

FCMAT

FISCAL CRISIS & MANAGEMENT
ASSISTANCE TEAM

CSIS California School Information Services

FISCAL CRISIS & MANAGEMENT ASSISTANCE TEAM STUDY AGREEMENT April 19, 2016

The Fiscal Crisis and Management Assistance Team (FCMAT), hereinafter referred to as the team, and the Ocean View School District, hereinafter referred to as the district, mutually agree as follows:

1. BASIS OF AGREEMENT

Based on the provisions of Assembly Bill 1200 (1991), the mission of the Fiscal Crisis and Management Assistance Team is to help California's local educational agencies fulfill their financial and management responsibilities by providing fiscal advice, management assistance, training and other related school business services. FCMAT coordinates statewide professional development efforts for school business officials. The district has requested that the team conduct associated student body staff development training.

2. SCOPE OF THE WORK

Conduct a 3.5 hour associated student body workshop for the Ocean View School District on August 25, 2016 from 9 a.m. to 12:30 p.m. Registration begins at 8:30 a.m. and is open to participants outside of the Ocean View School District.

3. PROJECT PERSONNEL

The workshop will be supervised by Michelle Plumbtree, Chief Management Analyst, Fiscal Crisis and Management Assistance Team, Kern County Superintendent of Schools Office. The workshop team will include:

Michelle Plumbtree

FCMAT Chief Management Analyst

Other equally qualified staff or consultants will be substituted in the event the above individual is unable to participate in the workshop.

4. **PROJECT COSTS**

The cost for studies requested pursuant to Education Code (EC) 42127.8 (d) (1) shall be:

- A. \$800.00 per day for each team member and all out-of-pocket expenses, including travel, meals and lodging. **Estimated cost is \$2,000.** The district will be billed based on actual costs.
- B. Estimated cost does not include the FCMAT ASB Accounting Manual, Fraud Prevention Guide and Desk Reference. Printed manuals are available upon request at \$20.00 each or may be downloaded free of charge at www.fcmat.org. *Please request the appropriate number of manuals at least three weeks prior to the date of the workshop.*

Payments for FCMAT services are payable to Kern County Superintendent of Schools - Administrative Agent.

5. **RESPONSIBILITIES OF THE DISTRICT**

The district will provide appropriate space and accommodations for the workshop, a laptop and an overhead projector, and make copies of the presentation for all participants prior to the workshop.

Pursuant to EC 45125.1(c), representatives of FCMAT will have limited contact with pupils. The district shall take appropriate steps to comply with EC 45125.1(c).

6. **PROJECT SCHEDULE**

The workshop is scheduled for August 25, 2016, from 9 a.m. to 12:30 p.m.

7. **INDEPENDENT CONTRACTOR**

FCMAT is an independent contractor and is not an employee or engaged in any manner with the district. The manner in which FCMAT's services are rendered shall be within its sole control and discretion. FCMAT representatives are not authorized to speak for, represent, or obligate the district in any manner without prior express written authorization from an officer of the district.

8. **INSURANCE**

During the term of this agreement, FCMAT shall maintain liability insurance of not less than \$1 million unless otherwise agreed upon in writing by the district, automobile liability insurance in the amount required under California state law, and workers compensation as required under California state law. FCMAT shall provide certificates of insurance, with additional insured endorsements, indicating applicable insurance coverages upon request.

9. **HOLD HARMLESS**

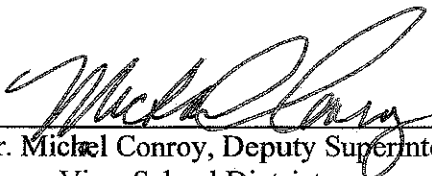
FCMAT shall hold the district, its board, officers, agents and employees harmless from all suits, claims and liabilities resulting from negligent acts or omissions of its board, officers, agents and employees undertaken under this agreement. Conversely, the district shall hold FCMAT, its board, officers, agents and employees harmless from all suits, claims and liabilities resulting from negligent acts or omissions of its board, officers, agents and employees undertaken under this agreement. This hold harmless provision does not apply to direct, indirect or consequential damages caused by the cancellation or rescheduling of the workshop due to FCMAT staff unavailability.


10. **CONTACT PERSON**

Contact: Susan Atchison, Accounting Technician
Telephone: (714) 847-2551 x1427
Email: satchison@ovsd.org

11. **CONTACT FOR REGISTRATION INFORMATION**

Contact: Susan Atchison, Accounting Technician
Telephone: (714) 847-2551 x1427
E-mail: satchison@ovsd.org


Dr. Michel Conroy, Deputy Superintendent
Ocean View School District
Date 5-9-16


Shayleen Harte, Intervention Specialist
Fiscal Crisis and Management Assistance Team
Date April 19, 2016