AGENDA ITEM: Independent Contractor Agreements

Prepared by: Kevin Bultema

☐ Consent  Board Date October 19, 2016
☐ Information Only
☐ Discussion/Action

Background Information

Per Board Policy 3600 Consultants/Independent Contractor, all Consultant/Independent Contractor Agreements shall be brought before the board for approval.

Educational Implications

Per Board Policy 3600, the Board of Education authorizes the use of consultants/independent contractors to provide expert professional advice or specialized technical or training services which are not needed on a continuing basis and which cannot be provided by district staff because of limitations of time, experience or knowledge. Individuals, firms or organizations employed as consultants may assist management with decisions and/or project development related to financial, economic, accounting, engineering, legal, administrative, instructional or other matters.

Fiscal Implications

Consultant/Independent Contractor Agreement(s) to be paid from accounts noted on approval forms.
ASB Independent Contractor Agreement

Completed By: Janice Coon
Phone: (530) 891-3028

1. This Agreement is made by and between Chico Unified School District and:
   Name: Alicia Giatz
   Email Address: aliciagiatzplano@gmail.com
   Street Address/POB: 3415 Grape Way
   City, State, Zip Code: Chico, CA 95973
   Phone: 
   Taxpayer ID/SSN: 

   This agreement will be in effect From: 10/19/16
   To: 12/30/16
   Location(s) of Services: Choir room/performance venues

2. Scope of Work to be performed and Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of independent Contractor Services (attach separate sheet if necessary):
   a. Scope of Work: Piano accompanist during rehearsal and performances.

   b. Goal (if applicable):

3. ASB Account(s) Affected
   a. Choir
   b. 
   c. 

4. Payment to Independent Contractor for services actually rendered and supported by Independent Contractor initiated invoices, the District will pay the Independent Contractor not to exceed the payment criteria as follows:
   $900.00 Hourly Rate X 2.00 # Hours = $1,800.00 Total for Services
   (For Flat Rate fees, please place the flat rate under "hourly rate" and use "1" for number of hours.)
   
   Additional Expenses (if applicable, in the event of changes to service or other expense types)
   Item: ____________________________  $__________
   Item: ____________________________  $__________
   $0.00 Total of Additional Expenses
   $1,800.00 Grand Total (Services + Additional Expenses)

6. Completed W9 "Request for Taxpayer Identification Number/Certification" form is: On File [x] Attached

BP 3600 states all Consultants/Independent Contractor contracts shall be brought to the Board for Approval.
Board Approval Date: 
Board authorizing signature:
INDEPENDENT CONTRACTOR TERMS AND CONDITIONS

Independent Contractor Name: Alicia Glatz  ICA#  

1. The Independent Contractor will perform said services independently, not as an employee of the District; therefore, the District is not liable for worker's compensation or unemployment benefits in connection with this independent Contractor Agreement. Independent Contractor shall assume full responsibility for payment of all Federal, State and Local taxes or contributions, including Unemployment Insurance, Social Security, and Income Taxes with respect to Independent Contractor's employees. 

2. Independent Contractor shall furnish, at his/her own expense, all labor, materials, equipment and other items necessary to carry out the terms of this Agreement, unless agreed upon under Additional Expenses on page 1 of this Agreement. 

3. In the performance of the work herein contemplated, the Independent Contractor with the authority to control and direct the performance of the details of the work, the District being interested in the results obtained. 

4. If applicable, the Independent Contractor will certify in writing, using Administration Form #351.6., that criminal background checks have been completed as per Board Policy #351.6 prior to commencement of services. This requirement also applies to any subcontractors or employees utilized by the Independent Contractor. 

5. Independent Contractor agrees to defend, indemnify and hold harmless the District, its Board of Trustees, employees and agents from any and all liability or loss arising in any way out of Independent Contractor's negligence in the performance of this Agreement, including, but not limited to, any claim due to injury and/or damage sustained by Independent Contractor, and/or the Independent Contractor's employee or agents. 

6. Independent Contractor will provide to Assistant Superintendent, Business Services, upon request, a Certificate of Insurance showing a minimum $1,000,000 combined single limits of general liability and automobile coverage as required by the District. 

7. Neither party shall assign nor delegate any part of this Agreement without the written consent of the other party. 

8. The work completed herein must meet the approval of the District and shall be subject to the District's general right of inspection to secure the satisfactory completion thereof. Independent Contractor agrees to comply with all Federal, State, Municipal and District laws, rules and regulations that are now, or may in the future become applicable to Independent Contractor, Independent Contractor's business, equipment and personnel engaged in operations covered by this Agreement or occurring out of the performance of such operations. 

9. The Independent Contractor will be paid by vendor check as an Independent Contractor. 

10. Independent Contractor shall provide an original invoice to the Originating Administrator. Independent Contractor shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice. 

11. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.

12. AGREED TO AND ACCEPTED: 

Alicia Glatz  
Printed Name  9/27/16  

Date

13. RECOMMENDED: 

14. APPROVED: 

15. APPROVED: 

Signature of Independent Contractor  

Signature of Independent Contractor  

Signature of District Administrator, Business Services  

Signature of ASB Advisor  

Signature of Site Administrator  

Signature of Site Administrator  

Signature of District Administrator, Business Services  

16. ASB Approved Purchase Order # 

Signature of ASB Accounting Technician  

Originating Administrator Signature (Blue Ink)  

Date
ASB Independent Contractor Agreement

Completed By: Courtney Champlin  Phone: (530) 908-3135

1. This Agreement is made by and between Chico Unified School District Chico High School and:
   Name: Elle Sounds- Mark Morris
   Email Address: mark@ElleSoundsDJ.com
   Street Address/POB: 712 Silverado Estates
   City, State, Zip Code: Chico CA 95973
   Phone: 
   Taxpayer ID/SSN:

   This agreement will be in effect From: 10/29/16 To: 10/29/16
   Site Code: 010 Location(s) of Services: Chico High School

2. Scope of Work to be performed and Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Independent Contractor Services (attach separate sheet if necessary):
   a. Scope of Work: Provide music and entertainment for Chico High Dances (TWIRPS)

   b. Goal (if applicable):

3. ASB Account(s) Affected
   a. FFA ASB Account #: 592 Percentage: 100.00%
   b. 
   c. 

4. Payment to Independent Contractor for services actually rendered and supported by Independent Contractor initiated invoices, the District will pay the Independent Contractor not to exceed the payment criteria as follows:
   $600.00 Hourly Rate X 1.00 # Hours = $600.00 Total for Services
   (For Flat Rate fees, please place the flat rate under “hourly rate” and use “1” for number of hours.)
   Additional Expenses (if applicable, in the event of changes to service or other expense types)
   Item: $ Item: $  
   Total of Additional Expenses $0.00 $800.00 Grand Total (Services + Additional Expenses)

5. Completed BS10A “Certificate of Independent Consultant Agreement” guideline is: [ ] On File [ ] Attached

6. Completed W9 “Request for Taxpayer Identification Number/Certification” form is: [ ] On File [ ] Attached

BP 3600 states all Consultants/Independent Contractor contracts shall be brought to the Board for Approval.
Board Approval Date: Board authorizing signature:
INDEPENDENT CONTRACTOR TERMS AND CONDITIONS

Independent Contractor Name: Elite Sounds- Mark Morris

1. The Independent Contractor will perform said services independently, not as an employee of the District; therefore, the District is not liable for worker's compensation or unemployment benefits in connection with this Independent Contractor Agreement. Independent Contractor shall assume full responsibility for payment of all Federal, State and Local taxes or contributions, including Unemployment Insurance, Social Security, and Income Taxes with respect to Independent Contractor's employees.

2. Independent Contractor shall furnish, at his/her own expense, all labor, materials, equipment and other items necessary to carry out the terms of this Agreement, unless agreed upon under Additional Expenses on page I of this Agreement.

3. In the performance of the work herein contemplated, the Independent Contractor with the authority to control and direct the performance of the details of the work, the District being interested in the results obtained.

4. If applicable, the Independent Contractor will certify in writing, using Administration Form #3515.6, that criminal background checks have been completed as per Board Policy #3515.5 prior to commencement of services. This requirement also applies to any subcontractors or employees utilized by the Independent Contractor.

5. Independent Contractor agrees to defend, indemnify and hold harmless the District, its Board of Trustees, employees and agents from any and all liability or loss arising in any way out of Independent Contractor's negligence in the performance of this Agreement, including, but not limited to, any claim due to injury and/or damage sustained by Independent Contractor, and/or the Independent Contractor's employee or agents.

6. Independent Contractor will provide to Assistant Superintendent, Business Services, upon request, a Certificate of Insurance showing a minimum $1,000,000 combined single limits of general liability and automobile coverage as required by the District.

7. Neither party shall assign nor delegate any part of this Agreement without the written consent of the other party.

8. The work completed hereunder must meet the approval of the District and shall be subject to the District's general right of inspection to secure the satisfactory completion thereof. Independent Contractor agrees to comply with all Federal, State, Municipal and District laws, rules and regulations that are now, or may in the future become applicable to Independent Contractor, Independent Contractor's business, equipment and personnel engaged in operations covered by this Agreement or occurring out of the performance of such operations.

9. The Independent Contractor will be paid by vendor check as an independent Contractor.

10. Independent Contractor shall provide an original invoice to the Originating Administrator. Independent Contractor shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.

11. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.

12. AGREED TO AND ACCEPTED:

Signature of Independent Contractor

Mark Morris

Printed Name

10/4/16

Date

13. RECOMMENDED:

Signature of ASB Advisor

Courtney Champlin

Printed Name

10/4/16

Date

14. APPROVED:

Signature of Site Administrator

Mark Bach

Printed Name

10/6/16

Date

15. APPROVED:

Signature of District Administrator,
Business Services

Sophia Winter

Printed Name

10-9-16

Date

16. ASB Approved Purchase Order # 99132

Signature of ASB Accounting Technician

Originating Administrator Signature (Blue Ink)

Date
ASB Independent Contractor Agreement

Completed By: Misty McEntee-Choo
Phone: (530) 891-3080

1. This Agreement is made by and between Chico Unified School District Bidwell Junior High School and:
   Name: Elite Sound Professional DJ Services
   Email Address:
   Street Address/POB: 775 San Antonio Dr.
   City, State, Zip Code: Chico, CA 95928
   Phone:
   Taxpayer ID/SSN:

   This agreement will be in effect From: 9/1/16 To: 6/30/17
   Site Code: 055-2009
   Location(s) of Services: Bidwell Junior High

2. Scope of Work to be performed and Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of independent Contractor Services (attach separate sheet if necessary):
   a. Scope of Work: DJ Services for Dance

   b. Goal (if applicable): As part of the purpose of ASB, this activity will provide social opportunities for our students

3. ASB Account(s) Affected
   a. ASB-General
   b. 
   c. 

4. Payment to Independent Contractor for services actually rendered and supported by Independent Contractor initiated invoices, the District will pay the Independent Contractor not to exceed the payment criteria as follows:
   $250.00 Hourly Rate x 5.00 # Hours = $1,250.00 Total for Services
   (For Flat Rate fees, please place the flat rate under "hourly rate" and use "1" for number of hours.)

   Additional Expenses (if applicable, in the event of changes to service or other expense types)
   Item: $ 
   Item: $
   $ 0.00 Total of Additional Expenses
   $ 1,250.00 Grand Total (Services + Additional Expenses)

5. Completed BS10A "Certificate of independent Consultant Agreement" guideline is: ✓ On File  □ Attached

6. Completed W9 "Request for Taxpayer Identification Number/Certification" form is: ✓ On File  □ Attached

BP 3600 states all Consultants/Independent Contractor contracts shall be brought to the Board for Approval.
Board Approval Date: Board authorizing signature:
INDEPENDENT CONTRACTOR TERMS AND CONDITIONS

Independent Contractor Name: Elite Sound Professional DJ Services

1. The Independent Contractor will perform said services independently, not as an employee of the District; therefore, the District is not liable for worker's compensation or unemployment benefits in connection with this Independent Contractor Agreement. Independent Contractor shall assume full responsibility for payment of all Federal, State and Local taxes or contributions, including Unemployment Insurance, Social Security, and Income Taxes with respect to Independent Contractor's employees.

2. Independent Contractor shall furnish, at his/her own expense, all labor, materials, equipment and other items necessary to carry out the terms of this Agreement, unless agreed upon under Additional Expenses on page I of this Agreement.

3. In the performance of the work herein contemplated, the Independent Contractor with the authority to control and direct the performance of the details of the work, the District being interested in the results obtained.

4. If applicable, the Independent Contractor will certify in writing, using Administration Form #3515.6, that criminal background checks have been completed as per Board Policy #3515.6 prior to commencement of services. This requirement also applies to any subcontractors or employees utilized by the Independent Contractor.

5. Independent Contractor agrees to defend, indemnify and hold harmless the District, its Board of Trustees, employees and agents from any and all liability or loss arising in any way out of Independent Contractor's negligence in the performance of this Agreement, including but not limited to, any claim due to injury and/or damage sustained by Independent Contractor and/or the Independent Contractor's employee or agents.

6. Independent Contractor will provide to Assistant Superintendent, Business Services, upon request, a Certificate of Insurance showing a minimum $1,000,000 combined single limits of general liability and automobile coverage as required by the District.

7. Neither party shall assign nor delegate any part of this Agreement without the written consent of the other party.

8. The work completed herein must meet the approval of the District and shall be subject to the District's general right of inspection to secure the satisfactory completion thereof. Independent Contractor agrees to comply with all Federal, State, Municipal and District laws, rules and regulations that are now, or may in the future become applicable to Independent Contractor. Independent Contractor's business, equipment and personnel engaged in operations covered by this Agreement or occurring out of the performance of such operations.

9. The Independent Contractor will be paid by vendor check as an Independent Contractor.

10. Independent Contractor shall provide an original invoice to the Originating Administrator. Independent Contractor shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.

11. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.

12. AGREED TO AND ACCEPTED:

Signature of Independent Contractor

Printed Name

Date

13. RECOMMENDED:

Signature of ASB Advisor

Printed Name

Date

14. APPROVED:

Signature of Site Administrator

Printed Name

Date

15. APPROVED:

Signature of District Administrator, Business Services

Printed Name

Date

16. ASB Approved Purchase Order # 14582

Signature of ASB Accounting Technician

Originating Administrator Signature (Blue Ink)

Date
ASB Independent Contractor Agreement

Completed By: Chip Carson  
Phone: (530) 521-1981

1. This Agreement is made by and between Chico Unified School District and:

   Name: Tolar AVL Inc.
   Email Address:  
   Street Address/POB: 13309 Cabin Hollow Court, Suite 100  
   City, State, Zip Code: Chico, CA 95926  
   Phone:  
   Taxpayer ID/SSN: 

This agreement will be in effect From: 10/21/16  To: 10/21/16  
Site Code: 010  
Location(s) of Services: Chico State

2. Scope of Work to be performed and Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Independent Contractor Services (attach separate sheet if necessary):

   a. Scope of Work: Provide sound system, scoreboard/monitor for the Almond Bowl

   b. Goal (if applicable):

3. ASB Account(s) Affected  
   a. Ath Almond Bowl  
   b.  
   c.  

   ASB Account # Percentage  
   100 100.00%  
   0.00%  
   0.00%

4. Payment to Independent Contractor for services actually rendered and supported by Independent Contractor Initiated Invoices, the District will pay the Independent Contractor not to exceed the payment criteria as follows:

   $5,250.00 Hourly Rate X 1.00 = $5,250.00 Total for Services
   (For Flat Rate fees, please place the flat rate under “hourly rate” and use “1” for number of hours.)

   Additional Expenses (if applicable, in the event of changes to service or other expense types)
   Item:  
   $  
   Item:  
   $  
   Total of Additional Expenses  
   $5,250.00 Grand Total (Services + Additional Expenses)

5. Completed BS10A “Certificate of Independent Consultant Agreement” guideline is On File Attached

6. Completed W9 “Request for Taxpayer Identification Number/Certification” form is On File Attached

BP 3600 states all Consultants/Independent Contractor contracts shall be brought to the Board for Approval.  
Board Approval Date:  
Board authorizing signature:
INDEPENDENT CONTRACTOR TERMS AND CONDITIONS

Independent Contractor Name: Tolar AVL Inc. ICA#

1. The Independent Contractor will perform said services independently, not as an employee of the District; therefore, the District is not liable for worker's compensation or unemployment benefits in connection with this Independent Contractor Agreement. Independent Contractor shall assume full responsibility for payment of all Federal, State and Local taxes or contributions, including Unemployment Insurance, Social Security, and Income Taxes with respect to Independent Contractor's employees.
2. Independent Contractor shall furnish, at his/her own expense, all labor, materials, equipment and other items necessary to carry out the terms of this Agreement, unless agreed upon under Additional Expenses on page 1 of this Agreement.
3. In the performance of the work herein contemplated, the Independent Contractor with the authority to control and direct the performance of the details of the work, the District being interested in the results obtained.
4. If applicable, the Independent Contractor will certify in writing, using Administration Form #5515.6, that criminal background checks have been completed as per Board Policy #5515.6 prior to commencement of services. This requirement also applies to any subcontractors or employees utilized by the Independent Contractor.
5. Independent Contractor agrees to defend, indemnify and hold harmless the District, its Board of Trustees, employees and agents from any and all liability or loss arising in any way out of Independent Contractor's negligence in the performance of this Agreement, including, but not limited to, any claim due to injury and/or damage sustained by Independent Contractor, and/or the Independent Contractor's employee or agents.
6. Independent Contractor will provide to Assistant Superintendent, Business Services, upon request, a Certificate of Insurance showing a minimum $1,000,000 combined single limits of general liability and automobile coverage as required by the District.
7. Neither party shall assign nor delegate any part of this Agreement without the written consent of the other party.
8. The work completed herein must meet the approval of the District and shall be subject to the District's general right of inspection to secure the satisfactory completion thereof. Independent Contractor agrees to comply with all Federal, State, Municipal and District laws, rules and regulations that are now, or may in the future become applicable to Independent Contractor, Independent Contractor's business, equipment and personnel engaged in operations covered by this Agreement or occurring out of the performance of such operations.
9. The Independent Contractor will be paid by vendor check as an Independent Contractor.
10. Independent Contractor shall provide an original invoice to the Originating Administrator. Independent Contractor shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.
11. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.

12. AGREED TO AND ACCEPTED:

[Signature of Independent Contractor]

[Printed Name]
[Date]

[Signature of ASB Advisor]

[Printed Name]
[Date]

[Signature of Site Administrator]

[Printed Name]
[Date]

[Signature of District Administrator, Business Services]

[Printed Name]
[Date]

16. ASB Approved Purchase Order #

[Signature of ASB Accounting Technician] Originating Administrator Signature (Blue Ink)

[Date]
Independent Contractor Agreement

Completed By: Tammi Medearis Phone: (530) 891-3104

1. This Agreement is made by and between Chico Unified School District and:
   Name: Frank and Jan Reale, Consultants
   Email Address: 
   Street Address/POB: 13460 Oak Ranch Lane
   City, State, Zip Code: Chico, CA 95973
   Phone: 
   Taxpayer ID/SSN: 

   This agreement will be in effect From: 9/30/16 To: 10/2/16
   Site Code: 250 Location(s) of Services: Rosedale

2. Scope of Work to be performed and Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Independent Contractor Services (attach separate sheet if necessary):

   a. Scope of Work: Design and Create Holistic Playground
   
   b. Goal (if applicable):

3. Funding/Program/Grant Affected (corresponding to accounts listed in Item 4):
   a. 
   b. 
   c. 

4. | Percent (%) | Fund | Resource | Project/Year | Goal | Function | Object | Site | Manager |
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5. Payment to Independent Contractor for services actually rendered and supported by Independent Contractor initiated invoices, the District will pay the Independent Contractor not to exceed the payment criteria as follows:

   $156.25 Hourly Rate X 16.00 # Hours = $2,500.00 Total for Services
   (For flat rate fees, please place the flat rate under "hourly rate" and use "1" for number of hours.)

   Additional Expenses (if applicable, in the event of changes to service or other expense types)
   Item: Paint and Supplies $ 
   Item: Receipts Attached

   $0.00 Total of Additional Expenses
   $2,500.00 Grand Total (Services + Additional Expenses)


7. Completed W9 "Request for Taxpayer Identification Number/Certification" form is: On File Attached

BP 3600 states all Consultants/Independent Contractor contracts shall be brought to the Board for Approval.
Board Approval Date: Board authorizing signature:
INDEPENDENT CONTRACTOR TERMS AND CONDITIONS

Independent Contractor Name: Frank and Jan Reale

1. The Independent Contractor will perform said services Independently, not as an employee of the District; therefore, the District is not liable for worker’s compensation or unemployment benefits in connection with this Independent Contractor Agreement. Independent Contractor shall assume full responsibility for payment of all Federal, State and Local taxes or contributions, including Unemployment Insurance, Social Security, and Income Taxes with respect to Independent Contractor’s employees.

2. Independent Contractor shall furnish, at his/her own expense, all labor, materials, equipment and other items necessary to carry out the terms of this Agreement, unless agreed upon under Additional Expenses on page 1 of this Agreement.

3. In the performance of the work herein contemplated, the Independent Contractor with the authority to control and direct the performance of the details of the work, the District being interested in the results obtained.

4. If applicable, the Independent Contractor will certify in writing, using Administration Form #515.6., that criminal background checks have been completed as per Board Policy #515.6 prior to commencement of services. This requirement also applies to any subcontractors or employees utilized by the Independent Contractor.

5. Independent Contractor agrees to defend, indemnify and hold harmless the District, its Board of Trustees, employees and agents from any and all liability or loss arising in any way out of Independent Contractor’s negligence in the performance of this Agreement, including, but not limited to, any claim due to injury and/or damage sustained by Independent Contractor, and/or the Independent Contractor’s employee or agents.

6. Independent Contractor will provide to Assistant Superintendent, Business Services, upon request, a Certificate of Insurance showing a minimum $1,000,000 combined single limits of general liability and automobile coverage as required by the District.

7. Neither party shall assign nor delegate any part of this Agreement without the written consent of the other party.

8. The work completed herein must meet the approval of the District and shall be subject to the District’s general right of inspection to secure the satisfactory completion thereof. Independent Contractor agrees to comply with all Federal, State, Municipal and District laws, rules and regulations that are now, or may in the future become applicable to Independent Contractor, Independent Contractor’s business, equipment and personnel engaged in operations covered by this Agreement or occurring out of the performance of such operations.

9. The Independent Contractor will be paid by vendor check as an independent Contractor.

10. Independent Contractor shall provide an original Invoice to the Originating Administrator. Independent Contractor shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.

11. Either party may terminate this agreement, with or without cause, upon 30 days’ written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.

12. AGREED TO AND ACCEPTED:

[Signature]

Frank & Jan Reale

Printed Name

Date: 9-30-16

Signature of Independent Contractor

13. RECOMMENDED:

[Signature]

Jo Ann Bettencourt

Printed Name

Date: 9-30-16

Signature of Originating Administrator

14. APPROVED:

[Signature]

Printed Name

Date

Signature of District Administrator OR Director of Categorical Programs

15. APPROVED:

[Signature]

Printed Name

Date

Signature of District Administrator, Business Services

16. AUTHORIZATION FOR PAYMENT

CHECK REQUIRED

(Invoice to accompany payment request):

[ ] Partial Payment through: ___________________

[ ] Full or Final Payment

$ ___________________

Amount

DISPOSITION OF CHECK by Accounts Payable:

(check released upon completion of services)

[ ] Send to Site Administrator (date):

[ ] Mail to Independent Contractor

Originating Administrator Signature (Blue Ink)

Date
Independent Contractor Agreement

Completed By: Hill Elenberg  Phone: 678-7400

1. This Agreement is made by and between Chico Unified School District and:
   
   Name: Matthew Schooer  Email Address: kidspk@gmail.com
   Street Address/PCB: 26 Vermilion Cir.
   City, State, Zip Code: Chico, CA 95928
   Phone: 600-00
   Taxpayer ID/SSN: ______

   This agreement will be in effect From: 7/1/16  To: 6/30/17
   Site Code: 192  Location(s) of Service: Loma Vista School

2. Scope of Work to be performed and Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Independent Contractor Services (attach separate sheet if necessary):
   
   a. Scope of Work: Lifts and transfer training for special day class teachers as per student IEPs. Student numbers are: 79833, 78308, 65336, 83867.

   b. Goal (if applicable): To be legally compliant with IEP goals. To provide appropriate trainings to staff.

3. Funding/Program/Grant Affected (corresponding to accounts listed in Item 4):
   
   a. Loma Vista Funds
   b. ______
   c. ______

4. Percent (%)  Fund  Resource  Project/Year  Goal  Function  Object  Site  Manager
   
   1  10,000.00%  01  600  0  6790  1110  5600  100  1100
   2  0.00%  
   3  0.00%  

5. Payment to Independent Contractor for services actually rendered and supported by Independent Contractor Initiated Invoices, the District will pay the Independent Contractor not to exceed the payment criteria as follows:
   
   $50.00  Hourly Rate X 500.00  # Hours = $3,000.00  Total for Services
   
   (For Flat Rate fees, please place the flat rate under “hourly rate” and use “1” for number of hours.)

   Additional Expenses (if applicable, in the event of changes to service or other expense types)
   
   Item: ____________________________________________  $__________
   Item: ____________________________________________  $__________

   $0.00  Total of Additional Expenses
   $3,000.00  Grand Total (Services + Additional Expenses)


7. Completed W9 "Request for Taxpayer Identification Number/Certification" form is: [ ] On File  [ ] Attached

BP 3600 states all Consultants/Independent Contractor contracts shall be brought to the Board for Approval.

Board Approval Date:  Board authorizing signature:
INDEPENDENT CONTRACTOR TERMS AND CONDITIONS

Independent Contractor Name: Matthew Schaefer

1. The Independent Contractor will perform said services independently, not as an employee of the District; therefore, the District is not liable for worker's compensation or unemployment benefits in connection with this Independent Contractor Agreement. Independent Contractor shall assume full responsibility for payment of all Federal, State and Local taxes or contributions, including Unemployment Insurance, Social Security, and Income Taxes with respect to Independent Contractor's employees.

2. Independent Contractor shall furnish, at his/her own expense, all labor, materials, equipment and other items necessary to carry out the terms of this Agreement, unless agreed upon under Additional Expenses on page 1 of this Agreement.

3. In the performance of the work herein contemplated, the Independent Contractor with the authority to control and direct the performance of the details of the work, the District being interested in the results obtained.

4. If applicable, the Independent Contractor will certify in writing, using Administration Form #8515.6., that criminal background checks have been completed as per Board Policy #8515.6 prior to commencement of services. This requirement also applies to any subcontractors or employees utilized by the Independent Contractor.

5. Independent Contractor agrees to defend, indemnify and hold harmless the District, its Board of Trustees, employees and agents from any and all liability or loss arising in any way out of Independent Contractor's negligence in the performance of this Agreement, including, but not limited to, any claim due to injury and/or damage sustained by Independent Contractor, and/or the Independent Contractor's employee or agents.

6. Independent Contractor will provide to Assistant Superintendent, Business Services, upon request, a Certificate of Insurance showing a minimum $1,000,000 combined single limits of general liability and automobile coverage as required by the District.

7. Neither party shall assign nor delegate any part of this Agreement without the written consent of the other party.

8. The work completed herein must meet the approval of the District and shall be subject to the District's general right of inspection to secure the satisfactory completion thereof. Independent Contractor agrees to comply with all Federal, State, Municipal and District laws, rules and regulations that are now, or may in the future become applicable to Independent Contractor, Independent Contractor's business, equipment and personnel engaged in operations covered by this Agreement or occurring out of the performance of such operations.

9. Reimbursement for travel will be made up to the current mileage rate set by the Internal Revenue Service in effect on the date of该项 Agreement.

10. Independent Contractor shall provide an original invoice to the Originating Administrator. Independent Contractor shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.

11. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall participate for work actually performed as of the date of receipt of such notice.

12. AGREED TO AND ACCEPTED:

______________________________
Matthew Schaefer
Printed Name
Date

13. RECOMMENDED:

______________________________
Jeaner Kassel
Printed Name
Date

14. APPROVED:

______________________________
Director of Categorical Programs
Date

15. APPROVED:

______________________________
Director of Business Services
Date

16. AUTHORIZATION FOR PAYMENT

CHECK REQUIRED

(check released upon completion of services)

☐ Partial Payment through: 6/27/16

☐ Full or Final Payment

$ 525.00

DISPOSITION OF CHECK by Accounts Payable:

Send to Site Administrator (date): 6/24/14

Mail to Independent Contractor

______________________________
Originating Administrator Signature (Blue ink)
Date
CHICO UNIFIED SCHOOL DISTRICT  
Business Services  
1163 E. 7th Street, Chico, CA 95928  
(530) 891-3000

CONSULTANT AGREEMENT

1. A completed BS10a. "Certificate of Independent Consultant Agreement" guideline is:  
   ○ On File (click to view)  
   ○ Attached if not on file

2. A completed W9 "Request for Taxpayer Identification Number and Certification" form is:  
   ○ On File (click to view)  
   ○ Attached if not on file

   This Agreement to furnish certain consulting services is made by and between Chico Unified School District and:

   Name: Dan Gardner  
   Street Address/POB: 2226 Dixon Street  
   City, State, Zip Code: Chico, Ca, 95926  
   Phone:  
   Taxpayer ID/SSN: [Redacted]

   This agreement will be in effect from: 07/01/2016 to: 12/31/2016

   Location(s) of Services:  
   Fair View High School and various locations

3. Scope of Work to be performed: (attach separate sheet if necessary)  
   Consultant to supervise YouthBuild students who will help build one house per year through Habitat for Humanity. Funding will be provided by the Byrne Jag Grant.  
   Consultant will ensure that adults to trainee ratio remains at therequired 7:1 ratio.

4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:  
   YouthBuild students will achieve academic and hands-on skills for the purpose of entering post-secondary or school-to-work.

5. Funding/Programs Affected: (corresponding to accounts below)  
   1) Byrne Jag Grant  
   2)  
   3)  

6. Pct. (%) Fund Resource Proj/Yr Goal Function Object Site Manager  
   1) 100 01 9150 0 3800 2400 5800 570 6700  
   2)  
   3)  

7. Is there an Impact to the General Fund, Unrestricted funding?  
   ○ Yes  
   ○ No

8. Payment to Consultant: For services actually rendered and supported by Consultant Initiated Invoices, the District will pay consultant not to exceed the payment criteria as follows:

   $ 3,166.67 Per Unit, times 6.00 #Units =  
   $ 19,000.02 Total for Services

9. Additional Expenses  
   Corrected amount based on budget amount is $  
   the grant award changing after CA was approved $  
   $999.98 Total of Additional Expenses  
   $20,000.00 Grand Total

   Amounts of $5,001.00 or more require Board Approval: (date to Board)  
   

   revised 3/30/2012
CONSULTANT TERMS AND CONDITIONS
(Applicable, unless determined to be Contract Employee-See 85 10a)

Consultant Name: Dan Gardner

1. The Consultant will perform said services independently, not as an employee of the District; therefore, the District is not liable for worker's compensation or unemployment benefits in connection with this Consultant Agreement. Consultant shall assume full responsibility for payment of all Federal, State and Local taxes or contributions, including Unemployment Insurance, Social Security, and Income Tax, with respect to Consultant's employees.

2. Consultant shall furnish, at his/her own expense, all labor, materials, equipment and other items necessary to carry out the terms of this Agreement, unless agreed upon under Additional Expenses on page 1 of this Agreement.

3. In the performance of the work herein contemplated, Consultant is an independent contractor, with the authority to control and direct the performance of the details of the work, the District being interested in the results obtained.

4. If applicable, the Consultant will certify in writing, using Administration Form #3515.6., that criminal background checks have been completed as per Board Policy #3515.6 prior to commencement of services. This requirement also applies to any subcontractors or employees utilized by the Consultant.

5. Consultant agrees to defend, indemnify and hold harmless the District, its Board of Trustees, employees and agents from any and all liability or loss arising in any way out of Consultant’s negligence in the performance of this Agreement, including, but not limited to, any claim due to injury and/or damage sustained by Consultant, and/or the Consultant’s employee or agents.

6. Consultant will provide to Assistant Superintendent, Business Services, upon request, a Certificate of Insurance showing a minimum $1,000,000 combined single limits of general liability and automobile coverage as required by the District.

7. Neither party shall assign nor delegate any part of this Agreement without the written consent of the other party.

8. The work completed herein must meet the approval of the District and shall be subject to the District’s general right of inspection to secure the satisfactory completion thereof. Consultant agrees to comply with all Federal, State, Municipal and District laws, rules and regulations that are now, or may in the future become applicable to Consultant, Consultant’s business, equipment and personnel engaged in operations covered by this Agreement or occurring out of the performance of such operations.

9. The District will determine whether the Consultant will be paid by vendor check as a Consultant or payroll check as a Contract Employee (with taxes withheld) by reviewing the completed Certificate of Independent Consultant Agreement (a blank sample may be viewed at: http://www.cdnw.org/documents/BUSINESS/Consultant_Agreement/85_10a_11_04 Revpdf). IRS publication SW4 40 and IRS Ruling 87-41 will assist in determining the payment method applied to this Agreement.

10. Consultant shall provide an original Invoice to the Originating Administrator. Consultant shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.

11. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.

12. AGREED TO AND ACCEPTED: (If determined to be a Contract Employee, a payroll check will be issued with applicable taxes withheld.)

(Signature of Consultant)  
Dan Gardner  
(Printed Name)  
8-1-16  
(Date)

13. RECOMMENDED:

(Signature of Originating Administrator)  
David McKay, Director  
(Printed Name)  
8/1/16  
(Date)

14. APPROVED:

(Signature of District Administrator or Director of Categorical Programs)  
Joanne Peraley, Asst. Superintendent  
(Printed Name)  
8-2-16  
(Date)

APPROVED:

(Signature of District Admin, Business Services)  
Kevin Bultoma, Asst. Superintendent  
(Printed Name)  
8-26-16  
(Date)

15. Authorization for Payment:

CHECK REQUIRED (Invoice to accompany payment request):

☐ Partial Payment through Date

☐ Full or Final Payment Date

DISPOSITION OF CHECK by Accounts Payable:

☐ Send to Site Administrator: [Date Check Required]

☐ Mail to Consultant: [Date Check Required]

$ (Amount)  
(Originating Administrator Signature- Use Blue Ink)  
(Date)

revised 7/2012 en
CHICO UNIFIED SCHOOL DISTRICT
Business Services
1163 E. 7th Street, Chico, CA 95928
(530) 891-3000

CONSULTANT AGREEMENT

1. A completed BS10a. “Certificate of Independent Consultant Agreement” guideline is:
   ○ On File (click to view)
   ○ Attached if not on file

2. A completed W-9 “Request for Taxpayer Identification Number and Certification” form is:
   ○ On File (click to view)
   ○ Attached if not on file

This Agreement to furnish certain consulting services is made by and between Chico Unified School District and:

Name: Tom Enns
Street Address/POB: 62 Plumwood Court
City, State, Zip Code: Chico, CA 95928
Phone: ______
Taxpayer ID/SSN: ______

This agreement will be in effect from: 07/01/2016 to: 12/31/2016

Location(s) of Services:
Fair View High School and various locations

3. Scope of Work to be performed; (attach separate sheet if necessary)
   Consultant to supervise YouthBuild students who will help build one house per year through Habitat for Humanity. Funding will be provided by the Byrne Jag Grant.
   Consultant will ensure that adults to trainee ratio remains at the required 7:1 ratio.

4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:
   YouthBuild students will attain academic and hands-on skills for the purpose of entering post-secondary or school-to-work.

5. Funding/Programs Affected: (corresponding to accounts below)
   1) Byrne Jag Grant
   2) ______
   3) ______

6. Pct. (%) Fund Resource Proj/Yr Goal Function Object Site Manager
   1) 100 01 9150 0 3800 2490 5800 570 6700
   2) ______
   3) ______

7. Is there an impact to the General Fund, Unrestricted funding? ○ Yes ○ No.

8. Payment to Consultant: For services actually rendered and supported by Consultant initiated Invoices, the District will pay consultant not to exceed the payment criteria as follows:

   $ 3,166.67 Per Unit, times 6.00 #Units = $ 19,000.02 Total for Services

9. Additional Expenses
   Corrected amount based on budget amounts in the grant award charging after the CA was approved. $ 999.98 Total of Additional Expenses
   $ 20,000.00 Grand Total

Amounts of $5,001.00 or more require Board Approval: (date to Board) ____________________________
CONSULTANT TERMS AND CONDITIONS
(Applicable, unless determined to be Contract Employee-See BS 10a)

Consultant Name: Tom Enns

1. The Consultant will perform said services independently, not as an employee of the District; therefore, the District is not liable for worker's compensation or unemployment benefits in connection with this Consultant Agreement. Consultant shall assume full responsibility for payment of all Federal, State and Local taxes or contributions, including Unemployment Insurance, Social Security, and Income Taxes with respect to Consultant's employees.

2. Consultant shall furnish, at his/her own expense, all labor, materials, equipment and other items necessary to carry out the terms of this Agreement, unless agreed upon under Additional Expenses on page 1 of this Agreement.

3. In the performance of the work herein contemplated, Consultant is an Independent contractor, with the authority to control and direct the performance of the details of the work, the District being interested in the results obtained.

4. If applicable, the Consultant will certify in writing, using Administration Form 8555.6, that criminal background checks have been completed as per Board Policy 8555.6 prior to commencement of services. This requirement also applies to any subcontractors or employees utilized by the Consultant.

5. Consultant agrees to defend, indemnify and hold harmless the District, its Board of Trustees, employees and agents from any and all liability or loss arising in any way out of Consultant's negligence in the performance of this Agreement, including, but not limited to, any claim due to injury and/or damage sustained by Consultant, and/or the Consultant's employee or agents.

6. Consultant will provide to Assistant Superintendent, Business Services, upon request, a Certificate of Insurance showing a minimum $1,000,000 combined single limits of general liability and automobile coverage as required by the District.

7. Neither party shall assign nor delegate any part of this Agreement without the written consent of the other party.

8. The work completed herein must meet the approval of the District and shall be subject to the District's general right of inspection to secure the satisfactory completion thereof. Consultant agrees to comply with all Federal, State, Municipal and District laws, rules and regulations that are now, or may in the future become applicable to Consultant, Consultant's business, equipment and personnel engaged in operations covered by this Agreement or occurring out of the performance of such operations.

9. The District will determine whether the Consultant will be paid by vendor check as a Consultant or payroll check as a Contract Employee (with taxes withheld) by reviewing the completed Certificate of Independent Consultant Agreement (a blank sample may be viewed at: http://www.ci.saratoga.ca.us/documents/BUSINESS/Consultant_Agreement/85_10a_11_04_rev.pdf). IRS publication SWR 40 and IRS ruling 87-41 will assist in determining the payment method applied to this Agreement.

10. Consultant shall provide an original invoice to the Originating Administrator, Consultant shall be paid within 30 days of receipt of Invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original Invoice.

11. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.

12. AGREED TO AND ACCEPTED: (If determined to be a Contract Employee, a payroll check will be issued with applicable taxes withheld.)

(Signature of Consultant)

(Drill Enns)

(Printed Name) 8/1/16

(Signature of Originating Administrator)

(Drill McKay, Director)

(Printed Name) 8/1/16

(Signature of District Administrator, or Director of Categorical Programs)

(Joanne Parley, Asst. Superintendent)

(Printed Name) 8/2/16

(APPROVED:)

(Kevin Bulama, Asst. Superintendent)

(Printed Name) 8/20/16

15. Authorization for Payment:

CHECK REQUIRED (Invoice to accompany payment request):

☐ Partial Payment through:

☐ Full or Final Payment

DISPOSITION OF CHECK by Accounts Payable:

☐ Send to Site Administrator:

☐ Mail to Consultant

$ (Amount) (Originating Administrator Signature- Use blue ink)

(Date)
Independent Contractor Agreement

Completed By: Chedina McKeel for David McKay
Phone: (530) 891-3900

1. This Agreement is made by and between Chico Unified School District and:
   Name: Kenneth Stanier
   Email Address: 
   Street Address/POB: 550 Troy Lane
   City, State, Zip Code: Chico, CA 95973
   Phone: 
   Taxpayer ID/SSN: 

   This agreement will be in effect From: 7/1/16
   To: 12/31/16
   Location(s) of Services: Various Locations, YouthBuild

2. Scope of Work to be performed and Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Independent Contractor Services (attach separate sheet if necessary):
   a. Scope of Work: Consultant to supervise students who will help build one house per year through the Habitat for Humanity. Funding will be provided by the Byrne Jag Grant. Consultant will ensure that adults to trainee ratio remains at the required 7:1 ratio.
   b. Goal (if applicable): YouthBuild students will attain academic and hands-on skills for the purpose of entering post secondary or school to work.

3. Funding/Program/Grant Affected (corresponding to accounts listed in Item 4):
   a. Byrne Jag Grant
   b. 
   c. 

4. 

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<th>Resource</th>
<th>Project/Year</th>
<th>Goal</th>
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<td>570</td>
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</tr>
</tbody>
</table>

5. Payment to Independent Contractor for services actually rendered and supported by Independent Contractor Initiated Invoices, the District will pay the Independent Contractor not to exceed the payment criteria as follows:
   $1,669.67 Hourly Rate X 0.00 # Hours = $10,000.02 Total for Services
   (For Flat Rate fees, please place the flat rate under “hourly rate” and use “11” for number of hours.)

   Additional Expenses (If applicable, in the event of changes to service or other expense types)
   Item: Corrected amount based on budget amounts in
   Item: The grant award changing after CA was approved
   $6900.00
   $6900.00 Total of Additional Expenses
   $20,000.00 Total New Total (Services + Additional Expenses)


7. Completed W9 "Request for Taxpayer Identification Number/Certification" form is: On File Attached

BP 3600 states all Consultants/Independent Contractor contracts shall be brought to the Board for Approval.
Board Approval Date: Board authorizing signature:
INDEPENDENT CONTRACTOR TERMS AND CONDITIONS

Independent Contractor Name: Kenneth Seaman

1. The Independent Contractor will perform said services independently, not as an employee of the District; therefore, the District is not liable for worker's compensation or unemployment benefits in connection with this Independent Contractor Agreement. Independent Contractor shall assume full responsibility for payment of all Federal, State and Local taxes or contributions, including Unemployment Insurance, Social Security, and Income Taxes with respect to Independent Contractor's employees.

2. Independent Contractor shall furnish, at his/her own expense, all labor, materials, equipment and other items necessary to carry out the terms of this Agreement, unless agreed upon under Additional Expenses on page 1 of this Agreement.

3. In the performance of the work herein contemplated, the Independent Contractor with the authority to control and direct the performance of the details of the work, the District being interested in the results obtained.

4. If applicable, the Independent Contractor will certify in writing, using Administration Form #3515.6, that criminal background checks have been completed as per Board Policy #3515.6 prior to commencement of services. This requirement also applies to any subcontractors or employees utilized by the Independent Contractor.

5. Independent Contractor agrees to defend, indemnify and hold harmless the District, its Board of Trustees, employees and agents from any and all liability or loss arising in any way out of Independent Contractor's negligence in the performance of this Agreement, including, but not limited to, any claim due to injury and/or damage sustained by Independent Contractor, and/or the Independent Contractor's employee or agents.

6. Independent Contractor will provide to Assistant Superintendent, Business Services, upon request, a Certificate of Insurance showing a minimum $1,000,000 combined single limits of general liability and automobile coverage as required by the District.

7. Neither party shall assign nor delegate any part of this Agreement without the written consent of the other party.

8. The work completed hereon must meet the approval of the District and shall be subject to the District's general right of inspection to secure the satisfactory completion thereof. Independent Contractor agrees to comply with all Federal, State, Municipal and District laws, rules and regulations that are now, or may in the future become applicable to Independent Contractor, Independent Contractor's business, equipment and personnel engaged in operations covered by this Agreement or occurring out of the performance of such operations.

9. The Independent Contractor will provide an original invoice to the Originating Administrator. Independent Contractor shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.

10. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.

11. AGREED TO AND ACCEPTED:

[Signature]
Kenneth Seaman
Printed Name
Date: 8-1-2016

12. RECOMMENDED:

[Signature]
David McKay, Director
Printed Name
Date: 8-1-16

13. APPROVED:

[Signature]
Joanna Parsley, Asst. Superintendent
Printed Name
Date: 8-2-16

14. APPROVED:

[Signature]
Kevin Bultema, Asst. Superintendent
Printed Name
Date: 8-25-16

15. APPROVED:

[Signature]
District Administrator, Business Services
Printed Name
Date

16. AUTHORIZATION FOR PAYMENT CHECK REQUIRED

[Check box] Partial Payment through: 
[Check box] Full or Final Payment

$ ______ Amount

DISPOSITION OF CHECK by Accounts Payable:
(check released upon completion of services)
Send to Site Administrator (date):
Mail to Independent Contractor

[Signature] Originating Administrator Signature (Blue Ink)
Date

~2~