

COLLEGE OF THE CANYONS FOUNDATION
26455 Rockwell Canyon Road, Santa Clarita, CA 91355

Executive Committee
Meeting - Minutes
May 6, 2026, 4:00 PM
Canyons Hall 211

- Members Present:** Gary Horton (Chair), Lisa Burke (Finance Committee Chair), Jason Hinkle (Vice-President, Business Services and Foundation Treasurer), Jasmine Ruys (President/Superintendent), Shawna Mann (Foundation CEO), Steve Corn, Taylor Kellstrom
- Members Absent:** Tamara Gurney, Jill Mellady, Randy Moberg, George Reyes
- Foundation Staff Present:** Desiree Dodd (Director of Development and Engagement), Melayn Poladian (Foundation Relations Coordinator III), Dylan Mahoney (Events and Marketing Coordinator), Mayra Cuellar (Administrative Assistant V)
- District Staff Present:**
- Affiliated Guests Present:**
- Other Attendees:**

1. PRELIMINARY FUNCTIONS

1.1 Call to Order/Establishment of a Quorum **Gary Horton**

Noting that a quorum had been established, Gary Horton called the meeting to order at 4:08 PM.

1.2 Comments by Members of the Audience NOT on the Agenda **Gary Horton**

Shawna Mann made a brief announcement regarding meeting participation policies. It was clarified that individuals who wish to attend the meeting online but did not provide advance notice before the schedule was posted will not be permitted to actively participate. Such attendees may listen to the meeting but may speak only during the public comment section.

1.3 Approval of Meeting Agenda **Gary Horton**

Gary Horton requested a motion to approve the meeting agenda.

Motion to Approve:

Steve Corn

Second:

Lisa Burke

Vote - Passed:

6 Yes

0 No

0 Abstention

1.4 Approval of Meeting Minutes: March 4, 2026

Gary Horton

Motion to Approve:

Lisa Burke

Second:

Steve Corn

Vote - Passed:

6 Yes

0 No

0 Abstention

2. INFORMATION

2.1 Update on the Review of Investment Policy

Shawna Mann

The finance committee reviewed the investment policy and has decided to hold a special meeting in June for a more in-depth discussion. Following this meeting, the committee plans to present the policy to the full board in July. A survey has been sent to committee members to coordinate and ensure key participants, including Lisa and Jason, are available, and to confirm that a quorum will be present. The meeting is tentatively set for June 5th at 8:30 a.m.

There was also discussion regarding the traditional roles of the chair and co-chair in finance committee meetings. While the co-chair is not required to attend finance meetings, it was suggested that attending at least some sessions could provide valuable insight. It was noted that the purpose of the special meeting is for a smaller group to develop policy recommendations, which will then be brought to the larger board for further input and possible edits before final approval. Attendance by additional board members, including the chair and co-chair, is welcome but not mandatory.

2.2 Fundraising report

Desiree Dodd

As of last week, the organization had received \$1.71 million in pledges and cash recorded in Razor's Edge, progressing toward a \$2 million goal by the end of the fiscal year on June 30. Board giving stands at \$85,000, with a push underway to reach 100% participation. The Silver Spur event has generated \$65,000 in sponsorships and ticket sales, with a target of \$70,000–\$75,000. Current attendance is 151, with a goal of reaching 200. The final two weeks before the event typically see the largest surge in ticket sales. Board member participation in the event is strong, with approximately 70% involved through ticket or ad purchases, and outreach is ongoing to achieve full engagement.

Recent major gifts include continued support from the Robert Rockhold Lifelong Learning Foundation, which funds multiple scholarships annually. Shawna Mann has been actively submitting applications, averaging two per month, with several pending responses, including from the Henry Mayo Newhall Foundation and others. There is a strategic emphasis on grant applications that align with impactful, community-focused projects.

Discussions also addressed how to present student and veteran demographics most effectively in reports and proposals, ensuring accuracy and relevance for funding opportunities.

The Foundation is exploring creative, high-value auction items for Silver Spur, such as entertainment packages and unique experiences, to boost fundraising. Collaboration with external vendors and community contacts is being pursued to further strengthen the auction lineup. The committee acknowledged challenges related to donor fatigue and the need for new fundraising approaches.

The committee addressed recent turnover and ongoing outreach efforts, affirming their commitment to achieving fundraising goals and maximizing participation in upcoming events.

3. APPROVAL

3.1 Approval of Financial Statements as of March 31, 2026

Lisa Burke

The financial statement through March 31st was reviewed and approved. The adopted budget outlined projected revenues of \$385,300 and expenses of \$306,599, with a net revenue goal of \$78,701. As of March 31st, 75% through the fiscal year, actual revenues were \$189,000 (49% of budget), while expenses were \$225,000 (74% of budget), resulting in a net deficit of \$38,000.

Unrestricted giving year-to-date totaled \$22,205, while golf tournament revenue was \$142,895 with \$60,639 in expenses, a net income of \$82,256. Silver Spur revenue as of March 31st was \$21,775, with more recent figures nearing \$66,000 and a goal of \$70,000. Expenses for Silver Spur are expected to be lower than budgeted. Several expense categories, including contract services and memberships, were higher than anticipated due to upfront costs and new affiliations, but salary and benefits remained on track. All other expenses were within budget.

Discussion noted that some budget variances stemmed from previous assumptions and strategic planning figures, highlighting the need for a mid-year adjustment in December or January for better accuracy. The group also discussed board member engagement, donor outreach, and the importance of planned giving for future financial stability, while clarifying that planned gifts are not counted toward current-year fundraising goals. Credit card processing fees were reviewed, and ongoing efforts are underway to implement a system to pass these fees on to donors.

Motion to Approve:

Steve Corn

Second:

Jasmine Ruys

Vote - Passed:

6 Yes

0 No

0 Abstention

3.2 Professional Service Agreements

Shawna Mann

- **Peter Garcia – Guest Speaker for Music 110 Class - \$250.00 (Innovation Grant)**
- **Kwasi Connor – STEM Speaker Series Speaker - \$1,000.00 (Innovation Grant)**
- **Emilia Moscosos Borja - Guest Speaker for Music 110 Class - \$250.00 (Innovation Grant)**
- **IntellectSpace Corp (Live Alumni) – Software - \$5,635.00**

Several service agreements and contracts were reviewed, including payments to guest speakers for music and STEM classes. The most significant recent contract involved the acquisition of a new alumni data software platform. This platform, primarily leveraging LinkedIn and other social media sources, aggregates information on more than 23,000 self-identified alumni. Unlike the existing Razor’s Edge system, which is used for financial records, the new

software provides unlimited alumni data access and can be utilized across the campus by various departments, including Institutional Research and Career Services. This tool is expected to enhance outreach, engagement, and fundraising by identifying alumni by career, location, and other metrics. Once alumni donate, their records will be transferred to the main database. The software is currently licensed for one year, with the potential for renewal based on campus-wide value and results.

The Foundation is also working to increase recurring giving through payroll deductions, with a long-term goal of reaching \$50,000 annually in commitments. The new alumni database is anticipated to support this effort by expanding the pool of potential donors.

The committee also discussed pressing student needs, particularly around basic needs such as tuition, transportation, food, and housing. Housing affordability remains a significant challenge, with many students experiencing unstable or precarious living situations. The Foundation continues to seek creative solutions and community support to address these issues.

The committee agreed that the value of the new alumni software would be assessed after the first year to determine its impact on engagement and fundraising.

Motion to Approve:

Jasmine Ruys

Second:

Lisa Burke

Vote - Passed:

4 Yes

0 No

0 Abstention

3.3 Add Director of Development & Engagement to Ex Officio Membership in place of Chief Development Office in Bylaws

Shawna Mann

The committee discussed the need to update the bylaws to reflect organizational changes. Specifically, it was proposed to add Desiree Dodd's current position as an ex officio board member, replacing the previous reference to the Chief Development Officer—a role that is not being refilled. This adjustment aims to ensure that two staff members, typically the CEO and a development officer, serve on the board to provide balanced representation.

The proposed change involves updating the bylaws to reference a generic “development officer” rather than a specific title, allowing flexibility for future staffing. This position would retain the same voting rights as the prior Chief Development Officer role, maintaining the overall number of ex officio members. The committee acknowledged concerns from some board members about maintaining board independence and clarified that this revision does not increase the number of college employees on the board.

The executive committee agreed to recommend the bylaw update to the full board. The next steps include drafting the updated language, consulting legal counsel, and presenting the proposed changes to the board for approval.

Motion to Approve:

Lisa Burke

Second:

Steve Corn

Vote - Passed:

6 Yes

0 No

0 Abstention

3.4 Tentative Budget for 2026-2027 Fiscal Year

Shawna Mann

The proposed budget aligns with the strategic plan approved in March and reflects both ambitious fundraising goals and realistic adjustments based on current performance. Revenue projections for the coming year largely mirror prior budgets, except for unrestricted giving, which have been set at \$60,000; double this year's actuals but lower than previous, less attainable targets. Major events and program budgets, including the golf tournament and Silver Spur, have been recalibrated to reflect recent results and expectations.

On the expense side, salaries and benefits were increased in line with updated schedules, and other operational costs were adjusted to better align with actual needs. Some memberships are being reevaluated for cost-effectiveness, while planned giving and alumni development budgets remain steady. General operations expenses, including contract services and credit card fees, have been refined based on investment growth and updated projections. Special events budgets have been slightly increased to reflect anticipated activity.

Program funds have been consolidated for simplicity, and fundraising targets for expendable and endowed scholarships have been significantly increased to align with the strategic plan. The athletics department is expected to benefit from new fundraising software, potentially generating substantial revenue. The committee also discussed the funding strategy for the ATC building project, emphasizing the need to secure both bond and external funding before proceeding. The importance of maintaining flexibility and realistic expectations was highlighted, recognizing that some goals serve as aspirational benchmarks rather than fixed commitments.

Additional discussion addressed the logistics of fundraising events, including the use of alcohol permits and the potential to auction private events held at campus facilities.

Motion to Approve:

Steve Corn

Second:

Lisa Burke

Vote - Passed:

6 Yes

0 No

0 Abstention

4. ADJOURNMENT AND ANNOUNCEMENT OF NEXT MEETING

4.1 Adjournment

Gary Horton

Gary Horton adjourned the meeting at 5:28 PM.

College of the Canyons Foundation Fundraising Update

Fund Area	Raised FY 25-26	Approved Budget FY 26-27
Fund 81- Foundation Revenue	\$244,274	\$ 330,000.00
Fund 82- Campus Programs/Instruction	\$ 1,169,958.06	\$ 700,000.00
Fund 84- Expendable- Scholarships	\$ 433,730.74	\$ 506,600.00
Fund 86- Endowment- Scholarships	\$ 71,730.00	\$ 300,000.00
Fund 87- Endowment- Instructional/Campus Support	\$ 710,205.00	\$ 800,000.00
Fund 88- Endowment- Scholarships	\$ 96,000.00	\$ 94,400.00
Grand Total	\$ 2,725,898.17	\$ 2,731,000.00

Campaign- Strategic Plan Snapshot by Year

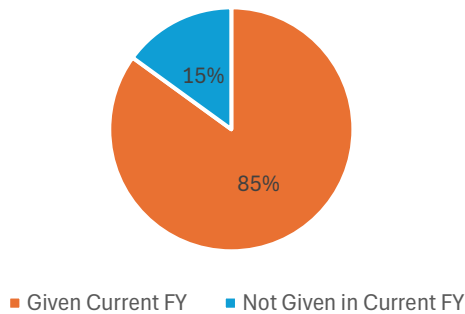
Year 1	\$ 2,481,624
Year 2	
Year 3	
Year 4	
Total	\$ 2,481,624

Priority 1- Scholarships
Priority 2- Academic Enrichment
Priority 3- Student Services

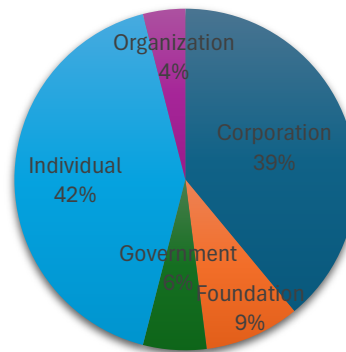
**Excludes Fund 81 Foundation Revenue*

4-Year Campaign Goal	\$ 11,000,000
Difference to 4-Year Goal	\$ 8,518,376

Foundation Board Giving \$108,971



Giving by Source



Recent Gift Highlights \$10,000+

Axim Collaborative, Inc.
Casper C. Correll Revocable Trust
Henry Mayo Newhall Foundation

SECTION: **POLICY STATEMENT – GENERAL**

SUBJECT: **BOARD AND COMMITTEE MEETING POLICY**

PURPOSE: To establish meeting policy and authorize related practices for the Board of Directors and its Committees consistent with applicable law and regulations.

NEW/REVISED: Revised

EFFECTIVE

DATE: November 17, 2020

I. POLICY

A. General

It is the general policy of the Board of Directors to conduct its business in public meetings. All such meetings shall be open and public, and all persons shall be permitted to attend any meeting. This policy extends to Committees established by the Board, and it includes meeting practices and, in limited circumstances, closed sessions during meetings, as set forth below. Ca. Educ. Code 89920.

The place of Board meetings shall be held at a location within California that has been designated from time to time by the Board. Committee meetings are generally held on or near the campus, but with concurrence of the Board Chair, may hold meetings elsewhere in California if necessary. The Board shall annually set a tentative schedule of its regular meetings, including dates, time and place(s). This tentative regular meeting schedule may need to be amended from time to time, but any meeting that departs from the annual schedule is subject to appropriate meeting call, notice, agenda and conduct requirements in this policy.

B. Meeting Calls, Notice and Agendas

The Board Chair, Chancellor, or one third of the voting Directors of the Board may issue a call for a regular Board meeting. The presiding officer of any Body may issue a call for a meeting. Ca. Educ. Code 89920.

Regular Meeting notices shall be delivered personally, by mail or email, and shall be in written form that includes the date, day, time and location, and an agenda of

matter scheduled to be considered at the meeting. Agenda items should be noted in sufficient detail to disclose the business to be conducted at the meeting. Written notice includes facsimile, electronic mail, or other electronic means. Ca. Corp. Code 5211(a)(2).

Regular Meetings must be noticed in writing at least seventy-two (72) hours prior to the date set for the meeting. The meeting notice shall be given to any person or news media that has filed a notice request with the corporate Secretary; such request shall be effective and valid for one year from the date on which it was filed. Ca. Educ. Code 89921. Meeting agendas shall be posted in the lobby of the Foundation office.

The Board Chair may call a Special Meeting of the Board, with at least twenty-four (24) hours written notice to members, delivered personally or by mail or by other electronic means, if such Special Meeting is necessary to discuss an unforeseen emergency condition. Written notice includes facsimile, electronic mail, or other electronic means. Ca. Corp. Code 5211(a)(2).

The presiding officer of a Body or a majority of the members of the Body may call a Special Meeting by delivering personally, or by mail, written notice to each member of the Body, and to any medium or other party to be directly affected by a meeting, or any other person who has requested notice in writing. Ca. Educ. Code 89922.

All Special Meeting calls and notices may be delivered in writing, personally, by mail or email, at least twenty-four (24) hours prior to any such meeting to each member of the Body, and shall specify the time and place of the Special Meeting and business to be transacted. Ca. Educ. Code 89922. Notice shall also be delivered to any news media or other party who has requested such notice.

Such written for a Special Meeting may be waived by any Body member who, at or prior to the time the meeting convenes, files with the corporate Secretary a written notice waiver. Such a waiver may be given by email. Special Meeting written notice may also be waived by virtue of any member actually present at the time the meeting convenes. Ca. Educ. Code 89922.

Only business described in Special Meeting call or notice can be considered at the meeting. Ca. Educ. Code 89922.

If a Meeting-by-Teleconference is planned, the meeting call, notice and agenda should disclose meeting teleconferencing arrangements, and the conditions required for a valid meeting by this technology.

The Executive Director or other Foundation staff member as designated by the Executive Committee, in concert with the Board Chair, shall develop meeting agendas. A meeting agenda should clearly identify and order the matters to be

considered and include supporting information or documents available at the time the agendas are distributed. The order of business of a meeting should generally be as follows:

Call to Order/ Establishment of a Quorum
Consent Calendar
Action Calendar (including Closed Session, if appropriate)
Report Calendar
Adjournment

C. Conduct of Meetings

The Body Chair or a designee convenes and presides at meetings of the Body using Roberts Rules of Order principles most convenient and customary to the Body, rather than strict parliamentary rules.

D. Meeting-by-Teleconference

If one or more Body members are participating in a Meeting-by-Teleconference, all meeting participants must be able to hear one another in order for the conditions to constitute presence-in-person of those participating by teleconference. Therefore, all teleconferencing Body members should state their names for the record at the beginning of the meeting, and should state, both at the beginning and end of the meeting, that they are and were able to communicate with each other concurrently.

Participation in a meeting through use of electronic video screen communication or communication equipment other than conference telephone constitutes presence-in-person at the meeting if the following requirements are met under Ca. Corp. Code 5211(a)(6):

- Each member participating in the meeting can communicate with all of the other members concurrently.
- Each Body member is provided the means of participating in all matters before the Body, including the capacity to propose or to interpose an objection to a specific action to be taken by the Body.
- Verification measures are adopted and used to ensure that the persons participating in the meeting are Body members, and that all actions and votes are taken or cast only by Body members.

The Executive Director or other Foundation staff member as designated by the Executive Committee shall establish and implement written teleconferencing verification practices as necessary.

E. Public Comment on Meeting Agenda Business Items

At the discretion of the meeting Chair, or upon an affirmative vote of the Body, comment from the public at an open meeting may be heard on an action item on the agenda for that meeting.

Such public comment shall be limited by the Chair to a reasonable time period consistent with the number of relative importance of other agenda items for the meeting and upon time available to the Body. Generally, public comment shall be heard following the staff report on the business item, after responses to questions from the Body, and before action is taken by the Body on the item. The number of person wishing to make comment upon an agenda item may require additional planning arrangements established in advance of the meeting to help assure the Body hears the public comment on an effective and fair basis.

F. Closed Sessions

A Body may hold a Closed Session during a meeting. A Closed Session may consider the following matters per Ca. Educ. Code section 89923:

- Litigation
- Collective Bargaining
- Appointment, Employment, Performance Evaluation or Dismissal of Employee
- Complaint against Employee (unless employee requests public hearing)

Upon a favorable majority vote of its members, a Body with investment jurisdiction may also hold a closed session to discuss investments where public discussion could have a negative impact on the corporation's financial situation. In such circumstances, any final decision by the Body shall only be made in public (open session). Ca. Educ. Code 89923.

G. Adjourned Meetings

If a meeting must be adjourned, the Body Chair presiding should set a date, time and place to hold the reconvened meeting. Appropriate meeting notices shall be sent, particularly to those not present at the time of adjournment.

H. Meeting Minutes

Written minutes of all meetings shall be taken, promptly transcribed, approved by the Body and maintained by the corporate Secretary under guidelines the Secretary may establish.

SECTION: **POLICY STATEMENT – PERSONNEL**
SUBJECT: **COMPENSATION PLAN POLICY**

PURPOSE: To provide a policy framework for a compensation plan for Foundation employees.

NEW/REVISED: Revised

EFFECTIVE DATE: November 17, 2020

I. LEGAL REQUIREMENTS

- A. Section 72672 of the California Code of Regulations requires that an auxiliary organization establish salaries and benefits for full-time employees that are comparable to the salaries and benefits being paid State employees on campus performing substantially similar services. The term “comparable” does not mean identical to the salary and benefits offered by the District to the same class, as long as the total compensation package, exclusive of retirement and permanent status benefits, is substantially similar.
- B. For those employees who perform services that are not substantially similar to the services provided by District employees, the salaries established shall be at least equal to the salaries prevailing in other educational institutions in the area or in commercial operations of like nature.
- C. Salary schedules, compensation and benefits, including health and welfare benefits for all classes of District employees and each contract District employee assigned to the Foundation shall be established by the District Board of Trustees in accordance with applicable law.

II. OBJECTIVES

The objectives of this compensation plan shall be as follows:

- To ensure that employees occupying positions, which are substantially similar to District classifications on campus are provided wages, salaries and benefits that are comparable to their District counterparts.
- To establish wages, salaries and benefits for positions that are not substantially similar to District positions that are competitive with the salaries and benefits being paid to comparable jobs in other educational institutions in the area or in commercial operations of like nature.
- To provide wage and salary structure that is internally equitable and which ensures that positions with equal skill, effort, responsibility and working conditions receive equal pay.
- To facilitate the recruitment and retention of well-qualified employees for positions within the Foundation.
- To maintain salary and benefit costs within budgetary limits established by the Board of Directors.

III. WAGE AND SALARY COMPENSATION COMPONENT

A. Substantially Similar Positions

1. Substantially similar positions are assigned the same basic duties and responsibilities and have equivalent classification and qualification standards to those by the District.
2. The Foundation Executive Director or other Foundation staff member as designated by the Executive Committee will periodically audit Foundation positions to determine whether or not they are substantially similar to District positions. If it is determined that a position is substantially similar, the Foundation shall establish a salary level for this position that is equivalent to the District classification.

B. Non-Substantially Similar Positions

1. A position is considered not substantially similar if the duties and responsibilities which it is assigned and/or the qualification standards for the classification to which it is allocated, are tangibly different from the classification and qualification standards of the District.
2. The Foundation Executive Director or other Foundation staff member as designated by the Executive committee will conduct biannual salary surveys to assist in establishing and/or adjusting

the wage and salary ranges for positions, which are not substantially similar. The survey includes other commercial organizations and non-profit corporations within the Santa Clarita Valley and/or auxiliary organizations within the California Community College system, which have positions that perform services that are comparable to the Foundation's "non-substantially similar" positions.

C. Internally Equitable

The Foundation will evaluate its internal wage and salary structure to ensure that positions with equal skill, effort, responsibility, market comparability and working conditions receive equal pay.

D. Merit Salary Adjustments

1. Non-management salary plan positions are eligible for periodic wage or salary adjustments based on meeting established merit criteria, based on available funding. The employee's immediate supervisor prepares a performance evaluation to support any merit salary adjustment. Such adjustments are granted based on how well the employee met the merit criteria. These merit increases could be a one-time merit payment, in recognition of a specific achievement. Merit salary increases must be approved by the Executive Director or other Foundation staff member as designated by the Executive Committee.
2. Management salary plan positions are eligible for periodic wage or salary adjustments based on meeting established merit criteria, based on available funding. The employee's immediate supervisor prepares a performance evaluation to support any merit salary adjustment. Such adjustments are granted based on how well the employee met the merit criteria. These merit increases could be a one-time merit payment, in recognition of a specific achievement. Merit salary increases must be approved by the Executive Director or other Foundation staff member as designated by the Executive Committee.
3. District contract employees assigned to the Foundation are eligible for periodic wage or salary adjustments based on meeting established merit criteria, based on available funding. The Chancellor prepares a performance evaluation to support any merit salary adjustment through the District process for direct reporting positions. Such adjustments are granted based on how well the employee met the merit criteria. These merit increases

could be a one-time merit payment, in recognition of a specific achievement.

E. Overtime Compensation

1. Overtime compensation for non-exempt employees will be administered pursuant to applicable state and federal wage and hour regulations.
2. Positions classified as exempt under the Fair Labor Standards Act and the California Industrial Welfare Commission are not eligible for overtime compensation.

F. Compensatory Time

Non-exempt staff positions will accrue compensatory time at the rate of time and one-half for required hours worked in excess of eight hours in one day or forty hours in one week. Compensatory time shall be taken during the pay period in which it is earned or at a time mutually acceptable to the employee and the Foundation within 60 days of the date it was earned. The use of comp time (time compensation) must be scheduled in advance with the employee's supervisor. No more than 20 hours of comp time may be carried forward into the next timesheet pay period without authorization of the employee's immediate supervisor. Employee and supervisor must develop a plan to avoid excessive comp time of more than 20 hours. Extra hours worked beyond the eight-hour day as part of a modified workweek plan do not qualify for overtime pay or compensatory time off. A modified workweek plan must be on file. Time worked on Saturday or Sunday will be considered as overtime unless such time is part of the employee's regularly assigned shift. No vacation or other leave is earned by overtime work as referenced in the Foundation's Leave Policy. All classifications deemed "exempt" are excluded from earning hourly overtime payments or compensatory time.

1. Authorization

Compensatory time off must be authorized in advance of working additional hours. Payment is obtained by completing the appropriate sections of the monthly time sheet, which must then be signed by the supervisor.

IV. BENEFITS COMPENSATION COMPONENT

As a matter of policy, the Foundation provides a benefits package that is comparable (but not necessarily identical) to the benefits offered to the employees of the Santa Clarita Community College District. The District reserves the right to add, change, delete or modify benefits at any time.

SECTION: **POLICY STATEMENT – PERSONNEL**

SUBJECT: **ETHICS AND CONFIDENTIALITY POLICY**

PURPOSE: To implement an ethics and confidentiality policy for Foundation staff, Board Members and volunteers (all referred to as individuals throughout the policy)

NEW/REVISED: Revised

EFFECTIVE DATE: November 17, 2020

Philanthropy is a voluntary exchange in which the values and expectations of donors are matched with the values and expectations of those they benefit. Educational fund-raising professionals and volunteers work on behalf of those served by their institutions during this exchange of values and represent their institutions to donors, volunteers, and the larger public. In doing so, they must, in discharging responsibilities, observe and promote the highest standards of personal and professional conduct.

These ethical principles go hand-in-hand with the expectation that fund-raising staff, Board Members and volunteers are expected to comply with the letter and the spirit of all laws relevant to charitable giving.

1. **Personal Integrity**

Individuals will:

- Be fair and honest and conduct themselves with integrity;
- Not maintain any vested interest in a professionally related activity that could result in personal gain without prior full disclosure and approval by the Executive Director;
- Respect that their relationships with prospective donors, existing donors, volunteers, and employees are professional relationships and may not be exploited.

2. **Confidentiality**

Individuals will:

- Safeguard and respect donor and prospective donor information;

- Honor the wishes of an individual and/or organizational constituent with regard to how donor and prospect database information and/or giving history is used;
- Record and keep only information relevant to cultivation, solicitation, and stewardship;
- Identify the source of retained information;
- Safeguard prospective donor, existing donor, and other constituent lists compiled by the institution as the property of the Foundation; these lists may not be distributed or used for unauthorized purposes or for personal gain;
- Make every effort to ensure that volunteers, vendors, and external entities with access to constituent information understand and agree to comply with the organization's confidentiality and public disclosure policies.

3. **Public Trust**

Individuals will:

- Ensure donated funds are used in accordance with donors' intentions;
- Obtain specific instructions from a donor before altering conditions of a restricted gift;
- Provide prompt, responsive and truthful replies to donor and public inquiry in accordance with the organization's stated policies;
- Place the mission and interest of the institution and its donors above personal gain;
- Pursue only gifts that fall within, or advance, the institution's mission and/or approved priorities

4. **Disclosure**

Individuals will:

- Be truthful about the institution's mission, intended use of funds, and capacity of the institution to use donations effectively for the intended purpose;
- Be truthful and specific about the identification of the organization they represent and their employment or volunteer status;
- Understand and disclose their areas of expertise and will give appropriate advice regarding the involvement of the donors' legal accounting, financial and tax advisors;
- Help ensure appropriate and consistent accounting, budgeting and reporting methodologies.

5. **Compensation**

Individuals will:

- Not accept commission-based compensation or compensation based on percentage of funds raised;
- Not accept external compensation for the receipt of a gift or information leading to a gift;
- Not agree to pay compensation to individuals in respect to a gift or information leading to a gift.

College of the Canyons Foundation adheres to the [Donor Bill of Rights \(Exhibit A\)](#) developed by the Council for Advancement and Support of Education (CASE), a professional association serving educational institutions and advancement professionals. The Foundation takes great pride in implementing responsible fundraising practices and provides the Donor Bill of Rights as a tool for current and future donors to help raise awareness about charitable contributions.

Donor's Bill of Rights

Philanthropy is based on voluntary action for the common good. It is a tradition of giving and sharing that is primary to the quality of life. To assure that philanthropy merits the respect and trust of the general public, and that donors and prospective donors can have full confidence in the not-for-profit organizations and causes they are asked to support, we declare that all donors have these rights:

1. To be informed of the organization's mission, of the way the organization intends to use donated resources, and of its capacity to use donations effectively for their intended purposes.
2. To be informed of the identity of those serving on the organization's governing board, and to expect the board to exercise prudent judgment in its stewardship responsibilities.
3. To have access to the organization's most recent financial statements.
4. To be assured their gifts will be used for the purposes for which they were given.
5. To receive appropriate acknowledgment and recognition.
6. To be assured that information about their donations is handled with respect and with confidentiality to the extent provided by law.
7. To expect that all relationships with individuals representing organizations of interest to the donor will be professional in nature.
8. To be informed whether those seeking donations are volunteers, employees of the organization or hired solicitors.
9. To have the opportunity for their names to be deleted from mailing lists that an organization may intend to share.
10. To feel free to ask questions when making a donation and to receive prompt, truthful and forthright answers.

The text of this statement in its entirety was developed by the American Association of Fund-Raising Counsel (AAFRC), Association for Healthcare Philanthropy (AHP), Council for Advancement and Support of Education (CASE), and the Association of Fundraising Professionals (AFP), and adopted in November 1993.

SECTION: **POLICY STATEMENT – GOVERNANCE**

SUBJECT: **CONFLICT OF INTEREST POLICY**

PURPOSE: To restate statutory conflict of interest standards applicable to Foundation Board members, and to establish a policy framework of parallel standards for volunteers* and employees.

REFERENCE: Education Code Sections 72677-80

NEW/REVISED: Revised

EFFECTIVE
DATE: November 17, 2020

I. Background

The Foundation is a nonprofit public benefit corporation and its Board members, officers, employees and others representing the organization have a fiduciary duty to exercise care, skill and sound judgment in all Foundation affairs.

There are “self-dealing transaction” standards that generally apply to the board members of such corporations. See *Cal Corps Code* § 5233.

However, as an auxiliary organization operating within the California Community College system, the Foundation is subject to more stringent standards covering governing board transactions involving financially interested directors, as expressed in *California Education Code* §§ 72677-80. This policy statement restates the standards for Board members, and establishes parallel standards for Foundation employees, volunteers and others having a business relationship with the Foundation.

Some Board members are also district employees or officers and are subject to statutory and Board of Trustees requirements distinct from the requirements set forth in this statement. This policy applies to all Board members.

* *The term volunteer refers to a board member or someone who has been given expenditure authority.*

Every Board member has an affirmative duty to know and understand the conflict of interest standards, and to disclose to the Board any real or perceived transaction conflict, and to step aside from Board deliberations and actions on the matter.

II. Policy

A. *Board Transactions*

Except in certain circumstances, a Board member must avoid “transactions of the board” in which the Board member has a financial interest.¹ The term “transactions of the board” includes contracts approved by the Board of Directors. To do so is “misconduct in office” and the transaction breaching this prohibition is void, unless it meets a two-element circumstance test:²

- Is the transaction just and reasonable as to the Foundation *when approved*; and
- Was the financial interest disclosed or known to the Board and noted in the meeting minutes, followed by a favorable, good faith board vote sufficient for the action without including the interested director(s)?

There are several “circumstance exceptions” to the application of the above test, any one of which revives the prohibition:

- The transaction is directly between the interested Board member(s) and the Foundation.³
- The transaction is between the Foundation and a partnership or unincorporated association in which a Board member(s) holds an ownership, partnership or other proprietary interest.⁴
- The transaction is between the Foundation and a corporation in which the interested Board member(s) owns or directly or indirectly holds more than a five percent (5%) of the outstanding common stock.⁵
- The Board member(s) fails to disclose to the Board the financial interest in the transaction at a public meeting, then influences or attempts to influence one or more Board members in entering into the transaction.⁶

Thus, in summary, the following transactions are specifically deemed *impermissible*:

- Any transaction (or contract), other than an employment contract, directly between the Foundation and a Board member.

¹ *Cal Ed Code* Section 72677.

² *Ibid* Section 72678.

³ *Ibid* Section 72679(a).

⁴ *Ibid* Section 72679(b).

⁵ *Ibid* Section 72679(c).

⁶ *Ibid* Section 72679(d).

- Any transactions between the Foundation and a partnership or unincorporated association in which a Board member is a partner, or owner, or holder, directly or indirectly, of a proprietorship interest.
- Any transaction between the Foundation and a for-profit corporation in which the Foundation Board member is the owner or holder, directly or indirectly, or 5 percent or more of the outstanding common stock.

On the other hand, the following transactions are *permissible* if the Board follows the procedure described in Section III (A) below:

- Transactions between the Foundation and a for-profit corporation in which a Foundation Board member is the owner or holder, directly or indirectly, of less than 5 percent of the outstanding common stock.
- Transactions between the Foundation and a for-profit corporation on whose governing board a Foundation Board member serves as a director and owner or holder, directly or indirectly, of less than 5 percent of the outstanding common stock.
- Transactions between the Foundation and a nonprofit corporation on whose governing board a Foundation Board member serves as a director.

B. Other Actions or Transactions

Foundation directors, officers, employees, volunteers or designated agents/representatives shall not engage in self-dealing actions or transactions in which they have a personal pecuniary interest. Examples include, acceptance of compensation, advances, discounts, loans, gifts, entertainment or other favors in actual or perceived exchange for, or to influence Foundation actions, judgments or transactions.

The Foundation encourages the prompt disclosure of any such conflict, real or perceived, to the Executive Director for review and determination. In the case of the Executive Director, disclosure shall be made to the Board Chair for review and determination consistent with this policy statement.

C. Use of Information for Pecuniary Gain

It is unlawful⁷ and against Foundation policy for any person, including Board members, employees, volunteers, or Foundation agents/representatives to utilize any information, not a matter of public record, which is received by the person by reason of his or her membership on the Board of Directors, Foundation employment, or relationship with the Foundation, for personal pecuniary gain, regardless of whether he or she is or is not a Board member, employee, or otherwise engaged with the Foundation at the time such gain is realized.

⁷ *Ibid*, Section 72680.

III. Procedures

A. *Board Deliberations and Actions Under Financial Interest Circumstances*

Any Board member with a financial interest in a *permissible* transaction before the Board of Directors shall promptly disclose to the Board the nature and scope of that interest, and thereupon be recused from participating in any deliberations or actions by the Board on that matter. The Board meeting minutes shall note the disclosure and recusal. The Board shall then make a determination whether or not the proposed transaction is just and reasonable for the Foundation at that time and under the circumstances of the disclosure. If so, the Board may then authorize, approve, or ratify the transaction in good faith by a vote sufficient for the purpose of the action without counting the vote(s) of such financially interested Board member(s).

Upon the disclosure by any Board member with a financial interest in an *impermissible* transaction before the Board, no action to approve, authorize or ratify the transaction shall be taken, and the meeting minutes shall note the circumstances attending the matter.

B. *Annual Board Member Certification*

Annually each Board member shall receive, review, complete, sign and return a “Related Party Questionnaire and Conflict of Interest Certification” in accordance with written procedures established by the Executive Director implementing this policy statement.

C. *Purchasing/Expenditure Authorization Certification*

Foundation employees or others with purchasing and expenditure authority shall receive, review, sign and return the “Signature Authorization Certification”, in a form prescribed by written procedures, acknowledging the following prohibitions and certifying that they will avoid them:

- Engaging in or having any personal pecuniary interest in any business, transaction, or incurring any obligation which conflicts with or gives the appearance of conflicting with or impairing independent judgment in the discharge of duties owed the Foundation;
- Accepting money, tips, or other considerations for work required or expected in the regular course of Foundation duties;
- Self-referring Foundation clients, donors, or customers, or recommending others with which there is a personal pecuniary interest;
- Accepting gifts, gratuities or other favors from those having a business relationship, or prospect of a relationship, with the Foundation; or
- Disclosing Foundation information, not a matter of public record, without authority, or using such information for pecuniary gain.

SECTION: **POLICY STATEMENT – PERSONNEL**
SUBJECT: **BUSINESS TRAVEL POLICY**

PURPOSE: To provide a policy for business travel for Foundation employees with reference to Education Code Section 87032

NEW/REVISED: Revised

EFFECTIVE
DATE: November 17, 2020

The Foundation Executive Director shall establish procedures regarding the attendance of Foundation employees at conferences, meetings or activities. The procedures shall include authorized expenses, advance of funds and reimbursement.

This policy will provide for:

- Mileage in connection with school business;
- Conference attendance and other business travel;
- Personal vehicle used for business travel;
- Rental vehicle used for business travel.



**College of the Canyons Foundation
Financial Statements
Fiscal Year 2025-2026
Period Ending: May 31, 2026**

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College of the Canyons Foundation

Financial Statements Overview

Period Ending: May 31, 2026

Overview

The Adopted Budget included revenues of \$385,300 and expenses of \$306,599, with net revenue of \$78,701. As of May 31, 2026, we are 92% of the way through the fiscal year. Revenues of \$237,186 are tracking below budget at 62% and expenses of \$294,492 are tracking above budget at 96%, bringing the net revenue to (\$57,306).

2025-26	Adopted Budget	YTD Actuals	Variance to Adopted Budget	Actuals as a % of Budget
Revenues	\$385,300	\$237,186	(\$148,114)	62%
Expenses	(\$306,599)	(\$294,492)	\$12,107	96%
Net Revenue	\$78,701	(\$57,306)	(\$136,007)	

Revenues

Revenues are at 62% of budget with the Golf Tournament held in October 2025 and Silver Spur held in May 2026.

Below are highlights of year-to-date revenues:

	Adopted Budget	Current Budget	5/31/26 Actuals	Variance of Actuals to Current Budget	% to Current Budget
General					
• Interest/Dividends: 3rd Qtr LACOE interest at 3.11%	\$5,000	\$5,000	\$3,087	(\$1,913)	62%
• Change in Life Insurance Cash Value: Annual year end adjustment from insurance statements	\$4,000	\$4,000	\$0	(\$4,000)	0%
• Change in Irrevocable Planned Gift Value: Annual year end adjustment from IRS table	\$700	\$700	\$0	(\$700)	0%
• Interfund Transfers: Fund 82 interest sweep	\$25,300	\$25,300	\$0	(\$25,300)	0%
• Interfund Transfers-Admin Fees: Admin fee on donations of \$20,000 and over	\$5,000	\$5,000	\$9,750	\$4,750	195%
Subtotal: General	40,000	40,000	12,837	(27,163)	32%
Fundraising/Special Events					
• Unrestricted Giving: Alumni/Board members/community members donations	\$165,300	\$165,300	\$24,929	(\$140,371)	15%
• Golf Tournament: Event held October 2025	\$150,000	\$150,000	\$142,895	(\$7,105)	95%
• Silver Spur: Event held May 2026	\$30,000	\$30,000	\$56,525	\$26,525	188%
Subtotal: Fundraising/Special Events	\$345,300	\$345,300	\$224,349	(\$120,951)	65%
REVENUES TOTAL	\$385,300	\$385,300	\$237,186	(\$148,114)	62%

College of the Canyons Foundation

Financial Statements Overview

Period Ending: May 31, 2026

Expenses

Expenses are at 96% of budget with several variances both above and below budget.

Below are highlights of year-to-date expenses:

	Adopted Budget	Current Budget	5/31/26 Actuals	Variance of 5/31/26 Actuals to Current Budget	% to Current Budget
• Salaries & Benefits					
o Classified Employee (Inc. Benefits): July to mid-May payroll for Events & Marketing Coordinator	\$88,000	\$88,000	\$74,314	(\$13,686)	84%
o Contract Services: Temporary staff	\$1,500	\$1,500	\$0	(\$1,500)	n/a
Subtotal: Salaries & Benefits	\$89,500	\$89,500	\$74,314	(\$15,186)	83%
• Development Fundraising					
o Contract Services: Raisers Edge NXT subscription	\$39,400	\$39,400	\$37,417	(\$1,983)	95%
o Mileage: Reimbursement calculated at \$0.70 per mile	\$4,800	\$4,800	\$319	(\$4,481)	7%
o Conferences: No expenses to date	\$1,199	\$1,199	\$0	(\$1,199)	0%
o Event/Meeting Attendance: Networking events: SCV Chamber of Commerce, VIA, City of Santa Clarita, and Zonta	\$3,360	\$3,360	\$1,154	(\$2,206)	34%
o Memberships: CASE, Valley Industry Commerce Association and City of Santa Clarita	\$2,900	\$2,900	\$5,190	\$2,290	179%
o Advertising/Marketing: Constant Contact subscription	\$3,500	\$3,500	\$2,954	(\$546)	84%
o Other Expenses: Meetings and donor recognitions	\$0	\$0	\$5,149	\$5,149	No Budget
o Alumni Development: 3x3 basketball tournament supplies	\$2,000	\$2,000	\$21	(\$1,979)	1%
o Planned Giving: No expenses to date	\$3,000	\$3,000	\$0	(\$3,000)	0%
Subtotal: Development Fundraising	\$60,159	\$60,159	\$52,204	(\$7,955)	87%
• General Operations					
o Office Supplies: General office supplies	\$1,500	\$1,500	\$2,328	\$828	155%
o Contract Services: Financial advisor fees	\$15,000	\$15,000	\$19,951	\$4,951	133%
o Auditors: Eide Bailly auditing fees	\$17,000	\$17,000	\$18,200	\$1,200	107%
o Legal Services: Attorney fees	\$26,880	\$26,880	\$5,713	(\$21,167)	21%
o Postage: Fees for mailings and postage	\$1,000	\$1,000	\$370	(\$630)	37%
o Other Expenses: Bank fees, payroll fees, board installation and board development/member meetings	\$5,000	\$5,000	\$3,744	(\$1,256)	75%
o Credit Card Fees: Merchant fees	\$5,000	\$5,000	\$9,563	\$4,563	191%
Subtotal: General Operations	\$71,380	\$71,380	\$59,869	(\$11,511)	84%
• Benefit Programs					
o President's Circle: Benefits for Major Gifts donors	\$9,500	\$9,500	\$731	(\$8,769)	8%
o Canyon's Circle: Benefits for Mid-Level Giving donors	\$7,500	\$7,500	\$730	(\$6,770)	10%
o Cougar's Circle: Benefits for Core Giving donors	\$7,560	\$7,560	\$730	(\$6,830)	10%
Subtotal: Benefit Programs	\$24,560	\$24,560	\$2,191	(\$22,369)	9%
• Special Events					
o Golf Tournament: Event held October 2025	\$42,000	\$42,000	\$60,639	\$18,639	144%
o Silver Spur: Event held May 2026	\$17,500	\$17,500	\$45,202	\$27,702	258%
o Scholarly Presentation: Event held November 2025	\$1,500	\$1,500	\$73	(\$1,427)	5%
Subtotal: Special Events	\$61,000	\$61,000	\$105,914	\$44,914	174%
EXPENSES TOTAL	\$306,599	\$306,599	\$294,492	(\$12,107)	96%
NET REVENUE	\$78,701	\$78,701	(\$57,306)	(\$136,007)	

College of the Canyons Foundation
 Financial Statements Overview
 Period Ending: May 31, 2026

Fundraising/Special Events

Golf Tournament – Event held October 20, 2025						
	Adopted Budget	Current Budget	Actuals	Variance of Actuals to Current Budget	% of Budget	Net income (\$25,744) below budget
Donor Contributions	\$150,000	\$150,000	\$142,895	(\$7,105)	95%	
Expenses	(\$42,000)	(\$42,000)	(\$60,639)	(\$18,639)	144%	
Net Income	\$108,000	\$108,000	\$82,256	(\$25,744)	76%	

Silver Spur – Event held May 30, 2026						
	Adopted Budget	Current Budget	Actuals	Variance of Actuals to Current Budget	% of Budget	Revenue and expenses pending
Donor Contributions	\$30,000	\$30,000	\$56,525	\$26,525	188%	<i>Projections: \$84,000 Donor Contributions \$45,202 Expenses \$38,798 Net Income</i>
Expenses	(\$17,500)	(\$17,500)	(\$45,202)	(\$27,702)	258%	
Net Income	\$12,500	\$12,500	\$11,323	(\$1,177)	91%	

Unrestricted Giving – Ongoing new memberships/renewals						
	Adopted Budget	Current Budget	Actuals	Variance of Actuals to Current Budget	% of Budget	Unrestricted donations and Benefit Program expenses for President's Circle, Canyon's Circle and Cougar's Circle
Donor Contributions	\$165,300	\$165,300	\$24,929	(\$140,371)	15%	
Benefit Program Exp	(\$24,560)	(\$24,560)	(\$2,191)	\$22,369	9%	
Net Income	\$140,740	\$140,740	\$22,738	(\$118,002)	16%	

Scholarly Presentation – Event held November 13, 2025						
	Adopted Budget	Current Budget	Actuals	Variance of Actuals to Current Budget	% of Budget	Refreshments for event; All other expenses were paid from interest earned on Michele R. Jenkins Leadership Endowment
Expenses	(\$1,500)	(\$1,500)	(\$73)	\$1,427	5%	

Fund/Cash Balance Reconciliation

• Budgeted Beginning Fund Balance at 7/1/25:	\$319,040
• Fair Market Value Adjustment:	\$3,456
• Net Revenue Below Budget at 5/31/26:	(\$57,306)
	Fund Balance at 5/31/26 \$265,190 86%
• Fund Balance at 5/31/26:	\$265,190
• Donated Life Insurance Cash Value: From annual statements (Booked at 6/30/11 per VTD, adjusted annually per insurance statements)	(\$102,342)
• Irrevocable Planned Gift: Valued using IRS NPV rate calculation (Booked 6/30/21 per Eide Bailey, will be adjusted annually)	(\$34,093)
• Accounts Receivable: LACOE 3rd Qtr interest	(\$345)
• Prepaid Expenses: 2026-27 Golf Tournament venue deposit, Blackbaud software 50% and Live Alumni subscription 75%	(\$28,612)
	Discretionary Cash Balance at 5/31/26 \$99,798 33%

College of the Canyons Foundation
 Financial Statements Overview
 Period Ending: May 31, 2026

Fund Balances

Fund	Fund Description	Beginning Fund Balance at 7/1/25	Ending Fund Balance at 5/31/26	YTD Variance
Fund 81	Operating Fund	\$319,040	\$265,190	(\$53,850)
Fund 82	Program Fund	\$2,208,432	\$3,204,897	\$996,465
Fund 83	Capital Campaigns	\$9	\$9	\$0
Fund 84	Expendable Scholarships	\$1,019,482	\$947,155	(\$72,327)
Fund 85	Major Gifts	\$4,920	\$5,170	\$250
Fund 86	Endowed Scholarships	\$1,426,270	\$1,677,391	\$251,121
Fund 87	Endowments	\$1,078,723	\$1,935,380	\$856,657
Fund 88	OSHER - CCC Scholarships	\$314,660	\$312,792	(\$1,868)
Fund 89	OSHER - CCC Endowments	\$1,041,613	\$1,041,613	\$0
Total for Funds 81 - 89		\$7,413,149	\$9,389,597	\$1,976,448

Raymond James Investments

May 31, 2026				
	Endowed Scholarships (Fund 86) <i>Inception Date: 6/17/15</i>	Other Endowments (Fund 87) <i>Inception Date: 12/18/14</i>	Sati & Ram Manvi Trust (Fund 86) <i>Inception Date: 11/30/22</i>	Diana and Gary Cusumano Culinary Arts Endowed Program Fund (Fund 87) <i>Inception Date: 1/31/26</i>
Original Contributions	\$280,000	\$380,000	\$582,056	\$675,000
Total Contributions Life to Date	\$1,042,798	\$1,165,669	\$613,201	\$675,000
Investment Value at 6/30/25	\$986,484	\$1,282,162	\$767,373	\$0
Additional Contributions in 2025-26	\$273,981	\$176,381	\$0	\$675,000
Investment Value at 5/31/26	\$1,359,853	\$1,574,360	\$827,096	\$697,028
<u>Unrealized Gain</u>				
Life to Date				
Net Gain(Loss)	\$317,055	\$408,691	\$213,895	\$22,028
Percent Increase/(Decrease)	30.40%	35.06%	34.88%	3.26%
Fiscal Year to Date 7/1/25 - 5/31/26				
Unrealized Gain/(Loss)	\$99,388	\$115,817	\$59,723	\$22,028
Percent Increase/(Decrease)	35.80%	25.07%	9.74%	3.26%
<u>Realized Dividends</u>	(Fund 84 - LACOE)	(Fund 82 - LACOE)	(Fund 84 - LACOE)	(Fund 82 - LACOE)
Life to Date Dividends at 6/30/25	\$182,781	\$216,493	\$50,666	\$0
Fiscal Year to Date 7/1/25 - 5/31/26				
Dividends Received	\$20,387	\$25,907	\$17,179	\$0
Realized Dividends Total at 5/31/26	\$203,168	\$242,400	\$67,845	\$0

College of the Canyons Foundation

Financial Statements

Period Ending: May 31, 2026

Fund 82 - Program Fund:

Instructional Programs, various Campus Departments and Clubs, and Athletic Support

	25/26 Fundraising Goals	YTD Actual as of 5/31/26	Amount of Fund Raising Goal over(under)	% of Fundraising Goal Achieved
<u>Revenues</u>				
Interest Income and Other				
LACOE Interest- Programmatic Funds (82)	-	45,555.47	45,555.47	
LACOE Interest - Endowments Other** (87)	-	2,308.67	2,308.67	
Dividends/Realized Gains - Endowments Other** (87)	-	25,906.53	25,906.53	
Transfer to Golf Department from Fund 81 Golf Tournament	-	2,000.00	2,000.00	
Subtotal: Interest Income and Other	-	75,770.67	75,770.67	
Foundation Capacity Campaigns				
Advanced Technology Center Support	175,000.00	-	(175,000.00)	0.00%
BANC - Basic Needs Center	75,000.00	4,723.82	(70,276.18)	6.30%
Cougars Care Emergency Grant	25,000.00	200.00	(24,800.00)	0.80%
Foundation Mini Grant	25,000.00	15,000.00	(10,000.00)	60.00%
Patrons of the Arts	20,000.00	9,300.11	(10,699.89)	46.50%
Student Center Support	100,000.00	-	(100,000.00)	0.00%
Subtotal: Foundation Capacity Campaigns	420,000.00	29,223.93	(390,776.07)	6.96%
General Programs				
All Other Instructional Programs	60,000.00	59,731.06	(268.94)	99.55%
All Other Campus Depts/Clubs	80,000.00	1,046,672.56	966,672.56	1308.34%
Athletics - all teams	35,000.00	12,215.65	(22,784.35)	34.90%
Subtotal: General Programs	175,000.00	1,118,619.27	943,619.27	639.21%
Subtotal: Foundation Capacity Campaigns and General Programs	595,000.00	1,147,843.20	552,843.20	192.91%
Total Revenues	595,000.00	1,223,613.87	628,613.87	205.65%

Expenses

Instructional Programs - Expenses	42,182.36
Campus Depts/Clubs - Expenses	114,867.45
Athletics - Expenses	3,967.55
Transfer from Interest to COC Foundation Endowment	92,000.00
Interest - M. Jenkins Leadership Endowment	2,486.30
Interest - Agajanian Leadership Endowment	2,571.80
Interest - J. Turturro Architecture & Int Design Endowment	1,000.00
Transfer from Cusumano Culinary Arts Program to Admin Fee-Fund 81	9,750.00
Transfer Interest to Reinvest - Track Endowment	1,945.68
Transfer Interest to Reinvest - TLC Lab Endowment	303.44
Transfer Interest to Reinvest - Learning Resources	402.27
Transfer from Men's Basketball to Athletic Hall of Fame	-
Total Expenses	271,476.85
Net Income	952,137.02

Fund Balance Summary

Beginning Fund Balance	2,208,432.50
Net Income/(Loss)	952,137.02
Fair Market Value Adj on Cash in County	44,328.00
Ending Fund Balance	3,204,897.52 *

***Fund Balance**

Foundation Capacity Campaigns	210,426.42
General Programs	2,994,471.10
3,204,897.52	

***Fund Balance by Balance Sheet Accounts**

Cash from Donations	2,644,783.42
Cash from Interest Earned at LACOE	145,945.96
Unrealized Gain/(Loss) - Fund 87 Endowment Invested at Raymond James	292,874.56
Board Designated - Roger Van Hook Raising the Bar	23,649.00
Interest Receivable	6,067.62
Pledges Receivable	90,843.25
Prepaid Expenses	733.71
3,204,897.52	

** Due to FAS117-1, all Fund 87 (Endowed Other) accumulated interest and current year interest earnings are recorded in Fund 82, a temporarily restricted fund.

College of the Canyons Foundation
Financial Statements

Period Ending: May 31, 2026

Fund 83 - Capital Campaigns Fund:

Funds donated to assist with the construction of capital projects

	25/26 Fundraising Goals	YTD Actual as of 5/31/26	Remaining Fund Raising Goal vs YTD
<u>Revenues</u>			
LACOE Interest	-	0.23	
Total Revenues	-	0.23	-
<u>Expenses</u>			
Capital Campaign	-	-	
Total Expenses	-	-	
Net Income	-	0.23	

Fund Balance Summary

Beginning Fund Balance		9.11	
Net Income		0.23	
Ending Fund Balance		9.34	*

***Fund Balance Summary by Balance Sheet Accounts**

Cash	9.32	
Interest Receivables	0.02	
Ending Fund Balance	9.34	

***Fund Balance Summary by Campaign**

Culinary Contributions from inception to date	897,883.99	**	
Interest Earned	6,056.77		
Pledge Discounts/Bank Fees/Pledge Allowance	(4,541.50)		
Admin Fees	(32,750.00)		
Funds Transferred to District for Construction	(866,639.92)		
Ending Fund Balance	9.34		

** Note that Fund 81 also provided \$50,000 to the District through Board Designated

College of the Canyons Foundation

Financial Statements

Period Ending: May 31, 2026

Fund 84 - Expendable Scholarships Fund:

Scholarships are awarded from the principal balance of the fund. Donors may establish these funds with a minimum gift of \$500 or may pledge to designate a scholarship with a gift of \$100 and make pledge payments to build it to \$500 within 12 months. Donors may elect to maintain these funds over time by making continuing gifts. Note that this fund also includes Osher Expendable Scholarships from the initial Osher gift to FCCC.

	25/26 Fundraising Goals	YTD Actual as of 5/31/26	Remaining Fund Raising Goal vs YTD
Revenues			
Interest Income and Other			
LACOE Interest - Expendable Scholarships	-	16,371.90	
LACOE Interest - Endowed Scholarships ****(86)	-	1,261.10	
Dividends/Realized Gains - Endowed Scholarships ****(86)	-	20,386.57	
Dividends/Realized Gains - Manvi Trust ****(86)	-	17,178.91	
Subtotal: Interest Income and Other	-	55,198.48	
Donor Contributions to Scholarships			
External 3rd Party Scholarships**	100,000.00	228,667.91	-
Osher Expendable Scholarships	-	19,200.00	
All Other New & Existing Expendable Scholarships	250,000.00	165,818.33	(84,181.67)
Subtotal: Donor Contributions to Scholarships	350,000.00	413,686.24	-
Total Revenues	350,000.00	468,884.72	

Expenses

External 3rd Party Scholarships**		233,497.91	
Osher Expendable Scholarship Expenses		12,000.00	
All Other Expendable Scholarship Expenses***		63,000.42	
Endowed Scholarship Expenses		-	
Interest Transfer - COC Foundation Endowment		75,000.00	
Interfund Transfer - D. Cusumano ICUE Scholarship		173,225.00	
Transfer Interest to Reinvest - Harutunia Scholarship		4,096.04	
Total Expenses		560,819.37	
Net Income		(91,934.65)	

Fund Balance Summary

Beginning Fund Balance		1,019,481.85	
Net Income		(91,934.65)	
Fair Market Value Adj on Cash in County		19,608.00	
Ending Fund Balance		947,155.20	*

*Fund Balance Summary by Balance Sheet Accounts

Cash from Donations		529,898.27	
Cash from Interest Earned at LACOE		47,262.82	
Unrealized Gain/(Loss) Fund 86 Endowed Investments - Raymond James		371,838.28	
Interest Receivable		2,155.83	
Scholarships Due to Students		(4,000.00)	
Ending Fund Balance		947,155.20	

Included in fund balance:	
Fd 84 LTD LACOE interest for exp sch. funds	47,262.52
Fd 86 - LTD div/unrealized gains for Endowed sch.	301,233.06
Fd 86 Manvi Trust - LTD div/unrealized gains	188,193.80

**External 3rd Party Scholarships does not include any Foundation fundraising efforts. Third party donors to aid students.

***Includes scholarship awards and external 3rd party scholarships which is a check received by the Foundation from the Financial Aid office ear-marked for a specific student.

****Due to FAS117-1, all Fund 86 (Endowed Scholarships) accumulated interest, current year interest earnings and current year scholarships awarded are recorded in Fund 84, a temporarily restricted fund.

College of the Canyons Foundation

Financial Statements

Period Ending: May 31, 2026

Fund 85 - Major Gifts Fund:

Large gifts that can either be restricted or designated to wherever the need is greatest.

	25/26 Fundraising Goals	YTD Actual as of 5/31/26	Remaining Fund Raising Goal vs YTD
<u>Revenues</u>			
LACOE Interest	-	126.30	
Total Revenues	-	126.30	-
<u>Expenses</u>			
Major Gifts		-	
Alumni Software		-	
Total Expenses		-	
Net Income		126.30	

Fund Balance Summary

Beginning Fund Balance	4,919.66
Net Income	126.30
Fair Market Value Adj on Cash in County	124.00
Ending Fund Balance	5,169.96 *

***Fund Balance Summary by Balance Sheet Accounts**

Cash	5,155.72
Interest Receivables	14.24
Ending Fund Balance	5,169.96

College of the Canyons Foundation

Financial Statements

Period Ending: May 31, 2026

Fund 86 - Endowed Scholarships Fund:

Endowed scholarship funds are permanently restricted donations, the principal of which cannot be expended. Scholarships are awarded from the annual interest earned on the principal of donations. Interest earnings and scholarship payments are recorded in Fund 84 per FAS117-1. Endowed scholarships are established with a minimum of \$10,000 per policy.

(Note: Bernard Osher Endowed Scholarships are recorded in Fund 89)

	25/26 Fundraising Goals	YTD Actual as of 5/31/26	Remaining Fund Raising Goal vs YTD
<u>Revenues</u>			
Interfund Transfer - Cusumano Culinary Arts Scholarship	-	173,225.00	-
Interest Transfer - Mays & Christine Harutunian	-	4,096.04	-
Donor Contributions to Scholarships			
New & Existing Endowed Scholarships	236,708.00	72,750.00	(163,958.00)
Total Revenues	236,708.00	250,071.04	(163,958.00)
<u>Expenses</u>			
Endowed Scholarship Expenses		-	
Total Expenses		-	
Net Income		250,071.04	

Fund Balance Summary

Beginning Fund Balance	1,426,269.94
Net Income	250,071.04
Fair Market Value Adj on Cash in County	1,050.00
Ending Fund Balance	1,677,390.98 *

***Fund Balance Summary by Balance Sheet Accounts**

LACOE - Cash held in county treasury	840.00
Raymond James - Brokerage account	1,655,999.63
Pledges Receivable	20,551.35
	1,677,390.98

College of the Canyons Foundation

Financial Statements

Period Ending: May 31, 2026

Fund 87 - Endowments - Other:

Endowed other funds are permanently restricted for earmarked programs, currently Library, PAC, Track, Agajanian, TLC LAB, POA, and COC Foundation.

	25/26 Fundraising Goals	YTD Actual as of 5/31/26	Remaining Fund Raising Goal vs YTD
<u>Revenues</u>			
Interest Transfer - Track Endowment	-	1,945.68	
Interest Transfer - TLC Lab Endowment	-	303.44	
Interest Transfer - Learning Resource Endowment	-	402.27	
Interest Transfer - COC Foundation Endowment		167,000.00	-
Donor Contributions to Endowments			
COC Foundation Endowment	400,000.00	495.00	
Cusumano Culinary Arts Endowment	-	675,000.00	
Patti Haley EMS Program Endowment	-	11,510.00	
Total Revenues	400,000.00	856,656.39	-
<u>Expenses</u>			
COC Foundation Endowment		-	
Total Expenses		-	
Net Income		856,656.39	

Fund Balance Summary

Beginning Fund Balance	1,078,722.74
Net Income	856,656.39
Fair Market Value Adj on Cash in County	1.00
Ending Fund Balance	1,935,380.13 *

***Fund Balance Summary by Balance Sheet Accounts**

LACOE - Cash held in county treasury	335.00
Raymond James - Brokerage account	1,840,669.07
Pledges Receivable	94,376.06
	1,935,380.13

Library	240,052.76
PAC	302,912.68
Track	18,810.17
Agajanian	14,246.75
TLC	3,485.17
Learning Resource	4,549.97
POA	130,000.00
COC Foundation	377,530.96
Adv Tech Center	94,376.06
M.Jenkins Leadership	45,355.61
J. Turturro Arch & Int Des	17,550.00
Cusumano Culinary Arts	675,000.00
Patti Haley EMS Program	11,510.00
	1,935,380.13

* Expenses related to the restricted purpose of the donation can be utilized from the annual interest earned on the fund (recorded in Fund 82).

College of the Canyons Foundation

Financial Statements

Period Ending: May 31, 2026

Fund 88 - California Community Colleges Scholarship Awards:

The California Community Colleges (CCC) Scholarship Endowment program being administered by the Foundation for California Community Colleges (FCCC) guarantees a minimum scholarship payment of 5% on both the COC Foundation donations (recorded in Fund 89) and the CCC match dollars.

	25/26 Fundraising Goals	YTD Actual as of 5/31/26	Remaining Fund Raising Goal vs YTD
<u>Revenues</u>			
LACOE Interest	-	-	
Recognize Receipt of Osher Scholarship Contribution	96,000.00	96,000.00	-
Total Revenues	96,000.00	96,000.00	-
<u>Expenses</u>			
Osher Student Scholarships		97,600.00	
Total Expenses		97,600.00	
Net Income		(1,600.00)	

Fund Balance Summary

Beginning Fund Balance	3,964.65
Beginning Balance Assets Held by Others - FCCC Endowed Scholarship	310,695.20 **
Net Income/(Loss)	(1,600.00)
Fair Market Value Adj on Cash in County	(268.00)
Ending Fund Balance	312,791.85 *

***Fund Balance Summary by Balance Sheet Accounts**

Cash	(12,403.35)
Assets Held by Others - FCCC Endowed Scholarship	325,195.20 **
Ending Fund Balance	312,791.85

** New accounting treatment to reflect fair market value of ending balance of Osher funds held by the FCCC.

Fund 89 - California Community Colleges Scholarship Endowment:

The donors contribution remains on the COC Foundation accounting records, but is invested by the FCCC. Scholarship payments are recorded in Fund 88.

Fund Balance Summary

Beginning Fund Balance	1,041,613.36
Revenue - FCCC Scholarship Contribution	-
Ending Fund Balance	1,041,613.36

College of the Canyons Foundation
Fund 81 - Operating Fund
Disbursement Report
Period Covered: April 2026 - May 2026

Payee	Date	Description	Account	Amount
Payroll	04/10/2026	Events & Marketing Coordinator Salary & Benefits	Various	3,889.29
Payroll	04/24/2026	Events & Marketing Coordinator Salary & Benefits	Various	3,896.06
Payroll	05/08/2026	Events & Marketing Coordinator Salary & Benefits	Various	3,889.31
Payroll	05/22/2026	Events & Marketing Coordinator Salary & Benefits	Various	3,896.06
Quartermaster	05/31/2026	Payroll Fees	81-65890-00-930006-1000	207.00
US Bank	05/31/2026	Credit Card Merchant Fees: April - May	81-65895-00-930006-1000	1,919.34
Bank of America	05/14/2026	Checks and Deposit Slips	81-65890-00-930006-1000	262.57
Abate	04/30/2026	District Reimbursement for CalPERS	81-53220-00-930000-1000	(2,190.86)
Total disbursements from Journal Entries and Cash Sessions				15,768.77
Total disbursements from Paid Vouchers Register (activities listed on the attached report)				51,718.19
TOTAL DISBURSEMENTS				<u>67,486.96</u>

College of the Canyons Foundation

Fund 81 - Operating Fund

Paid Vouchers Register

Period Starting: 04/01/2026 - Period Ending: 05/31/2026

Payee	Date	Description	Account Number	Amount	Expense Category	Activity
Allenmar G. Basallaje	05/06/2026	FNDT C26-068, CLASSIFIED APPRECIATION AWARD	81-65890-00-930006-1000	100.00	OTHER EXPENSES	FOUNDATION GENERAL OPERATIONS
			Allenmar G. Basallaje Total	100.00		
Atkinson, Andelson, Loya, Ruud	04/24/2026	FNDT C26-059, ATTORNEY FEES	81-65730-00-930006-1000	842.63	LEGAL SERVICES	FOUNDATION GENERAL OPERATIONS
			Atkinson, Andelson, Loya, Ruud Total	842.63		
Brooke Edwards	05/13/2026	FNDT C26-064, SILVER SPUR PHOTOGRAPER	81-65890-00-940003-1000	1,700.00	OTHER EXPENSES	SILVER SPUR
			Brooke Edwards Total	1,700.00		
Caroline Escobar	05/27/2026	FNDT C26-076, SILVER SPUR CENTERPIECES	81-65890-00-940003-1000	2,150.00	OTHER EXPENSES	SILVER SPUR
			Caroline Escobar Total	2,150.00		
Dylan T. Mahoney	04/17/2026	FNDT C26-057, ALCOHOL BUREAU PERMIT	81-65890-00-940002-1000	10.00	OTHER EXPENSES	PRESIDENT'S CIRCLE
			Dylan T. Mahoney Total	10.00		
Eide Bailly, LLP	05/13/2026	FNDT C26-063, AUDITORS	81-65710-00-930006-1000	2,500.00	AUDITORS	FOUNDATION GENERAL OPERATIONS
			Eide Bailly, LLP Total	2,500.00		
Intellectspace Corporation	05/06/2026	FNDTC26-062, LIVE ALUMNI SUBSCRIPTION	81-65130-00-930004-1000	1,408.75	CONTRACT SERVICES	DEVELOPMENT FUNDRAISING
			Intellectspace Corporation Total	1,408.75		
Marissa M. Kneisel	05/06/2026	FNDT C26-067, CLASSIFIED APPRECIATION AWARD	81-65890-00-930006-1000	100.00	OTHER EXPENSES	FOUNDATION GENERAL OPERATIONS
			Marissa M. Kneisel Total	100.00		
Mark A. Carr	05/06/2026	FNDT C26-070, CLASSIFIED APPRECIATION AWARD	81-65890-00-930006-1000	100.00	OTHER EXPENSES	FOUNDATION GENERAL OPERATIONS
			Mark A. Carr Total	100.00		
Raymond James Financial	05/15/2026	FNDT C26-072, FINANCIAL ADVISOR FEES	81-65130-00-930006-1000	1,380.24	CONTRACT SERVICES	FOUNDATION GENERAL OPERATIONS
Raymond James Financial	05/15/2026	FNDT C26-074, FINANCIAL ADVISOR FEES	81-65130-00-930006-1000	1,536.87	CONTRACT SERVICES	FOUNDATION GENERAL OPERATIONS
Raymond James Financial	05/15/2026	FNDT C26-073, FINANCIAL ADVISOR FEES	81-65130-00-930006-1000	849.70	CONTRACT SERVICES	FOUNDATION GENERAL OPERATIONS
Raymond James Financial	05/15/2026	FNDT C26-075, FINANCIAL ADVISOR FEES	81-65130-00-930006-1000	1,126.39	CONTRACT SERVICES	FOUNDATION GENERAL OPERATIONS
			Raymond James Financial Total	4,893.20		
Rebecca E. Rassool	05/06/2026	FNDT 26-065, CLASSIFIED APPRECIATION AWARD	81-65890-00-930006-1000	300.00	OTHER EXPENSES	FOUNDATION GENERAL OPERATIONS
			Rebecca E. Rassool Total	300.00		
Sarah Schnittker	05/06/2026	FNDT C26-0669, CLASSIFIED APPRECIATION AWARD	81-65890-00-930006-1000	100.00	OTHER EXPENSES	FOUNDATION GENERAL OPERATIONS
			Sarah Schnittker Total	100.00		
Shen Zhen New World II LLC	05/13/2026	FNDTC26-0771, SILVER SPUR VENUE	81-65890-00-940003-1000	27,318.76	OTHER EXPENSES	SILVER SPUR
			Shen Zhen New World II LLC Total	27,318.76		
Stokes Auction Group, Inc.	05/01/2026	FNDT C26-061, SILVER SPUR AUCTIONEER	81-65890-00-940003-1000	5,200.00	OTHER EXPENSES	SILVER SPUR
			Stokes Auction Group, Inc. Total	5,200.00		
Trophy Emporium	04/24/2026	FNDT C26-058, BADGES	81-64550-00-930006-1000	46.10	NON-INSTR. SUPPLIES	FOUNDATION GENERAL OPERATIONS
			Trophy Emporium Total	46.10		
Via Promotionals, Inc.	05/01/2026	FNDTC26-060, PRESENTATION FOLDERS	81-65890-00-930004-1000	1,111.58	OTHER EXPENSES	DEVELOPMENT FUNDRAISING
			Via Promotionals, Inc. Total	1,111.58		
Wells Fargo	04/17/2026	ACCT#0083, SUPPLIES	81-64550-00-930006-1000	46.10	NON-INSTR. SUPPLIES	FOUNDATION GENERAL OPERATIONS
Wells Fargo	04/17/2026	ACCT#0083, BOARD MEETING SUPPLIES AND FOOD	81-65890-00-930006-1000	320.34	OTHER EXPENSES	FOUNDATION GENERAL OPERATIONS
Wells Fargo	04/17/2026	ACCT#7906, BACKDROP	81-64550-00-930006-1000	713.38	NON-INSTR. SUPPLIES	FOUNDATION GENERAL OPERATIONS
Wells Fargo	04/17/2026	ACCT#7906, JCI MEMBERSHIP	81-65310-00-930004-1000	98.00	MEMBERSHIPS	DEVELOPMENT FUNDRAISING
Wells Fargo	04/17/2026	ACCT#7906, BOARD MEETING FOOD	81-65890-00-930006-1000	69.93	OTHER EXPENSES	FOUNDATION GENERAL OPERATIONS
Wells Fargo	04/17/2026	ACCT#7906, PAC PRE-SHOW FOOD	81-65890-00-940002-1000	134.12	OTHER EXPENSES	PRESIDENT'S CIRCLE
Wells Fargo	04/17/2026	ACCT#7906, SILVER SPUR INVITATIONS	81-65890-00-940003-1000	1,197.40	OTHER EXPENSES	SILVER SPUR
Wells Fargo	04/17/2026	ACCT#7835, WATER & OFFICE SUPPLIES	81-64550-00-930006-1000	108.65	NON-INSTR. SUPPLIES	FOUNDATION GENERAL OPERATIONS
Wells Fargo	04/17/2026	ACCT#7835, VIA EVENT	81-65222-00-930004-1000	170.00	EVENT/MTG ATTENDANCE	DEVELOPMENT FUNDRAISING
Wells Fargo	04/17/2026	ACCT#7835, CONSTANT CONTACT SUBSCRIPTION	81-65860-00-930004-1000	272.50	ADVERTISING	DEVELOPMENT FUNDRAISING
Wells Fargo	04/17/2026	ACCT#7835, DATA SUBSCRIPTION	81-65890-00-930004-1000	30.86	OTHER EXPENSES	DEVELOPMENT FUNDRAISING
Wells Fargo	05/22/2026	ACCT#7835, WATER & OFFICE SUPPLIES	81-64550-00-930006-1000	188.75	NON-INSTR. SUPPLIES	FOUNDATION GENERAL OPERATIONS
Wells Fargo	05/22/2026	ACCT#7835, SCV CHAMBER AND VIA EVENTS	81-65222-00-930004-1000	160.00	EVENT/MTG ATTENDANCE	DEVELOPMENT FUNDRAISING

College of the Canyons Foundation

Fund 81 - Operating Fund

Paid Vouchers Register

Period Starting: 04/01/2026 - Period Ending: 05/31/2026

Payee	Date	Description	Account Number	Amount	Expense Category	Activity
Wells Fargo	05/22/2026	ACCT#7835, CONSTANT CONTACT SUBSCRIPTION	81-65860-00-930004-1000	272.50	ADVERTISING	DEVELOPMENT FUNDRAISING
Wells Fargo	05/22/2026	ACCT#7835, MEETINGS	81-65890-00-930004-1000	206.12	OTHER EXPENSES	DEVELOPMENT FUNDRAISING
Wells Fargo	05/22/2026	ACCT#0083, MEETINGS	81-65890-00-930004-1000	222.65	OTHER EXPENSES	DEVELOPMENT FUNDRAISING
Wells Fargo	05/22/2026	ACCT#7906, SILVER SPUR INVITATIONS REFUND	81-65890-00-940003-1000	(395.10)	OTHER EXPENSES	SILVER SPUR
Wells Fargo	05/22/2026	ACCT#7906, WATER FOR 3X3 BASKETBALL TOURNAMENT	81-65890-00-930001-1000	20.97	OTHER EXPENSES	ALUMNI DEVELOPMENT
			Wells Fargo Total	3,837.17		
			Grand Total	51,718.19		

College of the Canyons Foundation

Fund 82 - Fund 89

Disbursement Report

Period Covered: April 2026 - May 2026

Payee	Date	Fund	Account Name	Description	Amount
Wells Fargo - SCV Man & Woman	04/17/2026	82	FUNDS FOR THE FUTURE	SCV Man & Woman of the Year	2,000.00
Wells Fargo - Green Nursery/Heritage Landscape	04/17/2026	82	CUSUMANO CULINARY ARTS PROG	ICUE Cusumano Ribbon Cutting Ceremony	410.02
Wells Fargo - A-1 Party/Vivian's Flower Market	05/22/2026	82	CUSUMANO CULINARY ARTS PROG	ICUE Cusumano Ribbon Cutting Ceremony	744.35
Abate	04/30/2026	82	FOUNDATION MINI GRANT	Return of Unused Funds	(1,000.00)
Abate	04/30/2026	84	EXTERNAL 3RD PARTY SCHOLARSHIPS	Return of Unawarded Scholarship	(800.83)
Total disbursements from Journal Entries and Check Requests					1,353.54
Transfer from Cusumano Culinary Arts Program to Fund 81 Admin Fee					9,750.00
Transfer from Expendable Interest to COC Foundation Endowment					75,000.00
Transfer from Endowed Interest to Endowments for Reinvestment					2,651.39
Transfer from Endowed Scholarships Interest to Endowed Scholarships for Reinvestment					4,096.04
Total disbursements from Special Grants Register (activities listed on the attached report)					89,857.28
TOTAL DISBURSEMENTS					<u>182,708.25</u>

College of the Canyons Foundation
Fund 82 - Fund 89
Special Grants Register
Period Starting: 04/01/2025 - Period Ending: 05/31/2026

Date	Account Name	Payee	Description	Amount	Account Total
FUND 82					
<u>INSTRUCTIONAL PROGRAMS</u>					
05/14/2026	ARCHITECTURE & INTERIOR DESIGN	COC Bookstore	Student Graduation Sashes	637.19	
			ARCHITECTURE & INTERIOR DESIGN Total		637.19
05/28/2026	COC SPEECH & DEBATE	Adam M. Kaminsky	Social Media Competition Awards	11.42	
			COC SPEECH & DEBATE Total		11.42
05/28/2026	ENGLISH DEPARTMENT	Mary Angelino	Poets and Writers Event Refreshments	497.02	
			ENGLISH DEPARTMENT Total		497.02
04/29/2026	LAND SURVEYING	Regina M. Blasberg	20th Anniversary Celebration Food and Decorations	958.45	
			LAND SURVEYING Total		958.45
04/24/2026	PARALEGAL STUDIES	AAFPE	Honor Society Memberships for Students	1,800.00	
			PARALEGAL STUDIES Total		1,800.00
05/22/2026	RECREATION MANAGEMENT PROGRAM	Brittany Applen	Leisure Lawn Supplies	697.76	
			RECREATION MANAGEMENT PROGRAM Total		697.76
05/15/2026	THEATRE ARTS DEPARTMENT	College of the Canyons	Pre-Show Event Tickets	138.00	
			THEATRE ARTS DEPARTMENT Total		138.00
04/17/2026	THEATRE PRODUCTION	David Stears	Festival Team Dinner	539.45	
			THEATRE PRODUCTION Total		539.45
04/07/2026	VAPA PERCUSSION PROGRAM FUND	College of the Canyons	Studio Drum Set	2,518.73	
			VAPA PERCUSSION PROGRAM FUND Total		2,518.73
			INSTRUCTIONAL PROGRAMS TOTAL		7,798.02
<u>CAMPUS DEPARTMENTS AND CLUBS</u>					
05/14/2026	CANYON COUNTRY CAMPUS	Maria Sanchez	Star Party Food	109.20	
			CANYON COUNTRY CAMPUS Total		109.20
05/06/2026	CAREER SERVICES	Alexandra Y. Baghestani	Job Fair Refreshments	967.12	
05/06/2026	CAREER SERVICES	Hiba Edgheim	Job Fair Lunch	2,566.78	
			CAREER SERVICES Total		3,533.90
05/06/2026	CLASSIFIED SENATE	Michael Monsour	Spring/Summer Events Supplies	35.96	
04/24/2026	CLASSIFIED SENATE	Sandra Esquivel	Social Engagement Supplies	146.57	
			CLASSIFIED SENATE Total		182.53
05/28/2026	FOUNDATION MINI GRANT	Adam M. Kaminsky	COMS Speech and Socia Media Competition	675.00	
05/06/2026	FOUNDATION MINI GRANT	Amy A. Foote	MESA Skills Lab	33.52	
05/06/2026	FOUNDATION MINI GRANT	Amy A. Foote	MESA Skills Lab	18.16	
05/06/2026	FOUNDATION MINI GRANT	Amy A. Foote	MESA Skills Lab	364.72	
05/22/2026	FOUNDATION MINI GRANT	College of the Canyons	Advanced Technology Center Tours and Events	1,000.00	
05/28/2026	FOUNDATION MINI GRANT	College of the Canyons	Advanced Technology Center Apparel	1,000.00	
04/13/2026	FOUNDATION MINI GRANT	Emilia D. Moscoso Borja	Music of Latin America Workshop Series	250.00	
04/13/2026	FOUNDATION MINI GRANT	Kwasi M. Connor	Anthro Survivor Contest	750.00	
04/07/2026	FOUNDATION MINI GRANT	Peter J. Garcia	Music of Latin America Workshop Series	250.00	
			FOUNDATION MINI GRANT Total		4,341.40
04/08/2026	FUNDRAISING DEVELOPMENT	College of the Canyons	Health Professions Ribbon Cutting Ceremony Coat	228.06	
			FUNDRAISING DEVELOPMENT Total		228.06
05/28/2026	FUNDS FOR THE FUTURE	Integrated Support Solutions, Inc.	Classified Appreciation Luncheon Catering	6,310.63	
04/14/2026	FUNDS FOR THE FUTURE	Jamie L. Page	Health Professions Ribbon Cutting Ceremony Refreshments	572.99	
04/29/2026	FUNDS FOR THE FUTURE	Jordano's Food Service	ICUE Cusumano Ribbon Cutting Ceremony Supplies	1,140.93	
04/07/2026	FUNDS FOR THE FUTURE	Kim Kurowski	Simulation Center Ribbon Cutting Decorations	263.40	
04/29/2026	FUNDS FOR THE FUTURE	Worldwide Produce	ICUE Cusumano Ribbon Cutting Ceremony Supplies	798.95	
			FUNDS FOR THE FUTURE Total		9,086.90
05/06/2026	GLORIA JACKSON MEMORIAL FUND	Gina M. Harris	Classified Appreciation Award	100.00	
			GLORIA JACKSON MEMORIAL FUND Total		100.00
05/13/2026	MESA PROGRAM	Cameron Demartini	MESA Student Award	250.00	
05/13/2026	MESA PROGRAM	Ricky Elam	MESA Student Award	250.00	
05/13/2026	MESA PROGRAM	Sanchita Modi	MESA Student Award	250.00	
			MESA PROGRAM Total		750.00
04/24/2026	NATIONAL STUDENT NURSE ASSOCIA	COC Associated Students	NSNA Pinning Ceremony Expenses	2,500.00	
05/15/2026	NATIONAL STUDENT NURSE ASSOCIA	Cynthia Magana	NSNA Pinning Ceremony Student Award	100.00	
05/15/2026	NATIONAL STUDENT NURSE ASSOCIA	Katherine Soto	NSNA Pinning Ceremony Student Award	100.00	
05/15/2026	NATIONAL STUDENT NURSE ASSOCIA	Mailyne Lamban	NSNA Pinning Ceremony Student Award	100.00	
05/15/2026	NATIONAL STUDENT NURSE ASSOCIA	Suzanne Daly	NSNA Pinning Ceremony Student Award	100.00	
			NATIONAL STUDENT NURSE ASSOC Total		2,900.00
04/07/2026	PATRONS OF THE ARTS	Arrowmont School of Arts and Crafts	Student Fellowship Sponsorship	848.50	
04/17/2026	PATRONS OF THE ARTS	Arrowmont School of Arts and Crafts	Student Fellowship Sponsorship	802.50	
05/14/2026	PATRONS OF THE ARTS	College of the Canyons	Concert Tickets for Students	360.00	
05/14/2026	PATRONS OF THE ARTS	College of the Canyons	Creative Workforce Incubator Series Lunches	1,549.54	
04/07/2026	PATRONS OF THE ARTS	David Heredia	Creative Workforce Incubator Series Lunches	188.20	
05/22/2026	PATRONS OF THE ARTS	Harriet Happel	Creative Workforce Incubator Series Lunches	254.44	
05/28/2026	PATRONS OF THE ARTS	Harriet Happel	Creative Workforce Incubator Series Lunches	302.44	
05/22/2026	PATRONS OF THE ARTS	Karen Zea	Student Fellowship Sponsorship	145.00	
05/22/2026	PATRONS OF THE ARTS	Kaylee Guillen	Student Fellowship Sponsorship	346.40	
			PATRONS OF THE ARTS Total		4,797.02
04/24/2026	PITCHESS STUDENT FUND	Jorge A. Vazquez-Contreras	Rising Scholar Student GED Exam	179.00	
			PITCHESS STUDENT FUND Total		179.00
04/29/2026	SPONSOR A STUDENT	Cristian Benoit Maldonado	Study Abroad Student Sponsorship	2,000.00	
			SPONSOR A STUDENT Total		2,000.00
04/14/2026	VOLUNTEER BUREAU & STUDENT EMP	Yasser Issa	Employee of the Month Award	25.00	
05/15/2026	VOLUNTEER BUREAU & STUDENT EMP	Yasser Issa	Employee of the Month and Volunteer of the Year Awards	100.00	
			VOLUNTEER BUREAU & STUDENT EMP Total		125.00
			CAMPUS DEPARTMENTS AND CLUBS TOTAL		28,333.01

College of the Canyons Foundation
Fund 82 - Fund 89
Special Grants Register
Period Starting: 04/01/2025 - Period Ending: 05/31/2026

Date	Account Name	Payee	Description	Amount	Account Total
<u>ATHLETICS</u>					
04/13/2026	GOLF DEPARTMENT	College of the Canyons	Golf Team Travel Expenses	1,700.12	
				GOLF DEPARTMENT Total	1,700.12
				ATHLETICS TOTAL	1,700.12
<u>INTEREST FROM ENDOWMENTS</u>					
04/29/2026	ENDOWMENTS	College of the Canyons	Agajanian Leadership Endowment - Faculty Travel Expenses	1,805.40	
04/29/2026	ENDOWMENTS	College of the Canyons	Agajanian Leadership Endowment - Faculty Travel Expenses	766.40	
04/29/2026	ENDOWMENTS	Cristian Benoit Maldonado	J. Turturro Architecture & Int. Design - Student Sponsorship	1,000.00	
				GOLF DEPARTMENT Total	3,571.80
				ATHLETICS TOTAL	3,571.80
				FUND 82 - GRAND TOTAL	41,402.95
FUND 84					
<u>EXPENDABLE SCHOLARSHIPS</u>					
04/13/2026	ASST. LEAGUE OF SANTA CLARITA	College of the Canyons	Student Scholarships	2,500.00	
05/06/2026	ASST. LEAGUE OF SANTA CLARITA	College of the Canyons	Student Scholarships	2,500.00	
05/28/2026	EDISON FIRE TECHNOLOGY SCHOLAR	College of the Canyons	Student Scholarships	16,000.00	
04/13/2026	EXTERNAL 3RD PARTY SCHOLARSHIPS	College of the Canyons	Student Scholarships	1,106.50	
04/13/2026	EXTERNAL 3RD PARTY SCHOLARSHIPS	College of the Canyons	Student Scholarships	1,105.50	
04/13/2026	EXTERNAL 3RD PARTY SCHOLARSHIPS	College of the Canyons	Student Scholarships	1,658.75	
04/13/2026	EXTERNAL 3RD PARTY SCHOLARSHIPS	College of the Canyons	Student Scholarships	553.25	
04/24/2026	EXTERNAL 3RD PARTY SCHOLARSHIPS	College of the Canyons	Student Scholarships	1,660.75	
04/24/2026	EXTERNAL 3RD PARTY SCHOLARSHIPS	College of the Canyons	Student Scholarships	553.75	
04/24/2026	EXTERNAL 3RD PARTY SCHOLARSHIPS	College of the Canyons	Student Scholarships	554.25	
04/24/2026	EXTERNAL 3RD PARTY SCHOLARSHIPS	College of the Canyons	Student Scholarships	768.00	
05/06/2026	EXTERNAL 3RD PARTY SCHOLARSHIPS	College of the Canyons	Student Scholarships	554.25	
05/14/2026	EXTERNAL 3RD PARTY SCHOLARSHIPS	College of the Canyons	Student Scholarships	1,108.50	
05/28/2026	EXTERNAL 3RD PARTY SCHOLARSHIPS	College of the Canyons	Student Scholarships	1,664.25	
05/28/2026	EXTERNAL 3RD PARTY SCHOLARSHIPS	College of the Canyons	Student Scholarships	2,500.00	
05/28/2026	EXTERNAL 3RD PARTY SCHOLARSHIPS	College of the Canyons	Student Scholarships	555.25	
05/28/2026	EXTERNAL 3RD PARTY SCHOLARSHIPS	College of the Canyons	Student Scholarships	1,110.50	
04/14/2026	EXTERNAL 3RD PARTY SCHOLARSHIPS	Scholarship America	Student Scholarships	800.83	
04/13/2026	INSPIRE SCHOLARS SCHOLARSHIP	College of the Canyons	Student Scholarships	350.00	
04/17/2026	REMO & AMI BELLI MUSIC/PERCUSS	College of the Canyons	Student Scholarships	9,000.00	
04/13/2026	STUDENT SCHOLARSHIPS	College of the Canyons	Student Scholarships	350.00	
				EXPENDABLE SCHOLARSHIPS TOTAL	46,954.33
				FUND 84 - GRAND TOTAL	46,954.33
FUND 88					
<u>OSHER SCHOLARSHIPS</u>					
05/14/26	OSHER CCC SCHOLARSHIP ENDOWMENT	College of the Canyons	Student Scholarships	1,000.00	
05/14/26	OSHER CCC SCHOLARSHIP ENDOWMENT	College of the Canyons	Student Scholarships	500.00	
				OSHER SCHOLARSHIPS TOTAL	1,500.00
				FUND 88 - GRAND TOTAL	1,500.00
				FUNDS 82 - 89 DISBURSEMENTS GRAND TOTAL	89,857.28

Fund 82 Program Account Balances as of May 31, 2026

Instructional Programs, various Campus Departments and Clubs, and Athletic Support

Authorized Signature	Program	Activity	Program Name	Amount
<u>FOUNDATION CAPACITY CAMPAIGNS</u>				
Harriet Happel	Instructional	950164	ADVANCED TECHNOLOGY CENTER	95,876.06
Sarah Cox	Campus Dpts/Clubs	950640	BANC - BASIC NEEDS CENTER	40,270.81
Sarah Cox	Campus Dpts/Clubs	950670	COUGARS CARE EMERGENCY GRANT	24,925.00
COC Foundation	Campus Dpts/Clubs	950565	FOUNDATION MINI GRANT	19,844.58
Andy McCutcheon	Campus Dpts/Clubs	950561	PATRONS OF THE ARTS	29,509.97
FOUNDATION CAPACITY CAMPAIGNS TOTAL				210,426.42
<u>COC FOUNDATION</u>				
COC Foundation	Campus Dpts/Clubs	950552	CAMPUS DEVELOPMENT	120.00
COC Foundation	Campus Dpts/Clubs	950667	DR. VAN HOOK INNOVATION AWARD	38,305.50
COC Foundation	Campus Dpts/Clubs	950545	EARTHQUAKE	632.78
COC Foundation	Campus Dpts/Clubs	950581	FRIENDS OF THE GARDEN	5,839.15
COC Foundation	Campus Dpts/Clubs	950563	GLORIA JACKSON MEMORIAL FUND	1,135.00
COC Foundation	Campus Dpts/Clubs	950629	JACK SHINE MEMORIAL FUND	880.00
COC Foundation	Campus Dpts/Clubs	950535	LA TIMES INTERLUDE ACCOUNT	4,763.13
COC Foundation	Campus Dpts/Clubs	950601	LEARNING RSRC PRGRM DNR RCGNTN	120.00
COC Foundation	Campus Dpts/Clubs	950662	MICHELE JENKINS BRIDGING THE CANYON	1,825.00
COC Foundation	Campus Dpts/Clubs	950542	PRINTING - J LECRIVAN	200.00
COC Foundation	Campus Dpts/Clubs	950661	ROGER VAN HOOK RAISING THE BAR	256,086.64
COC Foundation	Campus Dpts/Clubs	950605	SPONSOR A STUDENT	4,514.32
COC Foundation	Campus Dpts/Clubs	950664	SRSF-NEWHALL FAMILY FOUNDATION	36,500.00
COC Foundation	Campus Dpts/Clubs	950522	TEACH	100.00
COC Foundation	Campus Dpts/Clubs	950549	TEACHING IMPROVEMENT	449.11
COC Foundation	Campus Dpts/Clubs	950579	TRIP TEXTBOOK RENTAL PROGRAM	811.29
COC Foundation	Campus Dpts/Clubs	950553	WOMEN'S CONFERENCE	11,852.85
COC FOUNDATION TOTAL				364,134.77
<u>INSTRUCTIONAL PROGRAMS</u>				
Lisa Malley	Instructional	950132	ANTHROPOLOGY	801.13
Jason Oliver	Instructional	950156	ARCHITECTURE & INTERIOR DESIGN	351.03
Gary Sornborger	Instructional	950150	AUTO TECHNOLOGY PROGRAM	38,324.74
David Vakil	Instructional	950103	BIOLOGY - ROSE	3,439.55
David Vakil	Instructional	950102	BIOLOGY DEPARTMENT	3,963.94
David Vakil	Instructional	950104	BIOTECHNOLOGY	850.00
Gary Quire	Instructional	950136	BUSINESS	235.00
Max Keller	Instructional	950141	CINEMA DEPARTMENT	2,955.96
Erin Tague	Instructional	950145	CIVIC CENTER	500.00
Andy McCutcheon	Instructional	950161	COC ART GALLERY	-
William MacPherson	Instructional	950106	COC CHOIR	1,085.00
Adam Kaminsky	Instructional	950107	COC SPEECH & ACTING TEAM	10,794.50
Justin Hunt	Instructional	950108	COMPUTER NETWORKING PROGRAM	227.04
Ben Riveira	Instructional	950109	COMPUTER SCIENCE	1,898.33
Regina Blasberg	Instructional	950154	CONSTRUCTION MANAGEMENT	669.40
Cindy Schwanke	Instructional	950140	CULINARY ARTS	487.79
Diana Stanich	Instructional	950110	DANCE DEPARTMENT	7,277.30
Jennifer Paris	Instructional	950158	ECE ACADEMIC DEPARTMENT	4,845.00
Jason Gurtovoy	Instructional	950111	ECONOMICS DEPARTMENT	1,350.38
Patricia Foley	Instructional	950112	ELECTRIC ENGINEERING DEPT	409.40
Jessica Crowley	Instructional	950113	EMERGENCY MEDICAL TECH PROGRAM	11.05
Patricia Foley	Instructional	950114	ENGINEERING DEPARTMENT	954.82

Fund 82 Program Account Balances as of May 31, 2026

Instructional Programs, various Campus Departments and Clubs, and Athletic Support

Authorized Signature	Program	Activity	Program Name	Amount
Erin Delaney	Instructional	950116	ENGLISH - KEMPLER	1,213.13
Erin Delaney	Instructional	950115	ENGLISH DEPARTMENT	10,335.48
Erin Delaney	Instructional	950149	ENGLISH LITERARY	499.64
Diane Avery	Instructional	950163	FIRE ACADEMY	5,000.00
Keith Kawamoto	Instructional	950117	FIRE TECH	135.87
Regina Blasberg	Instructional	950135	FRESH WATER TECHNOLOGY	660.15
Jeremy Patrich	Instructional	950137	GEOGRAPHY	1,805.27
Jeremy Patrich	Instructional	950134	GEOLOGY	175.46
Monica Shukla-Belmontes	Instructional	950118	HOTEL RESTAURANT MANAGEMENT	5.53
William MacPherson	Instructional	950120	JAZZ BAND	700.00
Andy McCutcheon	Instructional	950157	KEVIN JENKINS MEMORIAL FUND	4,834.54
Regina Blasberg	Instructional	950159	LAND SURVEYING	6,281.62
Anzhela Grigoryan	Instructional	950122	MATH DEPARTMENT	6,020.56
David Brill	Instructional	950151	MEDIA ENTERTAINMENT ARTS FILM	1,900.00
Hencelyn Chu	Instructional	950152	MEDICAL LABORATORY TECH. PROGR	37.28
William MacPherson	Instructional	950123	MUSIC DEPARTMENT	39.71
David Stears	Instructional	950138	NEW WORKS FESTIVAL- THEATRE	3,430.94
Tina Waller	Instructional	950124	NURSING DEPARTMENT	25,878.02
Nicole Faudree	Instructional	950155	PARALEGAL STUDIES	3,238.00
Jaya George	Instructional	950125	PHARMACY TECH PROGRAM	500.00
Wendy Brill	Instructional	950126	PHOTO DEPARTMENT	207.08
Karl Striepe	Instructional	950148	POLITICAL SCIENCE	3,015.93
Tammy Mahan	Instructional	950127	PSYCHOLOGY DEPARTMENT	7,770.03
Brittany Applen	Instructional	950160	RECREATION MANAGEMENT PROGRAM	837.64
Gary Quire	Instructional	950139	SIONKO BUSINESS	1,500.00
Andy McCutcheon	Instructional	950146	STUDENT ORCHESTRA	0.17
David Stears	Instructional	950128	THEATRE ARTS DEPARTMENT	6,487.24
David Stears	Instructional	950131	THEATRE PRODUCTION	1,425.85
William MacPherson	Instructional	950162	VAPA PERCUSSION PROGRAM FUND	29,762.52
Tim Baber	Instructional	950129	WELDING DEPARTMENT	25,001.88
INSTRUCTIONAL PROGRAMS TOTAL				230,130.90

CAMPUS DEPARTMENTS AND CLUBS

Andy McCutcheon	Campus Dpts/Clubs	950622	"THE SANDY" PRO AWARD	14,730.00
Francis Wilbert	Campus Dpts/Clubs	950509	ACADEMIC ACCOMODATIONS CENTER	1,850.73
Thea Alvarado	Campus Dpts/Clubs	950598	ACADEMIC AFFAIRS	500.00
Lisa Hooper	Campus Dpts/Clubs	950586	ACADEMIC SENATE	1,001.10
Club Advisor	Campus Dpts/Clubs	950627	ACM CLUB	75.25
Club Advisor	Campus Dpts/Clubs	950658	ACTIVE MINDS	1,769.25
Anthony Morris	Campus Dpts/Clubs	950654	AFRICAN-AMERICAN/BLACK STUDENT	486.91
Tina Waller	Campus Dpts/Clubs	950617	ALPHA DELTA NU	3,305.21
Brittany Applen	Campus Dpts/Clubs	950584	AMERICAN SIGN LANGUAGE CLUB	4,472.88
Brittany Applen	Campus Dpts/Clubs	950620	AMERICAN SIGN LANGUAGE DEPT	2,704.98
Club Advisor	Campus Dpts/Clubs	950624	ANTHROPOLOGY CLUB	162.26
Michael McCaffrey	Campus Dpts/Clubs	950589	ART DEPARTMENT	187.10
Kelly Dapp	Campus Dpts/Clubs	950606	ASG CLUBS AND ORGANIZATIONS	24.30
Club Advisor	Campus Dpts/Clubs	950613	ASTRONOMY & PHYSICS ASG CLUB	72.88
Tom Bilbruck	Campus Dpts/Clubs	950533	AT RISK YOUTH PROGRAM	6,162.35
Jeannie Chari	Campus Dpts/Clubs	950660	BIODIVERSITY INITIATIVE PROJ	11,032.07
Melody Klingenfuss	Campus Dpts/Clubs	950674	BLUEBIRD RESOURCE PROGRAM	645.00

Fund 82 Program Account Balances as of May 31, 2026

Instructional Programs, various Campus Departments and Clubs, and Athletic Support

Authorized Signature	Program	Activity	Program Name	Amount
Evelyn Garcia	Campus Dpts/Clubs	950504	CAL WORKS & NEW HORIZONS	254.73
Kelly Cude	Campus Dpts/Clubs	950625	CANCER AWARENESS DAY	4.40
Paul Wickline	Campus Dpts/Clubs	950611	CANYON COUNTRY CAMPUS	2,984.49
Vivianna Lazalde	Campus Dpts/Clubs	950680	CANYONS CREATIVE CLUB	146.49
Harriet Happel	Campus Dpts/Clubs	950505	CAREER SERVICES	26,899.60
Paul Wickline	Campus Dpts/Clubs	950555	CCC INNOVATION	17,657.19
Monica Marshall	Campus Dpts/Clubs	950557	CENTER ADVISORY COMMITTEE	3,676.63
William MacPherson	Campus Dpts/Clubs	950608	CHAMBER SINGERS	2,050.00
Julie Keller	Campus Dpts/Clubs	950558	CIRCLE OF FRIENDS	8,237.53
Linda Beauregard-Vasquez	Campus Dpts/Clubs	950580	CIVIC ENGAGEMENT & COMM SSS	149.34
Michael Monsour	Campus Dpts/Clubs	950506	CLASSIFIED SENATE	1,609.77
Ruth Rassool	Campus Dpts/Clubs	950615	COC GAY STRAIGHT ALLIANCE	316.24
Ricardo Rosales	Campus Dpts/Clubs	950604	COC HEALTH AND MEDICAL SOCIETY	7.79
Pamela Brogdon-Wynne	Campus Dpts/Clubs	950517	COC HERITAGE COMMITTEE	1,000.00
Juan Buriel	Campus Dpts/Clubs	950614	COC LATINX ALLIANCE	24.24
Renard Thomas	Campus Dpts/Clubs	950644	COC VETERAN'S PROGRAM	5,436.08
Ali Naddafpour	Campus Dpts/Clubs	950676	COC VOLUNTEER INCOME TAX ASST	4,750.00
Club Advisor	Campus Dpts/Clubs	950650	COMMUNICATIONS STUDIES CLUB	636.91
Jeff Gregor	Campus Dpts/Clubs	950507	COMMUNITY EXTENSION	2,515.50
Mat Camara	Campus Dpts/Clubs	950550	COMPUTER SUPPORT SVCS TECH CTR	179.51
Diane Avery	Campus Dpts/Clubs	950508	CREATE PROGRAM	221.87
Alene Terzian	Campus Dpts/Clubs	950578	CUL-DE-SAC LITERARY MAGAZINE	2,084.00
Cindy Schwanke	Campus Dpts/Clubs	950599	CULINARY ED. FUND FOR EXCELLEN	47,636.63
Cindy Schwanke	Campus Dpts/Clubs	950684	CUSUMANO CULINARY ARTS PROG	139,095.63
Andy McCutcheon	Campus Dpts/Clubs	950610	DIV OF FINE&PERFORMING ARTS	408.61
Evelyn Garcia	Campus Dpts/Clubs	950671	EOPS (EXT OPP PROG & SERV)	1,000.00
Evelyn Garcia	Campus Dpts/Clubs	950511	EOPS/CARE BOOK GRANT PROGRAM	218.78
Andy McCutcheon	Campus Dpts/Clubs	950532	EQUIPMENT - ARTS & TECH.	2,147.17
Club Advisor	Campus Dpts/Clubs	950672	ESPORTS CLUB	246.99
Thea Alvarado	Campus Dpts/Clubs	950512	FACULTY FIELD TRIPS	673.00
Club Advisor	Campus Dpts/Clubs	950638	FILM CLUB	52.01
Tom Bilbruck	Campus Dpts/Clubs	950513	FINANCIAL AID	2,577.50
Club Advisor	Campus Dpts/Clubs	950645	FIREFIGHTERS OF TOMORROW ASG	1,080.00
Jasmine Ruys	Campus Dpts/Clubs	950514	FUNDS FOR THE FUTURE	49,312.46
Bob Maxwell	Campus Dpts/Clubs	950602	FUTURE BUSINESS LEADERS OF AME	4,382.06
Club Advisor	Campus Dpts/Clubs	950574	GAMMA BET PHI	167.27
Nick Pavik	Campus Dpts/Clubs	950515	GRAPHICS DEPARTMENT	548.93
Thea Alvarado	Campus Dpts/Clubs	950516	GREAT TEACHERS SEMINAR	2,914.00
Club Advisor	Campus Dpts/Clubs	950648	HABITAT FOR HUMANITY COC	59.75
Teresa Ciardi	Campus Dpts/Clubs	950636	HASP AND RSX FUND	16,756.40
Club Advisor	Campus Dpts/Clubs	950591	HISTORY CLUB	146.00
Miriam Golbert	Campus Dpts/Clubs	950518	HITE & HONORS	2,717.47
Kevin Anthony	Campus Dpts/Clubs	950520	HOSPITALITY PROGRAM	132.30
Sarah Etheridge	Campus Dpts/Clubs	950635	HUMAN RIGHTS SYMPOSIUM AWARD	200.00
Club Advisor	Campus Dpts/Clubs	950675	ICUE CULINARY CLUB	8,660.00
Jasmine Ruys	Campus Dpts/Clubs	950603	INNOVATION FUND	269,398.82
Evelyn Garcia	Campus Dpts/Clubs	950639	INSPIRE SCHOLARS SPECIAL FUND	45,301.23
Cindy Stephens /Kristi Robinson	Campus Dpts/Clubs	950564	INSPIRING SINGLE PARENTS	200.00
Thea Alvarado	Campus Dpts/Clubs	950570	INSTITUTE OF TEACHING & LEARNI	4,000.00

Fund 82 Program Account Balances as of May 31, 2026

Instructional Programs, various Campus Departments and Clubs, and Athletic Support

Authorized Signature	Program	Activity	Program Name	Amount
Preetax Saxena	Campus Dpts/Clubs	950653	INTERCULTURAL CENTER	15.00
Club Advisor	Campus Dpts/Clubs	950582	INTERIOR DESIGN CLUB	308.45
Club Advisor	Campus Dpts/Clubs	950537	INTERNATIONAL CLUB	150.00
Jia-Yi Cheng Levine	Campus Dpts/Clubs	950524	INTERNATIONAL SERVICES & PROGR	13,353.59
Jia-Yi Cheng Levine	Campus Dpts/Clubs	950607	ISP PROYECTA 100K	89.04
Vincent Devlahovich	Campus Dpts/Clubs	950630	ITaB	376.38
KC Manji	Campus Dpts/Clubs	950634	JUST JAZZ	155.03
Jeff Gregor	Campus Dpts/Clubs	950575	K-12 ARTS EDUCATION PROGRAM	5,284.85
James Glapa-Grossklag	Campus Dpts/Clubs	950621	LEARNING RESOURCES	786,615.00
Peter Hepburn	Campus Dpts/Clubs	950525	LIBRARY/IRC GENERAL ACCOUNT	1,398.42
Peter Hepburn	Campus Dpts/Clubs	950560	LIBRARY ASSOCIATES	29,586.05
Jason Oliver	Campus Dpts/Clubs	950618	MAKER SPACE	1,211.00
Jeff Gregor	Campus Dpts/Clubs	950562	MANAGING DIRECTOR	2,765.61
David Vakil	Campus Dpts/Clubs	950526	MATH & SCIENCE REMODEL CAMPAIG	8,094.00
David Vakil	Campus Dpts/Clubs	950568	MATH/SCIENCE/ENGINEERING	5,500.43
David Vakil	Campus Dpts/Clubs	950527	MEDIA CENTER	25.00
Amy Foote	Campus Dpts/Clubs	950528	MESA PROGRAM	5,206.67
Phil Gussin	Campus Dpts/Clubs	950531	MODEL UN	572.10
Club Advisor	Campus Dpts/Clubs	950626	MYGENMYFIGHT CLUB	75.07
Brandon Silva	Campus Dpts/Clubs	950669	NASSSP NATIVE PATHWAYS	921.52
Tina Waller	Campus Dpts/Clubs	950631	NATIONAL STUDENT NURSE ASSOCIA	2,440.39
Diane Avery	Campus Dpts/Clubs	950643	NONCREDIT STUDENT ACTIVITY	200.00
Club Advisor	Campus Dpts/Clubs	950534	NURSING ALUMNI ASSOCIATION	108.05
Jeff Gregor	Campus Dpts/Clubs	950548	PAC CONCESSIONS	47,688.66
Andy McCutcheon	Campus Dpts/Clubs	950683	PARALLAX PHOTO CLUB	204.80
Club Advisor	Campus Dpts/Clubs	950619	PHYSICIAN ASSISTANT STUDENT CL	67.97
Jasmine Ruys	Campus Dpts/Clubs	950647	PRESIDENT'S FUNDRAISING DEV.	7,113.43
Jasmine Ruys	Campus Dpts/Clubs	950538	PROJECT CELEBRATION	1,000.00
Club Advisor	Campus Dpts/Clubs	950540	PSYCHOLOGY CLUB	4,177.46
Erin Tague	Campus Dpts/Clubs	950541	RECYCLING	937.98
Jia-Yi Cheng Levine	Campus Dpts/Clubs	950685	REFUGEE STUDENT SUPPORT	11,730.00
Diane Avery	Campus Dpts/Clubs	950649	RISING SCHOLARS	171.00
Jia-Yi Cheng Levine	Campus Dpts/Clubs	950590	SC ENVIRONMENTAL ED. CONSORTIU	25,167.14
Andy McCutcheon	Campus Dpts/Clubs	950673	SCV BOOK FESTIVAL	241.00
Club Advisor	Campus Dpts/Clubs	950593	SIGMA CHI ETA CLUB	197.59
Amy Foote	Campus Dpts/Clubs	950612	SOCIETY OF HISPANIC PROF. ENG	1,093.46
Club Advisor	Campus Dpts/Clubs	950585	SOCIOLOGY CLUB	2.60
David Stears	Campus Dpts/Clubs	950594	SOLOPALOOZA	1,003.67
Claudia Acosta	Campus Dpts/Clubs	950543	SPANISH INSTITUTE	6,772.96
Claudia Acosta	Campus Dpts/Clubs	950596	SPORTS & MEDICINE ASG CLUB	1,511.84
Jeff Gregor	Campus Dpts/Clubs	950632	STRONG WORKFORCE APPRENTICESHI	2,000.00
Claudia Acosta	Campus Dpts/Clubs	950616	STUDENT VETERANS FOR AMERICA	1,161.00
Jia-Yi Cheng Levine	Campus Dpts/Clubs	950587	STUDENTS FOR SUSTAINABILITY	500.00
Jia-Yi Cheng Levine	Campus Dpts/Clubs	950567	SUSTAINABLE DEVELOPMENT COMMIT	15,651.83
Andy McCutcheon	Campus Dpts/Clubs	950547	SYMPHONY ORCHESTRA	121.13
Gina Peterson	Campus Dpts/Clubs	950681	TEACHERS OF TOMORROW CLUB	500.00
Jia-Yi Cheng Levine	Campus Dpts/Clubs	950595	TEDx	187.26
Chloe McGinley	Campus Dpts/Clubs	950551	TLC TUTOR ACCOUNT	964.01
Club Advisor	Campus Dpts/Clubs	950668	VETERAN'S ALLIANCE ORG (VALOR)	2,880.19

Fund 82 Program Account Balances as of May 31, 2026

Instructional Programs, various Campus Departments and Clubs, and Athletic Support

Authorized Signature	Program	Activity	Program Name	Amount
Yasser Issa	Campus Dpts/Clubs	950663	VOLUNTEER BUREAU & STUDENT EMP	75.00
Jeff Gregor	Campus Dpts/Clubs	950503	WORFORCE AND ECONOMIC ADVANCEMENT	1,003.34
Andy McCutcheon	Campus Dpts/Clubs	950554	WORLD CULTURE FESTIVAL	248.00
Club Advisor	Campus Dpts/Clubs	950665	ZONTA'S COC CHAPTER/GOLDEN Z	21.53
CAMPUS DEPARTMENTS AND CLUBS TOTAL				1,728,904.09

ATHLETIC SUPPORT

Chad Peters	Athletics	950702	ATHLETIC EXPANSION CAMPAIGN	359.19
Chad Peters	Athletics	950721	ATHLETIC HALL OF FAME PROJECT	4,109.90
Chad Peters	Athletics	950703	ATHLETIC TRAINER	1,144.79
Chad Peters	Athletics	950704	BASEBALL	655.59
Chad Peters	Athletics	950705	COC TENNIS	848.46
Chad Peters	Athletics	950707	COUGAR BASKETBALL	11,038.56
Chad Peters	Athletics	950718	COUGAR CLUB	30,456.36
Chad Peters	Athletics	950719	COUGAR DEN	620.19
Chad Peters	Athletics	950708	FOOTBALL	753.37
Chad Peters	Athletics	950706	GOLF DEPARTMENT	14,943.82
Chad Peters	Athletics	950720	MEN'S SOCCER	458.88
Chad Peters	Athletics	950711	PE STRENGTH	475.97
Chad Peters	Athletics	950712	PE SWIMMING	124.57
Chad Peters	Athletics	950713	PE TRACK	600.00
Chad Peters	Athletics	950715	WOMEN'S BASKETBALL	2,002.75
Chad Peters	Athletics	950716	WOMEN'S SOCCER	327.22
ATHLETIC SUPPORT TOTAL				68,919.62

Total			2,602,515.80
Fund 82 Life To Date Interest - Net			145,845.96
(Includes Changes in Investment Gain/Loss) Fund 87 Life To Date Interest - Net			480,184.76
Board Designated to Roger Van Hook Raising the Bar - Held at FCCC			(23,649.00)
Fund 82 Reconciliation Total			3,204,897.52

* a & b - See current year interest on Fund 82 - Program Fund Financial Report page.

COLLEGE OF THE CANYONS FOUNDATION

2026-2027 Adopted Budget

Fund 81: Operating Fund

	Actuals 2024-2025	Adopted Budget 2025-2026	YTD Actuals as of 5/31/26	Projections through 6/30/26	Adopted Budget 2026-2027	Variance Adopted 2025-2026 vs Adopted 2026-2027	Budget Variance Explanation
REVENUES							
General							
Interest/Dividends	\$ 5,116	\$ 5,000	\$ 3,087	\$ 4,000	\$ 5,000	\$ -	Same as prior year budget
Change in Life Insurance Cash Value (Year End Adj)	\$ 3,162	\$ 4,000	\$ -	\$ 3,000	\$ 4,000	\$ -	Same as prior year budget
Change in Irrevocable Planned Gift Value (Year End Adj)	\$ 803	\$ 700	\$ -	\$ 700	\$ 700	\$ -	Same as prior year budget
Interfund Transfers (5% Admin Fees)	\$ -	\$ 5,000	\$ 9,750	\$ 9,750	\$ 5,000	\$ -	Same as prior year budget
Interfund Transfers (Fund 82 Interest Sweep)	\$ 1,000	\$ 25,300	\$ -	\$ 35,000	\$ 25,300	\$ -	Same as prior year budget
Subtotal General	\$ 10,081	\$ 40,000	\$ 12,837	\$ 52,450	\$ 40,000	\$ -	
Fundraising/Special Events							
Unrestricted Giving	\$ 27,949	\$ 165,300	\$ 24,929	\$ 30,000	\$ 60,000	\$ (105,300)	Decrease based on prior year budget
Golf Tournament	\$ 79,735	\$ 150,000	\$ 142,895	\$ 142,895	\$ 140,000	\$ (10,000)	Decrease based on prior year budget
Silver Spur	\$ 115,500	\$ 30,000	\$ 56,525	\$ 84,000	\$ 90,000	\$ 60,000	Increase due to no change in event
Subtotal Fundraising/Special Events	\$ 223,184	\$ 345,300	\$ 224,349	\$ 256,895	\$ 290,000	\$ (55,300)	
TOTAL REVENUES	\$ 233,265	\$ 385,300	\$ 237,186	\$ 309,345	\$ 330,000	\$ (55,300)	
EXPENSES							
Salaries & Benefits							
Classified Employee	\$ 40,593	\$ 80,000	\$ 68,205	\$ 78,500	\$ 83,000	\$ 3,000	Increase based on step schedule
Employee Benefits - Classified Employee	\$ 3,172	\$ 8,000	\$ 6,109	\$ 7,850	\$ 8,300	\$ 300	Increase based on step schedule
College Assistant/Adult Hourly	\$ 16,531	\$ -	\$ -	\$ -	\$ -	\$ -	Same as prior year budget
Employee Benefits - College Asst/Adult Hourly	\$ 1,607	\$ -	\$ -	\$ -	\$ -	\$ -	Same as prior year budget
Contract Services (Temp Staffing)	\$ 11,771	\$ 1,500	\$ -	\$ -	\$ 1,500	\$ -	Same as prior year budget
Subtotal Salaries & Benefits	\$ 73,674	\$ 89,500	\$ 74,314	\$ 86,350	\$ 92,800	\$ 3,300	
Development Fundraising							
Contract Services (Raisers Edge Software)	\$ 9,499	\$ 39,400	\$ 37,417	\$ 37,417	\$ 37,500	\$ (1,900)	Decrease based on new contracted costs
Mileage	\$ -	\$ 4,800	\$ 319	\$ 319	\$ 500	\$ (4,300)	Decrease based on actuals
Conferences	\$ -	\$ 1,199	\$ -	\$ -	\$ 1,200	\$ 1	Same as prior year budget
Event/Meeting Attendance	\$ 820	\$ 3,360	\$ 1,154	\$ 1,100	\$ 1,500	\$ (1,860)	Decrease based on actuals
Memberships	\$ 560	\$ 2,900	\$ 5,190	\$ 5,190	\$ 5,000	\$ 2,100	Increase based on actuals
Advertising/Marketing (Constant Contact)	\$ 5,533	\$ 3,500	\$ 2,954	\$ 3,227	\$ 3,500	\$ -	Same as prior year budget
Other Expenses	\$ 6,717	\$ -	\$ 5,149	\$ 5,149	\$ 5,000	\$ 5,000	Increase based on actuals
Alumni Development	\$ 752	\$ 2,000	\$ 21	\$ 21	\$ 2,000	\$ -	Same as prior year budget
Planned Giving	\$ -	\$ 3,000	\$ -	\$ -	\$ 1,000	\$ (2,000)	Decrease based on actuals
Subtotal Development Fundraising	\$ 23,881	\$ 60,159	\$ 52,204	\$ 52,423	\$ 57,200	\$ (2,959)	

COLLEGE OF THE CANYONS FOUNDATION

2026-2027 Adopted Budget

Fund 81: Operating Fund

	Actuals 2024-2025	Adopted Budget 2025-2026	YTD Actuals as of 5/31/26	Projections through 6/30/26	Adopted Budget 2026-2027	Variance Adopted 2025-2026 vs Adopted 2026-2027	Budget Variance Explanation
General Operations							
Office Supplies	\$ 1,827	\$ 1,500	\$ 2,328	\$ 2,500	\$ 1,500	\$ -	Same as prior year budget
Contract Services (Financial Advisor)	\$ 13,920	\$ 15,000	\$ 19,951	\$ 19,951	\$ 20,000	\$ 5,000	Increase based on value of investments
Auditors	\$ -	\$ 17,000	\$ 18,200	\$ 18,200	\$ 17,000	\$ -	Same as prior year budget
Legal Services (Attorney)	\$ -	\$ 26,880	\$ 5,713	\$ 6,000	\$ 10,000	\$ (16,880)	Decrease based on actuals
Mileage	\$ 337	\$ -	\$ -	\$ -	\$ -	\$ -	Same as prior year budget
Postage	\$ 350	\$ 1,000	\$ 370	\$ 370	\$ 1,000	\$ -	Same as prior year budget
Other Expenses (Board Installation)	\$ 5,002	\$ 5,000	\$ 3,744	\$ 5,000	\$ 5,000	\$ -	Same as prior year budget
Credit Card Fees	\$ 10,122	\$ 5,000	\$ 9,563	\$ 10,000	\$ 11,000	\$ 6,000	Increase based on trend
Subtotal General Operations	\$ 31,558	\$ 71,380	\$ 59,869	\$ 62,021	\$ 65,500	\$ (5,880)	
Benefit Programs							
President's Circle	\$ 180	\$ 9,500	\$ 731	\$ 800	\$ 2,000	\$ (7,500)	Decrease based on actuals
Canyons Circle	\$ -	\$ 7,500	\$ 730	\$ 800	\$ 1,500	\$ (6,000)	Decrease based on actuals
Cougars Circle	\$ -	\$ 7,560	\$ 730	\$ 800	\$ 1,000	\$ (6,560)	Decrease based on actuals
Subtotal Benefit Programs	\$ 180	\$ 24,560	\$ 2,191	\$ 2,400	\$ 4,500	\$ (6,560)	
Special Events							
Golf Tournament	\$ 35,116	\$ 42,000	\$ 60,639	\$ 60,639	\$ 60,000	\$ 18,000	Increase based on actuals
Silver Spur	\$ 64,480	\$ 17,500	\$ 45,202	\$ 45,202	\$ 50,000	\$ 32,500	Increase based on actuals
Scholarly Presentation	\$ 3,000	\$ 1,500	\$ 73	\$ 73	\$ -	\$ (1,500)	Expenses paid from Fd 87 interest
Subtotal Special Events	\$ 102,596	\$ 61,000	\$ 105,914	\$ 105,914	\$ 110,000	\$ 49,000	
TOTAL EXPENSES	\$ 231,889	\$ 306,599	\$ 294,492	\$ 309,108	\$ 330,000	\$ 23,401	
Net Revenue	\$ 1,376	\$ 78,701	\$ (57,306)	\$ 237	\$ -		
Beginning Fund Balance	\$181,631	\$ 182,604	\$ 182,604		\$ 265,190		
Investment in Life Insurance Cash Value	\$99,181	\$ 102,343	\$ 102,343				
Irrevocable Planned Gift	\$33,290	\$ 34,093	\$ 34,093				
Fair Market Value Adj. on Cash in County	\$3,562	\$ -	\$ 3,456				
Subtotal - Beginning Fund Balance	\$317,664	\$ 319,040	\$ 322,496		\$ 265,190		
Ending Fund Balance	\$319,040	\$ 397,741	\$ 265,190		\$ 265,190		
Cash Balance							
Discretionary Cash Balance	\$170,273		\$ 99,798				

Note: Fund Balances for all Funds are Estimated and will be Updated at Year End Close

COLLEGE OF THE CANYONS FOUNDATION
2026-2027 Adopted Budget
Fund 82 - 89: Temporarily Restricted and Permanently Restricted Funds

	Actuals 2024-2025	Adopted Budget 2025-2026	YTD Actuals as of 5/31/26	Adopted Budget 2026-2027	Variance Adopted 2025-2026 vs Adopted 2026-2027	Comments
FUND 82: PROGRAM FUND						
2025-26 Fund Raising Revenue Goal:						
Beginning Fund Balance	1,958,121	2,208,432	2,208,432	3,204,897		
Donor Contributions:						
All Foundation Capacity Campaigns	44,937	420,000	29,224	10,000	(410,000)	Decrease based on py actuals but still match Strategic Plan
All Other Instructional Programs	59,162	60,000	59,731	175,000	115,000	Increase to match Strategic Plan
All Other Campus Departments/Clubs	88,977	80,000	1,046,672	350,000	270,000	Increase to match Strategic Plan
All Other Athletics	40,121	35,000	12,216	165,000	130,000	Increase to match Strategic Plan
Donor Contributions Subtotal	233,197	595,000	1,147,843	700,000	105,000	
Revenue Goal Total	233,197	595,000	1,147,843	700,000	105,000	
Ending Fund Balance	2,191,318	2,803,432	3,356,275	3,904,897		
Interest/Transfers/Expenses/FMV	17,114		(151,378)			
Estimated total maximum expenditure	2,208,432	2,803,432	3,204,897	3,904,897		
Approved LACOE Appropriation Budget				3,904,897		
FUND 83: CAPITAL CAMPAIGNS FUND						
2025-26 Fund Raising Revenue Goal:						
Beginning Fund Balance	9	9	9	9		
Capital Campaign - new revenue	-	-	-	-	-	
Revenue Goal Total	-	-	-	-	-	
Ending Fund Balance	9	9	9	9	-	
Interest/Transfers/Expenses/FMV	-	-	-	-		
Estimated total maximum expenditure	9	9	9	9		
Approved LACOE Appropriation Budget				9		

COLLEGE OF THE CANYONS FOUNDATION
2026-2027 Adopted Budget
Fund 82 - 89: Temporarily Restricted and Permanently Restricted Funds

	Actuals 2024-2025	Adopted Budget 2025-2026	YTD Actuals as of 5/31/26	Adopted Budget 2026-2027	Variance Adopted 2025-2026 vs Adopted 2026-2027	Comments
FUND 84: EXPENDABLE SCHOLARSHIPS FUND						
2025-26 Fund Raising Revenue Goal:						
Beginning Fund Balance	662,273	1,019,482	1,019,482	947,155		
External 3rd Party Scholarships	211,298	100,000	228,668	250,000	150,000	Increase to match Strategic Plan
New & Existing Expendable Scholarships	295,512	250,000	185,018	256,600	6,600	Increase to match Strategic Plan
Revenue Goal Total	506,810	350,000	413,686	506,600	156,600	
Ending Fund Balance	1,526,292	1,369,482	1,433,168	1,453,755		
Interest/Transfers/Expenses/FMV	(506,810)		(486,013)			
Estimated total maximum expenditure	1,019,482	1,369,482	947,155	1,453,755		
Approved LACOE Appropriation Budget				1,453,755		
FUND 85: MAJOR GIFTS FUND						
2025-26 Fund Raising Revenue Goal:						
Beginning Fund Balance	4,674	4,920	4,920	5,170		
Donations: Major gifts	-	-	-	-	-	
Revenue Goal Total	-	-	-	-	-	
Ending Fund Balance	4,674	4,920	4,920	5,170		
Interest/Transfers/Expenses/FMV	246		250			
Estimated total maximum expenditure	4,920	4,920	5,170	5,170		
Approved LACOE Appropriation Budget				5,170		

COLLEGE OF THE CANYONS FOUNDATION
2026-2027 Adopted Budget
Fund 82 - 89: Temporarily Restricted and Permanently Restricted Funds

	Actuals 2024-2025	Adopted Budget 2025-2026	YTD Actuals as of 5/31/26	Adopted Budget 2026-2027	Variance Adopted 2025-2026 vs Adopted 2026-2027	Comments
FUND 86: ENDOWED SCHOLARSHIPS FUND						
2025-26 Fund Raising Revenue Goal:						
Beginning Fund Balance	1,270,067	1,426,270	1,426,270	1,677,391		Funds held at Raymond James
Donations: New & existing Endowed Scholarship	156,145	236,708	72,750	300,000	63,292	Increase to match Strategic Plan
Revenue Goal Total	156,145	236,708	72,750	300,000	63,292	
Ending Fund Balance	1,426,212	1,662,978	1,499,020	1,977,391		
Interest/Transfers/Expenses/FMV	58		178,371			
Estimated total maximum expenditure	1,426,270	1,662,978	1,677,391	1,977,391		
Approved LACOE Appropriation Budget				1,977,391		
FUND 87: ENDOWMENTS - OTHER						
2025-26 Fund Raising Revenue Goal:						
Beginning Fund Balance	1,047,070	1,078,723	1,078,723	1,935,380		Funds held at Raymond James
General Endowments	29,917	400,000	687,005	800,000	400,000	Increase to match Strategic Plan
Revenue Goal Total	29,917	400,000	687,005	800,000	400,000	
Ending Fund Balance	1,076,987	1,478,723	1,765,728	2,735,380		
Interest/Transfers/Expenses/FMV	1,736		169,652			
Estimated total maximum expenditure	1,078,723	1,478,723	1,935,380	2,735,380		
Approved LACOE Appropriation Budget				2,735,380		

COLLEGE OF THE CANYONS FOUNDATION
2026-2027 Adopted Budget
Fund 82 - 89: Temporarily Restricted and Permanently Restricted Funds

	Actuals 2024-2025	Adopted Budget 2025-2026	YTD Actuals as of 5/31/26	Adopted Budget 2026-2027	Variance Adopted 2025-2026 vs Adopted 2026-2027	Comments
FUND 88: CALIFORNIA COMMUNITY COLLEGES SCHOLARSHIP AWARDS						
2025-26 Fund Raising Revenue Goal:						
Beginning Fund Balance	3,282	314,660	314,660	312,792		
FCCC Osher contribution to fund Scholarships	91,350	96,000	96,000	94,400	(1,600)	From FCCC yearly statement
Revenue Goal Total	91,350	96,000	96,000	94,400	(1,600)	
Ending Fund Balance	94,632	410,660	410,660	407,192		
Interest/Transfers/Expenses/FMV	(105,167)		(423,063)			
Funds held by FCCC Endowed Scholarships	325,195		325,195			
Estimated total maximum expenditure	314,660	410,660	312,792	407,192		
Approved LACOE Appropriation Budget				407,192		
FUND 89: CALIFORNIA COMMUNITY COLLEGES SCHOLARSHIP ENDOWMENT						
2025-26 Fund Raising Revenue Goal:						
Beginning Fund Balance	1,041,613	1,041,613	1,041,613	1,041,613		
Donations: New & existing CCC Scholarships	-	-	-	-	-	
Revenue Goal Total	-	-	-	-	-	
Ending Fund Balance	1,041,613	1,041,613	1,041,613	1,041,613		
Estimated total maximum expenditure	1,041,613	1,041,613	1,041,613	1,041,613		
Approved LACOE Appropriation Budget				1,041,613		

SECTION: **POLICY STATEMENT – GENERAL**

SUBJECT: **INVESTMENT AND SPENDING POLICY**

SCOPE: This Policy is applicable to Permanently Restricted Funds (Fund) that have been donated for the purpose of establishing an endowment where the interest earned on the principle is used to benefit students and programs at College of the Canyons. The principle is not invaded for any reason. Investments do not include operating funds or temporarily restricted funds including those funds held at the Los Angeles County Office of Education (LACOE)

PURPOSE: This investment and spending policy is set forth by the Finance Committee of the College of the Canyons Foundation in order to:

1. Define and assign the responsibilities of all involved parties. Definitions are listed in Appendix 2.
2. Establish a clear understanding for all involved parties of the investment goals and objectives of Fund assets.
3. Offer guidance and limitations to all Investment Managers regarding the investment of Fund assets.
4. Establish a basis for evaluating investment results.
5. Manage Fund assets according to prudent standards as established in common trust law
6. Establish the relevant investment horizon for which the Fund assets will be managed.
7. Create a structure and identify the investment asset classes used to achieve a diversified portfolio and how these assets are best allocated towards a larger goal.

In general, the purpose of this policy is to outline a philosophy and attitude, which will guide the investment management of the assets toward the desired results. It is intended to be sufficiently specific to be meaningful, yet flexible enough to be practical.

NEW/REVISED: Revised

EFFECTIVE DATE: July 21, 2026

I. POLICY

A. Delegation of Authority

The Finance Committee of the College of the Canyons Foundation is a fiduciary, and is responsible for monitoring the investment management of Fund assets, by way of recommendations to the Executive Committee of the Foundation. The Finance Committee will not exercise any control over investment decisions of individual securities.

Investment Managers, selected to oversee the Foundation's portfolio, will be held responsible for providing complete, accurate and timely accounting of all investment activities and performance. The Investment Managers will also be expected to achieve the objectives as stated in the Investment and Spending Policy. All expenses for such experts must be customary and reasonable, and will be borne by the Fund as deemed appropriate and necessary.

Duties of professional experts include, but are not limited to:

1. Investment Management Advisor. The Advisor may assist the Finance Committee in: establishing investment policy, objectives, and guidelines; selecting investment managers; reviewing such managers over time; measuring and evaluating investment performance; and other tasks as deemed appropriate.
2. Investment Manager. The investment manager has discretion to purchase, sell, or hold the specific securities that will be used to meet the Fund's investment objectives.
3. Custodian. The custodian will physically (or through agreement with a sub-custodian) maintain possession of securities owned by the Fund, collect dividend and interest payments, redeem maturing securities, and effect receipt and delivery following purchases and sales. The custodian may also perform regular accounting of all assets owned, purchased, or sold, as well as movement of assets into and out of the Fund accounts.
4. Additional specialists such as attorneys, auditors, actuaries, CPA's, retirement plan consultants, and others may be employed by the Foundation to assist in meeting its responsibilities and obligations to administer Fund assets prudently.

B. Responsibility of the Investment Manager(s)

Each Investment Manager will have full discretion to make all investment decisions for the assets placed under its jurisdiction, while observing and operating within all policies, guidelines, constraints, and philosophies as outlined in this statement. Specific responsibilities of the Investment Manager(s) include:

1. Discretionary investment management including decisions to buy, sell, or hold individual securities, and to alter asset allocation within the guidelines established in this statement.
2. Reporting, on a timely basis, quarterly investment performance results.
3. Communicating any major changes to economic outlook, investment strategy, or any other factors, which affect implementation of investment process, or the investment objective progress of the Fund's investment management.
4. Informing the Foundation and the Finance Committee regarding any qualitative change to investment management organization. Examples include changes in portfolio management personnel, ownership structure, investment philosophy, etc.

C. Responsibility of the Investment Management Advisor(s)

The Investment **Management** Advisor's role is that of a non-discretionary advisor to the Foundation and the Finance Committee of the College of the Canyons Foundation. Investment advice concerning the investment management of Fund assets will be offered by the Investment **Management** Advisor, and will be consistent with the investment objectives, policies, guidelines and constraints as established in this statement. Specific responsibilities of the Investment Advisor include:

1. Assisting in the periodic review of investment policy.
2. Conducting investment manager searches when requested by the Foundation and the Finance Committee.
3. Providing "due diligence", or research, on the Investment Manager(s).
4. Monitoring the performance of the Investment Manager(s) to provide the Foundation and the Finance Committee with the ability to determine the progress toward the investment objectives.
5. Communicating matters of policy, manager research, and manager performance to the Foundation and the Finance Committee.

6. Reviewing Fund investment history, historical capital markets performance and the contents of this investment policy statement to any newly appointed members of the Finance Committee.

D. Fiduciary Responsibilities

The Investment Manager shall manage the portfolio in a manner consistent with the investment objectives, guidelines and constraints outlined in this policy statement and in accordance with applicable laws and “Prudent Investor” standards. The Investment Manager shall at all times be registered as an investment advisor under the Investment Advisers Act of 1940 (where applicable), and shall acknowledge in writing that he is a fiduciary with respect to the assets managed.

E. Selection Criteria for Investment Management Advisor(s)

The Foundation’s selection of Investment Management Advisor(s) must be based on prudent due diligence procedures. A qualifying Investment Management Advisor must be a registered investment advisor under the Investment Advisers Act of 1940, or a bank or insurance company.

The Investment Management Advisor(s), on or before his selection to act on behalf of the Foundation, shall provide proof of errors and omissions, directors and officers, or other appropriate insurance (“insurance”) in a form and limits acceptable to the Foundation. The insurance shall be with a carrier admitted in California with a Best’s Rating of A or higher. The foundation, in lieu of or in addition to this insurance requirement may require the Investment Management Advisor(s) to provide proof of a Fidelity or other appropriate Bond (“Bond”) to the Foundation in a form and limit(s) acceptable to the Foundation. The Investment Management Advisor(s) shall provide proof of insurance or bond to the Foundation including, but not limited to, a certificate of insurance on or before the anniversary date of the Investment Management Advisor(s)’s retention by the Foundation.

F. General Investment Principles

1. Investments shall be made solely in the interest of the beneficiaries of the Fund.
2. The Fund shall be invested with the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent individual acting in like capacity and familiar with such matters would use in the investment of a fund of like character and with like aims.
3. Investment of the Fund shall be so diversified as to minimize the risk of large losses.

4. The Foundation may employ one or more Investment Management Advisor(s) of varying styles and philosophies to attain the Fund's objectives.
5. Cash is to be employed productively at all times, by investment in short-term cash equivalents to provide safety, liquidity, and return.

G. Investment Management Policy

1. Preservation of Capital - Consistent with their respective investment styles and philosophies, Investment Management Advisor(s) should make reasonable efforts to preserve capital, understanding that losses may occur in individual securities.
2. Risk Aversion - Understanding that risk is present in all types of securities and investment styles, the Foundation and the Finance Committee recognize that some risk is necessary to produce long-term investment results that are sufficient to meet the Fund's objectives. However, the Investment Management Advisor(s) are to make reasonable efforts to control risk, and will be evaluated regularly to ensure that the risk assumed is commensurate with the given investment style and objectives.
3. Adherence to Investment Discipline - Investment Management Advisor(s) are expected to adhere to the investment management styles for which they were hired. Advisor(s) will be evaluated regularly for adherence to investment discipline.

H. Asset Allocation Model

Investment management of the assets of the College of the Canyons Foundation shall be in accordance with the asset allocation guidelines listed below. The preferred Asset Allocation is based on the current investment market and is reviewed at least annually by the Finance Committee and revised if needed.

1. Growth-Oriented Endowment Portfolio | **Equity Target Range: 70% – 90%**

Purpose

This asset allocation policy establishes the investment parameters for the endowment portfolio. The portfolio is managed with a growth orientation, maintaining equity exposure between 70% and 90% of total assets. Target allocations reflect the long-term investment objectives of the organization, while minimum and maximum ranges define the permissible drift before rebalancing is required.

Permitted Allocation Ranges

Target allocations sum to 100%. Minimum and maximum ranges represent permissible drift for each individual sleeve and are not designed to sum to 100%.

Asset Class	Min	Target	Max	Equity?	Benchmark
EQUITY — DOMESTIC					
Large Cap	25%	40%	55%	Yes	Russell 1000 / S&P 500
<i>Core holding; passive or active blend. Largest single allocation.</i>					
Mid Cap	5%	10%	20%	Yes	Russell Midcap Index
<i>Growth or blend orientation; complements large cap core.</i>					
Small Cap	0%	10%	20%	Yes	Russell 2000
<i>Higher growth potential; consider liquidity constraints at minimum levels.</i>					
EQUITY — INTERNATIONAL					
International Equity	5%	15%	25%	Yes	MSCI EAFE
<i>Developed markets; emerging markets sub-limit of 5% of total portfolio.</i>					
Total Equity	—	75%	—		Within 70–90% policy range
FIXED INCOME					
Fixed Income	10%	20%	30%	No	Bloomberg US Aggregate
<i>Investment-grade only unless board approved; intermediate duration bias.</i>					
ALTERNATIVES					
Alternative Investments	0%	5%	10%	No	Board Approved
<i>May include REITs, commodities, liquid alternatives, or private equity; subject to board approval.</i>					
Total Portfolio	—	100%	—		40+10+10+15+20+5 = 100%

Alternatives Definition

Alternative investments may include real estate investment trusts (REITs), commodities, liquid alternative strategies, or private equity. Any allocation to private

equity or illiquid alternatives requires prior board approval and is subject to a liquidity sub-limit as determined by the investment committee.

2. Balanced Growth Portfolio | **Equity Target Range: 50% – 70%**

Purpose

This asset allocation policy establishes the investment parameters for the balanced growth endowment portfolio. The portfolio is managed with a balanced orientation, maintaining equity exposure between 50% and 70% of total assets. The 60/40 target allocation reflects a balance between long-term capital appreciation and income stability.

Permitted Allocation Ranges

Target allocations sum to 100%. Minimum and maximum ranges represent permissible drift for each individual sleeve and are not designed to sum to 100%.

Asset Class	Min	Target	Max	Equity?	Benchmark
EQUITY — DOMESTIC					
Large Cap	20%	35%	45%	Yes	S&P 500 / Russell 1000
<i>Core holding; passive or active blend.</i>					
Mid Cap	0%	7.5%	15%	Yes	Russell Midcap Index
<i>Growth or blend orientation; complements large cap core.</i>					
Small Cap	0%	7.5%	15%	Yes	Russell 2000
<i>Higher growth potential; consider liquidity constraints at minimum levels.</i>					
EQUITY — INTERNATIONAL					
International Equity	0%	10%	20%	Yes	MSCI EAFE
<i>Developed markets; emerging markets sub-limit of 5% of total portfolio.</i>					
Total Equity	—	60%	—		<i>Within 50–70% policy range</i>
FIXED INCOME					
Fixed Income	25%	35%	45%	No	Bloomberg US Aggregate
<i>Investment-grade only unless board approved; intermediate duration bias.</i>					
ALTERNATIVES					
Alternative Investments	0%	5%	10%	No	Board Approved
<i>May include REITs, commodities, liquid alternatives, or private equity; subject to board approval.</i>					
Total Portfolio	—	100%	—		35 + 7.5 + 7.5 + 10 + 35 + 5 = 100%

Alternatives Definition

Alternative investments may include real estate investment trusts (REITs), commodities, liquid alternative strategies, or private equity. Any allocation to illiquid alternatives requires prior board approval and is subject to a liquidity sub-limit as determined by the investment committee.

- * Investments, particularly index and mutual funds, may hold separate securities inside of them that may not fit in the Asset Allocation Model, but are categorized separately. These categories include but are not limited to Real Estate, Alternative, and Non Classified categories. These categories should equal no more than 5% of the total investment.
- * Funds held at LACOE represent Cash and Equivalents outside of this Allocation Model

Evaluation Benchmark

The policy benchmark is a blended index constructed by applying target weights to each asset class index listed below. Performance of the total portfolio shall be evaluated against this blended benchmark on a quarterly and trailing basis.

Growth Oriented Portfolio

Asset Class	Weight	Benchmark Index
EQUITY — DOMESTIC		
Large Cap	40%	S&P 500 Index
Mid Cap	10%	Russell Midcap Index
Small Cap	10%	Russell 2000 Index
EQUITY — INTERNATIONAL		
International Equity	15%	MSCI EAFE Index
Total Equity	75%	<i>Within 70–90% policy range</i>
FIXED INCOME		
Fixed Income	20%	Bloomberg US Aggregate Bond Index
ALTERNATIVES		
Alternative Investments	5%	HFRI Fund of Funds Composite Index
Total Portfolio	100%	<i>Blended Benchmark</i>

Balanced Growth Portfolio

Asset Class	Weight	Benchmark Index
EQUITY — DOMESTIC		
Large Cap	35%	S&P 500 Index
Mid Cap	7.5%	Russell Midcap Index
Small Cap	7.5%	Russell 2000 Index
EQUITY — INTERNATIONAL		
International Equity	10%	MSCI EAFE Index
Total Equity	60%	<i>Within 50–70% policy range</i>
FIXED INCOME		
Fixed Income	35%	Bloomberg US Aggregate Bond Index
ALTERNATIVES		
Alternative Investments	5%	HFRI Fund of Funds Composite Index
Total Portfolio	100%	<i>Blended Benchmark</i>

2. The Foundation may employ investment Management Advisor(s) whose investment disciplines require investment outside the established asset allocation guidelines. However, taken as a component of the aggregate Fund, such disciplines must fit within the overall asset allocation guidelines established in this statement.
3. In the event that the Fund assets move outside the above aggregate asset allocation guidelines, the Foundation will take the appropriate steps to bring the portfolio into balance. Rebalancing is expected to occur at least annually.

I. Rebalancing

The portfolio shall be rebalanced when any asset class drifts more than 5% from its target allocation, or at a minimum on an annual basis. A breach of the total equity sleeve outside the 70%–90% policy range shall trigger rebalancing within 30 calendar days.

J. Marketability of Assets and Investment Guidelines

The Foundation requires that all of Fund assets be invested in liquid securities, defined as securities that can be transacted quickly and efficiently for the Fund, with minimal impact on market price. Allowable assets include:

1. Cash Equivalents
 - Treasury Bills
 - Money Market Funds
 - STIF Funds
 - Commercial Paper
 - Banker's Acceptances
 - Repurchase Agreements
 - Certificates of Deposit
2. Fixed Income Securities
 - U.S. Government and Agency Securities
 - Corporate Notes and Bonds
 - Mortgage Backed Bonds
 - Preferred Stock
 - Fixed Income Securities of Foreign Governments and Corporations
3. Equity Securities
 - Common Stocks
 - Convertible Notes and Bonds
 - Convertible Preferred Stocks
 - American Depository Receipts (ADRs) of Non-U.S. Companies
 - • Stocks of Non-U.S. Companies (Ordinary Shares)ETFs (Exchange Traded Funds)
4. Mutual Funds
 - Mutual Funds that invest in securities as allowed in this policy
5. Other
 - Real Estate Investment Trusts
6. Alternative Investments
 - Alternative investments may include real estate investment trusts (REITs), commodities, liquid alternative strategies, or private equity. Any allocation to illiquid alternatives requires prior board approval and is subject to a liquidity sub-limit as determined by the investment committee.

K. Diversification Requirements

The Foundation believes it is necessary or desirable that securities held in the Fund represent a cross section of the economy. In order to achieve a prudent level of portfolio diversification, the securities of any one company or government agency should not exceed 5% of the total fund, and no more than 30% of the total fund should be invested in any one industry. Individual treasury securities may represent 40% of the total fund..

L. Prohibited Assets and Transactions

Prohibited investments include, but are not limited to the following:

- Derivative transactions;
- Short Sales;
- Purchases of letter stock, private placements (including “144A” securities), or direct payments;
- Leveraged transactions;
- Commodities transactions;
- Naked option strategies;
- Real estate, oil and gas properties, or other natural resources related properties including but not limited to marketable real estate securities, or natural resource and precious metal mutual funds;
- Investments in non-U.S. dollar denominated securities; including crypto currencies
- Investments in limited partnerships, except for publicly traded Master Limited Partnerships;
- Investments in futures, use of margin, or investments in any derivatives not explicitly permitted in this policy statement;
- Investments by the Investment Managers in their own securities, affiliates or subsidiaries (excluding money market or other commingled funds as authorized by the Finance Committee); and

M. Performance Review and Evaluation

Performance reports shall be compiled at least quarterly and communicated to the Finance Committee for review. The investment performance of total portfolios, as well as asset class components, will be measured against commonly accepted performance benchmarks. Consideration shall be given to the extent to which the investment results are consistent with the investment objectives, goals, and guidelines as set forth in this statement. The Foundation and the Finance Committee intend to evaluate the portfolio(s) over a three to five year period, but reserves the right to terminate an investment manager for any reason including the following:

1. Investment performance which is significantly less than anticipated given the discipline employed and the risk parameters established, or unacceptable justification of poor results. Results will be compared to benchmarks during review of performance.
2. Failure to adhere to any aspect of this statement of investment policy, including communication and reporting requirements.
3. Significant qualitative changes to the investment management organization.

Investment Management Advisor(s) shall be reviewed regularly regarding performance, personnel, strategy, research capabilities, organizational and business matters, and other qualitative factors that may impact their ability to achieve the desired investment results.

N. Authorized Signatories

The Authorized Signatories on the Investment Fund are listed in the Appendix 1

O. Investment Policy Review

To assure continued relevance of the guidelines, objectives, financial status and capital markets expectations as established in this statement of investment policy, the Foundation and the Finance Committee plan to review investment policy at least annually.

P. Spending (required per Accounting Standards Update ASU 2016-14)

This policy attempts to provide a predictable stream of funding to programs supported by the Endowments while seeking to maintain the purchasing power of the endowment assets. Endowment assets include those assets of donor-restricted funds that the Foundation must hold in perpetuity or for a donor-specified period. Under this policy, as approved by the Foundation Board of Directors, the endowment assets are invested in a manner that is intended to produce results that exceed the performance of a Policy Index based upon strategic asset allocation as stated in Section H of this policy.

The Foundation expects its endowment funds, over a full market cycle (5 years), to provide an average annual real rate of return, net of fees, equal to or greater than spending and inflation (5%). Actual returns in any given year may vary from this amount.

Annual distribution percentages may be established by individual endowment agreements, not to exceed 7% per California Probate Code § 18504.

To satisfy its long-term rate-of-return objectives, the Foundation relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends). The Foundation targets a diversified asset allocation that places emphasis on investments in Domestic Large Cap Equities, Domestic Mid Cap Equities, Domestic Small Cap Equities, International Equities and Fixed Income as stated in the Asset Allocation table in Section H of this policy.

Endowment funds consist of donor-restricted endowments and do not include board-designated endowments. Only Permanently Restricted Endowment funds are covered by this policy. The principle of the Endowment Funds are not invaded for any reason

and therefore the Foundation is not permitted to spend from Underwater* endowment funds, as defined in ASU 2016-14. Spending from the endowments is limited to interest and dividends only. An Endowment Fund that is Underwater should include accumulated losses of that fund in net assets with donor restrictions and not in net assets without donor restrictions.

In the event the Scholarship Fund is Underwater, scholarships will be funded from prior year dividends, the general scholarship fund or by the donor.

** ASU 2016-14 defines the term Underwater endowment when the fair value of the assets of an endowment is less than the original gift (or other amount that the organization must maintain in perpetuity).*

Appendix 1

The Authorized Signatories on the Investment Fund are as follows:

Assistant Superintendent/Vice President Business Services
Santa Clarita Community College District

Associate Vice President, Business Services
Santa Clarita Community College District

Executive Director, Foundation
Santa Clarita Community College District

Appendix 2

Definitions

“Investment Committee” shall refer to the body established to administer the portfolio as specified by applicable ordinance.

“Investment Manager” shall mean any individual, or group of individuals, employed to manage the investments of all or part of the portfolio’s assets.

“Investment Management Advisor” shall mean any individual, or organization engaged to provide advisory services, including advice on investment objectives and/or asset allocation, manager search and performance monitoring.

COLLEGE OF THE CANYONS FOUNDATION

**BASIC SERVICES AGREEMENT
TENOR SAXOPHONIST**

DAVID CROZIER

MAY 28, 2026 – JUNE 2, 2026

This Basic Services Agreement (“Agreement”) is between College of the Canyons Foundation (“Foundation”), a 501(c)(3) non-profit auxiliary organization, and **David Crozier** (“Contractor”), an **individual residing in the state of California**. Foundation and Contractor are also referred to collectively as the “Parties” and individually as “Party.”

In consideration of the premises and the mutual covenants set forth in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which are acknowledged by the Parties’ signatures, the Parties agree as provided in this Agreement.

1. **SCOPE OF AGREEMENT.** Foundation requires certain specialized services and is authorized pursuant to California law, including Education Code Sections 70902 and 88003.1, to contract for the specialized services. Contractor represents that Contractor has the proper training, skill, and experience, and is qualified, including any required license, permits, and certification, to provide Foundation the specialized services required by this Agreement. Contractor shall perform and provide all labor, materials, supplies, and equipment necessary to complete the Work (as defined below) required by this Agreement, which shall be performed in accordance with the terms and conditions of this Agreement.
2. **DUTIES AND OBLIGATIONS.** The services to be provided by Contractor under this Agreement shall include the following (“Work”): **Contractor shall provide professional musical performance services as a tenor saxophonist for the District’s Studio Jazz Ensemble in connection with the spring concert. Contractor shall:**
 - **Rehearse as reasonably necessary with the ensemble to prepare for the performance.**
 - **Accompany and perform with the ensemble during the scheduled concert.**
 - **Provide his own tenor saxophone and any required personal equipment necessary for the performance.**

Performance Details:

- **Performance:** Studio Jazz Ensemble Spring Concert
- **Location:** Santa Clarita Performing Arts Center at College of the Canyons, Main Stage
- **Date(s)/Time(s):**

Thursday, May 28, 2026	6:30 p.m. – 9:30 p.m.	Rehearsal
Tuesday, June 2, 2026	3:30 p.m. – 5:30 p.m.	Rehearsal
Tuesday, June 2, 2026	7:00 p.m. – 8:15 p.m. (not including setup and teardown)	Performance

***Any deviation from the schedule above shall be coordinated and agreed to in writing by the Parties**

Performance Standards:

Contractor shall perform all services in a professional manner consistent with industry standards and in coordination with Foundation or District’s designated representative.

3. **TERM OF AGREEMENT.** This Agreement shall commence on **May 28, 2026, and shall continue in full force and effect thereafter until and including June 6, 2026**, (“Term”), unless this Agreement is terminated during the Term as provided in Section 4.
4. **TERMINATION OF AGREEMENT.** This Agreement shall terminate upon expiration of the Term. If the Contractor is unable to appear at the Performance outlined above, this Agreement shall be deemed cancelled and terminated and no payment will be made by the Foundation. Any termination of this Agreement during the Term shall be in accordance with the following:
 - A. **Termination for Convenience.** During the Term of this Agreement, Foundation may terminate this Agreement at any time at its convenience and without cause, upon providing Contractor at least ten (10) days written notice before the effective date of termination. Upon such termination by Foundation, Contractor shall only be entitled to payment for all Work provided, rendered, and received by Foundation prior to the date of termination and in no event shall Contractor be entitled to any payment or reimbursement as the result of Foundation’s termination.
 - B. **Other Grounds.** Notwithstanding any provisions in this Agreement, Foundation, at Foundation’s sole discretion and upon written notice to Contractor, shall have the right to terminate this Agreement effective on the date stated in Foundation’s written notice in the event Foundation determines, at its sole discretion, that Contractor (i) is unable or unwilling to perform the Work or meet any obligation or duty as described or made necessary by the Agreement, (ii) changes the nature of its business so that it is not compatible with the mission or needs of the Foundation or is involved in any incident or

activity which embarrasses, creates unwelcome scrutiny or attention, or otherwise causes or threatens harm to the reputation of the Foundation or Santa Clarita Community College District, or (iii) fails to comply with federal, state, and/or local laws applicable to Contractor's performance of the Work under this Agreement.

5. **PAYMENT.**

- A. **Amount of Compensation.** Foundation agrees to pay Contractor, as full consideration and compensation for Contractor's performance of the Work under this Agreement, a total amount not to exceed **Two Hundred Dollars (\$200)** ("Contract Amount").
- B. **For Reimbursement of Expenses.** Unless otherwise agreed upon by Foundation in writing or specifically provided in this Agreement, Contractor shall assume and pay, at Contractor's sole expense, all costs and expenses incurred by Contractor in performing the Work under this Agreement ("Expenses").
- C. **Method and Schedule of Payment.** Foundation shall pay to Contractor the Contract Amount pursuant to invoice from Contractor in accordance with this Agreement.
 - i. **Invoice.** Contractor shall submit to Foundation detailed billing information regarding the Work provided for the billing period, not more than once per month, and, **if applicable, Foundation-authorized** Expenses incurred during the billing period. All **Foundation-authorized** Expenses shall be documented **with original receipts** and shall be **pre-approved in writing by Foundation**, unless such expenses are specifically authorized by this Agreement. Invoices shall be paid on a "net 30-day basis" for services satisfactorily rendered (as determined by the Foundation) pursuant to this Agreement. An invoice cannot be paid unless this Agreement has been signed by Contractor and has been properly executed by Foundation, and Contractor has submitted a completed Vendor Form/Substitute Form W-9 to Foundation's Contract and Procurement Services Department.

6. **CALIFORNIA STATE TAX WITHHOLDING FOR NONRESIDENTS OF CALIFORNIA.** It is mutually understood that if Contractor is a Nonresident of California, which may include California Nonresidents, corporations, limited liability companies, non-profits, and partnerships that do not have a permanent place of business in the State of California, the Foundation is obligated to abide by California Franchise Tax Board (FTB) withholding requirements. The Foundation is required to withhold from all payments or distributions of California source income made to a Nonresident when payments or distributions are greater than One Thousand Five Hundred Dollars (\$1,500) for the calendar year unless the Foundation receives authorization for a waiver or a reduced withholding rate from the Franchise Tax Board. As of January 1, 2008, the standard withholding amount for all payments to Nonresident California Contractors is Seven Percent (7%). Foundation will deduct the amount ordered by the State of California from the payment hereunder and will pay such amount directly to the Contractor's California State Income Tax Account, settlement of which must be made by Contractor directly with the State of California through Withholding Coordinator, Franchise Tax Board, PO Box 651, Sacramento, California, 95812-0651; telephone (916) 845-6262. Completion and submission of the appropriate form shall be the obligation of the Nonresident Contractor and Contractor shall defend, indemnify and hold harmless the Foundation against any loss, expense, or liability arising out of Contractor's acts or omissions with respect to this nonresident requirement. Contractor shall provide all necessary documentation and information to help Foundation comply with all tax requirements related to California nonresidents.

7. **INDEMNIFICATION.** Contractor agrees to defend, hold harmless and indemnify Foundation, Santa Clarita Community College District ("District"), each of their parents, affiliates, subsidiaries, authorized representatives, directors, officers, agents and employees against any and all liability for any judgments, awards, expenses, fines, penalties, attorneys' fees, costs, or other claims for damages in connection with any suit, complaint, charge, proceeding or action of any kind alleging a violation of any statutory or regulatory provision or otherwise arising out of the negligent act or willful misconduct by Contractor, of its duties and responsibilities under this Agreement, unless such performance or nonperformance occurred at the direction of or was caused by Foundation. This hold harmless and indemnification includes but is not limited to compensatory damages, punitive damages, regulatory fines and penalties, and extra-contractual liability.

8. **TRANSPORTATION.** Contractor hereby acknowledges and understands that it is his/her responsibility to arrange for transportation to provide all services necessary and/or required by this Agreement. The Foundation is in no way responsible for, nor does Foundation assume any liability for any injury or loss which may result from Contractor's transportation for which the Contractor shall indemnify the Foundation in accordance with Section 7 above.

9. **PROPERTY DAMAGES.** Foundation and District are not responsible for damage(s) to the Contractor's property; nor is the Foundation and District responsible for any damage(s) due to storage of the property; nor is the Foundation and District responsible for vandalism or theft. Contractor shall be responsible to repair damage to District's property caused by Contractor, Contractor's employees and/or Contractor's subcontractors. Repair work shall be done promptly within a reasonable time period restoring damaged property to original condition at no cost to the District.

10. **SAFETY AND SECURITY.** It shall be the responsibility of the Contractor to ascertain from the Foundation, the rules and regulations pertaining to safety, security and driving on District grounds, particularly when students are present. Contractor shall erect and properly maintain at all times, all necessary safeguards, signs, and barriers for protection of its employees and the public.

11. **COPYRIGHT ASSIGNMENT.** Contractor hereby assigns to Foundation all of Contractor's right, title, and interest, if any, in and to all works of authorship made or conceived, learned, or reduced to practice in whole or in part by Contractor, either alone or jointly with others, for Foundation, or through use of information learned or obtained by Contractor as a result of or pursuant to this Agreement, in whatever forms or media such works are or may be made or affixed, and all rights, powers, and benefits belonging or accrued to the copyright of such works, including the right to take action against any person for any infringement of the copyright occurring before the effective date of this Assignment, and waives any and all "moral rights" in the Works. Contractor hereby authorizes and grants to Foundation all rights to register the copyright of the Works with the United States Copyright Office.

12. **GENERAL PROVISIONS.**

- A. **Entire Agreement and Amendment.** This Agreement constitutes the entire agreement and understanding between the Parties and is a complete and exclusive statement of the terms of the Parties' agreement pursuant to Code of Civil Procedure Section 1856. This Agreement cannot be modified orally and is to be modified only by a written instrument executed by the Parties.
- B. **Non-Discrimination.** Contractor agrees not to engage in unlawful discrimination in the provision of Work, allocation of benefits, accommodation in facilities, employment of persons, or in the acceptance, assignment, treatment, evaluation or compensation of students who participate in programs sponsored or arranged by Foundation, on the basis of race, color, religion, genetic information, nationality, national origin, ancestry, pregnancy, sex, gender, gender identity, gender expression, ethnicity, age, medical condition, mental or physical disability, marital status, sexual orientation, military or Vietnam-era veteran status, or any other characteristic protected by law.
- C. **Applicable Law, Venue, and Interpretation.** This Agreement, and the Parties' rights and obligations, are to be governed by and construed in accordance with California laws. If any action is instituted to enforce or interpret this Agreement, the venue of any such action shall be in the appropriate state or federal court in Los Angeles County, California, provided that nothing in this Agreement constitutes a waiver of immunity to suit by Foundation. The provisions of this Agreement are to be construed in all cases as a whole, according to their fair meaning, and not strictly for or against any Party.
- D. **Use of Subcontractors.** Contractor must obtain Foundation's prior written approval to use any subcontractors while performing any portion of this Agreement and such approval may be conditioned on approval of the subcontract between Contractor and subcontractor. Such approval must include approval of the proposed subcontractor and the terms of compensation. Foundation retains the right to obtain copies of subcontractor insurance coverage at any time. Nothing in this Section shall be interpreted as creating a contractual relationship between Foundation and any approved subcontractor. Notwithstanding Foundation's approval of any subcontractor's contract, Contractor shall remain solely responsible for any harm, damage, or claim arising from any subcontractor's acts or omissions as set forth in Section 7.
- E. **Independent Contractor.** In the performance of the Work herein contemplated, Contractor is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the Work, Foundation being interested only in the results obtained. Contractor and all of Contractor's officers, employees, and agents are not officers, employees, or agents of Foundation. Contractor understands and agrees that he/she is not entitled to benefits of any kind normally provided employees of the Foundation, including, but not limited to, State Unemployment Compensation or Worker's Compensation. Contractor should be aware the IRS regulations require Foundation to report total income exceeding six hundred dollars (\$600) under this and any additional Agreements in any given year.
- F. **Assignment.** The obligations of the Contractor pursuant to this Agreement shall not be assigned by the Contractor without the express, written approval of the Foundation.
- G. **Compliance with Applicable Laws.** In performing the Work, Contractor shall comply with applicable federal and California anti-discrimination laws, as well as all federal, state, and local laws, codes, regulations, and ordinances applicable to the Work.
- H. **Force Majeure.** Neither Party shall be deemed in default or in violation of this Agreement if prevented from performing any obligation hereunder for any circumstance or reason beyond its control, including, without limitation, acts of God or of the public enemy, governmental restrictions or regulations, epidemics or pandemics, flood, storm, strikes, regulatory or legal delay or restraint. In this event, all or a portion of either Party's performance is rendered impossible, the Parties shall cooperate with each other and use their best efforts to remove the impediment or develop a substitute manner of performance.
- I. **Notices.** All notices or other communications required or permitted under this Agreement shall be deemed duly given if in writing and delivered personally, sent by a reputable overnight courier service (with package tracking capability), or sent by certified mail, return receipt requested, first class postage prepaid, addressed as follows:

Foundation: College of the Canyons Foundation
Attn: Executive Director, Foundation
26455 Rockwell Canyon Road
Santa Clarita, CA 91355

Contractor: **David Crozier**
11246 Delano Street
North Hollywood, CA 91606
Phone: (818) 625-6010
Email: dcrozman@gmail.com

A Party may change its/his/her designated representative and/or address for the purpose of receiving notices and communications under this Agreement by notifying the other Party of the change in writing and in the manner described in this Section.

J. Approval of Foundation's Executive Committee. Pursuant to the Foundation's Bylaws, this Agreement is not valid and does not constitute an enforceable obligation against the Foundation unless and until Foundation's Executive Committee has approved or ratified this Agreement as evidenced by a motion duly passed and adopted by the Executive Committee.

CONTRACTOR

COLLEGE OF THE CANYONS FOUNDATION

DocuSigned by:
BY: David Crozier
Signature of Authorized Representative
Print Name David Crozier
Print Title Music Accompanist
Date 5/26/2026

Signed by:
BY: Shawna Mann
Signature of Authorized Representative
Print Name Shawna Mann
Print Title Executive Director, Foundation
Date 5/27/2026
Foundation Executive Committee
Approval/Ratification Date

Department
Contact Name
Funding Source (G/L Account)
Contract #
Agreement Vetted By

Foundation
Shawna Mann
87-65890-00-990011-1000
12453
Contract, Procurement, and Risk Management Department

COLLEGE OF THE CANYONS FOUNDATION

**PROFESSIONAL SERVICES AGREEMENT
PHOTOGRAPHY SERVICES**

**BROOKE EDWARDS
DOING BUSINESS AS BROOKE RITTER PHOTOGRAPHY**

MAY 30, 2026 – JUNE 30, 2026

This Professional Services Agreement (“Agreement”) is between College of the Canyons Foundation (“Foundation”), a 501(c)(3) non-profit auxiliary organization, and **Brooke Edwards** (“Contractor”), an **individual residing in the state of California doing business as Brooke Ritter Photography**. Foundation and Contractor are also referred to collectively as the “Parties” and individually as “Party.”

In consideration of the premises and the mutual covenants set forth in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which are acknowledged by the Parties’ signatures, the Parties agree as provided in this Agreement.

1. **SCOPE OF AGREEMENT.** Foundation requires certain specialized services and is authorized pursuant to California law, including Education Code Sections 70902 and 88003.1, to contract for the specialized services. Contractor represents that Contractor has the proper training, skill, and experience, and is qualified, including any required license, permits, and certification, to provide Foundation the specialized services required by this Agreement. Contractor shall perform and provide all labor, materials, supplies, and equipment necessary to complete the Work (as defined below) required by this Agreement, which shall be performed in accordance with the terms and conditions of this Agreement.

2. **DUTIES AND OBLIGATIONS.** The services to be provided by Contractor under this Agreement shall include photography services at the following Event (“Work”):

- A. Topic: **34th Annual Silver Spur Celebration**
- B. Location: **Sheraton Universal Hotel
333 Universal Hollywood Drive, Universal City CA, 91608**
- C. Date(s): **Saturday, May 30, 2026**
- D. Time(s): **5:00 p.m. – 10:00 p.m.**

Work shall include the following:

- **Work shall include a lead photographer and secondary photography for the Event.**
- **Contractor shall take photographs and provide a minimum of three hundred (300) edited photographs of Event activities including, but not limited to:**
 - **Auction**
 - **Awards and Awards Presentation**
 - **Cocktail Hour Candid**
 - **Dancing (if applicable)**
 - **Decor**
 - **Hosts**
 - **Keynote Speakers**
 - **Musicians and/or Entertainment (if applicable)**
 - **Networking and Mingling**
 - **Tables (where possible, when all guests are present)**
- **Contractor shall take posed group photos of the current honorees and their families as well as all past honorees in attendance.**
- **Contractor shall provide editing, color correction, image styling, online viewing and downloadable catalogue of Event photos.**
- **Contractor shall deliver digital files of Event photos via a digital share link (“Digital Link”) no later than June 15, 2026 to Foundation’s Executive Director.**
- **Contractor shall make Digital Link available to Foundation through at least June 30, 2026.**

3. **TERM OF AGREEMENT.** This Agreement shall commence on **May 30, 2026, and shall continue in full force and effect thereafter until and including June 30, 2026**, (“Term”), unless this Agreement is terminated during the Term as provided in Section 4.

4. **TERMINATION OF AGREEMENT.** This Agreement shall terminate upon expiration of the Term. If the Contractor is unable to appear at the event outlined above, this Agreement shall be deemed cancelled and terminated and no payment will be made by the Foundation. Any termination of this Agreement during the Term shall be in accordance with the following:
- A. **Termination for Convenience.** During the Term of this Agreement, Foundation may terminate this Agreement at any time at its convenience and without cause, upon providing Contractor at least ten (10) days written notice before the effective date of termination. Upon such termination by Foundation, Contractor shall only be entitled to payment for all Work provided, rendered, and received by Foundation prior to the date of termination and in no event shall Contractor be entitled to any payment or reimbursement as the result of Foundation's termination.
 - B. **Other Grounds.** Notwithstanding any provisions in this Agreement, Foundation, at Foundation's sole discretion and upon written notice to Contractor, shall have the right to terminate this Agreement effective on the date stated in Foundation's written notice in the event Foundation determines, at its sole discretion, that Contractor (i) is unable or unwilling to perform the Work or meet any obligation or duty as described or made necessary by the Agreement, (ii) changes the nature of its business so that it is not compatible with the mission or needs of the Foundation or is involved in any incident or activity which embarrasses, creates unwelcome scrutiny or attention, or otherwise causes or threatens harm to the reputation of the Foundation or Santa Clarita Community College District, or (iii) fails to comply with federal, state, and/or local laws applicable to Contractor's performance of the Work under this Agreement.
5. **PAYMENT.**
- A. **Amount of Compensation.** Foundation agrees to pay Contractor, as full consideration and compensation for Contractor's performance of the Work under this Agreement, for a total amount not to exceed **One Thousand Seven Hundred Dollars (\$1,700)** ("Contract Amount").
 - B. **For Reimbursement of Expenses.** Unless otherwise agreed upon by Foundation in writing or specifically provided in this Agreement, Contractor shall assume and pay, at Contractor's sole expense, all costs and expenses incurred by Contractor in performing the Work under this Agreement ("Expenses").
 - C. **Method and Schedule of Payment.** Foundation shall pay to Contractor the Contract Amount pursuant to invoice from Contractor in accordance with this Agreement.
 - i. **Invoice.** Contractor shall submit to Foundation detailed billing information regarding the Work provided for the billing period, not more than once per month, and, **if applicable, Foundation-authorized** Expenses incurred during the billing period. All **Foundation-authorized** Expenses shall be documented **with original receipts** and shall be **pre-approved in writing by Foundation**, unless such expenses are specifically authorized by this Agreement. Invoices shall be paid on a "net 30-day basis" for services satisfactorily rendered (as determined by the Foundation) pursuant to this Agreement. An invoice cannot be paid unless this Agreement has been signed by Contractor and has been properly executed by Foundation, and Contractor has submitted a completed Vendor Form/Substitute Form W-9 to Foundation's Contract and Procurement Services Department.
6. **CALIFORNIA STATE TAX WITHHOLDING FOR NONRESIDENTS OF CALIFORNIA.** It is mutually understood that if Contractor is a Nonresident of California, which may include California Nonresidents, corporations, limited liability companies, non-profits, and partnerships that do not have a permanent place of business in the State of California, the Foundation is obligated to abide by California Franchise Tax Board (FTB) withholding requirements. The Foundation is required to withhold from all payments or distributions of California source income made to a Nonresident when payments or distributions are greater than One Thousand Five Hundred Dollars (\$1,500) for the calendar year unless the Foundation receives authorization for a waiver or a reduced withholding rate from the Franchise Tax Board. As of January 1, 2008, the standard withholding amount for all payments to Nonresident California Contractors is Seven Percent (7%). Foundation will deduct the amount ordered by the State of California from the payment hereunder and will pay such amount directly to the Contractor's California State Income Tax Account, settlement of which must be made by Contractor directly with the State of California through Withholding Coordinator, Franchise Tax Board, PO Box 651, Sacramento, California, 95812-0651; telephone (916) 845-6262. Completion and submission of the appropriate form shall be the obligation of the Nonresident Contractor and Contractor shall defend, indemnify and hold harmless the Foundation against any loss, expense, or liability arising out of Contractor's acts or omissions with respect to this nonresident requirement. Contractor shall provide all necessary documentation and information to help Foundation comply with all tax requirements related to California nonresidents.
7. **INDEMNIFICATION.** Contractor agrees to defend, hold harmless and indemnify Foundation, Santa Clarita Community College District ("District"), each of their parents, affiliates, subsidiaries, authorized representatives, directors, officers, agents and employees against any and all liability for any judgments, awards, expenses, fines, penalties, attorneys' fees, costs, or other claims for damages in connection with any suit, complaint, charge, proceeding or action of any kind alleging a violation of any statutory or regulatory provision or otherwise arising out of the negligent act or willful misconduct by Contractor, of its duties and responsibilities under this Agreement, unless such performance or nonperformance occurred at the direction of or was caused by Foundation. This hold harmless and indemnification includes but is not limited to compensatory damages, punitive damages, regulatory fines and penalties, and extra-contractual liability.

8. **TRANSPORTATION.** Contractor hereby acknowledges and understands that it is his/her responsibility to arrange for transportation to provide all services necessary and/or required by this Agreement. The Foundation is in no way responsible for, nor does Foundation assume any liability for, any injury or loss which may result from Contractor's transportation for which the Contractor shall indemnify the Foundation in accordance with Section 7 above.
9. **GENERAL PROVISIONS.**
- A. **Entire Agreement and Amendment.** This Agreement constitutes the entire agreement and understanding between the Parties, and is a complete and exclusive statement of the terms of the Parties' agreement pursuant to Code of Civil Procedure Section 1856. This Agreement cannot be modified orally, and is to be modified only by a written instrument executed by the Parties.
- B. **Non-Discrimination.** Contractor agrees not to engage in unlawful discrimination in the provision of Work, allocation of benefits, accommodation in facilities, employment of persons, or in the acceptance, assignment, treatment, evaluation or compensation of students who participate in programs sponsored or arranged by Foundation, on the basis of race, color, religion, genetic information, nationality, national origin, ancestry, pregnancy, sex, gender, gender identity, gender expression, ethnicity, age, medical condition, mental or physical disability, marital status, sexual orientation, military or Vietnam-era veteran status, or any other characteristic protected by law.
- C. **Applicable Law, Venue, and Interpretation.** This Agreement, and the Parties' rights and obligations, are to be governed by and construed in accordance with California laws. If any action is instituted to enforce or interpret this Agreement, the venue of any such action shall be in the appropriate state or federal court in Los Angeles County, California, provided that nothing in this Agreement constitutes a waiver of immunity to suit by Foundation. The provisions of this Agreement are to be construed in all cases as a whole, according to their fair meaning, and not strictly for or against any Party.
- D. **Use of Subcontractors.** Contractor must obtain Foundation's prior written approval to use any subcontractors while performing any portion of this Agreement and such approval may be conditioned on approval of the subcontract between Contractor and subcontractor. Such approval must include approval of the proposed subcontractor and the terms of compensation. Foundation retains the right to obtain copies of subcontractor insurance coverage at any time. Nothing in this Section shall be interpreted as creating a contractual relationship between Foundation and any approved subcontractor. Notwithstanding Foundation's approval of any subcontractor's contract, Contractor shall remain solely responsible for any harm, damage, or claim arising from any subcontractor's acts or omissions as set forth in Section 7.
- E. **Independent Contractor.** In the performance of the Work herein contemplated, Contractor is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the Work, Foundation being interested only in the results obtained. Contractor and all of Contractor's officers, employees, and agents are not officers, employees, or agents of Foundation. Contractor understands and agrees that he/she is not entitled to benefits of any kind normally provided employees of the Foundation, including, but not limited to, State Unemployment Compensation or Worker's Compensation. Contractor should be aware the IRS regulations require Foundation to report total income exceeding six hundred dollars (\$600) under this and any additional Agreements in any given year.
- F. **Assignment.** The obligations of the Contractor pursuant to this Agreement shall not be assigned by the Contractor without the express, written approval of the Foundation.
- G. **Compliance with Applicable Laws.** In performing the Work, Contractor shall comply with applicable federal and California anti-discrimination laws, as well as all federal, state, and local laws, codes, regulations, and ordinances applicable to the Work.
- H. **Force Majeure.** Neither Party shall be deemed in default or in violation of this Agreement if prevented from performing any obligation hereunder for any circumstance or reason beyond its control, including, without limitation, acts of God or of the public enemy, governmental restrictions or regulations, epidemics or pandemics, flood, storm, strikes, regulatory or legal delay or restraint. In this event, all or a portion of either Party's performance is rendered impossible, the Parties shall cooperate with each other and use their best efforts to remove the impediment or develop a substitute manner of performance.
- I. **Notices.** All notices or other communications required or permitted under this Agreement shall be deemed duly given if in writing and delivered personally, sent by a reputable overnight courier service (with package tracking capability), or sent by certified mail, return receipt requested, first class postage prepaid, addressed as follows:

Foundation: College of the Canyons Foundation
Attn: Executive Director, Foundation
26455 Rockwell Canyon Road
Santa Clarita, CA 91355

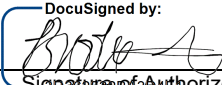
Contractor: **Brooke Edwards**
28155 Samantha Court
Santa Clarita, CA 91350
Phone: (661) 755-4420
Email: ritter.brooke@gmail.com

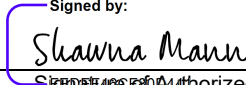
A Party may change its/his/her designated representative and/or address for the purpose of receiving notices and communications under this Agreement by notifying the other Party of the change in writing and in the manner described in this Section.

- J. Approval of Foundation's Executive Committee. Pursuant to the Foundation's Bylaws, this Agreement is not valid and does not constitute an enforceable obligation against the Foundation unless and until Foundation's Executive Committee has approved or ratified this Agreement as evidenced by a motion duly passed and adopted by the Executive Committee.

CONTRACTOR

COLLEGE OF THE CANYONS FOUNDATION

DocuSigned by:

BY: _____
Signature of Authorized Representative
Print Name Brooke Edwards
Print Title Brooke edwards
Date 5/4/2026

Signed by:

BY: _____
Signature of Authorized Representative
Print Name Shawna Mann
Print Title Executive Director, Foundation
Date 4/9/2026
Foundation Executive Committee
Approval/Ratification Date

Department _____
Contact Name _____
Funding Source (G/L Account) _____
Foundation Contract # _____

Foundation
Shawna Mann
81-65890-00-940003-1000
12274

COLLEGE OF THE CANYONS FOUNDATION
PROFESSIONAL SERVICES AGREEMENT
CASINOS IN MOTION
AUGUST 1, 2026

This Professional Services Agreement (“Agreement”) is between College of the Canyons Foundation (“Foundation”), a 501(c)(3) non-profit auxiliary organization, and **Casinos in Motion** (“Contractor”). Foundation and Contractor are also referred to collectively as the “Parties” and individually as “Party.”

In consideration of the premises and the mutual covenants set forth in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which are acknowledged by the Parties’ signatures, the Parties agree as provided in this Agreement.

1. **SCOPE OF AGREEMENT.** Foundation requires certain specialized services and is authorized pursuant to California law, including Education Code Sections 70902 and 88003.1, to contract for the specialized services. Contractor represents that Contractor has the proper training, skill, and experience, and is qualified, including any required license, permits, and certification, to provide Foundation the specialized services required by this Agreement. Contractor shall perform and provide all labor, materials, supplies, and equipment necessary to complete the Work (as defined below) required by this Agreement, which shall be performed in accordance with the terms and conditions of this Agreement.
2. **DUTIES AND OBLIGATIONS.** The services to be provided by Contractor under this Agreement shall include the following (“Work”): **Contractor shall provide professional casino style poker event services for a Foundation hosted fundraising event (“Event”) in compliance with all applicable laws, rules, and regulations. Work shall include the provision, setup, operation, and breakdown of poker gaming equipment and related Event support, as described below.**

Event Information:

- A. **Location:** **College of the Canyons’ West Physical Education Building (“WPEK”)
26455 Rockwell Canyon Road
(Actual location within WPEK shall be agreed to in writing by the Parties)**
- B. **Date(s):** **Saturday, August 1, 2026**
- C. **Time(s):** **3:00 p.m. – 6:00 p.m. (Setup)
6:00 p.m. (Start Time) to approximately 10:00 p.m. (End Time)
Thirty (30) minutes allotted for Cleanup**

Contractor Responsibilities

Contractor Shall:

- Provide the following equipment, supplies, and personnel for the Event:
 - Seven (7) Texas Hold ’em poker tables and all related gaming equipment necessary to conduct poker tournament play, including cards, chips, table felts, tournament clock, and related materials.
 - Seven (7) professional poker dealers, one (1) assigned to each poker table, for the duration of the event.
 - One (1) Tournament Director to manage and oversee the tournament.
 - One (1) professional tournament clock displayed on a screen and a public address (PA) system with microphone for Event announcements.
- Develop, communicate, and administer all tournament rules and operational procedures for game play during the Event, and ensure such rules are applied consistently.
- Perform complete setup and breakdown of all poker tables, equipment, and supplies prior to guest arrival and following the conclusion of the Event.
- Operate the tournament until a winner is determined, in accordance with standard poker tournament practices.
- Ensure all participants are at least twenty-one (21) years old.

Event Parameters

- The tournament configuration shall accommodate approximately fifty-six to sixty-three (56-63) players.
- The tournament may continue beyond the initially allotted event time as necessary to determine a winner. No overtime charges shall apply for such extended play provided the tournament begins at the agreed-upon start time.
- If the Event start time is delayed at Foundation’s request, additional charges may apply in accordance with the Agreement.
- Chairs for players shall be provided by the Foundation.

3. **TERM OF AGREEMENT.** This Agreement shall commence on **August 1, 2026, and shall continue in full force and effect thereafter until and including August 1, 2026**, (“Term”), unless this Agreement is terminated during the Term as provided in Section 4.

4. **TERMINATION OF AGREEMENT.** This Agreement shall terminate upon expiration of the Term. If the Contractor is unable to appear at the event outlined above, this Agreement shall be deemed cancelled and terminated and no payment will be made by the Foundation. Any termination of this Agreement during the Term shall be in accordance with the following:

A. **Termination for Convenience.** During the Term of this Agreement, Foundation may terminate this Agreement at any time at its convenience and without cause, upon providing Contractor at least ten (10) days written notice before the effective date of termination. Upon such termination by Foundation, Contractor shall only be entitled to payment for all Work provided, rendered, and received by Foundation prior to the date of termination and in no event shall Contractor be entitled to any payment or reimbursement as the result of Foundation’s termination.

B. **Other Grounds.** Notwithstanding any provisions in this Agreement, Foundation, at Foundation’s sole discretion and upon written notice to Contractor, shall have the right to terminate this Agreement effective on the date stated in Foundation’s written notice in the event Foundation determines, at its sole discretion, that Contractor (i) is unable or unwilling to perform the Work or meet any obligation or duty as described or made necessary by the Agreement, (ii) changes the nature of its business so that it is not compatible with the mission or needs of the Foundation or is involved in any incident or activity which embarrasses, creates unwelcome scrutiny or attention, or otherwise causes or threatens harm to the reputation of the Foundation or Santa Clarita Community College District, or (iii) fails to comply with federal, state, and/or local laws applicable to Contractor’s performance of the Work under this Agreement.

5. **PAYMENT.**

A. **Amount of Compensation.** Foundation agrees to pay Contractor, as full consideration and compensation for Contractor’s performance of the Work under this Agreement, a total amount not to exceed **Three Thousand Seven Hundred Twenty-Five Dollars (\$3,725)** (“Contract Amount”) as follows:

Description	Quantity	Cost	Total
Texas Hold ‘em Poker Table	7	\$425 Each	\$2,975.00
Setup and Breakdown	One-Time Fee	\$750	\$750.00
Tournament Director	1	Included	\$0.00
Tournament Clock	1	Included	\$0.00
PA System	1	Included	\$0.00
CONTRACT AMOUNT			\$3,725.00

B. **For Reimbursement of Expenses.** Unless otherwise agreed upon by Foundation in writing or specifically provided in this Agreement, Contractor shall assume and pay, at Contractor’s sole expense, all costs and expenses incurred by Contractor in performing the Work under this Agreement (“Expenses”).

C. **Method and Schedule of Payment.** Foundation shall pay to Contractor the Contract Amount pursuant to invoice from Contractor in accordance with this Agreement.

i. **Invoice.** Contractor shall submit to Foundation detailed billing information regarding the Work provided for the billing period, not more than once per month, and, **if applicable, Foundation-authorized** Expenses incurred during the billing period. All **Foundation-authorized** Expenses shall be documented **with original receipts** and shall be **pre-approved in writing by Foundation**, unless such expenses are specifically authorized by this Agreement. Invoices shall be paid on a “net 30-day basis” for services satisfactorily rendered (as determined by the Foundation) pursuant to this Agreement. An invoice cannot be paid unless this Agreement has been signed by Contractor and has been properly executed by Foundation, and Contractor has submitted a completed Vendor Form/Substitute Form W-9 to Foundation’s Contract and Procurement Services Department.

6. **CALIFORNIA STATE TAX WITHHOLDING FOR NONRESIDENTS OF CALIFORNIA.** It is mutually understood that if Contractor is a Nonresident of California, which may include California Nonresidents, corporations, limited liability companies, non-profits, and partnerships that do not have a permanent place of business in the State of California, the Foundation is obligated to abide by California Franchise Tax Board (FTB) withholding requirements. The Foundation is required to withhold from all payments or distributions of California source income made to a Nonresident when payments or distributions are greater than One Thousand Five Hundred Dollars (\$1,500) for the calendar year unless the Foundation receives authorization for a waiver or a reduced withholding rate from the Franchise Tax Board. As of January 1, 2008, the standard withholding amount for all payments to Nonresident California Contractors is Seven Percent (7%). Foundation will deduct the amount ordered by the State of California from the payment hereunder and will pay such amount directly to the Contractor’s California State Income Tax Account, settlement of which must be made by Contractor directly with the State of California through Withholding Coordinator, Franchise Tax Board, PO Box 651, Sacramento, California, 95812-0651; telephone (916) 845-6262. Completion and submission of the appropriate form shall be the obligation of the Nonresident Contractor and Contractor shall

defend, indemnify and hold harmless the Foundation against any loss, expense, or liability arising out of Contractor's acts or omissions with respect to this nonresident requirement. Contractor shall provide all necessary documentation and information to help Foundation comply with all tax requirements related to California nonresidents.

7. **INDEMNIFICATION.** Contractor agrees to defend, hold harmless and indemnify Foundation, Santa Clarita Community College District ("District"), each of their parents, affiliates, subsidiaries, authorized representatives, directors, officers, agents and employees against any and all liability for any judgments, awards, expenses, fines, penalties, attorneys' fees, costs, or other claims for damages in connection with any suit, complaint, charge, proceeding or action of any kind alleging a violation of any statutory or regulatory provision or otherwise arising out of the negligent act or willful misconduct by Contractor, of its duties and responsibilities under this Agreement, unless such performance or nonperformance occurred at the direction of or was caused by Foundation. This hold harmless and indemnification includes but is not limited to compensatory damages, punitive damages, regulatory fines and penalties, and extra-contractual liability.
8. **TRANSPORTATION.** Contractor hereby acknowledges and understands that it is his/her responsibility to arrange for transportation to provide all services necessary and/or required by this Agreement. The Foundation is in no way responsible for, nor does Foundation assume any liability for, any injury or loss which may result from Contractor's transportation for which the Contractor shall indemnify the Foundation in accordance with Section 7 above.
9. **COMPLIANCE WITH APPLICABLE LAWS.** The Work completed herein must meet the approval of the Foundation and shall be subject to the Foundation's general right of inspection to secure the satisfactory completion thereof. Contractor agrees to comply with all federal, state and local laws, rules, regulations and ordinances that are now or may in the future become applicable to Contractor, Contractor's business, equipment and personnel engaged in operations covered by this Agreement or accruing out of the performance of such operations ("Rules"). If Foundation disapproves of any service provided by Contractor, or if Contractor fails to comply with any applicable Rule, Contractor shall address the issue immediately at no additional cost to Foundation.
10. **NO UNLAWFUL GAMBLING.** Without limitation, Contractor represents and warrants that any casino-style or poker-related activities performed under this Agreement are conducted solely for lawful fundraising or entertainment purposes and do not constitute unlawful gambling, wagering, or gaming under applicable law. Contractor shall be solely responsible for ensuring compliance with all laws governing such activities, and Foundation and District shall not be deemed to sponsor, operate, or conduct any gambling activity.
11. **PERMITS/LICENSES.** Contractor and all Contractor's employees or agents shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of Work pursuant to this Agreement.
12. **CONTRACTOR EMPLOYEES.** Contractor shall at all times enforce strict discipline and good order among its employees and shall not employ any unfit person or anyone not fully skilled in work assigned. All conduct of Contractor, employees, agents, or guests shall be of a high professional standard. Any person employed by the Contractor whom the Foundation or District may deem incompetent or unfit shall be dismissed from District's grounds and shall not again be permitted on District's grounds without the written consent of the Foundation or District. Contractor shall provide competent supervision of personnel employed on the job and when safe high-quality equipment are in use.
13. **EQUIPMENT AND LABOR.** Contractor shall furnish all tools, equipment, apparatus, facilities, transportation, labor, and material necessary to complete the Work to be provided pursuant to this Agreement. The Work shall be performed at such times and places as directed by and subject to the approval of the authorized Foundation representative indicated. Contractor shall keep work area in clean and orderly matter at all times.
14. **SAFETY AND SECURITY.** It shall be the responsibility of the Contractor to ascertain from the Foundation, the rules and regulations pertaining to safety, security and driving on District grounds, particularly when students are present. Contractor shall erect and properly maintain at all times, as required by conditions and progress of Work, all necessary safeguards, signs, barriers, lights and watchmen for protection of its employees and the public, and shall post danger signs warning against hazards created by such features during the course of the Work being provided.
15. **PROPERTY DAMAGES.** Foundation is not responsible for damage(s) to the Contractor's property; nor is the Foundation responsible for any damage(s) due to storage of the property; nor is the Foundation responsible for vandalism or theft. Contractor shall be responsible to repair damage to District property caused by Contractor, Contractor's employees and/or Contractor's subcontractors. Repair work shall be done promptly within a reasonable time period restoring damaged property to original condition at no cost to the Foundation.
16. **PROFESSIONAL PRACTICES.** All Work provided pursuant to this Agreement shall be provide in a manner consistent with the standards of care, diligence and skill ordinarily exercised by professionals in similar fields and circumstances in accordance with sound professional practices.
17. **GENERAL PROVISIONS.**

- A. Entire Agreement and Amendment. This Agreement constitutes the entire agreement and understanding between the Parties, and is a complete and exclusive statement of the terms of the Parties' agreement pursuant to Code of Civil Procedure Section 1856. This Agreement cannot be modified orally, and is to be modified only by a written instrument executed by the Parties.
- B. Non-Discrimination. Contractor agrees not to engage in unlawful discrimination in the provision of Work, allocation of benefits, accommodation in facilities, employment of persons, or in the acceptance, assignment, treatment, evaluation or compensation of students who participate in programs sponsored or arranged by Foundation, on the basis of race, color, religion, genetic information, nationality, national origin, ancestry, pregnancy, sex, gender, gender identity, gender expression, ethnicity, age, medical condition, mental or physical disability, marital status, sexual orientation, military or Vietnam-era veteran status, or any other characteristic protected by law.
- C. Applicable Law, Venue, and Interpretation. This Agreement, and the Parties' rights and obligations, are to be governed by and construed in accordance with California laws. If any action is instituted to enforce or interpret this Agreement, the venue of any such action shall be in the appropriate state or federal court in Los Angeles County, California, provided that nothing in this Agreement constitutes a waiver of immunity to suit by Foundation. The provisions of this Agreement are to be construed in all cases as a whole, according to their fair meaning, and not strictly for or against any Party.
- D. Use of Subcontractors. Contractor must obtain Foundation's prior written approval to use any subcontractors while performing any portion of this Agreement and such approval may be conditioned on approval of the subcontract between Contractor and subcontractor. Such approval must include approval of the proposed subcontractor and the terms of compensation. Foundation retains the right to obtain copies of subcontractor insurance coverage at any time. Nothing in this Section shall be interpreted as creating a contractual relationship between Foundation and any approved subcontractor. Notwithstanding Foundation's approval of any subcontractor's contract, Contractor shall remain solely responsible for any harm, damage, or claim arising from any subcontractor's acts or omissions as set forth in Section 7.
- E. Independent Contractor. In the performance of the Work herein contemplated, Contractor is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the Work, Foundation being interested only in the results obtained. Contractor and all of Contractor's officers, employees, and agents are not officers, employees, or agents of Foundation. Contractor understands and agrees that he/she is not entitled to benefits of any kind normally provided employees of the Foundation, including, but not limited to, State Unemployment Compensation or Worker's Compensation. Contractor should be aware the IRS regulations require Foundation to report total income exceeding six hundred dollars (\$600) under this and any additional Agreements in any given year.
- F. Assignment. The obligations of the Contractor pursuant to this Agreement shall not be assigned by the Contractor without the express, written approval of the Foundation.
- G. Compliance with Applicable Laws. In performing the Work, Contractor shall comply with applicable federal and California anti-discrimination laws, as well as all federal, state, and local laws, codes, regulations, and ordinances applicable to the Work.
- H. Force Majeure. Neither Party shall be deemed in default or in violation of this Agreement if prevented from performing any obligation hereunder for any circumstance or reason beyond its control, including, without limitation, acts of God or of the public enemy, governmental restrictions or regulations, epidemics or pandemics, flood, storm, strikes, regulatory or legal delay or restraint. In this event, all or a portion of either Party's performance is rendered impossible, the Parties shall cooperate with each other and use their best efforts to remove the impediment or develop a substitute manner of performance.
- I. Notices. All notices or other communications required or permitted under this Agreement shall be deemed duly given if in writing and delivered personally, sent by a reputable overnight courier services (with package tracking capability), or sent by certified mail, return receipt requested, first class postage prepaid, addressed as follows:

Foundation: College of the Canyons Foundation
Attn: Executive Director, Foundation
26455 Rockwell Canyon Road
Santa Clarita, CA 91355

Contractor: **Casinos in Motion**
Attn: Andrew Pirim
P.O. Box 145
Montrose CA 91021
Phone: (818) 612-3969
Email: PitBoss711@gmail.com

A Party may change its/his/her designated representative and/or address for the purpose of receiving notices and communications under this Agreement by notifying the other Party of the change in writing and in the manner described in this Section.

- J. Approval of Foundation's Executive Committee. Pursuant to the Foundation's Bylaws, this Agreement is not valid and does not constitute an enforceable obligation against the Foundation unless and until Foundation's Executive Committee has approved or ratified this Agreement as evidenced by a motion duly passed and adopted by the Executive Committee.

CONTRACTOR

COLLEGE OF THE CANYONS FOUNDATION

DocuSigned by:
Andrew Pirim
 BY: _____
 Signature of Authorized Representative
 Print Name Andrew Pirim
 Print Title CEO
 Date 5/15/2026

Signed by:
Shawna Mann
 BY: _____
 Signature of Authorized Representative
 Print Name **Shawna Mann**
 Print Title **Executive Director, Foundation**
 Date 5/15/2026
 Foundation Executive Committee
 Approval/Ratification Date

Department _____
 Contact Name _____
 Funding Source (G/L Account) _____
 Foundation Contract # _____
 Agreement Vetted By _____

Foundation
Shawna Mann
TBD
12379
Contracts, Procurement, and Risk Management Services

COLLEGE OF THE CANYONS FOUNDATION

PROFESSIONAL SERVICES AGREEMENT

GARY PICKETT

MAY 29, 2026

This Professional Services Agreement (“Agreement”) is between College of the Canyons Foundation (“Foundation”), a 501(c)(3) non-profit auxiliary organization, and **Gary Pickett** (“Contractor”), an **individual residing in the state of California**. Foundation and Contractor are also referred to collectively as the “Parties” and individually as “Party.”

In consideration of the premises and the mutual covenants set forth in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which are acknowledged by the Parties’ signatures, the Parties agree as provided in this Agreement.

1. **SCOPE OF AGREEMENT.** Foundation requires certain specialized services and is authorized pursuant to California law, including Education Code Sections 70902 and 88003.1, to contract for the specialized services. Contractor represents that Contractor has the proper training, skill, and experience, and is qualified, including any required license, permits, and certification, to provide Foundation the specialized services required by this Agreement. Contractor shall perform and provide all labor, materials, supplies, and equipment necessary to complete the Work (as defined below) required by this Agreement, which shall be performed in accordance with the terms and conditions of this Agreement.
2. **DUTIES AND OBLIGATIONS.** The services to be provided by Contractor under this Agreement shall include (“Work”) as follows: **Contractor shall provide an educational flint-knapping demonstration for students at District’s Anthro Survivor event at College of the Canyons by the softball field. Work shall include, but is not limited to:**
 - **Provide a brief historical and cultural overview of flint-knapping and its significance in archaeology and indigenous technologies.**
 - **Facilitate a live demonstration of basic flint-knapping techniques, including tool use, material selection, and safety practices.**
 - **Provide a display of various flint-knapped tools or replicas to illustrate different styles, materials, and uses.**
 - **Provide an opportunity for students to observe and ask questions.**
 - **Demonstration shall take place by the District’s Valencia campus softball field from 12:00 p.m. – 3:00 p.m.**
 - **Contractor shall comply with all applicable District safety and facility use policies during the demonstration.**
 - **Contractor shall provide all materials, tools, and personal protective equipment required for the demonstration.**
3. **TERM OF AGREEMENT.** This Agreement shall commence on **May 29, 2026, and shall continue in full force and effect thereafter until and including May 29, 2026,** (“Term”), unless this Agreement is terminated during the Term as provided in Section 4.
4. **TERMINATION OF AGREEMENT.** This Agreement shall terminate upon expiration of the Term. If the Contractor is unable to appear at the event outlined above, this Agreement shall be deemed cancelled and terminated and no payment will be made by the Foundation. Any termination of this Agreement during the Term shall be in accordance with the following:
 - A. **Termination for Convenience.** During the Term of this Agreement, Foundation may terminate this Agreement at any time at its convenience and without cause, upon providing Contractor at least ten (10) days written notice before the effective date of termination. Upon such termination by Foundation, Contractor shall only be entitled to payment for all Work provided, rendered, and received by Foundation prior to the date of termination and in no event shall Contractor be entitled to any payment or reimbursement as the result of Foundation’s termination.
 - B. **Other Grounds.** Notwithstanding any provisions in this Agreement, Foundation, at Foundation’s sole discretion and upon written notice to Contractor, shall have the right to terminate this Agreement effective on the date stated in Foundation’s written notice in the event Foundation determines, at its sole discretion, that Contractor (i) is unable or unwilling to perform the Work or meet any obligation or duty as described or made necessary by the Agreement, (ii) changes the nature of its business so that it is not compatible with the mission or needs of the Foundation or is involved in any incident or activity which embarrasses, creates unwelcome scrutiny or attention, or otherwise causes or threatens harm to the reputation of the Foundation or Santa Clarita Community College District, or (iii) fails to comply with federal, state, and/or local laws applicable to Contractor’s performance of the Work under this Agreement.
5. **PAYMENT.**
 - A. **Amount of Compensation.** Foundation agrees to pay Contractor, as full consideration and compensation for Contractor’s performance of the Work under this Agreement, a total amount not to exceed **Five Hundred Dollars (\$500)** (“Contract Amount”).

- B. For Reimbursement of Expenses. Unless otherwise agreed upon by Foundation in writing or specifically provided in this Agreement, Contractor shall assume and pay, at Contractor's sole expense, all costs and expenses incurred by Contractor in performing the Work under this Agreement ("Expenses").
- C. Method and Schedule of Payment. Foundation shall pay to Contractor the Contract Amount pursuant to invoice from Contractor in accordance with this Agreement.
- i. Invoice. Contractor shall submit to Foundation detailed billing information regarding the Work provided for the billing period, not more than once per month, and, **if applicable, Foundation-authorized** Expenses incurred during the billing period. All **Foundation-authorized** Expenses shall be documented **with original receipts** and shall be **pre-approved in writing by Foundation**, unless such expenses are specifically authorized by this Agreement. Invoices shall be paid on a "net 30-day basis" for services satisfactorily rendered (as determined by the Foundation) pursuant to this Agreement. An invoice cannot be paid unless this Agreement has been signed by Contractor and has been properly executed by Foundation, and Contractor has submitted a completed Vendor Form/Substitute Form W-9 to Foundation's Contract and Procurement Services Department.
6. **CALIFORNIA STATE TAX WITHHOLDING FOR NONRESIDENTS OF CALIFORNIA.** It is mutually understood that if Contractor is a Nonresident of California, which may include California Nonresidents, corporations, limited liability companies, non-profits, and partnerships that do not have a permanent place of business in the State of California, the Foundation is obligated to abide by California Franchise Tax Board (FTB) withholding requirements. The Foundation is required to withhold from all payments or distributions of California source income made to a Nonresident when payments or distributions are greater than One Thousand Five Hundred Dollars (\$1,500) for the calendar year unless the Foundation receives authorization for a waiver or a reduced withholding rate from the Franchise Tax Board. As of January 1, 2008, the standard withholding amount for all payments to Nonresident California Contractors is Seven Percent (7%). Foundation will deduct the amount ordered by the State of California from the payment hereunder and will pay such amount directly to the Contractor's California State Income Tax Account, settlement of which must be made by Contractor directly with the State of California through Withholding Coordinator, Franchise Tax Board, PO Box 651, Sacramento, California, 95812-0651; telephone (916) 845-6262. Completion and submission of the appropriate form shall be the obligation of the Nonresident Contractor and Contractor shall defend, indemnify and hold harmless the Foundation against any loss, expense, or liability arising out of Contractor's acts or omissions with respect to this nonresident requirement. Contractor shall provide all necessary documentation and information to help Foundation comply with all tax requirements related to California nonresidents.
7. **INDEMNIFICATION.** Contractor agrees to defend, hold harmless and indemnify Foundation, Santa Clarita Community College District ("District"), each of their parents, affiliates, subsidiaries, authorized representatives, directors, officers, agents and employees against any and all liability for any judgments, awards, expenses, fines, penalties, attorneys' fees, costs, or other claims for damages in connection with any suit, complaint, charge, proceeding or action of any kind alleging a violation of any statutory or regulatory provision or otherwise arising out of the negligent act or willful misconduct by Contractor, of its duties and responsibilities under this Agreement, unless such performance or nonperformance occurred at the direction of or was caused by Foundation. This hold harmless and indemnification includes but is not limited to compensatory damages, punitive damages, regulatory fines and penalties, and extra-contractual liability.
8. **TRANSPORTATION.** Contractor hereby acknowledges and understands that it is his/her responsibility to arrange for transportation to provide all services necessary and/or required by this Agreement. The Foundation is in no way responsible for, nor does Foundation assume any liability for, any injury or loss which may result from Contractor's transportation for which the Contractor shall indemnify the Foundation in accordance with Section 7 above.
9. **PROFESSIONAL PRACTICES.** All Work provided pursuant to this Agreement shall be provided in a manner consistent with the standards of care, diligence and skill ordinarily exercised by professionals in similar fields and circumstances in accordance with sound professional practices.
10. **PROPERTY DAMAGES.** Foundation is not responsible for damage(s) to the Contractor's property; nor is the Foundation responsible for any damage(s) due to storage of the property; nor is the Foundation responsible for vandalism or theft. Foundation shall be responsible to repair damage to Foundation property caused by Contractor, Contractor's employees and/or Contractor's subcontractors.
11. **GENERAL PROVISIONS.**
- A. Entire Agreement and Amendment. This Agreement constitutes the entire agreement and understanding between the Parties, and is a complete and exclusive statement of the terms of the Parties' agreement pursuant to Code of Civil Procedure Section 1856. This Agreement cannot be modified orally, and is to be modified only by a written instrument executed by the Parties.
- B. Non-Discrimination. Contractor agrees not to engage in unlawful discrimination in the provision of Work, allocation of benefits, accommodation in facilities, employment of persons, or in the acceptance, assignment, treatment, evaluation or compensation of students who participate in programs sponsored or arranged by Foundation, on the basis of race,

color, religion, genetic information, nationality, national origin, ancestry, pregnancy, sex, gender, gender identity, gender expression, ethnicity, age, medical condition, mental or physical disability, marital status, sexual orientation, military or Vietnam-era veteran status, or any other characteristic protected by law.

- C. Applicable Law, Venue, and Interpretation. This Agreement, and the Parties' rights and obligations, are to be governed by and construed in accordance with California laws. If any action is instituted to enforce or interpret this Agreement, the venue of any such action shall be in the appropriate state or federal court in Los Angeles County, California, provided that nothing in this Agreement constitutes a waiver of immunity to suit by Foundation. The provisions of this Agreement are to be construed in all cases as a whole, according to their fair meaning, and not strictly for or against any Party.
- D. Use of Subcontractors. Contractor must obtain Foundation's prior written approval to use any subcontractors while performing any portion of this Agreement and such approval may be conditioned on approval of the subcontract between Contractor and subcontractor. Such approval must include approval of the proposed subcontractor and the terms of compensation. Foundation retains the right to obtain copies of subcontractor insurance coverage at any time. Nothing in this Section shall be interpreted as creating a contractual relationship between Foundation and any approved subcontractor. Notwithstanding Foundation's approval of any subcontractor's contract, Contractor shall remain solely responsible for any harm, damage, or claim arising from any subcontractor's acts or omissions as set forth in Section 7.
- E. Independent Contractor. In the performance of the Work herein contemplated, Contractor is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the Work, Foundation being interested only in the results obtained. Contractor and all of Contractor's officers, employees, and agents are not officers, employees, or agents of Foundation. Contractor understands and agrees that he/she is not entitled to benefits of any kind normally provided employees of the Foundation, including, but not limited to, State Unemployment Compensation or Worker's Compensation. Contractor should be aware the IRS regulations require Foundation to report total income exceeding six hundred dollars (\$600) under this and any additional Agreements in any given year.
- F. Assignment. The obligations of the Contractor pursuant to this Agreement shall not be assigned by the Contractor without the express, written approval of the Foundation.
- G. Compliance with Applicable Laws. In performing the Work, Contractor shall comply with applicable federal and California anti-discrimination laws, as well as all federal, state, and local laws, codes, regulations, and ordinances applicable to the Work.
- H. Force Majeure. Neither Party shall be deemed in default or in violation of this Agreement if prevented from performing any obligation hereunder for any circumstance or reason beyond its control, including, without limitation, acts of God or of the public enemy, governmental restrictions or regulations, epidemics or pandemics, flood, storm, strikes, regulatory or legal delay or restraint. In this event, all or a portion of either Party's performance is rendered impossible, the Parties shall cooperate with each other and use their best efforts to remove the impediment or develop a substitute manner of performance.
- I. Notices. All notices or other communications required or permitted under this Agreement shall be deemed duly given if in writing and delivered personally, sent by a reputable overnight courier service (with package tracking capability), or sent by certified mail, return receipt requested, first class postage prepaid, addressed as follows:

Foundation: College of the Canyons Foundation
Attn: Executive Director, Foundation
26455 Rockwell Canyon Road
Santa Clarita, CA 91355

Contractor: **Gary Pickett**
511 Ray Street
Bakersfield, CA 93308
Phone: (661) 444-6163
Email: gary@napd-bak.org

A Party may change its/his/her designated representative and/or address for the purpose of receiving notices and communications under this Agreement by notifying the other Party of the change in writing and in the manner described in this Section.

- J. Approval of Foundation's Executive Committee. Pursuant to the Foundation's Bylaws, this Agreement is not valid and does not constitute an enforceable obligation against the Foundation unless and until Foundation's Executive Committee has approved or ratified this Agreement as evidenced by a motion duly passed and adopted by the Executive Committee.

[SIGNATURES NEXT PAGE]

CONTRACTOR

COLLEGE OF THE CANYONS FOUNDATION

Signed by:
 BY: Gary Pickett
 Signature of Authorized Representative
 Print Name Gary Pickett
 Print Title Master Flintknapper
 Date 5/7/2026

Signed by:
 BY: Shawna Mann
 Signature of Authorized Representative
 Print Name Shawna Mann
 Print Title Executive Director, Foundation
 Date 5/7/2026
 Foundation Executive Committee
 Approval/Ratification Date

Department
 Contact Name
 Funding Source (G/L Account)
 Foundation Contract #

Foundation
 Shawna Mann
 82-65890-00-950565-1000
 12399