25

Average On Time Performance (OTP) 89.3%





Impact of Shortage and Call-offs

Due to the shortage and daily call-offs, several routes must be combined or delayed. Some buses are running double routes to ensure all students are transported. Morning routes have experienced delays of 15–25 minutes in certain areas due to the countywide road closures and construction. The same delays apply in the afternoon, with some additional challenges, such as a parent/guardian not having proper identification to receive the student or not updating the emergency contact information with names and operable phone numbers, in addition to bus breakdowns. These instances can delay a route in upwards of forty-five (45) minutes. Existing staff are covering additional routes, leading to increased overtime and potential fatigue. Families are notified of changes internally telephonically and through district communication channels.

Mitigation Efforts

- Recruitment Initiatives: Active advertising, paid training.
- Retention Strategies: Appreciation days such as an Ice cream truck in the summer, Halloween chili, costume, and pumpkin contest. Thanksgiving lunch, and a Holiday breakfast in December.
- Operational Adjustments: Consolidating routes, using certified staff as backup drivers, and optimizing routing.

Recommendations

1. Continue aggressive hiring to eliminate the 7-driver shortage and build a buffer for call-offs. Currently, dispatch is now signing on at 04:15 (15) minutes earlier to allow more time to consolidate routes.
2. Establish a pool of 5-7 on-call substitute drivers to cover daily absences. Currently, the agency has two available.
3. Monitor and analyze call-off trends to improve scheduling. (Currently, the trend is payday week, early dismissals, and holidays.)
4. Enhance communication with schools and families to minimize disruption. (New routing software and technology are underway)

Conclusion

The transportation department continues to operate 94 routes with 90 active operators, managing both a shortage of 7 drivers and daily call-offs averaging 13. Despite these challenges, the department remains committed to ensuring all students are transported safely and efficiently. Ongoing recruitment, retention, and operational improvements are critical to restoring full coverage and reliability.

INDIVIDUAL ACTION ITEM # 110

SUBJECT: CONSENT AGENDA ITEMS #110

ACTION REQUIRED:
A majority vote by the full board.

REFERENCE MATERIALS ATTACHED:

- | | |
|---|----------------|
| <i>A. Approval of Regular Meeting Minutes on October 8, 2025</i> | Page 36 |
| <i>B. Approval of Special Meeting Minutes on October 16, 2025</i> | Page 41 |
| <i>C. Commercial Warrants & Purchase Orders for October 2025</i> | Page 43 |
| <i>D. Personnel Schedule November 2025</i> | Page 58 |

ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY
670 W. Avenue L-8
Lancaster, CA 93534

Minutes – Regular Meeting - Board of Directors

Wednesday, October 8, 2025

1. The regular meeting of the Board of Directors was called to order by Board President Kevin Vensko at 9:02 a.m., Wednesday, October 8th, at the Antelope Valley Schools Transportation Agency, Board Room, 670 W. Avenue L-8, Lancaster, California.

2. **ROLL CALL**

Members present were:

Kevin Vensko, President – AV Union High School District

Rob Garza, Vice President - Westside Union School District

Charles Coleman, Clerk– Lancaster School District

Rosemary Mann, Alternate – AV Union High School District

Duane Winn, Alternate – Lancaster School District.

Morris Fuselier III, Secretary and CEO – Antelope Valley Schools Transportation Agency

Others present: Sandra Barajas, Adrianna Kendricks, Sue Murphy, Kathy Phillips, Jessica Sevilla, David Castillo, Josie Delgado, Lisa Veloz, Charles Hill

3. **PLEDGE OF ALLEGIANCE**

4. **APPROVAL OF AGENDA**

Motion was made by Board Clerk Charles Coleman and seconded by Board Vice President Rob Garza to approve the Agenda on October 8th, as presented. This motion was carried by a vote of 3-0 with no abstains. (Ayes – Charles Coleman, Rob Garza, Kevin Vensko – None)

5. **PUBLIC COMMENTS**

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.

NONE

6. INFORMATIONAL ITEMS

Out of Order Discussion - Chief Executive Officer's Report A. Going the Extra Mile Award

This item was presented early at the request of CEO, Morris Fuselier due to schedule constraints of Mr. San Nicolas. Director of Fleet and Facilities, Ms. Jessica Sevilla presented the Going the Extra Mile Award to Mr. Vincent San Nicolas from AVTA for his exceptional partnership and support.

- A. CEO Morris Fuselier discussed the upcoming events at the Agency and invited the Board to all of them. Mr. Fuselier, requested judges for the upcoming Chili Cook Off. He further stated Mr. Charles Hill will be reaching out with more details.
- B. Director of Fleet and Facilities, Jessica Sevilla provided an update on Property Development. Ms. Sevilla indicated she requested an extension with the City for permits and is currently waiting for quotes for grading, lighting and fencing and once those rough draft quotes are in place, present them to the board. Ms. Sevilla additionally indicated their will be some fencing to be rearranged once SCE breaks ground.
- C. CEO Morris Fuselier, following the suggestion of Vice President, Rob Garza, visited the AVTA facility and toured their bus wash set up. Mr. Fuselier indicated AVTA has a pretty extensive operation with about 17 employees running the set up. Additionally, Mr. Fuselier noted the possible cost of AVTA's operation is roughly \$400-\$500, however, Mr. Fuselier, indicated the Agency can possibly find something at a lower cost.

7. DISCUSSION ITEMS

A. BOARD POLICY 7008 Expenditures and Purchases, 2nd reading

Budget and Accounting Manager David Castillo discussed red line changes; he stated the Agency is adding verbiage in line with CDE guidelines on bids and approvals, as well as adding verbiage in case of extreme/emergency circumstances. Board Vice President Rob Garza wanted to clarify if 1 bus being down was considered an extreme emergency, to which Mr. Castillo indicated, no. Board President Kevin Vensko added extreme/emergency circumstances would possibly be similar to emergency repairs or threat to life. CEO Morris Fuselier agreed it wouldn't be for a general purchase. Board Vice President Rob Garza stated it was important to clarify and understand what would define an emergency. Board President Kevin Vensko suggested an addition to the policy would be to include notification to Board President or Vice President. No additional discussion from the Board.

B. BOARD POLICY Agency Credit Cards, 3rd reading

Budget and Accounting Manager David Castillo discussed red line changes. Mr. Castillo advised the policy is being presented as it was in the last readings. CEO Morris Fuselier stated this particular policy is directly out of the Antelope Valley Union High School District's policy, as well as a portion of Lancaster School District policy portion of credit card usage for travel. Board President Kevin Vensko suggested additional changes. Board Vice President, Rob Garza stated as we go through Policies we should be evaluating how they are working after some time. No additional discussion from the Board.

C. Administrative Regulation for Board Policy Agency Credit Cards, 2nd reading

Budget and Accounting Manager David Castillo discussed red line changes. Board Alternate Rosemary Mann asked how many credit cards? CEO Morris Fuselier stated the Agency would have an issue with a single credit card due to multiple trips at a time. Board President Kevin Vensko indicated his district has multiple credit cards with the same account. CEO Morris Fuselier advised the Agency would be in need of no more than 5 credit cards. Board Alternate Rosemary Mann asked if a disclaimer can be added with the amount of credit cards. CEO Morris Fuselier added that the concept to all of this is to avoid the use of petty cash. No additional discussion from the Board.

D. BOARD POLICY Return of Surplus Funds, 1st reading

Budget and Accounting Manager David Castillo discussed Board Policy Return of Surplus Funds, 1st reading. Mr. Castillo stated this particular policy was written out by the Agency. Board Kevin Vensko stated 2 month operating reserve not needed on top of 10 percent(10%) because it is being done after the completion of the audit. Mr. Vensko additionally stated to change verbiage for reserve requirements as well as specify and clarify year in question. No additional discussion by the Board.

E. BOARD POLICY 7013 Non Home-School Transportation Billing Procedures, 2nd reading

Budget and Accounting Manager David Castillo stated there were no changes, just internal processes discussed from the Districts. Mr. Castillo stated because it was brought to the Board for discussion he reviewed and revised a section due to verbiage confusion from past practices. Board President Kevin Vensko asked how often does the Agency have non member trips to which Mr. Castillo indicated none as of now. No additional discussion by the Board.

F. BOARD POLICY 7016 Fund Balance Policy, 2nd reading

Budget and Accounting Manager David Castillo discussed Board Policy 7016. Mr. Castillo indicated there were a couple revisions to page 3 of the policy as well as change in wording. Board President Kevin Vensko recommended to re word sections to mirror BOARD POLICY Return of Surplus Funds. No additional discussion by the Board.

G. BOARD POLICY 7019 Assessment Procedure, 2nd reading

Budget and Accounting Manager David Castillo discussed Board Policy 7019. Mr. Castillo stated this Board Policy was previously agreed upon, however, Mr. Castillo thought it would be a good idea to bring it up for discussion again in case there were additional items to address. No additional discussion by the Board.

8. CLOSED SESSION

095 The Board of Directors of the Antelope Valley Schools Transportation Agency adjourned to close session at 9:52 AM 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

9. RECONVENE TO OPEN SESSION

096 The Board of Directors reconvened to open session at 10:32 AM.

ACTION TAKEN AS A RESULT OF CLOSED SESSION

No action was taken.

10. CHIEF EXECUTIVE OFFICER'S REPORT

A. GOING THE EXTRA MILE AWARD Out of Order Discussion

This item was presented early at the request of CEO, Morris Fuselier due to schedule constraints of Mr. San Nicolas. Director of Fleet and Facilities, Ms. Jessica Sevilla presented the Going the Extra Mile Award to Mr. Vincent San Nicolas from AVTA for his exceptional partnership and support.

B. Budget and Accounting Manager David Castillo presented the budget and accounts receivable update. Mr. Castillo stated our salaries are on par. Mr. Castillo further discussed variable fuel prices. Additionally, Mr. Castillo discussed the Agency's MOU with AVTA. The Budget presentation was further discussed with no additional questions from the Board.

C. Director of Fleet and Facilities, Jessica Sevilla presented the Shop, CNG, Grant & Infrastructure Project Updates. Ms. Sevilla provided additional information on the Agency's bus wash options, as well as the status on all the salvage buses. Ms. Sevilla indicated she has been in constant communication with SCE to determine the status on when the Agency can break ground. Ms. Sevilla was advised by SCE that in the coming 3-4 weeks, SCE will be finalizing their planning review and after SCE anticipates pre construction. Ms. Sevilla also discussed mobile

charging options. Ms. Sevilla indicated the Agency received several quotes from vendor A-Z depending on how the Agency wants to be powered: CNG or propane. Additionally, Ms. Sevilla stated the Agency received a quote from HYDREL for the hydrogen side. This way, Ms. Sevilla stated, the Agency can present a comparison in numbers and the Board can make a decision. Ms. Sevilla briefly touched on the challenges of mobile chargers. In regards to bus wash options, Ms. Sevilla stated the Agency met with AVTA Management and AVTA mentioned the resources for bus wash are contractually paid for by the Contractor. Ms. Sevilla further mentioned that having AVSTA use AVTA resources would add a logistical challenge to their yard in terms of congestion, as well as Union challenges, and contractual conflicts. Ms. Sevilla additionally mentioned she was advised by AVTA that lead time for any part replacements/servicing is lengthy. Ms. Sevilla provided an update in regards to salvage buses. Ms. Sevilla indicated the final count hauled away for the Grants is 31. The disposal on the Agency's side is completed, however, the paperwork on the Grant side is in process. Ms. Sevilla further indicated the Agency has 16 buses left for final Board review. Ms. Sevilla further indicated once the depreciation model is complete, it will be on the agenda for the Board meeting. Board Vice President Rob Garza asked if the Agency had a plan/document indicating: projects the Agency hope to achieve that include: approximate cost, funding source, status, priority, because it is hard to keep up. Ms. Sevilla indicated she plans to have that for the Board in November. The update was further discussed with no additional questions from the Board.

11. INDIVIDUAL ACTION ITEMS

- 097 Motion was made by Board Vice President Rob Garza and seconded by Board Clerk Charles Coleman to approve the Consent Agenda items. This motion carried by a vote of 3-0 with no abstains. (Ayes - Charles Coleman, Rob Garza, Kevin Vensko; Nays - None)

Discussion: Item C Personnel Schedule - Board President Kevin Vensko requested to amend and add the date of October 8th for the separation.

- 098 Motion was made by Board Clerk Charles Coleman and seconded by Board Vice President Rob Garza to approve the fulltime, twelve (12) month Informational Technology Technician position at the M-4 pay schedule, as presented. This motion was carried by a vote of 3-0 with no abstains. (Ayes-Charles Coleman, Rob Garza, Kevin Vensko; Nays - None)

Discussion: CEO Morris Fuselier, advised the Board the wrong job description was presented and approved at previous Board meeting due to confusion in the temporary vs. permanent position.

- 099 Motion was made by Board Vice President Rob Garza and seconded by Board Clerk Charles Coleman to table Board Policy Agency Credit Cards, as presented. This motion carried by a vote of 3-0 with no abstains. (Ayes - Charles Coleman, Rob Garza, Kevin Vensko; Nays - None)

Discussion: Board President Kevin Vensko advised of necessary corrections before Board approval.

- 100 Motion was made by Board Clerk Charles Coleman and seconded by Board Vice President Rob Garza to table Administrative Regulation for Board Policy Agency Credit Cards, as presented. This motion carried by a vote of 3-0 with no abstains. (Ayes - Charles Coleman, Rob Garza, Kevin Vensko; Nays - None)

Discussion: Board President Kevin Vensko advised of necessary corrections before Board approval.

- 101 Motion was made by Board President Kevin Vensko and seconded by Board Vice President Rob Garza to approve an Open Purchase order with A-L Mobile Detail wash services for the 2025-2026 School Year as needed for bus washing services not to exceed \$35,000, as presented. This motion carried by a vote of 3-0 with no abstains. (Ayes - Charles Coleman, Rob Garza, Kevin Vensko; Nays - None)

Discussion: Not to exceed amount of \$35,000 is to carry until the end of year 2025.

- 102 Motion was made by Board Clerk Charles Coleman and seconded by Board Vice President Rob Garza to approve the addition to add - ons included in the BYD RFP of the ADA add-ons, as presented.

This motion was carried by a vote of 3-0 with no abstains.

(Ayes - Charles Coleman, Rob Garza, Kevin Vensko; Nays - None)

Discussion: CEO Morris Fuselier stated that when BYD did the RFP Add - ons they left out ADA lifts off of their buses. Mr. Fuselier further indicated there is no impact on the original RFP. He further confirmed it was more for piggyback purposes.

- 103 Motion was made by Board Vice President Rob Garza and seconded by Charles Coleman to approve the 3 year service agreement with CI Solutions not to exceed \$9,110.00, as presented. This motion was carried by a vote of 3-0 with no abstains (Ayes - Charles Coleman, Rob Garza, Kevin Vensko; Nays-None)

Discussion: CEO Morris Fuselier indicated this agreement is to service our printers for our ID tags. Mr. Fuselier added this was presented to the Board due to it being a 3 year agreement.

11. BOARD COMMENTS

Board Clerk Charles Coleman thanked everyone for their presentations. Mr. Coleman also thanked the entire staff with a special thank you to those who assisted in the situation regarding a Lancaster School District student.

Board Alternate Duane Winn thanked both Mr. Castillo and Ms. Sevilla for their presentations.

Board Vice President Rob Garza thanked everyone and appreciates all the responses to his questions.

Board Alternate Rosemary Mann thanked everyone and wished all a great weekend.

Board President Kevin Vensko thanked all the staff and drivers for getting all students to school safe.

CEO Morris Fuselier thanked the Board and their active interest in what the Agency does. Mr. Fuselier further stated the Agency has an outstanding staff and appreciates the Boards patience.

12. ADJOURNMENT

- 104 Motion was made Board Clerk Charles Coleman and seconded by Board Vice President Rob Garza to adjourn the regular board meeting at 11:06 AM. This motion was carried by vote of 3-0 with no abstains. (Ayes - Charles Coleman, Rob Garza, Kevin Vensko; Nays-None)

The next regular meeting of the Board of Directors is scheduled for Wednesday, November 12, 2025 at 9:00 AM.

Morris Fuselier, III, Chief Executive Officer and
Secretary to the Board of Directors

Charles Coleman
Clerk to the Board of Directors

ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY
670 W. Avenue L-8
Lancaster, CA 93534

Minutes – Special Meeting - Board of Directors

Thursday, October 16, 2025

1. The special meeting of the Board of Directors was called to order by Board President Kevin Vensko at 1:00 p.m., Wednesday, October 8th, at the Antelope Valley Schools Transportation Agency, Board Room, 670 W. Avenue L-8, Lancaster, California.
2. **ROLL CALL**
Members present were:
Kevin Vensko, President-AV Union High School District
Rob Garza, Vice President - Westside Union School District
Rosemary Mann, Alternate -AV Union High School District
Duane Winn, Alternate -Lancaster School District
Jake Briggs Ed. D., Alternate - Westside Union School District
Morris Fuselier III, Secretary and CEO-Antelope Valley Schools Transportation Agency
Others present Sandra Barajas, Sue Murphy, Josie Delgado, Justus Pope
3. **APPROVAL OF AGENDA**
Motion was made by Board Alternate Duane Winn and seconded by Board Vice President Rob Garza to approve the Agenda on October 16th, as presented. This motion was carried by a vote of 3-0 with no abstains. (Ayes- Duane Winn, Rob Garza, Kevin Vensko; Nays- None)
4. **PUBLIC COMMENTS**
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.
NONE

5. CLOSED SESSION

105 The Board of Directors of the Antelope Valley Schools Transportation Agency adjourned to closed session at 1:02 p.m. to discuss the following:

1. Government Code Section 54957.6: Conference with Unrepresented Employee

Title: Morris Fuselier, III, CEO

Agency Designated Representative: Kevin Vensko, Board President

Negotiation of salary, benefits, or other conditions of employment.

6. RECONVENE TO OPEN SESSION

106 The Board of Directors reconvened to open session at 2:05 p.m.

7. ACTION TAKEN AS A RESULT OF CLOSED SESSION

No action was taken.

8. BOARD COMMENTS

Board Alternate Duane Winn thanked everyone.

Board Alternate Rosemary Mann also thanked everyone.

CEO Morris Fuselier thanked and appreciated the Board for their consideration.

9. ADJOURNMENT

107 Motion was made Board Alternate Duane Winn and seconded by Board Vice President Rob Garza to adjourn the special board meeting at 2:06 PM. This motion was carried by vote of 3-0 with no abstains. (Ayes - Duane Winn, Rob Garza, Kevin Vensko; Nays-None)

The next regular meeting of the Board of Director's is scheduled for Wednesday, November 12, 2025 at 9:00 a.m.

Morris Fuselier, III, Chief Executive Officer and
Secretary to the Board of Directors

Charles Coleman
Clerk to the Board of Directors

ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY						
WARRANT/ACH REGISTER FOR OCTOBER 2025						
Date	Payment Request Doc	R	Vendor Name	Warrant Amt	Warrant/ACH/EFT Number	Description
WARRANTS						
10/1/2025	PRM.40147.2600000000352.1.1.1		ANDY GUMP INC.	651.76	202509300493625	
10/8/2025	PRM.40147.2600000000383.1.1.1		BROADVOICE BUSINESS	1,613.62	202510070496283	
10/9/2025	GAX.40147.2600000000080.1.0.2		SCHOOLS FIRST FEDERAL CREDIT UNION	3,052.50	202510080496777	
10/9/2025	GAX.40147.2600000000079.1.0.1		SchoolsFirst Plan Administration, LLC	637.50	202510080496778	
10/23/2025	GAX.40147.2600000000092.1.0.3		UGI ENERGY SERVICES	2,542.47	202510220501588	
10/23/2025	PRM.40147.2600000000406.1.1.1		AFFORDABLE AUTO BODY & PAINT	3,531.30	202510220501589	
10/24/2025	GAX.40147.2600000000087.1.0.2		SCHOOLS FIRST FEDERAL CREDIT UNION	3,077.50	202510230501985	
10/24/2025	GAX.40147.2600000000088.1.0.1		SchoolsFirst Plan Administration, LLC	637.50	202510230501986	
10/28/2025	PRM.40147.2600000000430.1.1.1		FAGEN FRIEDMAN & FULFROST, LLP	1,963.50	202510270503195	
10/28/2025	PRM.40147.2600000000445.1.1.1		ANDY GUMP INC.	651.76	202510270503196	
10/1/2025	PRM.40147.2600000000350.1.1.1		ALTERNATIVE LOGISTICS TECHNOLOGIES, LLC	31,404.39	000000022394977	
10/1/2025	GAX.40147.2600000000077.1.0.1		CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION	585.14	000000022394978	
10/1/2025	PRM.40147.2600000000349.1.1.1		JULIOS AUTO GLASS	366.87	000000022394979	
10/1/2025	PRM.40147.2600000000353.1.1.1		KIMBALL MIDWEST	484.93	000000022394980	
10/1/2025	GAX.40147.2600000000076.1.0.1		LENARD EDWARDS	73.96	000000022394981	
10/1/2025	PRM.40147.2600000000348.1.1.1		MCMASTER-CARR SUPPLY CO	179.11	000000022394982	
10/1/2025	PRM.40147.2600000000351.1.1.1		UNITED PARCEL SERVICE	72.78	000000022394983	
10/1/2025	PRM.40147.2600000000354.1.1.1		VALLEY POWER SYSTEMS	266.30	000000022394984	
10/2/2025	PRC.40147.2600000000011.1.1.1		H&H AUTO PARTS	(318.35)	000000022397281	
10/2/2025	PRC.40147.2600000000012.1.1.1		H&H AUTO PARTS	(885.11)	000000022397281	
10/2/2025	PRM.40147.2600000000355.1.10.1		H&H AUTO PARTS	50.66	000000022397281	
10/2/2025	PRM.40147.2600000000355.1.1.1		H&H AUTO PARTS	187.67	000000022397281	
10/2/2025	PRM.40147.2600000000355.1.11.1		H&H AUTO PARTS	171.74	000000022397281	
10/2/2025	PRM.40147.2600000000355.1.12.1		H&H AUTO PARTS	175.72	000000022397281	
10/2/2025	PRM.40147.2600000000355.1.13.1		H&H AUTO PARTS	82.54	000000022397281	
10/2/2025	PRM.40147.2600000000355.1.14.1		H&H AUTO PARTS	126.33	000000022397281	
10/2/2025	PRM.40147.2600000000355.1.15.1		H&H AUTO PARTS	25.00	000000022397281	
10/2/2025	PRM.40147.2600000000355.1.16.1		H&H AUTO PARTS	1,264.45	000000022397281	
10/2/2025	PRM.40147.2600000000355.1.17.1		H&H AUTO PARTS	41.55	000000022397281	
10/2/2025	PRM.40147.2600000000355.1.18.1		H&H AUTO PARTS	658.02	000000022397281	
10/2/2025	PRM.40147.2600000000355.1.19.1		H&H AUTO PARTS	897.11	000000022397281	
10/2/2025	PRM.40147.2600000000355.1.20.1		H&H AUTO PARTS	448.55	000000022397281	
10/2/2025	PRM.40147.2600000000355.1.2.1		H&H AUTO PARTS	510.16	000000022397281	
10/2/2025	PRM.40147.2600000000355.1.21.1		H&H AUTO PARTS	318.35	000000022397281	
10/2/2025	PRM.40147.2600000000355.1.22.1		H&H AUTO PARTS	448.56	000000022397281	
10/2/2025	PRM.40147.2600000000355.1.23.1		H&H AUTO PARTS	227.53	000000022397281	
10/2/2025	PRM.40147.2600000000355.1.24.1		H&H AUTO PARTS	94.38	000000022397281	
10/2/2025	PRM.40147.2600000000355.1.25.1		H&H AUTO PARTS	24.84	000000022397281	
10/2/2025	PRM.40147.2600000000355.1.26.1		H&H AUTO PARTS	37.30	000000022397281	
10/2/2025	PRM.40147.2600000000355.1.27.1		H&H AUTO PARTS	113.36	000000022397281	
10/2/2025	PRM.40147.2600000000355.1.28.1		H&H AUTO PARTS	82.54	000000022397281	
10/2/2025	PRM.40147.2600000000355.1.29.1		H&H AUTO PARTS	51.16	000000022397281	
10/2/2025	PRM.40147.2600000000355.1.30.1		H&H AUTO PARTS	72.79	000000022397281	
10/2/2025	PRM.40147.2600000000355.1.3.1		H&H AUTO PARTS	525.31	000000022397281	

10/2/2025	PRM.40147,260000000355,1,31,1		H&H AUTO PARTS	204.58	000000022397281	
10/2/2025	PRM.40147,260000000355,1,32,1		H&H AUTO PARTS	24.01	000000022397281	
10/2/2025	PRM.40147,260000000355,1,33,1		H&H AUTO PARTS	119.98	000000022397281	
10/2/2025	PRM.40147,260000000355,1,34,1		H&H AUTO PARTS	216.19	000000022397281	
10/2/2025	PRM.40147,260000000355,1,35,1		H&H AUTO PARTS	24.84	000000022397281	
10/2/2025	PRM.40147,260000000355,1,36,1		H&H AUTO PARTS	492.55	000000022397281	
10/2/2025	PRM.40147,260000000355,1,37,1		H&H AUTO PARTS	60.01	000000022397281	
10/2/2025	PRM.40147,260000000355,1,38,1		H&H AUTO PARTS	27.19	000000022397281	
10/2/2025	PRM.40147,260000000355,1,39,1		H&H AUTO PARTS	24.84	000000022397281	
10/2/2025	PRM.40147,260000000355,1,40,1		H&H AUTO PARTS	3,326.38	000000022397281	
10/2/2025	PRM.40147,260000000355,1,4,1		H&H AUTO PARTS	44.42	000000022397281	
10/2/2025	PRM.40147,260000000355,1,41,1		H&H AUTO PARTS	199.58	000000022397281	
10/2/2025	PRM.40147,260000000355,1,5,1		H&H AUTO PARTS	72.38	000000022397281	
10/2/2025	PRM.40147,260000000355,1,6,1		H&H AUTO PARTS	82.54	000000022397281	
10/2/2025	PRM.40147,260000000355,1,7,1		H&H AUTO PARTS	37.30	000000022397281	
10/2/2025	PRM.40147,260000000355,1,8,1		H&H AUTO PARTS	189.91	000000022397281	
10/2/2025	PRM.40147,260000000355,1,9,1		H&H AUTO PARTS	50.66	000000022397281	
10/3/2025	PRM.40147,260000000358,1,1,1		A-L MOBILE DETAIL	900.00	000000022399636	
10/3/2025	PRM.40147,260000000358,1,2,1		A-L MOBILE DETAIL	1,200.00	000000022399636	
10/3/2025	PRM.40147,260000000358,1,3,1		A-L MOBILE DETAIL	1,100.00	000000022399636	
10/3/2025	PRM.40147,260000000356,1,10,1		A-Z BUS SALES, INC.	157.94	000000022399637	
10/3/2025	PRM.40147,260000000356,1,1,1		A-Z BUS SALES, INC.	299.79	000000022399637	
10/3/2025	PRM.40147,260000000356,1,11,1		A-Z BUS SALES, INC.	113.91	000000022399637	
10/3/2025	PRM.40147,260000000356,1,12,1		A-Z BUS SALES, INC.	291.59	000000022399637	
10/3/2025	PRM.40147,260000000356,1,13,1		A-Z BUS SALES, INC.	214.35	000000022399637	
10/3/2025	PRM.40147,260000000356,1,2,1		A-Z BUS SALES, INC.	214.39	000000022399637	
10/3/2025	PRM.40147,260000000356,1,3,1		A-Z BUS SALES, INC.	731.96	000000022399637	
10/3/2025	PRM.40147,260000000356,1,4,1		A-Z BUS SALES, INC.	1,261.39	000000022399637	
10/3/2025	PRM.40147,260000000356,1,5,1		A-Z BUS SALES, INC.	890.00	000000022399637	
10/3/2025	PRM.40147,260000000356,1,6,1		A-Z BUS SALES, INC.	36.81	000000022399637	
10/3/2025	PRM.40147,260000000356,1,7,1		A-Z BUS SALES, INC.	92.68	000000022399637	
10/3/2025	PRM.40147,260000000356,1,8,1		A-Z BUS SALES, INC.	328.25	000000022399637	
10/3/2025	PRM.40147,260000000356,1,9,1		A-Z BUS SALES, INC.	669.77	000000022399637	
10/3/2025	PRM.40147,260000000362,1,1,1		ANTELOPE EXPRESS	1,401.80	000000022399638	
10/3/2025	PRC.40147,260000000013,1,1,1		FRANKLIN TRUCK PARTS	(62.30)	000000022399639	
10/3/2025	PRM.40147,260000000357,1,1,1		FRANKLIN TRUCK PARTS	196.71	000000022399639	
10/3/2025	PRM.40147,260000000357,1,2,1		FRANKLIN TRUCK PARTS	225.21	000000022399639	
10/3/2025	PRM.40147,260000000357,1,3,1		FRANKLIN TRUCK PARTS	196.65	000000022399639	
10/3/2025	PRM.40147,260000000357,1,4,1		FRANKLIN TRUCK PARTS	428.80	000000022399639	
10/3/2025	PRM.40147,260000000357,1,5,1		FRANKLIN TRUCK PARTS	155.86	000000022399639	
10/3/2025	PRM.40147,260000000357,1,6,1		FRANKLIN TRUCK PARTS	211.26	000000022399639	
10/3/2025	PRM.40147,260000000357,1,7,1		FRANKLIN TRUCK PARTS	274.89	000000022399639	
10/3/2025	PRM.40147,260000000357,1,8,1		FRANKLIN TRUCK PARTS	424.84	000000022399639	
10/3/2025	PRM.40147,260000000365,1,1,1		JULIOS AUTO GLASS	125.00	000000022399640	
10/3/2025	PRM.40147,260000000365,1,2,1		JULIOS AUTO GLASS	350.00	000000022399640	
10/3/2025	PRM.40147,260000000359,1,1,1		MICHAEL P. LARANANG	50,016.28	000000022399641	
10/3/2025	PRM.40147,260000000366,1,1,1		MISSION LINEN SUPPLY	142.18	000000022399642	
10/3/2025	PRM.40147,260000000366,1,2,1		MISSION LINEN SUPPLY	186.84	000000022399642	
10/3/2025	PRM.40147,260000000363,1,1,1		PATRIOT PLUMBING	217.50	000000022399643	

10/3/2025	PRM.40147.260000000364.1.1.1		Quick Urgent & Primary Care	620.00	000000022399644	
10/3/2025	PRM.40147.260000000361.1.1.1		WEX BANK	1,022.46	000000022399645	
10/3/2025	PRM.40147.260000000360.1.1.1		WIN WIN SOLUTIONS	427.50	000000022399646	
10/6/2025	PRM.40147.260000000368.1.1.1		CLARK & HOWARD	330.00	000000022402553	
10/6/2025	PRM.40147.260000000372.1.1.1		FRED M BOERNER MOTOR COMPANY	338.72	000000022402554	
10/6/2025	PRM.40147.260000000372.1.2.1		FRED M BOERNER MOTOR COMPANY	98.47	000000022402554	
10/6/2025	PRM.40147.260000000372.1.3.1		FRED M BOERNER MOTOR COMPANY	83.97	000000022402554	
10/6/2025	PRM.40147.260000000372.1.4.1		FRED M BOERNER MOTOR COMPANY	88.30	000000022402554	
10/6/2025	PRM.40147.260000000372.1.5.1		FRED M BOERNER MOTOR COMPANY	68.11	000000022402554	
10/6/2025	PRM.40147.260000000372.1.6.1		FRED M BOERNER MOTOR COMPANY	283.16	000000022402554	
10/6/2025	PRM.40147.260000000372.1.7.1		FRED M BOERNER MOTOR COMPANY	174.36	000000022402554	
10/6/2025	PRM.40147.260000000371.1.1.1		MISSION LINEN SUPPLY	357.35	000000022402555	
10/6/2025	PRM.40147.260000000367.1.10.1		NAPA AUTO PARTS	31.47	000000022402556	
10/6/2025	PRM.40147.260000000367.1.1.1		NAPA AUTO PARTS	83.76	000000022402556	
10/6/2025	PRM.40147.260000000367.1.11.1		NAPA AUTO PARTS	63.31	000000022402556	
10/6/2025	PRM.40147.260000000367.1.12.1		NAPA AUTO PARTS	9.90	000000022402556	
10/6/2025	PRM.40147.260000000367.1.13.1		NAPA AUTO PARTS	87.17	000000022402556	
10/6/2025	PRM.40147.260000000367.1.14.1		NAPA AUTO PARTS	129.74	000000022402556	
10/6/2025	PRM.40147.260000000367.1.15.1		NAPA AUTO PARTS	31.20	000000022402556	
10/6/2025	PRM.40147.260000000367.1.16.1		NAPA AUTO PARTS	28.46	000000022402556	
10/6/2025	PRM.40147.260000000367.1.17.1		NAPA AUTO PARTS	471.63	000000022402556	
10/6/2025	PRM.40147.260000000367.1.18.1		NAPA AUTO PARTS	196.67	000000022402556	
10/6/2025	PRM.40147.260000000367.1.19.1		NAPA AUTO PARTS	37.53	000000022402556	
10/6/2025	PRM.40147.260000000367.1.20.1		NAPA AUTO PARTS	50.47	000000022402556	
10/6/2025	PRM.40147.260000000367.1.2.1		NAPA AUTO PARTS	214.19	000000022402556	
10/6/2025	PRM.40147.260000000367.1.21.1		NAPA AUTO PARTS	46.82	000000022402556	
10/6/2025	PRM.40147.260000000367.1.22.1		NAPA AUTO PARTS	15.41	000000022402556	
10/6/2025	PRM.40147.260000000367.1.23.1		NAPA AUTO PARTS	119.27	000000022402556	
10/6/2025	PRM.40147.260000000367.1.24.1		NAPA AUTO PARTS	21.33	000000022402556	
10/6/2025	PRM.40147.260000000367.1.25.1		NAPA AUTO PARTS	437.10	000000022402556	
10/6/2025	PRM.40147.260000000367.1.26.1		NAPA AUTO PARTS	12.07	000000022402556	
10/6/2025	PRM.40147.260000000367.1.27.1		NAPA AUTO PARTS	68.88	000000022402556	
10/6/2025	PRM.40147.260000000367.1.28.1		NAPA AUTO PARTS	47.74	000000022402556	
10/6/2025	PRM.40147.260000000367.1.29.1		NAPA AUTO PARTS	28.45	000000022402556	
10/6/2025	PRM.40147.260000000367.1.3.1		NAPA AUTO PARTS	26.24	000000022402556	
10/6/2025	PRM.40147.260000000367.1.4.1		NAPA AUTO PARTS	60.42	000000022402556	
10/6/2025	PRM.40147.260000000367.1.5.1		NAPA AUTO PARTS	164.98	000000022402556	
10/6/2025	PRM.40147.260000000367.1.6.1		NAPA AUTO PARTS	239.35	000000022402556	
10/6/2025	PRM.40147.260000000367.1.7.1		NAPA AUTO PARTS	102.46	000000022402556	
10/6/2025	PRM.40147.260000000367.1.8.1		NAPA AUTO PARTS	57.11	000000022402556	
10/6/2025	PRM.40147.260000000367.1.9.1		NAPA AUTO PARTS	53.58	000000022402556	
10/6/2025	PRM.40147.260000000369.1.1.1		SOUTHERN COUNTIES LUBRICANTS, LLC	249.71	000000022402557	
10/6/2025	PRM.40147.260000000370.1.1.1		VESTIS GROUP, INC	1,459.92	000000022402558	
10/7/2025	PRM.40147.260000000378.1.1.1		AMAZON	555.14	000000022405755	
10/7/2025	PRM.40147.260000000377.1.1.1		AMAZON	1,006.98	000000022405756	
10/7/2025	PRM.40147.260000000377.1.2.1		AMAZON	297.22	000000022405756	
10/7/2025	PRM.40147.260000000377.1.3.1		AMAZON	440.58	000000022405756	
10/7/2025	PRM.40147.260000000377.1.4.1		AMAZON	211.14	000000022405756	
10/7/2025	PRM.40147.260000000377.1.5.1		AMAZON	950.73	000000022405756	

10/7/2025	PRM.40147.260000000377.1.6.1		AMAZON	297.22	000000022405756	
10/7/2025	PRM.40147.260000000377.1.7.1		AMAZON	793.17	000000022405756	
10/7/2025	PRC.40147.260000000014.1.1.1		FRED M BOERNER MOTOR COMPANY	(915.32)	000000022405757	
10/7/2025	PRM.40147.260000000379.1.1.1		FRED M BOERNER MOTOR COMPANY	203.22	000000022405757	
10/7/2025	PRM.40147.260000000379.1.2.1		FRED M BOERNER MOTOR COMPANY	571.67	000000022405757	
10/7/2025	PRM.40147.260000000379.1.3.1		FRED M BOERNER MOTOR COMPANY	396.85	000000022405757	
10/7/2025	PRM.40147.260000000379.1.4.1		FRED M BOERNER MOTOR COMPANY	259.89	000000022405757	
10/7/2025	PRM.40147.260000000380.1.1.1		PARKHOUSE TIRE INC	4,596.74	000000022405758	
10/7/2025	PRM.40147.260000000380.1.2.1		PARKHOUSE TIRE INC	1,436.49	000000022405758	
10/7/2025	PRM.40147.260000000373.1.1.1		SERGIO'S MUFFLER SERVICE INC.	170.00	000000022405759	
10/7/2025	PRM.40147.260000000375.1.1.1		UNITED PARCEL SERVICE	68.38	000000022405760	
10/7/2025	PRM.40147.260000000376.1.1.1		VESTIS GROUP, INC	112.43	000000022405761	
10/7/2025	PRM.40147.260000000374.1.1.1		WINZER CORPORATION	463.64	000000022405762	
10/8/2025	PRM.40147.260000000382.1.1.1		ALTERNATIVE LOGISTICS TECHNOLOGIES, LLC	29,614.10	000000022408053	
10/8/2025	PRC.40147.260000000015.1.1.1		BUSWEST, LLC	(347.63)	000000022408054	
10/8/2025	PRM.40147.260000000389.1.1.1		BUSWEST, LLC	509.52	000000022408054	
10/8/2025	PRM.40147.260000000389.1.2.1		BUSWEST, LLC	101.90	000000022408054	
10/8/2025	PRM.40147.260000000389.1.3.1		BUSWEST, LLC	210.34	000000022408054	
10/8/2025	GAX.40147.260000000078.1.0.1		KEENAN & ASSOCIATES	58,856.50	000000022408055	
10/8/2025	PRM.40147.260000000386.1.1.1		M5 TRAINING SCHOOL OF PROTECTIVE SERVICE	500.00	000000022408056	
10/8/2025	PRM.40147.260000000381.1.1.1		MICHAEL P. LARANANG	3,566.94	000000022408057	
10/8/2025	PRM.40147.260000000384.1.1.1		PATRIOT PLUMBING	182.00	000000022408058	
10/8/2025	PRM.40147.260000000387.1.1.1		SPECTRUM BUSINESS	219.04	000000022408059	
10/8/2025	PRM.40147.260000000388.1.1.1		SPECTRUM BUSINESS	1,199.00	000000022408060	
10/8/2025	PRM.40147.260000000385.1.1.1		STAPLES ADVANTAGE	271.73	000000022408061	
10/8/2025	PRM.40147.260000000385.1.2.1		STAPLES ADVANTAGE	271.74	000000022408061	
10/9/2025	PRC.40147.260000000016.1.1.1		BUSWEST, LLC	(86.91)	000000022410779	
10/9/2025	PRM.40147.260000000390.1.1.1		BUSWEST, LLC	566.95	000000022410779	
10/9/2025	PRM.40147.260000000390.1.2.1		BUSWEST, LLC	1,152.88	000000022410779	
10/9/2025	PRM.40147.260000000390.1.3.1		BUSWEST, LLC	229.06	000000022410779	
10/9/2025	PRM.40147.260000000390.1.4.1		BUSWEST, LLC	144.90	000000022410779	
10/9/2025	PRM.40147.260000000390.1.5.1		BUSWEST, LLC	85.65	000000022410779	
10/9/2025	PRM.40147.260000000390.1.6.1		BUSWEST, LLC	106.74	000000022410779	
10/9/2025	PRM.40147.260000000390.1.7.1		BUSWEST, LLC	463.81	000000022410779	
10/9/2025	PRM.40147.260000000390.1.8.1		BUSWEST, LLC	223.58	000000022410779	
10/9/2025	GAX.40147.260000000081.1.0.2		CALIFORNIA SCHOOL EMPLOYEES	119.00	000000022410780	
10/9/2025	GAX.40147.260000000082.1.0.2		CALIFORNIA SCHOOL EMPLOYEES	2,698.60	000000022410780	
10/9/2025	GAX.40147.260000000083.1.0.2		CALIFORNIA SCHOOL EMPLOYEES	59.50	000000022410780	
10/9/2025	PRM.40147.260000000391.1.1.1		FALCON FUELS	28,526.46	000000022410781	
10/9/2025	PRM.40147.260000000395.1.1.1		FRED M BOERNER MOTOR COMPANY	164.42	000000022410782	
10/9/2025	PRM.40147.260000000396.1.1.1		JULIOS AUTO GLASS	125.00	000000022410783	
10/9/2025	PRM.40147.260000000394.1.1.1		Quick Urgent & Primary Care	85.00	000000022410784	
10/9/2025	PRM.40147.260000000392.1.1.1		SO. CAL. GAS CO.	3,264.13	000000022410785	
10/9/2025	PRM.40147.260000000393.1.1.1		VALLEY POWER SYSTEMS	153.06	000000022410786	
10/10/2025	PRM.40147.260000000343.1.1.1		TRANSFINDER CORPORATION	302,699.00	000000022413125	
10/21/2025	PRM.40147.260000000398.1.1.1		FRED M BOERNER MOTOR COMPANY	214.25	000000022428712	
10/21/2025	PRM.40147.260000000397.1.1.1		J&A Companies Inc	1,201.25	000000022428713	
10/21/2025	PRM.40147.260000000397.1.2.1		J&A Companies Inc	1,201.25	000000022428713	
10/21/2025	GAX.40147.260000000084.1.0.1		LENARD EDWARDS	12.22	000000022428714	

10/21/2025	PRM.40147.260000000400.1.1.1		LOWE'S	166.96	000000022428715	
10/21/2025	PRM.40147.260000000403.1.1.1		MINUTEMAN PRESS	245.24	000000022428716	
10/21/2025	PRM.40147.260000000401.1.1.1		MISSION LINEN SUPPLY	54.67	000000022428717	
10/21/2025	PRM.40147.260000000401.1.2.1		MISSION LINEN SUPPLY	26.64	000000022428717	
10/21/2025	PRM.40147.260000000402.1.1.1		PALMDALE TROPHY	20.03	000000022428718	
10/21/2025	PRM.40147.260000000402.1.2.1		PALMDALE TROPHY	35.77	000000022428718	
10/21/2025	PRM.40147.260000000399.1.1.1		VESTIS GROUP, INC	135.56	000000022428719	
10/21/2025	PRM.40147.260000000399.1.2.1		VESTIS GROUP, INC	44.92	000000022428719	
10/22/2025	PRM.40147.260000000405.1.1.1		A-L MOBILE DETAIL	1,050.00	000000022430769	
10/22/2025	PRM.40147.260000000405.1.2.1		A-L MOBILE DETAIL	1,200.00	000000022430769	
10/22/2025	PRM.40147.260000000405.1.3.1		A-L MOBILE DETAIL	1,200.00	000000022430769	
10/22/2025	PRM.40147.260000000405.1.4.1		A-L MOBILE DETAIL	1,200.00	000000022430769	
10/22/2025	GAX.40147.260000000086.1.0.4		A.V.S.T.A	386.72	000000022430770	
10/22/2025	GAX.40147.260000000086.1.0.5		A.V.S.T.A	250.00	000000022430770	
10/22/2025	GAX.40147.260000000086.1.0.6		A.V.S.T.A	69.79	000000022430770	
10/22/2025	GAX.40147.260000000086.1.0.7		A.V.S.T.A	300.88	000000022430770	
10/22/2025	GAX.40147.260000000086.1.0.8		A.V.S.T.A	425.51	000000022430770	
10/22/2025	PRM.40147.260000000404.1.1.1		L.A. COUNTY SHERIFF	25.00	000000022430771	
10/22/2025	GAX.40147.260000000085.1.0.1		LANCASTER SCHOOL DISTRICT	210.72	000000022430772	
10/23/2025	PRM.40147.260000000408.1.1.1		AIRDRAULICS	498.70	000000022432860	
10/23/2025	PRM.40147.260000000409.1.1.1		AMERICAN BUSINESS MACHINES	7.50	000000022432861	
10/23/2025	PRM.40147.260000000409.1.2.1		AMERICAN BUSINESS MACHINES	7.50	000000022432861	
10/23/2025	PRM.40147.260000000409.1.3.1		AMERICAN BUSINESS MACHINES	157.38	000000022432861	
10/23/2025	PRM.40147.260000000409.1.4.1		AMERICAN BUSINESS MACHINES	157.39	000000022432861	
10/23/2025	PRM.40147.260000000410.1.1.1		ANTELECOM, INC.	61.95	000000022432862	
10/23/2025	PRM.40147.260000000410.1.2.1		ANTELECOM, INC.	61.95	000000022432862	
10/23/2025	PRM.40147.260000000413.1.1.1		ANTELOPE EXPRESS	2,704.00	000000022432863	
10/23/2025	PRM.40147.260000000413.1.2.1		ANTELOPE EXPRESS	2,357.80	000000022432863	
10/23/2025	PRM.40147.260000000413.1.3.1		ANTELOPE EXPRESS	1,816.60	000000022432863	
10/23/2025	PRM.40147.260000000413.1.4.1		ANTELOPE EXPRESS	2,021.00	000000022432863	
10/23/2025	PRM.40147.260000000413.1.5.1		ANTELOPE EXPRESS	2,105.60	000000022432863	
10/23/2025	PRM.40147.260000000413.1.6.1		ANTELOPE EXPRESS	2,083.15	000000022432863	
10/23/2025	PRM.40147.260000000412.1.1.1		ARI PHOENIX, INC	305.00	000000022432864	
10/23/2025	PRM.40147.260000000411.1.1.1		AT&T	67.83	000000022432865	
10/23/2025	PRM.40147.260000000415.1.1.1		CANON FINANCIAL SERVICES, INC.	1,781.31	000000022432866	
10/23/2025	PRM.40147.260000000414.1.1.1		PITNEY BOWES CREDIT CORP	278.99	000000022432867	
10/23/2025	PRM.40147.260000000407.1.1.1		SO. CAL. GAS CO.	250.39	000000022432868	
10/24/2025	PRM.40147.260000000425.1.1.1		ALTERNATIVE LOGISTICS TECHNOLOGIES, LLC	30,462.64	000000022435221	
10/24/2025	PRM.40147.260000000425.1.2.1		ALTERNATIVE LOGISTICS TECHNOLOGIES, LLC	32,644.78	000000022435221	
10/24/2025	GAX.40147.260000000089.1.0.2		CALIFORNIA SCHOOL EMPLOYEES	118.00	000000022435222	
10/24/2025	GAX.40147.260000000090.1.0.2		CALIFORNIA SCHOOL EMPLOYEES	2,608.63	000000022435222	
10/24/2025	GAX.40147.260000000091.1.0.2		CALIFORNIA SCHOOL EMPLOYEES	60.00	000000022435222	
10/24/2025	PRM.40147.260000000423.1.1.1		CLARK & HOWARD	192.50	000000022435223	
10/24/2025	PRM.40147.260000000423.1.2.1		CLARK & HOWARD	330.00	000000022435223	
10/24/2025	PRM.40147.260000000417.1.1.1		COUNTY OF LOS ANGELES	438.16	000000022435224	
10/24/2025	PRM.40147.260000000416.1.1.1		CRANE'S WASTE OIL, INC.	160.00	000000022435225	
10/24/2025	PRM.40147.260000000418.1.1.1		DEPARTMENT OF JUSTICE	128.00	000000022435226	
10/24/2025	PRM.40147.260000000426.1.1.1		FALCON FUELS	27,688.21	000000022435227	
10/24/2025	PRM.40147.260000000419.1.1.1		FEDERAL EXPRESS CORPORATION	101.88	000000022435228	

10/24/2025	PRM.40147,260000000429,1,1,1		FRED M BOERNER MOTOR COMPANY	102.79	000000022435229	
10/24/2025	PRM.40147,260000000429,1,2,1		FRED M BOERNER MOTOR COMPANY	208.24	000000022435229	
10/24/2025	PRM.40147,260000000429,1,3,1		FRED M BOERNER MOTOR COMPANY	144.51	000000022435229	
10/24/2025	PRM.40147,260000000429,1,4,1		FRED M BOERNER MOTOR COMPANY	105.95	000000022435229	
10/24/2025	PRM.40147,260000000429,1,5,1		FRED M BOERNER MOTOR COMPANY	81.76	000000022435229	
10/24/2025	PRM.40147,260000000429,1,6,1		FRED M BOERNER MOTOR COMPANY	1,801.95	000000022435229	
10/24/2025	PRM.40147,260000000429,1,7,1		FRED M BOERNER MOTOR COMPANY	98.51	000000022435229	
10/24/2025	PRM.40147,260000000429,1,8,1		FRED M BOERNER MOTOR COMPANY	169.20	000000022435229	
10/24/2025	PRM.40147,260000000429,1,9,1		FRED M BOERNER MOTOR COMPANY	74.82	000000022435229	
10/24/2025	PRM.40147,260000000420,1,1,1		FRONTIER	63.74	000000022435230	
10/24/2025	GAX.40147,260000000093,1,0,3		LOS ANGELES COUNTY	207.79	000000022435231	
10/24/2025	GAX.40147,260000000094,1,0,3		LOS ANGELES COUNTY	228.47	000000022435231	
10/24/2025	GAX.40147,260000000095,1,0,3		LOS ANGELES COUNTY	191.27	000000022435231	
10/24/2025	GAX.40147,260000000096,1,0,3		LOS ANGELES COUNTY	309.63	000000022435231	
10/24/2025	PRM.40147,260000000427,1,1,1		MISSION LINEN SUPPLY	248.91	000000022435232	
10/24/2025	PRM.40147,260000000427,1,2,1		MISSION LINEN SUPPLY	332.57	000000022435232	
10/24/2025	PRM.40147,260000000427,1,3,1		MISSION LINEN SUPPLY	144.92	000000022435232	
10/24/2025	PRM.40147,260000000427,1,4,1		MISSION LINEN SUPPLY	357.32	000000022435232	
10/24/2025	PRM.40147,260000000427,1,5,1		MISSION LINEN SUPPLY	455.36	000000022435232	
10/24/2025	PRM.40147,260000000421,1,1,1		PETE INC	350.00	000000022435233	
10/24/2025	PRM.40147,260000000424,1,1,1		SOCIAL VOCATION SERVICES INC	3,195.00	000000022435234	
10/24/2025	PRM.40147,260000000424,1,2,1		SOCIAL VOCATION SERVICES INC	1,065.00	000000022435234	
10/24/2025	PRM.40147,260000000422,1,1,1		UNITED PARCEL SERVICE	120.73	000000022435235	
10/24/2025	PRM.40147,260000000422,1,2,1		UNITED PARCEL SERVICE	89.92	000000022435235	
10/24/2025	PRM.40147,260000000428,1,10,1		VESTIS GROUP, INC	137.99	000000022435236	
10/24/2025	PRM.40147,260000000428,1,1,1		VESTIS GROUP, INC	44.92	000000022435236	
10/24/2025	PRM.40147,260000000428,1,11,1		VESTIS GROUP, INC	63.50	000000022435236	
10/24/2025	PRM.40147,260000000428,1,2,1		VESTIS GROUP, INC	90.19	000000022435236	
10/24/2025	PRM.40147,260000000428,1,3,1		VESTIS GROUP, INC	122.22	000000022435236	
10/24/2025	PRM.40147,260000000428,1,4,1		VESTIS GROUP, INC	108.70	000000022435236	
10/24/2025	PRM.40147,260000000428,1,5,1		VESTIS GROUP, INC	38.54	000000022435236	
10/24/2025	PRM.40147,260000000428,1,6,1		VESTIS GROUP, INC	38.54	000000022435236	
10/24/2025	PRM.40147,260000000428,1,7,1		VESTIS GROUP, INC	50.49	000000022435236	
10/24/2025	PRM.40147,260000000428,1,8,1		VESTIS GROUP, INC	38.54	000000022435236	
10/24/2025	PRM.40147,260000000428,1,9,1		VESTIS GROUP, INC	67.73	000000022435236	
10/27/2025	GAX.40147,260000000097,1,0,3		A.V.S.T.A.	400.00	000000022437385	
10/27/2025	PRM.40147,260000000431,1,1,1		JULIOS AUTO GLASS	125.00	000000022437386	
10/27/2025	PRM.40147,260000000431,1,2,1		JULIOS AUTO GLASS	75.00	000000022437386	
10/27/2025	PRM.40147,260000000431,1,3,1		JULIOS AUTO GLASS	110.00	000000022437386	
10/27/2025	PRM.40147,260000000432,1,1,1		KIMBALL MIDWEST	370.81	000000022437387	
10/27/2025	PRM.40147,260000000432,1,2,1		KIMBALL MIDWEST	702.71	000000022437387	
10/27/2025	PRM.40147,260000000433,1,1,1		MS TRAINING SCHOOL OF PROTECTIVE SERVICE	30.00	000000022437388	
10/27/2025	PRM.40147,260000000433,1,2,1		MS TRAINING SCHOOL OF PROTECTIVE SERVICE	30.00	000000022437388	
10/27/2025	PRM.40147,260000000434,1,1,1		MISSION LINEN SUPPLY	46.46	000000022437389	
10/27/2025	PRM.40147,260000000434,1,2,1		MISSION LINEN SUPPLY	315.48	000000022437389	
10/27/2025	PRM.40147,260000000434,1,3,1		MISSION LINEN SUPPLY	157.62	000000022437389	
10/27/2025	PRM.40147,260000000435,1,1,1		PARKHOUSE TIRE INC	3,326.27	000000022437390	
10/27/2025	PRM.40147,260000000435,1,2,1		PARKHOUSE TIRE INC	4,049.68	000000022437390	
10/27/2025	PRM.40147,260000000436,1,1,1		PETROLEUM EQUIPMENT CONSTRUCTION SERVICE	175.00	000000022437391	

10/27/2025	PRM.40147.260000000436.1.2.1		PETROLEUM EQUIPMENT CONSTRUCTION SERVICE	484.29	000000022437391
10/27/2025	PRM.40147.260000000437.1.1.1		SAFETY-KLEEN SYSTEMS, INC	1,485.83	000000022437392
10/27/2025	PRM.40147.260000000440.1.1.1		SCE	5,064.30	000000022437393
10/27/2025	PRM.40147.260000000440.1.2.1		SCE	3,451.27	000000022437393
10/27/2025	PRM.40147.260000000440.1.3.1		SCE	433.40	000000022437393
10/27/2025	PRM.40147.260000000440.1.4.1		SCE	2,036.08	000000022437393
10/27/2025	PRM.40147.260000000442.1.1.1		SHREDS UNLIMITED	65.00	000000022437394
10/27/2025	PRM.40147.260000000442.1.2.1		SHREDS UNLIMITED	65.00	000000022437394
10/27/2025	PRM.40147.260000000443.1.1.1		SOUTHERN COUNTIES LUBRICANTS, LLC	571.22	000000022437395
10/27/2025	PRM.40147.260000000443.1.2.1		SOUTHERN COUNTIES LUBRICANTS, LLC	3,895.02	000000022437395
10/27/2025	PRM.40147.260000000443.1.3.1		SOUTHERN COUNTIES LUBRICANTS, LLC	827.42	000000022437395
10/27/2025	PRM.40147.260000000443.1.4.1		SOUTHERN COUNTIES LUBRICANTS, LLC	682.73	000000022437395
10/27/2025	PRM.40147.260000000443.1.5.1		SOUTHERN COUNTIES LUBRICANTS, LLC	413.84	000000022437395
10/27/2025	PRM.40147.260000000441.1.1.1		VESTIS GROUP, INC	38.54	000000022437396
10/27/2025	PRM.40147.260000000441.1.2.1		VESTIS GROUP, INC	137.99	000000022437396
10/27/2025	PRM.40147.260000000438.1.1.1		VORTEX INDUSTRIES, LLC	4,259.51	000000022437397
10/27/2025	PRM.40147.260000000439.1.1.1		WINZER CORPORATION	233.09	000000022437398
10/28/2025	PRM.40147.260000000444.1.1.1		ANTELOPE EXPRESS	2,334.62	000000022439627
10/28/2025	PRM.40147.260000000444.1.2.1		ANTELOPE EXPRESS	1,542.40	000000022439627
10/28/2025	PRM.40147.260000000450.1.1.1		J&A Companies Inc	7,329.85	000000022439628
10/28/2025	PRM.40147.260000000446.1.1.1		MCMASER-CARR SUPPLY CO	190.61	000000022439629
10/28/2025	PRM.40147.260000000448.1.1.1		UNITED PARCEL SERVICE	43.29	000000022439630
10/28/2025	PRM.40147.260000000447.1.1.1		VESTIS GROUP, INC	50.85	000000022439631
10/28/2025	PRM.40147.260000000447.1.2.1		VESTIS GROUP, INC	81.79	000000022439631
10/28/2025	PRM.40147.260000000449.1.1.1		WASTE MANAGEMENT - PALMDALE	90.93	000000022439632
10/28/2025	PRM.40147.260000000449.1.2.1		WASTE MANAGEMENT - PALMDALE	667.24	000000022439632
10/29/2025	PRM.40147.260000000454.1.1.1		ALTERNATIVE LOGISTICS TECHNOLOGIES, LLC	29,214.47	000000022441770
10/29/2025	GAX.40147.260000000098.1.0.1		ANTELOPE VALLEY CHAMBERS OF COMMERCE	200.00	000000022441771
10/29/2025	PRM.40147.260000000455.1.1.1		CRANE'S WASTE OIL, INC.	234.00	000000022441772
10/29/2025	PRM.40147.260000000456.1.1.1		FALCON FUELS	27,435.05	000000022441773
10/29/2025	PRM.40147.260000000458.1.1.1		FEDERAL EXPRESS CORPORATION	160.23	000000022441774
10/29/2025	PRM.40147.260000000453.1.1.1		FRED M BOERNER MOTOR COMPANY	1,463.75	000000022441775
10/29/2025	PRM.40147.260000000457.1.1.1		FRED M BOERNER MOTOR COMPANY	272.70	000000022441775
10/29/2025	PRM.40147.260000000452.1.1.1		Transit Systems Unlimited Inc	1,759.00	000000022441776
10/29/2025	PRM.40147.260000000452.1.2.1		Transit Systems Unlimited Inc	1,684.50	000000022441776
10/29/2025	PRM.40147.260000000452.1.3.1		Transit Systems Unlimited Inc	1,759.00	000000022441776
10/29/2025	PRM.40147.260000000451.1.1.1		VERIZON CALIFORNIA	4,818.87	000000022441777
10/30/2025	PRM.40147.260000000459.1.1.1		A-L MOBILE DETAIL	1,200.00	000000022444046
10/30/2025	PRM.40147.260000000459.1.2.1		A-L MOBILE DETAIL	1,200.00	000000022444046
10/30/2025	PRM.40147.260000000459.1.3.1		A-L MOBILE DETAIL	1,200.00	000000022444046
10/30/2025	PRM.40147.260000000464.1.1.1		A-L MOBILE DETAIL	1,200.00	000000022444046
10/30/2025	PRM.40147.260000000464.1.2.1		A-L MOBILE DETAIL	1,200.00	000000022444046
10/30/2025	GAX.40147.260000000099.1.0.2		AMERICAN FIDELITY ASSURANCE CO	2470.86	000000022444047
10/30/2025	GAX.40147.260000000100.1.0.2		AMERICAN FIDELITY ASSURANCE CO	2102.13	000000022444047
10/30/2025	GAX.40147.260000000101.1.0.2		AMERICAN FIDELITY ASSURANCE CO	3918.49	000000022444047
10/30/2025	PRM.40147.260000000463.1.1.1		ANTELOPE EXPRESS	1594	000000022444048
10/30/2025	PRM.40147.260000000463.1.2.1		ANTELOPE EXPRESS	2139.7	000000022444048
10/30/2025	PRM.40147.260000000460.1.1.1		CASTO	525	000000022444049
10/30/2025	GAX.40147.260000000102.1.0.3		DELTA DENTAL INSURANCE COMPANY	791.11	000000022444050

10/30/2025	PRM.40147.260000000461.1.1.1		FRED M BOERNER MOTOR COMPANY	399.80	00000022444051	
10/30/2025	PRM.40147.260000000461.1.2.1		FRED M BOERNER MOTOR COMPANY	272.7	00000022444051	
10/30/2025	PRM.40147.260000000461.1.3.1		FRED M BOERNER MOTOR COMPANY	167.88	00000022444051	
10/30/2025	PRM.40147.260000000461.1.4.1		FRED M BOERNER MOTOR COMPANY	308.47	00000022444051	
10/30/2025	PRM.40147.260000000461.1.5.1		FRED M BOERNER MOTOR COMPANY	146.43	00000022444051	
10/30/2025	PRM.40147.260000000465.1.1.1		PATRIOT PLUMBING	612.5	00000022444052	
10/30/2025	GAX.40147.260000000105.1.0.1		SIRMA III	14939.91	00000022444053	
10/30/2025	GAX.40147.260000000105.1.0.3		SIRMA III	439.28	00000022444053	
10/30/2025	GAX.40147.260000000105.1.0.4		SIRMA III	0	00000022444053	
10/30/2025	GAX.40147.260000000104.1.0.1		SISC - III	140736	00000022444054	
10/30/2025	GAX.40147.260000000104.1.0.3		SISC - III	5653	00000022444054	
10/30/2025	GAX.40147.260000000106.1.0.1		THE HARTFORD	83.2	00000022444055	
10/30/2025	PRM.40147.260000000462.1.1.1		THE HILLER COMPANIES, LLC	55.6	00000022444056	
10/31/2025	PRM.40147.260000000466.1.1.1		A-L MOBILE DETAIL	1200	00000022446544	
10/31/2025	PRM.40147.260000000468.1.1.1		COUNTY OF LOS ANGELES	438.16	00000022446545	
10/31/2025	GAX.40147.260000000107.1.0.1		JOSIE DELGADO	36.48	00000022446546	
10/31/2025	GAX.40147.260000000108.1.0.1		JOSIE DELGADO	177.99	00000022446547	
10/31/2025	PRM.40147.260000000467.1.1.1		JULIOS AUTO GLASS	166.87	00000022446548	
10/31/2025	PRM.40147.260000000467.1.2.1		JULIOS AUTO GLASS	150	00000022446548	
10/31/2025	PRM.40147.260000000470.1.1.1		KEENAN & ASSOCIATES	3232	00000022446549	
10/31/2025	PRM.40147.260000000469.1.1.1		SIXCESS INC	1740	00000022446550	

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
10/01/25	PO2W-40147-0000000-2600000000046-2-Modification	1	VESTIS - Shop Uniforms	0000436890-VESTIS GROUP, INC	Misc	01.0-00000.0-11100-36000-4390-0002015	\$10,000.00	\$3,966.66
10/01/25		1	VESTIS - Shop Uniforms	0000436890-VESTIS GROUP, INC	Misc	01.0-00000.0-50010-36000-4390-0005000	\$10,000.00	\$3,842.69
10/01/25		1	VESTIS - Shop Uniforms	0000436890-VESTIS GROUP, INC	Misc	01.0-00000.0-50010-81100-5550-0004004	\$25.00	\$25.00
10/01/25		1	VESTIS - Shop Uniforms	0000436890-VESTIS GROUP, INC	Misc	01.0-00000.0-50010-81100-5551-0004004	\$25.00	\$25.00
PO2W-40147-0000000-2600000000046-2-Modification						Sum:	\$20,050.00	\$7,859.35
10/01/25	PO2W-40147-0000000-2600000000085-2-Modification	1	SMART TAG	0000100340-MICHAEL P. LARANANG	Misc	01.0-00000.0-00000-77000-5840-0000000	\$50,050.00	\$33.72
10/01/25		1	SMART TAG	0000100340-MICHAEL P. LARANANG	Misc	01.0-00000.0-50010-36000-4390-0005000	\$7,500.00	\$3,933.06
PO2W-40147-0000000-2600000000085-2-Modification						Sum:	\$57,550.00	\$3,966.78
10/06/25	PO2W-40147-0000000-2600000000013-3-Modification	2	Amazon - Office Supplies	0000000556-AMAZON	Misc	01.0-00000.0-00000-36000-4350-0001001	\$10,000.00	\$4,911.14
10/06/25		2	Amazon - Office Supplies	0000000556-AMAZON	Misc	01.0-00000.0-00000-36000-4350-0004004	\$1,000.00	\$361.13
10/06/25		2	Amazon - Office Supplies	0000000556-AMAZON	Misc	01.0-00000.0-00000-36000-4350-0006006	\$1,000.00	\$788.86

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
10/06/25		2	Amazon - Office Supplies	0000000556-AMAZON	Misc	01.0-00000.0-00000-36000-4350-0007007	\$7,500.00	\$4,854.30
10/06/25		2	Amazon - Office Supplies	0000000556-AMAZON	Misc	01.0-00000.0-00000-36000-4350-0008008	\$1,000.00	\$1,000.00
10/06/25		2	Amazon - Office Supplies	0000000556-AMAZON	Misc	01.0-00000.0-00000-36000-4380-0004004	\$500.00	\$500.00
10/06/25		2	Amazon - Office Supplies	0000000556-AMAZON	Misc	01.0-00000.0-00000-36000-4382-0004004	\$15,000.00	\$3,676.07
10/06/25		2	Amazon - Office Supplies	0000000556-AMAZON	Misc	01.0-00000.0-00000-36000-4384-0004004	\$100.00	\$68.86
10/06/25		2	Amazon - Office Supplies	0000000556-AMAZON	Misc	01.0-00000.0-00000-36000-4385-0004004	\$1,000.00	\$1,000.00
10/06/25		2	Amazon - Office Supplies	0000000556-AMAZON	Misc	01.0-00000.0-11100-36000-4350-0002015	\$2,500.00	\$1,820.79
10/06/25		2	Amazon - Office Supplies	0000000556-AMAZON	Misc	01.0-00000.0-50010-36000-4350-0005000	\$2,500.00	\$1,820.76
PO2W-40147-0000000-260000000013-3-Modification						Sum:	\$42,100.00	\$20,801.91
10/06/25	PO2W-40147-0000000-0-2600000000019-3-Modification	2	RWC GROUP - PARTS	0000355806-FRED M BOERNER MOTOR COMPANY	Misc	01.0-00000.0-00000-36000-4381-0004004	\$150.00	\$3.57
10/06/25		2	RWC GROUP - PARTS	0000355806-FRED M BOERNER MOTOR COMPANY	Misc	01.0-00000.0-00000-36000-4383-0004004	\$10,000.00	\$1,164.46

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
10/06/25		2	RWC GROUP - PARTS	0000355806-FRED M BOERNER MOTOR COMPANY	Misc	01.0-00000.0-00000-36000-4384-0004004	\$1,500.00	\$1,102.49
10/06/25		2	RWC GROUP - PARTS	0000355806-FRED M BOERNER MOTOR COMPANY	Misc	01.0-00000.0-00000-36000-4385-0004004	\$7,500.00	\$371.98
10/06/25		2	RWC GROUP - PARTS	0000355806-FRED M BOERNER MOTOR COMPANY	Misc	01.0-00000.0-00000-36000-4386-0004004	\$1,500.00	\$1,111.92
10/06/25		2	RWC GROUP - PARTS	0000355806-FRED M BOERNER MOTOR COMPANY	Misc	01.0-00000.0-00000-36000-4387-0004004	\$30,000.00	\$10,638.02
10/06/25		2	RWC GROUP - PARTS	0000355806-FRED M BOERNER MOTOR COMPANY	Misc	01.0-00000.0-00000-36000-4389-0004004	\$25.00	\$25.00
10/06/25		2	RWC GROUP - PARTS	0000355806-FRED M BOERNER MOTOR COMPANY	Misc	01.0-00000.0-00000-36000-4392-0004004	\$150.00	\$75.18
PO2W-40147-0000000-260000000019-3-Modification						Sum:	\$50,825.00	\$14,492.62
10/06/25	PO2W-40147-000000 0-2600000000077-2-Modification	1	Parkhouse - Wheels/Tires	0000001418-PARKHOUSE TIRE INC	Misc	01.0-00000.0-00000-36000-4369-0004004	\$40,000.00	\$15,196.19
10/06/25		1	Parkhouse - Wheels/Tires	0000001418-PARKHOUSE TIRE INC	Misc	01.0-00000.0-00000-36000-5637-0004004	\$20,000.00	\$8,620.93
10/06/25		1	Parkhouse - Wheels/Tires	0000001418-PARKHOUSE TIRE INC	Misc	01.0-00000.0-00000-36000-5650-0000101	\$1,000.00	\$1,000.00

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
PO2W-40147-0000000-260000000077-2-Modification						Sum:	\$61,000.00	\$24,817.12
10/06/25	PO2W-40147-0000000-0-2600000000130-1-New		BUSINESS PRIME ANNUAL MEMBERSHIP	0000000556-AMAZON	Misc	01.0-00000.0-00000-36000-5310-0001001	\$560.00	\$4.86
PO2W-40147-0000000-2600000000130-1-New						Sum:	\$560.00	\$4.86
10/09/25	PO2W-40147-0000000-0-2600000000131-1-New		A-L Mobile - WASH SERVICES	0000000537-A-L MOBILE DETAIL	Misc	01.0-00000.0-00000-77000-5800-0000000	\$35,000.00	\$23,150.00
PO2W-40147-0000000-2600000000131-1-New						Sum:	\$35,000.00	\$23,150.00
10/15/25	PO2W-40147-0000000-0-2600000000132-1-New		A-L Mobile - WASH SERVICES	0000000537-A-L MOBILE DETAIL	Misc	01.0-00000.0-00000-72000-5890-0000000	\$1,500.00	\$1,500.00
PO2W-40147-0000000-2600000000132-1-New						Sum:	\$1,500.00	\$1,500.00
10/15/25	PO2W-40147-0000000-0-2600000000133-1-New		CLEAN RIGHT - FLOOR CLEANING SERVICES	0000481893-CLEAN RIGHT	Misc	01.0-00000.0-00000-72000-5890-0000000	\$1,200.00	\$1,200.00
PO2W-40147-0000000-2600000000133-1-New						Sum:	\$1,200.00	\$1,200.00
10/15/25	PO2W-40147-0000000-0-2600000000134-1-New		KWIK KEY - Maintenance & Repairs	0000460099-KWIK KEY SERVICE	Misc	01.0-00000.0-00000-36000-4380-0001001	\$5,000.00	\$5,000.00
PO2W-40147-0000000-2600000000134-1-New						Sum:	\$5,000.00	\$5,000.00
10/15/25	PO2W-40147-0000000-0-2600000000135-1-New		Battery Connection - Electrical Parts/ Batteries	0000482031-BATTERY CONNECTION	Misc	01.0-00000.0-00000-36000-4385-0004004	\$20,000.00	\$20,000.00
PO2W-40147-0000000-2600000000135-1-New						Sum:	\$20,000.00	\$20,000.00

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
10/21/25	PO2W-40147-000000 0-2600000000136-1-New		Affordable Auto - Body Repair	0000004417-AFFORDABLE AUTO BODY & PAINT	Misc	01.0-00000.0-00000-36000-5631-0004004	\$7,500.00	\$7,500.00
10/21/25			Affordable Auto - Body Repair	0000004417-AFFORDABLE AUTO BODY & PAINT	Misc	01.0-00000.0-00000-36000-5639-0002015	\$7,500.00	\$3,968.70
10/21/25			Affordable Auto - Body Repair	0000004417-AFFORDABLE AUTO BODY & PAINT	Misc	01.0-00000.0-00000-36000-5650-0000101	\$50.00	\$50.00
PO2W-40147-0000000-2600000000136-1-New						Sum:	\$15,050.00	\$11,518.70
10/23/25	PO2W-40147-000000 0-2600000000137-1-New		CI Solutions for annual ID card system and service fee	0000482663-Card Integrators Corporation	Misc	01.0-00000.0-00000-77000-5840-0000000	\$9,110.00	\$9,110.00
PO2W-40147-0000000-2600000000137-1-New						Sum:	\$9,110.00	\$9,110.00
10/27/25	PO2W-40147-000000 0-2600000000061-3-Modification	2	Falcon Fuels - Fuel	0000001348-FALCON FUELS	Misc	01.0-00000.0-00000-36000-4361-0004004	\$500,000.00	\$243,204.98
PO2W-40147-0000000-2600000000061-3-Modification						Sum:	\$500,000.00	\$243,204.98
10/27/25	PO2W-40147-000000 0-2600000000081-3-Modification	2	Cranes Waste Oil - Waste Disposal	0000000540-CRANE'S WASTE OIL, INC.	Misc	01.0-00000.0-50010-81000-5560-0004004	\$3,000.00	\$1,076.00
PO2W-40147-0000000-2600000000081-3-Modification						Sum:	\$3,000.00	\$1,076.00
10/27/25	PO2W-40147-000000 0-2600000000088-2-Modification	1	J&A Companies-DBA Maaco - Body Repair	0000407189-J&A Companies Inc	Misc	01.0-00000.0-00000-36000-5631-0004004	\$20,000.00	\$9,066.40
PO2W-40147-0000000-2600000000088-2-Modification						Sum:	\$20,000.00	\$9,066.40

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
10/27/25	PO2W-40147-000000 0-2600000000093-2-Modification	1	Valley Power - Parts	0000001423- VALLEY POWER SYSTEMS	Misc	01.0-00000.0-00000-36000-4387-0004004	\$25.00	\$25.00
10/27/25		1	Valley Power - Parts	0000001423- VALLEY POWER SYSTEMS	Misc	01.0-00000.0-00000-36000-4388-0004004	\$1,000.00	\$532.52
PO2W-40147-0000000-2600000000093-2-Modification						Sum:	\$1,025.00	\$557.52
10/27/25	PO2W-40147-000000 0-2600000000138-1-New		RWC GROUP - CAR SEATS (SP ED)	0000355806-FRED M BOERNER MOTOR COMPANY	Misc	01.0-00000.0-50010-36000-4400-0005000	\$5,000.00	\$3,536.25
PO2W-40147-0000000-2600000000138-1-New						Sum:	\$5,000.00	\$3,536.25
10/27/25	PO2W-40147-000000 0-2600000000139-1-New		DMV - EMPLOYMENT COSTS	0000000292- DEPARTMENT OF MOTOR VEHICLES	Misc	01.0-00000.0-00000-36000-5860-0008008	\$5,000.00	\$5,000.00
PO2W-40147-0000000-2600000000139-1-New						Sum:	\$5,000.00	\$5,000.00
10/29/25	PO2W-40147-000000 0-2600000000140-1-New		CASTO - TRAINING/ WORKSHOP FOR SP ED DRIVERS	0000001643- CASTO	Misc	01.0-00000.0-00000-36000-5220-0005000	\$600.00	\$75.00
PO2W-40147-0000000-2600000000140-1-New						Sum:	\$600.00	\$75.00
10/29/25	PO2W-40147-000000 0-2600000000142-1-New		KEENAN - FORKLIFT TRAINING	0000001417- KEENAN & ASSOCIATES	Misc	01.0-00000.0-00000-36000-5220-0004004	\$3,232.00	\$0.00
PO2W-40147-0000000-2600000000142-1-New						Sum:	\$3,232.00	\$0.00
10/30/25	PO2W-40147-000000 0-2600000000143-1-New		PIMLOC - ANNUAL SUBSCRIPTION LICENSE 25-26	0000483419- PIMLOC INC	Misc	01.0-00000.0-00000-77000-5840-0000000	\$5,400.00	\$5,400.00
PO2W-40147-0000000-2600000000143-1-New						Sum:	\$5,400.00	\$5,400.00

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
10/30/25	PO2W-40147-000000 0-2600000000144-1-New		JOSHUA TOOL SUPPLY - SPECIALTY TOOLS	0000483397- JOSHUA TOOL SUPPLY	Misc	01.0-00000.0-00000-36000-4382-0004004	\$2,200.00	\$2,200.00
PO2W-40147-0000000-2600000000144-1-New						Sum:	\$2,200.00	\$2,200.00
10/30/25	PO2W-40147-000000 0-2600000000145-1-New		POWERSCHOOL - ANNUAL SUBSCRIPTION LICENSE 25-26	0000483591- POWERSCHOOL HOLDINGS LLC	Misc	01.0-00000.0-00000-77000-5840-0000000	\$5,400.00	\$5,400.00
PO2W-40147-0000000-2600000000145-1-New						Sum:	\$5,400.00	\$5,400.00
							\$869,802.00	\$418,937.49

November 2025
NEW EMPLOYEES

<i>Employee Name</i>	<i>Position</i>	<i>Effective Date</i>
Edwin Ramirez Alvarez	Mechanic II - Nights	10/13/2025
Jessica Byrd	Trainee – Sub Bus Aide	10/21/2025
Marina Herrera	Trainee – Sub Bus Aide	10/21/2025
Diana Manriquez	Trainee – Sub Bus Aide	10/21/2025
Juan Moreno	Trainee – Sub Bus Aide	10/21/2025
Danetta Newkirk	Trainee – Sub Bus Aide	10/21/2025
Javier Perianez	Trainee – Sub Bus Aide	10/21/2025
Jerico Richardson	Trainee – Sub Bus Aide	10/21/2025
Jamie Romero	Trainee – Sub Bus Aide	10/21/2025
Alma Salazar	Trainee – Sub Bus Aide	10/21/2025
Crystal Thomas	Trainee – Sub Bus Aide	10/21/2025
Shawn Washington	Trainee – Sub Bus Aide	10/21/2025
Jessica Whitaker	IT Technician	11/04/2025

CHANGE IN EMPLOYMENT POSITION

<i>Employee Name</i>	<i>Position</i>	<i>New Position</i>	<i>Effective Date</i>
J. Michelle Carrillo	Trainee – Sub Bus Aide	Bus Driver	10/07/2025
David Petris	Trainee – Sub Bus Aide	Bus Driver	10/10/2025
Edna Canto	Trainee – Sub Bus Aide	Bus Driver	10/13/2025
Angel Pleitez	Mechanic II - Days	Mechanic III - Nights	11/03/2025
Antonio Campos	Servicer - Days	Mechanic II - Nights	11/03/2025
Diego Gutierrez	Bus Driver	Substitute Bus Driver	11/10/2025

SEPARATIONS

<i>Employee Name</i>	<i>Position</i>	<i>Effective Date</i>
Brian Avalos	Bus Aide	10/02/2025
Javier Perianez	Trainee – Sub Bus Aide	11/03/2025
Shawn Washington	Trainee – Sub Bus Aide	11/03/2025

RETIREEES

<i>Employee Name</i>	<i>Position</i>	<i>Effective Date</i>

INDIVIDUAL ACTION ITEM #111

SUBJECT: AVSTA BUS SALVAGE

BACKGROUND:

It is requested the Board of Directors approve the salvage of 16 (sixteen) buses effective November 12, 2025, as presented.

Approval is requested to designate the listed vehicle identification numbers (VINs) for salvage. These vehicles have reached the end of their useful life and must be retired to avoid unnecessary maintenance cost, operational and safety concerns. Approval will allow the Agency to proceed with proper documentation and coordination with certified dismantlers.

ACTION REQUIRED:

A majority vote by the full board.

REFERENCE MATERIALS ATTACHED:

Authorization to Decommission and Scrap Buses

Agenda Item: Request for Approval to Scrap Buses**Date: November 12, 2025****Subject:** Authorization to Decommission and Scrap Buses

The Agency is requesting board approval to designate the listed vehicle identification numbers (VINs) for salvage.

ID	VIN	DEPT
01-88	1HVLNZRN8KH611068	SPEC. ED
01-97	1HVBBABM8VH517560	SPEC. ED
02-97	1HVBBABM3VH517594	SPEC. ED
11-98	1GBHG31F9W1027577	SPEC. ED
12-98	1GBHG31F3W1027767	SPEC. ED
13-98	1GBHG31FXW1028186	SPEC. ED
14-98	1GBHG31F5W1028306	SPEC. ED
15-98	1GBHG31F5W1027639	SPEC. ED
16-98	1GBHG31FXW1026146	SPEC. ED
17-98	1GBHG31F9W1026011	SPEC. ED
34-92	1T75U4B20P1113843	TRANSIT
35-92	1T75U4B22P1113844	TRANSIT
36-92	1T75U4B26P1113846	TRANSIT
37-92	1T75U4B26P1113846	TRANSIT
38-92	1T75U4B28P1113847	TRANSIT
39-92	1T75U4B2XP1113848	TRANSIT
03-98	1T75U4B26P1113846	SPEC. ED
04-98	1GBHG31FXW1028236	SPEC. ED
05-98	1GBHG31F2W1029199	SPEC. ED
06-98	1GBHG31F6W1028458	SPEC. ED
07-98	1GBHG31F2W1028909	SPEC. ED
08-98	1GBHG31F3W1027686	SPEC. ED
19-98	1GBHG31F7W1026265	SPEC. ED
20-98	1GBHG31F7W1027027	SPEC. ED

INDIVIDUAL ACTION ITEM #112

SUBJECT: BOARD POLICY 3314.3 DISTRICT CREDIT CARDS

BACKGROUND:

It is recommended the Board of Directors approve Board Policy 3314.3 District Credit Cards, as presented.

The implementation of the policy will significantly reduce the use of petty cash and streamline the reimbursement process for travel and conference expenses.

ACTION REQUIRED:

A majority vote by the full board.

REFERENCE MATERIALS ATTACHED:

Board Policy 3314.3 District Credit Cards

Antelope Valley Schools Transportation Agency

Board Policy 3314.3: District Credit Cards

Use of Agency Credit Card

The Board of Directors recognizes the value of an efficient method of purchasing authorized goods, supplies, and services, including method of payment and record-keeping for expenses. It is understood that some travel accommodations, online purchases, and occasional emergency purchases require the use of an Agency-issued credit card.

Use of Agency-issued credit cards is not intended to replace effective procurement planning that enables volume discounts, best-value purchasing practices, transactions that should be purchase-order based, or to acquire items available through established purchase contracts.

The ~~CEO~~~~Executive Director~~ or their designee shall develop procedures specifying in part:

1. Positions authorized to use an Agency credit card
2. Transaction expenditure limits
3. Monthly expenditure limits
4. Proper use of an Agency credit card
5. Cardholder procedures and responsibilities

Authorized Cardholders

A cardholder is an authorized employee issued an Agency credit card who is responsible for safeguarding the card, following program guidelines, and adhering to Agency policies and procedures. The credit card is issued to authorized personnel and may not be used by anyone else.

The following positions are authorized to be issued an Agency credit card:

1. CEO
2. Director of Operations
3. Budget & Accounting Manager
4. Executive Secretary
5. Other employees as authorized by the ~~CEO~~~~Executive Director~~ or their designee

All credit cards will have a transaction expenditure limit and a monthly expenditure limit as authorized by the ~~CEO~~~~Executive Director~~ or their designee.

Cardholder Responsibilities

The cardholder is responsible for ensuring that the credit card is used appropriately and that all purchases of goods or services are within the Agency's purchasing procedures and policies. Prior to receiving a credit card, each cardholder must sign a receipt acknowledgement form and the

cardholder agreement form acknowledging the understanding of all policies, regulations, and guidelines governing the use of an Agency-issued credit card.

The cardholder is responsible for the security of the credit card and all transactions made with it. A lost or missing card is to be reported immediately to the Chief Financial Officer.

Cardholders are not held personally responsible for credit cards that are lost or stolen, or that have outside fraudulent transactions. Issuing banks are not allowed to collect personal information, nor should any Director or employee be required to provide the issuing bank with any personal information (e.g., social security number) if the Director or employee is authorized to be issued a card.

Cardholder Procedures

The cardholder is responsible for reviewing the monthly credit card statement for accuracy. The statement must be signed and submitted to the business department within five days of receipt, with appropriate backup documentation attached, including original itemized receipts or invoices from vendors and referencing the pre-approved requisition.

The cardholder is responsible for contacting the vendor and/or the credit card issuer regarding questionable or disputed transactions on the monthly statement. The cardholder is also responsible for notifying the designated accounts payable clerk of the circumstances so that the appropriate follow-up action can be made in a timely manner.

Program Guidelines

Credit card use guidelines shall be maintained and given to each cardholder by the business department. These guidelines are incorporated herein by reference as an extension of intent of this Policy to institute and enforce a credit card program that is clearly defined and allows for appropriate employee and agency accountability and enforcement measures to be taken.

Records shall be kept by the business department that includes, at a minimum:

1. Titles, names, and site locations of individuals authorized to be issued cards.
2. Management approving official for each cardholder.
3. Maximum single transaction and monthly limitations.
4. Restrictions imposed on types of purchases allowed.
5. Cardholder request forms signed by the cardholder, approving official, and Supervisor of Purchasing.
6. Acknowledgement form signed by the cardholder indicating receipt of card and understanding of the guidelines, policies, and regulations governing card usage.

Prohibited Purchases/Restricted Uses

Misuse of the card or failure to follow policies, procedures, or guidelines governing card usage will result in revocation of the credit card and may result in disciplinary action up to termination.

Under no circumstances will the following be allowed:

1. Personal purchases
- ~~2. Purchases of alcoholic beverages~~
- ~~Purchases of inventoried equipment (items costing \$500 or more)~~
3. ~~_____~~
 2. Cash advances
 3. Rental or lease of land
 4. Gambling, betting
 5. Alcohol, illegal drugs, or tobacco products
 6. Weapons or firearms
 7. Securities, insurance
 8. Political or religious organizations
 9. Tax payments
 10. Court costs, fines, bail, or bond payments

Cardholder Status

The credit card must be returned immediately upon the cardholder's:

1. Change of location
2. Transfer to a position not authorized to carry a credit card
3. End of employment with the Agency
4. Long-term absence from the Agency (lasting 30 days or more)

INDIVIDUAL ACTION ITEM # 113

**SUBJECT: FIRST ADDENDUM TO THE CONTRACT FOR EMPLOYMENT OF THE CHIEF EXECUTIVE OFFICER
AT AVSTA**

BACKGROUND:

It is requested the Board of Directors approve the First Addendum to the Contract for Employment of the Chief Executive Officer at AVSTA, as presented.

ACTION REQUIRED:

A majority vote by the full board.

REFERENCE MATERIALS ATTACHED:

None

INDIVIDUAL ACTION ITEM #114

SUBJECT: ADMINISTRATIVE REGULATION FOR BOARD POLICY AGENCY CREDIT CARDS

BACKGROUND:

It is requested the Board of Directors approve the Administrative Regulation for Board Policy Agency Credit Cards, as presented.

ACTION REQUIRED

A majority vote by the full board.

REFERENCE MATERIALS ATTACHED:

Administrative Regulation - Agency Credit Cards

Use of District Credit Card

The intent of an Agency credit card is not to replace but to complement existing processes available for the most efficient yet accountable transactions. The Agency credit card is not intended to avoid or bypass the purchasing department or other established purchasing programs or contracts.

Authorized Cardholders

A cardholder is an authorized employee issued an Agency credit card that is responsible for safeguarding the card, following program guidelines and adhering to District policies and procedures. The Agency credit card is issued to authorized personnel and may not be used by anyone else. The Agency shall maintain a limit of no more than five (5) agency credit cards. The following positions are authorized to be issued a ~~CAL-~~
~~Card~~Credit Card:

- Buyer
- Executive Secretary
- Principal
- Other employees as authorized by the ~~Superintendent~~Chief Executive Officer or his/her designee

All Agency credit cards will have a transaction expenditure limit and monthly expenditure limit as authorized by the ~~Superintendent~~Chief Executive Officer or his/her designee.

Cardholder Responsibilities

The cardholder is responsible for ensuring that the Agency credit card is used appropriately and that all purchases of goods or services are within the Antelope Valley Schools Transportation Agency's purchasing procedures and policies. Prior to receiving an Agency credit card, each cardholder must sign a receipt acknowledgement form and the cardholder agreement form acknowledging the understanding of all policies, regulations, and guidelines governing the use of an Agency credit card.

The cardholder is responsible for the security of the credit card and all transactions made by it. A lost or missing card is to be reported immediately to the ~~Chief Financial Officer~~Budget & Accounting Manager.

Cardholder Procedures

The cardholder is responsible for reviewing the monthly Agency credit card for accuracy. The statement must be signed and submitted to the business department within five days of receipt with appropriate back-up documentation attached, including original itemized receipt(s)/invoice(s) from vendor(s) and referencing the pre-approved requisition.

The cardholder is responsible for contacting the vendor and/or ~~US Bank~~Bank Institution regarding questionable or disputed transactions on the monthly bankcard statement. The cardholder is responsible for notifying the designated accounts payable clerk of the circumstances so the appropriate follow-up action can be made in a timely manner.

When approved by the ~~Superintendent~~Chief Executive Officer- or designee, an employee may be issued a ~~district agency~~- credit card for use while on authorized ~~district agency~~ business. Receipts documenting the expenses incurred on a ~~district agency~~ credit card shall be submitted attached to an AVSTA Travel Expense Form promptly following return from travel. Under no circumstances shall personal expenses be charged on a ~~district agency~~ credit card, even if the employee intends to subsequently reimburse the district for the personal charges.

Cardholder Status

The Agency credit card must be returned immediately upon the cardholders:

- Change of location.
- Transfer to a position not authorized to carry a credit card.
- End of employment with the Agency.
- Long term absence from the Agency (lasting 30 days or more).

Policy Reference Disclaimer These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

INDIVIDUAL ACTION ITEM # 115

SUBJECT: GREENMARK (MARK KIMBERLIN DBA GREENMARK TECHNICAL SOLUTIONS)

BACKGROUND:

The Agency is requesting Board approval to increase the purchase order for GreenMark (Mark Kimberlin DBA GreenMark Technical Solutions) to an amount not to exceed \$70,000. This increase is necessary to cover continued technical support, project integration needs, and unforeseen work required to maintain compliance and operational continuity. GreenMark has been instrumental in supporting our current systems, and this adjustment will ensure there is no interruption to critical services or project deliverables.

ACTION REQUIRED:

A majority vote by the full board.

REFERENCE MATERIALS ATTACHED:

None.