

**ITEM 12**  
**INCORRECT REDUCTION CLAIM**  
**PROPOSED DECISION**

Government Code Sections 3540-3549.9

Statutes 1975, Chapter 961

*Collective Bargaining*

Fiscal Year 1995-1996

05-4425-I-11

Gavilan Joint Community College District, Claimant

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# SixTen and Associates

## Mandate Reimbursement Services

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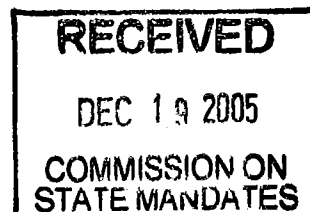
Exhibit A

KEITH B. PETERSEN, MPA, JD, President  
5252 Balboa Avenue, Suite 807  
San Diego, CA 92117

Telephone: (858) 514-8605  
Fax: (858) 514-8645  
E-Mail: Kbpsixten@aol.com

December 16, 2005

Paula Higashi, Executive Director  
Commission on State Mandates  
980 Ninth Street, Suite 300  
Sacramento, CA 95814



RE: Incorrect Reduction Claim  
Chapter 961, Statutes of 1975  
Collective Bargaining  
Fiscal Year 1995-96

Dear Ms. Higashi:

Enclosed is the original and two copies of the above referenced incorrect reduction claim for Gavilan Joint Community College District.

SixTen and Associates has been appointed by the District as its representative for this matter and all interested parties should direct their inquiries to me, with a copy as follows:

Joseph D. Keeler, Vice-President Administrative Services  
Gavilan Joint Community College District  
5055 Santa Teresa Blvd.  
Gilroy, CA 95020-9599

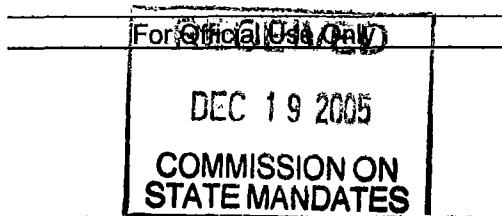
Thank-you.

Sincerely,

A handwritten signature in black ink, appearing to read "KB Petersen".

Keith B. Petersen

State of California  
COMMISSION ON STATE MANDATES  
980 Ninth Street, Suite 300  
Sacramento, CA 95814  
(916) 323-3562  
CSM 2 (12/89)



**INCORRECT REDUCTION CLAIM FORM**

Claim No. 05-4426-E-11

Local Agency or School District Submitting Claim

**GAVILAN JOINT COMMUNITY COLLEGE DISTRICT**

Contact Person Telephone Number

Keith B. Petersen, President  
SixTen and Associates  
5252 Balboa Avenue, Suite 807  
San Diego, CA 92117

Voice: 858-514-8605  
Fax: 858-514-8645  
E-mail: Kbpsixten@aol.com

Address

Joseph D. Keeler, Vice-President Administrative Services  
Gavilan Community College District  
5055 Santa Teresa Blvd.  
Gilroy, CA 95020-9599

Representative Organization to be Notified Telephone Number

Robert Miyashiro, Consultant, Education Mandated Cost Network  
c/o School Services of California  
1121 L Street, Suite 1060  
Sacramento, CA 95814

Voice: 916-446-7517  
Fax: 916-446-2011  
E-mail: robertm@SSCal.com

This claim alleges an incorrect reduction of a reimbursement claim filed with the State Controller's Office pursuant to section 17561 of the Government Code. This incorrect reduction claim is filed pursuant to section 17561(b) of the Government Code.

CLAIM IDENTIFICATION: Specify Statute or Executive Order

**Collective Bargaining** Chapter 961, Statutes of 1975

<u>Fiscal Year</u>	<u>Amount of the Incorrect Reduction</u>
1995-96	\$124,245

IMPORTANT: PLEASE SEE INSTRUCTIONS AND FILING REQUIREMENTS FOR COMPLETING AN INCORRECT REDUCTION CLAIM ON THE REVERSE SIDE.

Name and Title of Authorized Representative Telephone No.

Joseph D. Keeler, Vice-President Administrative Services

Voice: 408-848-4715  
Fax: 408-848-4994  
E-Mail: jkeeler@gavilan.cc.ca.us

Signature of Authorized Representative Date

X JOSEPA D KEELER

December 15, 2005

1 Claim Prepared by:  
2 Keith B. Petersen  
3 SixTen and Associates  
4 5252 Balboa Avenue, Suite 807  
5 San Diego, California 92117  
6 Voice: (858) 514-8605  
7 Fax: (858) 514-8645

8 /

9 /

10 BEFORE THE

11 COMMISSION ON STATE MANDATES

12 STATE OF CALIFORNIA

13 INCORRECT REDUCTION CLAIM OF: )

No. CSM \_\_\_\_\_

Chapter 961, Statutes of 1975

17 GAVILAN JOINT )

Collective Bargaining

19 Community College District )

Annual Reimbursement Claims:

21 Claimant. )

Fiscal Year 1995-96

24 \_\_\_\_\_ )  
INCORRECT REDUCTION CLAIM FILING

25 PART I. AUTHORITY FOR THE CLAIM

26 The Commission on State Mandates has the authority pursuant to Government  
27 Code Section 17551(d) to “. . . to hear and decide upon a claim by a local agency or  
28 school district, filed on or after January 1, 1985, that the Controller has incorrectly  
29 reduced payments to the local agency or school district pursuant to paragraph (2) of  
30 subdivision (d) of Section 17561.” Gavilan Joint Community College District (hereafter  
31 “district” or “claimant”) is a school district as defined in Government Code Section  
32 17519. Title 2, CCR, Section 1185 (a), requires the claimant to file an incorrect

Incorrect Reduction Claim of Gavilan Joint Community College District  
961/75 Collective Bargaining

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1 reduction claim with the Commission.

2 This incorrect reduction claim is timely filed. Title 2, CCR, Section 1185 (b),  
3 requires incorrect reduction claims to be filed no later than three years following the  
4 date of the Controller's remittance advice notifying the claimant of a reduction. In a  
5 letter dated July 10, 2002, the Controller notified the District of its "results of review" of  
6 the FY 1995-96 claim, adjusting the claim by the amount of \$124,245 due to "no  
7 supporting documentation." The letter stated \$60,597 was due to the District, which  
8 indicates there were to be subsequent payment actions. The period of limitations to file  
9 the incorrect reduction claim will be measured from the date of the last payment action  
10 made after this notification, which is known to the Controller. Title 2, CCR, Section  
11 1185 (e) (5), requires the claimant to provide a copy of a letter sent to the Controller  
12 disputing the adjustment. In a letter dated August 5, 1998, the District notified the  
13 Controller that the District was appealing the denial of the FY 1995-96 annual  
14 reimbursement claim.

15 PART II. STATEMENT OF THE CLAIM

16 The documentation available to the claimant indicates that the State Controller  
17 adjudicated the claim for Fiscal Year 1995-96 as follows:

18 1 In a remittance advice dated January 24, 1996, the Controller paid \$275,000 for  
19 the FY 1995-96 estimate submitted as part of the FY 1994-95 annual  
20 reimbursement claim.

21 2. On or about November 25, 1996, the District submitted its annual reimbursement

**Incorrect Reduction Claim of Gavilan Joint Community College District  
961/75 Collective Bargaining**

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- 1 claim for FY 1995-96 actual costs in the amount of \$348,966.
- 2 3. In a remittance advice dated January 30, 1997, the Controller paid \$15,270 for  
3 FY 1995-96 annual reimbursement claim. This increased the total amount paid  
4 on the claim to \$290,270.
- 5 4. In a letter dated July 30, 1998, the Controller notified the District of its "results of  
6 review" of the FY 1995-96 claim, reducing the claim by the amount of \$184,842  
7 due to "no supporting documentation." This resulted in an approved claim  
8 amount of \$164,124. The letter states \$126,146 was due to the State.
- 9 5. In a letter dated August 5, 1998, the District notified the Controller that the  
10 District was appealing the reduction of the FY 1995-96 annual reimbursement  
11 claim.
- 12 6. In a remittance advice dated August 8, 2001, for the 1996-97 Open Meetings Act  
13 annual reimbursement claim, the Controller offset the \$487 due to the District on  
14 the Open Meetings Act claim as a partial collection of the amount due to the  
15 state for the FY 1995-96 Collective Bargaining annual reimbursement claim.
- 16 7. In a remittance advice dated August 8, 2001, for the 1998-99 Open Meetings Act  
17 annual reimbursement claim, the Controller offset \$35 due to the District on the  
18 Open Meetings Act claim as a partial collection of the amount due to the state for  
19 the FY 1995-96 Collective Bargaining annual reimbursement claim.
- 20 8. In a letter dated July 10, 2002, the Controller notified the District of its "results of  
21 review" of the FY 1995-96 claim, reducing the claim by the amount of \$124,245

Incorrect Reduction Claim of Gavilan Joint Community College District  
961/75 Collective Bargaining

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1 due to "no supporting documetnation." This letter states that there were "prior  
2 collections" in the amount of \$126,146. This resulted in an approved claim  
3 amount of \$224,721. The letter states \$60,597 was now due to the District. The  
4 letter states that "the balance due will be forthcoming when additional funds are  
5 made available." It cannot be ascertained from this letter why the amount  
6 adjusted and amount approved changed, the source of the prior collections or  
7 how the amount due was calculated.

8 Therefore, the Controller has twice adjusted the claim, first in the amount of  
9 \$184,842 (July 30, 1998) and then later in the amount \$124,245 (July 10, 2002). In  
10 both cases, the only explanation provided was "no supporting documentation." The  
11 District has no record of any audit findings or any other explanation of the reason for  
12 the adjustments.

13 PART III. PREVIOUS INCORRECT REDUCTION CLAIMS

14 The District has not filed any previous incorrect reduction claims for this mandate  
15 program annual reimbursement claim. The District is not aware of other incorrect  
16 reduction claims having been adjudicated on the specific issues or subject matter  
17 raised by this incorrect reduction claim.

18 PART IV. BASIS FOR REIMBURSEMENT

19 1. Mandate Legislation

20 Chapter 961, Statutes of 1975 (the "Rodda Act") established Chapter 10.7,  
21 Division 4, of Title 1 of the Government Code (commencing with Section 3540), and

Incorrect Reduction Claim of Gavilan Joint Community College District  
961/75 Collective Bargaining

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1 repealed Article 5, Chapter 1, of Division 10 of the Education Code (the "Winton Act").  
2 The Rodda Act established the Public Employees Relations Board (PERB) and required  
3 public school employers to meet and negotiate with their employees on matters of  
4 wages, hours of employment, and other terms and conditions of employment. The  
5 provisions relating to the creation, certain duties of, and appropriations for the Public  
6 Employment Relations Board were operative on January 1, 1976, The provisions  
7 relating to employees' organizational rights, the representative rights of employee  
8 organizations, the recognition of exclusive representatives, and related procedures  
9 were operative on April 1, 1976.

10 Chapter 1213, Statutes of 1991, added Government Code section 3547.5, which  
11 requires school districts to publicly disclose major provisions of a collective bargaining  
12 agreement after negotiations but before the agreement becomes binding.

13 2. Test Claim

14 The State Board of Control, the predecessor agency with jurisdiction to the  
15 Commission on State Mandates, at its meeting of July 17, 1978 determined the Rodda  
16 Act constituted a reimbursable state mandate in that public school employees had a  
17 new duty to meet and negotiate in good faith for binding contracts with employee group  
18 representatives, duties which were not required by the Winton Act. Subsequent action  
19 of the Board of Control recognized that compliance with the regulations of the Public  
20 Employment Relations Board, to the extent that the regulations implement the  
21 provisions of the Rodda Act and its subsequent amendments, is included within the



Incorrect Reduction Claim of Gavilan Joint Community College District  
961/75 Collective Bargaining

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1 scope of the mandate.

2 On December 29, 1997, the Commission on State Mandates determined that  
3 Chapter 1213, Statutes of 1991, resulted in a new program or higher level of service by  
4 requiring school districts to publicly disclose major provisions of a collective bargaining  
5 agreement after negotiations before the agreement becomes binding.

6 3. Parameters and Guidelines

7 On October 22, 1980, the original parameters and guidelines were adopted.  
8 Beginning on August 19, 1981 and through July 22, 1993, those parameters and  
9 guidelines were amended seven times. On October 20, 1998, the parameters and  
10 guidelines for Collective Bargaining Disclosure were adopted and consolidated with the  
11 Collective Bargaining parameters and guidelines. The consolidated parameters and  
12 guidelines were amended on January 27, 2000 and became effective on January 28,  
13 2000. When the Districts's 1996-97 claim was prepared, the version of the parameters  
14 and guidelines effective on July 22, 1993 were applicable. A copy of those parameters  
15 and guidelines are attached.

16 4. Claiming Instructions

17 The Controller has periodically issued or revised claiming instructions for the  
18 Collective Bargaining claim. The statements of reimbursable components in the  
19 claiming instructions, for the purposes and scope of this incorrect reduction claim, have  
20 been consistent with the parameters and guidelines. A copy of the October 1996  
21 revision of the claiming instructions is attached which was the version extant at the time

1 the claim which is the subject of this Incorrect reduction claim was filed. However,  
2 since the Controller's claim forms and instructions have not been adopted as  
3 regulations, they have no force of law, and, therefore, have no effect on the outcome of  
4 this incorrect reduction claim.

5 PART V. STATEMENT OF THE ISSUES

6 1. The documentation standard was not noticed

7 The District reported its actual reimbursable costs in the manner required by the  
8 parameters and guidelines, and in the form requested by the Controller's claiming  
9 instructions. The Controller has not specified how the claim documentation was  
10 insufficient for purposes of adjudicating the claim. Both adjustment letters of July 30,  
11 1998 and July 10, 2002 merely state that the District's claim had "no supporting  
12 documentation." The Controller's explanation of "no supporting documentation" does  
13 not appear in the applicable state code sections, the parameters and guidelines or the  
14 Controller's claiming instructions. By providing no notice for the basis of its actions, the  
15 Controller is creating a standard of general application without the benefit of law or due  
16 process of rulemaking.

17 2. No audit was conducted

18 The adjustment made by the State Controller to the annual reimbursement claim  
19 is procedurally incorrect in that the Controller did not audit the records of the district as  
20 required by Government Code Section 17561(d)(2) to verify the actual amount of the  
21 mandated costs prior to making a determination that amounts adjusted are excessive or

1 unreasonable.

2 3. The reason for adjustment was contrary to statute

3 None of the adjustments were made because the costs claimed were excessive  
4 or unreasonable. The Controller does not assert that the claimed costs were excessive  
5 or unreasonable, which is the only mandated cost audit standard in statute  
6 (Government Code Section 17561(d)(2)). It would therefore appear that the entire  
7 findings are based upon the wrong standard for review. If the Controller wishes to  
8 enforce other audit standards for mandated cost reimbursement, the Controller should  
9 comply with the Administrative Procedure Act.

10 PART VI. RELIEF REQUESTED

11 The District filed its annual reimbursement claims within the time limits  
12 prescribed by the Government Code. The amounts claimed by the District for  
13 reimbursement of the costs of implementing the program imposed by Chapter 961,  
14 Statutes of 1975 (the "Rodda Act"), and Chapter 10.7, Division 4, of Title 1 of the  
15 Government Code (commencing with Section 3540), represent the actual costs incurred  
16 by the District to carry out this program. These costs were properly claimed pursuant to  
17 the Commission's parameters and guidelines. Reimbursement of these costs is  
18 required under Article XIII B, Section 6 of the California Constitution. The Controller  
19 denied reimbursement without any basis in law or fact. The District has met its burden  
20 of going forward on this claim by complying with the requirements of Section 1185, Title  
21 2, California Code of Regulations. Because the Controller has enforced and is seeking

**Incorrect Reduction Claim of Gavilan Joint Community College District  
961/75 Collective Bargaining**

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1 to enforce these adjustments without benefit of statute or regulation, the burden of  
2 proof is now upon the Controller to establish a legal basis for its actions.

3           The District requests that the Commission make findings of fact and law on each  
4 and every adjustment made by the Controller and each and every procedural and  
5 jurisdictional issue raised in this claim, and order the Controller to correct its payment  
6 pursuant to the findings of the Commission.

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Incorrect Reduction Claim of Gavilan Joint Community College District  
961/75 Collective Bargaining

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1 PART VII. CERTIFICATION

2 By my signature below, I hereby declare, under the penalty of perjury under the  
3 laws of the State of California, that the information in this incorrect reduction claim  
4 submission is true and complete to the best of my own knowledge or information or  
5 belief, and that the attached documents are true and correct copies of documents  
6 received from or sent by the state agency which originated the document.

7 Executed on December 15, 2005, at Gilroy, California, by

8 Joseph D Keeler

9 Joseph D. Keeler, Vice-President Administrative Services  
10 Gavilan Joint Community College District  
11 5055 Santa Teresa Blvd.  
12 Gilroy, CA 95020-9599  
13 Voice: 408-848-4715  
14 Fax: 408-848-4994  
15 E-Mail: jkeeler@gavilan.cc.ca.us

16 APPOINTMENT OF REPRESENTATIVE

17 Gavilan Joint Community College District appoints Keith B. Petersen, SixTen and  
18 Associates, as its representative for this incorrect reduction claim.

19  
20 Joseph D Keeler 12/15/05  
21 Joseph D. Keeler, Vice-President Date  
22 Gavilan Joint Community College District

23 Attachments:

24 Exhibit "A" Controller's Remittance Advices and Letters  
25 Exhibit "B" Claimant's Letter dated August 5, 1998  
26 Exhibit "C" Parameters and Guidelines as amended July 22, 1993  
27 Exhibit "D" Controller's Claiming Instructions October 1996



DETACH ON DOTTED LINE  
KEEP THIS PORTION FOR YOUR RECORDS

ISSUE DATE: 01/24/96

CLAIM SCHEDULE NBR: MA51227E

63044691

*ad 96*

REIMBURSEMENT OF STATE MANDATED COSTS  
 ANY QUESTIONS CALL JACK KNOTT AT (916)3230710  
 ACL NBR: 6110-295-001-95 PROG : COLLECTIVE BARGAIN CH 961/75  
 95/96 ESTIMATED PAYMENT CLAIMED AMT: 275,000.00  
 TOTAL ADJUSTMENTS: .00  
 TOTAL APPROVED CLAIMED AMT: 275,000.00  
 LESS PRIOR PAYMENTS: .00  
 PRORATA PERCENT: 100.000000  
 PRORATA BALANCE DUE: .00  
 APPROVED PAYMENT AMOUNT: 275,000.00  
 PAYMENT OFFSETS -NONE  
 NET PAYMENT AMOUNT: 275,000.00

UARCO® Business Forms - W

27026

Received by

*[Signature]*

TOTAL

*275,000.00*

DESCRIPTION	ACCOUNT NO.	AMOUNT
<i>95/96 State Mandated Costs</i>	<i>660000-5696</i>	

Dollars

Rec'd from *State of CA* Date *1/24/96*

CHECK  CASH  \$ *275,000.00*

**GAVILAN COLLEGE**  
 5055 SANTA TERESA  
 GILROY, CA. 95020

*[Signature]*  
 1/25/96



849060

95/96

**KATHLEEN CONNELL  
CONTROLLER OF THE STATE OF CALIFORNIA  
DIVISION OF ACCOUNTING AND REPORTING**

JULY 30, 1998

BOARD OF TRUSTEES  
GAVILAN JT COMM COLL DIST  
SANTA CLARA COUNTY  
5055 SANTA TERESA BLVD  
GILROY CA 95020

DEAR CLAIMANT:

RE: COLLECTIVE BARGAIN OR 951/75

WE HAVE REVIEWED YOUR 1995/1996 FISCAL YEAR REIMBURSEMENT CLAIM FOR THE MANDATED COST PROGRAM REFERENCED ABOVE. THE RESULTS OF OUR REVIEW ARE AS FOLLOWS:

AMOUNT CLAIMED	348,966.00
LESS: TOTAL ADJUSTMENTS (DETAIL ON PAGE 2)	- 184,842.00
CLAIM AMOUNT APPROVED	164,124.00
LESS: TOTAL PRIOR PAYMENTS (DETAIL ON PAGE 2)	290,270.00
AMOUNT DUE STATE	\$ 126,145.00

PLEASE REMIT A WARRANT IN THE AMOUNT OF \$ 126,145.00 WITHIN 30 DAYS FROM THE DATE OF THIS LETTER, PAYABLE TO THE STATE CONTROLLER'S OFFICE, DIVISION OF ACCOUNTING AND REPORTING, P.O. BOX 942850, SACRAMENTO, CA 94250-5875 WITH A COPY OF THIS LETTER. FAILURE TO REMIT THE AMOUNT DUE WILL RESULT IN OUR OFFICE PROCEEDING TO OFFSET THE AMOUNT FROM THE NEXT PAYMENTS DUE TO YOUR AGENCY FOR STATE MANDATED COST PROGRAM.

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT JACK KNOTT AT (916) 323-0710 OR IN WRITING AT THE ABOVE ADDRESS.

SINCERELY,

*Jeff Yee*  
JEFF YEE,  
MANAGER

LOCAL REIMBURSEMENT SECTION  
P.O. BOX 942850 SACRAMENTO, CA 94250-5875

AUG 04 1998



CONTROLLER OF CALIFORNIA  
P.O. BOX 942950, SACRAMENTO, CALIFORNIA 94250

THIS NOTICE IS FOR INFORMATION PURPOSE ONLY.  
NO WARRANT WILL BE MAILED.  
THE NET PAYMENT AMOUNT WAS ZERO.

BOARD OF TRUSTEES  
GAVILAN JT COMM COLL DIST  
SANTA CLARA COUNTY  
5055 SANTA TERESA BLVD  
GILROY CA 95020

\*\*\*\*\*

PAYEE: TREASURER, GAVILAN JT COMM COLL DIST  
FUND NAME: GENERAL FUND

ISSUE DATE: 08/08/2001

CLAIM SCHEDULE NBR: NA1071

REIMBURSEMENT OF STATE MANDATED COSTS  
 IF YOU HAVE ANY QUESTIONS, PLS. CALL EDUARDO AT (916) 323-07  
 ACL : 6110-295-0001-1998 PROG : OPEN MEETINGS CW 641/86 (SCH  
 1978/1999 ACTUAL PAYMENT CLAIMED AMT: 662.0  
 TOTAL ADJUSTMENTS: .0  
 TOTAL APPROVED CLAIMED AMT: 662.0  
 LESS PRIOR PAYMENTS: 305.0  
 PRORATA PERCENT: 100.000000  
 PRORATA BALANCE DUE: .0  
 APPROVED PAYMENT AMOUNT: 357.0  
 PAYMENT OFFSETS (ACL NBR, NAME, FY, AMT.):  
 6110-295-0001-1995 COLLECTIVE BARGAIN CH 96 95/96 35  
 NET PAYMENT AMOUNT: .0

2516

FILE 1-3-2001

CONTROLLER OF CALIFORNIA  
P.O. BOX 942850, SACRAMENTO, CALIFORNIA 94250

THIS NOTICE IS FOR INFORMATION PURPOSE ONLY.  
NO WARRANT WILL BE MAILED.  
THE NET PAYMENT AMOUNT WAS ZERO.

BOARD OF TRUSTEES  
GAVILAN JT COMM COLL DIST  
SANTA CLARA COUNTY  
5055 SANTA TERESA BLVD  
GILROY CA 95020

\*\*\*\*\*.0

PAYEE: TREASURER, GAVILAN JT COMM COLL DIST  
FUND NAME: GENERAL FUND

ISSUE DATE: 09/09/2001

CLAIM SCHEDULE NBR: RA10712

REIMBURSEMENT OF STATE MANDATED COSTS	
IF YOU HAVE ANY QUESTIONS, PLS. CALL EDUARDO AT (916) 323-075	
ACL # 6110-295-0001-1996 PROG : OPEN MEETINGS CH 641/86 (SCH)	
1996/1997 ACTUAL PAYMENT	CLAIMED AMT: 863.00
TOTAL ADJUSTMENTS: (SEE BELOW)	.00
TOTAL APPROVED CLAIMED AMT:	863.00
LESS PRIOR PAYMENTS:	376.00
PRORATA PERCENTS	100.000000
PRORATA BALANCE DUE:	.00
APPROVED PAYMENT AMOUNT:	487.00
PAYMENT OFFSETS (ACL NBR, NAME, FY, AMT.):	
6110-295-0001-1995 COLLECTIVE BARGAIN CH 96 95/96	487
NET PAYMENT AMOUNT:	.00

2016



843060

**KATHLEEN CONNELL**  
CONTROLLER OF THE STATE OF CALIFORNIA  
DIVISION OF ACCOUNTING AND REPORTING

JULY 10, 2002

BOARD OF TRUSTEES  
GAVILAN JT COMM COLL DIST  
SANTA CLARA COUNTY  
5055 SANTA TERESA BLVD  
MILPITAS CA 95028

DEAR CLAIMANT:

RE: COLLECTIVE BARGAIN CN 961/75

WE HAVE REVIEWED YOUR 1998/1999 FISCAL YEAR REIMBURSEMENT CLAIM FOR THE MANDATED COST PROGRAM REFERENCED ABOVE. THE RESULTS OF OUR REVIEW ARE AS FOLLOWS:

AMOUNT CLAIMED	363,366.00
LESS: TOTAL ADJUSTMENTS (DETAIL ON PAGE 2)	1,901.00
CLAIM AMOUNT APPROVED	324,221.00
LESS: TOTAL PRIOR PAYMENTS (DETAIL ON PAGE 2)	259,270.00
AMOUNT DUE CLAIMANT	\$ 60,597.00

95/6

~~95/6~~

224,721  
290,270  
60,597

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT FRANK STURTEY AT (916) 323-0766 OR IN WRITING AT THE STATE CONTROLLER'S OFFICE, DIVISION OF ACCOUNTING AND REPORTING, P.O. BOX 942880, SACRAMENTO, CA 94230-6879. DUE TO INSUFFICIENT APPROPRIATION, THE BALANCE DUE WILL BE FORWORTHCOMING WHEN ADDITIONAL FUNDS ARE MADE AVAILABLE.

SINCERELY,

*Denny Beumala*  
DENNY BEUMALA  
MANAGER

cc: A. Nichols  
R. Pleading

PAGE 1 OF 2

LOCAL REIMBURSEMENT SECTION  
P.O. BOX 942880 SACRAMENTO, CA 94230-6879

PAGE 2 OF 2

343065

ADJUSTMENT TO CLAIM:  
NO SUPPORTING DOCUMENTATION  
PRIOR COLLECTIONS

- 124,245.00  
126,146.00

LESS: TOTAL ADJUSTMENTS

1,901.00

PRIOR PAYMENTS:

SCHEDULE NO. 881237I  
PAID 06-18-2002

0.00

SCHEDULE NO. 886122A  
PAID 01-30-1997

15,270.00

SCHEDULE NO. 8851227E  
PAID 01-24-1996

275,000.00

LESS: TOTAL PRIOR PAYMENTS

290,270.00





**GAVILAN  
COLLEGE**

5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
408 847-1400

Jeff Yee  
Manager  
Local Reimbursements Section  
P.O. Box 942850  
Sacramento, CA 94250-5875

August 5, 1998

Re: Your letter dated July 30, 1998

This is to notify you that Gavilan College is appealing your denial of Mandated Costs Claim for FY 1995/96. Gavilan College has all supporting documentation to validate our claim for \$348,842. It is possible you need additional information to validate our claim. Please provide me with a listing of the areas where you do not have adequate support to verify this claim.

Until Gavilan College is satisfied that you have all documentation in support of our claim we so not intend to make a reimbursement payment to you. You may contact me at (408) 848-4715 if need to discuss this matter further.

Sincerely,

Steven M. Kinsella  
Dean of Business Services





## COMMISSION ON STATE MANDATES

1414 K Street, Suite 315  
SACRAMENTO, CA 95814  
(916) 323-3562



July 23, 1993

Mr. Keith B. Petersen  
Legislative Financial Specialist  
San Diego Unified School District  
4100 Normal Street  
San Diego, California 92103-2682

Re: Request to Amend Parameters and Guidelines  
Chapter 961, Statutes of 1975  
Collective Bargaining

Dear Mr. Petersen:

Your proposal to amend the parameters and guidelines for Chapter 961, Statutes of 1975, Collective Bargaining, was approved by the Commission on State Mandates at its hearing of July 22, 1993. Attached for your review is a copy of the amended parameters and guidelines.

If you have any questions or concerns, please feel free to contact me.

Sincerely,

  
STEPHEN R. LEHMAN  
Assistant Executive Director

SRL: :G:\SRL\CH961.AMD

Enclosure: Amended Parameters and Guidelines

cc:w/encl: Mr. Jim Apps, Department of Finance  
Mr. John Korach, State Controller's Office  
Ms. Carol Miller, Education Mandated Cost Network



Adopted: October 22, 1980  
Amendments Adopted: 8/19/81  
(Amendments applicable only to claims for costs incurred  
after June 30, 1981)  
Amended: 3/17/83  
Amended: 9/29/83  
Amended: 12/15/83  
Amended: 6/27/85  
Amended: 10/20/88  
Amended: 7/22/93  
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PARAMETERS AND GUIDELINES  
Chapter 961, Statutes of 1975  
Collective Bargaining

An act to repeal Article 5 (commencing with Section 13080) of Chapter 1 of Division 10 of the Education Code, and to add Chapter 10.7 (commencing with Section 3540) to Division 4 of Title 1 of the Government Code, relating to public educational employment relations, and making an appropriation. This bill, which was operative July 1, 1976, repealed the Winton Act and enacted provisions to meet and negotiate, thereby creating a collective bargaining atmosphere for public school employers.

A. Operative Date of Mandate

The provisions relating to the creation, certain duties of, and appropriations for the Public Employment Relations Board were operative on January 1, 1976. The provisions relating to the organizational rights of employees, the representational rights of employee organizations, the recognition of exclusive representatives, and related procedures were operative on April 1, 1976. The balance of the added provisions were operative on July 1, 1976.

B. Period of Claim

Only costs incurred after January 1, 1978, may be claimed. The initial claim should have included all costs incurred for that portion of the fiscal year from January 1, 1978, to June 30, 1978.

Pursuant to language included in the 1980-81 budget, claims shall no longer be accepted for this period. All subsequent fiscal year claims should be filed with the State Controller's Office for processing.

C. Mandated Cost

Public school employers have incurred costs by complying with the requirements of Section 3540 through 3549.1

established by Chapter 961, Statutes of 1975. In addition, some costs have been incurred as a result of compliance with regulations promulgated by the Public Employment Relations Board (PERB). Since these activity costs (referred to collectively as "Rodda Act" activities and costs in this document), in many respects, simply implement the original legislation, it is intended that these parameters and guidelines have embodied those regulations or actions taken by PERB prior to December 31, 1978.

D. County Superintendent of Schools Filing

If the County Superintendent of Schools files a claim on behalf of more than one school district, the costs of the individual school district must be shown separately.

E. Governing Authority

The costs for salaries and expenses of the governing authority, for example the School Superintendent and Governing Board, are not reimbursable. These are costs of general government as described by the federal guideline entitled "Cost Principles and Procedures for Establishing Cost Allocation Plans and Indirect Cost Rates for Grants and Contracts with the Federal Government," OASC-10.

F. Certification

The following certification must accompany all claims:

I DO HEREBY CERTIFY:

THAT Section 1090 to 1096, inclusive, of the Government Code and other applicable provisions of the law have been complied with; and

THAT I am the person authorized by the local agency to file claim for funds with the State of California.

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

\_\_\_\_\_  
Telephone Number

G. Claim Components (Reimbursable Costs)

Reimbursable activities mandated by Chapter 961, Statutes of 1975 are grouped into six components, G1 through G6. The cost of activities grouped in components G1, G2, and G3 are subject to offset by the historic cost of similar Winton Act activities as described in H2.

1. Determination of appropriate bargaining units for representation and determination of the exclusive representation and determination of the exclusive representatives.
  - a. Unit Determination: Explain the process for determining the composition of the certificated employee council under the Winton Act, and the process for determining appropriate bargaining units including the determination of management, supervisory and confidential employees, under Chapter 961, Statutes of 1975, if such activities were performed during the fiscal year being claimed.
  - b. Determination of the Exclusive Representative: Costs may include receipt and posting of the representation and decertification notices and, if necessary, adjudication of such matters before the PERB.
  - c. Show the actual increased costs including salaries and benefits for employer representatives and/or necessary costs for contracted services for the following functions:
    - (1) Development of proposed lists for unit determination hearings if done during the fiscal year being claimed. Salaries and benefits must be shown as described in Item H3.
    - (2) Representation of the public school employer at PERB hearings to determine bargaining units and the exclusive representative. Actual preparation time will be reimbursed. Salaries and benefits must be shown as described in Item H3.
    - (3) If contracted services are used for either (a) or (b) above, contract invoices must be submitted with the claim. Contract costs must be shown as described in Item H5.

- (4) Indicate the cost of substitutes for release time for employer and exclusive bargaining unit witnesses who testify at PERB hearings. The job classification of the witnesses and the date they were absent must also be submitted. Release time for employee witnesses asked to attend the PERB hearing by bargaining units will not be reimbursed.
- (5) Identify the travel costs for employer representatives to any PERB hearing. Reimbursement shall reflect the rate specified by the regulations governing employees of the local public school employer.
- (6) Cost of preparation for one transcript per PERB hearing will be reimbursed.

- 2. Elections and decertification elections of unit representatives are reimbursable in the event the Public Employment Relations Board determines that a question of representation exists and orders an election held by secret ballot.
  - a. Submit with your claim any Public Employment Relations Board agreements or orders which state how the election must be held.
  - b. If a precinct voting list was required by PERB, indicate the cost of its development. Salaries and benefits must be shown as described in Item H3.
  - c. The salary and benefits of a school employer representative, if required by PERB for time spent observing the counting of ballots, will be reimbursed. The representatives' salary must be shown as described in Item H3.
- 3. Negotiations: Reimbursable functions include -- receipt of exclusive representative's initial contract proposal, holding of public hearings, providing a reasonable number of copies of the employer's proposed contract to the public, development and presentation of the initial district contract proposal, negotiation of the contract, reproduction and distribution of the final contract agreement.
  - a. Show the costs of salaries and benefits for employer representatives participating in negotiations. Contracted services will be

reimbursed. Costs for maximum of five public school employer representatives per unit, per negotiation session will be reimbursed. Salaries and benefits must be shown as described on Page 7, Item H3.

- b. Show the costs of salaries and benefits for employer representatives and employees participating in negotiation planning sessions. Contracted services for employer representatives will be reimbursed. Salaries and benefits must be shown as described in Item H3.
- c. Indicate the cost of substitutes for release time of exclusive bargaining unit representatives during negotiations. Give the job classification of the bargaining unit representative that required a substitute and dates the substitute worked. Substitute costs for a maximum of five representatives per unit, per negotiation session will be reimbursed. The salaries of union representatives are not reimbursable.
- d. Reasonable costs of reproduction for a copy of the initial contract proposal and final contract, which is applicable and distributed to each employer representative (i.e. supervisory, management, confidential) and a reasonable number of copies for public information will be reimbursed. Provide detail of costs and/or include invoices. Costs for copies of a final contract provided to collective bargaining unit members are not reimbursable.
- e. If contract services are used for a. and/or b. above, contract invoices must be submitted. Contract costs must be shown as described in Item H5.
- f. A list showing the dates of all negotiation sessions held during the fiscal year being claimed must be submitted.

#### 4. Impasse Proceedings

##### a. Mediation

- (1) Costs for salaries and benefits for employer representative personnel are reimbursable. Contracted services will be reimbursed. Costs for a maximum of five public school employer representatives per mediation

session will be reimbursed. Salaries and benefits must be shown as described in Item H3.

- (2) Indicate the costs of substitutes for the release time of exclusive bargaining unit representatives during impasse proceedings. The job classification of the employee witnesses and the date they were absent shall be indicated. Costs for a maximum of five representatives per mediation session will be reimbursed.
  - (3) Renting of facilities will be reimbursed.
  - (4) Costs of the mediator will not be reimbursed.
  - (5) If contract services are used under 1, contract invoices must be submitted with the claim. Contract costs must be shown as described in Item H5.
- b. Fact-finding publication of the findings of the fact-finding panel. (To the extent fact-finding was required under the Winton Act during the 1974-75 fiscal year, costs are not reimbursable.)
- (1) All costs of the school employer panel representative shall be reimbursed. Salaries and benefits must be shown as described in Item H3.
  - (2) Fifty percent of the costs mutually incurred by the fact-finding panel shall be reimbursed. This may include substitutes for release time of witnesses during fact-finding proceedings, and the rental of facilities required by the panel.
  - (3) Special costs imposed on the public school employer for the development of unique data required by a fact-finding panel will be reimbursed. Describe the special costs and explain why this data would not have been required by a fact-finding panel under the Winton Act. Salaries and benefits must be shown as described in Item H3.

5. Contract administration and adjudication of contract disputes either by arbitration or litigation. Reimbursable functions include grievances and administration and enforcement of the contract.
- a. Salaries and benefits of employer personnel involved in adjudication of contract disputes. Contracted services will be reimbursed. Salaries and benefits must be shown as described in Item H3.
  - b. Indicate substitutes necessary for release time of the representatives of an exclusive bargaining unit during adjudication of contract disputes. The job classification of the employee witnesses and the dates they were absent shall also be indicated.
  - c. Reasonable costs incurred for a reasonable number of training sessions held for supervisory and management personnel on contract administration/interpretation of the negotiated contract are reimbursable. Contract interpretations at staff meetings are not reimbursable. Personal development and informational programs, i.e., classes, conferences, seminars, workshops, and time spent by employees attending such meetings are not reimbursable. Similarly, purchases of books and subscriptions for personal development and information purposes are not reimbursable. Salaries and benefits must be shown as described in Item H3.
  - d. The cost of one transcript per hearing will be reimbursed.
  - e. Reasonable public school employer costs associated with a contract dispute which is litigated are reimbursable, as follows:
    1. Reasonable public school employer costs associated with issues of contract disputes which are presented before PERB are reimbursable.
    2. Reasonable public school employer cost of litigation as a defendant in the court suit involving contract disputes may be reimbursable.

3. Where the public school employer is the plaintiff in a court suit to appeal a PERB ruling, costs are reimbursable only if the public school employer is the prevailing party (after all appeals, final judgment).
  4. No reimbursement is allowed where the public school employer has filed action directly with the courts without first submitting the dispute to PERB, if required.
  5. No reimbursement shall be provided for filing of amicus curiae briefs.
- f. Expert witness fees will be reimbursed if the witness is called by the public school employer.
  - g. Reasonable reproduction costs for copies of a new contract which is required as a result of a dispute will be reimbursed.
  - h. If contract services are used under "a" above, copies of contract invoices must be submitted with your claim. Contract costs must be shown as described in Item H5.
  - i. Public school employer's portion of arbitrators' fees for adjudicating grievances, representing 50% of costs, will be reimbursed.
6. Unfair labor practice adjudication process and public notice complaints.
- a. Show the actual costs for salaries and benefits of employer representatives. Services contracted by the public school employer are reimbursable. Salaries and benefits must be shown as described in Item H3.
  - b. Indicate cost of substitutes for release time for representatives of exclusive bargaining units during adjudication of unfair practice charges.
  - c. The cost of one transcript per PERB hearing will be reimbursed.
  - d. Reasonable reproduction costs will be reimbursed.
  - e. Expert witness fees will be reimbursed if the witness is called by the public school employer.



- f. If contract services are used under "a" above, contract invoices must be submitted. Contract costs must be shown as described in Item H5.
- g. No reimbursement for an appeal of an unfair labor practice decision shall be allowed where the Public Employee Relations Board is the prevailing party.
- h. No reimbursement for filing of amicus curiae briefs shall be allowed.

H. Supporting Data for Claims--Report Format for Submission of Claim.

1. Description of the Activity: Follow the outline of the claim components. Cost must be shown separately by component activity. Supply workload data requested as part of the description to support the level of costs claimed. The selection of appropriate statistics is the responsibility of the claimant.
2. Quantify "Increased" Costs: Public school employers will be reimbursed for the "increased costs" incurred as a result of compliance with the mandate.

a. For component activities G1, G2, and G3:

1. Determination of the "increased costs" for each of these three components requires the costs of current year Rodda Act activities to be offset [reduced] by the cost of the base-year Winton Act activities. The Winton Act base-year is generally fiscal year 1974-75.

Winton Act base-year costs are adjusted by the Implicit Price Deflator prior to offset against the current year Rodda Act costs for these three components. The Implicit Price Deflator shall be listed in the annual claiming instructions of the State Controller.

2. The cost of a claimant's current year Rodda Act activities are offset [reduced] by the cost of the base-year Winton Act activities either: by matching each component, when claimants can provide sufficient documentation to segregate each component of the Winton Act base-year activity costs; or, by combining all three components when claimants cannot satisfactorily segregate each component of Winton Act base-year costs.

- b. For component activities G4, G5, and G6:

All allowable activity costs for these three Rodda Act components are "increased costs" since there were no similar activities required by the Winton Act; therefore, there is no Winton Act base-year offset to be calculated.

<u>BASE YEAR</u>	<u>ADJUSTMENT</u>
1974-1975	1.490 1979-80 FY
"	1.560 1980-81 FY
"	1.697 1981-82 FY
"	1.777 1982-83 FY
"	1.884 1983-84 FY

3. Salary and Employees' Benefits: Show the classification of the employees involved, amount of time spent, and their hourly rate. The worksheet used to compute the hourly salary rate must be submitted with your claim. Benefits are reimbursable. Actual benefit percent must be itemized. If no itemization is submitted, 21 percent must be used for computation of claim costs. Identify the classification of employees committed to functions required under the Winton Act and those required by Chapter 961, Statutes of 1975.
4. Services and Supplies: Only expenditures which can be identified as a direct cost as a result of the mandate can be claimed.
5. Professional and Consultant Services: Separately show the name of professionals or consultants, specify the functions the consultants performed relative to the mandate, length of appointment, and the itemized costs for such services. Invoices must be submitted as supporting documentation with your claim. The maximum reimbursable fee for contracted services is \$100 per hour. Annual retainer fees shall be no greater than \$100 per hour. Reasonable expenses will also be paid as identified on the monthly billings of consultants. However, travel expenses for consultants and experts (including attorneys) hired by the claimant shall not be reimbursed in an amount higher than that received by State employees, as established under Title 2, Div. 2, Section 700ff, CAC.
6. Allowable Overhead Cost: Public school employer's indirect costs may only be claimed through an indirect costs rate proposal prepared in accordance with the provision on Federal Regulation OASC-10 (formerly OMB Circular A-87 and FMC 74-4). For the 1978-79 fiscal

year, public school employers may use the J-86 nonrestrictive indirect cost rate approved by the State Department of Education (SDE). For the 1979-80 and subsequent fiscal years, public school employers may use the J-41A nonrestrictive indirect cost rate approved by SDE. Public school employers that do not have an approved J-41A must use the J-85 restrictive indirect cost rate for the 1978-79 fiscal year, and J-73A rate for the 1980-81 and subsequent fiscal years. The J-41A or the J-13A must be submitted with your claim.

7. Costs previously included in the J-86 indirect cost calculation which are now included in the J-41A direct support cost category are eligible for reimbursement if the method of computation is explained in the claim.

Indirect cost rate should not be applied to costs classified as General Support in the J-41A or J-73A under EDP codes 400, 405, and 410 in column three.



# COLLECTIVE BARGAINING

## 1. Summary of Chapter 961/75

The Rodda Act repealed Education Code Article 5 (commencing with § 13080), of Chapter 1 of Division 10 and added Chapter 10.7 (commencing with § 3540) to Division 4 of Title 1 of the Government Code, relating to public educational employment relations.

The Rodda Act which became operative July 1, 1976, repealed the Winton Act and enacted provisions requiring the employer and employee to meet and negotiate, thereby creating a collective bargaining atmosphere for public school employees. It also established the Public Employment Relations Board (PERB). PERB is responsible for issuing formal interpretations and rulings regarding collective bargaining under the act.

On July 17, 1978, the Commission on State Mandates, (formerly Board of Control), determined that Chapter 961, Statutes of 1975, resulted in state mandated costs which are reimbursable pursuant to Part 7 (commencing with Government Code § 17500) of Division 4 of Title 2.

## 2. Eligible Claimants

Any school district (K-12), county office of education, or community college district that incurs increased costs as a result of this mandate is eligible to claim reimbursement of these costs.

## 3. Appropriations

Claims may only be filed with the State Controller's Office for programs that have been funded in the state budget, the State Mandates Claims Fund, or in special legislation. To determine if current funding is available for this program, refer to the schedule "Appropriation for State Mandated Cost Programs" in the "Annual Claiming Instructions for State Mandated Costs" issued in September of each year to county superintendents of schools and superintendents of schools.

## 4. Types of Claims

### A. Reimbursement and Estimated Claims

A claimant may file a reimbursement and/or an estimated claim. A reimbursement claim details the costs actually incurred for a prior fiscal year. An estimated claim shows the costs to be incurred for the current fiscal year.

### B. Minimum Claim

Government Code § 17564(a), provides that no claim shall be filed pursuant to Government Code § 17561 unless such a claim exceeds \$200 per program per fiscal year. However, any county superintendent of schools, as fiscal agent for the school district, may submit a combined claim in excess of \$200 on behalf of one or more districts within the county even if the individual district's claim does not exceed \$200. A combined claim must show the individual costs for each district. Once a combined claim is filed, all subsequent years relating to the same mandate must be filed in a combined form. The county receives the reimbursement payment and is responsible for disbursing funds to each participating district. A district may withdraw from the combined claim form by providing a written notice to the county superintendent of schools and the State Controller's Office of its intent to file a separate claim at least 180 days prior to the deadline for filing the claim.

**5. Filing Deadline**

Refer to the item, "Reimbursable State Mandated Cost Programs", contained in the annual cover letter for mandated cost programs issued annually in September, which identifies the fiscal years for which claims may be filed. If an "x" is shown for the program listed under "19\_\_/\_ Reimbursement Claim", and/or "19\_\_/\_ Estimated Claim", claims may be filed as follows:

- A. An estimated claim must be filed with the State Controller's Office and postmarked by November 30 of the fiscal year in which costs are to be incurred. Timely filed estimated claims will be paid before late claims.

After having received payment for an estimated claim, the claimant must file a reimbursement claim by November 30 of the following fiscal year. If the district fails to file a reimbursement claim, monies received for the estimated claim must be returned to the State. If no estimated claim was filed, the agency may file a reimbursement claim detailing the actual costs incurred for the fiscal year, provided there was an appropriation for the program for that fiscal year. For information regarding appropriations for reimbursement claims, refer to the "Appropriation for State Mandated Cost Programs" in the previous fiscal year's annual claiming instructions.

- B. A reimbursement claim detailing the actual costs must be filed with the State Controller's Office and postmarked by November 30 following the fiscal year in which costs were incurred. If the claim is filed after the deadline but by November 30 of the succeeding fiscal year, the approved claim must be reduced by a late penalty of 10%, not to exceed \$1,000. Claims filed more than one year after the deadline will not be accepted.

**6. Reimbursable Components**

The objective of the reporting forms is to determine the Rodda Act costs incurred during the current year and compare them with the adjusted costs incurred in the base year under the Winton Act. The first three claim components listed below apply to both the Winton Act and Rodda Act. Components D through F, which apply only to the Rodda Act, represent activities that were not required under the Winton Act.

**A. Determining Bargaining Units and Exclusive Representation**

The cost of determining appropriate bargaining units, exclusive representation and representatives are reimbursable. Activities determined to be eligible reimbursements for this component are as follows:

**1. Bargaining Unit Lists**

Developmental costs of proposed lists for the bargaining unit determination hearing.

- (a) Contracted services necessary for development of proposed lists.
- (b) Salaries and benefits of district employees and related costs necessary to develop proposed lists.

**2. PERB Hearings**

Representation cost for the school employer at PERB hearings held to determine the bargaining units and their exclusive representative.

- (a) Salaries and benefits of district employees used to prepare for and represent employer at hearings.
- (b) Contracted services used to prepare for and represent the employer at hearings.

**3. Substitutes**

The cost of hiring substitutes to replace the employer and exclusive bargaining unit witnesses required to testify at PERB hearings. The claimant must include with the claim, a list of teacher witnesses, their job classifications and the date they were required to testify.

**The cost of substitute release time for employee witnesses asked to attend PERB hearings by bargaining units, but not required to testify, is not eligible for reimbursement in this component.**

**4. Travel Costs**

Travel expenses incurred by district employer representatives required to attend PERB hearings. Reimbursement shall comply with the rate specified by the regulations governing employees of the local school district. However, the reimbursement cannot exceed the rate adopted by the Board of Control for state employees.

**5. Transcripts**

The cost of preparing one transcript for each PERB hearing.

**B. Election of Unit Representation**

The cost of elections and decertification elections of unit representatives are reimbursable in the event PERB determines that a question of representation exists and orders an election by secret ballot. The claimant must include with the claim, any PERB agreements or orders which state how the election must be held.

Activities determined to be eligible reimbursements for this component are as follows:

**1. Precinct Voting List**

The salaries, benefits, and related cost of developing and preparing a precinct voting list, if required by PERB.

**2. Ballot Tally Observers**

The salary and benefits of a school employer representative required by PERB to observe the ballot count.

**C. Cost of Negotiations**

The cost associated with the receipt of the exclusive representative's initial contract proposal, holding of public hearings, providing a reasonable number of copies of the employer's contract proposal, negotiation of the contract, and reproduction and distribution of the final contract agreement are reimbursable. The claimant must include with the claim, a listing of the dates of all negotiation sessions held during the period for which the claim is being filed.

Activities determined to be eligible reimbursements for this component are as follows:

**1. Representative's Contract Proposal**

The employer's cost of analyzing the exclusive representative's initial contract proposal.

(a) Salaries and benefits for public school district employer representatives and supporting personnel participating in planning sessions and related contracted services.

**2. Public Hearings**

The cost of holding public hearings related to the contract negotiations.

**3. Public Distribution of Proposed Contract**

The cost of providing a reasonable number of copies of the district's proposed contract to the public.

- (a) Reproduction of copies of the initial contract proposal for the district's supervisory, management, and confidential representatives are reimbursable.
- (b) A reasonable number of copies of the initial contract for distribution to the public is reimbursable.

**4. District Contract Proposal**

The cost of employer salaries and benefits necessary for development and presentation of the initial district contract proposal and related contracted services.

**5. Negotiation**

The cost of negotiating a contract with the employee representatives.

- (a) Salaries and benefits for district employer representatives participating in negotiations and related contracted services. Reimbursable costs for a maximum of five school district representatives per unit per negotiating session will be reimbursed.
- (b) Substitutes hired so that exclusive bargaining unit representatives can attend negotiations. List the job classification of the bargaining unit representative that required a substitute. List the dates and time the substitute worked. Substitute cost for a maximum of five representatives per unit negotiating per session are reimbursable.

**6. Public Distribution of Final Contract**

The cost of reproduction of the contract and distribution of the final contract agreement.

- (a) Reproduction of copies of the initial contract for distribution to the district's supervisory, management, and confidential employee representatives.
- (b) A reasonable number of copies of the final contract for purposes of public information.

The following costs are not eligible for reimbursement for this component:

- (c) The cost of copies of the final contract provided to the collective bargaining unit members.
- (d) The salaries of union representatives.

**D. Impasse Proceedings**

The cost of impasse proceedings are reimbursable. Activities determined to be reimbursable for this component are as follows:

**1. Mediation**

Representation costs for the school employer at mediation sessions are reimbursable.

- (a) Salaries and benefits for district employees to prepare and represent the employer at the sessions.
- (b) Contracted services used to prepare for and represent the employer at the sessions.



(c) Substitutes hired to allow exclusive bargaining unit representatives to attend impasse proceedings. List the job classification of the employee witnesses and the dates and time they attend mediation sessions. Reimbursements to a public school district employer are limited to the cost of hiring a maximum of five substitutes to replace five representatives so they can attend a mediation session.

(d) The cost of renting facilities for the sessions.

## 2. Fact Finding

The cost of development and publication of the findings of the panel.

(a) All the costs of the district employer representative serving on the fact finding panel.

(b) Fifty percent of the cost of the fact finding panel mutually incurred by the employer representative and the employee bargaining unit representative. This may include the cost of teacher substitutes so that witnesses can attend fact finding proceedings and the rental of facilities required to conduct the fact finding hearing.

(c) Special costs imposed on the district for the development of unique data required by a fact finding panel. Describe the special costs and explain why this data would not have been required by a fact finding panel under the Winton Act.

(d) Cost of the mediator is not eligible for reimbursement for this component.

## E. Contract Administration

The cost of contract administration and adjudication of contract disputes either by arbitration or litigation are reimbursable.

Activities determined to be reimbursable for this component are as follows:

### 1. Training Sessions

Reasonable cost incurred for a reasonable number of training sessions held for supervisory and management personnel regarding contract administration and interpretation of the negotiated contract.

### 2. Grievances

(a) Salaries and benefits of public school district personnel involved in adjudication of contract disputes along with related contracted services.

(b) Substitutes hired so that representatives of an exclusive bargaining unit can attend adjudication hearings regarding contract disputes. List the job classifications of the employee witnesses and the dates and time they were required to attend adjudication hearings.

(c) The cost of one transcript per hearing is reimbursable.

### 3. Contract Disputes Presented Before PERB

(a) Public school employer costs regarding contract disputes which are presented before PERB.

(b) Litigation costs incurred by a public school employer as a defendant in a court suit involving contract disputes may be reimbursable. (See (4), "Appeal of PERB Ruling", below, if claimant is the plaintiff).

(c) Expert witness fees if the witness is called by the public school employer.

(d) Reasonable reproduction costs for copies of a new contract which are required as a result of a dispute.

- (e) A public school employer's portion of an arbitrator's fees (50% of costs) for adjudicating grievances.

#### 4. Appeal of PERB ruling

Reasonable claimant costs associated with a contract dispute are reimbursable when the claimant is the plaintiff in a court suit to appeal a PERB ruling and the claimant is the prevailing party.

- (a) The costs incurred become eligible for reimbursement in the fiscal year in which the appeal process has been exhausted.
- (b) The claimant must include with the claim a copy of the court's ruling.
- (c) If the claim includes costs associated with more than one appeal, the costs associated with each appeal must be shown separately.

No reimbursement is allowed where the public school employer has filed action directly with the courts without first submitting the dispute to PERB, if required.

No reimbursement shall be provided for filing of a brief with the court by a person who is not party to a litigation (i.e., amicus curiae).

#### The following costs are not eligible for reimbursement for this component.

- (d) Contract interpretations conducted at staff meetings.
- (e) Personal development and informational programs (i.e., classes, conferences, seminars, workshops) and time spent by employees attending such meetings.
- (f) Labor/management non-adversarial training sessions.
- (g) Purchase of books and subscriptions for personal development and information purposes.

#### F. Unfair Labor Practice Charges

The cost of unfair labor practice adjudication process and public notice complaints are reimbursable.

Activities determined to be eligible for reimbursement for this component are as follows:

##### 1. Unfair Labor Practice Presented to PERB

- (a) Salaries and benefits of public school district employer representatives and related contract services.
- (b) The cost of substitutes hired to replace representatives of an exclusive bargaining unit required to attend adjudication hearings regarding unfair labor practice charges.
- (c) The cost of one transcript for each PERB hearing.
- (d) Reasonable reproduction costs.
- (e) Expert witness fees if the witness is called by the public school employer.

##### 2. Appeal of a PERB Ruling

Claimant costs associated with the appeal of a PERB unfair labor practice decision are reimbursable if the claimant is the prevailing party.

- (a) The costs incurred become eligible for reimbursement in the fiscal year in which the appeal process has been exhausted.
- (b) The claim must include a copy of the court's ruling.

- (c) If the claim includes costs associated with more than one appeal, the costs associated with each appeal must be shown separately.

The following costs are not eligible for reimbursement for this component .

- (d) Appeal of an unfair labor practice decision if PERB is the prevailing party.
- (e) The filing of a brief with the court by a person who is not party to the litigation (i.e., amicus curiae).

## 7. Reimbursement Limitations

### A. Fringe Benefits

The actual fringe benefit costs may be claimed if supported by an itemized list of the costs, such as for : Retirement, Social Security, health and dental insurance, workers compensation, etc.. If no itemization is submitted, twenty one percent of direct salary may be used for computing the fringe benefit costs.

### B. Contracted Services

The contracted services guidelines in Claiming Forms and Instructions [See 8.A.(3)] shall prevail, except that the reimbursable fee for collective bargaining contracted services will not exceed \$100 per hour. Additionally, annual retainer fees shall be based on a fee not greater than \$100 per hour. Those claims which are based on annual retainers shall contain a certification that the fee is no greater than \$100 per hour. Reasonable expenses will also be paid if identified on the monthly billings of consultants. However, travel expenses for consultants and experts (including attorneys) hired by the claimant shall not be reimbursed in an amount higher than that received by State employees. Prior to the 1987/88 fiscal year, the contracted service fee was at a rate no greater than \$65 per hour.

### C. Travel Expenses

Reimbursement for business and travel expenses is limited in an amount and type to those that can be claimed by State Employees. Refer to Appendix A, State of California, Travel Expense Guidelines, for current per diem rates.

### D. Other Revenue Sources

Any offsetting savings or reimbursement the claimant received from any source (e.g. service fees collected, federal funds, other state funds, etc.) as a result of this mandate shall be identified and deducted so only net local costs are claimed.

### E. Governing Authority

Salaries and expenses of the governing authority, for example, the Board of Trustees and the Superintendent of Schools, are not reimbursable as a direct cost.

## 8. Claiming Forms and Instructions

The diagram "Illustration of Claim Forms" provides a graphical presentation of forms required to be filed with a claim. A claimant may submit a computer generated report in substitution for forms CB-1 and CB-2 provided the format of the report and data fields contained within the report are identical to the claim forms included in these instructions. The claim forms provided with these instructions should be duplicated and used by the claimant to file estimated or reimbursement claims. The State Controller's Office will revise the manual and claim forms as necessary. In such instances, new replacement forms will be mailed to claimants.

**A. Form CB-2, Component/Activity Cost Detail**

This form is used to segregate the detailed costs by claim component. A separate form CB-2 must be completed for each cost component being claimed. Costs reported on this form must be supported as follows:

**(1) Salaries and Benefits**

Identify the employee(s), and/or show the classification of the employee(s) involved. Describe the mandated functions performed and specify the actual time devoted to each function by each employee, the productive hourly rates and related fringe benefits.

Source documents required to be maintained by the claimant may include, but are not limited to, employee time records that show the employee's actual time spent on the mandate.

**(2) Materials and Supplies**

Only expenditures which can be identified as a direct cost of the mandate may be claimed. List the cost of materials which have been consumed or expended specifically for the purpose of the mandate.

Source documents required to be maintained by the claimant may include, but are not limited to, invoices, receipts, purchase orders and other documents evidencing the validity of the expenditures.

**(3) Contracted Services**

Contracting costs are reimbursable to the extent that the function to be performed requires special skill or knowledge that is not readily available from the claimant's staff or the service to be provided by the contractor is cost effective. Use of contract services must be justified by the claimant.

Give the name(s) of contractor(s) who performed the service(s). Describe the activities performed by each named contractor, actual time spent on the mandate, inclusive dates when services were performed, and itemize all costs for services performed. Attach consultant invoices with the claim.

Source documents required to be maintained by the claimant may include, but are not limited to, contracts, invoices, and other documents evidencing the validity of the expenditures.

**(4) Travel Expenses**

Travel expenses for mileage, per diem, lodging and other employee entitlements are reimbursable in accordance with the rules of the local jurisdiction. Give the name(s) of the traveler(s), purpose of travel, inclusive travel dates, destination points and costs.

Source documents required to be maintained by the claimant may include, but are not limited to, receipts, employee travel expense claims, and other documents evidencing the validity of the expenditures.

For audit purposes, all supporting documents must be retained for a period of two years after the end of the calendar year in which the reimbursement claim was filed or last amended, whichever is later. Such documents shall be made available to the State Controller's Office on request.

**B. Form CB-1, Claim Summary**

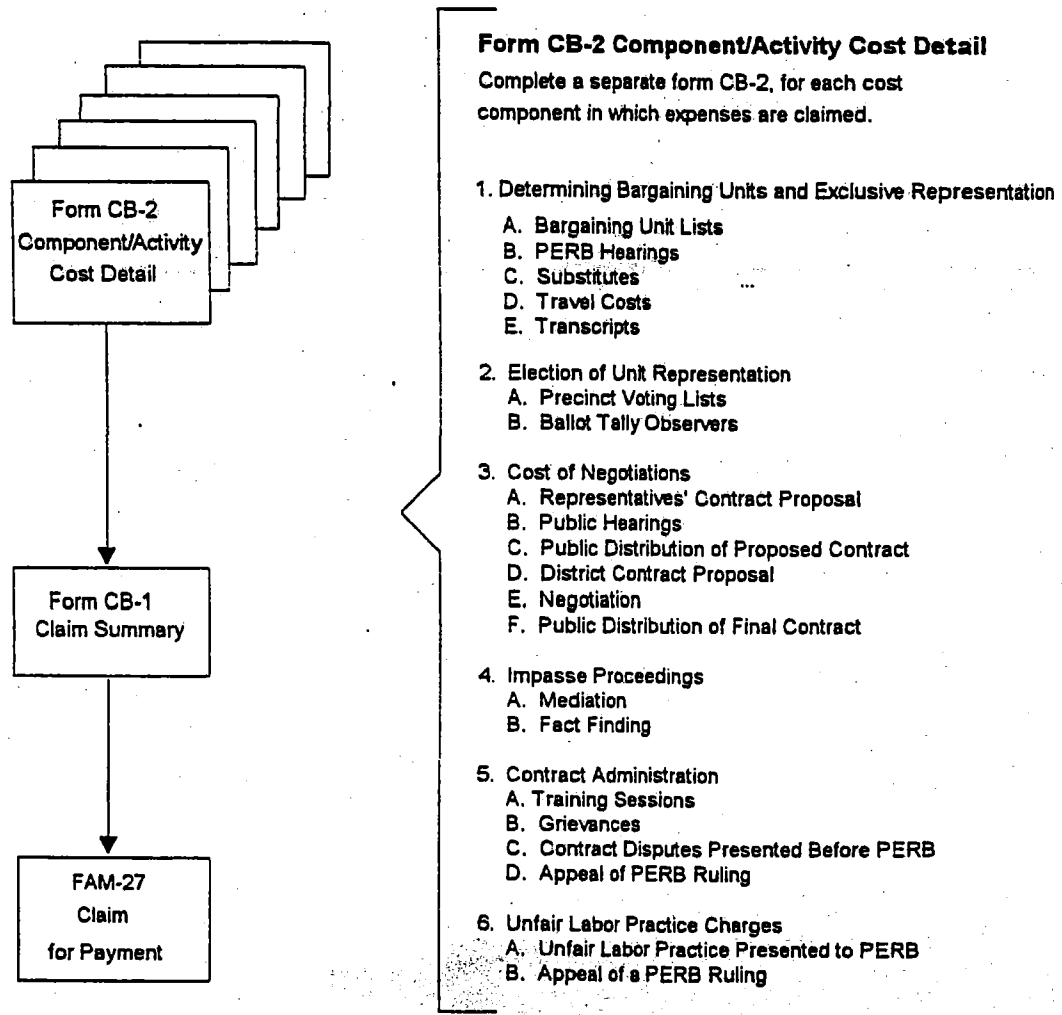
This form is used to summarize direct costs by claim component and compute allowable indirect costs for the mandate. The direct costs summarized on this form are derived from CB-2 and are carried forward to form FAM-27.

School districts and local offices of education may compute the amount of indirect costs utilizing the State Department of Education's Annual Program Cost Data Report J-380 or J-580 rate, as applicable. Community college districts have the option of using a federally approved rate (i.e., utilizing the cost accounting principles from the Office of Management and Budget Circular A-21), or form FAM-29C. The cost data on this form is carried forward to form FAM-27.

**C. Form FAM-27, Claim for Payment**

Form FAM-27 contains a certification that must be signed by an authorized representative of the district. All applicable information from form CB-1 must be carried forward to this form for the State Controller's Office to process the claim for payment.

**Illustration of Claim Forms**



**CLAIM FOR PAYMENT**  
Pursuant to Government Code Section 17561  
**COLLECTIVE BARGAINING**

*For State Controller Use Only*

(19) Program Number 00011  
(20) Date File \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
(21) LRS Input \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

B  
E  
L  
  
H  
E  
R  
E

(01) Claimant Identification Number \_\_\_\_\_  
(02) Mailing Address \_\_\_\_\_  
Claimant Name \_\_\_\_\_  
County of Location \_\_\_\_\_  
Street Address or P. O.. Box \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**Reimbursement Claim Data**  
(22) CB-1, (03)(1)(e) \_\_\_\_\_  
(23) CB-1, (03)(2)(e) \_\_\_\_\_  
(24) CB-1, (03)(3)(e) \_\_\_\_\_  
(25) CB-1, (03)(4)(e) \_\_\_\_\_  
(26) CB-1, (03)(5)(e) \_\_\_\_\_

**Type of Claim**  
(03) Estimated   
(04) Combined   
(05) Amended   
**Estimated Claim**  
(09) Reimbursement   
(10) Combined   
(11) Amended   
**Reimbursement Claim**

(27) CB-1, (03)(6)(e) \_\_\_\_\_  
(28) CB-1, (04)(d) \_\_\_\_\_  
(29) CB-1, (04)(e) \_\_\_\_\_  
(30) CB-1, (05)(e) \_\_\_\_\_

**Fiscal Year of Cost**  
(06) 19\_\_/\_\_\_\_  
(12) 19\_\_/\_\_\_\_

(31) \_\_\_\_\_

**Total Claimed** (07) \_\_\_\_\_ (13) \_\_\_\_\_

(32) \_\_\_\_\_

**Less: 10% Late Penalty, but not to exceed \$1000 (if applicable)** (14) \_\_\_\_\_

(33) \_\_\_\_\_

**Less: Estimated Claim Payment Received** (15) \_\_\_\_\_

(34) \_\_\_\_\_

**Net Claimed Amount** (16) \_\_\_\_\_

(35) \_\_\_\_\_

**Due from State** (08) \_\_\_\_\_ (17) \_\_\_\_\_

(36) \_\_\_\_\_

**Due to State** \_\_\_\_\_ (18) \_\_\_\_\_

(37) \_\_\_\_\_

**(38) CERTIFICATION OF CLAIM**

In accordance with the provisions of Government Code 17561, I certify that I am the person authorized by the local agency to file claims with the State of California for costs mandated by Chapter 961, Statutes of 1975; and certify under penalty of perjury that I have not violated any of the provisions of Government Code Sections 1090 to 1096, inclusive.

I further certify that there was no application other than from the claimant, nor any grant or payment received, for reimbursement of costs claimed herein; and such costs are for a new program or increased level of services of an existing program mandated by Chapter 961, Statutes of 1975.

The amounts for Estimated Claim and/or Reimbursement Claim are hereby claimed from the State for payment of estimated and/or actual costs for the mandated program of Chapter 961, Statutes of 1975, set forth on the attached statements.

Signature of Authorized Representative \_\_\_\_\_ Date \_\_\_\_\_

Type or Print Name \_\_\_\_\_ Title \_\_\_\_\_

(39) Name of Contact Person for Claim \_\_\_\_\_ Telephone Number \_\_\_\_\_  
\_\_\_\_\_ ( ) \_\_\_\_\_ Ext. \_\_\_\_\_

**COLLECTIVE BARGAINING**  
**Certification Claim Form**  
**Instructions**

**FORM**  
**FAM-27**

- (01) Leave blank.
- (02) A set of mailing labels with the claimant's I.D. number and address has been enclosed with the claiming instructions. The mailing labels are designed to speed processing and prevent common errors that delay payment. Affix a label in the place shown on form FAM-27. Cross out any errors and print the correct information on the label. Add any missing address items, except county of location and a person's name. If you did not receive labels, print or type your agency's mailing address.
- (03) If filing an original estimated claim, enter an "X" in the box on line (03) Estimated.
- (04) If filing an original estimated claim on behalf of districts within the county, enter an "X" in the box on line (04) Combined.
- (05) If filing an amended or combined claim, enter an "X" in the box on line (05) Amended. Leave boxes (03) and (04) blank.
- (06) Enter the fiscal year in which costs are to be incurred.
- (07) Enter the amount of estimated claim. If estimate exceeds the previous fiscal year's actual costs by more than 10%, complete form CB-1 and enter the amount from line (11). If more than one form CB-1 is completed due to multiple department involvement in this mandate, add line (11) of each form CB-1.
- (08) Enter the same amount as shown in line (07).
- (09) If filing an original reimbursement claim, enter an "X" in the box on line (09) Reimbursement.
- (10) If filing an original reimbursement claim on behalf of districts within the county, enter an "X" in the box on line (10) Combined.
- (11) If filing an amended or a combined claim on behalf of districts within the county, enter an "X" in the box on line (11) Amended.
- (12) Enter the fiscal year for which actual costs are being claimed. If actual costs for more than one fiscal year are being claimed, complete a separate form FAM-27 for each fiscal year.
- (13) Enter the amount of reimbursement claim from form CB-1, line (11). If more than one form CB-1 is completed due to multiple department involvement in this mandate, add line (11) of each form CB-1.
- (14) If a reimbursement claim is filed after November 30 of the fiscal year in which costs were incurred, the claim must be reduced by a late penalty. Enter the product of multiplying line (13) by the factor 0.10 (10% penalty) or \$1,000, whichever is less.
- (15) If you are filing a reimbursement claim and have previously filed an estimated claim for the same fiscal year, enter the amount received for the estimated claim. Otherwise, enter a zero.
- (16) Enter the result of subtracting line (14) and line (15) from line (13).
- (17) If line (16) Net Claimed Amount is positive, enter that amount on line (17) Due from State...
- (18) If line (16) Net Claimed Amount is negative, enter that amount in line (18) Due to State.
- (19) to (21) Leave blank.
- (22) to (37) Reimbursement Claim Data. Bring forward the cost information as specified on the left-hand column of lines (22) through (30) for the reimbursement claim [e.g., CB-1, (03), means the information is located on form CB-1, line (03). Enter the information on the same line but in the right-hand column. Cost information should be rounded to the nearest dollar, (i.e., no cents). Indirect cost percentage should be shown as a whole number and without the percent symbol (i.e., 7.548% should be shown as 8). The claim cannot be processed for payment unless this data block is correct and complete.
- (38) Read the statement "Certification of Claim." If the statement is true, the claim must be dated, signed by the agency's authorized representative and must include the person's name and title, typed or printed. Claims cannot be paid unless accompanied by a signed certification.
- (39) Enter the name of the person and telephone number that this office should contact if additional information is required.

**SUBMIT A SIGNED ORIGINAL AND A COPY OF FORM FAM-27, AND A COPY OF ALL OTHER FORMS AND SUPPORTING DOCUMENTS TO:**

*Address, if delivered by:  
 U.S. Postal Service*

**OFFICE OF THE STATE CONTROLLER  
 ATTN: Local Reimbursement Section  
 Division of Accounting and Reporting  
 P.O. Box 942850  
 Sacramento, CA 94250**

*Address, if delivered by:  
 Other delivery service*

**OFFICE OF THE STATE CONTROLLER  
 ATTN: Local Reimbursement Section  
 Division of Accounting and Reporting  
 3301 C Street, Suite 501  
 Sacramento, CA 95816**

MANDATED COSTS COLLECTIVE BARGAINING CLAIM SUMMARY					FORM CB-1
(01) Claimant	(02) Type of Claim Reimbursement <input type="checkbox"/> Estimated <input type="checkbox"/>			Fiscal Year 19__/19__	
<b>Rodda Act Direct Costs</b>		<b>Cost Elements</b>			
(03) Reimbursable Components	(a) Salaries and Benefits	(b) Materials and Supplies	(c) Travel	(d) Contracted Services	(e) Total
1. Determination of Bargaining Units and Exclusive Representation					
2. Election of Unit Representation					
3. Cost of Negotiations					
4. Impasse Proceedings					
5. Contract Administration					
(04) Total Rodda Act Direct Costs					
<b>Winton Act Direct Costs</b>					
(05) Base Year, 1974/75 Direct Costs					
(06) Base Year Direct Costs Adjusted by IPD	[Line (05)(e) x 2.841] for 1996/97 f.y.				
(07) Increased Direct Costs	[Line (04)(e) - line (06)]				
<b>Indirect Costs</b>					
(08) Total Rodda Act Direct Costs less Contracted Services	[Line (04)(e) - line (04)(d)]				
(09) Base Year Costs less Contracted Services adjusted by IPD	[(Line (05)(e) - line (05)(d)) x 2.841]				
(10) Increased Direct Costs less Contracted Services	[Line (08) - line (09)]				
(11) Indirect Cost Rate	From J-380, J-580 or FAM-27C				%
(12) Increased Indirect Costs	[Line (10) x line (11)]				
(13) Total Increased Direct and Indirect Costs	[Line (07) + line (12)]				
<b>Cost Reduction</b>					
(14) Less: Offsetting Savings, if applicable					
(15) Less: Other Reimbursements, if applicable					
(16) Total Claimed Amount	[Line (13) - (Line (14) + line (15))]				



<b>COLLECTIVE BARGAINING</b> <b>CLAIM SUMMARY</b> <b>Instructions</b>	<b>FORM</b> <b>CB-1</b>
---	----------------------------

- (01) Enter the name of the claimant.
- (02) Type of Claim. Check a box, Reimbursement or Estimated, to identify the type of claim being filed. Enter the fiscal year for which costs were incurred or are to be incurred.
- Form CB-1 must be filed for a reimbursement claim. Do not complete form CB-1 if you are filing an estimated claim and the estimate does not exceed the previous fiscal year's actual costs by more than 10%. Simply enter the amount of the estimated claim on form FAM-27, line (07). However, if the estimated claim exceeds the previous fiscal year's actual costs by more than 10%, form CB-1 must be completed and a statement attached explaining the increased costs. Without this information the high estimated claim will automatically be reduced to 110% of the previous fiscal year's actual costs.
- (03) For each of the reimbursable components, enter the total allowable cost from form CB-2, line (05) columns (d) through (g) onto form CB-1, block (03), lines (1) through (6), columns (a) through (d). Total each line and enter in column (e).
- (04) Add columns (d) and (e) for Cost Elements, block (03) and enter the totals on this line.
- (05) Method A. Enter the 1974/75 Winton Act (base year) costs on line (05)(e). Enter on line (05)(d) any contracted services costs included in line (05)(e).
- Method B. Enter the amount from form CB-1.1, line (04)(b) onto line (05)(e). Enter on line (05)(d) any contracted services costs included in line (05)(e).
- (06) Method A. Multiply the base year cost on line (05)(e) by the implicit price deflator (IPD). The 1996/97 implicit price deflator is 2.841.
- Method B. Enter the amount from form CB-1.1, line (04)(d).
- (07) Subtract the Base Year Direct Costs Adjusted by the Implicit Price Deflator, line (06), from Total Rodda Act Direct Cost, line (04)(e).
- (08) Subtract Total Contracted Services, line (04)(d), from Total Rodda Act Direct Costs, line (04)(e).
- (09) Subtract Base Year Contracted Services, line (05)(d) from Base Year, 1974/75 Direct Costs, line (05)(e) and multiply the remainder by the Implicit Price Deflator.
- (10) Subtract Base Year Costs less Contracted Services adjusted by IPD, line (09) from Total Rodda Act Direct Costs less Contracted Services, line (08).
- (11) Enter the indirect cost rate. School districts (K-12) may compute the amount of indirect costs to claim by multiplying their total direct costs by the State Department of Education forms J-380 or J-580 rate applicable to the fiscal year of costs. Community college districts may use the federally approved OMB A-21 rate, or the rate computed using form FAM-29C.
- (12) Multiply Incremental Direct Costs less Contracted Services, line (10), by Indirect Cost Rate, line (11).
- (13) Enter the sum of Incremental Costs, line (07), and Incremental Indirect Costs, line (12).
- (14) Less: Offsetting Savings, if applicable. Enter the total savings experienced by the claimant as a direct result of this mandate. Submit a detailed schedule of savings with the claim.
- (15) Less: Other Reimbursements, if applicable. Enter the amount of fees that could have been collected by the school district as authorized under the California Public Records Act (Government Code § 6250 et. seq.) for providing information requested by interested persons regarding its schools. In addition, enter the amount of any other reimbursements received from any source (i.e., service fees collected, federal funds, other state funds, etc.,) which reimbursed any portion of the mandated cost program. Submit a detailed schedule of the reimbursement sources and amounts.
- (16) Total Claimed Amount. Subtract the sum of Offsetting Savings, line (14), and Other Reimbursements, line (15), from Total Increased Direct and Indirect Costs, line (13). Enter the remainder of this line and carry the amount forward to form FAM-27, line (07) for the Estimated Claim, or line (13) for the Reimbursement Claim.

<b>MANDATED COSTS</b> <b>COLLECTIVE BARGAINING</b> <b>DETERMINING WINTON ACT COSTS</b>		<b>FORM</b> <b>CB-1.1</b>
(01) Claimant	(02) Fiscal Year 19__ / __	

**NOTE:** Beginning with the 1992/93 claims, a school district has the option of using Method A or Method B for this segment of the claim to determine increased costs due to the Rodda Act.

**Method A:** School districts have been using this method in previous fiscal years to determine increased costs. The school district reduces the current Rodda Act costs by the total 1974/75 Winton Act (base year) cost adjusted by annual changes in the implicit price deflator. Rodda Act costs in excess of the adjusted Winton Act costs are claimable. If a school district chooses to continue with this method, do not complete form CB-1.1.

**Method B:** This method is new. It may be advantageous for a school district to use this method if the district can provide cost documentation for each 1974/75 Winton Act cost component listed below. The Rodda Act has the three similar matching cost components. Under each matched component, report only the amount of Winton Act costs adjusted by changes in the implicit price deflator for which current Rodda Act costs exist. Examples: (1) If the Rodda Act costs exceed the adjusted Winton Act costs for the component, all Winton Act costs of the component must be reported for purposes of reducing the Rodda Act costs. (2) If the adjusted Winton Act costs exceed current Rodda Act costs for the component, residual Winton Act costs do not have to be applied against current Rodda Act costs of other components. If Method B is chosen, the claimant must complete the following:

- (01) Enter the name of the claimant.
- (02) Enter the fiscal year for which costs are being filed.
- (03) Complete the following schedule to determine the amount of Winton Act base year costs for offset against the current Rodda Act costs.
  - (a) Enter in column (a) the current Rodda Act costs for each of the three cost components, if any.
  - (b) Enter in column (b) the amount of 1974/75 Winton Act costs applicable to each of the three components. The total on line (4) column (b) should be the same as shown on form CB-1, line (5)(e).
  - (c) Enter in column (c) the product of multiplying the 1974/75 Winton Act cost component in column (b) by the implicit price deflator specified for the fiscal year of the claim.
  - (d) Enter in each row, column (d), the lesser amount of column (a) or column (c). Total column (d) and forward the amount to form CB-1, line (06).

Similar Cost Components of the Rodda Act and Winton Act	(a) Current Rodda Act Costs	(b) 1974/75 Winton Act Costs Applied	(c) 1974/75 Winton Act Costs Adjusted by IPD	(d) Winton Act Costs to be Applied
1. Determination of Bargaining and Exclusive Representation	\$	\$	\$	\$
2. Election of Unit Representation				
3. Meet and Confer (Cost of Negotiations)				
4. Totals	\$	\$	\$	\$

<b>MANDATED COSTS COLLECTIVE BARGAINING COMPONENT/ACTIVITY COST DETAIL</b>	<b>FORM CB-2</b>
--	----------------------

(01) Claimant	(02) Fiscal Year Costs Were Incurred
---------------	--------------------------------------

(03) Reimbursable Components: Check only one box per form to identify the component being claimed.

<input type="checkbox"/> 1. Determination of Bargaining Units and Exclusive Representation	<input type="checkbox"/> 4. Election of Unit Representation
<input type="checkbox"/> 2. Cost of Negotiations	<input type="checkbox"/> 5. Contract Administration
<input type="checkbox"/> 3. Impasse Proceedings	<input type="checkbox"/> 6. Unfair Labor Practice Charges

(04) Description of Expenses: Complete columns (a) through (g).	<b>Object Accounts</b>
---	------------------------

(a) Employee Names, Job Classifications, Functions Performed and Description of Expenses	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Materials and Supplies	(f) Contracted Services	(g) Travel

(05) Total <input style="width: 40px;" type="text"/>	Subtotal <input style="width: 40px;" type="text"/>	Page: _____ of _____	
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<b>COLLECTIVE BARGAINING COMPONENT/ACTIVITY COST DETAIL</b> Instructions	FORM CB-2
---	--------------

- (01) Enter the name of the claimant.
- (02) Enter the fiscal year in which costs were incurred.
- (03) Reimbursable Components. Check the box which indicates the cost component being claimed. Check only one box per form. A separate form CB-2 shall be prepared for each component which applies.
- (04) Description of Expenses. The following table identifies the type of information required to support reimbursable costs. To detail costs for the component activity box "checked" in line (03), enter the employee names, position titles, a brief description of their activities performed, actual time spent by each employee, productive hourly rates, fringe benefits, supplies used, contracted services, etc. For audit purposes, all supporting documents must be retained by the claimant for a period of not less than two years after the end of the calendar year in which the reimbursement claim was filed or last amended, whichever is later. Such documents shall be made available to the State Controller's Office on request.

Object/ Subobject Accounts	Columns							Submit these supporting documents with the claim
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	
Salaries	Employee Name	Hourly Rate	Hours Worked	Salaries = Hourly Rate x Hours Worked				
Benefits	Title  Activities Performed	Benefit Rate		Benefits = Benefit Rate x Salaries				
Materials and Supplies	Description of Supplies Used	Unit Cost	Quantity Used		Cost = Unit Cost x Quantity			
Contracted Services	Name of Contractor  Specific Tasks Performed	Hourly Rate	Hours Worked Inclusive Dates of Service			Itemized Cost for Services Performed		Invoice
Travel	Purpose of Trip Name and Title  Departure and Return Date	Per Diem Rate Mileage Rate  Transportation Cost	Days Miles  Transportation Mode				Rate x Days or Miles Total Transportation Cost	

- (05) Total line (04), columns (d), (e), (f) and (g) and enter the sum on this line. Check the appropriate box to indicate if the amount is a total or subtotal. If more than one form is needed for the component/activity, number each page. Enter totals from line (05), columns (d), (e), (f) and (g) to form CB-1, block (04); columns (a), (b), (c) and (d).



**CLAIM FOR PAYMENT**  
Pursuant to Government Code Section 17561  
**COLLECTIVE BARGAINING**

For State Controller Use Only

(19) Program Number 000  
(20) Date File \_\_\_/\_\_\_/\_\_\_  
(21) Signature Present \_\_\_\_\_

1) Claimant Identification Number. S43060		Reimbursement Claim Data		
U S E L A B E L	(02) Mailing Address 5055 Santa Teresa Blvd.	(22)	CB-1(03)(1)(e) \$0.00	
	Claimant Name Gavilan Joint Community College District	(23)	CB-1(03)(2)(e) \$0.00	
	County of Location Santa Clara County	(24)	CB-1(03)(3)(e) \$158,956.00	
	Street Address or P.O. Box 5055 Santa Teresa Blvd.	(25)	CB-1(03)(4)(e) \$63,152.00	
	City Stat Zip Code Gilroy CA 95020	(26)	CB-1(03)(5)(e) \$22,891.00	
	Type of Claim	(27)	CB-1(03)(6)(e) \$102,672.00	
	Estimated Claim	(28)	CB-1(11) 7.0%	
	(03) Estimated X	(09) Reimbursement X	(29)	
	(04) Combined ___	(10) Combined ___	(30)	
	(05) Amended ___	(11) Amended ___		
	Fiscal Year of Cost	(12)	(31)	
	(06) 1996/97	1995/96		
	Total Claimed Amount	(13)	(32)	
	\$300,000.00	\$348,966.00		
	Less: 10% Late Penalty, but not to exceed \$1000 (if applicable)	(14)	(33)	
		\$0.00		
	Less: Estimated Payment Received	(15)	(34)	
		\$275,000.00		
Net Claimed Amount	(16)	(35)		
	\$73,966.00			
Due from State	(17)	(36)		
(08) \$300,000.00	\$73,966.00			
Due to State	(18)	(37)		

**(38) CERTIFICATION OF CLAIM**

In accordance with the provisions of Government Code 17561, I certify that I am the person authorized by the local agency to file claims with the State of California for costs mandated by Chapter 961, Statutes of 1975, and certify under penalty of perjury that I have not violated any of the provisions of Government Code Sections 1090 to 1096, inclusive.

I further certify that there were no applications for nor any grant or payments received, other than from the claimant, for reimbursement of costs claimed herein; and such costs are for a new program or increased level of services of an existing program mandated by Chapter 961, Statutes of 1975.

The amounts for Estimated Claim and/or Reimbursement Claim are hereby claimed from the State for payment of estimated and/or actual costs for the mandated program of Chapter 961, Statutes of 1975, set forth on the attached statements.

Signature of Authorized Representative

Date

*Steven M. Kinsella*

25-Nov-96

Steven Kinsella

Dean of Business Services

Type or Print Name

Title

(39) Name of Contact Person for Claim

Telephone Number

Steven Kinsella

(408) 848-4715

Ext.

**MANDATED COSTS  
COLLECTIVE BARGAINING  
CLAIM SUMMARY**

**FORM  
CB-1**

(01) Claimant: Cavilan Joint Community College District		(02) Type of Claim: Reimbursement <input checked="" type="checkbox"/> Estimated			Fiscal Year: 1995/96
<b>Rodda Act Direct Costs</b>		<b>Cost Elements</b>			
(03) Reimbursable Components:	(a) Salaries and Benefits	(b) Transportation and Travel	(c) Supplies	(d) Contracted Services	(e) Total
1. Determination of Bargaining and Exclusive Representation.					\$0
2. Election of Unit Representation.					\$0
3. Cost of Negotiations.	\$27,934.70	\$1,080.80	\$6,373.19	\$123,567.65	\$158,956.34
4. Impasse Proceedings.	11918.95	0.00	3412.70	47820.00	63151.65
5. Contract Administration.	2703.95	0.00	1039.19	19147.50	22890.64
6. Unfair Labor Practices.	0.00	0.00	5029.71	97642.50	102672.21
(04) Total Rodda Act Direct Costs	\$42,557.59	\$1,080.80	\$15,854.79	\$288,177.65	\$347,670.83
<b>WINTON ACT DIRECT COSTS</b>					
(05) Base Year, 1974/75 Direct Costs	\$500.00	\$0.00	\$0.00	\$500.00	\$1,000.00
(6) Base Year Direct Costs Adjusted by 1995/96 GNP Deflator: Line (05)(e)x 2.772					\$2,772.00
(07) Increased Direct Costs	Line (04)(e)-line (06)				\$344,898.83
<b>Indirect Costs</b>					
(08) Total Rodda Act Direct Costs less Contracted Services:	Line (04)(e)-line (4)(d)				\$59,493.18
(09) Base Year Costs less Contracted Services adjusted by GNP :{(Line (05)(e)-line (05)(d))x 2.772 }					\$1,386.00
(10) Increased Direct Costs less Contracted Services	Line (08)-line (09)				\$58,107.18
(11) Indirect Cost Rate	From J380				7.0%
(12) Increased Indirect Costs	Line (10) x line (11)				\$4,067.50
(13) Total Increased Direct and Indirect Costs	Line (07) + line (12)				\$348,966.33
<b>Cost Reduction</b>					
(14) Less: Offset Savings, if applicable					\$0.00
(15) Less: Other Reimbursements, if applicable					\$0.00
(16) Total Claimed Amount:	{Line (13)-{(Line(14) + line(15))}}				<u>\$348,966.33</u>

**MANDATED COSTS  
COLLECTIVE BARGAINING  
COMPONENT/ACTIVITY COST DETAIL**

**FORM  
CB-2**

(01) Claimant: Gavilan Joint Community College District (02) Fiscal Year costs were incurred: 1995/96

Reimbursable Component: **COST OF NEGOTIATIONS**

(a) Employee Name, Job Classification and Activity Performed or Description of Expense	Complete columns (a) through (g).			Cost Elements		
	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Transporta- tion and Travel	(f) Supplies	(g) Contracted Services
Representative's Contract Proposal						
Public Hearings						
Public Distribution of Proposed Contract						
District Contract Proposal						
Carol Cooper	Assoc. Dean	49.29	68.8	3388.69		
Kent Child	Assoc. Dean	47.99	83.5	4007.17		
Lucha Ortega	Affirm. Action Off	49.72	86.0	4275.92		
Karen Mc Cracken	Admin. Sec.	21.09	84.0	1771.56		
Suzanne Bulle	Admin. Sec.	22.81	84.0	1916.04		
(05) Total	Subtotal X					



**MANDATED COSTS  
COLLECTIVE BARGAINING  
COMPONENT/ACTIVITY COST DETAIL**

**FORM  
CB-2**

(01) Claimant: Gavilan Joint Community College District (02) Fiscal Year costs were incurred: 1995/96

3) Reimbursable Component: COST OF NEGOTIATIONS

(04) Description of Expense: Complete columns (a) through (g).				Cost Elements		
(a) Employee Name, Job Classification and Activity Performed or Description of Expense	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Transporta- tion and Travel	(f) Supplies	(g) Contracted Services
<b>Planning Sessions</b>						
Carol Cooper	Assoc. Dean	\$49.29	5.5	\$271.10		
Kent Child	Assoc. Dean	47.99	3.0	143.97		
Larry Carrier	Dean of Business	56.38	8.0	451.04		
Marcia Hannum	Admin. Sec.	22.45	104.3	2340.41		
John Hansell	Direct. of Learning	44.11	14.3	628.57		
Jack Harpster	Dean of Business	47.47	47.0	2231.09		
Dr. Glenn Mayle	Superintendent	66.58	42.3	2813.01		
Dr. Rose Marie Joyce	Dean of Instruction	51.87	10.3	531.67		
Lucha Ortega	Affirm. Action Off.	49.72	10.5	522.06		
Dr. TJ Owens	Dean of Std. Serv.	51.87	1.0	51.87		
Vavrinek, Trine, Day & Co.	Consultants					5043.10
	inv. #60560					22810.05
	inv. #60913					9926.35
	inv.#61413					9716.90
	inv. #61414					
	Travel & Mileage				1080.80	
Ruiz & Shapiro, Attorney		100.00	726.5		6373.19	72650.00
		85.00	40.3			3421.25
<b>"At The Table" Negotiations - Certificated</b>						
Kent Child	Assoc. Dean	47.99	13.5	647.87		
Carol Cooper	Assoc. Dean	49.29	11.0	542.19		
Dates of Negotiations	3/15/96					
	3/22/96					
	4/8/96					
	4/16/96					
	4/22/96					
<b>"At The Table" Negotiations - Classified</b>						
John Hansell	Direct. of Learning	44.11	26.8	1179.94		
Dates of Negotiations	7/11/95					
	7/24/95					
	7/27/95					
	10/27/95					
	12/7/95					
<b>Public Distribution of Final Contract</b>						
John Hansell	Direct. of Learning	44.11	5.0	220.55		
(05) Total	X Subtotal			\$27,934.70	\$1,080.80	\$6,373.19
						\$123,567.65

**MANDATED COSTS  
COLLECTIVE BARGAINING  
COMPONENT/ACTIVITY COST DETAIL**

**FORM  
CB-2**

(01) Claimant: Gavilan Joint Community College District (02) Fiscal Year costs were incurred: 1995/96

(3) Reimbursable Component: IMPASSE PROCEEDINGS

(a) Employee Name, Job Classification and Activity Performed or Description of Expense	Complete columns (a) through (g).			Cost Elements		
	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Transporta- tion and Travel	(f) Supplies	(g) Contracted Services
Mediation Sessions						
Fact Finding						
Dr. Glenn Mayle Superintendent	66.58	75.5	5026.79			
Larry Carrier Dean of Business	56.38	73.8	4158.03			
Dr. TJ Owens Dean of Std. Serv.	51.87	17.3	894.76			
Dr. Rose Marie Joyce Dean of Instruction	51.87	7.5	389.03			
Lucha Ortega Affirm. Action Off.	49.72	16.8	832.81			
John Hansell Direct. of Learning	44.11	14.0	617.54			
Ruiz & Shapiro, Attorney					3412.70	
	100.00	89.8				8975.00
	85.00	457.0				38845.00
(05) Total	X	Subtotal	Page 1 of 1	\$11,918.95	\$3,412.70	\$47,820.00

**MANDATED COSTS  
COLLECTIVE BARGAINING  
COMPONENT/ACTIVITY COST DETAIL**

**FORM  
CB-2**

(01) Claimant: Gavilan Joint Community College District (02) Fiscal Year costs were incurred: 1995/96

(03) Reimbursable Component: **CONTRACT ADMINISTRATION**

(04) Description of Expense:			Complete columns (a) through (g).			
(a) Employee Name, Job Classification and Activity Performed or Description of Expense	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Transporta- tion and Travel	(f) Supplies	(g) Contracted Services
<b>Grievances</b>						
Howard Bell						
Dr. TJ Owens						
	Maint & Oper. Suprv		\$31.84	4.0	\$127.36	
	Dean of Std. Serv.		51.87	41.5	2152.61	
<b>Training Sessions</b>						
Dr. Rose Marie Joyce	Dean of Instruction	51.87	6.0	311.22		
<b>Contract Disputes Presented Before PERB</b>						
Larry Carrier	Dean of Business	56.38	2.0	112.76		

(05) Total      Subtotal X      Page 1 of 2

**MANDATED COSTS  
COLLECTIVE BARGAINING  
COMPONENT/ACTIVITY COST DETAIL**

**FORM  
CB-2**

(01) Claimant: Gavilan Joint Community College District (02) Fiscal Year costs were incurred: 1995/96

Reimbursable Component: CONTRACT ADMINISTRATION

(a) Employee Name, Job Classification and Activity Performed or Description of Expense	Complete columns (a) through (g).			Cost Elements		
	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Transporta- tion and Travel	(f) Supplies	(g) Contracted Services
Appeal of PERB Ruling						
Contract Interpretation						
Ruiz & Shapiro, Attorney	100.00 85.00	69.5 143.5			1039.19	6950.00 12197.50
(05) Total	X	Subtotal		\$2,703.95	\$1,039.19	\$19,147.50

**MANDATED COSTS  
COLLECTIVE BARGAINING  
COMPONENT/ACTIVITY COST DETAIL**

**FORM  
CB-2**

(01) Claimant: Gavilan Joint Community College District (02) Fiscal Year costs were incurred: 1995/96

(03) Reimbursable Component: UNFAIR LABOR PRACTICE

(a) Employee Name, Job Classification and Activity Performed or Description of Expense	Complete columns (a) through (g).		Cost Elements			
	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Transporta- tion and Travel	(f) Supplies	(g) Contracted Services
Unfair Labor Practice Presented to PERB						
Ruiz & Shapiro, Attorney	100.00	644.5			\$5,029.71	64450.00
	85.00	390.5				33192.50
Appeal of PERB Ruling						
(05) Total	X	Subtotal			\$5,029.71	\$97,642.50

# SixTen and Associates Mandate Reimbursement Services

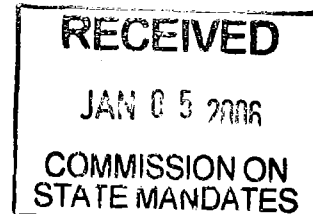
KEITH B. PETERSEN, MPA, JD, President  
5252 Balboa Avenue, Suite 807  
San Diego, CA 92117

Telephone: (858) 514-8605  
Fax: (858) 514-8645  
E-Mail: Kbpsixten@aol.com

December 30, 2005

FAX TO 916-445-0278

Paula Higashi, Executive Director  
Commission on State Mandates  
U.S. Bank Plaza Building  
980 Ninth Street, Suite 300  
Sacramento, California 95814



RE: Incorrect Reduction Claim of Gavilan Joint CCD  
Collective Bargaining  
Fiscal Year 1995-96

Dear Ms. Higashi:

I have received today the letter dated December 27, 2005, signed by Cathy Cruz on your behalf, in which, in your capacity as Executive Director, you reject the incorrect reduction claim referenced above, to which I respond on behalf of the Gavilan Joint Community College District.

The commission staff has concluded that the claim was not timely filed, pursuant to Title 2, CCR, Section 1185 (b). The claimant is appealing your decision pursuant to Section 1181. This appeal is timely filed within ten days of receipt of notification. This appeal is being faxed to the Commission on the date indicated and will be served by mail when I receive a copy of the mailing list referenced in Victoria Soriano's December 27, 2005 declaration of service by mail.

The decision to reject the claim is contrary to your executive authority. The incorrect reduction claim presents several issues of first impression which require findings of fact and law before there can be a conclusion that the claim was not timely filed.

Government Code Section 17553, subdivision (d), requires the Commission to determine within ten days of receipt whether an incorrect reduction claim is "complete." Your action was not a determination of "completeness," rather it was a conclusion of law concerning subject matter jurisdiction for which there is no basis in Section 17553. The Government Code does not allow the Executive Director to adjudicate questions of law and fact. Nor does the Government Code provide a statute of limitation for the filing an incorrect reduction claim.

The commission action relies upon Title 2, CCR, Section 1185 (b) to assert as a matter

of law that the incorrect reduction claim was filed more than three years following a Controller's notice of reduction. To the contrary, the incorrect reduction claim asserts as a matter of fact that the Controller's July 10, 2002 letter reports an amount payable to the claimant, which means a subsequent final payment action notice occurred or is pending from which the ultimate regulatory period of limitation is to be measured, which the claimant has so alleged.

The evidence regarding the date of last payment action, notice, or remittance advice, is in the possession of the Controller. While it would be convenient for the claimant to have all of this documentation available, it is not a prerequisite for the claim. The Commission can obtain this information from the Controller without prejudice to the tolling of the regulatory period of limitation, while the claimant would be subject to the convenience of the Controller's response while the regulatory period was running.

Therefore, there are several issues to be determined by the hearing process, which the Executive Director cannot unilaterally determine:

1. What Controller documents constitute "notice" from which a regulatory period of limitation can be measured?
2. What is the claimant's burden in going forward with an incorrect reduction claim regarding documentation originated and maintained by the Controller?
3. What is the authority of the Executive Director to unilaterally deny a claimant's statutory right to the incorrect reduction claim due process?

This letter also transmits the original and one copy of the incorrect reduction claim you returned with the letter of December 27, 2005.

#### CERTIFICATION

I hereby declare, under penalty of perjury under the laws of the State of California, that the information in this document is true and correct to the best of my own knowledge or information or belief.

Sincerely,



Keith B. Petersen

Copies without enclosures: Per COSM Distribution List

**DECLARATION OF SERVICE**

RE: Incorrect Reduction Claim of Gavilan Joint CCD  
Collective Bargaining  
Fiscal Year 1995-96

I declare:

I am employed in the office of SixTen and Associates, which is the appointed representative of the above named claimant. I am 18 years of age or older and not a party to the entitled matter. My business address is 5252 Balboa Avenue, Suite 807, San Diego, CA 92117.

On the date indicated below, I served the attached response to the December 27, 2005 letter signed by Cathy Cruz, Program Analyst, Commission on State Mandates draft staff analysis to:

Paula Higashi, Executive Director  
Commission on State Mandates  
980 Ninth Street, Suite 300  
Sacramento, CA 95814  
916-445-0278

**U.S. MAIL:** I am familiar with the business practice at SixTen and Associates for the collection and processing of correspondence for mailing with the United States Postal Service. In accordance with that practice, correspondence placed in the internal mail collection system at SixTen and Associates is deposited with the United States Postal Service that same day in the ordinary course of business.

**FACSIMILE TRANSMISSION:** On the date below from facsimile machine number (858) 514-8645, I personally transmitted to the above-named person(s) to the facsimile number(s) shown above, pursuant to California Rules of Court 2003-2008. A true copy of the above-described document(s) was(were) transmitted by facsimile transmission and the transmission was reported as complete and without error.

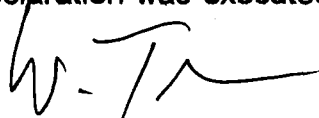
**OTHER SERVICE:** I caused such envelope(s) to be delivered to the office of the addressee(s) listed above by:

A copy of the transmission report issued by the transmitting machine is attached to this proof of service.

\_\_\_\_\_  
(Describe)

**PERSONAL SERVICE:** By causing a true copy of the above-described document(s) to be hand delivered to the office(s) of the addressee(s).

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration was executed on December 30, 2005, at San Diego, California.

 4:01 PM

Will C. Trimm



**Subj:** Gavilan Incorrect  
**Date:** 12/30/2005 2:05:54 PM Pacific Standard Time  
**From:** Kbpsixten  
**To:** [paula.higashi@csm.ca.gov](mailto:paula.higashi@csm.ca.gov), [nancy.patton@csm.ca.gov](mailto:nancy.patton@csm.ca.gov)

I received your 12/27 rejection of the Gavilan incorrect. I am going to appeal. However, I need the mailing list which was referenced in the declaration of service. Please fax or email it to me.

Thanks

Keith

SixTen and Associates  
5252 Balboa Avenue, Suite 807  
San Diego, 92117  
Voice: 858-514-8605  
Fax: 858-514-8645

**Subj:** RE: Gavilan Incorrect  
**Date:** 1/3/2006 11:11:44 AM Pacific Standard Time  
**From:** paula.higashi@csm.ca.gov  
**To:** Kbpsixten@aol.com

Happy New Year Keith! Thanks for your Christmas card.

Re Gavilan – No one is on the mailing list.

I'd like to talk with you about "mandate reform" within next two weeks if possible. Let me know where and when it is ok to call you.

Paula Higashi, Executive Director  
Commission on State Mandates  
980 9<sup>th</sup> Street, Suite 300  
Sacramento, CA 95814  
(916) 323-8210

---

**From:** Kbpsixten@aol.com [mailto:Kbpsixten@aol.com]  
**Sent:** Friday, December 30, 2005 2:06 PM  
**To:** Paula Higashi; Nancy Patton  
**Subject:** Gavilan Incorrect

I received your 12/27 rejection of the Gavilan incorrect. I am going to appeal. However, I need the mailing list which was referenced in the declaration of service. Please fax or email it to me.

Thanks

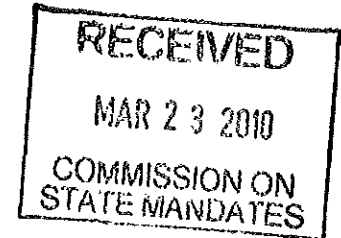
Keith

SixTen and Associates  
5252 Balboa Avenue, Suite 807  
San Diego, 92117  
Voice: 858-514-8605  
Fax: 858-514-8645



JOHN CHIANG  
California State Controller

March 22, 2010



Nancy Patton, Asst. Executive Director  
Commission on State Mandates  
980 Ninth Street, Suite 300  
Sacramento, CA 95814

Keith B. Petersen  
SixTen and Associates  
5252 Balboa Avenue, Suite 807  
San Diego, CA 92117

Re: **Incorrect Reduction Claim**  
*Collective Bargaining*, 05-4425-I-11  
Gavilan Joint Community College District, Claimant  
Statutes 1975, Chapter 961  
Fiscal Years 1995-96

Dear Ms. Patton and Mr. Petersen:

This letter is in response to the above-entitled Incorrect Reduction Claim. The subject claims were reduced because some of the activities were not reimbursable and a lack of sufficient documentation. The reductions were appropriate and in accordance with law.

The Controller's Office is empowered to audit claims for mandated costs and to reduce those that are "excessive or unreasonable."<sup>1</sup> This power has been affirmed in recent cases, such as the Incorrect Reductions Claims (IRCs) for the *Graduation Requirements* mandate.<sup>2</sup> If the claimant disputes the adjustments made by the Controller pursuant to that power, the burden is upon them to demonstrate that they are entitled to the full amount of the claim. This principle likewise has been upheld in the *Graduation Requirements* line of IRCs.<sup>3</sup> In this case, the Claimant has not come forward with sufficient source documentation or other reliable information to support all of the costs claimed. The Claimant asserts that a mere lack of documentation is an insufficient basis

<sup>1</sup> See Government Code section 17561, subdivisions (d)(1)(C) and (d)(2), and section 17564.

<sup>2</sup> See for example, the Statement of Decision in the Incorrect Reduction Claim of San Diego Unified School District [No. CSM 4435-I-01 and 4435-I-37], adopted September 28, 2000, at page 9.

<sup>3</sup> See for example, the Statement of Decision in the Incorrect Reduction Claim of San Diego Unified School District [No. CSM 4435-I-01 and 4435-I-37], adopted September 28, 2000, at page 16.

to reduce a claim; there must be a finding that the claim is excessive or unreasonable. This assertion misapprehends what the purpose of an audit is, and it also ignores the fact that a claim that is unsupported by valid documentation is both excessive and unreasonable. [Quote from Jim.]

In addition, the Claimant sought reimbursement for activities that are outside of the scope of reimbursable activities as defined in the Parameters & Guidelines. For example, the Claimant sought reimbursement for salary costs for Dr. Glenn May, Superintendent, even though Section E of the Parameters & Guidelines specifically states that “[t]he costs for salaries and expenses of the governing authority, for example, the School Superintendent and Governing Board, are not reimbursable.”

Finally, the Claimant’s IRC was untimely, having been filed after time had expired pursuant to Section 1185, Title 2 of the California Code of Regulations. Subdivision (b) of that section provides that “all incorrect reduction claims shall be filed with the commission no later than three years following the date of the Office of State Controller’s final state audit report, letter, remittance advice or other written notice of adjustment notifying the claimant of a reduction.” A letter/remittance advice was sent to the District on July 30, 1998, notifying it that after review, the claim had been reduced by \$184,842. This resulted in an approved amount of \$164,124. Pursuant to Section 1185, the time to file a claim would have expired on July 30, 2001. The claim was not filed until December 19, 2005, well after time had expired.

Even if we accept the Claimant’s implied argument that a subsequent letter from the Controller’s Office dated July 10, 2002, started a new Statute of Limitations, the claim was still time barred. Had the July 10, 2002 letter started running another Statute of Limitations, that time period would have expired on July 10, 2005, five months before this claim was actually filed. The Claimant cites no law for support of such proposition. Had there been a substantial increase in the reduction of the claim, such an approach might have some merit. However, in this case, the prior reduction was actually reduced, increasing the approved amount by over \$60,000, to \$224,721.

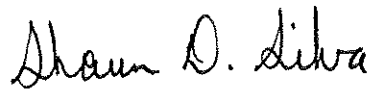
Not satisfied with two bites at the apple, Claimant asserts that the period of the Statute of Limitations “will be measured from the date of the last payment action . . . .” Again, Claimant fails to cite to any law which would support such an approach. In fact, this proposition is clearly at odds with the language of Section 1185. It is beyond doubt that the Statute of Limitations has run, and this claim is untimely.

March 22, 2010

Page 3

Enclosed please find an analysis from our Division of Accounting and Reporting, exhibits, and supporting documentation with declaration.

Sincerely,



SHAWN D. SILVA  
Staff Counsel

SDS/ac

Enclosure

cc: Robert Miyashiro, Education Mandated Cost Network  
Ginny Brummels, Div. of Acctg. & Rptg., State Controller's Office (w/o encl.)  
Jim Spano, Division of Audits, State Controller's Office (w/o encl.)

1 **PROOF OF SERVICE**

2 I am employed in the County of Sacramento, State of California. At the time of service, I was at least 18  
3 years of age, a United States citizen employed in the county where the mailing occurred, and not a party to the  
within action. My business address is 300 Capitol Mall, Suite 1850, Sacramento, CA 95814.

4 On March 22, 2010, I served the foregoing document entitled:

5 **SCO'S RESPONSE TO THE INCORRECT REDUCTION CLAIM FOR**  
6 **GAVILAN JOINT COMMUNITY COLLEGE DISTRICT, CSM 05-4425-I-11**

7 on all interested parties in this action by placing a true and correct copy thereof enclosed in a sealed envelope,  
8 addressed as follows:

9 Nancy Patton (*original*)  
Assistant Executive Director  
Commission on State Mandates  
980 Ninth Street, Suite 300  
10 Sacramento, CA 95814

Keith B. Petersen  
SixTen and Associates  
5252 Balboa Avenue, Suite 807  
San Diego, CA 92117

11 Robert Miyashiro  
Education Mandated Cost Network  
c/o School Services of California  
1121 L Street, Suite 1060  
12 Sacramento, CA 95814

13  **BY MAIL**

14 I placed the envelope for collection and processing for mailing following this business's ordinary practice with  
15 which I am readily familiar. On the same day correspondence is placed for collection and mailing, it is deposited  
in the ordinary course of business with the United States Postal Service.

16  **BY PERSONAL SERVICE**

I caused to be delivered by hand to the above-listed addressees.

17  **BY OVERNIGHT MAIL/COURIER**

18 To expedite the delivery of the above-named document, said document was sent via overnight courier for next day  
19 delivery to the above-listed party.

20  **BY FACSIMILE TRANSMISSION**

In addition to the manner of service indicated above, a copy was sent by facsimile transmission to the above-listed  
21 party.

22 I declare that I am employed in the office of a member of the bar of this court at whose direction the  
service was made. I declare under penalty of perjury under the laws of California that the foregoing is true and  
23 correct.

24 Executed on March 22, 2010, at Sacramento, California.

25   
Amber A. Camarena

IRC FOR FY 1995-96  
COLLECTIVE BARGAINING  
GAVILAN JOINT CCD  
CH. 961/75  
05-4425-I-11

**COMMISSION ON STATE MANDATES**

980 NINTH STREET, SUITE 300  
SACRAMENTO, CA 95814  
PHONE: (916) 323-3562  
FAX: (916) 445-0278  
E-mail: csminfo@csm.ca.gov



March 9, 2006

Mr. Keith B. Petersen  
SixTen and Associates  
5252 Balboa Avenue, Suite 807  
San Diego, CA 92117

Ms. Ginny Brummels  
Division of Accounting and Reporting  
State Controller's Office  
3301 C Street, Suite 501  
Sacramento, CA 95816

**Re: Incorrect Reduction Claim**  
*Collective Bargaining*, 05-4425-I-11  
Gavilan Joint Community College District, Claimant  
Statutes 1975, Chapter 961  
Fiscal Year 1995-1996

Dear Mr. Petersen and Ms. Brummels:

On December 19, 2005, the Gavilan Joint Community College District filed an incorrect reduction claim (IRC) with the Commission on State Mandates (Commission) based on the *Collective Bargaining* program for fiscal year 1995-1996. On December 27, 2005, Commission staff determined that the IRC was not timely filed. On December 30, 2005, the claimant appealed this decision. Based on the additional comments provided, Commission staff has determined that the IRC filing is complete.

Government Code section 17551, subdivision (b), requires the Commission to hear and decide upon claims filed by local agencies and school districts that the State Controller's Office (SCO) has incorrectly reduced payments to the local agencies or school districts.

**SCO Review and Response.** Please file the SCO response and supporting documentation regarding this claim within 90 days of the date of this letter. Please include an explanation of the reason(s) for the reductions and the computation of reimbursements. All documentary evidence must be authenticated by declarations under penalty of perjury signed by persons who are authorized and competent to do so and be based on the declarant's personal knowledge, information or belief. The Commission's regulations also require that the responses (opposition or recommendation) filed with the Commission be simultaneously served on the claimants and their designated representatives, and accompanied by a proof of service. (Cal. Code Regs., tit. 2, § 1185.01.)

The failure of the SCO to respond within this 90-day timeline shall not cause the Commission to delay consideration of this IRC.

**Claimant's Rebuttal.** Upon receipt of the SCO response, the claimant and interested parties may file rebuttals. The rebuttals are due 30 days from the service date of the response.

**Prehearing Conference.** A prehearing conference will be scheduled if requested.



**Public Hearing and Staff Analysis.** The public hearing on this claim will be scheduled after the record closes. A staff analysis will be issued on the IRC at least eight weeks prior to the public hearing.

**Dismissal of Incorrect Reduction Claims.** Under section 1188.31 of the Commission's regulations, IRCs may be dismissed if postponed or placed on inactive status by the claimant for more than one year. Prior to dismissing a claim, the Commission will provide 60 days notice and opportunity for the claimant to be heard on the proposed dismissal.

Please contact Tina Poole at (916) 323-8220 if you have any questions.

Sincerely,



NANCY PATTON  
Assistant Executive Director

Enclosure: Incorrect Reduction Claim Filing - (SCO only)

06 MAR 15 PM 2:02



1 OFFICE OF THE STATE CONTROLLER  
300 Capitol Mall, Suite 1850  
2 Sacramento, CA 94250  
Telephone No.: (916) 445-6854  
3

4  
5 BEFORE THE  
6 COMMISSION ON STATE MANDATES  
7 STATE OF CALIFORNIA

8  
9 INCORRECT REDUCTION CLAIM ON:  
10 Collective Bargaining  
11 Education Code section 3540 et  
12 seq  
13 Statutes of 1975, Chapter 961  
14 GAVILAN JOINT COMMUNITY COLLEGE,  
15 Claimant  
16

No.: CSM 05-4425-I-11

AFFIDAVIT OF CUSTODIAN

17 I, Virginia Brummels, make the following declarations:  
18

19 1) I am an employee of the State Controller's Office and am over  
the age of 18 years.

20 2) I am currently employed as an Accounting Administrator II,  
21 and have been so for the past four years. Before that I was  
22 employed as a Staff Management Auditor for 16 years.

23 3) As a supervisor in the Department of Accounting & Reporting I  
24 have access to, and am involved in, the intake and processing of  
claims for reimbursement for expenditures mandated by the state.

25 4) I am a duly authorized custodian of records or other  
qualified witness with authority to certify such records.

1 5) Any attached copies of records are true copies of records as  
2 retained at our place of business.

3 4) The records were prepared or received by the personnel of our  
4 office in the ordinary course of business at or near the time of  
the act, condition, or event.

5 5) The records include claims for reimbursement, along with any  
6 attached supporting documentation, remittance advices,  
7 explanatory letters, or other documents relating to the above-  
entitled Incorrect Reduction Claim.

8 6) A desk audit of this claim was commenced on July 30, 1998,  
9 for fiscal year 1995-96.

10 I do declare that the above declarations are made under  
11 penalty of perjury and are true and correct to the best of my  
12 knowledge, and that such knowledge is based on personal  
13 observation, information, or belief.

14  
15 Date: 9-1-04

16 OFFICE OF THE STATE CONTROLLER

17  
18 By: Virginia Brummels  
19 Virginia Brummels  
20 Section Manager  
21 Local Reimbursements Section  
22  
23  
24  
25



**Collective Bargaining  
Gavilan Joint Community College  
For Fiscal Year 1995-96  
Analysis of Incorrect Reduction Claim**

Prepared by Ginny Brummels  
August 3, 2006

- Exhibit 1:** Declaration of Virginia Brummels;
- Exhibit 2:** Analysis of the claim filed for fiscal year 1995-96 and a summary of the differences;
- Exhibit 3:** Includes a copy of the Incorrect Reduction Claim (IRC) for the Collective Bargaining Program for the Gavilan Joint Community College District;

These adjustments were made in accordance with Government Code Section 17564 (c)(2), which states "...the Controller (2) may reduce any claim which the Controller determines is excessive or unreasonable...".

On November 25, 1996, Gavilan Joint Community College District filed an actual claim of \$348,966 for the state mandated Collective Bargaining program for 1995-96. This claim was reduced by \$124,245 for salaries and benefits that were either not eligible for reimbursement or not supported by documentation to substantiate the charges, duplicate billing for transportation and travel costs, and material and supply costs that were not substantiated. However, these disallowed costs were deducted from future payments made to Gavilan Joint Community College District so their balance owed to the State is zero.

**Cost of Negotiations**

The salary of Dr. Glenn Mayle, Superintendent, in the amount of \$2,813.01 was deemed by the State Controller's Office (SCO) Division of Accounting and Reporting (DAR) staff, as activities not mandated or as non-reimbursable components pursuant to the Parameters and Guidelines (P's & G's), Section E., which states: "The costs for salaries and expenses of the governing authority, for example, the School Superintendent and Governing Board, are not reimbursable. These are costs of general government as described by the federal guideline entitled "Cost Principles and Procedures for Establishing Cost Allocation Plans and Indirect Cost Rates for Grants and Contracts with the Federal Government."

This claim contained \$1,080.80 for mileage costs that were billed under Transportation and Travel and also included in Contracted Services as follows: Invoice #61413 contained charges for \$602.55; invoice #61414

contained charges for \$248.85; invoice #61609 contained charges for \$229.40 for a total of \$1,080.80.

No time sheets or detailed tasks were available for professional services for March 1996 billed on invoice #60560 in the amount of \$5,043.10. The same for costs for analysis of accounts, computations and reports to management billed on invoice #61609 for Thomas Brewer and Bonnie Ruesch for \$4,500 and \$4,987.50 respectively and for mileage in the amount of \$229.40 for a total of \$9,716.90.

### **Impasse Proceedings**

Attorney fees were billed at 89.75 hours @\$100 per hour for \$8,975, of that 16.5 hours were allowed for a total of \$1,650.00 and \$7,325.00 for 73.25 hours were disallowed due to a lack of supporting documentation. In addition, the \$38,845 billed for 457 hours @ \$85 per hour was also disallowed for the same reason.

### **Contract Administration**

Contracted services for the Contract Administration component had documentation to substantiate 459 hours @ \$100 per hour for a total of \$45,900 instead of 69.5 hours @ \$100 per hour for \$6,950.00 as billed; thereby adding \$38,950 and consequently reducing the total amount disallowed.

In addition, 143.5 hours billed @ \$85 per hour for \$12,197.50 was disallowed for lack of documentation to substantiate the charges. Costs for supplies were billed at \$1,039.19, of that, \$224.69 was disallowed for the same reason.

### **Unfair Labor Practices**

Contracted services for the Unfair Labor Practices component billed 644.5 hours @ \$100 per hour for a total of \$64,450 but had documentation for only 217.5 hours for \$21,750; 427 hours were not substantiated and were therefore disallowed in the amount of \$42,700. In addition, 390.5 hours billed @ \$85 per hour for a total of \$33,192.50 and supplies for \$5,029.71 were disallowed for the same reason.

- Exhibit 4:** Includes a copy of the reimbursement claim and supporting documentation;
- Exhibit 5:** Includes a copy of the annual claiming instructions for Collective Bargaining;
- Exhibit 6:** Includes a copy of the Commission on State Mandates (COSM) Ps & Gs;
- Exhibit 7:** Copy of the SCO schedule of adjustments and copies of LRS database screen-prints showing adjustments and payments made for these claims.

**Gavilan Joint Community College District  
Collective Bargaining FY 1995-1996  
Summary of Differences**

**Cost of Negotiations**

Rate	Hours/Amount Billed	Total	Hours/Amount Allowed	Total	Difference	\$ Difference	Total
\$66.58	42.25	2,813.01	0	0	42.25	-2,813.01	
	1,080.80	1,080.80	0	0	1,080.80	-1,080.80	
	5,043.10	5,043.10	0	0	5,043.10	-5,043.10	
\$90.00	50	4,500.00	0	0	4,500.00	-4,500.00	
\$75.00	66.5	4,987.50	0	0	4,987.50	-4,987.50	
	229.40	229.40	0	0	229.40	-229.40	
							<b>-18,653.81</b>

**Impasse Proceedings**

Rate	Hours/Amount Billed	Total	Hours/Amount Allowed	Total	Difference	\$ Difference	Total
\$66.58	75.5	5,026.79	0	0	75.5	-5,026.79	
\$100	89.75	8,975.00	16.5	\$1,650.00	73.25	-7,325.00	
\$85	457	38,845.00	0	\$0.00	457	-38,845.00	
							<b>-51,196.79</b>

**Contract Administration**

Rate	Hours/Amount Billed	Total	Hours/Amount Allowed	Total	Difference	\$ Difference	Total
\$100	69.5	6,950.00	459	\$45,900.00	389.5	38,950.00	
\$85	143.5	12,197.50	0	\$0.00	143.5	-12,197.50	
	1,039.19	1,039.19	814.50	814.50	224.69	-224.69	
							<b>26,527.81</b>

**Unfair Labor Practices**

Rate	Hours/Amount Billed	Total	Hours/Amount Allowed	Total	Difference	\$ Difference	Total
\$100	644.5	64,450.00	217.5	\$21,750.00	427	-42,700.00	
\$85.00	390.5	33,192.50	0	0	390.5	-33,192.50	
	5,029.71	5,029.71	0	0	5,029.71	-5,029.71	
							<b>-80,922.21</b>

**-124,245.00**

Disallowed amounts were deducted from payments to Gavilan Joint CCD so their balance owed is zero.





1 Claim Prepared by:  
Keith B. Petersen  
SixTen and Associates  
4 5252 Balboa Avenue, Suite 807  
5 San Diego, California 92117  
6 Voice: (858) 514-8605  
7 Fax: (858) 514-8645

8 /  
9 /

10 BEFORE THE  
11 COMMISSION ON STATE MANDATES  
12 STATE OF CALIFORNIA

13 INCORRECT REDUCTION CLAIM OF: )  
14 ) No. CSM \_\_\_\_\_  
15 )  
16 ) Chapter 961, Statutes of 1975  
17 GAVILAN JOINT )  
 ) Collective Bargaining  
Community College District )  
20 ) Annual Reimbursement Claims:  
21 Claimant. )  
22 ) Fiscal Year 1995-96  
23 )  
24 \_\_\_\_\_ )  
INCORRECT REDUCTION CLAIM FILING

25 PART I. AUTHORITY FOR THE CLAIM

26 The Commission on State Mandates has the authority pursuant to Government  
27 Code Section 17551(d) to "... to hear and decide upon a claim by a local agency or  
28 school district, filed on or after January 1, 1985, that the Controller has incorrectly  
29 reduced payments to the local agency or school district pursuant to paragraph (2) of  
30 subdivision (d) of Section 17561." Gavilan Joint Community College District (hereafter  
31 "district" or "claimant") is a school district as defined in Government Code Section  
17519. Title 2, CCR, Section 1185 (a), requires the claimant to file an incorrect

Incorrect Reduction Claim of Gavilan Joint Community College District  
961/75 Collective Bargaining

1 reduction claim with the Commission.

2 This incorrect reduction claim is timely filed. Title 2, CCR, Section 1185 (b),  
3 requires incorrect reduction claims to be filed no later than three years following the  
4 date of the Controller's remittance advice notifying the claimant of a reduction. In a  
5 letter dated July 10, 2002, the Controller notified the District of its "results of review" of  
6 the FY 1995-96 claim, adjusting the claim by the amount of \$124,245 due to "no  
7 supporting documentation." The letter stated \$60,597 was due to the District, which  
8 indicates there were to be subsequent payment actions. The period of limitations to file  
9 the incorrect reduction claim will be measured from the date of the last payment action  
10 made after this notification, which is known to the Controller. Title 2, CCR, Section  
11 1185 (e) (5), requires the claimant to provide a copy of a letter sent to the Controller  
12 disputing the adjustment. In a letter dated August 5, 1998, the District notified the  
13 Controller that the District was appealing the denial of the FY 1995-96 annual  
14 reimbursement claim.

15 PART II. STATEMENT OF THE CLAIM

16 The documentation available to the claimant indicates that the State Controller  
17 adjudicated the claim for Fiscal Year 1995-96 as follows:

18 1 In a remittance advice dated January 24, 1996, the Controller paid \$275,000 for  
19 the FY 1995-96 estimate submitted as part of the FY 1994-95 annual  
20 reimbursement claim.

21 2. On or about November 25, 1996, the District submitted its annual reimbursement

Incorrect Reduction Claim of Gavilan Joint Community College District  
961/75 Collective Bargaining

1 claim for FY 1995-96 actual costs in the amount of \$348,966.

2 3. In a remittance advice dated January 30, 1997, the Controller paid \$15,270 for  
3 FY 1995-96 annual reimbursement claim. This increased the total amount paid  
4 on the claim to \$290,270.

5 4. In a letter dated July 30, 1998, the Controller notified the District of its "results of  
6 review" of the FY 1995-96 claim, reducing the claim by the amount of \$184,842  
7 due to "no supporting documentation." This resulted in an approved claim  
8 amount of \$164,124. The letter states \$126,146 was due to the State.

9 5. In a letter dated August 5, 1998, the District notified the Controller that the  
10 District was appealing the reduction of the FY 1995-96 annual reimbursement  
claim.

12 6. In a remittance advice dated August 8, 2001, for the 1996-97 Open Meetings Act  
13 annual reimbursement claim, the Controller offset the \$487 due to the District on  
14 the Open Meetings Act claim as a partial collection of the amount due to the  
15 state for the FY 1995-96 Collective Bargaining annual reimbursement claim.

16 7. In a remittance advice dated August 8, 2001, for the 1998-99 Open Meetings Act  
17 annual reimbursement claim, the Controller offset \$35 due to the District on the  
18 Open Meetings Act claim as a partial collection of the amount due to the state for  
19 the FY 1995-96 Collective Bargaining annual reimbursement claim.

20 8. In a letter dated July 10, 2002, the Controller notified the District of its "results of  
21 review" of the FY 1995-96 claim, reducing the claim by the amount of \$124,245

Incorrect Reduction Claim of Gavilan Joint Community College District  
961/75 Collective Bargaining

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1 due to "no supporting documetnation." This letter states that there were "prior  
2 collections" in the amount of \$126,146. This resulted in an approved claim  
3 amount of \$224,721. The letter states \$60,597 was now due to the District. The  
4 letter states that "the balance due will be forthcoming when additional funds are  
5 made available." It cannot be ascertained from this letter why the amount  
6 adjusted and amount approved changed, the source of the prior collections or  
7 how the amount due was calculated.

8 Therefore, the Controller has twice adjusted the claim, first in the amount of  
9 \$184,842 (July 30, 1998) and then later in the amount \$124,245 (July 10, 2002). In  
10 both cases, the only explanation provided was "no supporting documentation." The  
11 District has no record of any audit findings or any other explanation of the reason for  
12 the adjustments.

13 PART III. PREVIOUS INCORRECT REDUCTION CLAIMS

14 The District has not filed any previous incorrect reduction claims for this mandate  
15 program annual reimbursement claim. The District is not aware of other incorrect  
16 reduction claims having been adjudicated on the specific issues or subject matter  
17 raised by this incorrect reduction claim.

18 PART IV. BASIS FOR REIMBURSEMENT

19 1. Mandate Legislation

20 Chapter 961, Statutes of 1975 (the "Rodda Act") established Chapter 10.7,  
21 Division 4, of Title 1 of the Government Code (commencing with Section 3540), and

Incorrect Reduction Claim of Gavilan Joint Community College District  
961/75 Collective Bargaining

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1 repealed Article 5, Chapter 1, of Division 10 of the Education Code (the "Winton Act").  
2 The Rodda Act established the Public Employees Relations Board (PERB) and required  
3 public school employers to meet and negotiate with their employees on matters of  
4 wages, hours of employment, and other terms and conditions of employment. The  
5 provisions relating to the creation, certain duties of, and appropriations for the Public  
6 Employment Relations Board were operative on January 1, 1976, The provisions  
7 relating to employees' organizational rights, the representative rights of employee  
8 organizations, the recognition of exclusive representatives, and related procedures  
9 were operative on April 1, 1976.

10 Chapter 1213, Statutes of 1991, added Government Code section 3547.5, which  
11 requires school districts to publicly disclose major provisions of a collective bargaining  
12 agreement after negotiations but before the agreement becomes binding.

13 2. Test Claim

14 The State Board of Control, the predecessor agency with jurisdiction to the  
15 Commission on State Mandates, at its meeting of July 17, 1978 determined the Rodda  
16 Act constituted a reimbursable state mandate in that public school employees had a  
17 new duty to meet and negotiate in good faith for binding contracts with employee group  
18 representatives, duties which were not required by the Winton Act. Subsequent action  
19 of the Board of Control recognized that compliance with the regulations of the Public  
20 Employment Relations Board, to the extent that the regulations implement the  
21 provisions of the Rodda Act and its subsequent amendments, is included within the

Incorrect Reduction Claim of Gavilan Joint Community College District  
961/75 Collective Bargaining

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1 scope of the mandate.

2 On December 29, 1997, the Commission on State Mandates determined that  
3 Chapter 1213, Statutes of 1991, resulted in a new program or higher level of service by  
4 requiring school districts to publicly disclose major provisions of a collective bargaining  
5 agreement after negotiations before the agreement becomes binding.

6 3. Parameters and Guidelines

7 On October 22, 1980, the original parameters and guidelines were adopted.  
8 Beginning on August 19, 1981 and through July 22, 1993, those parameters and  
9 guidelines were amended seven times. On October 20, 1998, the parameters and  
10 guidelines for Collective Bargaining Disclosure were adopted and consolidated with the  
11 Collective Bargaining parameters and guidelines. The consolidated parameters and  
12 guidelines were amended on January 27, 2000 and became effective on January 28,  
13 2000. When the Districts's 1996-97 claim was prepared, the version of the parameters  
14 and guidelines effective on July 22, 1993 were applicable. A copy of those parameters  
15 and guidelines are attached.

16 4. Claiming Instructions

17 The Controller has periodically issued or revised claiming instructions for the  
18 Collective Bargaining claim. The statements of reimbursable components in the  
19 claiming instructions, for the purposes and scope of this incorrect reduction claim, have  
20 been consistent with the parameters and guidelines. A copy of the October 1996  
21 revision of the claiming instructions is attached which was the version extant at the time

1 the claim which is the subject of this Incorrect reduction claim was filed. However,  
2 since the Controller's claim forms and instructions have not been adopted as  
3 regulations, they have no force of law, and, therefore, have no effect on the outcome of  
4 this incorrect reduction claim.

5 PART V. STATEMENT OF THE ISSUES

6 1. The documentation standard was not noticed

7 The District reported its actual reimbursable costs in the manner required by the  
8 parameters and guidelines, and in the form requested by the Controller's claiming  
9 instructions. The Controller has not specified how the claim documentation was  
10 insufficient for purposes of adjudicating the claim. Both adjustment letters of July 30,  
11 1998 and July 10, 2002 merely state that the District's claim had "no supporting  
12 documentation." The Controller's explanation of "no supporting documentation" does  
13 not appear in the applicable state code sections, the parameters and guidelines or the  
14 Controller's claiming instructions. By providing no notice for the basis of its actions, the  
15 Controller is creating a standard of general application without the benefit of law or due  
16 process of rulemaking.

17 2. No audit was conducted

18 The adjustment made by the State Controller to the annual reimbursement claim  
19 is procedurally incorrect in that the Controller did not audit the records of the district as  
20 required by Government Code Section 17561(d)(2) to verify the actual amount of the  
21 mandated costs prior to making a determination that amounts adjusted are excessive or



Incorrect Reduction Claim of Gavilan Joint Community College District  
961/75 Collective Bargaining

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1 unreasonable.

2 3. The reason for adjustment was contrary to statute

3 None of the adjustments were made because the costs claimed were excessive  
4 or unreasonable. The Controller does not assert that the claimed costs were excessive  
5 or unreasonable, which is the only mandated cost audit standard in statute  
6 (Government Code Section 17561(d)(2)). It would therefore appear that the entire  
7 findings are based upon the wrong standard for review. If the Controller wishes to  
8 enforce other audit standards for mandated cost reimbursement, the Controller should  
9 comply with the Administrative Procedure Act.

10 PART VI. RELIEF REQUESTED

11 The District filed its annual reimbursement claims within the time limits  
12 prescribed by the Government Code. The amounts claimed by the District for  
13 reimbursement of the costs of implementing the program imposed by Chapter 961,  
14 Statutes of 1975 (the "Rodda Act"), and Chapter 10.7, Division 4, of Title 1 of the  
15 Government Code (commencing with Section 3540), represent the actual costs incurred  
16 by the District to carry out this program. These costs were properly claimed pursuant to  
17 the Commission's parameters and guidelines. Reimbursement of these costs is  
18 required under Article XIII B, Section 6 of the California Constitution. The Controller  
19 denied reimbursement without any basis in law or fact. The District has met its burden  
20 of going forward on this claim by complying with the requirements of Section 1185, Title  
21 2, California Code of Regulations. Because the Controller has enforced and is seeking

Incorrect Reduction Claim of Gavilan Joint Community College District  
961/75 Collective Bargaining

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1 to enforce these adjustments without benefit of statute or regulation, the burden of  
2 proof is now upon the Controller to establish a legal basis for its actions.

3 The District requests that the Commission make findings of fact and law on each  
4 and every adjustment made by the Controller and each and every procedural and  
5 jurisdictional issue raised in this claim, and order the Controller to correct its payment  
6 pursuant to the findings of the Commission.

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Incorrect Reduction Claim of Gavilan Joint Community College District  
961/75 Collective Bargaining

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PART VII. CERTIFICATION

2 By my signature below, I hereby declare, under the penalty of perjury under the  
3 laws of the State of California, that the information in this incorrect reduction claim  
4 submission is true and complete to the best of my own knowledge or information or  
5 belief, and that the attached documents are true and correct copies of documents  
6 received from or sent by the state agency which originated the document.

7 Executed on December 15, 2005, at Gilroy, California, by

8 Joseph D Keeler

9 Joseph D. Keeler, Vice-President Administrative Services  
10 Gavilan Joint Community College District  
11 5055 Santa Teresa Blvd.  
12 Gilroy, CA 95020-9599  
Voice: 408-848-4715  
Fax: 408-848-4994  
13 E-Mail: jkeeler@gavilan.cc.ca.us

16 APPOINTMENT OF REPRESENTATIVE

17 Gavilan Joint Community College District appoints Keith B. Petersen, SixTen and  
18 Associates, as its representative for this incorrect reduction claim.

19 Joseph D Keeler  
20 Joseph D. Keeler, Vice-President  
21 Gavilan Joint Community College District

12/15/05  
Date

23 Attachments:

24 Exhibit "A" Controller's Remittance Advices and Letters  
25 Exhibit "B" Claimant's Letter dated August 5, 1998  
26 Exhibit "C" Parameters and Guidelines as amended July 22, 1993  
27 Exhibit "D" Controller's Claiming Instructions October 1996

State of California  
COMMISSION ON STATE MANDATES  
980 Ninth Street, Suite 300  
Sacramento, CA 95814  
(916) 323-3562  
CSM 2 (12/89)

<del>For Official Use Only</del>
DEC 19 2005
COMMISSION ON STATE MANDATES

**INCORRECT REDUCTION CLAIM FORM**

Claim No.

Local Agency or School District Submitting Claim

**GAVILAN JOINT COMMUNITY COLLEGE DISTRICT**

Contact Person

Telephone Number

Keith B. Petersen, President  
SixTen and Associates  
5252 Balboa Avenue, Suite 807  
San Diego, CA 92117

Voice: 858-514-8605  
Fax: 858-514-8645  
E-mail: Kbpsixten@aol.com

Address

Joseph D. Keeler, Vice-President Administrative Services  
Gavilan Community College District  
5055 Santa Teresa Blvd.  
Gilroy, CA 95020-9599

Representative Organization to be Notified

Telephone Number

Robert Miyashiro, Consultant, Education Mandated Cost Network  
c/o School Services of California  
1121 L Street, Suite 1060  
Sacramento, CA 95814

Voice: 916-446-7517  
Fax: 916-446-2011  
E-mail: robertm@SSCal.com

This claim alleges an incorrect reduction of a reimbursement claim filed with the State Controller's Office pursuant to section 17561 of the Government Code. This incorrect reduction claim is filed pursuant to section 17561(b) of the Government Code.

CLAIM IDENTIFICATION: Specify Statute or Executive Order

**Collective Bargaining**

Chapter 961, Statutes of 1975

Fiscal Year

Amount of the Incorrect Reduction

1995-96

\$124,245

IMPORTANT: PLEASE SEE INSTRUCTIONS AND FILING REQUIREMENTS FOR COMPLETING AN INCORRECT REDUCTION CLAIM ON THE REVERSE SIDE.

Name and Title of Authorized Representative

Telephone No.

Joseph D. Keeler, Vice-President Administrative Services

Voice: 408-848-4715  
Fax: 408-848-4994  
E-Mail: jkeeler@gavilan.cc.ca.us

Signature of Authorized Representative

Date

*Joseph D Keeler*

December 15, 2005

# SixTen and Associates

## Mandate Reimbursement Services

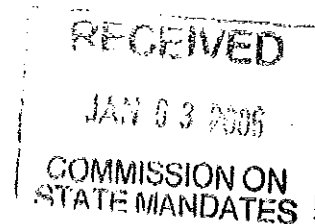
KEITH B. PETERSEN, MPA, JD, President  
5252 Balboa Avenue, Suite 807  
San Diego, CA 92117

Telephone: (858) 514-8605  
Fax: (858) 514-8645  
E-Mail: Kbpsixten@aol.com

December 30, 2005

FAX TO 916-445-0278

Paula Higashi, Executive Director  
Commission on State Mandates  
U.S. Bank Plaza Building  
980 Ninth Street, Suite 300  
Sacramento, California 95814



RE: Incorrect Reduction Claim of Gavilan Joint CCD  
Collective Bargaining  
Fiscal Year 1995-96

Dear Ms. Higashi:

I have received today the letter dated December 27, 2005, signed by Cathy Cruz on your behalf, in which, in your capacity as Executive Director, you reject the incorrect reduction claim referenced above, to which I respond on behalf of the Gavilan Joint Community College District.

The commission staff has concluded that the claim was not timely filed, pursuant to Title 2, CCR, Section 1185 (b). The claimant is appealing your decision pursuant to Section 1181. This appeal is timely filed within ten days of receipt of notification. This appeal is being faxed to the Commission on the date indicated and will be served by mail when I receive a copy of the mailing list referenced in Victoria Soriano's December 27, 2005 declaration of service by mail.

The decision to reject the claim is contrary to your executive authority. The incorrect reduction claim presents several issues of first impression which require findings of fact and law before there can be a conclusion that the claim was not timely filed.

Government Code Section 17553, subdivision (d), requires the Commission to determine within ten days of receipt whether an incorrect reduction claim is "complete." Your action was not a determination of "completeness," rather it was a conclusion of law concerning subject matter jurisdiction for which there is no basis in Section 17553. The Government Code does not allow the Executive Director to adjudicate questions of law and fact. Nor does the Government Code provide a statute of limitation for the filing an incorrect reduction claim.

The commission action relies upon Title 2, CCR, Section 1185 (b) to assert as a matter

Paula Higashi, Executive Director

December 30, 2005

of law that the incorrect reduction claim was filed more than three years following a Controller's notice of reduction. To the contrary, the incorrect reduction claim asserts as a matter of fact that the Controller's July 10, 2002 letter reports an amount payable to the claimant, which means a subsequent final payment action notice occurred or is pending from which the ultimate regulatory period of limitation is to be measured, which the claimant has so alleged.

The evidence regarding the date of last payment action, notice, or remittance advice, is in the possession of the Controller. While it would be convenient for the claimant to have all of this documentation available, it is not a prerequisite for the claim. The Commission can obtain this information from the Controller without prejudice to the tolling of the regulatory period of limitation, while the claimant would be subject to the convenience of the Controller's response while the regulatory period was running.

Therefore, there are several issues to be determined by the hearing process, which the Executive Director cannot unilaterally determine:

1. What Controller documents constitute "notice" from which a regulatory period of limitation can be measured?
2. What is the claimant's burden in going forward with an incorrect reduction claim regarding documentation originated and maintained by the Controller?
3. What is the authority of the Executive Director to unilaterally deny a claimant's statutory right to the incorrect reduction claim due process?

This letter also transmits the original and one copy of the incorrect reduction claim you returned with the letter of December 27, 2005.

#### CERTIFICATION

I hereby declare, under penalty of perjury under the laws of the State of California, that the information in this document is true and correct to the best of my own knowledge or information or belief.

Sincerely,



Keith B. Petersen

Copies without enclosures: Per COSM Distribution List

**DECLARATION OF SERVICE**

RE: Incorrect Reduction Claim of Gavilan Joint CCD  
Collective Bargaining  
Fiscal Year 1995-96

I declare:

I am employed in the office of SixTen and Associates, which is the appointed representative of the above named claimant. I am 18 years of age or older and not a party to the entitled matter. My business address is 5252 Balboa Avenue, Suite 807, San Diego, CA 92117.

On the date indicated below, I served the attached response to the December 27, 2005 letter signed by Cathy Cruz, Program Analyst, Commission on State Mandates draft staff analysis to:

Paula Higashi, Executive Director  
Commission on State Mandates  
980 Ninth Street, Suite 300  
Sacramento, CA 95814  
916-445-0278

**U.S. MAIL:** I am familiar with the business practice at SixTen and Associates for the collection and processing of correspondence for mailing with the United States Postal Service. In accordance with that practice, correspondence placed in the internal mail collection system at SixTen and Associates is deposited with the United States Postal Service that same day in the ordinary course of business.



**FACSIMILE TRANSMISSION:** On the date below from facsimile machine number (858) 514-8645, I personally transmitted to the above-named person(s) to the facsimile number(s) shown above, pursuant to California Rules of Court 2003-2008. A true copy of the above-described document(s) was(were) transmitted by facsimile transmission and the transmission was reported as complete and without error.

**OTHER SERVICE:** I caused such envelope(s) to be delivered to the office of the addressee(s) listed above by:

A copy of the transmission report issued by the transmitting machine is attached to this proof of service.

(Describe)

**PERSONAL SERVICE:** By causing a true copy of the above-described document(s) to be hand delivered to the office(s) of the addressee(s).

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration was executed on December 30, 2005, at San Diego, California.

*W. Trimm* 4:01 PM

Will C. Trimm

**Subj:** Gavilan Incorrect  
**Date:** 12/30/2005 2:05:54 PM Pacific Standard Time  
**From:** Kbpsixten  
**To:** [paula.higashi@csm.ca.gov](mailto:paula.higashi@csm.ca.gov), [nancy.patton@csm.ca.gov](mailto:nancy.patton@csm.ca.gov)

I received your 12/27 rejection of the Gavilan incorrect. I am going to appeal. However, I need the mailing list which was referenced in the declaration of service. Please fax or email it to me.

Thanks

Keith

SixTen and Associates  
5252 Balboa Avenue, Suite 807  
San Diego, 92117  
Voice: 858-514-8605  
Fax: 858-514-8645



Subj: **RE: Gavilan Incorrect**  
Date: 1/3/2006 11:11:44 AM Pacific Standard Time  
From: [paula.higashi@csd.ca.gov](mailto:paula.higashi@csd.ca.gov)  
To: [Kbpsixten@aol.com](mailto:Kbpsixten@aol.com)

Happy New Year Keith! Thanks for your Christmas card,

Re Gavilan - No one's on the mailing list.

I'd like to talk with you about "mandate reform" within next two weeks if possible. Let me know where and when it is ok to call you.

Paula Higashi, Executive Director  
Commission on State Mandates  
980 9<sup>th</sup> Street, Suite 300  
Sacramento, CA 95814  
(916) 323-8210

---

**From:** [Kbpsixten@aol.com](mailto:Kbpsixten@aol.com) [mailto:[Kbpsixten@aol.com](mailto:Kbpsixten@aol.com)]  
**Sent:** Friday, December 30, 2005 2:06 PM  
**To:** Paula Higashi; Nancy Patton  
**Subject:** Gavilan Incorrect

I received your 12/27 rejection of the Gavilan incorrect. I am going to appeal. However, I need the mailing list which was referenced in the declaration of service. Please fax or email it to me.

Thanks

Keith

SixTen and Associates  
5252 Balboa Avenue, Suite 807  
San Diego, 92117  
Voice: 858-514-8805  
Fax: 858-514-8845

# SixTen and Associates

## Mandate Reimbursement Services

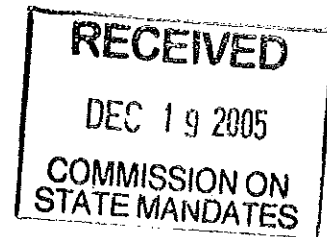
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KEITH B. PETERSEN, MPA, JD, President  
5252 Balboa Avenue, Suite 807  
San Diego, CA 92117

Telephone: (858) 514-8605  
Fax: (858) 514-8645  
E-Mail: Kbpsixten@aol.com

December 16, 2005

Paula Higashi, Executive Director  
Commission on State Mandates  
980 Ninth Street, Suite 300  
Sacramento, CA 95814



RE: Incorrect Reduction Claim  
Chapter 961, Statutes of 1975  
Collective Bargaining  
Fiscal Year 1995-96

Dear Ms. Higashi:

Enclosed is the original and two copies of the above referenced incorrect reduction claim for Gavilan Joint Community College District.

SixTen and Associates has been appointed by the District as its representative for this matter and all interested parties should direct their inquiries to me, with a copy as follows:

Joseph D. Keeler, Vice-President Administrative Services  
Gavilan Joint Community College District  
5055 Santa Teresa Blvd.  
Gilroy, CA 95020-9599

Thank-you.

Sincerely,

A handwritten signature in black ink, appearing to read "Keith B. Petersen".

Keith B. Petersen

## SixTen and Associates

### Mandate Reimbursement Services

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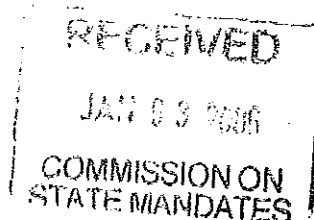
KEITH B. PETERSEN, MPA, JD, President  
5252 Balboa Avenue, Suite 807  
San Diego, CA 92117

Telephone: (858) 514-8605  
Fax: (858) 514-8645  
E-Mail: Kbpsixten@aol.com

December 30, 2005

FAX TO 916-445-0278

Paula Higashi, Executive Director  
Commission on State Mandates  
U.S. Bank Plaza Building  
980 Ninth Street, Suite 300  
Sacramento, California 95814



RE: Incorrect Reduction Claim of Gavilan Joint CCD  
Collective Bargaining  
Fiscal Year 1995-96

Dear Ms. Higashi:

I have received today the letter dated December 27, 2005, signed by Cathy Cruz on your behalf, in which, in your capacity as Executive Director, you reject the incorrect reduction claim referenced above, to which I respond on behalf of the Gavilan Joint Community College District.

The commission staff has concluded that the claim was not timely filed, pursuant to Title 2, CCR, Section 1185 (b). The claimant is appealing your decision pursuant to Section 1181. This appeal is timely filed within ten days of receipt of notification. This appeal is being faxed to the Commission on the date indicated and will be served by mail when I receive a copy of the mailing list referenced in Victoria Soriano's December 27, 2005 declaration of service by mail.

The decision to reject the claim is contrary to your executive authority. The incorrect reduction claim presents several issues of first impression which require findings of fact and law before there can be a conclusion that the claim was not timely filed.

Government Code Section 17553, subdivision (d), requires the Commission to determine within ten days of receipt whether an incorrect reduction claim is "complete." Your action was not a determination of "completeness," rather it was a conclusion of law concerning subject matter jurisdiction for which there is no basis in Section 17553. The Government Code does not allow the Executive Director to adjudicate questions of law and fact. Nor does the Government Code provide a statute of limitation for the filing an incorrect reduction claim.

The commission action relies upon Title 2, CCR, Section 1185 (b) to assert as a matter

Paula Higashi, Executive Director

December 30, 2005

of law that the incorrect reduction claim was filed more than three years following a Controller's notice of reduction. To the contrary, the incorrect reduction claim asserts as a matter of fact that the Controller's July 10, 2002 letter reports an amount payable to the claimant, which means a subsequent final payment action notice occurred or is pending from which the ultimate regulatory period of limitation is to be measured, which the claimant has so alleged.

The evidence regarding the date of last payment action, notice, or remittance advice, is in the possession of the Controller. While it would be convenient for the claimant to have all of this documentation available, it is not a prerequisite for the claim. The Commission can obtain this information from the Controller without prejudice to the tolling of the regulatory period of limitation, while the claimant would be subject to the convenience of the Controller's response while the regulatory period was running.

Therefore, there are several issues to be determined by the hearing process, which the Executive Director cannot unilaterally determine:

1. What Controller documents constitute "notice" from which a regulatory period of limitation can be measured?
2. What is the claimant's burden in going forward with an incorrect reduction claim regarding documentation originated and maintained by the Controller?
3. What is the authority of the Executive Director to unilaterally deny a claimant's statutory right to the incorrect reduction claim due process?

This letter also transmits the original and one copy of the incorrect reduction claim you returned with the letter of December 27, 2005.

#### CERTIFICATION

I hereby declare, under penalty of perjury under the laws of the State of California, that the information in this document is true and correct to the best of my own knowledge or information or belief.

Sincerely,



Keith B. Petersen

Copies without enclosures: Per COSM Distribution List

**DECLARATION OF SERVICE**

RE: Incorrect Reduction Claim of Gavilan Joint CCD  
Collective Bargaining  
Fiscal Year 1995-96

I declare:

I am employed in the office of SixTen and Associates, which is the appointed representative of the above named claimant. I am 18 years of age or older and not a party to the entitled matter. My business address is 5252 Balboa Avenue, Suite 807, San Diego, CA 92117.

On the date indicated below, I served the attached response to the December 27, 2005 letter signed by Cathy Cruz, Program Analyst, Commission on State Mandates draft staff analysis to:

Paula Higashi, Executive Director  
Commission on State Mandates  
980 Ninth Street, Suite 300  
Sacramento, CA 95814  
916-445-0278

**U.S. MAIL:** I am familiar with the business practice at SixTen and Associates for the collection and processing of correspondence for mailing with the United States Postal Service. In accordance with that practice, correspondence placed in the internal mail collection system at SixTen and Associates is deposited with the United States Postal Service that same day in the ordinary course of business.

**OTHER SERVICE:** I caused such envelope(s) to be delivered to the office of the addressee(s) listed above by:

(Describe)



**FACSIMILE TRANSMISSION:** On the date below from facsimile machine number (858) 514-8645, I personally transmitted to the above-named person(s) to the facsimile number(s) shown above, pursuant to California Rules of Court 2003-2008. A true copy of the above-described document(s) was(were) transmitted by facsimile transmission and the transmission was reported as complete and without error.

A copy of the transmission report issued by the transmitting machine is attached to this proof of service.

**PERSONAL SERVICE:** By causing a true copy of the above-described document(s) to be hand delivered to the office(s) of the addressee(s).

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration was executed on December 30, 2005, at San Diego, California.

*W. Trimm* 4:01 PM

Will C. Trimm

Subj: **Gavilan Incorrect**  
Date: 12/30/2005 2:05:54 PM Pacific Standard Time  
From: Kbpsixten  
To: paula.higashi@csd.ca.gov, nancy.patton@csd.ca.gov

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Commission on State Mandates  
980 9th Street, Suite 300  
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Voice: 858-514-8605  
Fax: 858-514-8645

# SixTen and Associates

## Mandate Reimbursement Services

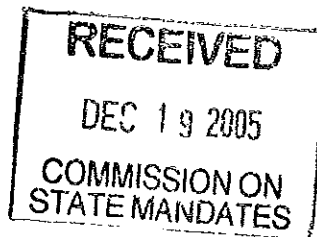
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KEITH B. PETERSEN, MPA, JD, President  
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San Diego, CA 92117

Telephone: (858) 514-8605  
Fax: (858) 514-8645  
E-Mail: Kbpsixten@aol.com

December 16, 2005

Paula Higashi, Executive Director  
Commission on State Mandates  
980 Ninth Street, Suite 300  
Sacramento, CA 95814



RE: Incorrect Reduction Claim  
Chapter 961, Statutes of 1975  
Collective Bargaining  
Fiscal Year 1995-96

Dear Ms. Higashi:

Enclosed is the original and two copies of the above referenced incorrect reduction claim for Gavilan Joint Community College District.

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Joseph D. Keeler, Vice-President Administrative Services  
Gavilan Joint Community College District  
5055 Santa Teresa Blvd.  
Gilroy, CA 95020-9599

Thank-you.

Sincerely,

A handwritten signature in black ink, appearing to read "Keith B. Petersen".

Keith B. Petersen





DETACH ON DOTTED LINE  
KEEP THIS PORTION FOR YOUR RECORDS

ISSUE DATE: 01/24/96

CLAIM SCHEDULE NBR: MA51227E

631044691

*ad 96*

REIMBURSEMENT OF STATE MANDATED COSTS  
 ANY QUESTIONS CALL JACK KNOTT AT (916)3230710  
 ACL NBR: 6110-295-001-95 PROG : COLLECTIVE BARGAIN CH 961/75  
 95/96 ESTIMATED PAYMENT CLAIMED AMT: 275,000.00  
 TOTAL ADJUSTMENTS: .00  
 TOTAL APPROVED CLAIMED AMT: 275,000.00  
 LESS PRIOR PAYMENTS: .00  
 PRORATA PERCENT: 100.000000  
 PRORATA BALANCE DUE: .00  
 APPROVED PAYMENT AMOUNT: 275,000.00  
 PAYMENT OFFSETS -NONE  
 NET PAYMENT AMOUNT: 275,000.00

Rec'd from *State of Calif* Date *1/24/96*  
 CHECK CASH \$ *275,000.00*

**GAVILAN COLLEGE**  
 5055 SANTA TERESA  
 GILROY, CA. 95020

*V.D. [Signature]*  
 1/25/96

Dollars

DESCRIPTION	ACCOUNT NO.	AMOUNT
<i>95/96 State Mandated Costs</i>	<i>6110-295-001-95</i>	<i>275,000.00</i>
<b>TOTAL</b>		<b><i>275,000.00</i></b>

UABCO Business Forms - W  
 27026  
 Received By *[Signature]*



843060

95/96

**KATHLEEN CONNELL  
CONTROLLER OF THE STATE OF CALIFORNIA  
DIVISION OF ACCOUNTING AND REPORTING**

JULY 30, 1998

BOARD OF TRUSTEES  
GAVILAN JT COMM COLL DIST  
SANTA CLARA COUNTY  
5055 SANTA TERESA BLVD  
CILROY CA 95020

DEAR CLAIMANT:

RE: COLLECTIVE BARGAIN OR BEL 175

WE HAVE REVIEWED YOUR 1995/1996 FISCAL YEAR REIMBURSEMENT CLAIM FOR THE MANDATED COST PROGRAM REFERENCED ABOVE. THE RESULTS OF OUR REVIEW ARE AS FOLLOWS:

AMOUNT CLAIMED	348,866.00
LESS: TOTAL ADJUSTMENTS (DETAIL ON PAGE 2)	- 184,842.00
CLAIM AMOUNT APPROVED	164,124.00
LESS: TOTAL PRIOR PAYMENTS (DETAIL ON PAGE 2)	290,270.00
AMOUNT DUE STATE	\$ 126,146.00

PLEASE REMIT A WARRANT IN THE AMOUNT OF \$ 126,146.00 WITHIN 30 DAYS FROM THE DATE OF THIS LETTER, PAYABLE TO THE STATE CONTROLLER'S OFFICE, DIVISION OF ACCOUNTING AND REPORTING, P.O. BOX 942650, SACRAMENTO, CA 94250-8875 WITH A COPY OF THIS LETTER. FAILURE TO REMIT THE AMOUNT DUE WILL RESULT IN OUR OFFICE PROCEEDING TO OFFSET THE AMOUNT FROM THE NEXT PAYMENTS DUE TO YOUR AGENCY FOR STATE MANDATED COST PROGRAMS.

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT JACK KNOTT AT (916) 323-0710 OR IN WRITING AT THE ABOVE ADDRESS.

SINCERELY,

JEFF YEE,  
MANAGER

LOCAL REIMBURSEMENT SECTION  
P.O. BOX 942650 SACRAMENTO, CA 94250-8875

AUG 04 1998

CONTROLLER OF CALIFORNIA  
P.O. BOX 942950, SACRAMENTO, CALIFORNIA 94250

THIS NOTICE IS FOR INFORMATION PURPOSE ONLY.  
NO WARRANTY WILL BE MAILED.  
THE NET PAYMENT AMOUNT WAS ZERO.

BOARD OF TRUSTEES  
GAVILAN JT COMM COLL DIST  
SANTA CLARA COUNTY  
5055 SANTA TERESA BLVD  
GILROY CA 95020

\*\*\*\*\*

PAYEE: TREASURER, GAVILAN JT COMM COLL DIST  
FUND NAME: GENERAL FUND

ISSUE DATE: 08/09/2001

CLAIM SCHEDULE NBR: MA1071

REIMBURSEMENT OF STATE MANDATED COSTS

IF YOU HAVE ANY QUESTIONS, PLS. CALL EDUARDO AT (916) 323-07  
ACL : 6110-295-0001-1998 PROG : OPEN MEETINGS CH 641/86 (SCH

1998/1999 ACTUAL PAYMENT CLAIMED AMT: 662.0

TOTAL ADJUSTMENTS: .0

TOTAL APPROVED CLAIMED AMT: 662.0

LESS PRIOR PAYMENTS: 305.0

PRORATA PERCENT: 100.000000

PRORATA BALANCE DUE: .0

APPROVED PAYMENT AMOUNT: 357.0

PAYMENT OFFSETS (ACL NBR, NAME, FY, AMT.):

6110-295-0001-1998 COLLECTIVE BARGAIN CH 96 95/96 35

NET PAYMENT AMOUNT: .0

25/6

MS 1-8-2001

CONTROLLER OF CALIFORNIA  
P.O. BOX 942850, SACRAMENTO, CALIFORNIA 94280

THIS NOTICE IS FOR INFORMATION PURPOSE ONLY.  
NO WARRANT WILL BE MAILED.  
THE NET PAYMENT AMOUNT WAS ZERO.

BOARD OF TRUSTEES  
GAVILAN JT COMM COLL DIST  
SANTA CLARA COUNTY  
5055 SANTA TERESA BLVD  
GILROY CA 95020

\*\*\*\*\*.0

PAYEE: TREASURER, GAVILAN JT COMM COLL DIST  
FUND NAME: GENERAL FUND

ISSUE DATE: 08/08/2001

CLAIM SCHEDULE NBR: MA10712

REIMBURSEMENT OF STATE MANDATED COSTS	
IF YOU HAVE ANY QUESTIONS, PLS. CALL EDUARDO AT (916) 323-075	
ACL # 6110-295-0001-1996 PROG : OPEN MEETINGS CH 641/86 (SCH)	
1996/1997 ACTUAL PAYMENT CLAIMED AMT: 863.00	
TOTAL ADJUSTMENTS: (SEE BELOW)	.00
TOTAL APPROVED CLAIMED AMT:	863.00
LESS PRIOR PAYMENTS:	376.00
PRORATA PERCENT:	100.000000
PRORATA BALANCE DUE:	.00
APPROVED PAYMENT AMOUNT:	487.00
PAYMENT OFFSETS (ACL NBR, NAME, FY, AMT-):	
6110-295-0001-1995 COLLECTIVE BARGAIN CH 96 95/96	487
NET PAYMENT AMOUNT:	.00

2076



848040

**KATHLEEN CONNELL**  
CONTROLLER OF THE STATE OF CALIFORNIA  
DIVISION OF ACCOUNTING AND REPORTING

JULY 10, 2002

BOARD OF TRUSTEES  
GAVILAN JT COMM COLL DIST  
SANTA CLARA COUNTY  
5055 SANTA TERESA BLVD  
OILAND CA 95020

DEAR CLAIMANT:

RE: COLLECTIVE BARGAIN CR 961/79

WE HAVE REVIEWED YOUR 1998/1999 FISCAL YEAR REIMBURSEMENT CLAIM FOR THE MANDATED GOST PROGRAM REFERENCED ABOVE. THE RESULTS OF OUR REVIEW ARE AS FOLLOWS:

AMOUNT CLAIMED	365,986.00
LESS: TOTAL ADJUSTMENTS (DETAIL ON PAGE 2)	1,901.00
CLAIM AMOUNT APPROVED	364,085.00
LESS: TOTAL PRIOR PAYMENTS (DETAIL ON PAGE 2)	290,270.00
AMOUNT DUE CLAIMANT	74,815.00

95/4  
224,721  
290,270  
60,1597

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT FRANK STUART AT (916) 323-0766 OR IN WRITING AT THE STATE COMPTROLLER'S OFFICE, DIVISION OF ACCOUNTING AND REPORTING, P.O. BOX 942880, SACRAMENTO, CA 94280-5873. DUE TO INSUFFICIENT APPROPRIATION, THE BALANCE DUE WILL BE FORTHCOMING WHEN ADDITIONAL FUNDS ARE MADE AVAILABLE.

SINCERELY,

*Sunny Barronella*  
CLIENT SERVICES  
MANAGER

cc: A. Nichols  
R. Penning

PAGE 1 OF 2  
LOCAL REIMBURSEMENT SECTION  
P.O. BOX 9038 SACRAMENTO, CA 95833-0375

343060

<b>ADJUSTMENT TO CLAIM:</b>	
NO SUPPORTING DOCUMENTATION	- 124,245.00
PRIOR COLLECTIONS	126,146.00
<b>LESS: TOTAL ADJUSTMENTS</b>	
	1,901.00
<b>PRIOR PAYMENTS:</b>	
SCHEDULE NO. WA123371	
PAID 06-18-2002	0.00
SCHEDULE NO. WA61222A	
PAID 01-30-1997	15,270.00
SCHEDULE NO. WA51227E	
PAID 01-24-1996	275,000.00
<b>LESS: TOTAL PRIOR PAYMENTS</b>	
	290,270.00

PAGE 2 OF 2







**GAVILAN  
COLLEGE**

5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
408 847-1400

Jeff Yee  
Manager  
Local Reimbursements Section  
P.O. Box 942850  
Sacramento, CA 94250-5875

August 5, 1998

Re: Your letter dated July 30, 1998

This is to notify you that Gavilan College is appealing your denial of Mandated Costs Claim for FY 1995/96. Gavilan College has all supporting documentation to validate our claim for \$348,842. It is possible you need additional information to validate our claim. Please provide me with a listing of the areas where you do not have adequate support to verify this claim.

Until Gavilan College is satisfied that you have all documentation in support of our claim we so not intend to make a reimbursement payment to you. You may contact me at (408) 848-4715 if need to discuss this matter further.

Sincerely,

Steven M. Kinsella  
Dean of Business Services





## COMMISSION ON STATE MANDATES

1414 K Street, Suite 315  
SACRAMENTO, CA 95814  
323-3562



July 23, 1993

Mr. Keith B. Petersen  
Legislative Financial Specialist  
San Diego Unified School District  
4100 Normal Street  
San Diego, California 92103-2682

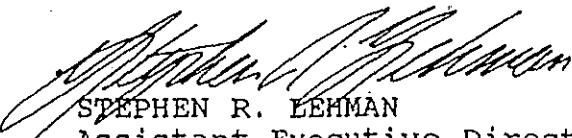
Re: Request to Amend Parameters and Guidelines  
Chapter 961, Statutes of 1975  
Collective Bargaining

Dear Mr. Petersen:

Your proposal to amend the parameters and guidelines for Chapter 961, Statutes of 1975, Collective Bargaining, was approved by the Commission on State Mandates at its hearing of July 22, 1993. Attached for your review is a copy of the amended parameters and guidelines.

If you have any questions or concerns, please feel free to contact me.

Sincerely,

  
STEPHEN R. LEHMAN  
Assistant Executive Director

SRL: :G:\SRL\CH961.AMD

Enclosure: Amended Parameters and Guidelines

cc:w/encl: Mr. Jim Apps, Department of Finance  
Mr. John Korach, State Controller's Office  
Ms. Carol Miller, Education Mandated Cost Network

Adopted: October 22, 1980  
Amendments Adopted: 8/19/81  
(Amendments applicable only to claims for costs incurred  
after June 30, 1981)  
Amended: 3/17/83  
Amended: 9/29/83  
Amended: 12/15/83  
Amended: 6/27/85  
Amended: 10/20/88  
Amended: 7/22/93  
G:\PG\CH961.75

PARAMETERS AND GUIDELINES  
Chapter 961, Statutes of 1975  
Collective Bargaining

An act to repeal Article 5 (commencing with Section 13080) of Chapter 1 of Division 10 of the Education Code, and to add Chapter 10.7 (commencing with Section 3540) to Division 4 of Title 1 of the Government Code, relating to public educational employment relations, and making an appropriation. This bill, which was operative July 1, 1976, repealed the Winton Act and enacted provisions to meet and negotiate, thereby creating a collective bargaining atmosphere for public school employers.

A. Operative Date of Mandate

The provisions relating to the creation, certain duties of, and appropriations for the Public Employment Relations Board were operative on January 1, 1976. The provisions relating to the organizational rights of employees, the representational rights of employee organizations, the recognition of exclusive representatives, and related procedures were operative on April 1, 1976. The balance of the added provisions were operative on July 1, 1976.

B. Period of Claim

Only costs incurred after January 1, 1978, may be claimed. The initial claim should have included all costs incurred for that portion of the fiscal year from January 1, 1978, to June 30, 1978.

Pursuant to language included in the 1980-81 budget, claims shall no longer be accepted for this period. All subsequent fiscal year claims should be filed with the State Controller's Office for processing.

C. Mandated Cost

Public school employers have incurred costs by complying with the requirements of Section 3540 through 3549.1

established by Chapter 961, Statutes of 1975. In addition, some costs have been incurred as a result of compliance with regulations promulgated by the Public Employment Relations Board (PERB). Since these activity costs (referred to collectively as "Rodda Act" activities and costs in this document), in many respects, simply implement the original legislation, it is intended that these parameters and guidelines have embodied those regulations or actions taken by PERB prior to December 31, 1978.

D. County Superintendent of Schools Filing

If the County Superintendent of Schools files a claim on behalf of more than one school district, the costs of the individual school district must be shown separately.

E. Governing Authority

The costs for salaries and expenses of the governing authority, for example the School Superintendent and Governing Board, are not reimbursable. These are costs of general government as described by the federal guideline entitled "Cost Principles and Procedures for Establishing Cost Allocation Plans and Indirect Cost Rates for Grants and Contracts with the Federal Government," OASC-10.

F. Certification

The following certification must accompany all claims:

I DO HEREBY CERTIFY:

THAT Section 1090 to 1096, inclusive, of the Government Code and other applicable provisions of the law have been complied with; and

THAT I am the person authorized by the local agency to file claim for funds with the State of California.

\_\_\_\_\_  
Signature of Authorized Representative Date

\_\_\_\_\_  
Title  
Telephone Number

G. Claim Components (Reimbursable Costs)

Reimbursable activities mandated by Chapter 961, Statutes of 1975 are grouped into six components, G1 through G6. The cost of activities grouped in components G1, G2, and G3 are subject to offset by the historic cost of similar Winton Act activities as described in H2.

1. Determination of appropriate bargaining units for representation and determination of the exclusive representation and determination of the exclusive representatives.
  - a. Unit Determination: Explain the process for determining the composition of the certificated employee council under the Winton Act, and the process for determining appropriate bargaining units including the determination of management, supervisory and confidential employees, under Chapter 961, Statutes of 1975, if such activities were performed during the fiscal year being claimed.
  - b. Determination of the Exclusive Representative: Costs may include receipt and posting of the representation and decertification notices and, if necessary, adjudication of such matters before the PERB.
  - c. Show the actual increased costs including salaries and benefits for employer representatives and/or necessary costs for contracted services for the following functions:
    - (1) Development of proposed lists for unit determination hearings if done during the fiscal year being claimed. Salaries and benefits must be shown as described in Item H3.
    - (2) Representation of the public school employer at PERB hearings to determine bargaining units and the exclusive representative. Actual preparation time will be reimbursed. Salaries and benefits must be shown as described in Item H3.
    - (3) If contracted services are used for either (a) or (b) above, contract invoices must be submitted with the claim. Contract costs must be shown as described in Item H5.

- (4) Indicate the cost of substitutes for release time for employer and exclusive bargaining unit witnesses who testify at PERB hearings. The job classification of the witnesses and the date they were absent must also be submitted. Release time for employee witnesses asked to attend the PERB hearing by bargaining units will not be reimbursed.
- (5) Identify the travel costs for employer representatives to any PERB hearing. Reimbursement shall reflect the rate specified by the regulations governing employees of the local public school employer.
- (6) Cost of preparation for one transcript per PERB hearing will be reimbursed.

- 2. Elections and decertification elections of unit representatives are reimbursable in the event the Public Employment Relations Board determines that a question of representation exists and orders an election held by secret ballot.
  - a. Submit with your claim any Public Employment Relations Board agreements or orders which state how the election must be held.
  - b. If a precinct voting list was required by PERB, indicate the cost of its development. Salaries and benefits must be shown as described in Item H3.
  - c. The salary and benefits of a school employer representative, if required by PERB for time spent observing the counting of ballots, will be reimbursed. The representatives' salary must be shown as described in Item H3.
- 3. Negotiations: Reimbursable functions include -- receipt of exclusive representative's initial contract proposal, holding of public hearings, providing a reasonable number of copies of the employer's proposed contract to the public, development and presentation of the initial district contract proposal, negotiation of the contract, reproduction and distribution of the final contract agreement.
  - a. Show the costs of salaries and benefits for employer representatives participating in negotiations. Contracted services will be

reimbursed. Costs for maximum of five public school employer representatives per unit, per negotiation session will be reimbursed. Salaries and benefits must be shown as described on Page 7, Item H3.

- b. Show the costs of salaries and benefits for employer representatives and employees participating in negotiation planning sessions. Contracted services for employer representatives will be reimbursed. Salaries and benefits must be shown as described in Item H3.
- c. Indicate the cost of substitutes for release time of exclusive bargaining unit representatives during negotiations. Give the job classification of the bargaining unit representative that required a substitute and dates the substitute worked. Substitute costs for a maximum of five representatives per unit, per negotiation session will be reimbursed. The salaries of union representatives are not reimbursable.
- d. Reasonable costs of reproduction for a copy of the initial contract proposal and final contract, which is applicable and distributed to each employer representative (i.e. supervisory, management, confidential) and a reasonable number of copies for public information will be reimbursed. Provide detail of costs and/or include invoices. Costs for copies of a final contract provided to collective bargaining unit members are not reimbursable.
- e. If contract services are used for a. and/or b. above, contract invoices must be submitted. Contract costs must be shown as described in Item H5.
- f. A list showing the dates of all negotiation sessions held during the fiscal year being claimed must be submitted.

#### 4. Impasse Proceedings

##### a. Mediation

- (1) Costs for salaries and benefits for employer representative personnel are reimbursable. Contracted services will be reimbursed. Costs for a maximum of five public school employer representatives per mediation



session will be reimbursed. Salaries and benefits must be shown as described in Item H3.

- (2) Indicate the costs of substitutes for the release time of exclusive bargaining unit representatives during impasse proceedings. The job classification of the employee witnesses and the date they were absent shall be indicated. Costs for a maximum of five representatives per mediation session will be reimbursed.
  - (3) Renting of facilities will be reimbursed.
  - (4) Costs of the mediator will not be reimbursed.
  - (5) If contract services are used under 1, contract invoices must be submitted with the claim. Contract costs must be shown as described in Item H5.
- b. Fact-finding publication of the findings of the fact-finding panel. (To the extent fact-finding was required under the Winton Act during the 1974-75 fiscal year, costs are not reimbursable.)
- (1) All costs of the school employer panel representative shall be reimbursed. Salaries and benefits must be shown as described in Item H3.
  - (2) Fifty percent of the costs mutually incurred by the fact-finding panel shall be reimbursed. This may include substitutes for release time of witnesses during fact-finding proceedings, and the rental of facilities required by the panel.
  - (3) Special costs imposed on the public school employer for the development of unique data required by a fact-finding panel will be reimbursed. Describe the special costs and explain why this data would not have been required by a fact-finding panel under the Winton Act. Salaries and benefits must be shown as described in Item H3.

5. Contract administration and adjudication of contract disputes either by arbitration or litigation. Reimbursable functions include grievances and administration and enforcement of the contract.
- a. Salaries and benefits of employer personnel involved in adjudication of contract disputes. Contracted services will be reimbursed. Salaries and benefits must be shown as described in Item H3.
  - b. Indicate substitutes necessary for release time of the representatives of an exclusive bargaining unit during adjudication of contract disputes. The job classification of the employee witnesses and the dates they were absent shall also be indicated.
  - c. Reasonable costs incurred for a reasonable number of training sessions held for supervisory and management personnel on contract administration/interpretation of the negotiated contract are reimbursable. Contract interpretations at staff meetings are not reimbursable. Personal development and informational programs, i.e., classes, conferences, seminars, workshops, and time spent by employees attending such meetings are not reimbursable. Similarly, purchases of books and subscriptions for personal development and information purposes are not reimbursable. Salaries and benefits must be shown as described in Item H3.
  - d. The cost of one transcript per hearing will be reimbursed.
  - e. Reasonable public school employer costs associated with a contract dispute which is litigated are reimbursable, as follows:
    1. Reasonable public school employer costs associated with issues of contract disputes which are presented before PERB are reimbursable.
    2. Reasonable public school employer cost of litigation as a defendant in the court suit involving contract disputes may be reimbursable.

3. Where the public school employer is the plaintiff in a court suit to appeal a PERB ruling, costs are reimbursable only if the public school employer is the prevailing party (after all appeals, final judgment).
  4. No reimbursement is allowed where the public school employer has filed action directly with the courts without first submitting the dispute to PERB, if required.
  5. No reimbursement shall be provided for filing of amicus curiae briefs.
- f. Expert witness fees will be reimbursed if the witness is called by the public school employer.
  - g. Reasonable reproduction costs for copies of a new contract which is required as a result of a dispute will be reimbursed.
  - h. If contract services are used under "a" above, copies of contract invoices must be submitted with your claim. Contract costs must be shown as described in Item H5.
  - i. Public school employer's portion of arbitrators' fees for adjudicating grievances, representing 50% of costs, will be reimbursed.
6. Unfair labor practice adjudication process and public notice complaints.
    - a. Show the actual costs for salaries and benefits of employer representatives. Services contracted by the public school employer are reimbursable. Salaries and benefits must be shown as described in Item H3.
    - b. Indicate cost of substitutes for release time for representatives of exclusive bargaining units during adjudication of unfair practice charges.
    - c. The cost of one transcript per PERB hearing will be reimbursed.
    - d. Reasonable reproduction costs will be reimbursed.
    - e. Expert witness fees will be reimbursed if the witness is called by the public school employer.

- f. If contract services are used under "a" above, contract invoices must be submitted. Contract costs must be shown as described in Item H5.
- g. No reimbursement for an appeal of an unfair labor practice decision shall be allowed where the Public Employee Relations Board is the prevailing party.
- h. No reimbursement for filing of amicus curiae briefs shall be allowed.

H. Supporting Data for Claims--Report Format for Submission of Claim.

1. Description of the Activity: Follow the outline of the claim components. Cost must be shown separately by component activity. Supply workload data requested as part of the description to support the level of costs claimed. The selection of appropriate statistics is the responsibility of the claimant.
2. Quantify "Increased" Costs: Public school employers will be reimbursed for the "increased costs" incurred as a result of compliance with the mandate.

a. For component activities G1, G2, and G3:

1. Determination of the "increased costs" for each of these three components requires the costs of current year Rodda Act activities to be offset [reduced] by the cost of the base-year Winton Act activities. The Winton Act base-year is generally fiscal year 1974-75.

Winton Act base-year costs are adjusted by the Implicit Price Deflator prior to offset against the current year Rodda Act costs for these three components. The Implicit Price Deflator shall be listed in the annual claiming instructions of the State Controller.

2. The cost of a claimant's current year Rodda Act activities are offset [reduced] by the cost of the base-year Winton Act activities either: by matching each component, when claimants can provide sufficient documentation to segregate each component of the Winton Act base-year activity costs; or, by combining all three components when claimants cannot satisfactorily segregate each component of Winton Act base-year costs.

- b. For component activities G4, G5, and G6:

All allowable activity costs for these three Rodda Act components are "increased costs" since there were no similar activities required by the Winton Act; therefore, there is no Winton Act base-year offset to be calculated.

<u>BASE YEAR</u>	<u>ADJUSTMENT</u>	
1974-1975	1.490	1979-80 FY
"	1.560	1980-81 FY
"	1.697	1981-82 FY
"	1.777	1982-83 FY
"	1.884	1983-84 FY

3. Salary and Employees' Benefits: Show the classification of the employees involved, amount of time spent, and their hourly rate. The worksheet used to compute the hourly salary rate must be submitted with your claim. Benefits are reimbursable. Actual benefit percent must be itemized. If no itemization is submitted, 21 percent must be used for computation of claim costs. Identify the classification of employees committed to functions required under the Winton Act and those required by Chapter 961, Statutes of 1975.
4. Services and Supplies: Only expenditures which can be identified as a direct cost as a result of the mandate can be claimed.
5. Professional and Consultant Services: Separately show the name of professionals or consultants, specify the functions the consultants performed relative to the mandate, length of appointment, and the itemized costs for such services. Invoices must be submitted as supporting documentation with your claim. The maximum reimbursable fee for contracted services is \$100 per hour. Annual retainer fees shall be no greater than \$100 per hour. Reasonable expenses will also be paid as identified on the monthly billings of consultants. However, travel expenses for consultants and experts (including attorneys) hired by the claimant shall not be reimbursed in an amount higher than that received by State employees, as established under Title 2, Div. 2, Section 700ff, CAC.
6. Allowable Overhead Cost: Public school employer's indirect costs may only be claimed through an indirect costs rate proposal prepared in accordance with the provision on Federal Regulation OASC-10 (formerly OMB Circular A-87 and FMC 74-4). For the 1978-79 fiscal

year, public school employers may use the J-86 nonrestrictive indirect cost rate approved by the State Department of Education (SDE). For the 1979-80 and subsequent fiscal years, public school employers may use the J-41A nonrestrictive indirect cost rate approved by SDE. Public school employers that do not have an approved J-41A must use the J-85 restrictive indirect cost rate for the 1978-79 fiscal year, and J-73A rate for the 1980-81 and subsequent fiscal years. The J-41A or the J-13A must be submitted with your claim.

7. Costs previously included in the J-86 indirect cost calculation which are now included in the J-41A direct support cost category are eligible for reimbursement if the method of computation is explained in the claim.

Indirect cost rate should not be applied to costs classified as General Support in the J-41A or J-73A under EDP codes 400, 405, and 410 in column three.



# COLLECTIVE BARGAINING

## 1. Summary of Chapter 961/75

The Rodda Act repealed Education Code Article 5 (commencing with § 13080), of Chapter 1 of Division 10 and added Chapter 10.7 (commencing with § 3540) to Division 4 of Title 1 of the Government Code, relating to public educational employment relations.

The Rodda Act which became operative July 1, 1976, repealed the Winton Act and enacted provisions requiring the employer and employee to meet and negotiate, thereby creating a collective bargaining atmosphere for public school employees. It also established the Public Employment Relations Board (PERB). PERB is responsible for issuing formal interpretations and rulings regarding collective bargaining under the act.

On July 17, 1978, the Commission on State Mandates, (formerly Board of Control), determined that Chapter 961, Statutes of 1975, resulted in state mandated costs which are reimbursable pursuant to Part 7 (commencing with Government Code § 17500) of Division 4 of Title 2.

## 2. Eligible Claimants

Any school district (K-12), county office of education, or community college district that incurs increased costs as a result of this mandate is eligible to claim reimbursement of these costs.

## 3. Appropriations

Claims may only be filed with the State Controller's Office for programs that have been funded in the state budget, the State Mandates Claims Fund, or in special legislation. To determine if current funding is available for this program, refer to the schedule "Appropriation for State Mandated Cost Programs" in the "Annual Claiming Instructions for State Mandated Costs" issued in September of each year to county superintendents of schools and superintendents of schools.

## 4. Types of Claims

### A. Reimbursement and Estimated Claims

A claimant may file a reimbursement and/or an estimated claim. A reimbursement claim details the costs actually incurred for a prior fiscal year. An estimated claim shows the costs to be incurred for the current fiscal year.

### B. Minimum Claim

Government Code § 17564(a), provides that no claim shall be filed pursuant to Government Code § 17561 unless such a claim exceeds \$200 per program per fiscal year. However, any county superintendent of schools, as fiscal agent for the school district, may submit a combined claim in excess of \$200 on behalf of one or more districts within the county even if the individual district's claim does not exceed \$200. A combined claim must show the individual costs for each district. Once a combined claim is filed, all subsequent years relating to the same mandate must be filed in a combined form. The county receives the reimbursement payment and is responsible for disbursing funds to each participating district. A district may withdraw from the combined claim form by providing a written notice to the county superintendent of schools and the State Controller's Office of its intent to file a separate claim at least 180 days prior to the deadline for filing the claim.



**5. Filing Deadline**

Refer to the item, "Reimbursable State Mandated Cost Programs", contained in the annual cover letter for mandated cost programs issued annually in September, which identifies the fiscal years for which claims may be filed. If an "x" is shown for the program listed under "19\_\_/\_ Reimbursement Claim", and/or "19\_\_/\_ Estimated Claim", claims may be filed as follows:

- A. An estimated claim must be filed with the State Controller's Office and postmarked by November 30 of the fiscal year in which costs are to be incurred. Timely filed estimated claims will be paid before late claims.

After having received payment for an estimated claim, the claimant must file a reimbursement claim by November 30 of the following fiscal year. If the district fails to file a reimbursement claim, monies received for the estimated claim must be returned to the State. If no estimated claim was filed, the agency may file a reimbursement claim detailing the actual costs incurred for the fiscal year, provided there was an appropriation for the program for that fiscal year. For information regarding appropriations for reimbursement claims, refer to the "Appropriation for State Mandated Cost Programs" in the previous fiscal year's annual claiming instructions.

- B. A reimbursement claim detailing the actual costs must be filed with the State Controller's Office and postmarked by November 30 following the fiscal year in which costs were incurred. If the claim is filed after the deadline but by November 30 of the succeeding fiscal year, the approved claim must be reduced by a late penalty of 10%, not to exceed \$1,000. Claims filed more than one year after the deadline will not be accepted.

**6. Reimbursable Components**

The objective of the reporting forms is to determine the Rodda Act costs incurred during the current year and compare them with the adjusted costs incurred in the base year under the Winton Act. The first three claim components listed below apply to both the Winton Act and Rodda Act. Components D through F, which apply only to the Rodda Act, represent activities that were not required under the Winton Act.

**A. Determining Bargaining Units and Exclusive Representation**

The cost of determining appropriate bargaining units, exclusive representation and representatives are reimbursable. Activities determined to be eligible reimbursements for this component are as follows:

**1. Bargaining Unit Lists**

Developmental costs of proposed lists for the bargaining unit determination hearing.

- (a) Contracted services necessary for development of proposed lists.
- (b) Salaries and benefits of district employees and related costs necessary to develop proposed lists.

**2. PERB Hearings**

Representation cost for the school employer at PERB hearings held to determine the bargaining units and their exclusive representative.

- (a) Salaries and benefits of district employees used to prepare for and represent employer at hearings.
- (b) Contracted services used to prepare for and represent the employer at hearings.

**3. Substitutes**

The cost of hiring substitutes to replace the employer and exclusive bargaining unit witnesses required to testify at PERB hearings. The claimant must include with the claim, a list of teacher witnesses, their job classifications and the date they were required to testify.

The cost of substitute release time for employee witnesses asked to attend PERB hearings by bargaining units, but not required to testify, is not eligible for reimbursement in this component.

**4. Travel Costs**

Travel expenses incurred by district employer representatives required to attend PERB hearings. Reimbursement shall comply with the rate specified by the regulations governing employees of the local school district. However, the reimbursement cannot exceed the rate adopted by the Board of Control for state employees.

**5. Transcripts**

The cost of preparing one transcript for each PERB hearing.

**B. Election of Unit Representation**

The cost of elections and decertification elections of unit representatives are reimbursable in the event PERB determines that a question of representation exists and orders an election by secret ballot. The claimant must include with the claim, any PERB agreements or orders which state how the election must be held.

Activities determined to be eligible reimbursements for this component are as follows:

**1. Precinct Voting List**

The salaries, benefits, and related cost of developing and preparing a precinct voting list, if required by PERB.

**2. Ballot Tally Observers**

The salary and benefits of a school employer representative required by PERB to observe the ballot count.

**C. Cost of Negotiations**

The cost associated with the receipt of the exclusive representative's initial contract proposal, holding of public hearings, providing a reasonable number of copies of the employer's contract proposal, negotiation of the contract, and reproduction and distribution of the final contract agreement are reimbursable. The claimant must include with the claim, a listing of the dates of all negotiation sessions held during the period for which the claim is being filed.

Activities determined to be eligible reimbursements for this component are as follows:

**1. Representative's Contract Proposal**

The employer's cost of analyzing the exclusive representative's initial contract proposal.

(a) Salaries and benefits for public school district employer representatives and supporting personnel participating in planning sessions and related contracted services.

**2. Public Hearings**

The cost of holding public hearings related to the contract negotiations.

**3. Public Distribution of Proposed Contract**

The cost of providing a reasonable number of copies of the district's proposed contract to the public.

- (a) Reproduction of copies of the initial contract proposal for the district's supervisory, management, and confidential representatives are reimbursable.
- (b) A reasonable number of copies of the initial contract for distribution to the public is reimbursable.

**4. District Contract Proposal**

The cost of employer salaries and benefits necessary for development and presentation of the initial district contract proposal and related contracted services.

**5. Negotiation**

The cost of negotiating a contract with the employee representatives.

- (a) Salaries and benefits for district employer representatives participating in negotiations and related contracted services. Reimbursable costs for a maximum of five school district representatives per unit per negotiating session will be reimbursed.
- (b) Substitutes hired so that exclusive bargaining unit representatives can attend negotiations. List the job classification of the bargaining unit representative that required a substitute. List the dates and time the substitute worked. Substitute cost for a maximum of five representatives per unit negotiating per session are reimbursable.

**6. Public Distribution of Final Contract**

The cost of reproduction of the contract and distribution of the final contract agreement.

- (a) Reproduction of copies of the initial contract for distribution to the district's supervisory, management, and confidential employee representatives.
- (b) A reasonable number of copies of the final contract for purposes of public information.

The following costs are not eligible for reimbursement for this component:

- (c) The cost of copies of the final contract provided to the collective bargaining unit members.
- (d) The salaries of union representatives.

**D. Impasse Proceedings**

The cost of impasse proceedings are reimbursable. Activities determined to be reimbursable for this component are as follows:

**1. Mediation**

Representation costs for the school employer at mediation sessions are reimbursable.

- (a) Salaries and benefits for district employees to prepare and represent the employer at the sessions.
- (b) Contracted services used to prepare for and represent the employer at the sessions.

(c) Substitutes hired to allow exclusive bargaining unit representatives to attend impasse proceedings. List the job classification of the employee witnesses and the dates and time they attend mediation sessions. Reimbursements to a public school district employer are limited to the cost of hiring a maximum of five substitutes to replace five representatives so they can attend a mediation session.

(d) The cost of renting facilities for the sessions.

## 2. Fact Finding

The cost of development and publication of the findings of the panel.

(a) All the costs of the district employer representative serving on the fact finding panel.

(b) Fifty percent of the cost of the fact finding panel mutually incurred by the employer representative and the employee bargaining unit representative. This may include the cost of teacher substitutes so that witnesses can attend fact finding proceedings and the rental of facilities required to conduct the fact finding hearing.

(c) Special costs imposed on the district for the development of unique data required by a fact finding panel. Describe the special costs and explain why this data would not have been required by a fact finding panel under the Winton Act.

(d) **Cost of the mediator is not eligible for reimbursement for this component.**

## E. Contract Administration

The cost of contract administration and adjudication of contract disputes either by arbitration or litigation are reimbursable.

Activities determined to be reimbursable for this component are as follows:

### 1. Training Sessions

Reasonable cost incurred for a reasonable number of training sessions held for supervisory and management personnel regarding contract administration and interpretation of the negotiated contract.

### 2. Grievances

(a) Salaries and benefits of public school district personnel involved in adjudication of contract disputes along with related contracted services.

(b) Substitutes hired so that representatives of an exclusive bargaining unit can attend adjudication hearings regarding contract disputes. List the job classifications of the employee witnesses and the dates and time they were required to attend adjudication hearings.

(c) The cost of one transcript per hearing is reimbursable.

### 3. Contract Disputes Presented Before PERB

(a) Public school employer costs regarding contract disputes which are presented before PERB.

(b) Litigation costs incurred by a public school employer as a defendant in a court suit involving contract disputes may be reimbursable. (See (4), "Appeal of PERB Ruling", below, if claimant is the plaintiff).

(c) Expert witness fees if the witness is called by the public school employer.

(d) Reasonable reproduction costs for copies of a new contract which are required as a result of a dispute.

- (e) A public school employer's portion of an arbitrator's fees (50% of costs) for adjudicating grievances.

#### 4. Appeal of PERB ruling

Reasonable claimant costs associated with a contract dispute are reimbursable when the claimant is the plaintiff in a court suit to appeal a PERB ruling and the claimant is the prevailing party.

- (a) The costs incurred become eligible for reimbursement in the fiscal year in which the appeal process has been exhausted.
- (b) The claimant must include with the claim a copy of the court's ruling.
- (c) If the claim includes costs associated with more than one appeal, the costs associated with each appeal must be shown separately.

No reimbursement is allowed where the public school employer has filed action directly with the courts without first submitting the dispute to PERB, if required.

No reimbursement shall be provided for filing of a brief with the court by a person who is not party to a litigation (i.e., amicus curiae).

**The following costs are not eligible for reimbursement for this component.**

- (d) Contract interpretations conducted at staff meetings.
- (e) Personal development and informational programs (i.e., classes, conferences, seminars, workshops) and time spent by employees attending such meetings.
- (f) Labor/management non-adversarial training sessions.
- (g) Purchase of books and subscriptions for personal development and information purposes.

#### F. Unfair Labor Practice Charges

The cost of unfair labor practice adjudication process and public notice complaints are reimbursable.

Activities determined to be eligible for reimbursement for this component are as follows:

##### 1. Unfair Labor Practice Presented to PERB

- (a) Salaries and benefits of public school district employer representatives and related contract services.
- (b) The cost of substitutes hired to replace representatives of an exclusive bargaining unit required to attend adjudication hearings regarding unfair labor practice charges.
- (c) The cost of one transcript for each PERB hearing.
- (d) Reasonable reproduction costs.
- (e) Expert witness fees if the witness is called by the public school employer.

##### 2. Appeal of a PERB Ruling

Claimant costs associated with the appeal of a PERB unfair labor practice decision are reimbursable if the claimant is the prevailing party.

- (a) The costs incurred become eligible for reimbursement in the fiscal year in which the appeal process has been exhausted.
- (b) The claim must include a copy of the court's ruling.

- (c) If the claim includes costs associated with more than one appeal, the costs associated with each appeal must be shown separately.

The following costs are not eligible for reimbursement for this component .

- (d) Appeal of an unfair labor practice decision if PERB is the prevailing party.
- (e) The filing of a brief with the court by a person who is not party to the litigation (i.e., amicus curiae).

## 7. Reimbursement Limitations

### A. Fringe Benefits

The actual fringe benefit costs may be claimed if supported by an itemized list of the costs, such as for : Retirement, Social Security, health and dental insurance, workers compensation, etc.. If no itemization is submitted, twenty one percent of direct salary may be used for computing the fringe benefit costs.

### B. Contracted Services

The contracted services guidelines in Claiming Forms and Instructions [See 8.A.(3)] shall prevail, except that the reimbursable fee for collective bargaining contracted services will not exceed \$100 per hour. Additionally, annual retainer fees shall be based on a fee not greater than \$100 per hour. Those claims which are based on annual retainers shall contain a certification that the fee is no greater than \$100 per hour. Reasonable expenses will also be paid if identified on the monthly billings of consultants. However, travel expenses for consultants and experts (including attorneys) hired by the claimant shall not be reimbursed in an amount higher than that received by State employees. Prior to the 1987/88 fiscal year, the contracted service fee was at a rate no greater than \$65 per hour.

### C. Travel Expenses

Reimbursement for business and travel expenses is limited in an amount and type to those that can be claimed by State Employees. Refer to Appendix A, State of California, Travel Expense Guidelines, for current per diem rates.

### D. Other Revenue Sources

Any offsetting savings or reimbursement the claimant received from any source (e.g. service fees collected, federal funds, other state funds, etc.) as a result of this mandate shall be identified and deducted so only net local costs are claimed.

### E. Governing Authority

Salaries and expenses of the governing authority, for example, the Board of Trustees and the Superintendent of Schools, are not reimbursable as a direct cost.

## 8. Claiming Forms and Instructions

The diagram "Illustration of Claim Forms" provides a graphical presentation of forms required to be filed with a claim. A claimant may submit a computer generated report in substitution for forms CB-1 and CB-2 provided the format of the report and data fields contained within the report are identical to the claim forms included in these instructions. The claim forms provided with these instructions should be duplicated and used by the claimant to file estimated or reimbursement claims. The State Controller's Office will revise the manual and claim forms as necessary. In such instances, new replacement forms will be mailed to claimants.

**A. Form CB-2, Component/Activity Cost Detail**

This form is used to segregate the detailed costs by claim component. A separate form CB-2 must be completed for each cost component being claimed. Costs reported on this form must be supported as follows:

**(1) Salaries and Benefits**

Identify the employee(s), and/or show the classification of the employee(s) involved. Describe the mandated functions performed and specify the actual time devoted to each function by each employee, the productive hourly rates and related fringe benefits.

Source documents required to be maintained by the claimant may include, but are not limited to, employee time records that show the employee's actual time spent on the mandate.

**(2) Materials and Supplies**

Only expenditures which can be identified as a direct cost of the mandate may be claimed. List the cost of materials which have been consumed or expended specifically for the purpose of the mandate.

Source documents required to be maintained by the claimant may include, but are not limited to, invoices, receipts, purchase orders and other documents evidencing the validity of the expenditures.

**(3) Contracted Services**

Contracting costs are reimbursable to the extent that the function to be performed requires special skill or knowledge that is not readily available from the claimant's staff or the service to be provided by the contractor is cost effective. Use of contract services must be justified by the claimant.

Give the name(s) of contractor(s) who performed the service(s). Describe the activities performed by each named contractor, actual time spent on the mandate, inclusive dates when services were performed, and itemize all costs for services performed. Attach consultant invoices with the claim.

Source documents required to be maintained by the claimant may include, but are not limited to, contracts, invoices, and other documents evidencing the validity of the expenditures.

**(4) Travel Expenses**

Travel expenses for mileage, per diem, lodging and other employee entitlements are reimbursable in accordance with the rules of the local jurisdiction. Give the name(s) of the traveler(s), purpose of travel, inclusive travel dates, destination points and costs.

Source documents required to be maintained by the claimant may include, but are not limited to, receipts, employee travel expense claims, and other documents evidencing the validity of the expenditures.

For audit purposes, all supporting documents must be retained for a period of two years after the end of the calendar year in which the reimbursement claim was filed or last amended, whichever is later. Such documents shall be made available to the State Controller's Office on request.

**B. Form CB-1, Claim Summary**

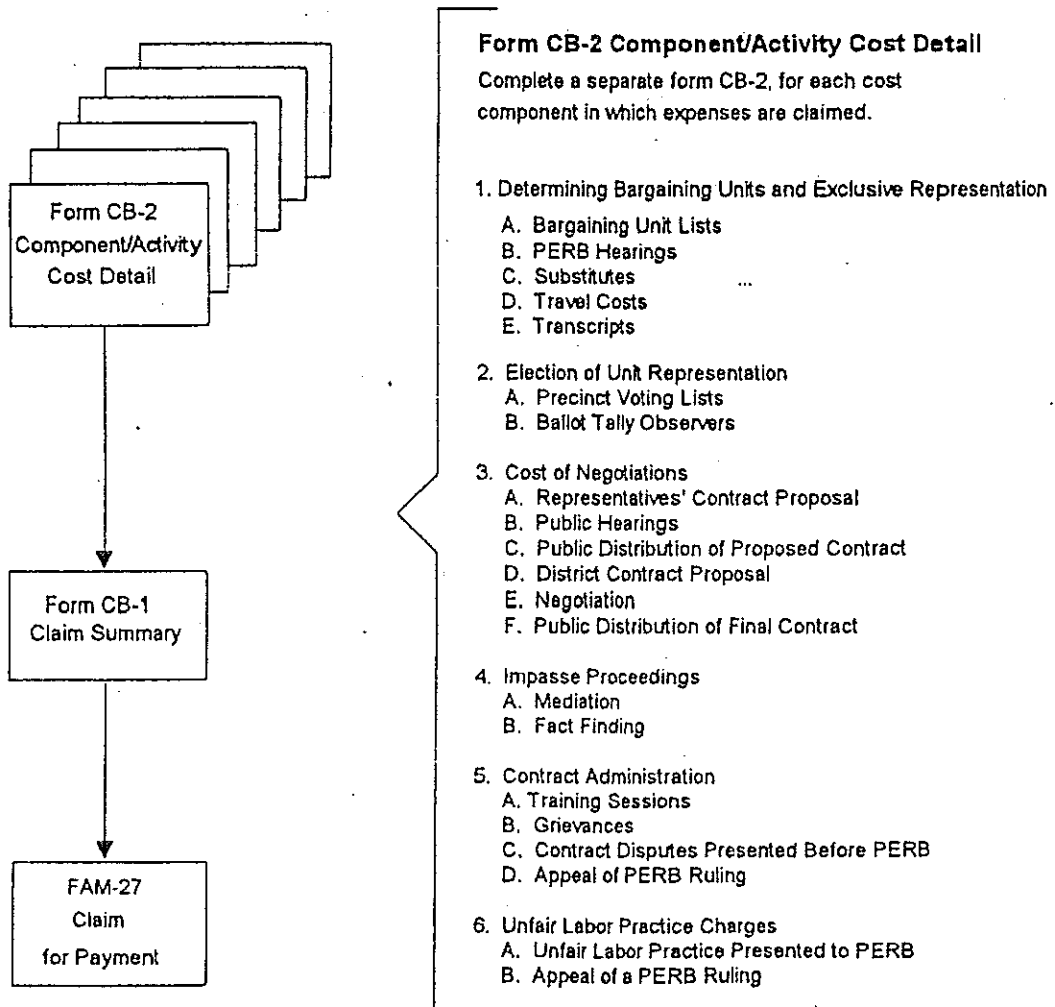
This form is used to summarize direct costs by claim component and compute allowable indirect costs for the mandate. The direct costs summarized on this form are derived from CB-2 and are carried forward to form FAM-27.

School districts and local offices of education may compute the amount of indirect costs utilizing the State Department of Education's Annual Program Cost Data Report J-380 or J-580 rate, as applicable. Community college districts have the option of using a federally approved rate (i.e., utilizing the cost accounting principles from the Office of Management and Budget Circular A-21), or form FAM-29C. The cost data on this form is carried forward to form FAM-27.

**C. Form FAM-27, Claim for Payment**

Form FAM-27 contains a certification that must be signed by an authorized representative of the district. All applicable information from form CB-1 must be carried forward to this form for the State Controller's Office to process the claim for payment.

**Illustration of Claim Forms**





CLAIM FOR PAYMENT  
Pursuant to Government Code Section 17561  
COLLECTIVE BARGAINING

For State Controller Use Only

(19) Program Number 00011  
(20) Date File \_\_\_/\_\_\_/\_\_\_  
(21) LRS Input \_\_\_/\_\_\_/\_\_\_

B  
E  
L  
  
H  
E  
R  
E

(01) Claimant Identification Number  
  
(02) Mailing Address  
  
Claimant Name  
  
County of Location  
  
Street Address or P. O.. Box  
  
City State Zip Code

Reimbursement Claim Data  
  
(22) CB-1, (03)(1)(e)  
  
(23) CB-1, (03)(2)(e)  
  
(24) CB-1, (03)(3)(e)  
  
(25) CB-1, (03)(4)(e)  
  
(26) CB-1, (03)(5)(e)

Type of Claim	Estimated Claim	Reimbursement Claim	(27) CB-1, (03)(6)(e)
	(03) Estimated <input type="checkbox"/>	(09) Reimbursement <input type="checkbox"/>	(28) CB-1, (04)(d)
	(04) Combined <input type="checkbox"/>	(10) Combined <input type="checkbox"/>	(29) CB-1, (04)(e)
	(05) Amended <input type="checkbox"/>	(11) Amended <input type="checkbox"/>	(30) CB-1, (05)(e)

Fiscal Year of Cost	(06) 19__/___	(12) 19__/___	(31)
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Total Claimed	(07)	(13)	(32)
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Less: 10% Late Penalty, but not to exceed \$1000 (if applicable)	(14)	(33)
--	------	------

Less: Estimated Claim Payment Received	(15)	(34)
--	------	------

Net Claimed Amount	(16)	(35)
--------------------	------	------

Due from State	(08)	(17)	(36)
----------------	------	------	------

Due to State	(18)	(37)
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(38) CERTIFICATION OF CLAIM

In accordance with the provisions of Government Code 17561, I certify that I am the person authorized by the local agency to file claims with the State of California for costs mandated by Chapter 961, Statutes of 1975; and certify under penalty of perjury that I have not violated any of the provisions of Government Code Sections 1090 to 1096, inclusive.

I further certify that there was no application other than from the claimant, nor any grant or payment received, for reimbursement of costs claimed herein; and such costs are for a new program or increased level of services of an existing program mandated by Chapter 961, Statutes of 1975.

The amounts for Estimated Claim and/or Reimbursement Claim are hereby claimed from the State for payment of estimated and/or actual costs for the mandated program of Chapter 961, Statutes of 1975, set forth on the attached statements.

Signature of Authorized Representative \_\_\_\_\_

Date \_\_\_\_\_

Type or Print Name \_\_\_\_\_

Title \_\_\_\_\_

(39) Name of Contact Person for Claim  
\_\_\_\_\_

Telephone Number \_\_\_\_\_ Ext. \_\_\_\_\_

<p><b>COLLECTIVE BARGAINING</b>  <b>Certification Claim Form</b>  <b>Instructions</b></p>	<p><b>FORM</b>  <b>FAM-27</b></p>
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- (01) Leave blank.
- (02) A set of mailing labels with the claimant's I.D. number and address has been enclosed with the claiming instructions. The mailing labels are designed to speed processing and prevent common errors that delay payment. Affix a label in the place shown on form FAM-27. Cross out any errors and print the correct information on the label. Add any missing address items, except county of location and a person's name. If you did not receive labels, print or type your agency's mailing address.
- (03) If filing an original estimated claim, enter an "X" in the box on line (03) Estimated.
- (04) If filing an original estimated claim on behalf of districts within the county, enter an "X" in the box on line (04) Combined.
- (05) If filing an amended or combined claim, enter an "X" in the box on line (05) Amended. Leave boxes (03) and (04) blank.
- (06) Enter the fiscal year in which costs are to be incurred.
- (07) Enter the amount of estimated claim. If estimate exceeds the previous fiscal year's actual costs by more than 10%, complete form CB-1 and enter the amount from line (11). If more than one form CB-1 is completed due to multiple department involvement in this mandate, add line (11) of each form CB-1.
- (08) Enter the same amount as shown in line (07).
- (09) If filing an original reimbursement claim, enter an "X" in the box on line (09) Reimbursement.
- (10) If filing an original reimbursement claim on behalf of districts within the county, enter an "X" in the box on line (10) Combined.
- (11) If filing an amended or a combined claim on behalf of districts within the county, enter an "X" in the box on line (11) Amended.
- (12) Enter the fiscal year for which actual costs are being claimed. If actual costs for more than one fiscal year are being claimed, complete a separate form FAM-27 for each fiscal year.
- (13) Enter the amount of reimbursement claim from form CB-1, line (11). If more than one form CB-1 is completed due to multiple department involvement in this mandate, add line (11) of each form CB-1.
- (14) If a reimbursement claim is filed after November 30 of the fiscal year in which costs were incurred, the claim must be reduced by a late penalty. Enter the product of multiplying line (13) by the factor 0.10 (10% penalty) or \$1,000, whichever is less.
- (15) If you are filing a reimbursement claim and have previously filed an estimated claim for the same fiscal year, enter the amount received for the estimated claim. Otherwise, enter a zero.
- (16) Enter the result of subtracting line (14) and line (15) from line (13).
- (17) If line (16) Net Claimed Amount is positive, enter that amount on line (17) Due from State..
- (18) If line (16) Net Claimed Amount is negative, enter that amount in line (18) Due to State.
- (19) to (21) Leave blank.
- (22) to (37) Reimbursement Claim Data. Bring forward the cost information as specified on the left-hand column of lines (22) through (30) for the reimbursement claim [e.g., CB-1, (03), means the information is located on form CB-1, line (03)]. Enter the information on the same line but in the right-hand column. Cost information should be rounded to the nearest dollar, (i.e., no cents). Indirect cost percentage should be shown as a whole number and without the percent symbol (i.e., 7.548% should be shown as 8). The claim cannot be processed for payment unless this data block is correct and complete.
- (38) Read the statement "Certification of Claim." If the statement is true, the claim must be dated, signed by the agency's authorized representative and must include the person's name and title, typed or printed. Claims cannot be paid unless accompanied by a signed certification.
- (39) Enter the name of the person and telephone number that this office should contact if additional information is required.

**SUBMIT A SIGNED ORIGINAL AND A COPY OF FORM FAM-27, AND A COPY OF ALL OTHER FORMS AND SUPPORTING DOCUMENTS TO:**

*Address, if delivered by:  
 U.S. Postal Service*

**OFFICE OF THE STATE CONTROLLER  
 ATTN: Local Reimbursement Section  
 Division of Accounting and Reporting  
 P.O. Box 942850  
 Sacramento, CA 94250**

*Address, if delivered by:  
 Other delivery service*

**OFFICE OF THE STATE CONTROLLER  
 ATTN: Local Reimbursement Section  
 Division of Accounting and Reporting  
 3301 C Street, Suite 501  
 Sacramento, CA 95816**

MANDATED COSTS COLLECTIVE BARGAINING CLAIM SUMMARY					FORM CB-1
(01) Claimant	(02) Type of Claim Reimbursement <input type="checkbox"/> Estimated <input type="checkbox"/>			Fiscal Year 19__/19__	
<b>Rodda Act Direct Costs</b>	<b>Cost Elements</b>				
(03) Reimbursable Components	(a) Salaries and Benefits	(b) Materials and Supplies	(c) Travel	(d) Contracted Services	(e) Total
1. Determination of Bargaining Units and Exclusive Representation					
2. Election of Unit Representation					
3. Cost of Negotiations					
4. Impasse Proceedings					
5. Contract Administration					
(04) Total Rodda Act Direct Costs					
<b>Winton Act Direct Costs</b>					
(05) Base Year, 1974/75 Direct Costs					
(06) Base Year Direct Costs Adjusted by IPD	[Line (05)(e) x 2.841] for 1996/97 f.y.				
(07) Increased Direct Costs	[Line (04)(e) - line (06)]				
<b>Indirect Costs</b>					
(08) Total Rodda Act Direct Costs less Contracted Services	[Line (04)(e) - line (04)(d)]				
(09) Base Year Costs less Contracted Services adjusted by IPD	[Line (05)(e) - line (05)(d) x 2.841]				
(10) Increased Direct Costs less Contracted Services	[Line (08) - line (09)]				
(11) Indirect Cost Rate	From J-380, J-580 or FAM-27C				
(12) Increased Indirect Costs	[Line (10) x line (11)]				
(13) Total Increased Direct and Indirect Costs	[Line (07) + line (12)]				
<b>Cost Reduction</b>					
(14) Less: Offsetting Savings, if applicable					
(15) Less: Other Reimbursements, if applicable					
(16) Total Claimed Amount	[Line (13) - (Line (14) + line (15))]				

<b>COLLECTIVE BARGAINING</b> <b>CLAIM SUMMARY</b> <b>Instructions</b>	<b>FORM</b> <b>CB-1</b>
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- (01) Enter the name of the claimant.
- (02) Type of Claim. Check a box, Reimbursement or Estimated, to identify the type of claim being filed. Enter the fiscal year for which costs were incurred or are to be incurred.
- Form CB-1 must be filed for a reimbursement claim. Do not complete form CB-1 if you are filing an estimated claim and the estimate does not exceed the previous fiscal year's actual costs by more than 10%. Simply enter the amount of the estimated claim on form FAM-27, line (07). However, if the estimated claim exceeds the previous fiscal year's actual costs by more than 10%, form CB-1 must be completed and a statement attached explaining the increased costs. Without this information the high estimated claim will automatically be reduced to 110% of the previous fiscal year's actual costs.
- (03) For each of the reimbursable components, enter the total allowable cost from form CB-2, line (05) columns (d) through (g) onto form CB-1, block (03), lines (1) through (6), columns (a) through (d). Total each line and enter in column (e).
- (04) Add columns (d) and (e) for Cost Elements, block (03) and enter the totals on this line.
- (05) Method A. Enter the 1974/75 Winton Act (base year) costs on line (05)(e). Enter on line (05)(d) any contracted services costs included in line (05)(e).
- Method B. Enter the amount from form CB-1.1, line (04)(b) onto line (05)(e). Enter on line (05)(d) any contracted services costs included in line (05)(e).
- (06) Method A. Multiply the base year cost on line (05)(e) by the implicit price deflator (IPD). The 1996/97 implicit price deflator is 2.841.
- Method B. Enter the amount from form CB-1.1, line (04)(d).
- (07) Subtract the Base Year Direct Costs Adjusted by the Implicit Price Deflator, line (06), from Total Rodda Act Direct Cost, line (04)(e).
- (08) Subtract Total Contracted Services, line (04)(d), from Total Rodda Act Direct Costs, line (04)(e).
- (09) Subtract Base Year Contracted Services, line (05)(d) from Base Year, 1974/75 Direct Costs, line (05)(e) and multiply the remainder by the Implicit Price Deflator.
- (10) Subtract Base Year Costs less Contracted Services adjusted by IPD, line (09) from Total Rodda Act Direct Costs less Contracted Services, line (08).
- (11) Enter the indirect cost rate. School districts (K-12) may compute the amount of indirect costs to claim by multiplying their total direct costs by the State Department of Education forms J-380 or J-580 rate applicable to the fiscal year of costs. Community college districts may use the federally approved OMB A-21 rate, or the rate computed using form FAM-29C.
- (12) Multiply Incremental Direct Costs less Contracted Services, line (10), by Indirect Cost Rate, line (11).
- (13) Enter the sum of Incremental Costs, line (07), and Incremental Indirect Costs, line (12).
- (14) Less: Offsetting Savings, if applicable. Enter the total savings experienced by the claimant as a direct result of this mandate. Submit a detailed schedule of savings with the claim.
- (15) Less: Other Reimbursements; if applicable. Enter the amount of fees that could have been collected by the school district as authorized under the California Public Records Act (Government Code § 6250 et. seq.) for providing information requested by interested persons regarding its schools. In addition, enter the amount of any other reimbursements received from any source (i.e., service fees collected, federal funds, other state funds, etc.,) which reimbursed any portion of the mandated cost program. Submit a detailed schedule of the reimbursement sources and amounts.
- (16) Total Claimed Amount. Subtract the sum of Offsetting Savings, line (14), and Other Reimbursements, line (15), from Total Increased Direct and Indirect Costs, line (13). Enter the remainder of this line and carry the amount forward to form FAM-27, line (07) for the Estimated Claim, or line (13) for the Reimbursement Claim.

<b>MANDATED COSTS</b> <b>COLLECTIVE BARGAINING</b> <b>DETERMINING WINTON ACT COSTS</b>		<b>FORM</b> <b>CB-1.1</b>
(01) Claimant	(02) Fiscal Year 19__/__	

**NOTE:** Beginning with the 1992/93 claims, a school district has the option of using Method A or Method B for this segment of the claim to determine increased costs due to the Rodda Act.

Method A: School districts have been using this method in previous fiscal years to determine increased costs. The school district reduces the current Rodda Act costs by the total 1974/75 Winton Act (base year) cost adjusted by annual changes in the implicit price deflator. Rodda Act costs in excess of the adjusted Winton Act costs are claimable. If a school district chooses to continue with this method, do not complete form CB-1.1.

Method B: This method is new. It may be advantageous for a school district to use this method if the district can provide cost documentation for each 1974/75 Winton Act cost component listed below. The Rodda Act has the three similar matching cost components. Under each matched component, report only the amount of Winton Act costs adjusted by changes in the implicit price deflator for which current Rodda Act costs exist. Examples: (1) If the Rodda Act costs exceed the adjusted Winton Act costs for the component, all Winton Act costs of the component must be reported for purposes of reducing the Rodda Act costs. (2) If the adjusted Winton Act costs exceed current Rodda Act costs for the component, residual Winton Act costs do not have to be applied against current Rodda Act costs of other components. If Method B is chosen, the claimant must complete the following:

- (01) Enter the name of the claimant.
- (02) Enter the fiscal year for which costs are being filed.
- (03) Complete the following schedule to determine the amount of Winton Act base year costs for offset against the current Rodda Act costs.
  - (a) Enter in column (a) the current Rodda Act costs for each of the three cost components, if any.
  - (b) Enter in column (b) the amount of 1974/75 Winton Act costs applicable to each of the three components. The total on line (4) column (b) should be the same as shown on form CB-1, line (5)(e).
  - (c) Enter in column (c) the product of multiplying the 1974/75 Winton Act cost component in column (b) by the implicit price deflator specified for the fiscal year of the claim.
  - (d) Enter in each row, column (d), the lesser amount of column (a) or column (c). Total column (d) and forward the amount to form CB-1, line (06).

Similar Cost Components of the Rodda Act and Winton Act	(a) Current Rodda Act Costs	(b) 1974/75 Winton Act Costs Applied	(c) 1974/75 Winton Act Costs Adjusted by IPD	(d) Winton Act Costs to be Applied
1. Determination of Bargaining and Exclusive Representation	\$	\$	\$	\$
2. Election of Unit Representation				
3. Meet and Confer (Cost of Negotiations)				
4. Totals	\$	\$	\$	\$

<b>MANDATED COSTS COLLECTIVE BARGAINING COMPONENT/ACTIVITY COST DETAIL</b>	<b>FORM CB-2</b>
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(01) Claimant	(02) Fiscal Year Costs Were Incurred
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(03) Reimbursable Components: Check only one box per form to identify the component being claimed.

<input type="checkbox"/> 1. Determination of Bargaining Units and Exclusive Representation	<input type="checkbox"/> 4. Election of Unit Representation
<input type="checkbox"/> 2. Cost of Negotiations	<input type="checkbox"/> 5. Contract Administration
<input type="checkbox"/> 3. Impasse Proceedings	<input type="checkbox"/> 6. Unfair Labor Practice Charges

(04) Description of Expenses: Complete columns (a) through (g).	<b>Object Accounts</b>
---	------------------------

(a) Employee Names, Job Classifications, Functions Performed and Description of Expenses	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Materials and Supplies	(f) Contracted Services	(g) Travel

(05) Total <input type="checkbox"/>	Subtotal <input type="checkbox"/>	Page: _____ of _____
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**COLLECTIVE BARGAINING  
COMPONENT/ACTIVITY COST DETAIL  
Instructions**

FORM  
CB-2

- (01) Enter the name of the claimant.
- (02) Enter the fiscal year in which costs were incurred.
- (03) Reimbursable Components. Check the box which indicates the cost component being claimed. Check only one box per form. A separate form CB-2 shall be prepared for each component which applies.
- (04) Description of Expenses. The following table identifies the type of information required to support reimbursable costs. To detail costs for the component activity box "checked" in line (03), enter the employee names, position titles, a brief description of their activities performed, actual time spent by each employee, productive hourly rates, fringe benefits, supplies used, contracted services, etc. For audit purposes, all supporting documents must be retained by the claimant for a period of not less than two years after the end of the calendar year in which the reimbursement claim was filed or last amended, whichever is later. Such documents shall be made available to the State Controller's Office on request.

Object/ Subobject Accounts	Columns							Submit these supporting documents with the claim
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	
Salaries	Employee Name	Hourly Rate	Hours Worked	Salaries = Hourly Rate x Hours Worked				
Benefits	Title  Activities Performed	Benefit Rate		Benefits = Benefit Rate x Salaries				
Materials and Supplies	Description of Supplies Used	Unit Cost	Quantity Used		Cost = Unit Cost x Quantity			
Contracted Services	Name of Contractor  Specific Tasks Performed	Hourly Rate	Hours Worked Inclusive Dates of Service			Itemized Cost for Services Performed		Invoice
Travel	Purpose of Trip Name and Title  Departure and Return Date	Per Diem Rate Mileage Rate  Transportation Cost	Days Miles  Transportation Mode				Rate x Days or Miles Total Transportation Cost	

- (05) Total line (04), columns (d), (e), (f) and (g) and enter the sum on this line. Check the appropriate box to indicate if the amount is a total or subtotal. If more than one form is needed for the component/activity, number each page. Enter totals from line (05), columns (d), (e), (f) and (g) to form CB-1, block (04), columns (a), (b), (c) and (d).





**CLAIM FOR PAYMENT**  
Pursuant to Government Code Section 17561  
**COLLECTIVE BARGAINING**

For State Controller Use Only

(19) Program Number 000  
(20) Date File \_\_\_/\_\_\_/\_\_\_  
(21) Signature Present \_\_\_

(1) Claimant Identification Number. S43060			Reimbursement Claim Data		
U S E L A B E L	(02) Mailing Address 5055 Santa Teresa Blvd.		(22)	CB-1(03)(1)(e)	\$0.00
	Claimant Name Gavilan Joint Community College District		(23)	CB-1(03)(2)(e)	\$0.00
	County of Location Santa Clara County		(24)	CB-1(03)(3)(e)	\$158,956.00
	Street Address or P.O. Box 5055 Santa Teresa Blvd.		(25)	CB-1(03)(4)(e)	\$63,152.00
	City	Stat	Zip Code	(26)	
	Gilroy	CA	95020	CB-1(03)(5)(e)	\$22,891.00
	Type of Claim	Estimated Claim	Reimbursement Claim	(27)	
		(03) Estimated X	(09) Reimbursement X	CB-1(03)(6)(e)	\$102,672.00
		(04) Combined ___	(10) Combined ___	CB-1(11)	7.0%
		(05) Amended ___	(11) Amended ___	(30)	
Fiscal Year of Cost	(06)	(12)	(31)		
	1996/97	1995/96			
Total Claimed Amount	(07)	(13)	(32)		
	\$300,000.00	\$348,966.00			
Less: 10% Late Penalty, but not to exceed \$1000 (if applicable)		(14)	(33)		
		\$0.00			
Less: Estimated Payment Received		(15)	(34)		
		\$275,000.00			
Net Claimed Amount		(16)	(35)		
		\$73,966.00			
from State	(08)	(17)	(36)		
	\$300,000.00	\$73,966.00			
Due to State		(18)	(37)		

**(38) CERTIFICATION OF CLAIM**

In accordance with the provisions of Government Code 17561, I certify that I am the person authorized by the local agency to file claims with the State of California for costs mandated by Chapter 961, Statutes of 1975, and certify under penalty of perjury that I have not violated any of the provisions of Government Code Sections 1090 to 1096, inclusive.

I further certify that there were no applications for nor any grant or payments received, other than from the claimant, for reimbursement of costs claimed herein; and such costs are for a new program or increased level of services of an existing program mandated by Chapter 961, Statutes of 1975.

The amounts for Estimated Claim and/or Reimbursement Claim are hereby claimed from the State for payment of estimated and/or actual costs for the mandated program of Chapter 961, Statutes of 1975, set forth on the attached statements.

Signature of Authorized Representative

*Steven M. Kinsella*

Date

25-Nov-96

Steven Kinsella

Dean of Business Services

Type or Print Name

Title

(39) Name of Contact Person for Claim

Telephone Number

Steven Kinsella

(408) 848-4715

Ext.

**MANDATED COSTS  
COLLECTIVE BARGAINING  
CLAIM SUMMARY**

**FORM  
CB-1**

Claimant: Milan Joint Community College District	(02) Type of Claim: Reimbursement <u>X</u> Estimated				Fiscal Year: 1995/96
<b>Rodda Act Direct Costs</b>	<b>Cost Elements</b>				
(03) Reimbursable Components:	(a) Salaries and Benefits	(b) Transportation and Travel	(c) Supplies	(d) Contracted Services	(e) Total
1. Determination of Bargaining and Exclusive Representation.					\$0
2. Election of Unit Representation.					\$0
3. Cost of Negotiations.	\$27,934.70	\$1,080.80	\$6,373.19	\$123,567.65	\$158,956.34
4. Impasse Proceedings.	11918.95	0.00	3412.70	47820.00	63151.65
5. Contract Administration.	2703.95	0.00	1039.19	19147.50	22890.64
6. Unfair Labor Practices.	0.00	0.00	5029.71	97642.50	102672.21
(04) Total Rodda Act Direct Costs	\$42,557.59	\$1,080.80	\$15,854.79	\$288,177.65	\$347,670.83
<b>WINTON ACT DIRECT COSTS</b>					
(05) Base Year, 1974/75 Direct Costs	\$500.00	\$0.00	\$0.00	\$500.00	\$1,000.00
Base Year Direct Costs Adjusted by 1995/96	GNP Deflator: Line (05)(e)x			2.772	\$2,772.00
(07) Increased Direct Costs	Line (04)(e)-line (06)				\$344,898.83
<b>Indirect Costs</b>					
(08) Total Rodda Act Direct Costs less Contracted Services:	Line (04)(e)-line (4)(d)				\$59,493.18
(09) Base Year Costs less Contracted Services adjusted by GNP	:{{Line (05)(e)-line (05)(d)}x 2.772 }				\$1,386.00
(10) Increased Direct Costs less Contracted Services	Line (08)-line (09)				\$58,107.18
(11) Indirect Cost Rate	From J380				7.0%
(12) Increased Indirect Costs	Line (10) x line (11)				\$4,067.50
(13) Total Increased Direct and Indirect Costs	Line (07) + line (12)				\$348,966.33
<b>Cost Reduction</b>					
(14) Less: Offset Savings, if applicable					\$0.00
(15) Less: Other Reimbursements, if applicable					\$0.00
(16) Total Claimed Amount:	{Line (13)-{(Line(14) + line(15))}}				<u>\$348,966.33</u>

**MANDATED COSTS  
COLLECTIVE BARGAINING  
COMPONENT/ACTIVITY COST DETAIL**

**FORM  
CB-2**

(01) Claimant: Gavilan Joint Community College District

(02) Fiscal Year costs were incurred: 1995/96

Reimbursable Component: **COST OF NEGOTIATIONS**

(a) Employee Name, Job Classification and Activity Performed or Description of Expense	(b) Complete columns (a) through (g).			(c) Cost Elements		
	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Transporta- tion and Travel	(f) Supplies	(g) Contracted Services
Representative's Contract Proposal						
Public Hearings						
Public Distribution of Proposed Contract						
District Contract Proposal						
Carol Cooper                      Assoc. Dean	49.29	68.8	3388.69			
Kent Child                        Assoc. Dean	47.99	83.5	4007.17			
Lucha Ortega                    Affirm. Action Off	49.72	86.0	4275.92			
Karen Mc Cracken                Admin. Sec.	21.09	84.0	1771.56			
Suzanne Bulle                    Admin. Sec.	22.81	84.0	1916.04			

(05) Total                      Subtotal X                      Page 1 of 2

**MANDATED COSTS  
COLLECTIVE BARGAINING  
COMPONENT/ACTIVITY COST DETAIL**

**FORM  
CB-2**

(01) Claimant: Gavilan Joint Community College District (02) Fiscal Year costs were incurred: 1995/96

(3) Reimbursable Component: COST OF NEGOTIATIONS

(4) Description of Expense:				Cost Elements		
(a) Employee Name, Job Classification and Activity Performed or Description of Expense	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Transporta- tion and Travel	(f) Supplies	(g) Contracted Services
<b>Planning Sessions</b>						
Carol Cooper	Assoc. Dean	\$49.29	5.5	\$271.10		
Kent Child	Assoc. Dean	47.99	3.0	143.97		
Larry Carrier	Dean of Business	56.38	8.0	451.04		
Marcia Hannum	Admin. Sec.	22.45	104.3	2340.41		
John Hansell	Direct. of Learning	44.11	14.3	628.57		
Jack Harpster	Dean of Business	47.47	47.0	2231.09		
Dr. Glenn Mayle	Superintendent	66.58	42.3	2813.01		
Dr. Rose Marie Joyce	Dean of Instruction	51.87	10.3	531.67		
Lucha Ortega	Affirm. Action Off.	49.72	10.5	522.06		
Dr. TJ Owens	Dean of Std. Serv.	51.87	1.0	51.87		
Vavrinek, Trine, Day & Co.	Consultants inv. #60560 inv. #60913 inv. #61413 inv. #61414 Travel & Mileage					5043.10 22810.05 9926.35 9716.90
Ruiz & Shapiro, Attorney		100.00 85.00	726.5 40.3		1080.80 6373.19	72650.00 3421.25
<b>"At The Table" Negotiations - Certificated</b>						
Kent Child	Assoc. Dean	47.99	13.5	647.87		
Carol Cooper	Assoc. Dean	49.29	11.0	542.19		
Dates of Negotiations	3/15/96 3/22/96 4/8/96 4/16/96 4/22/96					
<b>"At The Table" Negotiations - Classified</b>						
John Hansell	Direct. of Learning	44.11	26.8	1179.94		
Dates of Negotiations	7/11/95 7/24/95 7/27/95 10/27/95 12/7/95					
<b>Public Distribution of Final Contract</b>						
John Hansell	Direct. of Learning	44.11	5.0	220.55		
(05) Total	X Subtotal	Page 2 of 2		\$27,934.70	\$1,080.80	\$6,373.19
				\$123,567.65		

**MANDATED COSTS  
COLLECTIVE BARGAINING  
COMPONENT/ACTIVITY COST DETAIL**

**FORM  
CB-2**

(01) Claimant: Gavilan Joint Community College District (02) Fiscal Year costs were incurred: 1995/96

(03) Reimbursable Component: IMPASSE PROCEEDINGS

(a) Employee Name, Job Classification and Activity Performed or Description of Expense	Complete columns (a) through (g).			Cost Elements		
	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Transporta- tion and Travel	(f) Supplies	(g) Contracted Services
Mediation Sessions						
Fact Finding						
Dr. Glenn Mayle Superintendent	66.58	75.5	5026.79			
Larry Carrier Dean of Business	56.38	73.8	4158.03			
Dr. TJ Owens Dean of Std. Serv.	51.87	17.3	894.76			
Dr. Rose Marie Joyce Dean of Instruction	51.87	7.5	389.03			
Lucha Ortega Affirm. Action Off.	49.72	16.8	832.81			
John Hansell Direct. of Learning	44.11	14.0	617.54			
Ruiz & Shapiro, Attorney					3412.70	
	100.00	89.8				8975.00
	85.00	457.0				38845.00
(05) Total X Subtotal			\$11,918.95		\$3,412.70	\$47,820.00

**MANDATED COSTS  
COLLECTIVE BARGAINING  
COMPONENT/ACTIVITY COST DETAIL**

**FORM  
CB-2**

(01) Claimant: Gavilan Joint Community College District (02) Fiscal Year costs were incurred: 1995/96

Reimbursable Component: CONTRACT ADMINISTRATION

(01) Description of Expense:				Cost Elements			
(a) Employee Name, Job Classification and Activity Performed or Description of Expense	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Transportation and Travel	(f) Supplies	(g) Contracted Services	
<b>Grievances</b>							
Howard Bell	Maint & Oper. Suprv	\$31.84	4.0	\$127.36			
Dr. T J Owens	Dean of Std. Serv.	51.87	41.5	2152.61			
<b>Training Sessions</b>							
Dr. Rose Marie Joyce	Dean of Instruction	51.87	6.0	311.22			
<b>Contract Disputes Presented Before PERB</b>							
Larry Carrier	Dean of Business	56.38	2.0	112.76			

(05) Total      Subtotal X      Page 1 of 2

**MANDATED COSTS  
COLLECTIVE BARGAINING  
COMPONENT/ACTIVITY COST DETAIL**

**FORM  
CB-2**

(01) Claimant: Gavilan Joint Community College District (02) Fiscal Year costs were incurred: 1995/96

Reimbursable Component: **CONTRACT ADMINISTRATION**

(a) Employee Name, Job Classification and Activity Performed or Description of Expense	Complete columns (a) through (g).		Cost Elements			
	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Transporta- tion and Travel	(f) Supplies	(g) Contracted Services
Appeal of PERB Ruling						
Contract Interpretation						
Ruiz & Shapiro, Attorney	100.00 85.00	69.5 143.5			1039.19	6950.00 12197.50
(05) Total			\$2,703.95		\$1,039.19	\$19,147.50

X Subtotal \_\_\_\_\_ Page 2 of 2

**MANDATED COSTS  
COLLECTIVE BARGAINING  
COMPONENT/ACTIVITY COST DETAIL**

**FORM  
CB-2**

(01) Claimant: Gavilan Joint Community College District (02) Fiscal Year costs were incurred: 1995/96

(03) Reimbursable Component: UNFAIR LABOR PRACTICE

(a) Employee Name, Job Classification and Activity Performed or Description of Expense	Complete columns (a) through (g).		Cost Elements			
	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Transporta- tion and Travel	(f) Supplies	(g) Contracted Services
Unfair Labor Practice Presented to PERB Ruiz & Shapiro, Attorney	100.00 85.00	644.5 390.5			\$5,029.71	64450.00 33192.50
Appeal of PERB Ruling						
(05) Total X Subtotal					\$5,029.71	\$97,642.50





**CLAIM FOR PAYMENT**  
Pursuant to Government Code Section 17561  
**COLLECTIVE BARGAINING**

For State Controller Use Only

(19) Program Number 000' 232  
(20) Date File 1/1  
(21) Signature Present \_\_\_\_\_

(01) Claimant Identification Number. <u>S43060</u> <u>CC 43060</u>		Reimbursement Claim Data		
U S E L A B E L	(02) Mailing Address 5055 Santa Teresa Blvd.	(22)	CB-1(03)(1)(e) \$0.00	
	Claimant Name Gavilan Joint Community College District	(23)	CB-1(03)(2)(e) \$0.00	
	County of Location Santa Clara County	(24)	CB-1(03)(3)(e) \$158,956.00	
	Street Address or P.O. Box 5055 Santa Teresa Blvd.	(25)	CB-1(03)(4)(e) \$63,152.00	
	City Gilroy	(26)	CB-1(03)(5)(e) \$22,891.00	
	Stat CA	(26)	CB-1(03)(5)(e) \$22,891.00	
	Zip Code 95020	(26)	CB-1(03)(5)(e) \$22,891.00	
	Type of Claim	(27)	CB-1(03)(6)(e) \$102,672.00	
	Estimated Claim (03) Estimated <u>X</u>	(09) Reimbursement <u>X</u>	(28)	CB-1(11) 7.0%
	(04) Combined _____	(10) Combined _____	(29)	
(05) Amended _____	(11) Amended _____	(30)		
Fiscal Year of Cost (06) 1996/97	(12) 1995/96	(31)		
Total Claimed Amount (07) \$300,000.00	(13) \$348,966.00	(32) <u>X</u>		
Less: 10% Late Penalty, but not to exceed \$1000 (if applicable)	(14) <u>126,146</u> <u>&lt;124,245&gt;</u> \$0.00	(33) <u>9980</u> <u>Prison Cost</u> <u>9911</u> <u>Prison Payment</u>		
Less: Estimated Payment Received	(15) <u>&lt;290,270&gt;</u> <u>\$275,000.00</u>	(34) <u>9995</u> <u>Prison Payment</u>		
Net Claimed Amount	(16) <u>60,597</u> <u>\$73,966.00</u>	(35)		
Due from State (08) \$300,000.00	(17) <u>60,597</u> <u>\$73,966.00</u>	(36)		
Due to State	(18)	(37)		

**(38) CERTIFICATION OF CLAIM**

In accordance with the provisions of Government Code 17561, I certify that I am the person authorized by the local agency to file claims with the State of California for costs mandated by Chapter 961, Statutes of 1975, and certify under penalty of perjury that I have not violated any of the provisions of Government Code Sections 1090 to 1096, inclusive.

I further certify that there were no applications for nor any grant or payments received, other than from the claimant, for reimbursement of costs claimed herein; and such costs are for a new program or increased level of services of an existing program mandated by Chapter 961, Statutes of 1975.

The amounts for Estimated Claim and/or Reimbursement Claim are hereby claimed from the State for payment of estimated and/or actual costs for the mandated program of Chapter 961, Statutes of 1975, set forth on the attached statements.

Signature of Authorized Representative

Steven M. Kinsella

Date

25-Nov-96

Steven Kinsella

Type or Print Name

Dean of Business Services

Title

(39) Name of Contact Person for Claim

Steven Kinsella

Telephone Number

(408) 848-4715

Ext.

MANDATED COSTS COLLECTIVE BARGAINING CLAIM SUMMARY					FORM CB-1
(01) Claimant: Gavilan Joint Community College District		(02) Type of Claim: Reimbursement <u>X</u> Estimated		Fiscal Year: 1995/96	
Rodda Act Direct Costs		Cost Elements			
(03) Reimbursable Components:	(a) Salaries and Benefits	(b) Transportation and Travel	(c) Supplies	(d) Contracted Services	(e) Total
1. Determination of Bargaining and Exclusive Representation.					\$0
2. Election of Unit Representation.					\$0
3. Cost of Negotiations.	\$27,934.70	\$1,080.80	\$6,373.19	\$123,567.65	\$158,956.34
4. Impasse Proceedings.	69% 14918.95	0.00	3412.70	47820.00	63151.65
5. Contract Administration.	2703.95	0.00	1039.19	19147.50	22890.64
6. Unfair Labor Practices.	0.00	0.00	5029.71	97642.50	102672.21
(04) Total Rodda Act Direct Costs	37,530.65 42,557.59	1,080.80	8,567.60 15,854.79	116,511	347,670.83
WINTON ACT DIRECT COSTS		37531 / 1080 / 8568 / 116511 / 163,690			
(05) Base Year, 1974/75 Direct Costs	\$500.00	\$0.00	\$0.00	\$500.00	\$1,000.00
(06) Base Year Direct Costs Adjusted by 1995/96	GNP Deflator: Line (05)(e)x 2.772				\$2,772.00
(07) Increased Direct Costs	Line (04)(e)-line (06)				160,918 344,898.83
Indirect Costs					
(08) Total Rodda Act Direct Costs less Contracted Services:	Line (04)(e)-line (4)(d)				47,179 \$59,493.48
(09) Base Year Costs less Contracted Services adjusted by GNP	: [(Line (05)(e)-line (05)(d)]x 2.772 }				\$1,386.00
(10) Increased Direct Costs less Contracted Services	Line (08)-line (09)				45,793 58,107.48
(11) Indirect Cost Rate	From J380				7.0%
(12) Increased Indirect Costs	Line (10) x line (11)				3206 4,067.50
(13) Total Increased Direct and Indirect Costs	Line (07) + line (12)				164,724 \$348,966.33
Cost Reduction					
(14) Less: Offset Savings, if applicable					\$0.00
(15) Less: Other Reimbursements, if applicable					\$0.00
(16) Total Claimed Amount:	{Line (13)-{(Line(14) + line(15))}}				\$348,966.33

184,842

MANDATED COSTS COLLECTIVE BARGAINING CLAIM SUMMARY					FORM CB-1
(01) Claimant: Gavilan Joint Community College District		(02) Type of Claim: Reimbursement <input checked="" type="checkbox"/> Estimated		Fiscal Year: 1995/96	
Rodda Act Direct Costs		Cost Elements			
(03) Reimbursable Components:	(a) Salaries and Benefits	(b) Transportation and Travel	(c) Supplies	(d) Contracted Services	(e) Total
1. Determination of Bargaining and Exclusive Representation.					\$0
2. Election of Unit Representation.					\$0
3. Cost of Negotiations.	\$27,934.70	\$1,080.80	\$6,373.19	108,808.30 \$123,567.65	\$158,956.34
4. Impasse Proceedings.	6892 14948.95	0.00	3412.70	11650.00 47820.00	63151.65
5. Contract Administration.	2703.95	0.00	1039.19	45,908.00 19147.50	22890.64
6. Unfair Labor Practices.	0.00	0.00	5029.71	21,750.00 37642.50	102672.21
(04) Total Rodda Act Direct Costs	37,530.65 \$42,557.59	1080 \$1,080.80	8567.60 \$15,854.79	116,511 \$288,177.65	\$347,670.83
WINTON ACT DIRECT COSTS	37531	1080	8568	116,511 178,108	163,690 225,297
(05) Base Year, 1974/75 Direct Costs	\$500.00	\$0.00	\$0.00	\$500.00	\$1,000.00
(06) Base Year Direct Costs Adjusted by 1995/96 GNP Deflator: Line (05)(e)x				2.772	\$2,772.00
(07) Increased Direct Costs	Line (04)(e)-line (06)				160,918 \$344,888.83
Indirect Costs					225,513
(08) Total Rodda Act Direct Costs less Contracted Services:	Line (04)(e)-line (4)(d)				47,179 \$59,493.18
(09) Base Year Costs less Contracted Services adjusted by GNP	:([Line (05)(e)-line (05)(d)]x			2.772 }	\$1,386.00
(10) Increased Direct Costs less Contracted Services	Line (08)-line (09)				45,793 \$58,107.18
(11) Indirect Cost Rate	From J380				7.0%
(12) Increased Indirect Costs	Line (10) x line (11)				+3206 \$4,067.50
(13) Total Increased Direct and Indirect Costs	Line (07) + line (12)				164,124 \$348,956.33
Cost Reduction					= 225,721
(14) Less: Offset Savings, if applicable					\$0.00
(15) Less: Other Reimbursements, if applicable					\$0.00
(16) Total Claimed Amount:	{Line (13)-([Line(14) + line(15)]}				\$348,966.33

184,842  
121,205

**MANDATED COSTS  
COLLECTIVE BARGAINING  
COMPONENT/ACTIVITY COST DETAIL**

**FORM  
CB-2**

(01) Claimant: Gavilan Joint Community College District

(02) Fiscal Year costs were incurred: 1995/96

(03) Reimbursable Component: COST OF NEGOTIATIONS

(04) Description of Expense: Complete columns (a) through (g).

Cost Elements

(a) Employee Name, Job Classification and Activity Performed or Description of Expense	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Transporta- tion and Travel	(f) Supplies	(g) Contracted Services
Representative's Contract Proposal						
Public Hearings						
Public Distribution of Proposed Contract						
District Contract Proposal						
Carol Cooper                      Assoc. Dean	49.29	68.8	3388.69			
Kent Child                        Assoc. Dean	47.99	83.5	4007.17			
Lucha Ortega                    Affirm. Action Off	49.72	86.0	4275.92			
Karen Mc Cracken                Admin. Sec.	21.09	84.0	1771.56			
Suzanne Bulle                    Admin. Sec.	22.81	84.0	1916.04			

*3391*

(05) Total                      Subtotal                       Page 1 of 2

**MANDATED COSTS  
COLLECTIVE BARGAINING  
COMPONENT/ACTIVITY COST DETAIL**

**FORM  
CB-2**

(01) Claimant: Gavilan Joint Community College District (02) Fiscal Year costs were incurred: 1995/96

(03) Reimbursable Component: **COST OF NEGOTIATIONS**

(04) Description of Expense: Complete columns (a) through (g).

(a) Employee Name, Job Classification and Activity Performed or Description of Expense	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Transporta- tion and Travel	(f) Supplies	(g) Contracted Services
<b>Planning Sessions</b>						
Carol Cooper	Assoc. Dean	\$49.29	5.5	\$271.10		
Kent Child	Assoc. Dean	47.99	3.0	143.97		
Larry Carrier	Dean of Business	56.38	8.0	451.04		
Marcia Hannum	Admin. Sec.	22.45	104.3	2340.41		
John Hansell	Direct. of Learning	44.11	14.3	628.57		
Jack Harpster	Dean of Business	47.47	47.0	2231.09		
Dr. Glenn Mayle	Superintendent	66.58	42.3	2813.01		
Dr. Rose Marie Joyce	Dean of Instruction	51.87	10.3	531.67		
Lucha Ortega	Affirm. Action Off.	49.72	10.5	522.06		
Dr. T.J. Owens	Dean of Std. Serv.	51.87	1.0	51.87		
Vavrinek, Trine, Day & Co.	Consultants inv. #60560 inv. #60913 inv. #61413 inv. #61414 Travel & Mileage					5043.10 22810.05 9926.35 9716.90
Ruiz & Shapiro, Attorney		100.00 85.00	726.5 40.3	766.80	1080.80	6373.19 72650.00 3421.25
<b>"At The Table" Negotiations - Certificated</b>						
Kent Child	Assoc. Dean	47.99	13.5	647.87		
Carol Cooper	Assoc. Dean	49.29	11.0	542.19		
Dates of Negotiations	3/15/96 3/22/96 4/8/96 4/16/96 4/22/96					
<b>"At The Table" Negotiations - Classified</b>						
John Hansell	Direct. of Learning	44.11	26.8	1179.94		
Dates of Negotiations	7/11/95 7/24/95 7/27/95 10/27/95 12/7/95					
<b>Public Distribution of Final Contract</b>						
John Hansell	Direct. of Learning	44.11	5.0	220.55		

(05) Total X Subtotal Page 2 of 2 \$27,934.70 \$1,080.80 \$6,373.19 \$123,567.65

27948.52  
108200.50

**MANDATED COSTS  
COLLECTIVE BARGAINING  
COMPONENT/ACTIVITY COST DETAIL**

**FORM  
CB-2**

(01) Claimant: Gavilan Joint Community College District (02) Fiscal Year costs were incurred: 1995/96

(03) Reimbursable Component: IMPASSE PROCEEDINGS

(04) Description of Expense: Complete columns (a) through (g).

(a) Employee Name, Job Classification and Activity Performed or Description of Expense	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Transporta- tion and Travel	(f) Supplies	(g) Contracted Services
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Mediation Sessions

Fact Finding

Dr. Glenn Mayle	Superintendent	66.58	75.5	5026.79		
Larry Carrier	Dean of Business	56.38	73.8	4158.03		
Dr. TJ Owens	Dean of Std. Serv.	51.87	17.3	894.76		
Dr. Rose Marie Joyce	Dean of Instruction	51.87	7.5	389.03		
Lucha Ortega	Affirm. Action Off.	49.72	16.8	832.81		
John Hansell	Direct. of Learning	44.11	14.0	617.54		
Ruiz & Shapiro, Attorney		100.00	89.8		3412.70	8975.00
		85.00	457.0			38845.00

*Handwritten notes:*  
 4160.85  
 897.36  
 835.30

*Handwritten note:* 16.50

*Handwritten note:* 1,650

*Handwritten note:* 6,892.17

*Handwritten note:* 1,650

(05) Total	X	Subtotal	Page 1 of 1	\$11,918.95	\$3,412.70	\$47,820.00
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**MANDATED COSTS  
COLLECTIVE BARGAINING  
COMPONENT/ACTIVITY COST DETAIL**

**FORM  
CB-2**

(01) Claimant: Gavilan Joint Community College District (02) Fiscal Year costs were incurred: 1995/96

(03) Reimbursable Component: **CONTRACT ADMINISTRATION**

(04) Description of Expense:	Complete columns (a) through (g).			Cost Elements			
	(a) Employee Name, Job Classification and Activity Performed or Description of Expense	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Transportation and Travel	(f) Supplies	(g) Contracted Services
<b>Grievances</b>							
Howard Bell	Maint & Oper. Suprv	\$31.84	4.0	\$127.36			
Dr. TJ Owens	Dean of Std. Serv.	51.87	41.5	2152.61			
<b>Training Sessions</b>							
Dr. Rose Marie Joyce	Dean of Instruction	51.87	6.0	311.22			
<b>Contract Disputes Presented Before PERB</b>							
Larry Carrier	Dean of Business	56.38	2.0	112.76			

(05) Total Subtotal X Page 1 of 2



**MANDATED COSTS  
COLLECTIVE BARGAINING  
COMPONENT/ACTIVITY COST DETAIL**

**FORM  
CB-2**

(01) Claimant: Gavilan Joint Community College District (02) Fiscal Year costs were incurred: 1995/96

(03) Reimbursable Component: **CONTRACT ADMINISTRATION**

(04) Description of Expense: Complete columns (a) through (g). Cost Elements

(a) Employee Name, Job Classification and Activity Performed or Description of Expense	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Transporta- tion and Travel	(f) Supplies	(g) Contracted Services
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Appeal of PERB Ruling						
Contract Interpretation						
Ruiz & Shapiro, Attorney	100.00 85.00	69.5 143.5 <i>459</i>			1039.19	6950.00 12197.50 <i>45,900</i>
(05) Total			\$2,703.95		\$1,039.19	\$19,147.50

Subtotal Page 2 of 2

**MANDATED COSTS  
COLLECTIVE BARGAINING  
COMPONENT/ACTIVITY COST DETAIL**

**FORM  
CB-2**

(01) Claimant: Gavilan Joint Community College District (02) Fiscal Year costs were incurred: 1995/96

(03) Reimbursable Component: UNFAIR LABOR PRACTICE

(04) Description of Expense: Complete columns (a) through (g).

(a) Employee Name, Job Classification and Activity Performed or Description of Expense	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Transporta- tion and Travel	(f) Supplies	(g) Contracted Services
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Unfair Labor Practice Presented to PERB Ruiz & Shapiro, Attorney	100.00 85.00	644.5 390.5			\$5,029.71	64450.00 33192.50
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Appeal of PERB Ruling						21750
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(05) Total	X	Subtotal			\$5,029.71	\$97,642.50
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# Ruiz & Shapiro

Date	File #	Mag	Cont. Ad.	Verjourn	Impans
3/18/96	1014			3.00	
	1006	13.75		3.75	
		13.75		6.75	

4/12/96	1015			.25	
	1014			26.75	1.25
	1006	108.5		9.25	8.0
		108.5		86.25	9.75

5/21/96	1014	17.00		6.00	
	1006	86.00		14.0	8.0
	1024			20	9.75
		103.00		20.5	8.5
				10.5	
				58.50	
				89.5	8.5

7/15/96	1006	18.5			
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Date	File #	Mag	Cont. Ad.	Verjourn	Impans
1233.75	1200.75			452.00	558.25
				452.00	18.25
				120,075.00	1825.00
				452.00	2525.00
				120,075.00	222,925.00
				452.00	226,725.00

Impas.

Unfact.

Con. Ced. in

Mag.

Fare

Date

11.5

1014	4.5			
1006	5.5			
	11.5	2.0	2.5	5.0
	.75	3.0	3.75	
	1.50		4.00	
	.75			
	1.00			
	.25			
	.25			
	<del>8.00</del> 8.00			
	4.50			
	8.50			
	6.0			
	2.0			
	6.50			
	2.25			
	1.25			
	8.75			
	7.75			
	2.25			
	4.00			
	3.75			
	2.75			
	2.50			
	4.00			
	8.25			
	1.75			
	2.00			
	4.50			
	113.25			
	116.75			

5.0

8.0

5.0

113.25

Da<sup>+</sup> 9/14/95  
 Field 10/14  
 Mag.  
 Con Admin. Unpaid.  
 Unpaid  
 .25-  
 .50  
 4.75  
 5.50

1006 381.25

10/13/95 1015 ~~37.25~~ 31.25

1014 270.0  
 1013 12.25

1006 183.75

11/16/95 1015 163.25

1014 ~~41.0~~ 18.25  
 1006 73.5

12/14/95 1015 194.25 + 94.25

1006 94.00 1.50  
 1014 2.75

1/12/96 1015 42.25

1001 2.5 4.0  
 1006 55.75

2/20/96 1015 11.50

1014 2.25  
 1006 15.75  
 847.50  
 35.25  
 353.25

Program <b>011</b>	<b>COLLECTIVE BARGAINING CLAIM SUMMARY Instructions</b>	FORM CB-1
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- (01) Enter the name of the claimant.
- (02) Type of Claim. Check a box, Reimbursement or Estimated, to identify the type of claim being filed. Enter the fiscal year for which costs were incurred or are to be incurred.
- Form CB-1 must be filed for a reimbursement claim. Do not complete form CB-1 if you are filing an estimated claim and the estimate does not exceed the previous fiscal year's actual costs by more than 10%. Simply enter the amount of the estimated claim on form FAM-27, line (07). However, if the estimated claim exceeds the previous fiscal year's actual costs by more than 10%, form CB-1 must be completed and a statement attached explaining the increased costs. Without this information the high estimated claim will automatically be reduced to 110% of the previous fiscal year's actual costs.
- (03) For each of the reimbursable components, enter the total allowable cost from form CB-2, line (05), columns (d) through (g) onto form CB-1, block (03), lines (1) through (7), columns (a) through (d). Total each line and enter in column (e).
- (04) Add columns (03)(d) and (e) for Cost Elements, and enter the totals on this line.
- (05) Method A. Enter the 1974-75 Winton Act (base year ) costs on line (05)(e). Enter on line (05)(d) any contract service costs included in line (05)(e).
- Method B. Enter the amount from form CB-1.1, line (04)(b) onto line (05)(e). Enter on line (05)(d) any contract service costs included in line (05)(e).
- (06) Method A. Multiply the base year cost on line (05)(e) by the implicit price deflator (IPD). The 2001-02 IPD is 3.219.
- Method B. Enter the amount from form CB-1.1, line (04)(d).
- (07) Subtract the Base Year Direct Costs Adjusted by the IPD, line (06), from Total Rodda Act Direct Cost, line (04)(e).
- (08) Subtract Total Contract Services, line (04)(d), from Total Rodda Act Direct Costs, line (04)(e).
- (09) Subtract Base Year Contract Services, line (05)(d), from Base Year, 1974-75 Direct Costs, line (05)(e), and multiply the remainder by the IPD.
- (10) Subtract Base Year Costs less Contract Services adjusted by the IPD, line (09), from Total Rodda Act Direct Costs less Contract Services, line (08).
- (11) Enter the indirect cost rate. School districts (K-12) may compute the amount of indirect costs to claim by multiplying their total direct costs by the State Department of Education forms J-380 or J-580 rate applicable to the fiscal year of costs. Community college districts may use the federally approved OMB A-21 rate, or the rate computed using form FAM-29C.
- (12) Multiply Incremental Direct Costs less Contract Services, line (10), by Indirect Cost Rate, line (11).
- (13) Enter the sum of Incremental Costs, line (07), and Incremental Indirect Costs, line (12).
- (14) Less: Offsetting Savings. If applicable, enter the total savings experienced by the claimant as a direct result of this mandate. Submit a detailed schedule of savings with the claim.
- (15) Less: Other Reimbursements. If applicable, enter the amount of other reimbursements received from any source including, but not limited to, service fees collected, federal funds, and other state funds, which reimbursed any portion of the mandated cost program. Submit a schedule detailing the reimbursement sources and amounts.
- (16) Total Claimed Amount. Subtract the sum of Offsetting Savings, line (09), and Other Reimbursements, line (10), from Total Direct and Indirect Costs, line (08). Enter the remainder on this line and carry the amount forward to form FAM-27, line (13) for the Reimbursement Claim.

Gallivan Community College District

*Ruiz & Shapiro*

<u>Date</u>	<u>Negotiations</u>	<u>Unfair Labor</u>	<u>Contract Admin</u>	<u>Impasse</u>	<u>Name</u>
07-10-1995	4.50				CMR
07-10-1995	0.75				CMR
07-10-1995	5.50				RAS
07-11-1995	1.50				CMR
07-11-1995	0.50				RAS
07-11-1995	1.25				JLS
07-12-1995	0.25				CMR
07-12-1995	1.50				CMR
07-12-1995	1.75				CMR
07-12-1995	0.50				JLS
07-13-1995	2.75				CMR
07-13-1995	5.00				RAS
07-14-1995	3.75				CMR
07-14-1995	0.75				KMW
07-17-1995	1.00				CMR
07-17-1995	1.75				CMR
07-17-1995	1.00				RAS
07-17-1995	1.00				KMW
07-18-1995	1.75				CMR
07-18-1995	0.50				RAS
07-18-1995	0.25				KMW
07-19-1995	1.50				CMR
07-19-1995	0.25				KMW
07-20-1995	1.25 <i>40.5</i>				CMR
07-20-1995	0.50				CMR
07-20-1995	7.00				RAS
07-21-1995	1.00				CMR
07-21-1995	1.00				RAS
07-22-1995	2.50				CMR
07-24-1995	8.00				CMR
07-24-1995	4.50				MK
07-24-1995	3.00				RAS
07-24-1995	0.25				WMQ
07-25-1995	5.75				CMR
07-25-1995	8.50				MK
07-25-1995	6.00		2.00		RAS
07-26-1995	2.00				CMR
07-26-1995	6.50				MK
07-26-1995	2.25		3.00		RAS
07-26-1995	1.25				WMQ
07-27-1995	8.75				CMR
07-27-1995	7.75				RAS
07-27-1995	2.25				WMQ
07-28-1995	4.00				CMR
07-28-1995	3.75				CMR
07-28-1995	2.75				CMR
07-28-1995	2.50				CMR
07-28-1995	4.00				MK
07-28-1995	8.25				RAS
07-28-1995	1.75				WMQ
07-31-1995	2.00				MK
07-31-1995	4.50				RAS
08-01-1995	3.00				CMR
08-02-1995	0.75				CMR
08-02-1995	4.25				RAS

*120.25*

Gallivan Community College District

<u>Date</u>	<u>Negotiations</u>	<u>Unfair Labor</u>	<u>Contract Admin</u>	<u>Impasse</u>	<u>Name</u>
08-03-1995	3.50				CMR
08-03-1995	0.25				MK
08-03-1995	5.75				RAS
08-04-1995	3.00				CMR
08-04-1995	1.00				MK
08-04-1995	5.75				RAS
08-07-1995	8.00				CMR
08-07-1995	7.50				MK
08-07-1995	7.75				RAS
08-07-1995	1.25				WMQ
08-15-1995	1.25				MK
08-15-1995	7.00				RAS
08-16-1995	0.75				CMR
08-16-1995	2.00				MK
08-17-1995	1.00				CMR
08-17-1995	5.00				RAS
08-17-1995	5.50				RAS
08-18-1995	4.50				CMR
08-18-1995	7.25				MK
08-18-1995	6.25				RAS
08-19-1995	7.25				RAS
08-21-1995	3.00				CMR
08-21-1995	6.00				RAS
08-21-1995	1.25				JSJ
08-22-1995	2.50				CMR
08-22-1995	2.50				MK
08-22-1995	7.00				RAS
08-22-1995	4.00				JSJ
08-23-1995	3.50				CMR
08-23-1995	5.00				MK
08-23-1995	6.50				RAS
08-23-1995	11.75				RAS
08-23-1995	1.00				JSJ
08-23-1995	3.50				DGL
08-24-1995	9.50				CMR
08-24-1995	9.50				MK
08-24-1995	0.25				JSJ
08-24-1995	8.75				DGL
08-25-1995	8.00				CMR
08-25-1995	6.00				MK
08-25-1995	4.25				RAS
08-25-1995	5.50				JSJ
08-25-1995	8.50				DGL
08-26-1995	2.00				CMR
08-26-1995	11.75				RAS
08-26-1995	1.00				JSJ
08-27-1995	6.00				CMR
08-27-1995	2.25				MK
08-27-1995	10.25				RAS
08-28-1995	8.00				CMR
08-28-1995	7.50				MK
08-28-1995	11.75				RAS
08-28-1995	1.25				WMQ
08-28-1995	4.50				JSJ
08-28-1995	2.75				DGL



Galivan Community College District

Date	Negotiations	Unfair Labor	Contract Admin	Impasse	Name
08-28-1995	1.25				DGL
08-29-1995	12.00				CMR
08-29-1995	11.00				MK
08-29-1995	12.00				RAS
08-29-1995	1.50				WMQ
08-29-1995	0.75				JSJ
08-29-1995	4.50				DGL
08-30-1995	10.00				CMR
08-30-1995	11.25				RAS
08-30-1995	2.75				WMQ
08-30-1995	1.50				JSJ
08-30-1995	3.50				DGL
08-30-1995	2.75				DGL
08-30-1995	4.50				CK
08-31-1995	3.50				CMR
08-31-1995	11.00				MK
08-31-1995	2.50				DGL
09-01-1995	<u>37450</u>		4.25		DGL
09-05-1995			3.75		DGL
09-06-1995			2.50		DGL
09-07-1995			3.75		DGL
09-08-1995			0.25		JLS
09-08-1995			3.00		DGL
09-11-1995			0.50		CMR
09-11-1995			0.50		JLS
09-11-1995			0.50		DGL
09-12-1995			5.50		DGL
09-13-1995			0.50		CMR
09-19-1995			0.50		CMR
09-19-1995			0.25		JLS
09-19-1995			0.25		DGL
09-20-1995			0.50		CMR
09-20-1995			2.25		JLS
09-20-1995			0.75		DGL
09-21-1995			1.75		JLS
09-13-1995			2.00		CJK
09-19-1995			0.25		JLS
09-01-1995	8.00				CMR
09-01-1995	9.50				RAS
09-01-1995	0.50				DGL
09-02-1995	1.50				CMR
09-04-1995	2.00				CMR
09-05-1995	13.00				CMR
09-05-1995	11.50				MK
09-05-1995	12.25				RAS
09-05-1995	0.50				DGL
09-06-1995	2.00				CMR
09-06-1995	0.75				MK
09-07-1995	2.00				CMR
09-07-1995	0.75				MK
09-08-1995	3.50				CMR
09-08-1995	4.75				MK
09-08-1995	0.50				DGL
09-11-1995	2.00				CMR
09-11-1995	2.50				CMR

Galivan Community College District

<u>Date</u>	<u>Negotiations</u>	<u>Unfair Labor</u>	<u>Contract Admin</u>	<u>Impasse</u>	<u>Name</u>
09-11-1995	0.50				CMR
09-11-1995	1.00				CMR
09-11-1995	9.50				MK
09-11-1995	2.50				CJK
09-12-1995	7.50				CMR
09-12-1995	1.00				CMR
09-12-1995	4.75				RAS
09-12-1995	2.50				CJK
09-13-1995	2.50				CMR
09-13-1995	0.50				DGL
09-14-1995	1.00				CMR
09-14-1995	1.00				CMR
09-14-1995	0.25				MK
09-14-1995	5.25				RAS
09-14-1995	4.25				DGL
09-15-1995	2.00				CMR
09-15-1995	0.75				CMR
09-15-1995	0.50				CMR
09-15-1995	0.50				CMR
09-15-1995	2.25				RAS
09-15-1995	2.50				DGL
09-18-1995	3.50				CMR
09-18-1995	1.00				CMR
09-18-1995	0.75				RAS
09-19-1995	2.00				CMR
09-19-1995	0.25				CMR
09-19-1995	0.50				CMR
09-19-1995	2.25				RAS
09-20-1995	2.00				CMR
09-21-1995	3.00				CMR
09-21-1995	2.25				RAS
09-22-1995	1.50				CMR
09-22-1995	0.75				RAS
09-25-1995	1.50				CMR
09-25-1995	2.25				MK
09-25-1995	5.50				RAS
09-25-1995	1.25				CJK
09-26-1995	1.00				CMR
09-26-1995	0.50				CMR
09-26-1995	3.25				RAS
09-26-1995	3.25				CJK
09-27-1995	2.00				CMR
09-27-1995	0.25				PSC
09-27-1995	2.00				RAS
09-28-1995	7.25				CMR
09-29-1995	2.00				CMR
09-29-1995	0.25				MK
09-29-1995	0.50				RAS
09-29-1995	1.25				WMQ
10-03-1995			1.00		CMR
10-03-1995			0.75		RAS
10-03-1995			0.50		JLS
10-04-1995			10.50		RAS
10-04-1995			0.25		JLS
10-05-1995			1.50		CMR

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<u>Date</u>	<u>Negotiations</u>	<u>Unfair Labor</u>	<u>Contract Admin</u>	<u>Impasse</u>	<u>Name</u>
10-05-1995			1.25		RAS
10-06-1995			1.25		JLS
10-07-1995			9.75		IAD
10-08-1995			5.75		IAD
10-09-1995			0.50		CMR
10-09-1995			1.25		RAS
10-09-1995			1.75		JLS
10-09-1995			7.25		IAD
10-10-1995			2.00		JLS
10-10-1995			9.00		IAD
10-11-1995			0.25		RAS
10-11-1995			0.75		JLS
10-11-1995			10.50		IAD
10-12-1995			0.50		CMR
10-12-1995			6.25		IAD
10-13-1995			0.75		JLS
10-13-1995			4.50		IAD
10-13-1995			1.25		IAD
10-16-1995			1.25		JLS
10-16-1995			1.25		IAD
10-17-1995			0.75		JLS
10-17-1995			1.50		IAD
10-18-1995			0.50		CMR
10-18-1995			1.25		CMR
10-18-1995			2.50		CMR
10-18-1995			1.75		MK
10-18-1995			3.75		IAD
10-19-1995			3.00		IAD
10-20-1995			6.00		IAD
10-22-1995			4.25		IAD
10-23-1995			0.50		CMR
10-23-1995			2.75		JLS
10-23-1995			7.50		IAD
10-24-1995			11.00		JLS
10-24-1995			8.75		IAD
10-25-1995			0.50		CMR
10-25-1995			5.75		IAD
10-26-1995			8.50		IAD
10-27-1995			1.50		CMR
10-27-1995			0.75		MK
10-27-1995			8.00		IAD
10-30-1995			1.00		CMR
10-30-1995			0.50		MK
10-02-1995	2.50				MK
10-02-1995	4.25				DGL
10-09-1995	1.00				CMR
10-09-1995	2.50				MK
10-10-1995	3.50				MK
10-11-1995	0.50				CMR
10-18-1995	1.50				MK
10-19-1995	1.25				DGL
10-20-1995	2.00				DGL
10-27-1995	7.50				MK
10-27-1995	8.50				DGL
10-30-1995	6.00				DGL

**Galivan Community College District**

<u>Date</u>	<u>Negotiations</u>	<u>Unfair Labor</u>	<u>Contract Admin</u>	<u>Impasse</u>	<u>Name</u>
10-16-1995	2.50				CJK
10-23-1995			1.00		MK
09-25-1995			1.25		CJK
09-26-1995	34968.00		3.25		CJK
10-02-1995	2.00				CMR
10-02-1995	3.75				MK
10-02-1995			0.25		WMQ
10-03-1995	4.25				MK
10-04-1995	3.25				CMR
10-04-1995	1.50				MK
10-04-1995			2.25		CJK
10-05-1995	9.00				CMR
10-05-1995			8.00		MK
10-05-1995	1.50				RAS
10-05-1995			2.00		CJK
10-06-1995	0.75				RAS
10-09-1995	2.75				CMR
10-09-1995	1.00				CMR
10-09-1995	1.50				MK
10-09-1995			1.25		RAS
10-09-1995	1.25				CJK
10-10-1995	1.00				CMR
10-11-1995	1.25				CMR
10-11-1995	0.50				MK
10-11-1995	0.75				RAS
10-12-1995	1.25				CMR
10-12-1995	5.50				MK
10-13-1995	1.00				CMR
10-16-1995	0.25				CMR
10-16-1995	1.50				MK
10-18-1995	0.50				CMR
10-18-1995	0.25				CMR
10-18-1995	1.50				MK
10-19-1995	1.75				CMR
10-19-1995	0.50				CMR
10-19-1995	3.50				MK
10-20-1995	2.50				MK
10-20-1995	0.75				JLS
10-24-1995	1.50				CMR
10-24-1995	2.50				CMR
10-25-1995	0.25				RAS
10-26-1995	1.50				RAS
10-27-1995	7.50				CMR
10-27-1995	0.25				MK
10-30-1995	1.00				CMR
10-30-1995	1.50				MK
10-30-1995	0.75				RAS
11-01-1995			1.00		MK
11-06-1995			1.00		IAD
11-07-1995			0.25		CMR
11-07-1995			2.75		IAD
11-09-1995			3.25		IAD
11-10-1995			1.75		CMR
11-10-1995			5.50		IAD
11-12-1995			3.00		IAD

Gallivan Community College District

<u>Date</u>	<u>Negotiations</u>	<u>Unfair Labor</u>	<u>Contract Admin</u>	<u>Impasse</u>	<u>Name</u>
11-13-1995			0.50		CMR
11-13-1995			0.50		MK
11-13-1995			7.50		IAD
11-14-1995			7.50		IAD
11-15-1995			0.50		CMR
11-15-1995			0.25		JLS
11-15-1995			10.25		IAD
11-16-1995			9.25		IAD
11-17-1995			6.00		MK
11-17-1995			10.00		IAD
11-18-1995			10.75		IAD
11-19-1995			15.00		IAD
11-20-1995			0.25		CMR
11-20-1995			2.50		MK
11-20-1995			15.00		IAD
11-21-1995			12.00		MK
11-21-1995			12.00		IAD
11-22-1995			4.50		MK
11-25-1995			4.00		IAD
11-26-1995			6.50		IAD
11-27-1995			9.00		MK
11-27-1995			8.00		IAD
11-28-1995			0.50		CMR
11-28-1995			2.00		MK
11-28-1995			6.75		IAD
11-29-1995			8.00		IAD
11-30-1995			6.75		IAD
07-10-1995	3.00				LPS
07-11-1995	0.50				LPS
07-12-1995	1.00				LPS
07-20-1995	3.50				LPS
07-21-1995	1.25				LPS
07-24-1995	2.50				LPS
07-25-1995	7.50				LPS
07-28-1995	1.00				LPS
07-31-1995	1.00				LPS
08-11-1995	0.25				LPS
08-22-1995	3.00				LPS
09-01-1995	0.25				LPS
11-01-1995	1.00				CMR
11-01-1995	5.50				MK
11-01-1995	1.00				RAS
11-02-1995	5.00				MK
11-02-1995	7.25				RAS
11-03-1995	2.25				RAS
11-03-1995	4.25				DGL
11-06-1995	0.50				CMR
11-06-1995	2.50				RAS
11-07-1995	0.25				CMR
11-07-1995	0.50				RAS
11-08-1995	1.50				RAS
11-08-1995	1.50				CMR
11-09-1995	1.50				MK
11-10-1995	3.00				MK

Galivan Community College District

<u>Date</u>	<u>Negotiations</u>	<u>Unfair Labor</u>	<u>Contract Admin</u>	<u>Impasse</u>	<u>Name</u>
11-13-1995	1.00				CMR
11-13-1995	0.25				MK
11-13-1995	1.50				RAS
11-14-1995	1.50				CMR
11-15-1995	1.00				CMR
11-20-1995	0.50				CMR
11-20-1995	3.50				RAS
11-21-1995	4.50				RAS
11-27-1995	8.50				CMR
11-28-1995	2.50				MK
11-29-1995	1.00				MK
11-30-1995	0.50				CMR
11-30-1995	0.75				CMR
11-30-1995	5.75				RAS
12-07-1995			0.75		CK
12-12-1995	0.50				JSJ
12-20-1995			2.75		RAS
12-21-1995	2.00				MK
12-21-1995			0.50		RAS
12-01-1995	1.75				DGL
12-04-1995	1.00				CMR
12-05-1995			0.75		CMR
12-05-1995			4.50		RAS
12-06-1995	2.00				CMR
12-07-1995	12.00				CMR
12-07-1995			2.25		RAS
12-07-1995			1.75		DGL
12-11-1995			2.00		MK
12-18-1995	1.50				RAS
12-18-1995	0.50				JSJ
12-19-1995	3.75				JSJ
12-19-1995			2.25		DGL
12-20-1995			0.50		JSJ
12-20-1995			2.50		DGL
12-22-1995	2.00				RAS
12-22-1995			0.25		DGL
12-26-1995			2.00		MK
12-27-1995	1.00				CMR
12-27-1995	0.50				MK
12-28-1995	0.50				CMR
12-28-1995	0.50				MK
01-18-1996	4.00				CMR
01-04-1996		1.25			DGL
01-05-1996		0.25			DGL
01-02-1996		1.50			RAS
01-03-1996	0.25				CMR
01-03-1996		0.75			RAS
01-03-1996		1.25			DGL
01-04-1996		0.75			CMR
01-04-1996		1.25			DGL
01-05-1996		1.25			CMR
01-05-1996		3.75			RAS
01-05-1996		0.25			DGL
01-08-1996		5.25			RAS
01-09-1996			2.00		CMR

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<u>Date</u>	<u>Negotiations</u>	<u>Unfair Labor</u>	<u>Contract Admin</u>	<u>Impasse</u>	<u>Name</u>
01-09-1996		3.25			RAS
01-10-1996		1.00			CMR
01-10-1996			2.50		IAD
01-11-1996	8.50				CMR
01-12-1996		2.25			CMR
01-12-1996		3.75			RAS
01-12-1996		1.25			JLS
01-16-1996	1.00				CMR
01-16-1996	1.00				RAS
01-18-1996	2.00				DGL
01-19-1996		0.75			RAS
01-22-1996	1.50				CMR
01-25-1996	1.50				CMR
01-29-1996		0.75			RAS
02-05-1996			0.50		WMQ
02-06-1996			0.25		WMQ
02-12-1996			1.50		WMQ
02-28-1996			0.75		WMQ
02-06-1996			0.50		CMR
02-07-1996	7.00				CMR
02-08-1996		0.50			RAS
02-09-1996			0.75		RAS
02-12-1996	0.50				CMR
02-13-1996	0.50				CMR
02-13-1996	3.75				IAD
02-16-1996	1.00				CMR
02-23-1996	0.50				CMR
02-26-1996		1.50			CMR
02-27-1996		0.75			CMR
02-28-1996		1.00			CMR
03-01-1996		2.00			CMR
03-01-1996		3.25			WMQ
03-01-1996		4.75			KON
03-02-1996		3.00			KON
03-04-1996		1.00			CMR
03-04-1996		5.50			KON
03-05-1996		5.75			KON
03-06-1996		1.50			CMR
03-06-1996		7.00			KON
03-07-1996		7.50			KON
03-08-1996		5.75			JLS
03-08-1996		5.50			KON
03-12-1996		6.00			CMR
03-12-1996		2.50			WMQ
03-13-1996		0.25			WMQ
03-18-1996		3.50			DEF
03-19-1996		0.50			CMR
03-12-1996		2.50			DEF
03-22-1996		0.50			JLS
03-22-1996		1.50			WMQ
03-23-1996		0.75			WMQ
03-26-1996		1.00			CMR
03-26-1996		2.25			DEF
03-27-1996		2.50			DEF
03-01-1996	0.75				CMR

## Galivan Community College District

<u>Date</u>	<u>Negotiations</u>	<u>Unfair Labor</u>	<u>Contract Admin</u>	<u>Impasse</u>	<u>Name</u>
03-01-1996	6.50				CMR
03-01-1996	0.25				RAS
03-03-1996	5.00				CMR
03-04-1996	1.50				CMR
03-04-1996	0.25				RAS
03-04-1996		0.75			MT
03-05-1996	2.50				CMR
03-05-1996	7.50				CMR
03-05-1996		0.25			JLS
03-06-1996	2.00				CMR
03-06-1996	0.75				CMR
03-06-1996	1.00				RAS
03-07-1996	0.50				CMR
03-07-1996	2.25				RAS
03-07-1996	1.75				MT
03-08-1996	1.00				CMR
03-08-1996		1.00			MT
03-08-1996	1.25				MT
03-11-1996	0.50				CMR
03-11-1996		0.50			CMR
03-11-1996	0.75				RAS
03-11-1996		0.75			MT
03-11-1996		0.50			MT
03-12-1996	1.00				CMR
03-12-1996	1.25				RAS
03-12-1996		0.50			MT
03-13-1996	0.50				CMR
03-13-1996	0.50				CMR
03-13-1996	2.50				RAS
03-13-1996		0.25			MT
03-13-1996	4.25				MT
03-14-1996	2.00				CMR
03-14-1996	1.75				MT
03-15-1996	6.00				CMR
03-18-1996	6.50				CMR
03-18-1996		0.75			MT
03-18-1996	2.75				MT
03-19-1996	1.00				CMR
03-19-1996		2.75			MT
03-19-1996	1.50				MT
03-19-1996	1.75				DEF
03-20-1996	2.50				CMR
03-20-1996		1.75			MT
03-20-1996	1.50				MT
03-20-1996	5.25				DEF
03-21-1996	2.00				CMR
03-21-1996	5.50				DEF
03-22-1996	7.50				CMR
03-22-1996	0.25				MT
03-22-1996	0.25				MT
03-22-1996	0.25				DEF
03-26-1996	1.25				CMR
03-26-1996	0.25				DEF
03-28-1996	0.75				DEF
03-29-1996	3.50				CMR



Galivan Community College District

<u>Date</u>	<u>Negotiations</u>	<u>Unfair Labor</u>	<u>Contract Admin</u>	<u>Impasse</u>	<u>Name</u>
03-29-1996	0.25				DEF
04-02-1996		0.25			RAS
03-11-1996			3.50		KON
03-13-1996			0.50		IAD
03-18-1996			4.50		IAD
04-03-1996	1.25				DEF
04-05-1996	2.75				DEF
04-08-1996	1.75				DEF
04-09-1996	0.75				DEF
04-12-1996	0.50				CMR
04-15-1996	0.25				DEF
04-18-1996	1.00				CMR
04-18-1996	0.50				DEF
04-19-1996	1.25				DEF
04-22-1996	1.50				CMR
04-22-1996	1.50				DEF
04-24-1996	2.00				DEF
04-25-1996	0.50				CMR
04-25-1996		1.75			WMQ
04-25-1996		4.25			IAD
04-25-1996	1.50				DEF
04-03-1996			3.25		DEF
04-01-1996	1.50				CMR
04-01-1996	2.00				MT
04-02-1996	0.50				CMR
04-02-1996	0.25				DEF
04-04-1996	1.00				CMR
04-04-1996	4.25				DEF
04-05-1996	4.75				DEF
04-08-1996	7.50				CMR
04-08-1996	1.00				DEF
04-09-1996	1.50				CMR
04-09-1996	5.25				WMQ
04-09-1996	1.75				DEF
04-10-1996	4.75				WMQ
04-10-1996	1.75				DEF
04-11-1996	1.50				CMR
04-11-1996	2.75				WMQ
04-12-1996	1.00				CMR
04-12-1996	3.25				WMQ
04-15-1996	2.00				CMR
04-15-1996	6.75				WMQ
04-16-1996	5.00				CMR
04-16-1996	0.25				WMQ
04-18-1996	1.00				CMR
04-18-1996	0.50				WMQ
04-19-1996	0.75				CMR
04-22-1996	4.00				CMR
04-23-1996	1.75				CMR
04-23-1996	4.00				WMQ
04-24-1996	1.00				CMR
04-24-1996	1.50				WMQ
04-25-1996	2.50				CMR
04-25-1996	0.25				WMQ
04-26-1996	1.00				CMR

Galivan Community College District

<u>Date</u>	<u>Negotiations</u>	<u>Unfair Labor</u>	<u>Contract Admin</u>	<u>Impasse</u>	<u>Name</u>
04-26-1996	3.50				WMQ
04-29-1996	4.00				CMR
04-29-1996	0.75				WMQ
04-30-1996	1.00				CMR
04-12-1996		0.75			CMR
04-19-1996				6.50	IAD
04-20-1996		1.50			WMQ
04-22-1996				0.75	CMR
04-30-1996				0.75	IAD
05-01-1996		1.75			CMR
05-06-1996				8.50	CMR
05-09-1996		4.50			IAD
05-10-1996		6.75			WMQ
05-10-1996		4.00			IAD
05-13-1996		1.00			CMR
05-13-1996		0.75			WMQ
05-13-1996		1.00			IAD
05-01-1996	1.00				CMR
05-01-1996		0.75			WMQ
05-03-1996		9.25			DEF
05-08-1996	0.50				CMR
05-10-1996		0.50			DEF
05-14-1996	1.00				CMR
05-15-1996	1.00				CMR
05-15-1996	0.50				RAS
05-16-1996	1.50				CMR
05-16-1996	8.75				WMQ
05-16-1996	2.00				IAD
05-17-1996	3.50				CMR
05-17-1996	2.50				WMQ
05-21-1996	0.50				WMQ
05-29-1996	1.50				CMR
05-31-1996	2.00				CMR
05-01-1996		4.00			DEF
05-02-1996		2.25			WMQ
05-02-1996		9.25			DEF
05-03-1996		5.50			WMQ
05-03-1996		1.50			IAD
05-04-1996		7.25			WMQ
05-04-1996		5.00			IAD
05-05-1996		6.50			WMQ
05-05-1996		3.00			IAD
05-06-1996		6.75			WMQ
05-06-1996		4.00			IAD
05-06-1996		3.25			DEF
05-20-1996		0.25			DEF
06-03-1996	1.00				CMR
06-03-1996	6.50				WMQ
06-04-1996	2.00				CMR
06-04-1996	0.50				WMQ
06-05-1996	1.25				CMR
06-07-1996	0.75				WMQ
06-10-1996	2.00				CMR
06-14-1996	0.50				CMR
06-17-1996	1.50				CMR

**Galivan Community College District**

<u>Date</u>	<u>Negotiations</u>	<u>Unfair Labor</u>	<u>Contract Admin</u>	<u>Impasse</u>	<u>Name</u>
06-17-1996	1.00				CMR
06-17-1996	1.25				WMQ
TOTALS	36211.00	217.50 ✓	459.00 ✓	16.50 ✓	

Gavilan Joint Community College District  
Collective Bargaining  
Incorrect Reduction Claim  
For fiscal year 1995/1996

Ps & Gs Section E [ Governing Authority (overhead)]

The cost for Salaries and expenses of the governing authority, for example, the School Superintendent and Governing Board, are not reimbursable.

These are costs of general government....

Dr. Glenn Mayle Superintendent \$2,813.01

42.3 hours at \$66.58/hour

Vsvrinek, Trine, Day & Co.

Invoice # 60913 for services through 4/30/96 \$18,810.05

Invoice # 60560 for services through 3/31/96 \$ 5,043.10

Invoice # 61413 for services through 4/30/96 \$18,810.05

Appears to be the details for Invoice # 60913 (invoice totals \$15,810.55, CB-2 claims \$22,810.05; \$22,810.05 Less the WORK IN PROGRESS figure of \$,000.00 = \$18,810.05. CB-2 claims invoice #60913 which is for \$18,810.05. What is Correct?).

Invoice 61414 totals \$13,926.35, but, CB-2 claims \$9,926.35 ( invoice #61414 totals \$9,926.35 plus the \$4,000.00 work in progress.

\$9,926.35+\$4,000.00=\$13,926.35. What is the story on the Work In Progress? This figure is subtracted from one work and added to another).

Invoice # 61609 totals the amount claimed; however the CB-2 claims milage of \$1,080.80/ This \$1,080.80 was included in the claims for Contracted Services.

Invoice # 60560 is claimed for \$5,043.10, however there is no detail shown for this amount ( how many hours at how much per hour).

GAVILAN COMMUNITY COLLEGE DISTRICT  
BUSINESS SERVICES  
5505 SANTA THRESA BLVD.  
GILROY CA 95020

Client ID: TAB-29

Invoice #: 60560

For Services Through: 3/31/96

Please return top portion with remittance Check Number: \_\_\_\_\_ Amount Enclosed \$ \_\_\_\_\_

Page 1 of 1

Description	Amount
Professional Services for March 1996:	
Assistance with negotiations.	5,043.10

New Charges: \$5,043.10

*How many hours at  
how much per hour?*

2

GAVILAN COMMUNITY COLLEGE DISTRICT  
BUSINESS SERVICES  
5505 SANTA THERESA BLVD.  
GILROY CA 95020

Client ID: TAB-29

Invoice #: 60913

For Services Through: 4/30/96

Please return top portion with remittance

Check Number: \_\_\_\_\_

Amount Enclosed \$ \_\_\_\_\_

Page 1 of 1

Description	Amount
Negotiations assistance.	18,810.05

2.0 2/11/96 458-250-7100

New Charges: \$18,810.05

How many hours at  
how much per hour?

figure copied to CB-2  
does not agree with  
Invoice #60913.

April 30, 1996

Gavilan Community College  
5505 Santa Thresa Blvd.  
Gilroy, CA 95020

Client: TAB-29  
Invoice: 61413

Analysis of financial statements and transactions, gathering of documents, and computations to assist District in collective bargaining negotiations.

Thomas Brewer, Partner	70 hours	@	\$90/hr	\$6,300.00 ✓
Ann Weaver, Consultant	61.5 hours	@	\$80/hr	4,920.00 ✓
George Landon, Manager	36.5 hours	@	\$75/hr	2,737.50 ✓
Bonnita Ruesch, Consultant	110 hours	@	\$75/hr	8,250.00 ✓
Travel and Mileage				602.55
Less work in progress				-4,000.00
Total Due				<u>\$18,810.05</u>

*Invoice # 61413 appears to be the details for Invoice 60913.*

May 31, 1996

Gavilan Community College  
5505 Santa Thresa Blvd.  
Gilroy, CA 95020

Client: TAB-29  
Invoice: 61414

Analysis of financial statements and transactions, gathering of documents, and computations to assist District in collective bargaining negotiations.

Thomas Brewer, Partner	36 hours	@	\$90/hr	\$ 3,240.00 ✓
Ann Weaver, Consultant	5 hours	@	\$80/hr	400.00 ✓
Bonnita Ruesch, Consultant	80.5 hours	@	\$75/hr	6037.50 ✓
Travel and Mileage				248.85
Add prior month work in progress				4,000.00
Total Due				<u>\$ 13,926.35</u> ✓

9926.35



GAVILAN COMMUNITY COLLEGE DISTRICT  
 BUSINESS SERVICES  
 5505 SANTA THERESA BLVD.  
 GILROY CA 95020

Client ID: TAB-29

Invoice #: 61609

For Services Through: 6/30/96

Please return top portion with remittance Check Number: \_\_\_\_\_ Amount Enclosed \$ \_\_\_\_\_

Page 1 of 1

Description	Amount
Analysis of accounts, computations and reprotos to management for collective bargaining negotiations	
Partner - Thomas Brewer 50 hours @ \$90/hr	4,500.00 ✓
Consultant - Bonnie Ruesch 66.50 hours @ \$75/hr	4,987.50 ✓
Mileage	229.40
Accounting assistance with closing the 1995-96 District financial statements	
Consultant - Bonnie Ruesch 8 hours @ \$75/hr	600.00 ✓
Consultant - Keiko Mizumo 62 hours @ \$50/hr	3,100.00 ✓
Mileage	21.70

} 9,716.90

} 3,721.70

New Charges: \$13,438.60

E  
N

Month for Ruiz & Schapiro, Attorneys

ULF  
Unfair Trade at Findings

Month	Disbursements	Contract Admin	ULF	Unfair Trade at Findings
July 95	153.25	8.00	79.25	
August 95	75	-0-	113.25	457.00
Sept. 95	277.75	-0-	325.00	89.75
Oct. 95	114.50	185.50	-0-	-0-
Nov. 95	89.75	9.50	194.25	-0-
Dec. 95	23.50	-0-	42.25	-0-
January 96	30.50	-0-	46.25	-0-
Feb. 96	19.55	-0-	3.00	-0-
March 96	97.75	-0-	98.50	-0-
April 96	87.75	-0-	45.00	-0-
May 96	37.25	10.00	87.50	-0-
June 96	18.50	-0-	-0-	-0-
<b>Total</b>	<b>950.50</b>	<b>213.00</b>	<b>1034.25</b>	<b>546.75</b>
Expense:	<del>823.35</del>	1039.19	5074.76	3412.70
	6373.19		5029.71	
		826.19	3995.44	2865.95

Jan - 2744.50

15, 254.79 Supplies -

DEC 14, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$282475.19

*C = 196.97  
N = 166.75  
P = 1.50*

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

FILE #1000 SUMMARY FILE (10)  
PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$282475.19

FILE #1000 SUMMARY FILE (10)

FILE #1015 ARBALLO (10)  
CURRENT HOURS: 194.25  
PREVIOUS BALANCE: 16779.94 MINUS CUR PAYMENTS: 0.00  
PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 18378.75✓  
PLUS CUR COSTS: 636.73✓ EQUALS NEW BALANCE: 35795.42✓

FILE #1019 CONSTRUCTION (10)  
CURRENT HOURS: 0.00  
PREVIOUS BALANCE: 675.46 MINUS CUR PAYMENTS: 0.00  
PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 0.00  
PLUS CUR COSTS: 0.21✓ EQUALS NEW BALANCE: 675.67✓

FILE #1014 CSEA (10)  
CURRENT HOURS: 2.75  
PREVIOUS BALANCE: 185773.69 MINUS CUR PAYMENTS: 15000.00  
PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 233.75✓  
PLUS CUR COSTS: 99.88✓ EQUALS NEW BALANCE: 171,107.32✓

FILE #1013 DIAZ (10)  
CURRENT HOURS: 0.00  
PREVIOUS BALANCE: 70.20 MINUS CUR PAYMENTS: 0.00  
PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 0.00  
PLUS CUR COSTS: 0.00 EQUALS NEW BALANCE: 70.20✓

FILE #1001 GAVILAN GENERAL LEGAL ADVICE (10)  
CURRENT HOURS: 41.25  
PREVIOUS BALANCE: 7598.17 MINUS CUR PAYMENTS: 0.00  
PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 4935.00  
PLUS CUR COSTS: 110.65 EQUALS NEW BALANCE: 12643.82✓

FILE #1016 JOHNSON'S WRIT OF MANDATE (10)  
CURRENT HOURS: 0.00  
PREVIOUS BALANCE: 7385.52 MINUS CUR PAYMENTS: 0.00  
PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 0.00  
PLUS CUR COSTS: 1.00 EQUALS NEW BALANCE: 7386.52✓

FILE #1017 JOHNSON'S DFEH COMPLAINT (10)  
 CURRENT HOURS: 0.25  
 PREVIOUS BALANCE: 9657.00 MINUS CUR PAYMENTS: 0.00  
 PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 32.50  
 PLUS CUR COSTS: 39.66 EQUALS NEW BALANCE: 9729.16✓

FILE #1021 JOHNSON TORT (10)  
 CURRENT HOURS: 2.25  
 PREVIOUS BALANCE: 130.00 MINUS CUR PAYMENTS: 0.00  
 PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 292.50  
 PLUS CUR COSTS: 13.47 EQUALS NEW BALANCE: 435.97✓

FILE #1012 KARCICH (10)  
 CURRENT HOURS: 0.00  
 PREVIOUS BALANCE: 65.00 MINUS CUR PAYMENTS: 0.00  
 PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 0.00  
 PLUS CUR COSTS: 0.00 EQUALS NEW BALANCE: 65.00✓

FILE #1006 LABOR RELATIONS (10)  
 CURRENT HOURS: 96.50  
 PREVIOUS BALANCE: 31716.87 MINUS CUR PAYMENTS: 0.00  
 PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 12211.25  
 PLUS CUR COSTS: 637.99 EQUALS NEW BALANCE: 44566.11✓

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TOTAL OF PREVIOUS STATEMENT BALANCES: 259851.85  
 MINUS: TOTAL OF CURRENT PAYMENTS: 15000.00✓  
 UNPAID FROM PREVIOUS STATEMENTS: 244851.85  
 PLUS: TOTAL OF CURRENT LATE CHARGES: 0.00  
 PLUS: TOTAL OF CURRENT FEES: 36083.75  
 PLUS: TOTAL OF CURRENT COSTS: 1539.59  
37,623.34  
 EQUALS: TOTAL BALANCE DUE THIS STATEMENT: 282475.19

DEC 14, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$35795.42

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

*C = 191.22*

FILE #1015 ARBALLO

(10)

*31.47*

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF:

\$35795.42

FILE #1015 ~~ARBALLO~~

(10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:	HOURS	FEES
MK 11/ 1 TELEPHONE CONFERENCE WITH DR. MAYLE RE HEARING; TELEPHONE CONFERENCE WITH OPPOSING COUNSEL PATTY LARSEN RE HEARING; TELEPHONE CONFERENCE WITH DR. OWENS; TELEPHONE CONFERENCE WITH SAM BOZZO, MONTEREY COUNTY BOARD OF EDUCATION, RE HEARING OFFICER.	1.00	130.00
IAD 11/ 6 DRAFTING SUMMARY OF INTERVIEWS WITH L. ORTEGA AND T. OWENS.	1.00	85.00
CMR 11/ 7 TC WITH CLIENT RE CASE PREPARATION.	.25	32.50
IAD 11/ 7 PHONE CALLS TO L. ORTEGA; RESEARCH RE WORKERS' COMPENSATION TIME OFF AND OVERTIME;	2.75	233.75
IAD 11/ 9 DRAFTING SUMMARY OF INTERVIEW FOR L. ORTEGA.	3.25	276.25
CMR 11/10 HEARING PREPARATION.	1.75	227.50
IAD 11/10 DRAFTING AND REVISING SUMMARY OF NOTES FROM INTERVIEW WITH L. ORTEGA AND DR. OWENS.	5.50	467.50
IAD 11/12 REVISE DR. OWEN'S INTERVIEW NOTES.	3.00	255.00
CMR 11/13 TC RE HEARING OFFICER.	.50	65.00
MK 11/13 TELEPHONE CONFERENCE WITH POTENTIAL HEARING OFFICER; CECILIA CASTELLANOS; REVIEW RESUME; REVIEW DRAFT LETTER TO DR. MAYLE RE HEARING AND HEARING OFFICER.	.50	65.00
IAD 11/13 REVISE DR. OWEN'S TESTIMONY; RESEARCH RE SUSPENSION; REVISE L. ORTEGA'S INTERVIEW NOTES; DRAFT AND REVISE LETTER TO DR. MAYLE RE HEARING OFFICER; MEET RE HEARING OFFICER; TELEPHONE CALL TO L. ORTEGA RE MEMO; REVISE NOTICE OF HEARING.	7.50	637.50
IAD 11/14 PHONE MESSAGES AND CONVERSATIONS W/ N. SCHAFFER WILLIS CORROON; LETTER TO N. SCHAFFER RE REPRESENTATION OF GAVILAN COLLEGE; RESEARCH ON ED. CODE	7.50	637.50

AND GOV. CODE PROVISIONS RE NOTICE OF HEARING AND HEARING PROCEDURES; RESEARCH RE SEARCH FOR HEARING OFFICERS; C= 103.75

CMR 11/15	ASSIST WITH TERMINATION ISSUES.	.50	65.00
JLS 11/15	REVIEW & EDIT DRAFT LETTER & NOTICE.	.25	32.50
IAD 11/15	PREPARATION OF BRIEF FOR ARBALLO OUTLINE; CALLS TO G. MAYLE, DR. OWENS, L. ORTEGA AND CECILIA CASTELLANOS RE SCHEDULING OF HEARING; DRAFT LETTER TO ARBALLO & LARSEN RE NOTICE OF HEARING; MEETING RE NOTICE OF HEARING; TELECONFER RE PROGRESS OF FILE; PHONE CALL TO SCHAFFER AND MCLEAN AT WILLIS CORROON RE WORKMAN'S COMP CLAIMS; MEETING RE PREP OF HEARING MATERIALS.	10.25	871.25
IAD 11/16	PREP OF BRIEF FOR ARBALLO HEARING; PREP OF HEARING QUESTIONS FOR L. ORTEGA; REVIEW OF DOCUMENTS; DRAFTING OF L. ORTEGA'S HEARING QUESTIONS; PHONE CALL TO C. CASTELLANOS; REVIEW OF WILLIS CORROON DOCUMENTS; PREP FOR MEETING W/ L. ORTEGA AND DR. OWENS; REVIEW OF ARBALLO TESTIMONY AT PREVIOUS HEARING; PREP OUTLINE OF CLAIM.	9.25	786.25
MK 11/17	HEARING PREPARATION; MEET WITH WITNESSES, DR. OWENS AND LUCIA ORTEGA.	6.00	780.00
IAD 11/17	PREPARATION FOR MEETINGS WITH L. ORTEGA AND DR. OWENS; DRAFT AND REVISE QUESTIONS FOR L. ORTEGA AND DR. OWENS; TRAVEL TO AND FROM GAVILAN COLLEGE; MEET W/ L. ORTEGA AND DR. OWENS.	10.00	350.00
IAD 11/18	DRAFT AND REVISE QUESTIONS FOR L. ORTEGA AND DR. OWENS FOR HEARING; PREP OF INFO AND CHARTS; REVIEW DOCUMENTS; REVIEW ABSENCE REPORTS.	10.75	913.75
IAD 11/19	DRAFT AND REVISE QUESTIONS FOR L. ORTEGA AND DR. OWENS FOR HEARING; DRAFT AND REVISE CROSS EXAMINATION OF ARBALLO;	15.00	1275.00
CMR 11/20	REVIEW HEARING PREPARATION.	.25	32.50
MK 11/20	PREPARE FOR HEARING.	2.50	325.00
IAD 11/20	DRAFT AND REVISE QUESTIONS FOR L. ORTEGA AND DR. OWENS FOR CROSS EXAMINATION OF ARBALLO; DRAFT OPENING STATEMENT; PREP OF CHARTS AND EXHIBITS; PREPARATION OF BRIEFS FOR HEARING AND HEARING DOCUMENTS; PHONE L. ORTEGA TO PREPARE TESTIMONY FOR HEARING; PHONE CALLS TO C. CASTELLANOS & A. OROPEZA.	15.00	1275.00
MK 11/21	ATTEND HEARING.	12.00	1560.00
IAD 11/21	PREP OF DOCUMENTS FOR HEARING; TRAVEL TO AND FROM GAVILAN COLLEGE; ATTENDANCE HEARING FOR TERMINATION OF ARBALLO.	12.00	1020.00

@=56.00

MK	11/22	HEARING PREPARATION.	4.50	585.00
IAD	11/25	PREPARATION OF CHARTS SUMMARIZING TIME SHEETS (1993-94); REVISIONS OF DR. OWEN'S HEARING QUESTIONS; PREP OF REDIRECT FOR L. ORTEGA; REVIEW OF DOCUMENTS FOR HEARING.	4.00	340.00
IAD	11/26	PREPARATION OF CHARTS SUMMARIZING TIME SHEETS (1993-94); REVISIONS OF DR. OWEN'S HEARING QUESTIONS; PREP OF REDIRECT FOR L. ORTEGA; REVISION TO CROSS EXAMINATION OF ARBALLO; PREP FOR HEARING; REVIEW DOCUMENTS.	6.50	552.50
MK	11/27	ATTEND HEARING.	9.00	1170.00
IAD	11/27	PHONE CALLS TO L. ORTEGA; PREPARATION FOR HEARING; TRAVEL TO AND FROM HEARING; ATTENDANCE AT ARBALLO DISCIPLINARY HEARING.	8.00	680.00
CMR	11/28	REVIEW HEARING STATUS AND PREPARATION.	.50	65.00
MK	11/28	HEARING PREPARATION; TELEPHONE CONFERENCE WITH DR. MAYLE.	2.00	260.00
IAD	11/28	DRAFTING AND REVISING NOTES FROM HEARING FOR TESTIMONY OF L. ORTEGA, DR. OWENS, AND DIRECT EXAMINATION OF T. ARBALLO; PHONE CALLS WITH L. ORTEGA.	6.75	573.75
IAD	11/29	PHONE CALLS TO DR. OWENS, L. ORTEGA; ORGANIZATION OF DOCUMENTS FOR HEARING; DRAFTING AND REVISING NOTES FROM DIRECT EXAMINATION OF T. ARBALLO; RESEARCH RE SUBPOENAS AND CIVIL PROCEDURE; REVIEW OF T. ARBALLO'S MEDICAL RECORDS.	8.00	680.00
IAD	11/30	PHONE CALL TO L. ORTEGA; PREPARATION OF COMPARISON LIST BETWEEN EXHIBITS UNION A & B AND OUR EXHIBITS; PREPARATION OF CROSS EXAMINATION OF T. ARBALLO; PREPARATION OF LIST OF ERRORS WITH UNION'S EXHIBITS; REVIEW OF T. ARBALLO MEDICAL RECORDS AGAINST DATES OF ABSENCES.	6.75	573.75

## -----SUMMARY OF HOURS, RATES &amp; FEES-----

CMR HOURS:	3.75	@ \$130.00 PER HOUR	\$487.50
MK HOURS:	37.50	@ \$130.00 PER HOUR	\$4875.00
JLS HOURS:	.25	@ \$130.00 PER HOUR	\$32.50
IAD HOURS:	152.75	@ \$85.00 PER HOUR	\$12983.75
NET TOTAL HOURS:	194.25		NET TOTAL FEES: \$18378.75

## COSTS ADVANCED SINCE THE LAST STATEMENT:

	COSTS
12/10 CURRENT PHOTOCOPY CHARGES.	414.51
12/10 CURRENT TELEPHONE CHARGES.	16.22
12/10 CURRENT TRAVEL, TOLLS & PARKING CHARGES.	158.00
12/10 CURRENT FACSIMILE TRANSMISSION CHARGES.	10.00
12/10 CURRENT EXPEDITED MAIL CHARGES.	38.00

COSTS: \$636.73

DEC 14, 1995

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$12643.82

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

NS  


FILE #1001 GAVILAN GENERAL LEGAL ADVICE (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$12643.82

FILE #1001 GAVILAN GENERAL LEGAL ADVICE (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:	HOURS	FEES
WMQ 11/ 6 (MACHADO) MEETING RE STATUS OF WORK AND RESPONSE; REVIEW GOVERNMENT CODE RE TORT CLAIMS, AND SUFFICIENCY; REVIEW CASES AND WAIVER ISSUES.	1.25	162.50
IAD 11/ 6 RESEARCH RE TIME LINES.	1.00	85.00
CMR 11/ 7 TC WITH DR MAYLE RE GRAND JURY INVESTIGATION; TC TO GRAND JURY.	.50	65.00
WMQ 11/ 7 LEGAL RESEARCH RE INVESTIGATORY AUTHORITY OF CIVIL GRAND JURY.	2.75	357.50
IAD 11/ 7 PREPARATION OF CHRONOLOGY AND MEMO RE TIME LINE.	3.25	276.25
WMQ 11/ 8 LEGAL RESEARCH RE LIMITS OF GRAND JURY AUTHORITY IN INVESTIGATING SCHOOL DISTRICT; OPERATIONAL VS. SUBSTANTIVE DISTINCTIONS; PROBABILITY OF SUCCESS IN SEEKING TO QUASH SUBPOENA; TELECON SC. COUNTY GRAND JURY OFFICE;	4.00	520.00
IAD 11/ 8 RESEARCH RE TIME LINE; DRAFTING AND REVISING CHRONOLOGY FOR FILE; CALL TO DR. MAYLE'S SECRETARY RE WHEN MACHADO CLAIM WAS RECEIVED;	4.00	340.00
WMQ 11/ 9 REV. MATERIALS; OFFICE CONF. RE MEMO.	1.00	130.00
IAD 11/ 9 REVIEW OF OPINION LETTER FOR MACHADO CLAIM.	1.25	106.25
WMQ 11/10 REVIEW DONOSO MEMORANDUM AND TIMELINE; REVIEW FACTUAL AND DOCUMENTARY RECORD; DRAFT MEMORANDUM TO CMR RE ANALYSIS OF CLAIM;	8.75	1137.50
RAS 11/22 CONFERENCE RE GRAND JURY INVESTIGATION; PREP OF CORRESPONDENCE RE GRAND JURY RESEARCH.	3.75	487.50
RAS 11/27 PREP OF CORRESPONDENCE TO DA RE GRAND JURY INVESTIGATION; RESEARCH RE SAME.	4.50	585.00
CMR 11/28 FINAL LETTER TO RE GRAND JURY VISIT.	.50	65.00
RAS 11/28 PREP OF CORRESPONDENCE TO DA RE GRAND	4.75	617.50



JURY INVESTIGATION; RESEARCH RE SAME.

-----SUMMARY OF HOURS, RATES & FEES-----

CMR HOURS:	1.00	@ \$130.00 PER HOUR	\$130.00
RAS HOURS:	13.00	@ \$130.00 PER HOUR	\$1690.00
WMQ HOURS:	17.75	@ \$130.00 PER HOUR	\$2307.50
LAD HOURS:	9.50	@ \$85.00 PER HOUR	\$807.50
NET TOTAL HOURS:	41.25		
		NET TOTAL FEES:	\$4935.00

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COSTS ADVANCED SINCE THE LAST STATEMENT:	COSTS
12/10 CURRENT PHOTOCOPY CHARGES.	62.75
12/10 CURRENT TELEPHONE CHARGES.	8.90
12/10 CURRENT FACSIMILE TRANSMISSION CHARGES.	39.00
	COSTS: \$110.65

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BALANCE FROM THE LAST STATEMENT:	\$7598.17
PLUS: CHARGES LISTED ABOVE:	\$5045.65
	*****
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: *	\$12643.82
	*****

STATEMENT DATE: DEC 14, 1995 FILE #1001

RUIZ & SCHAPIRO

600 MONTGOMERY STREET, 14TH FLOOR PLEASE PAY \$44566.11  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

*N = 11.75*

FILE #1006 LABOR RELATIONS (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$44566.11

FILE #1006 LABOR RELATIONS (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:	HOURS	FEES
LPS 7/10 TELECONFERENCE ON PERB FACTFINDING; MEET ABOUT SELECTION OF FACTFINDER, TIMING FOR DISTRICT ON VARIOUS STAGES OF THE FACT FINDING PROCESS; REVIEW EDUCATIONAL EMPLOYMENT RELATIONS ACT AND LEGAL RESEARCH RE SAME.	N 3.00	390.00
LPS 7/11 PREPARATION FOR THE DISTRICT OF PROCEDURES FOR FACTFINDING IN TELEPHONE CALL REGARDING THE UPCOMING DISTRICT/CSEA FACTFINDING HEARING.	N .50	65.00
LPS 7/12 VARIOUS TELEPHONE CONFERENCES ON PREPARATION OF DISTRICT PRESENTATION FOR CLASSIFIED FACTFINDING HEARING.	J 1.00	130.00
LPS 7/20 MEETING RE PERB PROCEDURES ON FACTFINDING AND NEGOTIATION BACKGROUND INFO.; FACTUAL INVESTIGATION OF FACTFINDERS BEING PROPOSED FOR SELECTION BY PERB OF ONE AS NEUTRAL FACTFINDER AND TELECONFERENCE W/ LES CHISHOLM, PERB REGIONAL DIRECTOR.	N 3.50	455.00
LPS 7/21 REVIEW OF FACTFINDING DECISIONS PREVIOUSLY DONE BY THE PANEL OF PROPOSED FACTFINDERS - FOR SELECTION OF ONE FACTFINDER.	N 1.25	162.50
LPS 7/24 CONVEY OF INFORMATION ON FACTFINDING PROCESS TO THE DISTRICT. PREPARATION OF DISTRICT POSITION IN CLASSIFIED NEGOTIATIONS RE SUPERVISORY ISSUES, INCLUDING POSSIBLE PERB UNIT CLARIFICATION PETITION. TELECONFERENCE REGARDING EFFECTS OF BARGAINING NEGOTIATIONS ON REDUCTION OF FORCE AND THE PERB FACTFINDING PROCESS. TELEPHONE CALL RE DISTRICT ISSUES ON EFFECTS OF CLASSIFIED NEGOTIATIONS; PREPARATION OF OUTLINE	N 2.50	325.00

X  
N=32.75  
P=1.50

FORM TO BE USED FOR DISTRICT PRESENTATION TO THE FACTFINDING PANEL.

LPS	7/25	MEETING TO PREPARE ISSUES FOR DISTRICT'S PRESENTATION OF IT'S CLASSIFIED NEGOTIATIONS PROPOSALS FOR FACTFINDING AND PREPARE STRATEGY FOR BARGAINING.	N	7.50	975.00
LPS	7/28	REVIEW FOR PRESENTATION TO THE PERB ON THE VARIOUS OUTSTANDING NEGOTIATIONS PROPOSALS.	N	1.00	130.00
LPS	7/31	TELECONFERENCE ON SELECTION OF THE NEUTRAL FACTFINDER AND HOLDING OF FACTFINDING HEARING.	N	1.00	130.00
LPS	8/ 2	TELECONFERENCE ON PROCEDURES FOR PERB UNIT MODIFICATION PETITION, INCLUDING PERB RULES AND REGULATIONS, SUPERVISORY STATUS UNDER THE EDUCATION EMPLOYMENT RELATIONS ACT AND ISSUES ON UNFAIR PRACTICE LAW DEALING WITH UNILATERAL ACTION.	P	.75	97.50
LPS	8/11	MEETING TO REVIEW BINDING ARBITRATION AND FINANCE ISSUES FOR THE CLASSIFIED FACTFINDING.	N	.25	32.50
LPS	8/22	REVIEW AND REVISE MATERIALS FOR DISTRICT'S WRITTEN FACTFINDING PRESENTATION AND LEGAL RESEARCH ON PERTINENT EDUCATION CODE PROVISIONS.	N	3.00	390.00
LPS	9/ 1	TELECONFERENCE RE SUPERVISORY ISSUES INVOLVED IN NEGOTIATIONS AND UNIT MODIFICATIONS, BASED UPON PERB PRECEDENT.	N	.25	32.50
LPS	9/ 3	REVIEW LEGAL PRECEDENT FOR PERB LEGAL ISSUE ON SUPERVISORY STATUS POSSIBLY REMOVING AN EMPLOYEE FROM THE CLASSIFIED BARGAINING UNIT.	P	.50	65.00
LPS	9/ 5	TELECONFERENCE RE ANALYZING PERB LEGAL CASES ON SUPERVISORY STATUS.	P	.25	32.50
CMR	11/ .1	REVIEW STATUS OF VARIOUS NEGOTIATION ISSUES.	N	1.00	130.00
MK	11/ 1	PREPARE FOR AND PARTICIPATE IN TELEPHONE CONFERENCE WITH DR. MAYLE, CAROL COOPER, AND KENT CHILD RE GCFA NEGOTIATIONS; TELEPHONE CONFERENCE WITH JOHN HANSELL; REVIEW AND REVISE DRAFT CONTRACT WITH CSEA; DRAFT COVER LETTER TO JOHN HANSELL RE CONTRACT.	N	5.50	715.00
RAS	11/ 1	REVIEW CORRESPONDENCE FROM CSEA; TELECONFERENCE W/ L. CARRIER RE SALARY SCHEDULE AND OPEN ENROLLMENT.	N	1.00	130.00
MK	11/ 2	REVIEW NEWS ARTICLE RE FACTFINDING; TELEPHONE CONFERENCE WITH DR. MAYLE RE ARTICLE AND FACTFINDING REPORT; DRAFT MEMO RE FACTFINDING REPORT; DRAFT MEMO RE CONTRACT DRAFT; TELEPHONE CONFERENCE WITH OPPOSING COUNSEL RE ESPINOSA RETIREMENT ISSUE.	N	5.00	650.00
RAS	11/ 2	RESEARCH REGARDING VARIOUS OUTSTANDING ISSUES; CONFERENCE RE SAME; TELECONFERENCE RE AMES RE:	N	7.25	942.50

X

N = 412.50

		NEW CONTRACT AND FACT FINDING; PREPARE CORRESPONDENCE TO B. MURPHY RE: SAME.		
AL	11/ 3	PREPARE CORRESPONDENCE TO B. MURPHY RE: NEW CONTRACT AND RELATED ISSUES; CONFERENCE RE: OUTSTANDING COLLECTIVE BARGAINING ISSUES; REVIEW DOCUMENTS.	N 2.25	292.50
GL	11/ 3	RESEARCH RE NEW CONTRACT.	N 4.25	361.25
MR	11/ 6	REVIEW REDUCTION AND FORCE AND EFFECTIVE DATE OF NEW AGREEMENT.	N .50	65.00
AS	11/ 6	REVIEW CORRESPONDENCE FROM L. CARRIER; PREPARE CORRESPONDENCE TO B. MURPHY RE: RECLASSIFICATION OF M. YUSTE POSITION; CONFERENCE RE: OUTSTANDING COLLECTIVE BARGAINING ISSUES.	N 2.50	325.00
MR	11/ 7	FACT FINDING ISSUES.	N .25	32.50
AS	11/ 7	TELECONFERENCE RE OUTSTANDING RESEARCH; PREP OF CORRESPONDENCE TO B. MURPHY RE RECLASSIFICATION.	N .50	65.00
AS	11/ 8	TELECONFERENCE RE OUTSTANDING COLLECTIVE BARGAINING ISSUES.	N 1.50	195.00
AR	11/ 8	RESEARCH AND COPY CASES.	N 1.50	52.50
K	11/ 9	TELEPHONE CONFERENCE WITH DR. MAYLE RE MATTERS; TELEPHONE CONFERENCE WITH JOHN HANSELL RE CONTRACT.	N 1.50	195.00
K	11/10	REVIEW AND REVISE DRAFT CONTRACT, INCORPORATING REVISIONS BY JOHN HANSELL.	N 3.00	390.00
MR	11/13	REVIEW COLLECTIVE BARGAINING ISSUES.	N 1.00	130.00
K	11/13	TELEPHONE CALL TO LARRY CARRIER RE SALARY SCHEDULE FOR REVISED CONTRACT; TELEPHONE CALL TO JOHN HANSELL RE CONTRACT REVISIONS.	.25	32.50
AS	11/13	CONFERENCE RE COLLECTIVE BARGAINING RESEARCH; PREPARE CORRESPONDENCE TO G. MAYLE RE SAME.	N 1.50	195.00
MR	11/14	REVIEW GAVILAN CONTRACT; TC WITH CLIENT RE BOARD MEETING.	N 1.50	195.00
MR	11/15	REVIEW FACT FINDING SURVEY; TC RE ISSUES ON DATE OF IMPLEMENTATION.	N 1.00	130.00
MR	11/20	TC WITH MURPHY RE RECLASSIFICATION; REVIEW CORRESPONDENCE; PREPARE PETITION.	N .50	65.00
AS	11/20	RESEARCH RE GRAND JURY INVESTIGATION, INCLUDING PERMISSIBLE SCOPE AND PROCEDURE.	3.50	455.00
AS	11/21	PREPARE CORRESPONDENCE TO G. MAYLE RE OUTSTANDING COLLECTIVE BARGAINING ISSUES; RESEARCH RE GRAND JURY INVESTIGATION, INCLUDING SCOPE AND PROCEDURE; RESEARCH RE PROCEDURE FOR RECLASSIFICATIONS; TELEPHONE CONFERENCE WITH PERB RE SAME.	N 4.50 N 3.50	585.00
M.	11/27	PREPARE FOR NEGOTIATIONS; NEGOTIATION SESSION WITH CSEA; NEGOTIATION MEETING WITH DR. MAYLE.	N 8.50	1105.00
K	11/28	REVISE CSEA CONTRACT; TELEPHONE CONFERENCE WITH CAROL COOPER RE LABOR MATTER.	N 2.50	325.00

196

X

N = 2.25  
C = 5.75

MK 11/29 TELEPHONE CONFERENCE WITH CAROL COOPER RE FACULTY LABOR ISSUE; TELEPHONE CONFERENCE WITH HANSELL RE CSEA CONTRACT; DRAFT LETTER TO CSEA RE CONTRACT. N 1.00 130.00

CMR 11/30 LETTER RE NEGOTIATION. N .50 65.00

CMR 11/30 TC FROM PEARL; REVIEW AND REVISE FINAL CSEA CONTRACT. N .75 97.50

RAS 11/30 RESEARCH RE ISSUES INVOLVING R. HERNANDEZ; CONFERENCE RE SAME. C 5.75 747.50

(Layoff)

-----SUMMARY OF HOURS, RATES & FEES-----

CMR HOURS:	15.50	@ \$130.00 PER HOUR	\$2015.00
LPS HOURS:	26.25	@ \$130.00 PER HOUR	\$3412.50
MK HOURS:	18.75	@ \$130.00 PER HOUR	\$2437.50
RAS HOURS:	30.25	@ \$130.00 PER HOUR	\$3932.50
DGL HOURS:	4.25	@ \$85.00 PER HOUR	\$361.25
PAR HOURS:	1.50	@ \$35.00 PER HOUR	\$52.50
NET TOTAL HOURS:	96.50		NET TOTAL FEES: \$12211.25

-----COSTS ADVANCED SINCE THE LAST STATEMENT:-----

1/30 COMPUTER RESEARCH.	65.00
2/10 CURRENT POSTAGE CHARGES.	6.52
2/10 CURRENT PHOTOCOPY CHARGES.	155.20
2/10 CURRENT TELEPHONE CHARGES.	63.57
2/10 CURRENT WORD PROCESSING CHARGES.	204.50
2/10 CURRENT TRAVEL, TOLLS & PARKING CHARGES.	54.20
2/10 CURRENT FACSIMILE TRANSMISSION CHARGES.	25.00
2/10 CURRENT EXPEDITED MAIL CHARGES.	64.00
COSTS:	<u>\$637.99</u>

-----BALANCE FROM THE LAST STATEMENT:----- \$31716.87

PLUS: CHARGES LISTED ABOVE: \$12849.24

\*\*\*\*\*

TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \* \$44566.11

\*\*\*\*\*

DEC 12, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$435.97

GAVILAN COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD  
GILROY, CA 95020

LE #1021 JOHNSON TORT (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$435.97

LE #1021 JOHNSON TORT (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:	HOURS	FEES
11/ 1 REVIEW DRAFT TORT CLAIM REJECTION; TELEPHONE CONFERENCE WITH OPPOSING COUNSEL RE EXTENSION OF TIME FOR BOARD ACTION; REVIEW DRAFT STIPULATION FOR EXTENSION; DRAFT LETTER TO DR. MAYLE RE STATUS OF CASE.	.75	97.50
11/ 1 RESEARCH STATUTE OF LIMITATIONS FOR RESPONDING TO TORT CLAIM; DRAFT STIPULATION; CONFER RE BOARD'S REJECTION.	.50	65.00
11/ 2 REVIEW AND REVISE DRAFT NOTICE RE TORT CLAIM.	.50	65.00
11/ 6 REVIEW CASE STATUS AND FUTURE ACTION.	.50	65.00

SUMMARY OF HOURS, RATES & FEES

CMR HOURS:	0.50	@ \$130.00 PER HOUR	\$65.00
MK HOURS:	1.25	@ \$130.00 PER HOUR	\$162.50
JSJ HOURS:	0.50	@ \$130.00 PER HOUR	\$65.00
NET TOTAL HOURS:	2.25	NET TOTAL FEES:	\$292.50

COSTS ADVANCED SINCE THE LAST STATEMENT:	COSTS
1/10 CURRENT POSTAGE CHARGES.	0.32
1/10 CURRENT PHOTOCOPY CHARGES.	6.00
1/10 CURRENT TELEPHONE CHARGES.	0.15
1/10 CURRENT FACSIMILE TRANSMISSION CHARGES.	7.00
COSTS:	\$13.47

AMOUNT FROM THE LAST STATEMENT:	\$130.00
PLUS: CHARGES LISTED ABOVE:	\$305.97
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	\$435.97

DEC 12, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$65.00

GAVILAN UNIFIED SCHOOL DISTRICT  
5055 SANTA THERESA BLVD.  
GILROY, CA 95020  
ATTENTION: GLENN MAYLE

N

FILE #1012 ~~KARCICH~~ (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$65.00

FILE #1012 KARCICH (10)

PREVIOUSLY BILLED AND UNPAID AMOUNTS, PLEASE PAY: \* \$65.00  
\*\*\*\*\*

STATEMENT DATE: DEC 12, 1995. FILE #1012

CELIA M. RUIZ  
RUIZ & SCHAPIRO

DEC 12, 1995

600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$9729.16

GAVILAN JOINT CCD

*NO*

FILE #1017 JOHNSON'S DFEH COMPLAINT (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$9729.16

FILE #1017 JOHNSON'S DFEH COMPLAINT (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT: HOURS FEES

FOR 11/30 REVIEW EEOC RESPONSE. — .25 32.50

-----SUMMARY OF HOURS, RATES & FEES-----  
CMR HOURS: 0.25 @ \$130.00 PER HOUR \$32.50  
-----

COSTS ADVANCED SINCE THE LAST STATEMENT: COSTS

2/10 CURRENT POSTAGE CHARGES. 0.55  
2/10 CURRENT PHOTOCOPY CHARGES. 7.20  
2/10 CURRENT TELEPHONE CHARGES. 6.91  
2/10 CURRENT FACSIMILE TRANSMISSION CHARGES. 12.00  
2/10 CURRENT EXPEDITED MAIL CHARGES. 13.00  
COSTS: \$39.66

BALANCE FROM THE LAST STATEMENT: \$9657.00

PLUS: CHARGES LISTED ABOVE: \$72.16

\*\*\*\*\*  
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \* \$9729.16  
\*\*\*\*\*



CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

DEC 12, 1995

PLEASE PAY \$7386.52

GAVILAN JOINT CCD

*NO*

FILE #1016 JOHNSON'S WRIT OF MANDATE (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$7386.52

FILE #1016 JOHNSON'S WRIT OF MANDATE (10)

COSTS ADVANCED SINCE THE LAST STATEMENT: COSTS

2/10 CURRENT PHOTOCOPY CHARGES. 1.00  
COSTS: \$1.00

BALANCE FROM THE LAST STATEMENT: \$7385.52  
LESS CHARGES LISTED ABOVE: \$1.00

TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \* \$7386.52  
\*\*\*\*\*

DEC 12, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$70.20

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

NO

FILE #1013 DIAZ (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$70.20

FILE #1013 DIAZ (10)

PREVIOUSLY BILLED AND UNPAID AMOUNTS, PLEASE PAY: \* \$70.20  
\*\*\*\*\*

STATEMENT DATE: DEC 12, 1995 FILE #1013

RUIZ & SCHAPIRO 202

X

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

DEC 12, 1995

PLEASE PAY \$171107.32

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

FILE #1014 CSEA (10)

LEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$171107.32

FILE #1014 CSEA (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:	HOURS	FEES
GL 11/ 1 RESPONSE TO CSEA REPLY BRIEF.	P 2.75	233.75

-----SUMMARY OF HOURS, RATES & FEES-----  
 DGL HOURS: 2.75 @ \$85.00 PER HOUR \$233.75  
 -----

COSTS ADVANCED SINCE THE LAST STATEMENT:	COSTS
2/10 CURRENT POSTAGE CHARGES.	1.28
2/10 CURRENT PHOTOCOPY CHARGES.	73.60
2/10 CURRENT FACSIMILE TRANSMISSION CHARGES.	5.00
2/10 CURRENT EXPEDITED MAIL CHARGES.	20.00
COSTS:	P \$99.88

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

2/10 \$15000.00 THANK YOU FOR YOUR PAYMENT.

BALANCE FROM THE LAST STATEMENT:	\$185773.69
PLUS: CHARGES LISTED ABOVE:	\$333.63
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$15000.00
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	* \$171107.32

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STATEMENT DATE: DEC 12, 1995 FILE #1014

DEC 12, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$675.67

GAVILAN COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTN: DR. MAYLE



FILE #1019 ~~CONSTRUCTION~~ (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$675.67

FILE #1019 CONSTRUCTION (10)

COSTS ADVANCED SINCE THE LAST STATEMENT: COSTS

12/10 CURRENT TELEPHONE CHARGES. COSTS: 0.21  
COSTS: \$0.21

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BALANCE FROM THE LAST STATEMENT: \$675.46  
CHARGES LISTED ABOVE: \$0.21  
\*\*\*\*\*  
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \* \$675.67  
\*\*\*\*\*

STATEMENT DATE: DEC 12, 1995 FILE #1019

RUIZ & SCHAPIRO 204

NOV 16, 1995

1995

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR PLEASE PAY \$259851.85  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

*N = 114.50*  
*C = 18.25*

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

FILE #1000 SUMMARY FILE (10)  
 PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$259851.85

FILE #1000 SUMMARY FILE (10)

FILE #1015 ARBALLO (10)  
 CURRENT HOURS: 163.75  
 PREVIOUS BALANCE: 3870.35 MINUS CUR PAYMENTS: 3870.35  
 PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 16225.00  
 PLUS CUR COSTS: 554.94 EQUALS NEW BALANCE: 16779.94 ✓

FILE #1020 CERONA (10)  
 CURRENT HOURS: 0.00  
 PREVIOUS BALANCE: 332.50 MINUS CUR PAYMENTS: 332.50  
 PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 0.00  
 PLUS CUR COSTS: 0.00 EQUALS NEW BALANCE: 0.00 ✓

FILE #1019 CONSTRUCTION (10)  
 CURRENT HOURS: 3.50  
 PREVIOUS BALANCE: 1038.95 MINUS CUR PAYMENTS: 1038.95  
 PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 455.00  
 PLUS CUR COSTS: 220.46 EQUALS NEW BALANCE: 675.46 ✓

FILE #1014 CSEA (10)  
 CURRENT HOURS: 41.00  
 PREVIOUS BALANCE: 225668.28 MINUS CUR PAYMENTS: 45558.46  
 PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 4340.00  
 PLUS CUR COSTS: 1323.87 EQUALS NEW BALANCE: 185773.69

FILE #1013 DIAZ (10)  
 CURRENT HOURS: 0.00  
 PREVIOUS BALANCE: 1153.80 MINUS CUR PAYMENTS: 1097.50  
 PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 0.00  
 PLUS CUR COSTS: 13.90 EQUALS NEW BALANCE: 70.20

FILE #1001 GAVILAN GENERAL LEGAL ADVICE (10)  
 CURRENT HOURS: 17.50  
 PREVIOUS BALANCE: 6338.17 MINUS CUR PAYMENTS: 486.70  
 PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 1712.50  
 PLUS CUR COSTS: 34.20 EQUALS NEW BALANCE: 7598.17

FILE #1016 JOHNSON'S WRIT OF MANDATE (10)  
 CURRENT HOURS: 2.25  
 PREVIOUS BALANCE: 7118.52 MINUS CUR PAYMENTS: 32.50  
 PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 292.50  
 PLUS CUR COSTS: 7.00 EQUALS NEW BALANCE: 7385.52 ✓

FILE #1017 JOHNSON'S DFEH COMPLAINT (10)  
 CURRENT HOURS: 82.50  
 PREVIOUS BALANCE: 422.50 MINUS CUR PAYMENTS: 422.50  
 PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 9206.25  
 PLUS CUR COSTS: 450.75 EQUALS NEW BALANCE: 9657.00 ✓

FILE #1021 JOHNSON TORT (10)  
 CURRENT HOURS: 1.00  
 PREVIOUS BALANCE: 0.00 MINUS CUR PAYMENTS: 0.00  
 PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 130.00  
 PLUS CUR COSTS: 0.00 EQUALS NEW BALANCE: 130.00 ✓

FILE #1012 KARCICH (10)  
 CURRENT HOURS: 0.50  
 PREVIOUS BALANCE: 0.00 MINUS CUR PAYMENTS: 0.00  
 PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 65.00  
 PLUS CUR COSTS: 0.00 EQUALS NEW BALANCE: 65.00 ✓

FILE #1006 LABOR RELATIONS (10)  
 CURRENT HOURS: 91.75  
 PREVIOUS BALANCE: 44300.96 MINUS CUR PAYMENTS: 24794.71  
 PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 11477.50  
 PLUS CUR COSTS: 733.12 EQUALS NEW BALANCE: 31716.87

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TOTAL OF PREVIOUS STATEMENT BALANCES: 290244.03  
 MINUS: TOTAL OF CURRENT PAYMENTS: 77634.17  
 UNPAID FROM PREVIOUS STATEMENTS: 212609.86  
 PLUS: TOTAL OF CURRENT LATE CHARGES: 0.00  
 PLUS: TOTAL OF CURRENT FEES: 43903.75  
 PLUS: TOTAL OF CURRENT COSTS: 3338.24  
 47241.99  
 EQUALS: TOTAL BALANCE DUE THIS STATEMENT: 259851.85 ✓

NOV 16, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO

600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$16779.94

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

NO

FILE #1015 ARBALLO

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$16779.94

FILE #1015 ARBALLO

(10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT: HOURS FEES

		HOURS	FEES
CMR 10/ 3	PREPARE TERMINATION.	1.00	130.00
RAS 10/ 3	TELEPHONE CONFERENCE RE RECENT ISSUES INVOLVING ARBALLO.	.75	97.50
JLS 10/ 3	CONFER RE NEW EVENTS AND EVALUATION MTG & WORKERS COMP.	.50	65.00
RAS 10/ 4	REVIEW OF DOCUMENTS; MEETING W/ ARBALLO, OWENS, ORTEGA AND CSEA RE ARBALLO PERFORMANCE; DISCUSSION W/ ORTEGA RE ARBALLO PERFORMANCE.	10.50	1365.00
JLS 10/ 4	CONFER RE WORKERS COMP CLAIM & POTENTIAL STRESS CLAIM.	.25	32.50
CMR 10/ 5	TERMINATION.	1.50	195.00
RAS 10/ 5	CONFERENCE RE UNDERLYING FACTS; CONFER RE LEAVE CALCULATION AND RELATED ISSUES.	1.25	162.50
JLS 10/ 6	CONFER RE DOCUMENTS & STRATEGIZE INVESTIGATION; DRAFT MEMO RE STRATEGY; DRAFT CLIENT LETTER.	1.25	162.50
IAD 10/ 7	REVIEW AND ORGANIZE CORRESPONDENCE AND DISTRICT DOCUMENTS; PREPARATION OF CHRONOLOGY.	9.75	828.75
IAD 10/ 8	REVIEW AND ORGANIZE CORRESPONDENCE AND DISTRICT DOCUMENTS; PREPARATION OF CHRONOLOGY.	5.75	488.75
CMR 10/ 9	REVIEW CASE STATUS AND INVESTIGATION PLAN.	.50	65.00
RAS 10/ 9	CONFERENCE RE DOCUMENT REVIEW AND INTERVIEWS W/ L. ORTEGA AND T.J. OWENS.	1.25	162.50
JLS 10/ 9	DRAFT CLIENT LETTERS; STRATEGIZE CASE FOLLOW UP; CONFER WITH L. ORTEGA.	1.75	227.50
IAD 10/ 9	REVISING OF CHRONOLOGY ON ARBALLO MATTER; MEET RE CHRONOLOGY.	7.25	616.25
JLS 10/10	REVIEW & ANALYSE DRAFT CHRONOLOGY.	2.00	260.00
IAD 10/10	REVISION OF CHRONOLOGY; REVIEW DOCUMENTS AND DRAFTING OF QUESTIONS FOR PHONE CALL TO L. ORTEGA; PHONE	9.00	765.00

	CALL W/ ORTEGA RE PREP OF MEMO TO ARBALLO; DRAFT MEMO TO ARBALLO RE ABSENTEEISM; MEET RE ARBALLO FILE.		
RAS 10/11	CONFERENCE REGARDING DOCUMENTS.	C .25	32.50
JLS 10/11	REVIEW & EDIT DRAFT MEMO TO ARBALLO; STRATEGIZE FURTHER MEMO; CONFER RE CASE STATUS.	C .75	97.50
IAD 10/11	REVISION OF MEMO TO ARBALLO RE ABSENTEEISM; PHONE CONVERSATION W/ L. ORTEGA RE FILE; MEET TO DISCUSS STATUS OF CASE; PREPARE LETTER TO L. ORTEGA EXPLAINING THE MEMO AND ADVISING WHEN IT SHOULD BE PRESENTED; DRAFT OF MEMO FROM L. ORTEGA TO ARBALLO RE POOR WORK PERFORMANCE.	C 10.50	892.50
CMR 10/12	REVIEW STATUS OF DOCUMENTATION AND COURSE OF CONDUCT.	C .50	65.00
IAD 10/12	PHONE CONVERSATIONS W/ L. ORTEGA RE REVISIONS TO MEMO; PREPARE LIST OF PEOPLE INVOLVED IN ARBALLO CASE; PREPARE INVESTIGATION PLAN FOR ARBALLO FILE.	C 6.25	531.25
JLS 10/13	REVIEW & EDIT CLIENT MEMO RE PERFORMANCE; REVIEW & EDIT REVISED DISCIPLINE PROCEDURES.	C .75	97.50
IAD 10/13	FINISHED INVESTIGATION PLAN; REVISION OF CHRONOLOGY; MEETING TO DRAFT EVALUATION; REVISION OF MEMO RE POOR WORK PERFORMANCE; DRAFTING AND REVISING OF CORRESPONDENCE ON DRAFT EVALUATION AND WHEN TO PRESENT THE MEMO; REVIEW OF LATEST DOCUMENTS FROM GAVILAN RE ARBALLO FILE; PHONE CALL TO L. ORTEGA RE ARBALLO'S EVALUATION.	C 4.50	382.50
IAD 10/13	RESEARCH ON TERMINATION LAWS AND TERMINATION OF ACADEMIC AND CERTIFICATED EMPLOYEES.	C 1.25	106.25
JLS 10/16	REVIEW DRAFT EVALUATION; REVIEW & STRATEGIZE INVESTIGATION PLAN; STRATEGIZE TERMINATION.	C 1.25	162.50
IAD 10/16	PHONE L. ORTEGA RE ARBALLOS THAT WAS DUE ON OCTOBER 15; DISCUSSION OF DRAFT EVALUATION.	C 1.25	106.25
JLS 10/17	UPDATE DR. MAYLE; DRAFT MEMO RE TERMINATION NOTICE.	C .75	97.50
IAD 10/17	REVIEW OF NEW DOCUMENTS RECEIVED FROM GAVILAN; CONFER RE CALL TO DR. MAYLE MEETING RE CALL TO DR. MAYLE AND TIMING OF TERMINATION LETTERS; CONFERENCE CALL TO DR. MAYLE.	C 1.50	127.50
CMR 10/18	REVIEW CASE STATUS AND APPROACH.	C .50	65.00
CMR 10/18	REVIEW CASE STATUS AND FACTUAL.	C 1.25	162.50
CMR 10/18	CASE PREPARATION FOR TERMINATION.	C 2.50	325.00
MK 10/18	REVIEW CHRONOLOGY OF EVENTS; REVIEW PROPOSED INVESTIGATION PLAN; CONFERENCE RE STRATEGY.	C 1.75	227.50
IAD 10/18	MEETING TO DISCUSS SCHEDULING OF ARBALLO FILE AND CHRONOLOGY; REVISION OF CHRONOLOGY TO BRING IT UP TO DATE WITH PRESENT EVENTS.	C 3.75	318.75



IAD 10/19 REVISING OF CHRONOLOGY; ATTEMPTED PHONE CALLS TO DR. OWEN; CALL TO A. OROPEZA; 3.00 255.00

IAD 10/20 REVISIONS TO CHRONOLOGY; PHONE CALLS TO A. OROPEZA; NUMEROUS MESSAGES LEFT W/ DR. OWEN'S SECRETARY; DRAFTING AND REVISING CORRESPONDENCE FOR DR. OWENS, OROPEZA, AND L. ORTEGA; MEETING RE CORRESPONDENCE AND REVISING STRATEGY FOR GAVILAN INTERVIEWS. 6.00 510.00

IAD 10/22 REVIEW OF DOCUMENTS AND CORRESPONDENCE IN PREPARATION OF INTERVIEWS ON 10/24; REVISIONS TO CHRONOLOGY. 4.25 361.25

CMR 10/23 REVIEW DISCIPLINARY HISTORY. .50 65.00

JLS 10/23 PREPARE FOR WITNESS INTERVIEWS. 2.75 357.50

IAD 10/23 REVISING CHRONOLOGY OF EVENTS; REVISING LIST OF PERSONS INVOLVED; DRAFTING & REVISING LIST OF QUESTIONS FOR INTERVIEWS W/ DR. TJ OWENS AND L. ORTEGA. 7.50 637.50

JLS 10/24 WITNESS INTERVIEWS. 11.00 1430.00

IAD 10/24 INTERVIEW W/ LUZ ORTEGA; INTERVIEW W/ DR. TJ OWENS. 8.75 743.75

CMR 10/25 REVIEW INVESTIGATIVE HISTORY AND STRATEGY. .50 65.00

IAD 10/25 RESEARCH RE: ED CODE AND GENERAL LAW OF TERMINATION/WRONGFUL DISMISSAL; DRAFT REVISED NOTICE OF TERMINATION; REVIEW OF INTERVIEW NOTES FROM INTERVIEWS W/ ORTEGA AND OWENS. 5.75 488.75

IAD 10/26 REVIEW OF EDUCATION CODE, TERMINATION MANUALS AND FMLA MATERIALS; DRAFTING AND REVISING OF ARBALLO NOTICE OF TERMINATION; PHONE CALLS TO LUZ ORTEGA AND NANCY SCHAFER RE: ARBALLO'S WORKMANS COMP. CLAIMS. 8.50 722.50

CMR 10/27 REVIEW/EDIT TERMINATION. 1.50 195.00

MK 10/27 REVIEW AND REVISE DRAFT AMENDED NOTICE OF TERMINATION. .75 97.50

IAD 10/27 REVIEW OF FMLA MATERIALS; DRAFTING AND REVISING ARBALLO REVISED NOTICE OF TERMINATION; DRAFTING AND REVISING LETTERS TO DR. MAYLE AND LUZ ORTEGA RE: ARBALLO REVISED NOTICE OF TERMINATION. 8.00 680.00

CMR 10/30 REVIEW/REVISE TERMINATION. 1.00 130.00

MK 10/30 REVISE DRAFT NOTICE; DRAFT COVER LETTER TO DR. MAYLE. .50 65.00

-----SUMMARY OF HOURS, RATES & FEES-----

CMR HOURS:	11.25	@ \$130.00 PER HOUR	\$1462.50
MK HOURS:	3.00	@ \$130.00 PER HOUR	\$390.00
RAS HOURS:	14.00	@ \$130.00 PER HOUR	\$1820.00
JLS HOURS:	23.00	@ \$130.00 PER HOUR	\$2990.00
IAD HOURS:	112.50	@ \$85.00 PER HOUR	\$9562.50
NET TOTAL HOURS:	163.75		NET TOTAL FEES: (\$16225.00 - 32.50)

COSTS ADVANCED SINCE THE LAST STATEMENT:

COSTS

9/30 COMPUTER RESEARCH.	205.50
10/19 PHOTOCOPIES.	53.38
10/24 MILEAGE.	54.00
10/26 TELEPHONE TOLL CHARGES.	7.86
10/31 WORDPROCESSING/DOCUMENT PRODUCTION.	40.00
10/31 PHOTOCOPIES.	150.20
10/31 FACSIMILIES.	44.00

COSTS: (1) \$554.94

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

11/ 6 \$3870.35 PAYMENT WAS RECEIVED, THANK YOU.

-----

BALANCE FROM THE LAST STATEMENT:	\$3870.35
PLUS: CHARGES LISTED ABOVE:	\$16779.94
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$3870.35

TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \* \$16779.94  
\*\*\*\*\*

NOV 16, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$675.46

GAVILAN COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTN: DR. MAYLE

110  
—

FILE #1019 CONSTRUCTION (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$675.46

FILE #1019 CONSTRUCTION (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:	HOURS	FEES
WMW 9/13 REVIEW CONSTRUCTION CONTRACT & ARBITRATION PROVISIONS; TELEPHONE CALL.	.50	65.00
WMW 9/14 REVIEW DOCUMENTS.	.25	32.50
WMW 9/25 REVIEW FAX RE GAVILAN COLLEGE.	.50	65.00
WMW 9/28 REVIEW TWO SETS OF FAXES AND TELEPHONE CALL W/ GAVILAN COLLEGE;	2.00	260.00
JLS 10/ 2 REVIEW & EDIT REVISED LETTER TO FAROTTE.	.25	32.50

-----SUMMARY OF HOURS, RATES & FEES-----			
JLS HOURS:	0.25	@ \$130.00 PER HOUR	\$32.50
WMW HOURS:	3.25	@ \$130.00 PER HOUR	\$422.50
NET TOTAL HOURS:	3.50		NET TOTAL FEES: \$455.00

COSTS ADVANCED SINCE THE LAST STATEMENT:	COSTS
9/30 COMPUTER RESEARCH.	199.00
10/26 TELEPHONE TOLL CHARGES.	6.46
10/30 FEDERAL EXPRESS.	13.00
10/31 FACSIMILIES.	2.00
<b>COSTS:</b>	<b>\$220.46</b>

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

11/ 6 \$1038.95 PAYMENT WAS RECEIVED, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$1038.95
PLUS: CHARGES LISTED ABOVE:	\$675.46
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$1038.95
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: *	\$675.46

NOV 16, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$185773.69

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

*N = 41.00*

FILE #1014 CSEA (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$185773.69

FILE #1014 ~~CSEA~~ (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:		HOURS	FEES
MK	10/ 2 RESPOND TO TELEPHONE INQUIRY FROM OFFICE OF OPPOSING COUNSEL; ORGANIZE AND FILE MATERIALS FROM HEARING AND BRIEFING.	<i>N</i> 2.50	325.00
DGL	10/ 2 LETTER RE: EXHIBIT CORRECTIONS, FILES.	4.25	361.25
CMR	10/ 9 REVIEW ISSUES REGARDING SETTLEMENT OF UNFAIR 1759 AND LETTER TO CSEA RE SAME.	1.00	130.00
MK	10/ 9 REVIEW CORRESPONDENCE FROM OPPOSING COUNSEL; REVIEW SETTLEMENT DOCUMENTS; DRAFT AND REVISE RESPONSE TO CORRESPONDENCE.	2.50	325.00
MK	10/10 TELEPHONE CONFERENCE WITH OPPOSING COUNSEL; REVIEW AND REVISE DRAFT RESPONSE TO OPPOSING COUNSEL; DRAFT CORRESPONDENCE TO FIELD REPRESENTATIVE BERNETTE MURPHY RE SETTLEMENT IN CASE NO. 1759; REVIEW CONTRACT TO PREPARE FOR INCORPORATION OF CHANGES; REVIEW LETTER FROM RICHARD PEARL RE FACT FINDING REPORT.	3.50	455.00
CMR	10/11 REVIEW SETTLEMENT AND TC WITH DR. MAYLE RE SAME. <i>(15)</i>	.50	65.00
MK	10/18 REVIEW CORRESPONDENCE FROM OPPOSING COUNSEL; CONFERENCE RE STRATEGY; DRAFT LETTER TO DR. MAYLE.	1.50	195.00
DGL	10/19 LOCATING AND RECEIVING PERB REGULATIONS.	1.25	106.25
DGL	10/20 PUBLICATION OF FACT FINDING REPORT.	2.00	170.00
MK	10/27 REVIEW CSEA REPLY BRIEF; RESEARCH RE RESPONSE TO CSEA BRIEF; DRAFT RESPONSE TO CRLA BRIEF.	7.50	975.00
DGL	10/27 RESPONSE TO CSEA'S REPLY BRIEF.	8.50	722.50
DGL	10/30 RESPONSE TO CSEA'S REPLY BRIEF.	6.00	510.00

-----SUMMARY OF HOURS, RATES & FEES-----

CMR HOURS:	1.50	@ \$130.00 PER HOUR	\$195.00
MK HOURS:	17.50	@ \$130.00 PER HOUR	\$2275.00
DGL HOURS:	22.00	@ \$85.00 PER HOUR	\$1870.00
NET TOTAL HOURS:	41.00	<b>(N)</b> NET TOTAL FEES:	\$4340.00

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COSTS ADVANCED SINCE THE LAST STATEMENT:	COSTS
9/28 WORDPROCESSING/DOCUMENT PRODUCTION.	170.00
9/30 COMPUTER RESEARCH.	1027.50
10/26 TELEPHONE TOLL CHARGES.	7.81
10/31 PHOTOCOPIES.	103.60
10/31 FACSIMILIES.	14.00
10/31 POSTAGE CHARGES.	0.96
	COSTS: <i>N</i> \$1323.87

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

10/31 \$15000.00 PAYMENT WAS RECEIVED, THANK YOU.  
 11/ 6 \$30558.46 PAYMENT WAS RECEIVED, THANK YOU.

-----

BALANCE FROM THE LAST STATEMENT:	\$225668.28
PLUS: CHARGES LISTED ABOVE:	\$5663.87
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$45558.46
	*****
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	* \$185773.69
	*****

STATEMENT DATE: NOV 16, 1995 FILE #1014

RU213 SCHAPIRO

NOV 16, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$70.20

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

*NO*

FILE #1013 DIAZ (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$70.20

FILE #1013 ~~DIAZ~~ (10)

COSTS ADVANCED SINCE THE LAST STATEMENT: COSTS

9/30 COMPUTER RESEARCH. 10.50  
10/31 PHOTOCOPIES. 3.40

COSTS: 7 \$13.90

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

11/ 6 \$1097.50 PAYMENT WAS RECEIVED, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$1153.80
PLUS: CHARGES LISTED ABOVE:	\$13.90
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$1097.50
*****	
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: *	\$70.20
*****	

STATEMENT DATE: NOV 16, 1995 FILE #1013

RUIZ & 214APIRO

NOV 16, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$7598.17

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

*N = 2.50*  
*C = 1.00*



FILE #1001 GAVILAN GENERAL LEGAL ADVICE (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$7598.17

FILE #1001 GAVILAN GENERAL LEGAL ADVICE (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:	HOURS	FEES
CMR 10/ 3 NOTICE OF UNPROFESSIONAL CONDUCT.	1.25	162.50
CJK 10/ 3 RESEARCH MATTER OF PAUL LATZSKY FOR DISCIPLINARY ACTION.	1.25	106.25
CJK 10/ 3 RESEARCH AND DRAFT DISCIPLINARY PROCEDURES.	2.25	191.25
CJK 10/ 6 REVIEW PROCEDURES TO ISSUE A NOTICE OF UNPROFESSIONAL CONDUCT.	5.00	425.00
CMR 10/10 TELEPHONE CONFERENCE WITH MAYLE RE NEW INCIDENT; REVIEW CORRESPONDENCE FROM JOHNSON AND ARRANGE STRATEGY.	1.00	130.00
CJK 10/16 REVIEW COLLECTIVE BARGAINING AGREEMENT AND RESPOND TO UNION LETTER RE: NOTICE OF UNPROFESSIONAL CONDUCT.	<i>N</i> 2.50	212.50
CJK 10/17 FINALIZE DISCIPLINE PROCEDURES.	1.50	127.50
CMR 10/23 REVIEW ISSUES ON NEW MATTER RE JOHNSON.	.50	65.00
MK 10/23 TELEPHONE CONFERENCE WITH DR. MAYLE RE NOTICES, EMPLOYEE GRIEVANCE MATTERS; REVIEW CHRONOLOGY AND OUTLINE FOR INTERVIEWS.	<i>C</i> 1.00	130.00
WMQ 10/25 MACHADO MATTER; REVIEW CLAIM PAPERS AND FACTUAL BACKGROUND; CONSULT I. DONOSO RE RESPONSE.	1.25	162.50

-----SUMMARY OF HOURS, RATES & FEES-----

CMR HOURS:	2.75	@ \$130.00 PER HOUR	\$357.50
MK HOURS:	1.00	@ \$130.00 PER HOUR	\$130.00
WMQ HOURS:	1.25	@ \$130.00 PER HOUR	\$162.50
CJK HOURS:	<del>12.50</del>	@ \$85.00 PER HOUR	<del>\$1062.50</del>
NET TOTAL HOURS:	17.50		NET TOTAL FEES: \$1712.50

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COSTS ADVANCED SINCE THE LAST STATEMENT:

	COSTS
10/26 TELEPHONE TOLL CHARGES	9.20
10/30 FEDERAL EXPRESS.	13.00
10/31 PHOTOCOPIES	4.00

215

10/31 FACSIMILIES.

8.00  
COSTS: \$34.20

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

11/ 6 \$486.70 PAYMENT WAS RECEIVED, THANK YOU.

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BALANCE FROM THE LAST STATEMENT:	\$6338.17
PLUS: CHARGES LISTED ABOVE:	\$1746.70
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$486.70
	*****
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: *	\$7598.17
	*****



CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

NOV 16, 1995

PLEASE PAY \$7385.52

GAVILAN JOINT CCD

NO E

FILE #1016 JOHNSON'S WRIT OF MANDATE (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$7385.52

FILE #1016 JOHNSON'S WRIT OF MANDATE (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:	HOURS	FEES
CMR 10/16 REVIEW VARIOUS MEMORANDUM RE DISCIPLINARY MATTER.	.50	65.00
CMR 10/17 REVISE AND FINAL LETTER.	1.00	130.00
CMR 10/18 REVIEW CHRONOLGY AND ISSUES RE DISCIPLINE.	.50	65.00
CMR 10/24 TC WITH MAYLE RE LETTER.	.25	32.50

-----SUMMARY OF HOURS, RATES & FEES-----  
 CMR HOURS: 2.25 @ \$130.00 PER HOUR \$292.50  
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COSTS ADVANCED SINCE THE LAST STATEMENT: COSTS  
 10/31 FACSIMILIES. 7.00  
 COSTS: \$7.00 ✓

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:  
 11/ 6 \$32.50 PAYMENT WAS RECEIVED, THANK YOU.

-----  
 BALANCE FROM THE LAST STATEMENT: \$7118.52  
 PLUS: CHARGES LISTED ABOVE: \$299.50  
 MINUS: PAYMENTS SINCE THE LAST STATEMENT: \$32.50  
 \*\*\*\*\*  
 TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \* \$7385.52  
 \*\*\*\*\*

⊕

STATEMENT DATE: NOV 16, 1995 FILE #1016

NOV 16, 1995

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$9657.00

GAVILAN JOINT CCD

No

①

FILE #1017 ~~JOHNSON'S DFEH COMPLAINT~~ (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$9657.00

FILE #1017 JOHNSON'S DFEH COMPLAINT (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:	HOURS	FEES
MK 10/ 2 REVIEW MATERIALS; CONFERENCE RE DFEH RESPONSE AND TORT CLAIM.	.75	97.50
JSJ 10/ 2 REVIEW MATERIALS FROM DR. MAYLE RE MR. CASIMERE; CONFER RE CASIMERE MATERIALS.	1.00	130.00
CMR 10/ 3 REVIEW DOCUMENTATION.	2.00	260.00
MK 10/ 4 REVIEW CORRESPONDENCE; CONFERENCE RE RESPONSE.	.50	65.00
JLS 10/ 6 ARRANGE DOCUMENT REVIEW FOR SUSPENSION; DRAFT CLIENT LETTER; CONFER RE SUSPENSION STRATEGY.	1.00	130.00
JSJ 10/ 6 RESEARCH STATUTE OF LIMITATIONS REGARDING FILING CLAIM UNDER TORT CLAIMS ACT.	.75	97.50
CMR 10/ 9 REVIEW DFEH RESPONSE AND DOCUMENTATION RE PERFORMANCE.	1.00	130.00
MK 10/ 9 REVIEW CORRESPONDENCE FROM MS. JOHNSON; REVIEW MEMOS; TELEPHONE CONFERENCE WITH DR. MAYLE; REVIEW MEMO RE TELEPHONE INTERVIEW WITH DR. JOYCE; MEETING RE STRATEGY.	1.75	227.50
JLS 10/ 9 CONFER WITH DR. MAYLE RE DOCUMENTS.	.25	32.50
JSJ 10/ 9 CONFER RE TORTS CLAIM; REVIEW TORTS CLAIM.	.50	65.00
JSJ 10/10 CALL TO DR. MAYLE'S OFFICE RE DR. HOLLOMAN.	.25	32.50
MK 10/11 CONFERENCES RE WITNESSES AND LEGAL RESEARCH; TELEPHONE CONFERENCE WITH DR. MAYLE.	1.00	130.00
JLS 10/11 CONFER WITH RE CHRONOLOGY.	.25	32.50
JSJ 10/11 CALLS TO CASIMERE RE AFFIRMATIVE ACTION POLICY; CALLS TO DR. HOLLEMAN RE SAME; RESEARCH STATUTE OF LIMITATIONS ISSUES IN FILING TORTS CLAIM; CONFERENCE RE TORTS CLAIM; REVIEW DR. MAYLE'S FILE ON JOHNSON	4.25	552.50

CMR 10/12	REVIEW CASE STATUS AND INVESTIGATIVE FOLLOW UP.	.25	32.50
IAD 10/12	ORGANIZATION OF FILE AND DOCUMENTS; REVIEW DOCUMENTS AND PREPARE BRIEF OUTLINE OF EVENTS FOR MEETING W/ CMR.	1.75	148.75
CMR 10/13	REVIEW DISCIPLINARY FILE AND STRATEGY.	1.00	130.00
IAD 10/13	REVIEW JOHNSON FILE; MEETING TO DISCUSS CASE AND WHAT ARE THE NEXT TASKS TO COMPLETE.	2.25	191.25
IAD 10/14	REVIEW JOHNSON FILE; DRAFTING OF CHRONOLOGY.	5.25	446.25
IAD 10/15	REVIEW JOHNSON FILE; DRAFTING AND EDITING OF CHRONOLOGY.	6.75	573.75
JLS 10/17	CONFER RE RESPONSE TO JOHNSON LETTERS; STRATEGIZE RE SAME.	.50	65.00
IAD 10/17	REVISING OF CHRONOLOGY; CONFER RE CHRONOLOGY.	5.50	467.50
CMR 10/18	REVIEW CHRONOLOGY AND PREPARED CASE; TC WITH DR MAYLE.	2.00	260.00
CMR 10/18	REVIEW CHRONOLOGY AND IDENTIFIED AREAS FOR INVESTIGATION.	1.25	162.50
JSJ 10/18	CALL TO DR. HOLLOMAN RE CASIMERE; DRAFT CASIMERE DECLARATION; CONFER RE SAME.	2.00	260.00
IAD 10/18	REVISING OF CHRONOLOGY; MEETING RE FURTHER STEPS TO TAKE IN THIS FILE; DRAFTING OF TWO MEMOS IN RESPONSE TO JOHNSON'S MEMOS OF 2, 5 AND 9.	7.25	616.25
CMR 10/19	CHRONOLOGY AND ANALYSIS.	3.00	390.00
MK 10/19	TELEPHONE CONFERENCE WITH DFEH INVESTIGATOR; CONFERENCE RE WITNESS STATEMENTS AND RESPONSE TO DFEH.	.75	97.50
JLS 10/19	CONFER RE RESPONSE TO 10/2 & 10/9 LETTERS.	.25	32.50
WMQ 10/19	CONF. RE JOHNSON LETTERS AND RESPONSE; REVIEW FILES; CONF LAW CLERK RE CHRONOLOGY OF EVENTS; DRAFT RESPONSIVE MEMORANDUM; REVISIONS AND EDITS TO DRAFT.	6.75	877.50
JSJ 10/19	TWO CALLS TO MRS NELSON RE DECLARATIONS; CALL TO DR. MAYLE'S OFFICE; CONFER RE STATUS OF CASE.	.75	97.50
IAD 10/19	MEET RE REVISION OF DRAFT MEMOS; MEET RE JOHNSON FILE AND BACKGROUND INFORMATION ON MEMOS RESPONDING TO JOHNSON'S ALLEGATIONS; PHONE CALL TO A. FLOOK; MEET RE CALL TO FLOOK AND REVISIONS TO RESPONSE MEMOS.	3.75	318.75
JLS 10/20	REVIEW RESPONSE MEMO.	.25	32.50
WMQ 10/20	REVISIONS TO JOHNSON MEMORANDUM; DRAFT LETTER TO CLIENT; CONF. I.D. TO REVIEW DRAFT.	4.25	552.50
IAD 10/20	REVIEW OF RESPONSE MEMO FROM DR. MAYLE TO JOHNSON.	.50	42.50
JSJ 10/24	CALL TO DR. MAYLE'S OFFICE RE DOCUMENTS RE CASIMERE; REVIEW FILE.	.50	65.00
MK 10/25	REVIEW AND REVISE DECLARATION OF JOHN HOLLEMAN; CONFERENCE STRATEGY.	.50	65.00
JSJ 10/25	DRAFT DECLARATIONS OF G. CASIMERE AND	3.00	390.00

DR. HOLLEMAN; CALLS TO DR. HOLLEMAN  
AND CASIMERE; CONFERENCE RE STATUS OF  
CASE.

IAD 10/25	MEET RE: MACHADO CLAIM.	.75	63.75
JSJ 10/26	REVIEW DOCUMENTS IN CASIMERE'S PERSONNEL FILES; CALL DR. HOLLEMAN RE SAME; REVISE DR. HOLLOMAN'S DECLARATION; CALL TO DR. HOLLEMAN RE SAME; DRAFT DR. MAYLE'S DECLARATION; REVISE DR. CASIMERE'S DECLARATION.	4.50	585.00
JSJ 10/27	DRAFT COVER LETTER TO MRS. NELSON RE DECLARATIONS; CALL TO DR. MAYLE'S OFFICE RE DECLARATIONS.	.25	32.50
MK 10/30	REVIEW SUBMISSION TO DFEH; DRAFT LETTER TO DR. MAYLE.	.25	32.50
JSJ 10/30	REVIEWED CASIMERE'S DECLARATION; DRAFT COVER LETTER TO MRS NELSON; RESEARCH REJECTION OF JOHNSON'S TORTS CLAIM; DRAFT REJECTION.	1.50	195.00

-----SUMMARY OF HOURS, RATES & FEES-----

CMR HOURS:	10.50	@ \$130.00 PER HOUR	\$1365.00
MK HOURS:	5.50	@ \$130.00 PER HOUR	\$715.00
JLS HOURS:	2.50	@ \$130.00 PER HOUR	\$325.00
WMQ HOURS:	11.00	@ \$130.00 PER HOUR	\$1430.00
JSJ HOURS:	19.25	@ \$130.00 PER HOUR	\$2502.50
IAD HOURS:	33.75	@ \$85.00 PER HOUR	\$2868.75
NET TOTAL HOURS:	82.50		NET TOTAL FEES: \$9206.25

COSTS ADVANCED SINCE THE LAST STATEMENT: COSTS

10/25 DELIVERY/MESSENGER.	44.85
10/26 TELEPHONE TOLL CHARGES.	6.56
10/26 DELIVERY/MESSENGER.	4.26
10/26 DELIVERY/MESSENGER.	66.70
10/26 DELIVERY/MESSENGER.	66.70
10/26 DELIVERY/MESSENGER.	44.85
10/31 PHOTOCOPIES.	71.28
10/31 FACSIMILIES.	75.00
10/31 WORD PROCESSING/DOCUMENT PREP.	70.00
10/31 POSTAGE CHARGES.	0.55
COSTS:	\$450.75

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

11/ 6 \$422.50 PAYMENT WAS RECEIVED, THANK YOU. *o*

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BALANCE FROM THE LAST STATEMENT:	\$422.50
PLUS: CHARGES LISTED ABOVE:	\$9657.00
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$422.50
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: *	\$9657.00

\*\*\*\*\*

STATEMENT DATE: NOV 16, 1995 FILE #1017

NOV 16, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$130.00

GAVILAN COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD  
GILROY, CA 95020



FILE #1021 JOHNSON TORT

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$130.00

FILE #1021 JOHNSON TORT

(10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:	HOURS	FEES
MK 10/18 REVIEW CHRONOLOGY OF EVENTS; CONFERENCE RE STRATEGY.	1.00	130.00

-----SUMMARY OF HOURS, RATES & FEES-----

MK HOURS: 1.00	@ \$130.00 PER HOUR	\$130.00
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BALANCE FROM THE LAST STATEMENT:	0.00
PLUS: CHARGES LISTED ABOVE:	\$130.00
	*****
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: *	\$130.00
	*****

STATEMENT DATE: NOV 16, 1995 FILE #1021

RUIZ 221 CHAPIRO

NOV 16, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$65.00

GAVILAN UNIFIED SCHOOL DISTRICT  
5055 SANTA THERESA BLVD.  
GILROY, CA 95020  
ATTENTION: GLENN MAYLE



FILE #1012 KARCICH (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$65.00

FILE #1012 KARCICH (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:	HOURS	FEES
CMR 10/ 9 REVIEW NOTICE OF UNPROFESSIONAL CONDUCT AND CBA PROVISIONS.	.50	65.00

-----SUMMARY OF HOURS, RATES & FEES-----  
 CMR HOURS: 0.50 @ \$130.00 PER HOUR \$65.00  
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BALANCE FROM THE LAST STATEMENT:	0.00
PLUS: CHARGES LISTED ABOVE:	\$65.00
	*****
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: *	\$65.00
	*****

*Handwritten mark*

STATEMENT DATE: NOV 16, 1995 FILE #1012

NOV 16, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$31716.87

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

C = 17.00  
N = 26.00

FILE #1006 LABOR RELATIONS (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$31716.87

FILE #1006 LABOR RELATIONS (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT: HOURS FEES

			HOURS	FEES
CJK	9/25	LEGAL RESEARCH RE: RECLASSIFICATION OF EE TO SUPERVISOR.	C 1.25	106.25
CJK	9/26	LEGAL RESEARCH RE: RECLASSIFICATION OF EE TO SUPERVISOR.	C 3.25	276.25
CMR	10/ 2	PREPARE OUTSTANDING ISSUES RE NEW CONTRACT.	N 2.00	260.00
MK	10/ 2	REVIEW LATEST OFFER RE SETTLEMENT OF FACT FINDING RE CONTRACT IMPASSE; REDRAFT PROPOSED CONTRACT PROVISIONS; REVIEW CORRESPONDENCE FROM DR. MAYLE; TELEPHONE CALL TO DR. MAYLE.	N 3.75	487.50
WMQ	10/ 2	FINALIZE LETTER REGARDING INDUSTRIAL ACCIDENT AND ILLNESS LEAVE;	C .25	32.50
MK	10/ 3	DRAFT AND REVISE CONTRACT PROVISIONS FOR FACT FINDING REPORT; TELEPHONE CONFERENCE WITH L. ORTEGA RE LABOR MATTERS AND UPCOMING CONFERENCE WITH CSEA; REVIEW MATERIALS FROM GCFA FOR COLLECTIVE BARGAINING;	N 4.25	552.50
CMR	10/ 4	NEW CONTRACT; FACT FINDING.	N 3.25	422.50
MK	10/ 4	TELEPHONE CONFERENCE WITH CLAUDE JAMES RE FACT FINDING REPORT; TELEPHONE CONFERENCE WITH DR. MAYLE; REVIEW MATERIALS FOR THURSDAY MEETING.	N 1.50	195.00
CJK	10/ 4	DRAFT OF DISCIPLINE PROCEDURES.	C 2.25	191.25
CMR	10/ 5	REVIEW OUTSTANDING CBA ISSUES/FACT FINDING.	N 9.00	1170.00
MK	10/ 5	CONFERENCE RE ARBALLO; MEETING WITH DR. MAYLE RE VARIOUS LABOR RELATIONS MATTERS.	C 8.00	1040.00
RAS	10/ 5	CONFER RE OUTSTANDING FACT FINDING ISSUES; RESEARCH FACT FINDING ISSUES.	N 1.50	195.00
CJK	10/ 5	RESEARCH CASE LAW FOR DISCIPLINE PROCEDURES.	C 2.00	170.00
RAS	10/ 6	CONFERENCES RE STATUS AND ATTEMPTS TO CONCLUDE FACT FINDING REPORT	.75	97.50

CMR	10/ 9	REVISE FACT FINDING REPORT AND DRAFT LETTER TO PEARL; TC WITH AMES; ARRANGE NEW MAILING.	N 2.75	357.50
CMR	10/ 9	RESCHEDULE BARGAINING MEETING AND REVIEW PREPARATION FOR SAME.	N 1.00	130.00
MK	10/ 9	REVIEW FACT FINDING PROVISION AND REVISE; REVIEW CONTRACT PROVISIONS FOR REVISION; DRAFT AND REVISE PRESS RELEASE.	N 1.50	195.00
RAS	10/ 9	CONFERENCE RE REVISIONS TO FACT FINDING REPORT AND RELATED ISSUES; REVISE FACT FINDING REPORT; PREPARATION OF CORRESPONDENCE TO R. MURPHY RE RECLASSIFICATION; REVIEW OF RECLASSIFICATION FORM.	N 1.25	162.50
CJK	10/ 9	RESEARCH AND DRAFT DISCIPLINARY PROCEDURES.	C 1.25	106.25
CMR	10/10	DRAFT LETTER TO PRESIDENT MAYLE AND FAXED LETTER TO AMES; CONFERENCE WITH MAYLE RE OPTIONS AND STRATEGY.	N 1.00	130.00
CMR	10/11	DISCUSSION WITH MAYLE, PEARL AND AMES RE LAST MINUTE REVISIONS; REVISE REPORT TO REFLECT CHANGES; LETTER TO PEARL RE CHANGES.	1.25	162.50
MK	10/11	PREPARE FOR CONTRACT REVISION DRAFTING.	N .50	65.00
RAS	10/11	CONFERENCE RE STATUS; TELECONFERENCE W/ FREEMAN RE GRAND JURY INQUIRY.	K .75	97.50
CMR	10/12	CONFERENCE WITH AMES RE FINAL REPORT; TC WITH MAYLE; REVISE REPORT AND FAX TO FACT FINDER.	N 1.25	162.50
MK	10/12	REVIEW AND REVISE CONTRACT, INCORPORATING CHANGES.	N 5.50	715.00
CMR	10/13	TELEPHONE CONFERENCE WITH BERNIE MURPHY RE NEGOTIATIONS; REVIEW NOTES AND OUTSTANDING MATTERS.	N 1.00	130.00
CMR	10/16	REVIEW STATUS OF FINAL FACT FINDING REPORT.	N .25	32.50
MK	10/16	REVISE CONTRACT, INCORPORATING NEW PROVISIONS; TELEPHONE CONFERENCE WITH DR. MAYLE RE FACULTY RETIREMENT PROVISIONS.	N 1.50	195.00
CMR	10/18	REVIEW FACT FINDING REPORT.	N .50	65.00
CMR	10/18	TC WITH MURPHY RE NEGOTIATION.	N .25	32.50
MK	10/18	TELEPHONE CONFERENCE WITH KENT CHILD; DRAFT RESPONSE TO OPPOSING COUNSEL RE RETIREMENT INCENTIVE ISSUE; REVIEW CONTRACT.	N 1.50	195.00
CMR	10/19	FINAL FACT FINDING PROCESS AND PROCEDURES.	N 1.75	227.50
CMR	10/19	PREPARE NOTICE FOR FACT FINDING.	N .50	65.00
MK	10/19	TELEPHONE CONFERENCE WITH DR. MAYLE; LEGAL RESEARCH RE PUBLICATION OF FACT FINDING REPORT; DRAFT PRESS RELEASE RE FACT FINDING REPORT; REVIEW CONTRACT PROVISIONS RE FACULTY RETIREMENT BENEFITS; TELEPHONE CALL TO CAROL COOPER.	N 3.50	455.00
MK	10/20	REVIEW LETTER RE POSTING OF NOTICE; DRAFT NOTICE RE FACT	N 2.50	325.00



N=17.50

FINDING; REVIEW LETTERS TO DR. OWENS,  
 LUZ ORTEGA AND HER ASSISTANT RE  
 INTERVIEWS; TELEPHONE CONFERENCE WITH  
 DR. MAYLE; CONFERENCE RE ABOVE.

JLS 10/20 CONFER RE NOTICE REQUIREMENT; REVIEW N .75 97.50  
 & EDIT PRESS RELEASE RE FACT FINDING;  
 CONFER RE NOTICE REQUIRED BY PERB.

CMR 10/24 REVIEW FINAL PROCEDURES RE FACT N 1.50 195.00  
 FINDING; REVIEW LETTER FROM CSEA RE  
 NEGOTIATION PROCESS.

CMR 10/24 TC WITH DR MAYLE RE MEETING WITH CSEA N 2.50 325.00  
 ON OUTSTANDING ISSUES; REVIEW CSEA  
 LETTER AND RESPONSE TO IT; REVIEW  
 OUTSTANDING ISSUES IN NEGOTIATION IN  
 PREPARATION FOR MEETING.

RAS 10/25 TELECONFERENCE W/ CMR RE OUTSTANDING N .25 32.50  
 ISSUE.

RAS 10/26 PREP OF CORRESPONDENCE TO CSEA RE N 1.50 195.00  
 CASH BACK ELIMINATION AND CONTRACT;  
 PREP OF CORRESPONDENCE TO CARRIER,  
 PREP OF UPDATED SALARY SCHEDULE.

CMR 10/27 NEGOTIATION SESSION CSEA. N 7.50 975.00  
 MK 10/27 CONFERENCE RE STRATEGY ON N .25 32.50  
 NEGOTIATIONS.

CMR 10/30 REVIEW OUTSTANDING CBA ISSUES. N 1.00 130.00  
 MK 10/30 REVIEW AND REVISE DRAFT LETTER TO N 1.50 195.00  
 JUDGE LINK; TELEPHONE CONFERENCE WITH  
 DR. MAYLE.

RAS 10/30 REVIEW OF MEMO RE OUTSTANDING ISSUES; N .75 97.50  
 RESEARCH RE SAME.

-----SUMMARY OF HOURS, RATES & FEES-----

CMR HOURS:	38.25	@ \$130.00 PER HOUR	\$4972.50
MK HOURS:	35.75	@ \$130.00 PER HOUR	\$4647.50
RAS HOURS:	6.75	@ \$130.00 PER HOUR	\$877.50
JLS HOURS:	0.75	@ \$130.00 PER HOUR	\$97.50
WMQ HOURS:	0.25	@ \$130.00 PER HOUR	\$32.50
CJK HOURS:	10.00	@ \$85.00 PER HOUR	\$850.00
NET TOTAL HOURS:	91.75		NET TOTAL FEES: \$11477.50

18.25 = (C) 73.50 (N)

COSTS ADVANCED SINCE THE LAST STATEMENT: COSTS

9/30 COMPUTER RESEARCH.	331.00
10/26 TELEPHONE TOLL CHARGES.	46.84
10/31 PHOTOCOPIES.	85.00
10/31 FACSIMILIES.	98.00
10/31 POSTAGE CHARGES.	4.28
10/31 WORDPROCESSING/DOCUMENT PREP.	60.00
10/31 MILEAGE.	108.00
COSTS: (N) ✓	\$733.12

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

11/ 6 \$24794.71 PAYMENT WAS RECEIVED, THANK YOU.

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BALANCE FROM THE LAST STATEMENT: \$44300.96  
PLUS: CHARGES LISTED ABOVE: \$12210.62  
MINUS: PAYMENTS SINCE THE LAST STATEMENT: \$24794.71  
\*\*\*\*\*  
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \* \$31716.87  
\*\*\*\*\*

STATEMENT DATE: NOV 16, 1995 FILE #1006

RUIZ &amp; 228 PIRO

OCT 13, 1995

1995

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR PLEASE PAY \$290244.03  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

*C = 31.25*  
*P = 270.00*  
*N = 183.75*



GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

ILE #1000 SUMMARY FILE (10)

LEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$290244.03

ILE #1000 SUMMARY FILE (10)

ILE #1015 ARBALLO (10)

CURRENT HOURS:	39.50		
PREVIOUS BALANCE:	0.00	MINUS CUR PAYMENTS:	0.00
PLUS LATE CHARGES:	0.00	PLUS CUR FEES:	3785.00
PLUS CUR COSTS:	85.35	EQUALS NEW BALANCE:	3870.35 ✓

ILE #1020 CERONA (10)

CURRENT HOURS:	3.25		
PREVIOUS BALANCE:	0.00	MINUS CUR PAYMENTS:	0.00
PLUS LATE CHARGES:	0.00	PLUS CUR FEES:	332.50
PLUS CUR COSTS:	0.00	EQUALS NEW BALANCE:	332.50 ✓

ILE #1019 CONSTRUCTION (10)

CURRENT HOURS:	8.50		
PREVIOUS BALANCE:	162.50	MINUS CUR PAYMENTS:	162.50
PLUS LATE CHARGES:	0.00	PLUS CUR FEES:	1003.75
PLUS CUR COSTS:	35.20	EQUALS NEW BALANCE:	1038.95

ILE #1014 CSEA (10)

CURRENT HOURS:	270.00		
PREVIOUS BALANCE:	238209.07	MINUS CUR PAYMENTS:	43099.25
PLUS LATE CHARGES:	0.00	PLUS CUR FEES:	28856.25
PLUS CUR COSTS:	1702.21	EQUALS NEW BALANCE:	225668.28

*30558.40*

ILE #1013 DIAZ (10)

CURRENT HOURS:	12.25		
PREVIOUS BALANCE:	71.82	MINUS CUR PAYMENTS:	15.52
PLUS LATE CHARGES:	0.00	PLUS CUR FEES:	1097.50 ✓
PLUS CUR COSTS:	0.00	EQUALS NEW BALANCE:	1153.80

ILE #1001 GAVILAN GENERAL LEGAL ADVICE (10)

CURRENT HOURS:	2.75		
PREVIOUS BALANCE:	6586.68	MINUS CUR PAYMENTS:	735.21
PLUS LATE CHARGES:	0.00	PLUS CUR FEES:	256.25
PLUS CUR COSTS:	230.45	EQUALS NEW BALANCE:	6338.17

FILE #1016 JOHNSON'S WRIT OF MANDATE (10)  
 CURRENT HOURS: 0.25  
 PREVIOUS BALANCE: 9301.12 MINUS CUR PAYMENTS: 2215.10  
 PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 32.50  
 PLUS CUR COSTS: 0.00 EQUALS NEW BALANCE: 7118.52

FILE #1017 JOHNSON'S DFEH COMPLAINT (10)  
 CURRENT HOURS: 3.25  
 PREVIOUS BALANCE: 130.00 MINUS CUR PAYMENTS: 130.00  
 PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 422.50  
 PLUS CUR COSTS: 0.00 EQUALS NEW BALANCE: 422.50

FILE #1006 LABOR RELATIONS (10)  
 CURRENT HOURS: 183.75  
 PREVIOUS BALANCE: 78663.47 MINUS CUR PAYMENTS: 59157.22  
 PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 23066.25  
 PLUS CUR COSTS: 1728.46 EQUALS NEW BALANCE: 44300.96

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 TOTAL OF PREVIOUS STATEMENT BALANCES: 333124.66  
 MINUS: TOTAL OF CURRENT PAYMENTS: 105514.80  
 UNPAID FROM PREVIOUS STATEMENTS: 227609.86  
 PLUS: TOTAL OF CURRENT LATE CHARGES: 0.00  
 PLUS: TOTAL OF CURRENT FEES: 58852.50  
 PLUS: TOTAL OF CURRENT COSTS: 3781.67  
 EQUALS: TOTAL BALANCE DUE THIS STATEMENT: 62,624.17  
 290244.03

OCT 11, 1995

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$3870.35

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

*C-31-25*

FILE #1015 ARBALLO

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF:

\$3870.35

FILE #1015 ARBALLO

(10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:	HOURS	FEES
DGL 9/ 1 RESEARCH LAY-OFF ISSUE.	4.25	361.25
DGL 9/ 5 RESEARCH AND WRITE MEMO.	3.75	318.75
DGL 9/ 6 RESEARCH AND COPY CASES RE MATTER.	2.50	212.50
DGL 9/ 7 RESEARCH, READ CASES, CONFERENCE RE SAME.	3.75	318.75
JLS 9/ 8 INSTRUCT D. LEVI RE COLLECTIVE BARGAINING AGREEMENT & LETTER RESPONSE.	.25	32.50
DGL 9/ 8 RESEARCH MATTER; CONFERENCE RE SAME; RETRIEVE COLLECTIVE BARGAINING AGREEMENT FROM FILES.	3.00	255.00
CMR 9/11 REVIEW PROCEDURES AND TIMELINE.	.50	65.00
JLS 9/11 REVIEW CORRESPONDENCE & MEMO.	.50	65.00
DGL 9/11 UPDATE MEMO; CONFERENCE RE SAME.	.50	42.50
JLS 9/12 CONFER RE PROCEDURES; REVIEW & EDIT DRAFT CLIENT LETTER; REVIEW & EDIT DRAFT RESPONSE TO OPPOSING COUNSEL; REVIEW APPLICABLE EDUCATION CODE PROVISIONS.	1.75	227.50
DGL 9/12 RESEARCH HEARING ISSUE; WRITE LETTERS TO CLIENT AND CSEA.	5.50	467.50
CMR 9/13 REVIEW ISSUES AND PROCEDURES.	.50	65.00
CMR 9/19 REVIEW SUSPENSION PROCEDURE AND PROCESS.	.50	65.00
JLS 9/19 STRATEGIZE HEARING; CONFER WITH DR. MAYLE.	.25	32.50
DGL 9/19 CONFERENCE RE POTENTIAL HEARING.	.25	21.25
CMR 9/20 REVIEW PROCESS AND PROCEDURE.	.50	65.00
JLS 9/20 CONFERENCE RE NEW DEVELOPMENTS; STRATEGIZE ISSUES TO EXPLORE IN PREPARATION FOR TERMINATION; CONFERENCES WITH MS. ORTEGA; REVIEW DOCUMENTS.	2.25	292.50
DGL 9/20 RESEARCH AND CONFERENCE.	.75	63.75
JLS 9/21 REVIEW CODE SECTIONS OF CLASSIFIED DISCIPLINE; CONFER WITH MS. ORTEGA; REVIEW UNION CORRESPONDENCE. DRAFT	1.75	227.50

RESPONSE TO UNION LETTER.

DGL	9/21	WRITE LETTERS RE: HEARING.	5.75	488.75
CMR	9/25	REVIEW CASE STATUS RE ARBALLO LEAVE.	.50	65.00
JLS	9/25	CONFERENCE RE TERMINATION.	.25	32.50

-----SUMMARY OF HOURS, RATES & FEES-----

CMR HOURS:	2.50	@ \$130.00 PER HOUR	\$325.00
JLS HOURS:	7.00	@ \$130.00 PER HOUR	\$910.00
DGL HOURS:	30.00	@ \$85.00 PER HOUR	\$2550.00
NET TOTAL HOURS:	39.50	NET TOTAL FEES:	\$3785.00

COSTS ADVANCED SINCE THE LAST STATEMENT: COSTS

9/30 PHOTOCOPIES.	71.80
9/30 FACSIMILIES.	13.00
9/30 POSTAGE.	0.55
COSTS:	\$85.35

BALANCE FROM THE LAST STATEMENT: 0.00

PLUS: CHARGES LISTED ABOVE: \$3870.35

TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \* \$3870.35

\*\*\*\*\*

OCT 11, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$332.50

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD  
GILROY, CA 95020  
ATTN: DR. GLEN MAYLE

FILE #1020 CERONA (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$332.50

FILE #1020 CERONA (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT: HOURS FEES

JLS	9/12	REVIEW CLIENT MEMO RE CASE; REVIEW & EDIT CLIENT MEMO RE PROCEDURES.	1.00	130.00
CJK	9/13	RESEARCH PROCEDURE FOR TERMINATION.	@ 2.00	170.00
JLS	9/19	CALL TO DR. JOYCE. (3) ✓	@ .25	32.50

-----SUMMARY OF HOURS, RATES & FEES-----

JLS HOURS:	1.25	@ \$130.00 PER HOUR	\$162.50
CJK HOURS:	2.00	@ \$85.00 PER HOUR	\$170.00
NET TOTAL HOURS:	3.25 ✓	NET TOTAL FEES:	\$332.50 ✓

-----

BALANCE FROM THE LAST STATEMENT: 0.00  
 PLUS: CHARGES LISTED ABOVE: C \$332.50  
 \*\*\*\*\*  
 TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \* \$332.50 ✓  
 \*\*\*\*\*

STATEMENT DATE: OCT 11, 1995 FILE #1020

OCT 11, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$1038.95

GAVILAN COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTN: DR. MAYLE



FILE #1019 ~~CONSTRUCTION~~

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$1038.95

FILE #1019 CONSTRUCTION

(10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:		HOURS	FEES
WMW	8/30 REVIEW DOCUMENTS RE CONSTRUCTION DISPUTE; TELECON RE SAME.	1.75	227.50
WMW	8/31 TELECON RE CONTRACT; LETTER TO SPEROW.	1.50	195.00
JLS	9/13 CONFER RE CONSTRUCTION ISSUES.	.25	32.50
JLS	9/14 CONFER WITH J. HANSELL AND B. WRIGHT; UPDATE C. RUIZ RE SAME.	.50	65.00
DGL	9/16 RESEARCH CONSTRUCTION ISSUE.	1.00	85.00
DGL	9/17 RESEARCH CONSTRUCTION ISSUE.	.75	63.75
DGL	9/18 RESEARCH ISSUE.	.50	42.50
JLS	9/19 CONFERENCES RE CONSTRUCTION ISSUE.	.25	32.50
JLS	9/28 CONFERENCE CALL WITH J. HANSELL, L. CARRIER & W. WRIGHT; CONFER WITH W. WRIGHT; CONFER WITH JOHN HANSELL RE LETTER.	2.00	260.00

-----SUMMARY OF HOURS, RATES & FEES-----

JLS HOURS:	3.00	@ \$130.00 PER HOUR	\$390.00
DGL HOURS:	2.25	@ \$85.00 PER HOUR	\$191.25
WMW HOURS:	3.25	@ \$130.00 PER HOUR	\$422.50
NET TOTAL HOURS:	8.50	NET TOTAL FEES:	\$1003.75 ✓

COSTS ADVANCED SINCE THE LAST STATEMENT:	COSTS
9/30 PHOTOCOPIES.	13.20
9/30 FACSIMILIES.	22.00
COSTS:	\$35.20

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

9/27 \$162.50 PAYMENT RECEIVED ON ACCOUNT, THANK YOU.



-----  
BALANCE FROM THE LAST STATEMENT: \$162.50  
PLUS: CHARGES LISTED ABOVE: \$1038.95 ✓  
MINUS: PAYMENTS SINCE THE LAST STATEMENT: \$162.50  
\*\*\*\*\*  
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \* \$1038.95 ✓  
\*\*\*\*\*

STATEMENT DATE: OCT 11, 1995 FILE #1019

RUIZ & **233** CHAPIRO

OCT 11, 1995

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$225668.28

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

FILE #1014 CSEA

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF:

\$225668.28

FILE #1014 CSEA

(10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:	HOURS	FEES
DGL 9/ 1 OUTLINE ISSUES.	P 2.25	191.25
DGL 9/ 9 READ CASES; UPDATE OUTLINE.	P 4.25	361.25
DGL 9/11 UPDATE OUTLINE; CONFERENCE RE SAME.	P 6.00	510.00
MK 9/12 CONFERENCE RE OPPOSITION BRIEF; REVIEW LEGAL RESEARCH; DRAFT BRIEF.	P 6.00	780.00
DGL 9/12 UPDATE RESEARCH; CONFERENCE RE SAME.	P 3.25	276.25
MK 9/13 DRAFT OPPOSITION BRIEF.	P 4.00	520.00
DGL 9/13 UPDATE OUTLINE.	P 6.50	552.50
MK 9/14 DRAFT AND REVISE DRAFT OPPOSITION BRIEF.	P 2.00	260.00
DGL 9/14 RESEARCH MATRIX; READ INTRODUCTION.	P 5.50	467.50
MK 9/15 DRAFT AND REVISE DRAFT OPPOSITION BRIEF.	P 6.00	780.00
DGL 9/15 CONFERENCE RE RESEARCH.	P 4.75	403.75
DGL 9/16 WORK ON BRIEF.	P 6.00	510.00
MK 9/17 DRAFT AND REVISE DRAFT OPPOSITION BRIEF.	P 4.00	520.00
MK 9/18 DRAFT AND REVISE DRAFT OPPOSITION BRIEF.	P 5.50	715.00
DGL 9/18 WORK ON BRIEF.	P 8.75	743.75
MK 9/19 DRAFT AND REVISE DRAFT OPPOSITION BRIEF.	P 9.00	1170.00
DGL 9/19 RESEARCH AND WRITE BRIEF.	P 9.00	765.00
MK 9/20 DRAFT AND REVISE DRAFT OPPOSITION BRIEF.	P 5.50	715.00
DGL 9/20 WORK ON BRIEF.	P 9.25	786.25
MK 9/21 REVIEW AND REVISE DRAFT OF OPPOSITION BRIEF.	P 8.00	1040.00
DGL 9/21 WORK ON BRIEF.	P 6.75	573.75
WMQ 9/22 CONFERENCE RE GAVILAN BRIEF; EDIT REVIEW BRIEF.	P 1.50	195.00
DGL 9/22 UPDATE RESEARCH; WRITE BRIEF.	P 11.25	956.25
MK 9/23 DRAFT AND REVISE DRAFT OPPOSITION BRIEF.	P 8.00	1040.00
WMQ 9/23 REVIEW TESTIMONY; DRAFT & REVISE PORTIONS OF 1739/41	P 7.75	1007.50
DGL 9/23 WORK ON BRIEF.	P 10.50	892.50

MK	9/24	REVIEW AAND REVISE DRAFT OPPOSITION BRIEF.	P 4.00	520.00
MK	9/25	REVIEW AND REVISE DRAFT OPPOSITION BRIEF; TELECON WITH OPPOSING COUNSEL.	P 4.50	585.00
WMQ	9/25	REVIEW TESTIMONY; WORK ON RETALIATION SECTION OF 1739/41 BRIEF.	P 8.50	1105.00
MK	9/26	DRAFT AND REVISE DRAFT OPPOSITION BRIEF.	P 4.00	520.00
WMQ	9/26	EDIT AND REV. RETALIATION SECTION OF BRIEF; WORK ON FACT STATEMENT.	P 8.25	1072.50
DGL	9/26	WORK ON BRIEF.	P 9.75	828.75
MK	9/27	DRAFT AND REVISE OPPOSITION BRIEF.	P 10.25	1332.50
WMQ	9/27	REVISIONS TO 1739 BRIEF; CONFERENCE RE SAME.	P 4.75	617.50
DGL	9/27	WORK ON BRIEF.	P 12.00	1020.00
MK	9/23	DRAFT AND REVISE OPPOSITION BRIEF.	P 11.50	1495.00
DGL	9/28	WORK ON BRIEF.	P 13.25	1126.25
MK	9/29	REVIEW AND REVISE OPPOSITION BRIEF.	P 8.25	1072.50
DGL	9/29	WORK ON BRIEF.	P 9.75	828.75

-----SUMMARY OF HOURS, RATES & FEES-----

MK HOURS:	100.50	@ \$130.00 PER HOUR	\$13065.00
WMQ HOURS:	30.75	@ \$130.00 PER HOUR	\$3997.50
DGL HOURS:	138.75	@ \$85.00 PER HOUR	\$11793.75
NET TOTAL HOURS:	270.00		
		NET TOTAL FEES:	\$28856.25 ✓

## COSTS ADVANCED SINCE THE LAST STATEMENT:

## COSTS

8/31	LEXIS RESEARCH.	173.00
9/11	DOCUMENT PREPARATION/WORD PROCESSOR.	75.00
9/12	DOCUMENT PREPARATION/WORD PROCESSOR.	50.00
9/13	DOCUMENT PREPARATION/WORD PROCESSOR.	5.00
9/13	DOCUMENT PREPARATION/WORD PROCESSOR.	25.00
9/14	DOCUMENT PREPARATION/WORD PROCESSOR.	30.00
9/14	DOCUMENT PREPARATION/WORD PROCESSOR.	50.00
9/15	DOCUMENT PREPARATION/WORD PROCESSOR.	62.50
9/16	DOCUMENT PREPARATION/WORD PROCESSOR.	40.00
9/18	DOCUMENT PREPARATION/WORD PROCESSOR.	81.25
9/19	DOCUMENT PREPARATION/WORD PROCESSOR.	50.00
9/19	DOCUMENT PREPARATION/WORD PROCESSOR.	37.50
9/20	DOCUMENT PREPARATION/WORD PROCESSOR.	20.00
9/21	DOCUMENT PREPARATION/WORD PROCESSOR.	40.00
9/21	DOCUMENT PREPARATION/WORD PROCESSOR.	50.00
9/21	DOCUMENT PREPARATION/WORD PROCESSOR.	30.00
9/22	DOCUMENT PREPARATION/WORD PROCESSOR.	87.50
9/23	DOCUMENT PREPARATION; WORD PROCESSOR.	160.00
9/24	DOCUMENT PREPARATION; WORD PROCESSOR.	90.00
9/25	DOCUMENT PREPARATION/WORD PROCESSOR.	10.00
9/28	DOCUMENT PREPARATION; WORD PROCESSOR.	80.00
9/30	PHOTOCOPIES.	380.00
9/30	FACSIMILIES.	65.00
9/30	TELEPHONE TOLL CHARGES.	8.31
9/30	POSTAGE.	2.15

COSTS: P \$1702.21 ✓

## PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

9/15	\$15000.00	PAYMENT RECEIVED ON ACCOUNT, THANK YOU.
9/27	\$13392.25	PAYMENT RECEIVED ON ACCOUNT, THANK YOU.

9/27 \$15000.00 PAYMENT RECEIVED ON ACCOUNT, THANK YOU.

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BALANCE FROM THE LAST STATEMENT:	\$238209.07
PLUS: CHARGES LISTED ABOVE:	\$30558.46
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$43099.25
	*****
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	* \$225668.28 ✓
	*****

STATEMENT DATE: OCT 11, 1995 FILE #1014

RUIZ 236 CHAPIRO

OCT 11, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$1153.80

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

*NO*

FILE #1013 DIAZ (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$1153.80

FILE #1013 ~~DIAZ~~ (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT: HOURS FEES

DGL	9/ 5	TAX WITHHOLDING ISSUE.	P 1.50	127.50
DGL	9/ 6	WORK ON TAX MEMO.	P 3.50	297.50
MK	9/ 7	TELEPHONE CONFERENCES WITH OPPOSING COUNSEL; TELECON WITH L. CARRIER; <i>(.5)</i> REVIFW CORRESPONDENCE FROM OPPOSING COUNSEL.	P .75	97.50
DGL	9/ 7	READ CASES; CALL IRS; WRITE AND FAX MEMO RE TAX ISSUE.	P 3.25	276.25
MK	9/ 8	REVIEW AND REVISE CORRESPONDENCE TO OPPOSING COUNSEL RE SETTLEMENT.	P .50	65.00
DGL	9/ 8	WRITE LETTER.	P 2.75	233.75

-----SUMMARY OF HOURS, RATES & FEES-----

MK HOURS:	1.25	@ \$130.00 PER HOUR	\$162.50
DGL HOURS:	11.00	@ \$85.00 PER HOUR	\$935.00
NET TOTAL HOURS:	<i>12.25</i>	<i>P</i>	NET TOTAL FEES: \$1097.50 ✓

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PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

9/27 \$15.52 PAYMENT RECEIVED ON ACCOUNT, THANK YOU.

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BALANCE FROM THE LAST STATEMENT:	\$71.82
PLUS: CHARGES LISTED ABOVE:	\$1097.50
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$15.52
*****	
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: *	\$1153.80 ✓
*****	

STATEMENT DATE: OCT 11, 1995 FILE #1013

OCT 11, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$6338.17

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

11/1  
①

FILE #1001 GAVILAN GENERAL LEGAL ADVICE (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$6338.17

FILE #1001 GAVILAN GENERAL LEGAL ADVICE (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:	HOURS	FEES
CMR 9/ 6 REVIEW STATUS OF DISCIPLINARY MATTERS.	.50	65.00
CJK 9/ 6 RESEARCH ISSUE RE: WITHOLDING PAYROLL TAX AND RETROACTIVE COLLECTION.	.75	63.75
CJK 9/ 7 RESEARCH STATE SDI TAX WITHOLDING.	1.25	106.25
CJK 9/21 CONFERENCE W/ L. CARRIER RE: TAX.	.25	21.25

-----SUMMARY OF HOURS, RATES & FEES-----

CMR HOURS:	0.50	@ \$130.00 PER HOUR	\$65.00
CJK HOURS:	2.25	@ \$85.00 PER HOUR	\$191.25
NET TOTAL HOURS:	2.75	NET TOTAL FEES:	\$256.25 ✓

COSTS ADVANCED SINCE THE LAST STATEMENT:	COSTS
8/31 LEXIS RESEARCH.	118.50
9/11 DOCUMENT PREPARATION/WORD PROCESSOR.	40.00
9/30 PHOTOCOPIES.	23.20
9/30 FACSIMILIES.	39.00
9/30 TELEPHONE TOLL CHARGES.	7.09
9/30 POSTAGE.	2.66
<b>COSTS:</b>	<b>\$230.45 ✓</b>

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

9/27 \$735.21 PAYMENT RECEIVED ON ACCOUNT, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$6586.68
PLUS: CHARGES LISTED ABOVE:	\$486.70
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$735.21
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	***** * \$6338.17 ✓ *****

2

OCT 11, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$7118.52

GAVILAN JOINT CCD

NO  
-

FILE #1016 JOHNSON'S WRIT OF MANDATE (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$7118.52

FILE #1016 JOHNSON'S WRIT OF MANDATE (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:	HOURS	FEES
CMR 9/19 REVIEW STATUS.	.25	32.50

-----SUMMARY OF HOURS, RATES & FEES-----  
 CMR HOURS: 0.25 @ \$130.00 PER HOUR \$32.50 ✓  
 -----

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

9/27 \$2215.10 PAYMENT RECEIVED ON ACCOUNT, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$9301.12
PLUS: CHARGES LISTED ABOVE:	\$32.50
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$2215.10

TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \* \$7118.52 ✓  
 \*\*\*\*\*

0

STATEMENT DATE: OCT 11, 1995 FILE #1016

OCT 13, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$422.50

GAVILAN JOINT CCD

*Handwritten initials and a circled mark.*

FILE #1017 JOHNSON'S DFEH COMPLAINT (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$422.50

FILE #1017 JOHNSON'S DFEH COMPLAINT (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:		HOURS	FEES
MK	9/18 TELEPHONE CONFERENCE WITH DFEH INVESTIGATOR; REVIEW FILE.	1.00	130.00
MK	9/19 CONFERENCES RE RESPONSE TO DFEH INVESTIGATOR; TELEPHONE CALL TO DISTRICT.	.50	65.00
JSJ	9/19 REVIEW FILE RE JOHNSON'S DFEH COMPLAINT; CONFER RE SAME.	1.75	227.50

-----SUMMARY OF HOURS, RATES & FEES-----

MK HOURS:	1.50 @ \$130.00 PER HOUR	\$195.00
FLAT FEE HOURS:	1.75	\$227.50
NET TOTAL HOURS:	3.25	NET TOTAL FEES: \$422.50 ✓

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PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

9/27 \$130.00 PAYMENT RECEIVED ON ACCOUNT, THANK YOU.

-----

BALANCE FROM THE LAST STATEMENT:	\$130.00
PLUS: CHARGES LISTED ABOVE:	\$422.50
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$130.00

TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \* \$422.50 ✓

\*\*\*\*\*  
\*\*\*\*\*

*Handwritten mark.*

STATEMENT DATE: OCT 13, 1995 FILE #1017

RUIZ & 240 PIRO



OCT 11, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

BALANCE 00.00,  
THANK YOU.

GAVILAN COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD  
GILROY, CA 95020

FILE #1021 JOHNSON TORT

(10)

FILE #1021 JOHNSON TORT

(10)

NO BALANCE DUE 0.00

STATEMENT DATE: OCT 11, 1995 FILE #1021

RUIZ 241 SCHAPIRO

OCT 11, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

BALANCE 00.00,  
THANK YOU.

GAVILAN COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTN: DR. GLENN MAYLE

FILE #1022 JOHNSON - DISCIPLINE (10)

FILE #1022 JOHNSON - DISCIPLINE (10)

NO BALANCE DUE 0.00

STATEMENT DATE: OCT 11, 1995 FILE #1022

OCT 11, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$44300.96

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

1) 12/1/75

75.00

FILE #1006 LABOR RELATIONS (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$44300.96

FILE #1006 LABOR RELATIONS (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:		HOURS	FEES
CMR	9/ 1 PREPARATION FOR NEGOTIATION; TRAVEL AND MEETING WITH CSEA; NEGOTIATION; MEETING WITH ADMINISTRATORS. (1) ✓ ea	N 8.00	1040.00
RAS	9/ 1 ASSIST WITH THE PREPARATION OF ISSUES FOR FACT-FINDING NEGOTIATION SESSION WITH CSEA.	N 9.50	1235.00
DGL	9/ 1 TELECONS RE SUPVR. MEMO.	N .50	42.50
CMR	9/ 2 FOLLOW UP ON FACT-FINDING; PREPARATION FOR FACT FINDING.	N 1.50	195.00
CMR	9/ 4 PREPARATION FOR FACT-FINDING.	N 2.00	260.00
CMR	9/ 5 PARTICIPATION IN FACT-FINDING PROCES; DE-BRIEFING AND PREPARATION.	N 13.00	1690.00
MK	9/ 5 REPRESENT DISTRICT AT FACT FINDING.	N 11.50	1495.00
RAS	9/ 5 ATTENDANCE AT FACT-FINDING; TRAVEL TO AND FROM.	N 12.25	1592.50
DGL	9/ 5 REVIEW SUPERVISOR ISSUE; CONFERENCE RE SAME.	N .50	42.50
CMR	9/ 6 NEGOTIATE WITH CSEA AND AMES.	N 2.00	260.00
MK	9/ 6 TELECON WITH PRESIDENT MAYLE; REVIEW CORRESPONDENCE FROM DISTRICT RE CONTRACT PROPOSAL. (15) ✓	N .75	97.50
CMR	9/ 7 TELECON/FAX NEGOTIATE.	N 2.00	260.00
MK	9/ 7 REVIEW MEMO AND RESEARCH RE DISCIPLINARY MATTER REGARDING ARBALLO.	N .75	97.50
CMR	9/ 8 TELECON/FAX NEGOTIATE FACT-FINDING PROVISION.	N 3.50	455.00
MK	9/ 8 REVIEW AND REVISE DRAFT OF CONTRACT LANGUAGE RE ARTICLE 11; DRAFT COVER LETTER TO PRESIDENT MAYLE; TELECON WITH PRESIDENT MAYLE RE PROPOSALS RE CONTRACT; DRAFT MEMO RE CONTRACT PROPOSALS. (15) ✓	N 4.75	617.50
DGL	9/ 8 SUPERVISOR ISSUE. (15) ✓	N .50	42.50
CMR	9/11 TC WITH PEARL AND CARRIER RE FACT-FINDING; REVIEW ARTICLE 15 LANGUAGE; TC WITH FACT FINDING PANEL	N 2.00	260.00

59.50

CMR	9/11	RE POSSIBLE RESOLUTION TELECON WITH DR JOYCE REGARDING MS. CERONE AND TIMELINES AND PROCEDURES; REVIEW DRAFT LETTER TO DR. JOYCE AND MEMO REGARDING PROCEDURES.	N	2.50	325.00
CMR	9/11	TC WITH DR MAYLE RE FACT FINDING AND OPTIONS; ARRANGE FOR BOARD MEETING AND DISCUSSION RE ARBALLO PROCEDURES.	N	.50	65.00
CMR	9/11	REVIEW STATUS OF USTE RECLASSIFICATION AND GENERAL MANAGER POSITION; REVIEW PERB PRECEDENT RE CLASSIFICATION DUTIES AND PETITION RE CLASSIFICATION.	N	1.00	130.00
MK	9/11	RESEARCH AND DRAFT DOCUMENTS RE VARIOUS MATTERS, INCLUDING CERONE, CONTRACT PROPOSAL AND BUSINESS OFFICE ISSUES.	N	9.50	1235.00
CJK	9/11	MEMO AND LETTER RE: L. CERONE TERMINATION.	N	2.50	212.50
CMR	9/12	TRAVEL AND MEETING WITH GOVERNING BOARD RE STATUS AND UPDATE; TC WITH AMES REGARDING OUTSTANDING ISSUES; REVIEW PROCESS AND PROCEDURES RE FACT FINDING REPORT.	N	7.50	975.00
CMR	9/12	REVIEW ED CODE AND RULES AND REGULATIONS RE PROCEDURES AND PROCESS.	N	1.00	130.00
RAS	9/12	TELECON WITH B. MURPHY'S OFFICE RE MEETING; REVIEW OF FORM FACT FINDING REPORT; PREPARATION OF FACT FINDING REPORT; CONFERENCE RE RECLASSIFICATION ISSUE.	N	4.75	617.50
CJK	9/12	RESEARCH ISSUES RE: TERMINATION OF CERONE.	N	2.50	212.50
CMR	9/13	TC WITH AMES; TC WITH PEARL; REVIEW ISSUES OF JURISDICTION AND STATUTORY TIMELINE; DISCUSS FACT FINDING REPORT.	N	2.50	325.00
DGL	9/13	CONFERENCE RE SUPERVISOR'S LETTER.	N	.50	42.50
CMR	9/14	DRAFT LETTER AND APPROACH TO FACT-FINDING ISSUES.	N	1.00	130.00
CMR	9/14	SUPERVISOR RECLASSIFICATION ISSUE.	N	1.00	130.00
MK	9/14	TELECONS WITH DR. MAYLE RE CONTRACT ISSUES.	N	.25	32.50
RAS	9/14	PREPARATION OF FACT FINDING REPORT.	N	5.25	682.50
DGL	9/14	WORK ON LETTER RE SUPERVISOR ISSUE.	N	4.25	361.25
CMR	9/15	REVIEW FACTFINDING ISSUES; TC TO CARRIER AND REVIEW OF CORRESPONDENCE.	N	2.00	260.00
CMR	9/15	REVIEW OF ARBALLO AND CERONE DISCIPLINARY MATTERS AND PROCEDURES.	N	.75	97.50
CMR	9/15	LETTER TO AMES RE CONCLUDING HEARING ON TIME.	N	.50	65.00
CMR	9/15	CSEA LETTER TO NEGOTIATE; RESPOND TO NEGOTIATION RE BUSINESS MANAGER AND USTE MATTER.	N	.50	65.00
RAS	9/15	PREPARATION OF CORRESPONDENCE TO AMES RE PROGRESSION AND TIMING OF FACT FINDING; CONFERENCE AND ANALYSIS OF RECLASSIFICATION ISSUE; REVIEW OF RECLASSIFICATION ISSUE.	N	2.25	292.50

43.00

DGL	9/15	REVIEW LETTER; REVIEW CASES.	N 2.50	212.50
CMR	9/18	FACT FINDING ANALYSIS.	(S) N 3.50	455.00
CMR	9/18	TELECON WITH PEARL; TELECON WITH AMES RE FACT-FINDING.	(S) N 1.00	130.00
RAS	9/18	CONFERENCE RE STATUS OF NEGOTIATIONS AND FURTHER INFORMATION REQUESTED BY CSEA; TELECON WITH L. CARRIER RE SAME.	N .75	97.50
CMR	9/19	CONFERENCES WITH CARRIER RE FINANCIAL INFORMATION; CONFERENCE WITH MAYLE; CONFERENCE WITH FACTFINDER.	(S) N 2.00	260.00
CMR	9/19	TC WITH MAYLE RE OPTIONS AND STRATEGY WITH FACT FINDER.	(S) N .25	32.50
CMR	9/19	TC WITH FACTFINDER CHAIR RE OPENING HEARING.	(S) N .50	65.00
RAS	9/19	TELECON WITH L. CARRIER RE FINANCIAL INFORMATION; REVIEW OF SAME; PREPARATION OF CORRESPONDENCE TO C. AMES RE SAME.	(S) N 2.25	292.50
CMR	9/20	NEGOTIATE FINAL FACTS AND ISSUES.	N 2.00	260.00
CMR	9/21	NEGOTIATE AND PREPARE.	N 3.00	390.00
RAS	9/21	CONFERENCE RE RECLASSIFICATION ISSUE; RESEARCH RE RECLASSIFICATION ISSUES.	N 2.25	292.50
CMR	9/22	TELECON WITH PEARL/FACT FINDER AND FINAL FACT-FINDING.	(S) N 1.50	195.00
RAS	9/22	CONFERENCE RE FACT FINDING REPORT; TELECON WITH C. AMES RE SAME.	(S) N .75	97.50
CMR	9/25	REVIEW, DRAFT AND REVISE FACT FINDING REPORT.	(S) N 1.50	195.00
MK	9/25	REVIEW CORRESPONDENCE FROM DISTRICT RE T. ARBALLO; TELECON WITH DR. MAYLE; TELECON WITH L. ORTEGA; CONFERENCE RE STRATEGY; TELECON WITH J. HANSELL.	(S) N 2.25	292.50
RAS	9/25	PREPARATION OF FACT FINDING REPORT; CONFERENCES RE SAME.	(S) N 5.50	715.00
CJK	9/25	LEGAL RESEARCH RE: RECLASSIFICATION OF EF TO SUPERVISOR.	N 1.25	106.25
CMP	9/26	PREPARE FINAL FACT FINDING REPORT; TELECON WITH MAYLE RE FEEDBACK AND CORRECTION.	(S) N 1.00	130.00
CMR	9/26	PREPARE FOR COLLECTIVE BARGAINING MEETING.	(S) N .50	65.00
RAS	9/26	CONFERENCE RE PROCEDURAL ISSUES RE YUSTE POSITION AND BUSINESS OFFICE POSITION; PREPARATION OF CORRESPONDENCE TO B. MURPHY RE SAME; TELECON WITH C. AMES RE EXECUTION OF FACT FINDING REPORT BY S. PEARL; TELECON WITH S. PEARL'S OFFICE RE SAME; TELECON WITH S. OLIVERA RE YUSTE POSITION AND ATTENDANCE AT NEGOTIATION WITH CSEA.	(S) N 3.25	422.50
CJK	9/26	LEGAL RESEARCH RE: RECLASSIFICATION OF EF TO SUPERVISOR.	N 3.25	276.25
CMR	9/27	PREPARE COLLECTIVE BARGAINING ISSUES; DRAFT LETTER TO MURPHY; REVIEW USTF AND BUSINESS MANAGER POSITION.	N 2.00	260.00
PSC	9/27	RESEARCH LEGAL EFFECT OF DEROGATORY STATEMENTS MADE IN CONTEXT OF LABOR	(S) N .25	32.50

13.25

NEGOTIATIONS.

RAS 9/27 PREPARATION OF CORRESPONDENCE TO R. N 2.00 260.00  
MURPHY RE YUSTE POSITION AND BUSINESS  
OFFICE POSITION; DISCUSSION RE  
PROCEDURAL ISSUES PERTINENT TO ABOVE  
POSITIONS; TELECON RE SAME.

CMR 9/23 TRAVEL TO GAVILAN; PREPARATION AND N 7.25 942.50  
PRESENTATION OF VARIOUS ISSUES;  
DISCUSSION RE FACT FINDING.

CMR 9/29 FINAL FACT FINDING REPORT; TELECON N 2.00 260.00  
WITH PANEL.

MK 9/29 REVIEW PROPOSED CSEA CHANGES TO FACT N .25 32.50  
FINDING REPORT.

RAS 9/29 TELECON RE STATUS OF FACT FINDING N .50 65.00  
REPORT; REVIEW CBA LANGUAGE AND  
DETERMINE STATUS OF PROPOSALS RE  
LONGETIVITY ISSUE.

WMQ 9/29 DRAFT LTR RE LEAVE POLICIES; REVIEW N 1.25 162.50  
CODE; CONFERENCE RE SAME.

-----SUMMARY OF HOURS, RATES & FEES-----

CMR HOURS:	82.75	@	\$130.00 PER HOUR	\$10757.50
PSC HOURS:	0.25	@	\$130.00 PER HOUR	\$32.50
MK HOURS:	30.00	@	\$130.00 PER HOUR	\$3900.00
RAS HOURS:	51.25	@	\$130.00 PER HOUR	\$6662.50
WMQ HOURS:	1.25	@	\$130.00 PER HOUR	\$162.50
DGL HOURS:	8.75	@	\$85.00 PER HOUR	\$743.75
CJK HOURS:	9.50	@	\$85.00 PER HOUR	\$807.50
NET TOTAL HOURS:	183.75	(N)	NET TOTAL FEES:	\$23066.25 ✓

-----

COSTS ADVANCED SINCE THE LAST STATEMENT: COSTS

8/ 7 WORKING MEAL.	41.66
8/24 TRAVEL MEAL.	44.22
8/27 WORKING LUNCH.	32.30
8/29 MILEAGE.	54.00
8/29 HOTEL.	63.36
8/29 MEALS.	20.00
8/29 TRAVEL MEAL.	37.24
8/29 TRAVEL MEAL.	39.56
8/30 MEAL.	5.00
8/30 TRAVEL MEAL.	14.89
8/31 LEXIS RESEARCH.	765.00
9/ 1 MILEAGE.	55.50
9/ 1 TRAVEL.	54.00
9/ 5 MILEAGE.	55.50
9/ 8 FEDERAL EXPRESS.	32.50
9/12 MILEAGE.	27.90
9/12 TRAVEL MEAL.	12.49
9/25 DOCUMENT PREPARATION/WORD PROCESSOR.	20.00
9/30 PHOTOCOPIES.	186.80
9/30 FACSIMILIES.	109.00
9/30 TELEPHONE TOLL CHARGES.	54.84
9/30 POSTAGE.	2.70
(N) COSTS:	\$1728.46 ✓

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

9/27 152157.22 PAYMENT RECEIVED ON ACCOUNT, THANK YOU.

-----  
BALANCE FROM THE LAST STATEMENT: \$78663.47  
PLUS: CHARGES LISTED ABOVE: \$24794.71  
MINUS: PAYMENTS SINCE THE LAST STATEMENT: \$59157.22  
\*\*\*\*\*  
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \* \$44300.96 ✓  
\*\*\*\*\*

STATEMENT DATE: OCT 11, 1995 FILE #1006

SEPT 14, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$333124.66

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

*P = 113.25  
N = 497.50*

FILE #1000 SUMMARY FILE (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$333124.66<sup>OK</sup>

FILE #1000 SUMMARY FILE (10)

FILE #1015 ARBALLO (10)

CURRENT HOURS:	0.00		
PREVIOUS BALANCE:	8806.35	MINUS CUR PAYMENTS:	8806.35
PLUS LATE CHARGES:	0.00	PLUS CUR FEES:	0.00
PLUS CUR COSTS:	0.00	EQUALS NEW BALANCE:	0.00 ✓

FILE #1019 CONSTRUCTION (10)

CURRENT HOURS:	1.25		
PREVIOUS BALANCE:	0.00	MINUS CUR PAYMENTS:	0.00
PLUS LATE CHARGES:	0.00	PLUS CUR FEES:	162.50
PLUS CUR COSTS:	0.00	EQUALS NEW BALANCE:	162.50 ✓

FILE #1014 CSEA (10)

CURRENT HOURS:	113.25		
PREVIOUS BALANCE:	231627.86	MINUS CUR PAYMENTS:	6518.04
PLUS LATE CHARGES:	0.00	PLUS CUR FEES:	12337.50
PLUS CUR COSTS:	761.75	EQUALS NEW BALANCE:	238209.07 ✓

FILE #1013 DIAZ (10)

CURRENT HOURS:	0.00		
PREVIOUS BALANCE:	3505.53	MINUS CUR PAYMENTS:	3449.23
PLUS LATE CHARGES:	0.00	PLUS CUR FEES:	0.00
PLUS CUR COSTS:	15.52	EQUALS NEW BALANCE:	71.82 ✓

FILE #1001 GAVILAN GENERAL LEGAL ADVICE (10)

CURRENT HOURS:	5.00		
PREVIOUS BALANCE:	6521.40	MINUS CUR PAYMENTS:	669.93
PLUS LATE CHARGES:	0.00	PLUS CUR FEES:	458.75
PLUS CUR COSTS:	276.46	EQUALS NEW BALANCE:	6586.68 ✓

FILE #1018 HALEY (10)

CURRENT HOURS:	0.00		
PREVIOUS BALANCE:	325.00	MINUS CUR PAYMENTS:	325.00
PLUS LATE CHARGES:	0.00	PLUS CUR FEES:	0.00
PLUS CUR COSTS:	0.00	EQUALS NEW BALANCE:	0.00 ✓



FILE #1016 JOHNSON'S WRIT OF MANDATE (10)  
 CURRENT HOURS: 16.00  
 PREVIOUS BALANCE: 7999.66 MINUS CUR PAYMENTS: 913.64  
 PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 2080.00  
 PLUS CUR COSTS: 135.10 EQUALS NEW BALANCE: 9301.12 ✓

FILE #1017 JOHNSON'S DFEH COMPLAINT (10)  
 CURRENT HOURS: 1.00  
 PREVIOUS BALANCE: 87.86 MINUS CUR PAYMENTS: 87.86  
 PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 130.00  
 PLUS CUR COSTS: 0.00 EQUALS NEW BALANCE: 130.00 ✓

FILE #1012 KARCICH (10)  
 CURRENT HOURS: 0.00  
 PREVIOUS BALANCE: 1531.47 MINUS CUR PAYMENTS: 1531.47  
 PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 0.00  
 PLUS CUR COSTS: 0.00 EQUALS NEW BALANCE: 0.00 ✓

FILE #1006 LABOR RELATIONS (10)  
 CURRENT HOURS: 457.00  
 PREVIOUS BALANCE: 42204.73 MINUS CUR PAYMENTS: 22698.48  
 PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 56608.75  
 PLUS CUR COSTS: 2548.47 EQUALS NEW BALANCE: 78663.47 ✓

TOTAL OF PREVIOUS STATEMENT BALANCES: 302609.86

MINUS: TOTAL OF CURRENT PAYMENTS: 45000.00 ✓  
 UNPAID FROM PREVIOUS STATEMENTS: 257609.86  
 PLUS: TOTAL OF CURRENT LATE CHARGES: 110.00  
 PLUS: TOTAL OF CURRENT FEES: 71777.50  
 PLUS: TOTAL OF CURRENT COSTS: 3737.30

EQUALS: TOTAL BALANCE DUE THIS STATEMENT: 333124.66

STATEMENT DATE: SEPT 14, 1995 FILE #1000

RUIZ 249 CHAPIRO

STATEMENT  
CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

SEPT 14, 1995  
BALANCE 00.00,  
THANK YOU.

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

FILE #1015 ARBALLO

(10)

FILE #1015 ARBALLO

(10)

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

8/29 \$8806.35 PAYMENT RECEIVED ON ACCOUNT, THANK YOU.

-----  
BALANCE FROM THE LAST STATEMENT: \$8806.35  
MINUS: PAYMENTS SINCE THE LAST STATEMENT: \$8806.35

NO BALANCE DUE 0.00

STATEMENT DATE: SEPT 14, 1995 FILE #1015

RUIZ 250 SCHAPIRO

SEPT 14, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$162.50

GAVILAN COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTN: DR. MAYLE

No

FILE #1019 CONSTRUCTION (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$162.50

FILE #1019 CONSTRUCTION (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:	HOURS	FEES
JLS 8/29 REVIEW DOCUMENTATION FOR WRIGHT.	.25	32.50
JLS 8/30 CONF WITH WILLIAM WRIGHT RE CONSTRUCTION ISSUE;	.25	32.50
JLS 8/31 CONF WITH W. WRIGHT RE CONSTRUCTION ISSUES; LEAVE MESSAGE FOR J. HANSELL RE SAME; REVIEW CORRESPONDANCE FROM EXPERT.	.75	97.50

-----SUMMARY OF HOURS, RATES & FEES-----  
 JLS HOURS: 1.25 @ \$130.00 PER HOUR \$162.50  
 -----

BALANCE FROM THE LAST STATEMENT: 0.00  
 PLUS: CHARGES LISTED ABOVE: \$162.50  
 \*\*\*\*\*  
 TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \* \$162.50 ✓  
 \*\*\*\*\*

Ⓟ

STATEMENT DATE: SEPT 14, 1995 FILE #1019

STATEMENT  
CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

SEPT 14, 1995

PLEASE PAY \$238209.07

X

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

113,250

FILE #1014 CSEA

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$238209.07

FILE #1014 CSEA

(10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:	HOURS	FEES
WMQ 8/ 1 CONF RE CHARGING PARTY'S FILING; OPPOSING BRIEFS IN THE 1739 MATTER.	P .25	32.50
ALC 8/ 1 REVIEW TRANSCRIPTS; EDIT OUTLINE BRIEF.	P 10.75	1397.50
ALC 8/ 2 REVIEW TRANSCRIPTS; EDIT OUTLINE DRIED.	P 9.50	1235.00
CMR 8/ 3 PREPARE FINAL DISMISSAL.	P .50	65.00
MK 8/ 3 CONFERENCE RE BRIEF.	P .50	65.00
WMQ 8/ 3 CONF. RE 1739/41 OUTLINE AND RESPONSIVE PLEADING.	P .50	65.00
CMR 8/ 9 ORGANIZE BRIEF.	P .25	32.50
MK 8/11 REVIEW TRANSCRIPT EXCERPTS; CONFERENCE RE RESPONSE; REVIEW SETTLEMENT ISSUES FROM #1759; CONFERENCE RE RESPONSE.	P 4.75	617.50
MK 8/14 CONFERENCES RE HEARING PREPARATION; REVIEW OPPOSITION BRIEF; CONFERENCE RE LEGAL RESEARCH.	P 2.25	292.50
WMQ 8/14 REVIEW CSEA FACTUAL AND LEGAL ARGUMENTS; RSCH RE BRIEF.	P 3.75	487.50
DGL 8/14 REVIEW CASES/STATUTES; CONF RE SAME.	P 1.75	148.75
MK 8/15 REVIEW OPPOSITION BRIEF.	P 2.00	260.00
DGL 8/15 REVIEW CASES AND STATUTES, ORGANIZE.	P .25	21.25
MK 8/16 REVIEW CORRESPONDENCE FROM OPPOSING COUNSEL RE SETTLEMENT; TELECON WITH J. HANSELL RE SETTLEMENT; CONFERENCES RE LEGAL RESEARCH, FACTUAL RECORD AND PREPARATION OF OPPOSITION BRIEF; REVIEW BRIEF; TELECON WITH L. CARRIER; TELECON WITH DR. MAYLE; TELECON WITH L. CARRIER.	P 5.25	682.50
DGL 8/16 CONFERENCE RE CASE; ORGANIZE CASES; ORDER CASES FROM PERB; READ BRIEF.	P 6.25	531.25
MK 8/17 REVIEW OPPOSITION BRIEF; CONFERENCES RE LEGAL RESEARCH.	P 5.00	650.00
DGL 8/17 READ BRIEF AND RESEARCH; CONFERENCE RE SAME.	P 6.25	531.25

X

CMR	8/18	REVIEW BRIEF.	P 1.00	130.00
DGL	8/18	ORGANIZE CASES; PICK UP PERB CASES; CONFERENCE RE ANALYSIS.	P 6.50	552.50
DGL	8/20	SUMMARIZE CASES FOR BRIEF.	P 6.75	573.75
MK	8/21	DRAFT AND REVISE SETTLEMENT AGREEMENT IN #1759; CONFERENCES RE BRIEF IN #1739/41; TELEPHONE CALLS TO OPPOSING COUNSEL;	P 5.50	715.00
WMQ	8/21	TELECON JUDGE LINK RE DISMISSAL; CONFERENCE RE IMPLICATIONS FOR 1739/41 STRATEGY.	P .50	65.00
DGL	8/21	CONFERENCE RE CASE SUMMARIES; RESEARCH.	P 6.50	552.50
MK	8/22	REVISE SETTLEMENT AGREEMENT IN #1759; TELECONS WITH OPPOSING COUNSEL; DRAFT LETTER TO PERB JUDGE; LEGAL RESEARCH RE BRIEF.	P 5.25	682.50
DGL	8/22	LEGAL RESEARCH RE ANALYSIS OF MANDATORY/NO MANDATORY ISSUE.	P 3.25	276.25
MK	8/23	REVIEW LEGAL RESEARCH; CONFERENCE RE SUPPLEMENTAL RESEARCH.	P 2.75	357.50
DGL	8/23	LEGAL RESEARCH; CONFERENCE RE CASES AND ANALYSIS.	P 4.00	340.00
DGL	8/24	LEGAL RESEARCH RE: MANDATORY/NON MANDATORY ISSUE.	P .75	63.75
DGL	8/28	ORGANIZE/WRITE MEMO.	P 5.00	425.00
DGL	8/29	LEGAL RESEARCH RE: FACTORS IN LAY-OFFS FOR BRIEF.	P .50	42.50
DGL	8/31	OUTLINING ISSUES.	P 5.25	446.25

-----SUMMARY OF HOURS, RATES & FEES-----

CMR HOURS:	1.75	@ \$130.00 PER HOUR	\$227.50
MK HOURS:	33.25	@ \$130.00 PER HOUR	\$4322.50
WMQ HOURS:	5.00	@ \$130.00 PER HOUR	\$650.00
ALC HOURS:	20.25	@ \$130.00 PER HOUR	\$2632.50
DGL HOURS:	53.00	@ \$85.00 PER HOUR	\$4505.00
NET TOTAL HOURS:	113.25		NET TOTAL FEES: \$12337.50

COSTS ADVANCED SINCE THE LAST STATEMENT:

8/14 PHOTOCOPIES.	24.00
8/14 DOCUMENT PREPARATION/WORD PROCESSOR.	96.00
8/18 PHOTOCOPIES.	30.00
8/28 DOCUMENT PREPARATION/WORD PROCESSOR.	70.00
8/31 PHOTOCOPIES.	464.20
8/31 POSTAGE.	0.55
8/31 FACSIMILE.	77.00
COSTS:	P \$761.75

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

8/31	\$6233.62	PAYMENT RECEIVED ON ACCOUNT, THANK YOU.
8/31	\$284.42	PAYMENT RECEIVED ON ACCOUNT, THANK YOU.

651804

X

-----  
BALANCE FROM THE LAST STATEMENT: \$231627.86  
PLUS: CHARGES LISTED ABOVE: \$13099.25  
MINUS: PAYMENTS SINCE THE LAST STATEMENT: \$6518.04 ✓  
\*\*\*\*\*  
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \* \$238209.07 ✓  
\*\*\*\*\*

STATEMENT DATE: SEPT 14, 1995 FILE #1014

RUIZ254SCHAPIRO

SEPT 14, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$71.82

X

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

FILE #1013 DIAZ (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$71.82

FILE #1013 DIAZ (10)

COSTS ADVANCED SINCE THE LAST STATEMENT: COSTS

8/13 TELEPHONE TOLL CHARGES.  
8/31 PHOTOCOPIES.

T 9.72  
P 5.80

COSTS: 7 \$15.52

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

8/29 \$3449.23 PAYMENT RECEIVED ON ACCOUNT, THANK YOU.

-----	
BALANCE FROM THE LAST STATEMENT:	\$3505.53
PLUS: CHARGES LISTED ABOVE:	\$15.52
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$3449.23
	*****
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: *	\$71.82
	*****

STATEMENT DATE: SEPT 14, 1995 FILE #1013

SEPT 14, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$6586.68

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

FILE #1001 GAVILAN GENERAL LEGAL ADVICE (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$6586.68

FILE #1001 GAVILAN GENERAL LEGAL ADVICE (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:	HOURS	FEES
KMW 8/ 9 RESEARCH ON FEE ISSUE.	4.25	361.25
PSC 8/30 ANALYZE HEALTH BENEFITS ISSUE.	.75	97.50

-----SUMMARY OF HOURS, RATES & FEES-----

PSC HOURS:	0.75 @ \$130.00 PER HOUR	\$97.50
KMW HOURS:	4.25 @ \$85.00 PER HOUR	\$361.25
NET TOTAL HOURS:	5.00 ✓	NET TOTAL FEES: \$458.75 ✓

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COSTS ADVANCED SINCE THE LAST STATEMENT:	COSTS
8/ 1 LEGAL RESEARCH.	146.00
8/31 PHOTOCOPIES.	111.80
8/31 POSTAGE.	2.66
8/31 FACSIMILE.	16.00
COSTS:	\$276.46 ✓

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

8/29 \$669.93 PAYMENT RECEIVED ON ACCOUNT, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$6521.40
PLUS: CHARGES LISTED ABOVE:	\$735.21
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$669.93
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: *	\$6586.68 ✓

\*\*\*\*\*

STATEMENT DATE: SEPT 14, 1995 FILE #1001



CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

SEPT 14, 1995

BALANCE 00.00,  
THANK YOU.

GAVILAN JOINT CCD  
5055 SANTA TERESA BOULEVARD  
GILROY, CA 95020  
ATTN: DR. MAYLE

FILE #1018 HALEY (10)

FILE #1018 HALEY (10)

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

8/29 \$325.00 PAYMENT RECEIVED ON ACCOUNT, THANK YOU.

-----	
BALANCE FROM THE LAST STATEMENT:	\$325.00
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$325.00
	NO BALANCE DUE 0.00

8714 FLY BITE

STATEMENT DATE: SEPT 14, 1995 FILE #1018

RUIZ 257 CHAPIRO

SEPT 14, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$9301.12

GAVILAN JOINT CCD



FILE #1016 JOHNSON'S WRIT OF MANDATE (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$9301.12

FILE #1016 JOHNSON'S WRIT OF MANDATE (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:	HOURS	FEES
MK 8/ 1 DRAFT AND REVISE REPLY BRIEF.	8.25	1072.50
MK 8/ 3 REVIEW AND REVISE DRAFT REPLY MEMORANDUM AND PREPARE FINAL FOR FILING.	1.50	195.00
MK 8/ 8 ATTEND HEARING RE DEMURRER.	6.00	780.00
CMR 8/ 9 REVIEW FINAL DISPOSITION OF CASE.	.25	32.50

-----SUMMARY OF HOURS, RATES & FEES-----			
CMR HOURS:	0.25	@ \$130.00 PER HOUR	\$32.50
MK HOURS:	15.75	@ \$130.00 PER HOUR	\$2047.50
NET TOTAL HOURS:	16.00	NET TOTAL FEES:	\$2080.00 ✓

COSTS ADVANCED SINCE THE LAST STATEMENT:	COSTS
8/ 3 FAX & FILE SERVICE.	27.50
8/ 7 DOCUMENT PREPARATION/WORD PROCESSING.	30.00
8/ 8 PARKING.	3.00
8/ 8 MILEAGE.	37.20
8/14 FAX FILE.	20.00
8/31 PHOTOCOPIES.	8.40
8/31 FACSIMILE.	9.00
COSTS:	\$135.10 ✓

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:  
8/29 \$913.64 PAYMENT RECEIVED ON ACCOUNT, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$7999.66
PLUS: CHARGES LISTED ABOVE:	\$2215.10
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$913.64
TOTAL AMOUNT DUE AND 258 ABLE, PLEASE PAY: *	\$9301.12 ✓

\*\*\*\*\*  
\*\*\*\*\*

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

SEPT 14, 1995

PLEASE PAY \$130.00

GAVILAN JOINT CCD



FILE #1017 JOHNSON'S DFEH COMPLAINT (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$130.00

FILE #1017 JOHNSON'S DFEH COMPLAINT (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:	HOURS	FEES
MK 8/ 7 PREPARATION FOR 8/8 HEARING ON DEMURRER.	1.00	130.00

-----SUMMARY OF HOURS, RATES & FEES-----  
MK HOURS: 1.00 @ \$130.00 PER HOUR \$130.00 ✓  
-----

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

8/29 \$87.86 PAYMENT RECEIVED ON ACCOUNT, THANK YOU.

-----  
BALANCE FROM THE LAST STATEMENT: \$87.86  
PLUS: CHARGES LISTED ABOVE: \$130.00  
MINUS: PAYMENTS SINCE THE LAST STATEMENT: \$87.86

TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \* \$130.00 ✓  
\*\*\*\*\*

STATEMENT DATE: SEPT 14, 1995 FILE #1017

RUIZ & SCHAPIRO  
259

SEPT 14, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

BALANCE 00.00,  
THANK YOU.

GAVILAN UNIFIED SCHOOL DISTRICT  
5055 SANTA THERESA BLVD.  
GILROY, CA 95020  
ATTENTION: GLENN MAYLE

FILE #1012 KARCICH (10)

FILE #1012 KARCICH (10)

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

8/29 \$1531.47 PAYMENT RECEIVED ON ACCOUNT, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$1531.47
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$1531.47 ✓
	NO BALANCE DUE 0.00

STATEMENT DATE: SEPT 14, 1995 FILE #1012

RUIZ & 260 HAPIRO

SEPT 14, 1995

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$78663.47

X

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

FILE #1006 LABOR RELATIONS

(10)

2,500

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF:

\$78663.47

FILE #1006 LABOR RELATIONS

(10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:		HOURS	FEES
CMR	8/ 1 FACT FINDING PREPARATION.	N 3.00	390.00
CMR	8/ 2 REVIEWED RECLASSIFICATION DOCUMENTS AND PROCEDURES.	N .75	97.50
RAS	8/ 2 REVIEW OF FINANCIAL INFORMATION AND TESTIMONY; CONF RE SAME; RESEARCH RE RECLASSIFICATION OF POSITION OUTSIDE BARGAINING UNIT.	N 4.25	552.50
CMR	8/ 3 PREPARE OUTLINE FOR FACT-FINDING.	N 3.50	455.00
MK	8/ 3 TELECONS RE DISTRICT MEETING TO PREPARE FOR FACT-FINDING.	N .25	32.50
RAS	8/ 3 TELECON WITH S. OLIVERA RE CLASSIFICATION OF POSITION OUTSIDE BARGAINING UNIT; TELECON WITH E. JOHNSON RE DISTRICT PRACTICE RE RECLASSIFICATION OF POSITION OUTSIDE BARGAINING UNIT; REVIEW OF UNFAIR PRACTICES HEARING TRANSCRIPTS AND EXHIBITS RE FINANCIAL ISSUES AND PREP OF SUMMARY; CONFERENCE RE FACT FINDING.	N 5.75	747.50
CMR	8/ 4 PREPARE FACT FINDING-BINDER-OUTLINE- AND ANALYSIS.	N 3.00	390.00
MK	8/ 4 MEETING RE FACT-FINDING; REVIEW CORRESPONDENCE; CONFERENCE RE PREPARATION.	N 1.00	130.00
RAS	8/ 4 CONFERENCE RE FINANCIAL ISSUES AND FACT FINDING; REVIEW TRANSCRIPT UNFAIR PRACTICES HEARING; PREP OF FINANCIAL ANALYSIS OUTLINE; ANALYSIS FINANCIAL INFO FOR FACT FINDING.	N 5.75	747.50
CMR	8/ 7 TRAVEL AND PREPARATION FOR FACT FINDING; MEETING WITH ADMINISTRATORS RE FACT FINDING.	N 8.00	1040.00
MK	8/ 7 MEETINGS WITH DR. MAYLE AND L. CARRIER RE FACT-FINDING PREPARATION.	N 7.50	975.00
RAS	8/ 7 MEETING WITH G. MAZUR AND L. CARRIER.	N 7.75	1007.50
WJQ	8/ 7 DRAFT LETTER TO B. MURPHY RE LEAVE	1.25	162.50

X

62.00

CHANCELLOR'S OFFICE, SCHOOL SERVICES OF CALIFORNIA, INC., CALIFORNIA POST SECONDARY EDUCATION, ACCCA, AND COMMUNITY COLLEGES TO OBTAIN COMPARATIVE DATA.

MK	8/15	CONFERENCE RE FACT-FINDING; TELEPHONE CALL TO JOHN HANSELL; CONFERENCE RE DOCUMENTS; REVIEW REVISED OUTLINE FOR FACT-FINDING.	N 1.25	162.50
RAS	8/15	PREPARATION FOR FACT FINDING; INCLUDING TELECONS WITH COMMUNITY COLLEGE AND ORGANIZATIONS TO OBTAIN COMPARATIVE DATA AND PREPARATION OF FINANCIAL PRESENTATION.	N 7.00	910.00
CMR	8/16	PREPARE VARIOUS FACTUAL ISSUES AND DOCUMENTS.	N .75	97.50
MK	8/16	REVIEW AND REVISE DRAFT OF FACT-FINDING PRESENTATION; TELECON WITH L. CARRIER RE FACT-FINDING.	N 2.00	260.00
CMR	8/17	PREPARE FACT FINDING.	N 1.00	130.00
RAS	8/17	PREPARATION FOR FACT FINDING; TELECON WITH CHANCELLOR'S OFFICE TO OBTAIN COMPARATIVE FINANCIAL DATA; ANALYSIS OF FINANCIAL ISSUES; AND PREPARATION OF FINANCIAL PRESENTATION.	N 5.00	650.00
RAS	8/17	PREPARATION FOR FACT FINDING; TELECON WITH CHANCELLOR'S OFFICE AND COMMUNITY COLLEGES TO OBTAIN COMPARATIVE DATA; ANALYSIS OF FINANCIAL ISSUES; DISCUSSION WITH L. CARRIER.	N 5.50	715.00
CMR	8/18	LETTER TO CSEA; REVIEW UNFAIR WITH KAPLAN AND ASSISTED HER WITH STRATEGY WITH BRIEF AND SETTLEMENT; PREPARE FACT FINDING PROCESS;	N 4.50	585.00
MK	8/18	LEGAL RESEARCH; CONFERENCES RE LEGAL RESEARCH.	N 7.25	942.50
RAS	8/18	PREPARATION FOR FACT FINDING; TELECON WITH CHANCELLOR'S OFFICE AND COMMUNITY COLLEGES TO OBTAIN COMPARATIVE DATA; PREPARATION OF FINANCIAL PRESENTATION; CONFERENCE RE RECLASSIFICATION OF JPA POSITION.	N 6.25	812.50
RAS	8/19	PREPARATION FOR FACT FINDING, INCLUDING ANALYSIS OF FINANCIAL ISSUES AND PREPARATION OF PRESENTATION.	N 7.25	942.50
CMR	8/21	PREPARE FOR FACT FINDING.	N 3.00	390.00
RAS	8/21	PREPARATION FOR FACT FINDING, INCLUDING REVIEW OF COMPARATIVE DATA; PREPARATION OF PRESENTATION; TELECON WITH L. CARRIER.	N 6.00	780.00
JSJ	8/21	CONFERENCE RE FACT FINDING HEARING; REVIEW COLLECTIVE BARGAINING AGREEMENTS FROM OTHER DISTRICTS.	N 1.25	106.25
CMR	8/22	PREPARE FOR FACT FINDING AND MEETING WITH GAVILAN ADMINISTRATORS RE OUTSTANDING ISSUES AND STRATEGY.	N 2.50	325.00
MK	8/22	TELECON RE FACT-FINDING PRESENTATION.	N 2.50	325.00

262

116.3

RAS	8/22	PREPARATION FOR FACT FINDING AND PRESENTATION; TELECON RE SWITCHING OF FLOOR/SCATTINI POSITIONS AND PREPARATION OF CORRESPONDENCE RE SAME.	N	7.00	910.00
JSJ	8/22	COMPLETE ANALYSIS OF SELECTIVE PROVISIONS OF THE COLLECTIVE BARGAINING AGREEMENTS TAKEN FROM OTHER COMMUNITY COLLEGES.	N	4.00	340.00
CMR	8/23	TC WITH FACT FINDER AMES, TC WITH CSEA; REVIEW SUPERVISORIAL ISSUE; PREPARE FACT-FINDING REPORT.	N	3.50	455.00
MK	8/23	REVIEW COMMENTS RE DRAFT OF FACT-FINDING PRESENTATION; REVISE PRESENTATION; CONFERENCES RE PRESENTATION.	N	5.00	650.00
RAS	8/23	PREPARATION FOR FACT FINDING; REVIEW OF COMPARATIVE DATA; PREPARATION OF PRESENTATION; TELECON TO OBTAIN COMPARATIVE DATA.	N	6.50	845.00
RAS	8/23	PREPARATION FOR FACT FINDING; MEET WITH L. CARRIER RE FINANCIAL PRESENTATION.	N	11.75	1527.50
JSJ	8/23	CONTINUE COMPARISON OF COLLECTIVE BARGAINING AGREEMENTS AMONG OTHER COMMUNITY COLLEGE DISTRICTS.	N	1.00	85.00
DGL	8/23	LEGAL RESEARCH SUPERVISOR ISSUE; CONFERENCE RE SAME.	N	3.50	297.50
CMR	8/24	FACT FINDING PREPARATION MEETING ALL DAY DR. MAYLE & L. CARRIER; MEETING WITH CSEA.	N	9.50	1235.00
MK	8/24	MEETING WITH DR. MAYLE IN PREPARATION FOR FACT-FINDING.	N	9.50	1235.00
JSJ	8/24	FINALIZE COMPARISON OF COMMUNITY COLLEGE DISTRICTS' COLLECTIVE BARGAINING PROVISIONS.	N	.25	21.25
DGL	8/24	LEGAL RESEARCH; MEMO RE SUPERVISOR STATUS.	N	8.75	743.75
CMR	8/25	FACT-FINDING PREPARATION.	N	8.00	1040.00
MK	8/25	PREPARATION FOR FACT-FINDING; REVISE WRITTEN PRESENTATION; TELEPHONE CONFERENCES WITH DR. MAYLE, J. HANSELL AND DR. JOYCE; CONFERENCES RE STRATEGY; DRAFT HISTORY OF NEGOTIATIONS.	N	6.00	780.00
RAS	8/25	PREPARATION FOR FACT FINDING AND ANALYSIS OF COMPARATIVE DATA; CONFERENCE AND PREPARATION OF PRESENTATION.	N	4.25	552.50
JSJ	8/25	CALLS TO COMMUNITY COLLEGE DISTRICTS RE COLLECTIVE BARGAINING AGREEMENTS; REVIEW ADDITIONAL COLLECTIVE BARGAINING AGREEMENTS; INCORPORATE RELEVANT PROVISIONS INTO CHART.	N	5.50	467.50
DGL	8/25	WRITE AND REVISE MEMO RE SUPERVISOR POSITION.	N	8.50	722.50
CMR	8/26	PREPARE FACT-FINDING.	N	2.00	260.00
RAS	8/26	PREPARATION FOR FACT FINDING; PREPARATION OF PRESENTATION AND ALL EXHIBITS.	N	11.75	1527.50

JSJ	8/26	FINALIZE COMPARISON OF COLLECTIVE BARGAINING AGREEMENT PROVISIONS TABLE.	N 1.00	85.00
CMR	8/27	PREPARE FACT FINDING.	N 6.00	780.00
MK	8/27	REVIEW AND REVISE FACT-FINDING PRESENTATION; DRAFT ADDITIONAL MATERIAL FOR PRESENTATION.	N 2.25	292.50
RAS	8/27	PREPARATION FOR FACT FINDING; PREPARATION OF PRESENTATION AND ALL EXHIBITS.	N 10.25	1332.50
CMR	8/28	FACT-FINDING PREPARATION.	N 8.00	1040.00
MK	8/28	PREPARE FACT FINDING PRESENTATION; REVIEW PRESENTATION AND PREPARE FOR ORAL PRESENTATION.	N 7.50	975.00
RAS	8/28	PREPARATION FOR FACT FINDING; PREPARATION OF PRESENTATION AND ALL EXHIBITS.	N 11.75	1527.50
WMQ	8/28	PREPARE STATISTICAL EXHIBITS FOR FACT FINDING RE BUDGET DATA.	N 1.25	162.50
JSJ	8/28	PREPARATION FOR FACT FINDING.	N 4.50	382.50
DGL	8/28	UPDATE SUPERVISOR MEMO; RESEARCH RE MEMO.	N 2.75	233.75
DGL	8/28	PREPARATION FOR FACT FINDING.	N 1.25	106.25
CMR	8/29	FACT FINDING.	N 12.00	1560.00
MK	8/29	REPRESENT DISTRICT AT FACT-FINDING; PREPARATION FOR 8/30 FACT FINDING SESSION.	N 11.00	1430.00
RAS	8/29	TRAVEL TO AND ATTENDANCE AT FACT FINDING; PREPARATION FOR SECOND SESSION OF FACT FINDING.	N 12.00	1560.00
WMQ	8/29	TELECONS F/DA COMM. COLLEGE RE BUDGETED AND ACTUAL RESERVES; COLLATE DATA; PREPARE DRAFT EXHIBIT FOR FACTFINDING; JSJ RE COMPARATIVE DATA.	N 1.50	195.00
JSJ	8/29	PREPARATION FOR FACTFINDING.	N .75	63.75
DGL	8/29	LEGAL RESEARCH; PREPARE MEMO ON TENTATIVE AGREEMENTS.	N 4.50	382.50
CMR	8/30	FACT FINDING.	N 10.00	1300.00
RAS	8/30	ATTENDANCE AT AND TRAVEL FROM FACT FINDING.	N 11.25	1462.50
WMQ	8/30	PREP INFO AND EXHIBITS RE RESERVE PERCENTAGES AND COMPARITIVE DATA FOR NEIGHBORING COLLEGES FOR USE IN FACT FINDING PROCEEDING; ASST IN STATUTORY RESEARCH AND INTERPRETATION RE BENEFITS PROVISIONS; TELECON FOOTHILL DE ANZA COLLEGE RE RESERVES.	N 2.75	357.50
JSJ	8/30	PREPARATION FOR FACT FINDING HEARING.	N 1.50	127.50
DGL	8/30	FACT FINDING.	N 3.50	297.50
DGL	8/30	WRITE MEMO.	N 2.75	233.75
CK	8/30	RESEARCH RE HEALTH BENEFITS FOR TEMP. EE'S; HIRE OF TEMP. EE'S DURING SUMMER; IF SUPERINTENDENTS AUTHORITY TO TRANSFER IS NEGOTIABLE.	N 4.50	382.50
CMR	8/31	FACT FINDING NEGOTIATIONS; SUPERVISED RE CLARIFICATION.	N 3.50	455.00
MK	8/31	REPRESENT DISTRICT AT FACT FINDING FACT FINDING.	N 11.00	1430.00
DGL	8/31	CONFERENCE RE MEMO; WR 264 MEMO.	N 2.50	212.50



-----SUMMARY OF HOURS, RATES & FEES-----

CMR HOURS: 118.50	@ \$130.00 PER HOUR	\$15405.00
MK HOURS: 81.50	@ \$130.00 PER HOUR	\$10595.00
RAS HOURS: 186.25	@ \$130.00 PER HOUR	\$24212.50
WMQ HOURS: 8.50	@ \$130.00 PER HOUR	\$1105.00
JSJ HOURS: 19.75	@ \$85.00 PER HOUR	\$1678.75
DGL HOURS: 38.00	@ \$85.00 PER HOUR	\$3230.00
CK HOURS: 4.50	@ \$85.00 PER HOUR	\$382.50
<b>NET TOTAL HOURS: 457.00</b>		<b>NET TOTAL FEES: \$56608.75</b> ✓

-----

COSTS ADVANCED SINCE THE LAST STATEMENT: COSTS

6/15 MEAL WITH CLIENT.	16.98
7/11 MEAL WITH CLIENT.	25.52
8/ 1 LEGAL RESEARCH.	158.00
8/ 2 MILEAGE.	55.80
8/ 3 DOCUMENT PREPARATION/WORD PROCESSING.	5.00
8/ 7 MILEAGE.	55.80
8/ 9 DOCUMENT PREPARATION/WORD PROCESSING.	10.00
8/11 DOCUMENT PREPARATION/WORD PROCESSOR.	201.00
8/13 TELEPHONE TOLL CHARGES.	76.79
8/22 MILEAGE.	55.80
8/23 DOCUMENT PREPARATION/WORD PROCESSING.	20.00
8/24 MILEAGE.	55.80
8/24 CLIENT LUNCH.	22.76
8/26 DOCUMENT PREPARATION.	216.00
8/26 TRANSPORTATION.	7.50
8/27 DOCUMENT PREPARATION/WORD PROCESSING.	150.00
8/27 DOCUMENT PREPARATION.	216.00
8/28 TRANSPARENCIES.	10.58
8/28 DOCUMENT PREPARATION/WORD PROCESSOR.	50.00
8/28 MILEAGE.	27.90
8/28 DOCUMENT PREPARATION/WORD PROCESSOR.	89.60
8/29 MILEAGE.	27.90
8/29 DOCUMENT PREPARATION/SUPPLIES.	292.04
8/30 MILEAGE.	55.80
8/31 PHOTOCOPIES.	599.20
8/31 POSTAGE.	2.70
8/31 FACSIMILE.	44.00

COSTS: N \$2548.47 ✓

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

8/29 \$22698.48 PAYMENT RECEIVED ON ACCOUNT, THANK YOU.

-----

BALANCE FROM THE LAST STATEMENT:	\$42204.73
PLUS: CHARGES LISTED ABOVE:	\$59157.22
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$22698.48
*****	
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: *	\$78663.47 ✓
*****	

STATEMENT DATE: SEPT 14, 1995 FILE #1006

SEPT 14, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

BALANCE 00.00,  
THANK YOU.

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN E. MAYLE

FILE #1005 MARKUS

(10)

FILE #1005 MARKUS

(10)

NO BALANCE DUE 0.00

STATEMENT DATE: SEPT 14, 1995 FILE #1005

PROGRAM NAME: Coll Barg  
CLAIMANT: *Gavilan JCD*  
FISCAL YEAR: 1995796  
PAYEE #: 343060

INITIAL:  
DATE:

CORRESPONDENCE HISTORY: LIST ALL VERBAL AND WRITTEN COMMUNICATION WITH CLAIMANT

DATE            MESSAGE (PERSON CONTACTED, PHONE NUMBER, IF APPLICABLE)  
                 Steve Kinsella (408) 848-4715

*Reduced Salaries & Benefits to amount substantiated by back-up materials.  
Reduced Supplies to the amount shown in the back-up materials for Labor Relations.  
Reduced Contracted services to the amount substantiated in back-up materials.*

9/28/98    Called Beth Hunter @ (909) 466-4410. Told Beth why the claim was cut. She wants to send in addition back-up to clarify the info. Give her 4 weeks max.

Invoice # 60560 is claimed for 5043.10, however there is no detail shown for this amount (How many hours at how much per hour?)

CB-1 listed under ~~cost of~~ Impasse Proceedings

CB-2 listed under Fact Finding

Dr. Glenn Mayle - Superintendent \$5026.79

per P&G's Section E - The ~~costs~~ costs for Salaries and Expenses of the governing authority, for Example The School Superintendent and Governing Board, are not reimbursable.

AUG 11, 1995

FILE COPY

PLEASE PAY \$302609.86

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

*P=67.75  
N=172.75*

FILE #1000 SUMMARY FILE

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF:

\$302609.86  
OK

FILE #1000 SUMMARY FILE

(10)

FILE #1015 ARBALLO ✓

(10)

CURRENT HOURS:	0.00		
PREVIOUS BALANCE:	8806.35 ✓	MINUS CUR PAYMENTS:	0.00
PLUS LATE CHARGES:	0.00	PLUS CUR FEES:	0.00
PLUS CUR COSTS:	0.00	EQUALS NEW BALANCE:	8806.35

FILE #1014 CSEA

(10)

CURRENT HOURS:	41.50		
PREVIOUS BALANCE:	225394.24 ✓	MINUS CUR PAYMENTS:	0.00
PLUS LATE CHARGES:	0.00	PLUS CUR FEES:	5395.00
PLUS CUR COSTS:	838.62	EQUALS NEW BALANCE:	231627.86

FILE #1013 DIAZ ✓

(10)

CURRENT HOURS:	26.25		
PREVIOUS BALANCE:	56.30 ✓	MINUS CUR PAYMENTS:	0.00
PLUS LATE CHARGES:	0.00	PLUS CUR FEES:	3412.50
PLUS CUR COSTS:	36.73	EQUALS NEW BALANCE:	3505.53

FILE #1001 GAVILAN GENERAL LEGAL ADVICE

(10)

CURRENT HOURS:	5.50		
PREVIOUS BALANCE:	5851.47 ✓	MINUS CUR PAYMENTS:	0.00
PLUS LATE CHARGES:	0.00	PLUS CUR FEES:	580.00
PLUS CUR COSTS:	89.93	EQUALS NEW BALANCE:	6521.40

FILE #1018 HALEY

(10)

CURRENT HOURS:	0.00		
PREVIOUS BALANCE:	325.00 ✓	MINUS CUR PAYMENTS:	0.00
PLUS LATE CHARGES:	0.00	PLUS CUR FEES:	0.00
PLUS CUR COSTS:	0.00	EQUALS NEW BALANCE:	325.00

FILE #1016 JOHNSON'S WRIT OF MANDATE

(10)

CURRENT HOURS:	6.75		
PREVIOUS BALANCE:	7086.02 ✓	MINUS CUR PAYMENTS:	0.00
PLUS LATE CHARGES:	0.00	PLUS CUR FEES:	877.50
PLUS CUR COSTS:	36.14	EQUALS NEW BALANCE:	7999.66

FILE #1017 JOHNSON'S DFEH COMPLAINT (10)  
 CURRENT HOURS: 0.00  
 PREVIOUS BALANCE: 87.86 MINUS CUR PAYMENTS: 0.00  
 PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 0.00  
 PLUS CUR COSTS: 0.00 EQUALS NEW BALANCE: 87.86

FILE #1012 KARCICH (10)  
 CURRENT HOURS: 0.00  
 PREVIOUS BALANCE: 1531.10 MINUS CUR PAYMENTS: 0.00  
 PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 0.00  
 PLUS CUR COSTS: 0.37 EQUALS NEW BALANCE: 1531.47

FILE #1006 LABOR RELATIONS (10)  
 CURRENT HOURS: 172.75  
 PREVIOUS BALANCE: 19506.25 MINUS CUR PAYMENTS: 0.00  
 PLUS LATE CHARGES: 0.00 PLUS CUR FEES: 22356.25  
 PLUS CUR COSTS: 342.23 EQUALS NEW BALANCE: 42204.73

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TOTAL OF PREVIOUS STATEMENT BALANCES: 268644.59  
 MINUS: TOTAL OF CURRENT PAYMENTS: 0.00  
 UNPAID FROM PREVIOUS STATEMENTS: 268644.59  
 PLUS: TOTAL OF CURRENT LATE CHARGES: 0.00  
 PLUS: TOTAL OF CURRENT FEES: 32621.25  
 PLUS: TOTAL OF CURRENT COSTS: 1344.02  
 EQUALS: TOTAL BALANCE DUE THIS STATEMENT: 302609.86 ✓

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

AUG 9, 1995

PLEASE PAY \$8806.35

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

FILE #1015 ARBALLO (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$8806.35

FILE #1015 ARBALLO (10)

PREVIOUSLY BILLED AND UNPAID AMOUNTS, PLEASE PAY: \* \$8806.35  
\*\*\*\*\*

STATEMENT DATE: AUG 9, 1995 FILE #1015

AUG 9, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$231627.86

X

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

41.50

FILE #1014 CSEA (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$231627.86

FILE #1014 CSEA (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:	HOURS	FEES
ALC 7/ 3 ANALYZE HEARING TRANSCRIPTS. PREPARE POST-HEARING BRIEF OUTLINE.	5.75	747.50
ALC 7/ 5 ANALYZE HEARING TRANSCRIPTS. PREPARE POST-HEARING BRIEF OUTLINE.	7.75	1007.50
WMQ 7/19 CONF RE BRIEF IN 1739/41; GATHER MATERIALS FOR SAME.	1.50	195.00
ALC 7/24 REVIEW TRANSCRIPTS; EDIT OUTLINE OF BRIEF.	2.00	260.00
ALC 7/25 REVIEW TRANSCRIPTS; EDIT OUTLINE OF BRIEF.	4.75	617.50
ALC 7/26 REVIEW TRANSCRIPTS; EDIT OUTLINE OF BRIEF.	5.25	682.50
ALC 7/27 REVIEW TRANSCRIPTS; EDIT OUTLINE OF BRIEF.	2.25	292.50
ALC 7/28 REVIEW TRANSCRIPTS; EDIT OUTLINE OF BRIEF.	3.50	455.00
ALC 7/31 REVIEW TRANSCRIPTS; EDIT OUTLINE OF BRIEF.	8.75	1137.50

-----SUMMARY OF HOURS, RATES & FEES-----			
WMQ HOURS:	1.50	@ \$130.00 PER HOUR	\$195.00
ALC HOURS:	40.00	@ \$130.00 PER HOUR	\$5200.00
NET TOTAL HOURS:	41.50		NET TOTAL FEES: \$5395.00

COSTS ADVANCED SINCE THE LAST STATEMENT:	COSTS
7/ 1 LEXIS CHARGES.	20.00
7/ 5 TRANSCRIPT CHARGES.	392.50
7/ 7 FEDERAL EXPRESS CHARGES.	24.25
7/ 8 TELEPHONE TOLL CHARGES.	121.15
7/10 FACSIMILE.	13.00
7/12 PHOTOCOPYING.	72.72
7/12 FACSIMILE.	16.00
7/31 PHOTOCOPY CHARGES.	146.00
7/31 FACSIMILIES.	33.00



COSTS: (P) \$838.62

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BALANCE FROM THE LAST STATEMENT:	\$225394.24
PLUS: CHARGES LISTED ABOVE:	\$6233.62
	*****
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: *	\$231627.86
	*****

STATEMENT DATE: AUG 9, 1995 FILE #1014

273 RUIZ & SCHAPIRO

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

AUG 9, 1995

PLEASE PAY \$3505.53

7

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

26

FILE #1013 DIAZ (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$3505.53

FILE #1013 DIAZ (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT: HOURS FEES

			HOURS	FEES
RAS	7/10	REVIEW FILE CONCERNING CENTRAL FACTS AND ISSUES; CONFERENCE RE SAME; CONDUCT RESEARCH RE "OVERLAPPING" WORK ISSUE.	1.00	130.00
JLS	7/11	REVIEW & CALENDAR NOTICE OF HEARING (.25); DRAFT CLIENT LETTER RE SAME (.25).	.50	65.00
CMR	7/12	REVIEW PERB AMENDMENT TO COMPLAINT.	.25	32.50
WMQ	7/17	TELECONS TO CSEA RE TRIAL SCHEDULE.	.25	32.50
WMQ	7/18	TELECON WITH V. LI, COUNSEL FOR CSEA, RE CONTINUATION OF TRIAL DATE; EXTENSION OF TIME TO ANSWER; AMENDMENT OF COMPLAINT; TELECON WITH JUDGE LINK RE SAME; NEW TRIAL DATE; CONF RE SETTLEMENT POSSIBILITY; TELECON V. LI RE SAME.	1.25	162.50
JLS	7/19	CONF. RE SETTLEMENT STRATEGY (.25); CONF. RE HEARING DATES & AMENDED COMPLAINT DATE (.25).	.50	65.00
WMQ	7/19	DRAFT LETTER TO JUDGE LINK RE CONF CALL FROM COUNSEL; MEMORIALIZE JUDGE LINK'S RULINGS AND PARTY AGREEMENTS; DRAFT LETTER TO DR. MAYLE RE SAME; CALENDAR NEW DATES; MEMO RE MITIGATION OF DAMAGES IN DIAZ CASE; REVIEW AMENDED COMPLAINT.	2.25	292.50
CMR	7/20	REVIEW CLASSIFICATION AND SETTLEMENT ISSUES.	.50	65.00
CMR	7/21	PREPARE SETTLEMENT ISSUES AND MEETING; TRAVEL TO CSEA OFFICE AND NEGOTIATION SESSION RE DIAZ; TC WITH MAYLE.	6.00	780.00
CMR	7/25	REVIEW CSEA SETTLEMENT PROPOSAL; TC WITH LI; TC WITH COOPER; TC WITH JOYCE; TC WITH HANSELL; REVISE LANGUAGE.	1.75	227.50
CMR	7/25	REVIEW NOTES OF CSEA MEETING AND	2.00	260.00

DRAFT LETTER TO CLIENT. <sup>15</sup> ✓

CMR 7/26 TC WITH HANSELL; TC WITH JOYCE; TC WITH COOPER; TC WITH LI; REVIEW AND REVISE SETTLEMENT AGREEMENT; REVIEW AND REVISE CLIENT LANGUAGE; FAX FINAL VERSIONS TO CLIENTS AND CSEA. (P) 3.50 455.00 X

PAT 7/26 DRAFT AND REVISE SETTLEMENT AGREEMENT; (P) 4.25 552.50

CMR 7/27 SETTLEMENT. (P) 2.00 ✓ 260.00

WMQ 7/27 REVIEW NOTICE OF HEARING IN THE 1732 (DIAZ) CASE; REVIEW THE 1759 SETTLEMENT. (P) .25 ✓ 32.50

-----SUMMARY OF HOURS, RATES & FEES-----

CMR HOURS:	16.00	@ \$130.00 PER HOUR	\$2080.00
PAT HOURS:	4.25	@ \$130.00 PER HOUR	\$552.50
RAS HOURS:	1.00	@ \$130.00 PER HOUR	\$130.00
JLS HOURS:	1.00	@ \$130.00 PER HOUR	\$130.00
WMQ HOURS:	4.00	@ \$130.00 PER HOUR	\$520.00
NET TOTAL HOURS:	26.25 ✓	NET TOTAL FEES:	\$3412.50

COSTS ADVANCED SINCE THE LAST STATEMENT: COSTS

7/31 PHOTOCOPY CHARGES. 32.60

7/31 POSTAGE. 4.13

COSTS: (P) \$36.73

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BALANCE FROM THE LAST STATEMENT: \$56.30

PLUS: CHARGES LISTED ABOVE: \$3449.23

TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \* \$3505.53

\*\*\*\*\*

AUG 9, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$6521.40

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

ND

FILE #1001 GAVILAN GENERAL LEGAL ADVICE (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$6521.40

FILE #1001 GAVILAN GENERAL LEGAL ADVICE (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:	HOURS	FEES
ALC 7/ 3 REVISE LETTER TO G. MAYLE RE POTENTIAL DISCIPLINARY STEPS IN E. JOHNSON'S CASE. REVIEW ATTACHED DOCUMENTS TO BE SENT TO DISTRICT.	1.00 ✓	130.00
JLS 7/11 REVIEW PENDING MATTERS & DETERMINE STATUS.	.25 ✓	32.50
KMW 7/11 RESEARCH ON PERSONNEL ISSUES.	3.00 ✓	255.00
CMR 7/25 REVIEW LAYOFF ISSUES.	.75 ✓	97.50
CMR 7/26 LAYOFF ISSUES AND USTE ANALYSIS.	.50 ✓	65.00

-----SUMMARY OF HOURS, RATES & FEES-----

CMR HOURS:	1.25	@ \$130.00 PER HOUR	\$162.50
JLS HOURS:	0.25	@ \$130.00 PER HOUR	\$32.50
ALC HOURS:	1.00	@ \$130.00 PER HOUR	\$130.00
KMW HOURS:	3.00	@ \$85.00 PER HOUR	\$255.00
NET TOTAL HOURS:	5.50		
		NET TOTAL FEES:	\$580.00

-----COSTS ADVANCED SINCE THE LAST STATEMENT:-----

	COSTS
7/13 TELEPHONE TOLL CHARGES.	5.89
7/31 PHOTOCOPY CHARGES.	33.40
7/31 POSTAGE.	0.64
7/31 FACSIMILIES.	45.00
COSTS:	\$89.93

-----BALANCE FROM THE LAST STATEMENT:-----

BALANCE FROM THE LAST STATEMENT:	\$5851.47
PLUS: CHARGES LISTED ABOVE:	\$669.93
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: *	\$6521.40

\*\*\*\*\*

STATEMENT DATE: AUG 9, 1995 FILE #1001

AUG 9, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$325.00

GAVILAN JOINT CCD  
5055 SANTA TERESA BOULEVARD  
GILROY, CA 95020  
ATTN: DR. MAYLE

FILE #1018 HALEY (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$325.00

FILE #1018 HALEY (10)

PREVIOUSLY BILLED AND UNPAID AMOUNTS, PLEASE PAY: \* \$325.00  
\*\*\*\*\*

STATEMENT DATE: AUG 9, 1995 FILE #1018

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

AUG 11, 1995

PLEASE PAY \$7999.66

GAVILAN JOINT CCD

*Handwritten initials and a circled mark.*

FILE #1016 JOHNSON'S WRIT OF MANDATE (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$7999.66

FILE #1016 JOHNSON'S WRIT OF MANDATE (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT:	HOURS	FEES
MK 7/24 REVIEW OPPOSITION BRIEF; REVIEW FILE.	1.75 ✓	227.50
MK 7/31 LEGAL RESEARCH; DRAFT REPLY MEMORANDUM.	5.00 ✓	650.00

-----SUMMARY OF HOURS, RATES & FEES-----  
 MK HOURS: 6.75 @ \$130.00 PER HOUR \$877.50  
 -----

COSTS ADVANCED SINCE THE LAST STATEMENT:	COSTS
7/25 DOCUMENT PREPARATION/WORD PROCESSOR.	10.00
7/28 MESSENGER SERVICE.	3.34
7/31 PHOTOCOPY CHARGES.	22.80
COSTS:	\$36.14

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BALANCE FROM THE LAST STATEMENT:	\$7086.02
PLUS: CHARGES LISTED ABOVE:	\$913.64
	*****
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: *	\$7999.66
	*****

STATEMENT DATE: AUG 11, 1995 FILE #1016

AUG 9, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$87.86

GAVILAN JOINT CCD



FILE #1017 JOHNSON'S DFEH COMPLAINT (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$87.86

FILE #1017 JOHNSON'S DFEH COMPLAINT (10)

PREVIOUSLY BILLED AND UNPAID AMOUNTS, PLEASE PAY: \* \$87.36  
\*\*\*\*\*

STATEMENT DATE: AUG 9, 1995 FILE #1017

AUG 9, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$1531.47

GAVILAN UNIFIED SCHOOL DISTRICT  
5055 SANTA THERESA BLVD.  
GILROY, CA 95020  
ATTENTION: GLENN MAYLE

FILE #1012 KARCICH (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$1531.47

FILE #1012 KARCICH (10)

COSTS ADVANCED SINCE THE LAST STATEMENT: COSTS

7/13 TELEPHONE TOLL CHARGES. 0.37

COSTS: 0.37 \$0.37

BALANCE FROM THE LAST STATEMENT: \$1531.10  
PLUS: CHARGES LISTED ABOVE: \$0.37

TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \* \$1531.47  
\*\*\*\*\*

STATEMENT DATE: AUG 9, 1995 FILE #1012



AUG 9, 1995

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$42204.73

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

172.75

FILE #1006 LABOR RELATIONS (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$42204.73

FILE #1006 LABOR RELATIONS (10)

PROFESSIONAL FEES SINCE THE LAST STATEMENT: HOURS FEES

CMR	7/10	REVIEW NEGOTIATION HISTORY; REVIEW CSEA LETTER.	(N) 4.50	✓	585.00
CMR	7/10	TC TO PEREB RE FACT FINDING; PREPARE STRATEGY FOR PRESENTATION TO MAYLE.	(N) .75	✓	97.50
RAS	7/10	CONFERENCE RE ISSUES RAISED IN RECENT INVESTIGATION; REVIEW FILES CONCERNING ISSUES RAISED IN NEGOTIATIONS; CONDUCT RESEARCH REGARDING WHETHER GROUNDSKEEPING AND MAINTENANCE WORK MAY BE CONTRACTED OUT; CONFERENCE RE SAME.	(N) 5.50	✓	715.00
CMR	7/11	PREPARATION FOR COLLECTIVE BARGAINING SESSION; REVIEW VARIOUS ISSUES RAISED BY CSEA; MEETING WITH DISTRICT ADMININSTRATORS RE STRATEGY AND POSITIONS; TABLE BARGAINING; TRAVEL.	(N) 11.50	✓	1495.00
RAS	7/11	CONFERENCE RE RESEARCH CONCERNING "CONTRACTING OUT" ISSUE.	(N) .50	✓	65.00
JLS	7/11	CONFERENCE RE NEGOTIATIONS, FACT-FINDING, CONTRACTING OUT OF CUSTODIAL SERVICES (.75); CONFERENCES RE VALIDITY OF CASE LAW CITED IN M. WHELAN LETTER (.50).	(N) 1.25	✓	162.50
CMR	7/12	REVIEW CSEA EFFECTS LETTER RE DIAZ.	(N) .25	✓	32.50
CMR	7/12	MEDIATION; FACT FINDING LETTER.	(N) 1.50	✓	195.00
CMR	7/12	CONFERENCE WITH MAYLE; CONFERENCE WITH MURPHY; REVIEW FACT FINDING LETTER; LETTER TO PERB.	(P) 1.75	✓	227.50
JLS	7/12	CONF. RE NEGOTIATIONS.	(N) .50	✓	65.00
CMR	7/13	REVIEW FACT-FINDING ISSUES AND RESEARCH TIMING AND PRESENTATION.	(N) 2.75	✓	357.50
RAS	7/13	TELEPHONE CONFERENCE WITH KERN COUNTY CCD'S COUNSEL REGARDING RECENT CASE INVOLVING "CONTRACTIN OUT" ISSUE; CONDUCT SURVEY REGARDING OTHER COMMUNITY COLLEGE DISTRICT'S	(N) 5.00	✓	650.00

		"CONTRACTING OUT" PRACTICES; CONDUCT RESEARCH RE IMPASSE PROCEDURES AND FACT FINDING. (P) ✓		
CMR	7/14	TC WITH COOPER RE DUTIES OF DIAZ; TC WITH MURPHY RE NEGOTIATION SESSION AND EXPLORING SETTLING DIAZ; TC WITH HANSELL RE MEDIATION AND FACT FINDING; TC WITH MURPHY RE FACT-FINDING AND MEDIATION; REVIEW BARGAINING NOTEBOOK IN PREPARATION FOR FACT FINDING.	(P) 3.75 ✓	487.50
KMW	7/14	TELEPHONE POLL RE COLLECTIVE BARGAINING AGREEMENTS.	(N) .75 ✓	63.75
CMR	7/17	FACT FINDING ISSUES.	(N) 1.00 ✓	130.00
CMR	7/17	REVIEW NEGOTIATION ISSUES AND STRATEGY; TC WITH HANSELL; TC MURPHY.	(N) 1.75 ✓	227.50
RAS	7/17	CONFERENCE RE SURVEY INVOLVING "CONTRACTING OUT" ISSUE; TELEPHONE CONFERENCE WITH KERN COUNT SCHOOL LEGAL SERVICES RE RECENT CASE INVOLVING "CONTRACTING OUT" ISSUE.	(N) 1.00 ✓	130.00
KMW	7/17	TELEPHONE POLL RE COLLECTIVE BARGAINING AGREEMENTS.	(N) 1.00 ✓	85.00
CMR	7/18	FACT FINDING AND MEDIATION PREPARATION.	(N) 1.75 ✓	227.50
RAS	7/18	TELEPHONE CONFERENCES WITH PERB OFFICE RE FATC-FINDING; CONFERENCE WITH CMR RE SAME.	(N) .50 ✓	65.00
KMW	7/18	TELEPHONE POLL RE COLLECTIVE BARGAINING AGREEMENTS. (P) ✓	(N) .25 ✓	21.25
CMR	7/19	TC WITH MURPHY; TC HANSELL; REVIEW FACT FINDING AND NEGOTIATION ISSUES.	(N) 1.50 ✓	195.00
KMW	7/19	TELEPHONE POLL RE COLLECTIVE BARGAINING AGREEMENTS.	(N) .25 ✓	21.25
CMR	7/20	FACT FINDING.	(N) 1.25 ✓	162.50
CMR	7/20	REVIEW STRATEGY AND POSITION ON CONTRACTING OUT.	(N) .50 ✓	65.00
RAS	7/20	PREPARE CORRESPONDENCE TO PERB RE SELECTION OF CMR AS FACT FINDING PANEL MEMBER; REVIEW LETTER FROM PERB RE LIST OF POTENTIAL FACT FINDING PANEL CHAIRS, CONFERENCE RE SAME, AND PREPARE CORRESPONDENCE TO G. MAYLE RE SAME; CALENDAR RELEVANT FACT FINDING DATES; PREPARE MEMORANDUM OUTLINING RELEVANT PROCEDURAL DATES; CONFERENCE RE POTENTIAL FACT FINDING PANEL CHAIR; PREPARE MEMORANDUM REGARDING FACTS OBTAINED CONCERNING POTENTIAL FACT FINDING CHAIRS; TELCON WITH KERN COUNTY SCHOOL SERVICES RE "CONTRACTING OUT" ISSUE; CONFERENCE RE G. CRIBB NOTICE OF TERMINATION ISSUE.	(N) 7.00 ✓	910.00
CMR	7/21	REVIEW OUTSTANDING LEGAL AND NEGOTIATION ISSUES AND IMPASSE; STRATEGY RE RESOLUTION.	(N) 1.00 ✓	130.00
RAS	7/21	PREPARE CORRESPONDENCE TO G. MAYLE RE POTENTIAL FACT FINDING PANEL CHAIRS; RESEARCH RE TERMINATION PROCEDURE FOR	(N) 1.00 ✓	130.00

CATEGORICALLY FUNDED EMPLOYEES.

CMR 7/22 REVIEW FACTS AND STRATEGIES FOR FACT FINDING. (N) 2.50✓ 325.00

CMR 7/24 PREPARATION FOR COLLECTIVE BARGAINING MEETING; TRAVEL TO DISTRICT; MEETING WITH MAYLE AND ADMINISTRATORS RE PARAMETERS FOR SETTLING DIAZ UNFAIR; SETTLEMENT NEGOTIATION RE DIAZ; TABLE BARGAINING RE IMPACT AND EFFECTS AND OTHER ISSUES. (N) 8.00✓ (P) 4.00✓ 1560.00

*Mayle 1*  
*Carlier 1*  
*Owens 1*  
*Joyce 1*

MK 7/24 REVIEW CORRESPONDENCE RE IMPASSE AND OTHER LABOR RELATIONS MATTERS; CONFERENCE RE CERTIFICATED TERMINATION; REVIEW BRIEF IN COURT OF APPEALS CASE RE LEGALITY OF CONTRACTING OUT SERVICES; TELEPHONE CONFERENCE WITH DR. JOYCE; TELEPHONE CALL TO JOHN HANSELL. (N) 4.50✓ 585.00

RAS 7/24 CONFERENCE RE STATUS; ANALYZE TERMINATION ISSUE RELATING TO G. CRIBB AND CONDUCT RESEARCH RE PROPER TERMINATION PROCEDURE; REVIEW BRIEF RECEIVED FROM KERN COUNTY RE CONTRACTING OUT ISSUE; CONFERENCE RE SAME. (C) 3.00✓ 390.00

WMQ 7/24 CONF RE UPDATE ON CASE; MATERIALS FROM ALC. (N) .25✓ 32.50

CMR 7/25 PREPARE FACT FINDING. (N) 5.75✓ 747.50

MK 7/25 MEETING RE STRATEGY FOR FACT-FINDING; REVIEW CONTRACT, INITIAL PROPOSALS, AND NOTES OF CONTRACT IMPASSE MEDIATION SESSIONS; DRAFT AND REVISE MEMORANDUM RE ISSUES FOR FACT-FINDING; TELEPHONE CONFERENCES WITH DR. JOYCE; CONFERENCES RE CERTIFICATED TERMINATION. (N) 8.50✓ 1105.00

*Mayle 2*  
*Owens 1*  
*Joyce 1*

RAS 7/25 CONFERENCE RE STATUS AND FACT FINDING; CONDUCT FURTHER RESEARCH CONCERNING TERMINATION PROCEDURE FOR EOPS EMPLOYEE; CONFERENCE RE SAME; REVIEW FILE FOR ALL DOCUMENT RELEVANT TO ISSUES RELATING TO J. WILCOXSON, G. CRIBB AND "CONTRACTING OUT". (N) 7.00 (N) 6.00✓ (C) 2.00✓ 910.00

CMR 7/26 REVIEW STATEMENT OF ISSUES FOR FACT FINDING. (N) 2.00✓ 260.00

MK 7/26 TELEPHONE CONFERENCE WITH J. HANSELL RE ISSUES FOR FACT-FINDING; REVIEW AND REVISE MEMORANDUM RE ISSUES; REVIEW CONTRACT ISSUES AGREED UPON DURING MEDIATION AND DRAFT MEMORANDUM OF ISSUES AND PROPOSED LANGUAGE FOR AGREEMENTS; TELEPHONE CONFERENCE WITH J. HANSELL RE ISSUES. (N) 6.50✓ 845.00

RAS 7/26 PREPARE CORRESPONDENCE TO G. MAYLE RE G. CRIBB ISSUE; ANALYZE J. WILCONXSON ISSUE, INCLUDING REVIEW OF RELEVANT DOCUMENTS AND TRANSCRIPTS; PREPARE CORRESPONDENCE TO G. MAYLE RE "CONTRACTING OUT" ISSUE. (N) 5.25 (N) 2.25✓ (C) 3.00✓ 682.50

WMQ 7/26 TELECON RE DIAZ NEGOTIATIONS; REVIEW (N) 1.25✓ 162.50

AND REVISE SETTLEMENT AGREEMENT RE WILCOXSON BACKGROUND INFORMATION.

CMR 7/27 PREPARATION AND PARTICIPATION IN COLLECTIVE BARGAINING RE CONTRACTING OUT, RECLASSIFICATION, SECRETARIAL RECALL RIGHTS, AND EFFECTS OF LAYOFF. (N) 8.75 ✓ 1137.50

RAS 7/27 PREPARE CORRESPONDENCE TO G. MAYLE RE J. WILCOXSON ISSUE; PREPARE CORRESPONDENCE TO G. MAYLE RE "CONTRACTING OUT" ISSUE; PREPARE CORRESPONDENCE TO CSEA RE "CONTRACTING OUT" ISSUE. (N) 7.75 ✓ 1007.50

WMQ 7/27 TELCON RE RESEARCH ON ED CODE PROVISIONS CONCERNING INDUSTRIAL ACCIDENT AND ILLNESS LEAVES; RESEARCH REGARDING ABILITY TO RESTRICT LEAVE TO CERTAIN EMPLOYEES OR TO ADD QUALIFICATION PERIOD. (N) 2.25 ✓ 292.50

CMR 7/28 TC WITH MURPHY AND FACT FINDER; PREPARED ISSUES AND LETTER TO PERB; REVIEWED OUTSTANDING ISSUES. (N) 4.00 ✓ 520.00

CMR 7/28 DRAFTED STATUS REPORT TO DR. MAYLE RE NEGOTIATION AND FACT FINDING; LETTER TO MAYLE RE CONTRACTING OUT. (N) 3.75 ✓ 487.50

CMR 7/28 LETTERS TO CLIENT RE SENIORITY RIGHTS OF WILCONSON, LETTER TO UNION RE CONTRACTING OUT; REVISE UPDATE ON NEGOTIATIONS. (N) 2.75 ✓ 357.50

CMR 7/28 DRAFT UPDATE ON COLLECTIVE BARGAINING. (N) 2.50 ✓ 325.00

MK 7/28 REVIEW CSFA DRAFT LIST OF ISSUES FOR FACT-FINDING; CONFERENCE RE STRATEGY; CONFERENCE CALL WITH B. MURPHY, CSEA REPRESENTATIVE RE LIST OF ISSUES AND SELECTION OF CHAIR OF FACT-FINDING PANEL; CONFERENCE WITH MR. AMES, CHAIR OF FACT-FINDING PANEL; DRAFT LETTER TO PERB RE ISSUES, SELECTION OF CHAIR AND SCHEDULING OF HEARING; CONFERENCE RE SCHEDULING; REVIEW DRAFT LETTERS RE CONTRACTING OUT. (N) 4.00 ✓ (P) 2.00 ✓

RAS 7/28 PREPARE CORRESPONDENCE TO G. MAYLE RE J. WILCOXSON ISSUE, G. CRIBB ISSUE, AND "CONTRACTING OUT" ISSUE; CONFERENCE RE FACT-FINDING AND ABOVE ISSUES. (N) 8.25 ✓ 1072.50

WMQ 7/28 MEMORANDUM TO MK RE ELIGIBILITY FOR INDUSTRIAL ACCIDENT LEAVE, ABILITY TO EXTEND QUALIFICATION PERIOD. (N) 1.75 ✓ 227.50

MK 7/31 TELEPHONE CONFERENCE RE STRATEGY; CONFERENCES RE STRATEGY; REVIEW DOCUMENTS. (N) 2.00 ✓ 260.00

RAS 7/31 CONFERENCE RE RECLASSIFICATION OF POSITION OUTSIDE BARGAINING UNIT; CONFERENCE RE FACT-FINDING AND PRESENTATION OF EVIDENCE CONCERNING FINANCIAL ISSUE; REVIEW HEARING TRANSCRIPTS RE TESTIMONY CONCERNING

FINANCIAL ISSUES.

-----SUMMARY OF HOURS, RATES & FEES-----

CMR HOURS:	79.50	@ \$130.00 PER HOUR	\$10335.00
MK HOURS:	27.50	@ \$130.00 PER HOUR	\$3575.00
RAS HOURS:	56.25	@ \$130.00 PER HOUR	\$7312.50
JLS HOURS:	1.75	@ \$130.00 PER HOUR	\$227.50
WMQ HOURS:	5.50	@ \$130.00 PER HOUR	\$715.00
KMW HOURS:	2.25	@ \$85.00 PER HOUR	\$191.25
NET TOTAL HOURS:	172.75		NET TOTAL FEES: \$22356.25

+11 hrs / 72.75  
 -(P) 11.50

~~164.25~~

- (C) 5

(N) 159.25

COSTS ADVANCED SINCE THE LAST STATEMENT:

	COSTS
7/ 6 FACSIMILES.	21.00
7/ 7 FACSIMILES.	20.00
7/13 TELEPHONE TOLL CHARGES.	2.43
7/17 FACSIMILE.	2.00
7/24 MILEAGE.	55.80
7/24 MILEAGE.	55.80
7/27 MILEAGE.	55.80
7/29 DOCUMENT PREPARTION/WORD PROCESSING.	10.00
7/31 PHOTOCOPY CHARGES.	79.40
7/31 FACSIMILIES.	36.00
7/31 FACSIMILIES.	4.00
COSTS: (N)	\$342.23

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BALANCE FROM THE LAST STATEMENT:	\$19506.25
PLUS: CHARGES LISTED ABOVE:	\$22698.48
	*****
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: *	\$42204.73
	*****

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

AUG 11, 1995  
BALANCE 00.00,  
THANK YOU.

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN E. MAYLE

FILE #1005 MARKUS

(10)

FILE #1005 MARKUS

(10)

NO BALANCE DUE 0.00

STATEMENT DATE: AUG 11, 1995 FILE #1005

286 RUIZ & SCHAPIRO

STATEMENT

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

JULY 15, 1986

~~PLEASE PAY \$26,100.53~~

~~26,100.53~~

5,677.07

N 18.25

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

FILE # 1000 SUMMARY FILE (10)

~~PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF \$26,100.53~~

FILE # 1000 SUMMARY FILE (10)

FILE # 1015 ARBALLO (10)

CURRENT HOURS:	0.00		
PREVIOUS BALANCE:	\$30.40	MINUS CUR PAYMENTS:	\$30.40-
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$0.00
PLUS CUR COSTS:	\$0.00	EQUALS NEW BALANCE:	\$0.00

FILE # 1019 CONSTRUCTION (10)

CURRENT HOURS:	0.00		
PREVIOUS BALANCE:	\$23.30	MINUS CUR PAYMENTS:	\$23.30-
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$0.00
PLUS CUR COSTS:	\$0.00	EQUALS NEW BALANCE:	\$0.00

FILE # 1014 CSEA (10)

CURRENT HOURS:	0.00		
PREVIOUS BALANCE:	\$21,784.08	MINUS CUR PAYMENTS:	\$15,149.75-
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$0.00
PLUS CUR COSTS:	\$7.48	EQUALS NEW BALANCE:	\$6,641.81-

FILE # 1013 DIAZ (10)

CURRENT HOURS:	0.00		
PREVIOUS BALANCE:	\$65.20	MINUS CUR PAYMENTS:	\$65.20-
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$0.00
PLUS CUR COSTS:	\$0.00	EQUALS NEW BALANCE:	\$0.00

FILE # 1023 DIAZ-FMLA (10)

CURRENT HOURS:	0.00		
PREVIOUS BALANCE:	\$531.00	MINUS CUR PAYMENTS:	\$531.00-
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$0.00
PLUS CUR COSTS:	\$0.00	EQUALS NEW BALANCE:	\$0.00

FILE # 1001 GAVILAN GENERAL LEGAL ADVICE (10)

CURRENT HOURS:	4.00		
PREVIOUS BALANCE:	\$16,459.73	MINUS CUR PAYMENTS:	\$16,459.73-
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$500.00
PLUS CUR COSTS:	\$209.61	EQUALS NEW BALANCE:	\$709.61-

FILE # 1006 LABOR RELATIONS (10)

CURRENT HOURS:	18.50		
PREVIOUS BALANCE:	\$24,419.76	MINUS CUR PAYMENTS:	\$19,455.53-
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$2,405.00
PLUS CUR COSTS:	\$221.98	EQUALS NEW BALANCE:	\$7,591.21-

STATEMENT

2503-10-1000

JULY 15, 1998

PAGE 2

FILE # 1025 MACHADO			(10)
CURRENT HOURS: 17.60			
PREVIOUS BALANCE:	\$1,344.70	MINUS CUR PAYMENTS:	\$0.00
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$2,258.00
PLUS CUR COSTS:	\$33.00	EQUALS NEW BALANCE:	\$3,635.70

FILE # 1024 ULP 1883			(10)
CURRENT HOURS: 0.00			
PREVIOUS BALANCE:	\$7,480.20	MINUS CUR PAYMENTS:	\$0.00
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$0.00
PLUS CUR COSTS:	\$42.00	EQUALS NEW BALANCE:	\$7,522.20

TOTAL OF PREVIOUS STATEMENT BALANCES: \$72,138.37

MINUS: TOTAL OF CURRENT PAYMENTS: \$51,714.91

UNPAID FROM PREVIOUS STATEMENTS: \$20,423.46 Pd

PLUS: TOTAL OF CURRENT INTEREST: \$0.00

PLUS: TOTAL OF CURRENT FEES: \$5,163.00

PLUS: TOTAL OF CURRENT COSTS: \$514.07 due

EQUALS: TOTAL BALANCE DUE THIS STATEMENT: \$25,100.53

STATEMENT DATE: JULY 15, 1998 FILE # 1000

RUIZ & SCHAPIRO



STATEMENT

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

JULY 10, 1996

BALANCE 00.00,  
THANK YOU.

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

FILE # 1015 ARBALLO

(10)

FILE # 1015 ARBALLO

(10)

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

6/28/96 \$30.40 PAYMENT WAS RECEIVED, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$30.40
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$30.40-
NO BALANCE DUE:	\$0.00

STATEMENT DATE: JULY 10, 1996 FILE # 1015

RUIZ & SCHAPIRO

STATEMENT

JULY 10, 1996

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

BALANCE 00.00,  
THANK YOU.

GAVILAN COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTN: DR. MAYLE

NO

FILE # 1019 CONSTRUCTION

(10)

FILE # 1019 CONSTRUCTION

(10)

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

6/28/96 \$23.30 PAYMENT WAS RECEIVED, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$23.30
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$23.30-
NO BALANCE DUE:	\$0.00

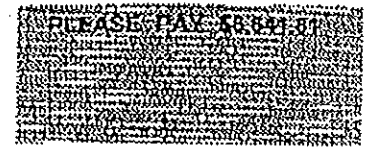
STATEMENT DATE: JULY 10, 1996 FILE # 1019

RUIZ & SCHAPIRO

STATEMENT

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

JULY 15, 1996



GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

*NO*

FILE # 1014 CSEA

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF \$8,641.81

FILE # 1014 CSEA

(10)

COSTS ADVANCED SINCE THE LAST STATEMENT:  
7/10/96 CURRENT TELEPHONE CHARGES.

COSTS  
7.48  
\$7.48

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:  
6/28/96 \$15,149.75 PAYMENT WAS RECEIVED, THANK YOU.

BALANCE FROM THE LAST STATEMENT: \$21,784.08  
PLUS: CHARGES LISTED ABOVE: \$7.48  
MINUS: PAYMENTS SINCE THE LAST STATEMENT: \$15,149.75  
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \$6,641.81

*6641.81*

STATEMENT DATE: JULY 15, 1996 FILE # 1014

RUIZ & SCHAPIRO

STATEMENT

JULY 10, 1996

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

BALANCE 00.00,  
THANK YOU.

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

NO

FILE # 1013 DIAZ

(10)

FILE # 1013 DIAZ

(10)

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

6/28/96 \$65.20 PAYMENT WAS RECEIVED, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$65.20
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$65.20
NO BALANCE DUE:	\$0.00

STATEMENT DATE: JULY 10, 1996 FILE # 1013

RUIZ & SCHAPIRO

STATEMENT

JULY 10, 1996

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

BALANCE 00:00,  
THANK YOU.

GAVILAN JOINT CCD  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTN: DR. GLENN MAYLE

20

FILE # 1023 DIAZ-FMLA (10)

FILE # 1023 DIAZ-FMLA (10)

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

6/28/96 \$531.00 PAYMENT WAS RECEIVED, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$531.00
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$531.00
NO BALANCE DUE:	\$0.00

STATEMENT DATE: JULY 10, 1996 FILE # 1023

RUIZ & SCHAPIRO

STATEMENT

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
800 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

JULY 15, 1996

PLEASE PAY \$709.61

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

119

FILE # 1001 GAVILAN GENERAL LEGAL ADVICE

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF \$709.61

FILE # 1001 GAVILAN GENERAL LEGAL ADVICE

(10)

PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

		HOURS	FEES
IAD	6/05/96 RESEARCH RE LEASING QUESTIONS.	1.00	120.00
WMQ	6/06/96 REAL ESTATE QUESTION; CODE RESEARCH REGARDING PUBLIC HEARING OBLIGATIONS FOR PROPERTY LEASE; CONF. CMR RE RESULTS.	1.75	227.50
IAD	6/06/96 RESEARCH RE LEASING QUESTIONS.	1.00	120.00
JLS	6/24/96 CONFER WITH GABE REYES RE CLOSED SESSION.	.25	32.50
		4.00	\$500.00

SUMMARY OF HOURS, RATES & FEES

JLS HOURS:	.25 @ \$130.00 PER HOUR	\$32.50
WMQ HOURS:	1.75 @ \$130.00 PER HOUR	\$227.50
IAD HOURS:	2.00 @ \$120.00 PER HOUR	\$240.00
NET TOTAL HOURS:	4.00	NET TOTAL FEES: \$500.00

COSTS ADVANCED SINCE THE LAST STATEMENT:

	COSTS
7/10/96 CURRENT PHOTOCOPY CHARGES.	70.00
7/10/96 CURRENT TELEPHONE CHARGES.	36.61
7/10/96 CURRENT FACSIMILE TRANSMISSION CHARGES.	103.00
	<u>\$209.61</u>

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

6/28/96 \$16,459.73 PAYMENT WAS RECEIVED, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$16,459.73
PLUS: CHARGES LISTED ABOVE:	\$709.61
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$16,459.73
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	<u>\$709.61</u>

709.61

STATEMENT DATE: JULY 15, 1996 FILE # 1001

RUIZ & SCHAPIRO

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

JULY 10, 1996

BALANCE 00.00  
THANK YOU.

GAVILAN UNIFIED SCHOOL DISTRICT  
5055 SANTA THERESA BLVD.  
GILROY, CA 95020  
ATTENTION: GLENN MAYLE

*NO*

FILE # 1012 KARCICH

(10)

FILE # 1012 KARCICH

(10)

NO BALANCE DUE: \$0.00

STATEMENT DATE: JULY 10, 1996 FILE # 1012

RUIZ & SCHAPIRO

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

JULY 10, 1996

PLEASE PAY \$7,591.21

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

*N = 18.25*

FILE # 1006 LABOR RELATIONS (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$7,591.21

FILE # 1006 LABOR RELATIONS (10)

PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

			HOURS	FEES
CMR	6/03/96	REVIEW CURRENT STATUS AND PREPARE DRAFT SIDE LETTERS.	1.00 <i>N</i>	130.00
Q	6/03/96	GAVILAN FACULTY NEGOTIATIONS; REVISE AGREEMENT WITH GCFA; REDRAFT AND FINALIZE LETTER TO SANTANA AND SIDE LETTER AGREEMENT; CONFER RE TERMS OF AGREEMENT.	6.50 <i>N</i>	845.00
CMR	6/04/96	PREPARE VARIOUS NEGOTIATION DOCUMENTS.	2.00 <i>N</i>	260.00
WMQ	6/04/96	UPDATE RE GCFA NEGOTIATIONS; AMEND AGREEMENT; REVIEW AND APPROVAL.	.50 <i>N</i>	65.00
CMR	6/05/96	REVISE UNDERSTANDING; TC WITH COOPER.	1.25 <i>N</i>	162.50
WMQ	6/05/96	REVISIONS TO GCFA AGREEMENT.	.25	32.50
WMQ	6/07/96	REVISE MATERIALS FOR FACULTY NEGOTIATIONS.	.75 <i>N</i>	97.50
R	6/10/96	TC WITH CHILD AND SANTANA; REVISE AGREEMENT.	2.00 <i>N</i>	260.00
CMR	6/14/96	TC WITH MAYLE RE FOLLOW UP; DRAFT FOLLOW UP.	.50 <i>N</i>	65.00
CMR	6/17/96	REVISE EDIT AGREEMENT AND NEGOTIATION POSITION; TC WITH CHILD.	1.50 <i>N</i>	195.00
CMR	6/17/96	REVISE AGREEMENT; TC WITH HANSELL; REVIEW ORIGINAL CONTRACT AND COMPARE CHANGES.	1.00 <i>N</i>	130.00
WMQ	6/17/96	FACULTY NEGOTIATIONS; DRAFT NEW SANTANA LETTER, EDITS TO AGREEMENT.	1.25 <i>N</i>	162.50
			<u>18.50</u>	<u>\$2,405.00</u>

SUMMARY OF HOURS, RATES & FEES

CMR HOURS: 9.25 @ \$130.00 PER HOUR \$1202.50  
 WMQ HOURS: 9.25 @ \$130.00 PER HOUR \$1202.50  
 NET TOTAL HOURS: 18.50 NET TOTAL FEES: \$2405.00

COSTS ADVANCED SINCE THE LAST STATEMENT:

	COSTS	
7/10/96	CURRENT PHOTOCOPY CHARGES.	16.40
7/10/96	CURRENT TELEPHONE CHARGES.	12.58
7/10/96	CURRENT WORD PROCESSING CHARGES.	20.00
7/10/96	CURRENT TRAVEL, TOLLS & PARKING CHARGES.	54.00
7/10/96	CURRENT FACSIMILE TRANSMISSION CHARGES.	119.00
		<u>\$221.98</u>

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

6/28/96 \$19,455.53 PAYMENT WAS RECEIVED, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$24,419.76
PLUS: CHARGES LISTED ABOVE:	\$2,626.98
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$19,455.53
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	<u>\$7,591.21</u>



STATEMENT DATE: JULY 10, 1996 FILE # 1006

*RUIZ & SCHAPIRO*

STATEMENT

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

JULY 10, 1996

PLEASE PAY \$3,635.70  
 NO LATER THAN  
 JULY 31, 1996

GAVILAN JOINT CCD  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTN: DR. GLENN MAYLE

*ND*

FILE # 1025 MACHADO (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$3,635.70

FILE # 1025 MACHADO (10)

PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

			HOURS	FEES
DRF	6/03/96	DRAFT FILE MEMO ON RESPONSIVE PLEADING OPTIONS AND STRATEGIES.	2.30	299.00
CR	6/05/96	REVIEW MEMO AND COMPLAINT; ARRANGE EXTENSION.	.50	65.00
WMQ	6/06/96	MACHADO CASE: TELECON P. WINSLOW RE TIME EXTENSION; LITIGATION AIMS; SETTLEMENT PROSPECTS; POSSIBLE DISMISSAL OF CERTAIN CLAIMS OR PARTIES; CMR RE SAME; REVIEW DOCUMENTS FROM EJ.	1.25	162.50
IAD	6/06/96	REVIEW OF NEW MACHADO DOCUMENTS FROM DISTRICT.	1.00	120.00
WMQ	6/07/96	CONFER RE ERISA ISSUES; REVIEW ERISA AND JURISDICTIONAL AUTHORITY; EFFECT OF PREEMPTION AND FORUM QUESTIONS.	2.75	357.50
DEF	6/07/96	WORK ON MEMORANDUM RE 11TH AMENDMENT IMMUNITY, REMOVAL TO FEDERAL COURT, ERISA PREEMPTION AND OTHER RESPONSIVE PLEADING ISSUES.	7.40	962.00
Q	6/10/96	IAD RE SUBPOENA ISSUES; TELCON FROM P. WINSLOW AND RETURN CALL; TELECON RE CHANGE OF COUNSEL.	.40	52.00
IAD	6/10/96	RESEARCH RE SUBPOENA ISSUES; DRAFTING AND REVISING MOTION BRIEFS FOR STIPULATION EXTENDING TIME.	2.00	240.00
			<u>17.60</u>	<u>\$2,258.00</u>

SUMMARY OF HOURS, RATES & FEES

CMR HOURS:	0.50	@ \$130.00 PER HOUR	\$65.00
WMQ HOURS:	4.40	@ \$130.00 PER HOUR	\$572.00
IAD HOURS:	3.00	@ \$120.00 PER HOUR	\$360.00
DEF HOURS:	9.70	@ \$130.00 PER HOUR	\$1261.00
NET TOTAL HOURS:	17.60	NET TOTAL FEES:	\$2258.00

COSTS ADVANCED SINCE THE LAST STATEMENT:

7/10/96	CURRENT PHOTOCOPY CHARGES.	9.00
7/10/96	CURRENT TELEPHONE CHARGES.	6.00
7/10/96	CURRENT FACSIMILE TRANSMISSION CHARGES.	18.00
		<u>\$33.00</u>

BALANCE FROM THE LAST STATEMENT: \$1,344.70  
 PLUS: CHARGES LISTED ABOVE: \$2,291.00  
 TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \$3,635.70

STATEMENT DATE: JULY 10, 1996 FILE # 1025

RUIZ & SCHAPIRO

STATEMENT

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

JULY 10, 1996

PLEASE PAY \$7,522.20  
NO LATER THAN  
JULY 31, 1996

GAVILAN JOINT CCD  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTN: DR. GLENN MAYLE

NO

FILE # 1024 ULP 1883

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$7,522.20

FILE # 1024 ULP 1883

(10)

COSTS ADVANCED SINCE THE LAST STATEMENT:

6/19/96 COMPUTER RESEARCH.  
0/96 CURRENT PHOTOCOPY CHARGES.

COSTS  
35.00  
7.00  

---

\$42.00

BALANCE FROM THE LAST STATEMENT: \$7,480.20  
PLUS: CHARGES LISTED ABOVE : \$42.00  
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \$7,522.20

STATEMENT DATE: JULY 10, 1996 FILE # 1024

RUIZ & SCHAPIRO

STATEMENT

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

JULY 10, 1996

PLEASE PAY \$43,760.67

WILLIS CORROON ADMINISTRATIVE  
 SERVICES CORPORATION  
 P.O. BOX 6030  
 SAN JOSE, CA 95150  
 ATTN: ROBIN FAWKES

FILE # 1021 JOHNSON TORT

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF \$43,760.67

FILE # 1021 JOHNSON TORT

(10)

PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

			HOURS	FEES
IAD	6/03/96	DRAFTING AND REVISING INTERVIEW NOTES RE JOHNSON.	6.50	780.00
IAD	6/04/96	DRAFTING AND REVISING INTERVIEW NOTES RE JOHNSON	6.50	780.00
IAD	6/05/96	REVIEW OF CYNTHIA SHROYER DOCUMENTS RE JOHNSON REVISING PAT FREITAS INTERVIEW NOTES; CALLS PHONE BILLS.	5.25	630.00
WMQ	6/06/96	REVIEW INTERVIEW MEMORANDA; DOCUMENTS.		91.00
IAD	6/06/96	REVISION TO MARCIA HANNUM INTERVIEW NOTES COLLINS AFFIRMATIVE ACTION COMPLAINT.		360.00
WMQ	6/07/96	REVIEW AND REVISE CMC STATEMENT; REVIEW F STATEMENT.		91.00
IAD	6/07/96	CASE MANAGEMENT CONFERENCE MEMORANDU		240.00
IAD	6/10/96	REVISION OF W. COLLINS MEMO; PREPARATION I CONFERENCE.		240.00
IAD	6/11/96	ATTENDANCE AT JOHNSON CASE MANAGEMENT JOHNSON TELEPHONE RECORDS.		600.00
IAD	6/12/96	REVIEW AND ANALYSIS OF JOHNSON PHONE RE HANNON TO DISCUSS TREATMENT OF PHONE BI EMPLOYEES.		480.00
IAD	6/25/96	REVIEW OF JOHNSON OPPOSITION BRIEFS.		96.00
				<u>96.00</u>
				\$4,388.00

*Paid for by the  
 JPA - do not  
 pay; hold for  
 the file*

SUMMARY OF HOURS:

WMQ HOURS:	1.40	@ \$130.00 PER HOUR	\$182.00
IAD HOURS:	35.05	@ \$120.00 PER HOUR	\$4206.00
NET TOTAL HOURS:	36.45	NET TOTAL FEES:	\$4388.00

COSTS ADVANCED SINCE THE LAST STATEMENT:

	COSTS
7/10/96 CURRENT PHOTOCOPY CHARGES.	58.00
7/10/96 CURRENT TELEPHONE CHARGES.	3.02
7/10/96 CURRENT WORD PROCESSING CHARGES.	20.00
7/10/96 CURRENT TRAVEL, TOLLS & PARKING CHARGES.	42.00
7/10/96 CURRENT FACSIMILE TRANSMISSION CHARGES.	8.00
	<u>\$131.02</u>

BALANCE FROM THE LAST STATEMENT: \$39,241.65

PLUS: CHARGES LISTED ABOVE: \$4,519.02

TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \$43,760.67

STATEMENT DATE: JULY 10, 1996 FILE # 1021

RUIZ & SCHAPIRO

STATEMENT

JUNE 17, 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$70,607.27

*I = 8.5*  
*U = 108.75*  
*N = 26.25*

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

FILE # 1000 SUMMARY FILE (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$70,607.27

FILE # 1000 SUMMARY FILE (10)

FILE # 1015 ARBALLO (10)

CURRENT HOURS:	0.25		
PREVIOUS BALANCE:	\$70.40	MINUS CUR PAYMENTS:	\$70.00
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$30.00
PLUS CUR COSTS:	\$0.00	EQUALS NEW BALANCE:	\$30.40

FILE # 1019 CONSTRUCTION (10)

CURRENT HOURS:	0.00		
PREVIOUS BALANCE:	\$23.30	MINUS CUR PAYMENTS:	\$0.00
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$0.00
PLUS CUR COSTS:	\$0.00	EQUALS NEW BALANCE:	\$23.30

FILE # 1014 CSEA (10)

CURRENT HOURS:	29.00		
PREVIOUS BALANCE:	\$114,855.67	MINUS CUR PAYMENTS:	\$96,832.49
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$3,670.00
PLUS CUR COSTS:	\$90.90	EQUALS NEW BALANCE:	\$21,784.08

FILE # 1013 DIAZ (10)

CURRENT HOURS:	0.50		
PREVIOUS BALANCE:	\$7,414.43	MINUS CUR PAYMENTS:	\$7,414.43
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$60.00
PLUS CUR COSTS:	\$5.20	EQUALS NEW BALANCE:	\$65.20

FILE # 1023 DIAZ-FMLA (10)

CURRENT HOURS:	0.00		
PREVIOUS BALANCE:	\$531.00	MINUS CUR PAYMENTS:	\$0.00
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$0.00
PLUS CUR COSTS:	\$0.00	EQUALS NEW BALANCE:	\$531.00

FILE # 1001 GAVILAN GENERAL LEGAL ADVICE (10)

CURRENT HOURS:	20.25		
PREVIOUS BALANCE:	\$27,056.51	MINUS CUR PAYMENTS:	\$13,390.41
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$2,610.00
PLUS CUR COSTS:	\$183.63	EQUALS NEW BALANCE:	\$16,459.73

FILE # 1016 JOHNSON'S WRIT OF MANDATE (10)

CURRENT HOURS:	0.00		
PREVIOUS BALANCE:	\$7,086.02	MINUS CUR PAYMENTS:	\$7,086.02
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$0.00
PLUS CUR COSTS:	\$0.00	EQUALS NEW BALANCE:	\$0.00

## STATEMENT

2503-10-1000

JUNE 17, 1996

PAGE 2

FILE # 1012 KARCICH			(10)
CURRENT HOURS: 0.00			
REVIIOUS BALANCE:	\$0.00	MINUS CUR PAYMENTS:	\$1,531.10
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$0.00
PLUS CUR COSTS:	\$0.00	EQUALS NEW BALANCE:	\$1,531.10

FILE # 1006 LABOR RELATIONS			(10)
CURRENT HOURS: 37.25			
PREVIOUS BALANCE:	\$50,817.85	MINUS CUR PAYMENTS:	\$31,362.32
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$4,822.50
PLUS CUR COSTS:	\$141.73	EQUALS NEW BALANCE:	\$24,419.76

FILE # 1025 MACHADO			(10)
CURRENT HOURS: 10.00			
PREVIOUS BALANCE:	\$0.00	MINUS CUR PAYMENTS:	\$0.00
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$1,132.50
PLUS CUR COSTS:	\$212.20	EQUALS NEW BALANCE:	\$1,344.70

FILE # 1024 ULP 1883			(10)
CURRENT HOURS: 58.50			
PREVIOUS BALANCE:	\$2,812.30	MINUS CUR PAYMENTS:	\$2,812.30
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$7,470.00
PLUS CUR COSTS:	\$10.20	EQUALS NEW BALANCE:	\$7,480.20

TOTAL OF PREVIOUS STATEMENT BALANCES:	\$210,667.48
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MINUS: TOTAL OF CURRENT PAYMENTS:	\$160,499.07-
UNPAID FROM PREVIOUS STATEMENTS: \$50,168.41	
PLUS: TOTAL OF CURRENT INTEREST:	\$0.00
PLUS: TOTAL OF CURRENT FEES:	\$19,795.00
PLUS: TOTAL OF CURRENT COSTS:	\$643.86

EQUALS: TOTAL BALANCE DUE THIS STATEMENT:	\$70,607.27
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STATEMENT DATE: JUNE 17, 1996 FILE # 1000

RUIZ &amp; SCHAPIRO

STATEMENT

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

JUNE 17, 1996

PLEASE PAY \$30.40

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

NO

FILE # 1015 ARBALLO (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$30.40

FILE # 1015 ARBALLO (10)

PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

IAD 5/16/96 CALL TO DR. MAYLE RE ARBALLO SUBPOENA.

HOURS	FEES
.25	30.00
.25	\$30.00

SUMMARY OF HOURS, RATES & FEES

IAD HOURS: 0.25 @ \$120.00 PER HOUR \$30.00

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

5/30/96 \$68.00 PAYMENT RECEIVED ON ACCOUNT, THANK YOU.  
6/03/96 \$2.00 PAYMENT RECEIVED ON ACCOUNT, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$70.40
PLUS: CHARGES LISTED ABOVE:	\$30.00
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$70.00-
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	\$30.40

STATEMENT DATE: JUNE 17, 1996 FILE # 1015

RUIZ & SCHAPIRO

STATEMENT

JUNE 17, 1996

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$23.30

GAVILAN COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTN: DR. MAYLE

NO

FILE # 1019 CONSTRUCTION (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$23.30

FILE # 1019 CONSTRUCTION (10)

PREVIOUSLY BILLED AND UNPAID AMOUNTS, PLEASE PAY: \$23.30

STATEMENT DATE: JUNE 17, 1996 FILE # 1019

RUIZ & SCHAPIRO



STATEMENT

JUNE 17, 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$21,784.08

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

*I = 8.5*  
*U = 39.75*

FILE # 1014 CSEA

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$21,784.08

FILE # 1014 CSEA

(10)

PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

			HOURS	FEES
CMR	5/01/96	REVIEW CONTRACT LANGUAGE ISSUE; ULP POSTING COMPLIANCE STATEMENT; FOLLOW ISSUES.	1.75 U	227.50
CMR	5/06/96	PREPARE FOR BOARD MEETING RE VARIOUS ISSUES INCLUDING IMPASSE AND UNFAIR LABOR PRACTICES; MEETING RE OPTIONS AND STRATEGY; TRAVEL; CASE PREPARATION.	8.50 I	1,105.00
WMQ	5/06/96	CMR RE BOARD STATEMENT RE: ALJ DECISION; REQUIRED REVISIONS.	.25	32.50
IAD	5/06/96	RESEARCH ALAN FODEN JOB DESCRIPTION.	.50	60.00
IAD	5/09/96	DRAFTING AND REVISING BOARD STATEMENT RE 1739/1741 ULP.	4.50 U	540.00
WMQ	5/10/96	REWRITE BOARD STATEMENT; REVIEW HEARING TESTIMONY; EXHIBITS AND PERB DECISION; FACT CHECK; TELECONS RE CONTENT AND APPROACH.	6.75 U	877.50
I	5/10/96	RESEARCH AND REVISION OF BOARD STATEMENT RE ULP 1739/1741.	4.00 U	480.00
CMR	5/13/96	REVISE BOARD STATEMENT.	1.00 U	130.00
WMQ	5/13/96	TELECON, REVIEW BOARD STATEMENT; CONFIRMATION OF FACTUAL ASPECTS; REVIEW EDITS AND FORWARD TO CLIENT.	.75 U	97.50
IAD	5/13/96	REVIEW OF DRAFT BOARD STATEMENT.	1.00 U	120.00
			29.00	\$3,670.00

SUMMARY OF HOURS, RATES & FEES

CMR HOURS:	11.25	@ \$130.00 PER HOUR	\$1462.50
WMQ HOURS:	7.75	@ \$130.00 PER HOUR	\$1007.50
IAD HOURS:	10.00	@ \$120.00 PER HOUR	\$1200.00
NET TOTAL HOURS:	29.00	NET TOTAL FEES:	\$3670.00

COSTS ADVANCED SINCE THE LAST STATEMENT:

6/10/96	CURRENT PHOTOCOPY CHARGES.	47.40
6/10/96	CURRENT FACSIMILE TRANSMISSION CHARGES.	43.50
		<u>90.90</u>

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

5/30/96	\$93,747.42	PAYMENT RECEIVED ON ACCOUNT, THANK YOU.
6/03/96	\$3,085.07	PAYMENT RECEIVED ON ACCOUNT, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$114,855.67
PLUS: CHARGES LISTED ABOVE:	\$3,760.90
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$96,832.49
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	\$21,784.08

STATEMENT DATE: JUNE 17, 1996 FILE # 1014

RUIZ & SCHAPIRO

STATEMENT

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

JUNE 17, 1996

PLEASE PAY \$65.20

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

NO

FILE # 1013 DIAZ

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$65.20

FILE # 1013 DIAZ

(10)

PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

IAD 5/01/96 REVIEW OF BRADSHAW LETTER RE DIAZ, AND LETTER TO DR. MAYLE RE END  
OF DIAZ MATTER.

HOURS	FEES
.50	60.00
<u>.50</u>	<u>\$60.00</u>

SUMMARY OF HOURS, RATES & FEES

IAD HOURS: 0.50 @ \$120.00 PER HOUR \$60.00

COSTS ADVANCED SINCE THE LAST STATEMENT:

6/10/96 CURRENT PHOTOCOPY CHARGES.

COSTS
5.20
<u>\$5.20</u>

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

5/30/96 \$7,385.43 PAYMENT RECEIVED ON ACCOUNT, THANK YOU.  
6/03/96 \$29.00 PAYMENT RECEIVED ON ACCOUNT, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$7,414.43
PLUS: CHARGES LISTED ABOVE:	\$65.20
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$7,414.43
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	<u>\$65.20</u>

STATEMENT DATE: JUNE 17, 1996 FILE # 1013

RUIZ & SCHAPIRO

STATEMENT

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

JUNE 17, 1996

PLEASE PAY \$531.00  
UPON RECEIPT

GAVILAN JOINT CCD  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTN: DR. GLENN MAYLE

FILE # 1023 DIAZ-FMLA (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$531.00

FILE # 1023 DIAZ-FMLA (10)

PREVIOUSLY BILLED AND UNPAID AMOUNTS, PLEASE PAY: \$531.00

STATEMENT DATE: JUNE 17, 1996 FILE # 1023

RUIZ & SCHAPIRO

## STATEMENT

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

JUNE 17, 1996

PLEASE PAY \$16,459.73

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

FILE # 1001 GAVILAN GENERAL LEGAL ADVICE (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$16,459.73

FILE # 1001 GAVILAN GENERAL LEGAL ADVICE (10)

## PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

		HOURS	FEES
DEF	5/01/96 REVISIONS TO CLIENT LETTER RE PROPER DOCUMENTATION UNDER POLICY AND CBA PRIOR TO ATTEMPT TO IMPOSE FORMAL DISCIPLINE.	.75	97.50
DEF	5/02/96 REVISIONS TO CLIENT LETTER RE SECTIONS ON IMPLEMENTING ANNUAL REVIEW SUBJECT TO CBA REQUIREMENTS.	.75	97.50
WMQ	5/04/96 REVIEW AND REVISE DRAFT LETTER TO H. BELL AND REPRIMAND LETTER TO A. ESTRADA.	1.50	195.00
DEF	5/07/96 REVISIONS TO LETTER OF REPRIMAND AND CLIENT LETTER EXPLAINING RATIONALE AND REQUIRED FUTURE ACTIONS TO SUSTAIN FURTHER DISCIPLINE.	1.50	195.00
	5/08/96 REVIEW & EDIT LETTER OF REPRIMAND & CLIENT COVER LETTER.	1.75	227.50
CMR	5/09/96 REVISE REPRIMAND.	1.00	130.00
CMR	5/10/96 REVISE AND FINAL REPRIMAND PAPERS.	1.50	195.00
CMR	5/10/96 REVISE AND EDIT STATEMENT.	1.50	195.00
DEF	5/10/96 REVISIONS TO LETTER TO HOWARD BELL.	1.00	130.00
CMR	5/13/96 REPRIMAND ISSUES.	1.00	130.00
JLS	5/14/96 REVIEW FINAL ESTRADA LETTER & SUSPENSION PAPERS.	1.75	227.50
DEF	5/14/96 REVISIONS AND FINALIZATION OF CLIENT LETTER AND LETTER OF REPRIMAND. TRANSMISSION OF SAME.	.50	65.00
CMR	5/15/96 REVIEW VARIOUS ISSUES INCLUDING PART TIME NURSE.	1.00	130.00
IAD	5/15/96 RESEARCH RE PART TIME TEACHERS AND THEIR RIGHT TO BECOME FULL TIME TEACHERS.	.50	60.00
CMR	5/16/96 REVIEW QUESTIONS RE BROWN ACT; REVIEW ED CODE RE PART TIME NURSE AND TC WITH DR MAYLE RE SAME.	2.00	260.00
JLS	5/22/96 CONTACT MAYLE.	.25	32.50
JLS	5/28/96 CONTACT DR MAYLE OFFICE.	.25	32.50
CK	5/29/96 DRAFT LETTER RE: KERN COUNTY DECISION.	1.75	210.00
		20.25	\$2,610.00

## SUMMARY OF HOURS, RATES &amp; FEES

CMR HOURS:	8.00	@ \$130.00 PER HOUR	\$1040.00
JLS HOURS:	4.00	@ \$130.00 PER HOUR	\$520.00
WMQ HOURS:	1.50	@ \$130.00 PER HOUR	\$195.00
CK HOURS:	1.75	@ \$120.00 PER HOUR	\$210.00
IAD HOURS:	0.50	@ \$120.00 PER HOUR	\$60.00
DEF HOURS:	4.50	@ \$130.00 PER HOUR	\$585.00
NET TOTAL HOURS:	20.25	NET TOTAL FEES:	\$2610.00

## 3TS ADVANCED SINCE THE LAST STATEMENT:

	COSTS
6/10/96 CURRENT POSTAGE CHARGES.	4.96
6/10/96 CURRENT PHOTOCOPY CHARGES.	93.20
6/10/96 CURRENT TELEPHONE CHARGES.	61.47
6/10/96 CURRENT WORD PROCESSING CHARGES.	5.00

STATEMENT

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JUNE 17, 1996

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6/10/96 CURRENT FACSIMILE TRANSMISSION CHARGES.

19.00  
\$183.63

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

5/30/96 \$5,851.47 PAYMENT RECEIVED ON ACCOUNT, THANK YOU.  
6/03/96 \$7,538.94 PAYMENT RECEIVED ON ACCOUNT, THANK YOU.

BALANCE FROM THE LAST STATEMENT: \$27,056.51  
PLUS: CHARGES LISTED ABOVE: \$2,793.63  
MINUS: PAYMENTS SINCE THE LAST STATEMENT: \$13,390.41  
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \$16,459.73

STATEMENT DATE: JUNE 17, 1996 FILE # 1001

RUIZ & SCHAPIRO

STATEMENT

JUNE 17, 1996

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

BALANCE 00.00,  
THANK YOU.

GAVILAN JOINT CCD

NO

FILE # 1016 JOHNSON'S WRIT OF MANDATE (10)

FILE # 1016 JOHNSON'S WRIT OF MANDATE (10)

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

5/30/96 \$7,086.02 PAYMENT RECEIVED ON ACCOUNT, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$7,086.02
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$7,086.02
NO BALANCE DUE:	\$0.00

STATEMENT DATE: JUNE 17, 1996 FILE # 1016

RUIZ & SCHAPIRO

STATEMENT

JUNE 17, 1996

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

CREDIT BALANCE OF  
\$1,531.10-  
NO PAYMENT IS DUE,  
THANK YOU.

GAVILAN UNIFIED SCHOOL DISTRICT  
5055 SANTA THERESA BLVD.  
GILROY, CA 95020  
ATTENTION: GLENN MAYLE

FILE # 1012 KARCICH

(10)

*Na*

FILE # 1012 KARCICH

(10)

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

5/28/96 \$1,531.10 PAYMENT RECEIVED ON ACCOUNT, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$0.00
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$1,531.10-
NO PAYMENT IS DUE THANK YOU, CREDIT BALANCE:	\$1,531.10-

STATEMENT DATE: JUNE 17, 1996 FILE # 1012

RUIZ & SCHAPIRO

STATEMENT

JUNE 17, 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$24,419.76

*U = 10.50  
 N = 26.25*

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

FILE # 1006 LABOR RELATIONS

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF \$24,419.76

FILE # 1006 LABOR RELATIONS

(10)

PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

			HOURS	FEEES
CMR	5/01/96	NEGOTIATIONS.	1.00 <i>N</i>	130.00
WMQ	5/01/96	REV. RECENT PERB CASE.	.75 <i>ULP</i>	97.50
CMR	5/02/96	FOLLOW UP ON FACULTY ISSUE.	.50	65.00
DEF	5/03/96	ADDITIONAL LEGAL RESEARCH RE: PARITY, ME TOO AND BONUS AGREEMENTS; NON-ACTIONABLE OPINION STATEMENTS; FAILURE TO ACTUALLY RELY EVEN IF STATEMENTS ARE UNTRUE; STATUTE OF LIMITATIONS REQUIREMENT OF ACT NOT RELATED TO ACTION WHICH IS PRIOR TO ALLOWABLE SIX MONTH PERIOD; LABOR CODE SECTION 1126 PROVISION FOR COURT TO DETERMINE DISPUTES UNDER COLLECTIVE BARGAINING AGREEMENTS; STATUTORY PROHIBITION ON PERB DETERMINING CONTRACT DISPUTES UNLESS ALSO CONSTITUTES A UNFAIR LABOR PRACTICE. FACTUAL INVESTIGATION RE SAME. DRAFTING OF MOTION TO DISMISS CHARGE AND NOT ISSUE COMPLAINT.	9.25 <i>ULP</i>	1,202.50
CMR	5/08/96	FACULTY FOLLOW-UP.	.50 <i>N</i>	65.00
DEF	5/10/96	DRAFTING OF BOARD RESPONSE REVISIONS TO PETITION ISSUES RAISED RE 1739-41 ULP DECISION. REDRAFTING OF DISCRIMINATION INVESTIGATION LANGUAGE AND EMPLOYEE COMMUNICATION WITH SUPERVISOR PRIOR TO FILING OF GREVIENCE SECTION.	.50 <i>ULP</i>	65.00
CMR	5/14/96	NEGOTIATIONS.	1.00 <i>N</i>	130.00
CMR	5/15/96	PREPARE NEGOTIATIONS.	1.00 <i>N</i>	130.00
RAS	5/15/96	CONFER RE EDUCATION CODE DEFINITION OF PART-TIME EMPLOYEE.	.50 <i>N</i>	65.00
CMR	5/16/96	REVISE SETTLEMENT PROPOSALS AND PREPARE FINAL SETTLEMENT AGREEMENT.	1.50 <i>N</i>	195.00
WMQ	5/16/96	FACULTY NEGOTIATIONS WORK; CONF. RE FACULTY CONTRACT; TELECON C. COOPER; DRAFT AGREEMENT; TELECON RE TERMS; EDIT AND COORDINATE DRAFT WITH PRIOR PROPOSALS; REVIEW LEGAL RESEARCH RE PAYMENT STRUCTURING; TEACHER EVALUATION TIMING.	8.75 <i>N</i>	1,137.50
IAD	5/16/96	RESEARCH RE SCHOOL DISTRICT'S RIGHT TO PAY TEACHER SALARIES OVER 12 MONTH PERIOD.	2.00 <i>N</i>	240.00
CMR	5/17/96	REVIEW AND REVISE PROPOSED AGREEMENT; TC WITH CLIENT RE SAME; TC WITH CHILD RE REVISIONS.	3.50 <i>N</i>	455.00
WMQ	5/17/96	REVIEW AND FINALIZE GCFA/GJCCD AGREEMENT; REVIEW MEMORANDUM RE THIRD QUARTER RESULTS.	2.50 <i>N</i>	325.00
WMQ	5/21/96	TELECON C. COOPER; MEMO TO FILE.	.50 <i>N</i>	65.00
CMR	5/29/96	FACULTY NEGOTIATIONS.	1.50 <i>N</i>	195.00
CMR	5/31/96	FACULTY NEGOTIATIONS.	2.00 <i>N</i>	260.00
			37.25	\$4,822.50

SUMMARY OF HOURS, RATES & FEES

CMR HOURS: 12.50 @ \$130.00 PER HOUR \$1625.00  
 RAS HOURS: 0.50 @ \$130.00 PER HOUR \$65.00  
 WMQ HOURS: 12.50 @ \$130.00 PER HOUR \$1625.00



## STATEMENT

2503-10-1006

JUNE 17, 1996

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IAD HOURS:	2.00	@ \$120.00 PER HOUR	\$240.00
DEF HOURS:	9.75	@ \$130.00 PER HOUR	\$1267.50
NET TOTAL HOURS:	37.25	NET TOTAL FEES:	\$4822.50

## COSTS ADVANCED SINCE THE LAST STATEMENT:

	COSTS
6/10/96 CURRENT POSTAGE CHARGES.	2.80
6/10/96 CURRENT PHOTOCOPY CHARGES.	46.20
6/10/96 CURRENT TELEPHONE CHARGES.	18.73
6/10/96 CURRENT WORD PROCESSING CHARGES.	5.00
6/10/96 CURRENT FACSIMILE TRANSMISSION CHARGES.	38.00
6/10/96 CURRENT EXPEDITED MAIL CHARGES.	31.00
	<u>\$141.73</u>

## PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

5/30/96	\$19,506.25	PAYMENT RECEIVED ON ACCOUNT, THANK YOU.
6/03/96	\$11,856.07	PAYMENT RECEIVED ON ACCOUNT, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$50,817.85
PLUS: CHARGES LISTED ABOVE :	\$4,964.23
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$31,362.32
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	<u>\$24,419.76</u>

STATEMENT DATE: JUNE 17, 1996 FILE # 1006

RUIZ &amp; SCHAPIRO

STATEMENT

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

JUNE 17, 1996

PLEASE PAY \$1,344.70  
NO LATER THAN  
JULY 8, 1996

GAVILAN JOINT CCD  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTN: DR. GLENN MAYLE

*NO*

FILE # 1025 MACHADO (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$1,344.70

FILE # 1025 MACHADO (10)

PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

		HOURS	FEEES
IAD	5/29/96	DICTATING AND REVISING MEMO RE TIME LINE FOR MACHADO RESPONSE.	1.00 120.00
RG	5/29/96	REVIEWED MACHADO COMPLAINT AND DOCUMENTATION.	3.50 297.50
WMQ	5/30/96	REIVEW FILE; DRAFT MEMO RE LITIGATION ISSUES AND POSSIBLE STRATEGY; TELECON RE CASE.	5.50 715.00
			<u>10.00</u> <u>\$1,132.50</u>

SUMMARY OF HOURS, RATES & FEES

WMQ HOURS:	5.50	@ \$130.00 PER HOUR	\$715.00
IAD HOURS:	1.00	@ \$120.00 PER HOUR	\$120.00
RG HOURS:	3.50	@ \$85.00 PER HOUR	\$297.50
NET TOTAL HOURS:	10.00	NET TOTAL FEES:	\$1132.50

COSTS ADVANCED SINCE THE LAST STATEMENT:

6/10/96	CURRENT PHOTOCOPY CHARGES.	202.20
6/10/96	CURRENT WORD PROCESSING CHARGES.	10.00
		<u>\$212.20</u>

BALANCE FROM THE LAST STATEMENT: \$0.00

PLUS: CHARGES LISTED ABOVE: \$1,344.70

TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \$1,344.70

STATEMENT DATE: JUNE 17, 1996 FILE # 1025

RUIZ & SCHAPIRO

## STATEMENT

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

JUNE 17, 1996

PLEASE PAY \$7,480.20  
 NO LATER THAN  
 JULY 8, 1996

GAVILAN JOINT CCD  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTN: DR. GLENN MAYLE

*U = 58.50*

FILE # 1024 ULP 1883

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$7,480.20

FILE # 1024 ULP 1883

(10)

## PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

			HOURS	FEES
DEF	5/01/96	REVIEW UNFAIR LABOR PRACTICE CHARGE AND MATERIALS REGARDING FAILURE TO DISCONTINUE CASH BACK TAX SHELTERED ANUITIES FOR NON-CLASSIFIED EMPLOYEES. LEGAL RESEARCH RE PERB DECISIONS RE SAME.	4.00 <i>u</i>	520.00
WMQ	5/02/96	TELECON C. AMES; CONF. RE DISMISSAL ARGUMENTS AND FACT ISSUES; CONF. RE AMES ROLE; REVIEW LIMITATIONS ARGUMENT.	2.25 <i>u</i>	292.50
DEF	5/02/96	RE: MOTION TO DISMISS ULP NO. 1883. LEGAL RESEARCH RE PERB AUTHORITY ON STATUTE OF LIMITATIONS, EQUITABLE TOLLING, DELAYED DISCOVERY, CONTINUING VIOLATIONS, WAIVER, CONTRACT WAIVER, STATEMENTS OF OPINION, CONTRACT INTREPRETATION RULES, REASONABLE RELIANCE, IMPASSE DUTIES, IMPASSE ACTIONS AS BASIS FOR ULP, STANDARD FOR DISMISSAL OF CHARGE WITHOUT ISSUING A COMPLAINT, NEGOTIATION OF EFFECTS, INFLUENCING NON-UNIT EMPLOYEES, PARITY AGREEMENTS, BONUS AGREEMENTS, AND EVIDENCE PROPERLY BEFORE BOARD AGENT AT TIME OF THIS DETERMINATION. FACTUAL INVESTIGATION RE: SAME AND BARGAINING HISTORY PRE AND POST DECLARATION OF IMPASSE.	9.25 <i>u</i>	1,202.50
WMQ	5/03/96	REVIEW CASES; REVIEW DRAFT OF MOTION TO DISMISS; CONFER RE CASE AUTHORITY REQD FOR MOTION.	5.50 <i>u</i>	715.00
IAD	5/03/96	REVIEW OF ULP 1883 CHARGE; RESEARCH TO FIND PERB DIGESTS; VISIT TO PERB OFFICES.	1.50 <i>u</i>	180.00
WMQ	5/04/96	REVIEW AND EDIT MOTION TO DISMISS THE ULP.	7.25 <i>u</i>	942.50
IAD	5/04/96	RESEARCH AT BOALT HALL LAW LIBRARY RE PERB DIGESTS.	5.00 <i>u</i>	600.00
WMQ	5/05/96	(ULP 1883) WORK ON EDITS AND REVISIONS TO BRIEF IN SUPPORT OF DISMISSAL OF CHARGE; REVIEW LEGAL AUTHORITY IN SUPPORT OF ARGUMENTS.	6.50 <i>u</i>	845.00
IAD	5/05/96	RESEARCH AT BOALT HALL LAW LIBRARY RE PERB DIGESTS.	3.00 <i>u</i>	360.00
WMQ	5/06/96	(ULP 1883) REVISIONS TO BRIEF IN SUPPORT OF MOTION TO DISMISS THE CHARGE; CONFER RE TOLLING ISSUES AND AUTHORITY; CMR RE FACTU ISSUES; CONF. CALL CMR AND AMES (FACTFINDING PANEL CHAIR); TELECON PERB; REVIEW CITE CHECK RESULTS.	6.75 <i>u</i>	877.50
IAD	5/06/96	RESEARCH RE RESPONSE TO ULP CHARGE; REVISIONS TO RESPONSE; RESEARCH RE FACTFINDING REPORT BY JUDGE LINK.	4.00 <i>u</i>	480.00
DEF	5/06/96	LEGAL RESEARCH AND FACTUAL INVESTIGATION TO FINALIZE MOTION TO DISMISS ULP 1883. REVISIONS AND CHECKING OF AUTHORITY CITED RE SAME.	3.25 <i>u</i>	422.50
DEF	5/20/96	REVIEW FAXED MEMO ON TSA RE POSSIBLE SUPPLEMENT TO MOTION TO DISMISS ULP 1883.	.25 <i>u</i>	32.50
			58.50	\$7,470.00

## SUMMARY OF HOURS, RATES &amp; FEES

WMQ HOURS: 28.25 @ \$130.00 PER HOUR \$3672.50  
 IAD HOURS: 13.50 @ \$120.00 PER HOUR \$1620.00

STATEMENT

2503-10-1024

JUNE 17, 1996

PAGE 2

DEF HOURS: 16.75 @ \$130.00 PER HOUR \$2177.50  
 NET TOTAL HOURS: 58.50 NET TOTAL FEES: \$7470.00

ITEMS ADVANCED SINCE THE LAST STATEMENT:

6/10/96 CURRENT PHOTOCOPY CHARGES.  
 6/10/96 CURRENT FACSIMILE TRANSMISSION CHARGES.

COSTS

7.20

3.00

\$10.20

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

6/03/96 \$2,812.30 PAYMENT RECEIVED ON ACCOUNT, THANK YOU.

BALANCE FROM THE LAST STATEMENT: \$2,812.30  
 PLUS: CHARGES LISTED ABOVE: \$7,480.20  
 MINUS: PAYMENTS SINCE THE LAST STATEMENT: \$2,812.30  
 TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \$7,480.20

STATEMENT DATE: JUNE 17, 1996 FILE # 1024

RUIZ & SCHAPIRO

MAY 21, 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$210,667.48

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

*N = 104.75*  
*I = 8.0*  
*C = 3.25*  
*V = 20.0*

FILE # 1000 SUMMARY FILE

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$210,667.48

FILE # 1000 SUMMARY FILE

(10)

FILE # 1015 ARBALLO.

(10)

CURRENT HOURS: 0.00

PREVIOUS BALANCE:

\$68.40

MINUS CUR PAYMENTS:

\$0.00

PLUS LATE CHARGES:

\$0.00

PLUS CUR FEES:

\$0.00

PLUS CUR COSTS:

\$2.00

EQUALS NEW BALANCE:

\$70.40

FILE # 1019 CONSTRUCTION

(10)

CURRENT HOURS: 0.00

PREVIOUS BALANCE:

\$23.30

MINUS CUR PAYMENTS:

\$0.00

PLUS LATE CHARGES:

\$0.00

PLUS CUR FEES:

\$0.00

PLUS CUR COSTS:

\$0.00

EQUALS NEW BALANCE:

\$23.30

FILE # 1014 CSEA

(10)

CURRENT HOURS: 23.00

PREVIOUS BALANCE:

\$111,770.60

MINUS CUR PAYMENTS:

\$0.00

PLUS LATE CHARGES:

\$0.00

PLUS CUR FEES:

\$2,947.50

PLUS CUR COSTS:

\$137.57

EQUALS NEW BALANCE:

\$114,855.67

FILE # 1013 DIAZ

(10)

CURRENT HOURS: 0.00

PREVIOUS BALANCE:

\$7,385.43

MINUS CUR PAYMENTS:

\$0.00

PLUS LATE CHARGES:

\$0.00

PLUS CUR FEES:

\$0.00

PLUS CUR COSTS:

\$29.00

EQUALS NEW BALANCE:

\$7,414.43

FILE # 1023 DIAZ-FMLA

(10)

CURRENT HOURS: 0.00

PREVIOUS BALANCE:

\$531.00

MINUS CUR PAYMENTS:

\$0.00

PLUS LATE CHARGES:

\$0.00

PLUS CUR FEES:

\$0.00

PLUS CUR COSTS:

\$0.00

EQUALS NEW BALANCE:

\$531.00

FILE # 1001 GAVILAN GENERAL LEGAL ADVICE

(10)

CURRENT HOURS: 57.70

PREVIOUS BALANCE:

\$19,526.57

MINUS CUR PAYMENTS:

\$9.00

PLUS LATE CHARGES:

\$0.00

PLUS CUR FEES:

\$7,316.00

PLUS CUR COSTS:

\$222.94

EQUALS NEW BALANCE:

\$27,056.51

FILE # 1016 JOHNSON'S WRIT OF MANDATE

(10)

CURRENT HOURS: 0.00

PREVIOUS BALANCE:

\$7,086.02

MINUS CUR PAYMENTS:

\$0.00

PLUS LATE CHARGES:

\$0.00

PLUS CUR FEES:

\$0.00

PLUS CUR COSTS:

\$0.00

EQUALS NEW BALANCE:

\$7,086.02

FILE # 1006 LABOR RELATIONS			(10)
CURRENT HOURS: 87.75			
PREVIOUS BALANCE:	\$38,961.78	MINUS CUR PAYMENTS:	\$0.00
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$11,407.50
JS CUR COSTS:	\$448.57	EQUALS NEW BALANCE:	\$50,817.85

FILE # 1024 ULP 1883			(10)
CURRENT HOURS: 22.00			
PREVIOUS BALANCE:	\$0.00	MINUS CUR PAYMENTS:	\$0.00
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$2,787.50
PLUS CUR COSTS:	\$24.80	EQUALS NEW BALANCE:	\$2,812.30

TOTAL OF PREVIOUS STATEMENT BALANCES:	\$185,353.10
MINUS: TOTAL OF CURRENT PAYMENTS:	\$9.00-
UNPAID FROM PREVIOUS STATEMENTS: \$185,344.10	
PLUS: TOTAL OF CURRENT INTEREST:	\$0.00
PLUS: TOTAL OF CURRENT FEES:	\$24,458.50
PLUS: TOTAL OF CURRENT COSTS:	\$864.88
EQUALS: TOTAL BALANCE DUE THIS STATEMENT:	\$210,667.48

STATEMENT DATE: MAY 21, 1996 FILE # 1000

RUIZ &amp; SCHAPIRO

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

MAY 17, 1996

PLEASE PAY \$70.40

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

NO

FILE # 1015 ARBALLO

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$70.40

FILE # 1015 ARBALLO

(10)

COSTS ADVANCED SINCE THE LAST STATEMENT:

5/10/96 CURRENT FACSIMILE TRANSMISSION CHARGES.

COSTS

2.00

\$2.00

BALANCE FROM THE LAST STATEMENT: \$68.40

PLUS: CHARGES LISTED ABOVE: \$2.00

TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \$70.40

STATEMENT DATE: MAY 17, 1996 FILE # 1015

RUIZ & SCHAPIRO

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

MAY 17, 1996

PLEASE PAY \$23.30

GAVILAN COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTN: DR. MAYLE

NO

FILE # 1019 CONSTRUCTION

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$23.30

FILE # 1019 CONSTRUCTION

(10)

PREVIOUSLY BILLED AND UNPAID AMOUNTS, PLEASE PAY: \$23.30

STATEMENT DATE: MAY 17, 1996 FILE # 1019

RUIZ & SCHAPIRO



MAY 17, 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$114,855.67

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

*U = 6.00*  
*N = 17.00*

FILE # 1014 CSEA

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$114,855.67

FILE # 1014 CSEA

(10)

## PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

			HOURS	FEES
DEF	4/03/96	FACTUAL INVESTIGATION OF POSSIBILITY OF ISSUES RAISED IN ESTRADA DISCIPLINE AS FOUNDATION FOR COMPLIANCE HEARING OR OTHER NEGATIVE ACTIONS BY UNION AGAINST DISTRICT.	1.25 <i>U</i>	162.50
DEF	4/05/96	REVIEW FINAL ORDER SENT BY PERB. DRAFT LETTER TO PERB SAN FRANCISCO OFFICE RE COMPLIANCE WITH TERMS OF ORDER.	2.75 <i>U</i>	357.50
DEF	4/08/96	TELEPHONE CALL TO PERB RE COMPLIANCE DATE OF FINAL DECISION BASED ON LETTER ACCOMPANYING FINAL DECISION. FILE MEMO RE SAME. CONFIRMING LETTER TO PERB RE SAME. DRAFT OF COMPLIANCE NOTIFICATION LETTER TO SAN FRANCISCO REGIONAL DIRECTOR AS REQUIRED BY ORDER.	1.75 <i>N</i>	227.50
DEF	4/09/96	TELEPHONE CALL WITH PERB RE COMPLIANCE REPORT AS REQUIRED BY FINAL ORDER. REVISE COMPLIANCE LETTER.	.75 <i>U</i>	97.50
CMR	4/12/96	PREPARE COMPLIANCE REPORT.	.50 <i>U</i>	65.00
DEF	4/15/96	REVISIONS TO COMPLIANCE LETTER TO PERB. FACTUAL INVESTIGATION RE SAME.	.25 <i>N</i>	32.50
CMR	4/18/96	REVIEW FINDINGS AND ISSUE ON WHETHER DISTRICT CAN OPEN INVESTIGATION.	1.00 <i>U</i>	130.00
DEF	4/18/96	FACTUAL INVESTIGATION REGARDING ACTUAL STEPS TAKEN IN COMPLIANCE WITH FINAL ORDER.	.50 <i>U</i>	65.00
DEF	4/19/96	REVIEW LETTER FROM ANITA MARTINEZ OF SAN FRANCISCO PERB RE WRITTEN NOTICE OF COMPLIANCE ACTIONS TAKEN RE ORDER. FACTUAL INVESTIGATION RE COMPLIANCE ACTIONS. REVISE LETTER TO PERB RE SAME.	1.25 <i>U</i>	162.50
CMR	4/22/96	PREPARE TRANSCRIPTS AND OVERVIEW FOR BOARD PRESENTATION; ATTEND BOARD.	1.50 <i>U</i>	195.00
DEF	4/22/96	REVIEW LETTER FROM REGIONAL DIRECTOR OF PERB RE SPECIFIC REQUIREMENTS FOR COMPLIANCE NOTIFICATION. FACTUAL INVESTIGATION RE SAME, INCLUDING STATUS OF NAMED PARTIES AND UNION ATTEMPTS TO NEGOTIATE. REVISE LETTER TO PERB RE SAME.	1.50 <i>N</i>	195.00
DEF	4/24/96	FACTUAL INVESTIGATION RE DETAILS REQUIRED BY MARTINEZ LETTER REGARDING WRITTEN NOTIFICATION OF COMPLIANCE WITH PERB ORDER. REVISIONS TO COMPLIANCE LETTER BASED ON SAME. LEGAL RESEARCH RE TREATMENT OF FACULTY PETITION AS PART OF BOARD REVIEW OF COMPLIANCE WITH PERB ORDER ALLOWING FOR DISCUSSION AT CLOSED SESSION.	2.00 <i>U</i>	260.00
CMR	4/25/96	REVIEW ISSUES RE INVESTIGATION.	.50 <i>U</i>	65.00
WMQ	4/25/96	REVISE AND EDIT TRUSTEE'S STATEMENT RE 1739/41 MATTER; CONFER RE CHANGES; REVISE SUBSEQUENT DRAFT.	1.75 <i>U</i>	227.50
IAD	4/25/96	RESEARCH RE TESTIMONY DURING ULP 1739/1741 HEARINGS;	4.25 <i>U</i>	510.00
	4/25/96	REVIEW DOCUMENTS ON FILE REGARDING REQUESTS TO NEGOTIATE AND OTHER SPECIFIC COMPLIANCE REPORT ISSUES OF FACT. REVISE COMPLIANCE LETTER TO PERB RE SAME.	1.50 <i>N</i>	195.00

23.00	\$2,947.50
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## SUMMARY OF HOURS, RATES &amp; FEES

CMR HOURS:	3.50	@ \$130.00 PER HOUR	\$455.00
WMQ HOURS:	1.75	@ \$130.00 PER HOUR	\$227.50
IAD HOURS:	4.25	@ \$120.00 PER HOUR	\$510.00
DEF HOURS:	13.50	@ \$130.00 PER HOUR	\$1755.00
NET TOTAL HOURS:	23.00	NET TOTAL FEES:	\$2947.50

## COSTS ADVANCED SINCE THE LAST STATEMENT:

COSTS ADVANCED SINCE THE LAST STATEMENT:	COSTS
5/10/96 CURRENT POSTAGE CHARGES.	2.15
5/10/96 CURRENT PHOTOCOPY CHARGES.	98.40
5/10/96 CURRENT TELEPHONE CHARGES.	3.02
5/10/96 CURRENT FACSIMILE TRANSMISSION CHARGES.	34.00
	\$137.57

BALANCE FROM THE LAST STATEMENT:	\$111,770.60
PLUS: CHARGES LISTED ABOVE :	\$3,085.07
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	\$114,855.67

STATEMENT DATE: MAY 17, 1996 FILE # 1014

RUIZ &amp; SCHAPIRO

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

MAY 17, 1996

PLEASE PAY \$7,414.43

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

NO

FILE # 1013 DIAZ

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$7,414.43

FILE # 1013 DIAZ

(10)

COSTS ADVANCED SINCE THE LAST STATEMENT:  
5/10/96 CURRENT FACSIMILE TRANSMISSION CHARGES.

COSTS  
29.00  
-----  
\$29.00

BALANCE FROM THE LAST STATEMENT: \$7,385.43  
PLUS: CHARGES LISTED ABOVE: \$29.00  
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \$7,414.43

STATEMENT DATE: MAY 17, 1996 FILE # 1013

RUIZ & SCHAPIRO

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

MAY 17, 1996

PLEASE PAY \$531.00  
UPON RECEIPT

GAVILAN JOINT CCD  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTN: DR. GLENN MAYLE

NO

FILE # 1023 DIAZ-FMLA

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$531.00

FILE # 1023 DIAZ-FMLA

(10)

PREVIOUSLY BILLED AND UNPAID AMOUNTS, PLEASE PAY: \$531.00

STATEMENT DATE: MAY 17, 1996 FILE # 1023

RUIZ & SCHAPIRO

MAY 17, 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$27,056.51

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

*0-11,25*

FILE # 1001 GAVILAN GENERAL LEGAL ADVICE (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$27,056.51

FILE # 1001 GAVILAN GENERAL LEGAL ADVICE (10)

PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

			HOURS	FEES
DEF	4/02/96	LEGAL RESEARCH RE EDUCATION CODE DISCIPLINE PROVISIONS AS APPLIED TO FACTS OF CASE AT HAND. DRAFT PORTION OF MEMORANDUM RE SAME. REVISE MEMORANDUM.	3.25	422.50
DEF	4/03/96	REVIEW DISTRICT HANDBOOK, POLICY MANUAL, COLLECTIVE BARGAINING AGREEMENT FOR CLASSIFIED EMPLOYEES, AND OTHER DOCUMENTS RE ABILITY TO DISCIPLINE AS WELL AS FORMAL REQUIREMENTS TO IMPLEMENT DISCIPLINE. LEGAL RESEARCH RE SAME. DRAFT SECTIONS OF MEMORANDUM RE EVALUATION PROCEEDURE AS REQUIRING STRICT COMPLIANCE WITH FORMAL CBA PROVISIONS TO AVOID ULP, GRIEVANCE AND/OR COMPLIANCE HEARING.	3.25	422.50
IAD	4/04/96	LETTERS TO M. BRADSHAW RE MARIA DIAZ - SETTLEMENT AND RELEASE.	.50	60.00
L	4/04/96	RESEARCH RE EDUCATION CODE DISCIPLINE SECTIONS APPLICABLE TO CASE. CONFERENCE WITH JLS RE SAME. REVISIONS TO MEMORANDUM RE SAME.	.75	97.50
IAD	4/05/96	REVISIONS TO LETTER TO M. BRADSHAW RE MARIA DIAZ SETTLEMENT - SIGNING OF RESIGNATION AND RELEASE IN CONJUNCTION WITH SETTLEMENT OF WORKERS' COMP CLAIMS.	.75	90.00
DEF	4/08/96	PREPARATION OF SUSPENSION DOCUMENTS AND SUPPORTING ATTACHMENTS AND EXHIBITS. REVIEW OF DOCUMENTS RE SAME.	2.25	292.50
CMR	4/11/96	REVIEW ULP AND TC WITH AMES; TC WITH MAYLE AND AMES; FOLLOW UP.	3.50	455.00
DEF	4/12/96	REVIEW MEMORANDUM AND DICTATE LETTER TO DR. MAYLE RE NEED TO HAVE HUMAN RESOURCES UPDATE AND IMPLEMENT CERTAIN POLICIES SUCH AS FAMILY LEAVE ACT PROVISIONS.	.50	65.00
CMR	4/15/96	PREPARE ESTRADA TERMINATION.	1.00	130.00
DEF	4/15/96	DICTATE LETTER REGARDING CHANGES TO EMPLOYMENT POLICIES TO COMPLY WITH NEW AND REVISED LEAVE PROVISIONS.	.50	65.00
DEF	4/15/96	LEGAL RESEARCH RE SUSPENSION OR LETTER OF WARNING AS ALTERNATIVE TO DISMISSAL.	.75	97.50
DEF	4/16/96	REVISE LETTER REGARDING MEMORANDUM OF CHANGES IN STATUS OF LAW.	.25	32.50
DEF	4/17/96	LEGAL RESEARCH REGARDING CONTRACTING OUT OF FUNCTIONS CURRENTLY PERFORMED BY DISTRICT EMPLOYEES.	.50	65.00
IAD	4/18/96	REVIEW OF MARIA DIAZ LETTER FROM M. BRADSHAW.	.25	30.00
DEF	4/18/96	LEGAL RESEARCH REGARDING USE OF OUTSIDE WORKERS AND/OR CONTRACTING OUT OF BARGAINING UNIT FUNCTIONS.	.50	65.00
DEF	4/19/96	REVISE SUSPENSION PAPERS. DRAFT SUPPORTING DOCUMENTS.	.75	97.50
WMQ	4/22/96	ESTRADA MATTER: REVIEW FILE AND DEF DRAFTS; REVIEW MATERIALS RE ESTRADA FROM ULP CASES, ANALYZE ATTENDANCE HISTORY; CONF. CMR RE RECOMMENDATIONS.	1.70	221.00
DEF	4/22/96	ANALYZE AND PREPARE SUMMARY OF ABSENCES AS TO CONNECTION WITH WEEKEND AND/OR HOLIDAY PERIODS. FACTUAL INVESTIGATION RE SAME.	1.75	227.50
WMQ	4/23/96	ID RE ANALYSIS OF ATTENDANCE DATA; STATISTICAL REVIEW; SIGNIFICANCE; HOLIDAY AND WEEKEND ATTENDANCE PATTERNS; OUTCOMES.	1.50	195.00

IAD	4/23/96	CALCULATING AND ANALYZING ESTRADA ABSENCES FOR PATTERNS OF ABSENCES; PREPARATION OF WRITTEN MEMOS RE SAME.	5.50	660.00
I'	4/24/96	DRAFTING AND REVISING BOARD'S RESPONSE TO COMMUNICATIONS FROM "CONCERNED EMPLOYEES" RE JUDGE LINK'S DECISION ON ULP 1739/1741; REVIEW OF TRANSCRIPTS OF ULP HEARINGS.	5.00	600.00
DEF	4/24/96	TELEPHONE CONFERENCE WITH HOWARD BELL REGARDING STATUS OF PERFORMANCE APPRAISAL FOR PAST YEAR, PROCEEDURE TO FOLLOW FOR UPCOMMING APPRAISAL, ABSENCES IN PAST MONTH, AND DECISION TO CHANGE FROM A NOTICE OF PROPOSED SUSPENSION TO A WRITTEN REPRIMAND TO BE PLACED IN PERSONNEL FILE. FACTUAL INVESTIGATION REGARDING PRIOR ORAL AND WRITTEN WARNINGS. REVIEW DISTRICT POLICIES AND PROCEEDURES REGARDING DISCIPLINE AND WARNINGS. LEGAL RESEARCH RE PROCEEDURE TO FOLLOW FOR PLACEMENT OF WARNING IN PERSONNEL FILE. REVISE DRAFT DOCUMENTS TO EMPLOYEE RE SAME.	3.25	422.50
IAD	4/25/96	DRAFTING AND REVISING LETTER TO DR. MAYLE RE BOARD'S RESPONSE TO COMMUNICATIONS FROM GAVILAN EMPLOYEES; REVIEW OF TRANSCRIPTS OF ULP HEARINGS RE SEXIST/RACIST REMARKS IN THE MAINTENANCE DEPARTMENT.	5.50	660.00
DEF	4/25/96	REVIEW OF DOCUMENTS PROVIDED BY DISTRICT REGARDING USE OF WORKERS COMPENSATION LEAVE AND POTENTIAL FOR LITIGATION OF DISABILITY DISCRIMINATION OR RETALIATION CLAIM. DRAFT PORTIONS OF CLIENT LETTER RE SAME. REVIEW DOCUMENTS REGARDING REQUESTS FOR ACCOMODATION AND ACCOMODATIONS MADE WITH AND WITHOUT REQUEST.	2.75	357.50
WMQ	4/26/96	REVISE LETTER TO ESTRADA RE ABSENCES.	1.25	162.50
DEF	4/26/96	DRAFTING OF CLIENT LETTER EXPLAINING RATIONALE FOR ISSUING LETTER OF REPRIMAND RATHER THAN PROPOSING DISCIPLINE, FOCUSING ON THE UNIQUE FACTUAL CIRCUMSTANCES, THE ISSUE OF PROGRESSIVE DISCIPLINE, THE ISSUE OF PERFORMANCE APPRAISAL REQUIREMENTS, THE ISSUE OF REQUIREMENTS FOR PLACING NEGATIVE MATERIALS IN PERSONNEL FILES, ETC.	3.25	422.50
I'	4/29/96	REVIEW AND REVISION OF SPECIAL MEETING AGENDA.	1.00	120.00
L	4/29/96	DRAFT ANALYSIS OF PROPER PROCEEDURES TO FOLLOW UNDER THE EXISTING PROVISIONS OF THE CBA TO ALLOW FOR COST-EFFECTIVE AND SUSTAINABLE DISCIPLINARY ACTIONS IN THE FUTURE. REVISE CLIENT LETTER RE SAME.	2.50	325.00
DEF	4/30/96	FINAL REVISIONS TO LETTER OF REPRIMAND. DRAFTING OF CLIENT LETTER EXPLAINING RATIONALE FOR CURRENT ACTION, PROPER IMPLEMENTATION OF CURRENT ACTION, FACTUAL ISSUES WHICH PLAYED SIGNIFICANT ROLE IN DECISION TO TAKE CURRENT ACTION, PROPER FUTURE DOCUMENTATION AND PERFORMANCE APPRAISALS TO ALLOW DISTRICT TO HAVE BETTER POSITION TO IMPLEMENT FORMAL DISCIPLINE IN FUTURE IF ATTENDANCE DOES NOT SIGNIFICANTLY IMPROVE. REVISIONS TO SAME.	3.50	455.00
			57.70	\$7,316.00

## SUMMARY OF HOURS, RATES &amp; FEES

CMR HOURS:	4.50	@ \$130.00 PER HOUR	\$585.00
WMQ HOURS:	4.45	@ \$130.00 PER HOUR	\$578.50
IAD HOURS:	18.50	@ \$120.00 PER HOUR	\$2220.00
DEF HOURS:	30.25	@ \$130.00 PER HOUR	\$3932.50
NET TOTAL HOURS:	57.70	NET TOTAL FEES:	\$7316.00

## COSTS ADVANCED SINCE THE LAST STATEMENT:

4/26/96	COMPUTER RESEARCH.	COSTS	62.00
5/10/96	CURRENT POSTAGE CHARGES.		1.33
5/10/96	CURRENT PHOTOCOPY CHARGES.		75.20
5/10/96	CURRENT TELEPHONE CHARGES.		32.14
5/10/96	CURRENT FACSIMILE TRANSMISSION CHARGES.		29.50
5/10/96	CURRENT MESSENGER SERVICE CHARGES.		22.77
			<u>\$222.94</u>

## MENT ACTIVITY SINCE THE LAST STATEMENT:

5/15/96	\$9.00 CREDIT FOR ERROR ON 2/20/96 STATEMENT.
---------	---

BALANCE FROM THE LAST STATEMENT :	\$19,526.57
PLUS: CHARGES LISTED ABOVE :	\$7,538.94
MINUS: PAYMENTS SINCE THE LAST STATEMENT :	\$9.00-
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY :	\$27,056.51

STATEMENT DATE: MAY 17, 1996 FILE # 1001

RUIZ & SCHAPIRO

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

MAY 17, 1996

PLEASE PAY \$7,086.02

GAVILAN JOINT CCD

FILE # 1016 JOHNSON'S WRIT OF MANDATE (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$7,086.02

FILE # 1016 JOHNSON'S WRIT OF MANDATE (10)

PREVIOUSLY BILLED AND UNPAID AMOUNTS, PLEASE PAY: \$7,086.02

STATEMENT DATE: MAY 17, 1996 FILE # 1016

RUIZ & SCHAPIRO



MAY 17, 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$50,817.85

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

N = 43.0

FILE # 1006 LABOR RELATIONS (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$50,817.85

FILE # 1006 LABOR RELATIONS (10)

## PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

			HOURS	FEES
CMR	4/01/96	TC WITH MAYLE AND SCHAPIRO; PREPARE NEGOTIATION STRATEGY.	1.50 <i>N</i>	195.00
MT	4/01/96	REVIEW COLLECTIVE BARGAINING; ED. CODE REQUIREMENTS RE: ISSUES IN HIRING TEMPORARY EMPLOYEES AND CONSULTANTS FOR BUSINESS SERVICES DEPT.	2.00 <i>N</i>	260.00
CMR	4/02/96	PREPARE STATISTICS.	.50 <i>N</i>	65.00
DEF	4/02/96	CONFERENCE RE PROPOSAL FOR NEXT NEGOTIATING SESSION. LEGAL RESEARCH RE REGRESSIVE BARGAINING.	.25 <i>N</i>	32.50
CMR	4/04/96	PREPARE COUNTER PROPOSAL.	1.00 <i>N</i>	130.00
DEF	4/04/96	REVIEW OF DOCUMENTS NECESSARY TO DRAFT RESPONSE TO UNION PROPOSAL NUMBER 4. CONFERENCE RE SAME. DRAFT COUNTER-PROPOSAL AND RATIONALE FOR RELEVANT SECTIONS. REVISE SAME. LEGAL RESEARCH RE POTENTIAL CHARGE OF REGRESSIVE BARGAINING BASED ON CHANGES IN DISTRICT PROPOSAL. DRAFT MEMORANDUM RE SAME. LEGAL RESEARCH RE ABILITY TO EXCLUDE UNIONS DEMAND THAT LIFE INSURANCE BE INCLUDED IN CAFETERIA BENEFIT PLAN. DRAFT MEMORANDUM RE SAME.	4.25 <i>N</i>	552.50
DEF	4/05/96	LEGAL RESEARCH RE IRS RULES ON CAFETERIA BENEFIT PLANS AND REGRESSIVE BARGAINING CASELAW FOR CHANGES TO BARGAINING PROPOSALS. REVISE FILE MEMORANDUM RE SAME. PREPARE FOR NEXT BARGAINING SESSION.	4.75 <i>N</i>	617.50
CMR	4/08/96	PREPARATION FOR FACULTY NEGOTIATIONS; ATTEND FACULTY NEGOTIATIONS.	7.50 <i>N</i>	975.00
DEF	4/08/96	TELEPHONE CONFERENCE WITH MR. FREY OF CTA REGARDING FACULTY SALARY COMPARISON RANKINGS. MEMORANDUM AND CONFERENCE RE SAME, REGRESSIVE BARGAINING, AND THE EXCLUSION OF LIFE INSURANCE FROM CAFETERIA BENEFIT PLAN. PREPARE RANKING CHARTS FOR NEGOTIATING SESSION.	1.00 <i>N</i>	130.00
CMR	4/09/96	PREPARATION FOR NEGOTIATIONS.	1.50 <i>N</i>	195.00
WMQ	4/09/96	TELECON RE FACULTY NEGOTIATIONS; QUANTITATIVE ANALYSIS OF WAGE GROWTH IN OTHER CCDS; COMPARISON WITH GEOGRAPHIC REGION; PREPARE GRAPHICS OF RESULTS FOR USE IN NEGOTIATIONS.	5.25 <i>N</i>	682.50
DEF	4/09/96	CONFERENCE RE PREPARATIONS FOR SALARY ISSUE NEGOTIATIONS. PREPARATION OF RANKINGS CHARTS AND COMPARISONS OVER FIVE YEAR PERIOD. REVIEW AND REVISE DOCUMENTS RE SAME.	1.75 <i>N</i>	227.50
WMQ	4/10/96	CONTINUE WORK ON FACULTY NEGOTIATION MATERIALS, SALARY AND DEMOGRAPHIC ANALYSES, MSG FROM CMR RE WVE COMPUTER MODEL.	4.75 <i>N</i>	617.50
DEF	4/10/96	REVIEW, PREPARE AND REVISE DOCUMENTS RE SALARY NEGOTIATIONS. CONFERENCE RE FIVE YEAR COMPARISONS OF SIMILAR SCHOOLS. PREPARE DOCUMENTS RE SAME.	1.75 <i>N</i>	227.50
CMR	4/11/96	REVIEW FINANCIAL INFORMATION AND DATA.	1.50 <i>N</i>	195.00
CMR	4/11/96	CONTINUE WORK ON SALARY DATA FOR FACULTY NEGOTIATIONS, CONF. RE SAME; CONFER RE ADDITIONAL ANALYSIS, GRAPHICS.	2.75 <i>N</i>	357.50
CMR	4/12/96	FINANCIAL ANALYSIS IN PREPARATION FOR NEGOTIATIONS.	1.00 <i>N</i>	130.00

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MAY 17, 1996

N: 44,171 PAGE 2

WMQ	4/12/96	CONTINUE WORK ON DATA ANALYSIS FOR FACULTY NEGOTIATIONS, CHARTS,	3.25 N	422.50
CMR	4/15/96	PREPARE FOR FACULTY NEGOTIATIONS.	2.00 N	260.00
V Q	4/15/96	TELECON RE FACULTY NEGOTIATIONS; REVISE DRAFTS OF EXHIBITS FOR FACULTY NEGOTIATIONS, INC. NEW DATA.	6.75 N	877.50
CMR	4/16/96	PREPARATION FOR NEGOTIATION; NEGOTIATION SESSION.	5.00 N	650.00
WMQ	4/16/96	TELECON W/ A.R. RE NEW FIGURES.	.25 N	32.50
CMR	4/18/96	REVIEW BUDGET AND PROPOSALS; PREPARE ROSTER; REVIEW DATA IN PREPARATION.	1.00 N	130.00
WMQ	4/18/96	CONF FACULTY NEGOTIATIONS; DATA ANALYSIS; POSSIBLE CONTINGENCY PROPOSAL.	.50 N	65.00
CMR	4/19/96	FOLLOW-UP INVESTIGATION.	.75 N	97.50
CMR	4/22/96	FACULTY NEGOTIATIONS.	4.00 N	520.00
CMR	4/23/96	PREPARE FACULTY NEGOTIATION AND COUNTER BASED UPON CONTINGENCY LANGUAGE.	1.75 N	227.50
WMQ	4/23/96	REVIEW CCD BUDGET DATA; TELECON LARRY SCHAPIRO RE CONTEMPLATED PROPOSAL, DRAFT PROPOSAL NO. 6 AND RATIONALE; DRAFT LTR TO GEM; CONFER RE PROPOSAL AND TSA ISSUES.	4.00 N	520.00
CMR	4/24/96	PREPARE COUNTER PROPOSALS.	1.00 N	130.00
WMQ	4/24/96	FACULTY NEGOTIATIONS: REVISE PROPOSAL NO. 6; CONFER RE OPTIONS TO AVOID IMPASSE.	1.50 N	195.00
CMR	4/25/96	REVISED AND DRAFTED NUMEROUS PROPOSALS TO REVIEW WITH DR MAYLE FOR APPROVAL; FAXED LETTER TO MAYLE RE CONTINGENCY LANGUAGE; PREPARE FOR NEGOTIATIONS.	2.50 N	325.00
WMQ	4/25/96	FACULTY NEGOTIATIONS; REVIEW DR. MAYLE'S EDIT TO PROPOSAL; CONFER RE PROPOSAL.	.25 N	32.50
CMR	4/26/96	FOLLOW UP AND PREPARE PROPOSALS AND STATISTICS ON DEFICIENCY SPENDING AND ENDING FUND BALANCE.	1.00 N	130.00
WMQ	4/26/96	ANALYZE RESERVE BALANCE DURING PAST FIVE YEARS; RESULTS OF OPERATIONS; DEFICIT SPENDING PATTERNS.	3.50 N	455.00
CMR	4/29/96	PREPARE AND PARTICIPATE IN FACULTY NEGOTIATIONS.	4.00 N	520.00
V Q	4/29/96	CONFER RE FINANCIAL RESULTS VS. SALARY GROWTH; TELECON RE IMPASSE ISSUES; ID RE RESEARCH ON IMPASSE.	.75 I	97.50
CMR	4/30/96	FOLLOW UP ON IMPASSE ISSUES.	1.00 I	130.00
			87.75	\$11,407.50

## SUMMARY OF HOURS, RATES &amp; FEES

CMR HOURS:	38.50	@ \$130.00 PER HOUR	\$5005.00
WMQ HOURS:	33.50	@ \$130.00 PER HOUR	\$4355.00
MT HOURS:	2.00	@ \$130.00 PER HOUR	\$260.00
DEF HOURS:	13.75	@ \$130.00 PER HOUR	\$1787.50
NET TOTAL HOURS:	87.75	NET TOTAL FEES:	\$11407.50

## COSTS ADVANCED SINCE THE LAST STATEMENT:

5/10/96	CURRENT POSTAGE CHARGES.	5.50
5/10/96	CURRENT PHOTOCOPY CHARGES.	130.00
5/10/96	CURRENT TELEPHONE CHARGES.	40.57
5/10/96	CURRENT WORD PROCESSING CHARGES.	10.00
5/10/96	CURRENT TRAVEL, TOLLS & PARKING CHARGES.	180.00
5/10/96	CURRENT FACSIMILE TRANSMISSION CHARGES.	34.50
5/10/96	CURRENT EXPEDITED MAIL CHARGES.	48.00
		<u>\$448.57</u>

BALANCE FROM THE LAST STATEMENT:	\$38,961.78
PLUS: CHARGES LISTED ABOVE:	\$11,856.07
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	<u>\$50,817.85</u>

STATEMENT DATE: MAY 17, 1996 FILE # 1006

RUIZ &amp; SCHAPIRO

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

MAY 21, 1996

PLEASE PAY \$2,812.30  
NO LATER THAN  
JUNE 11, 1996

GAVILAN JOINT CCD  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTN: DR. GLENN MAYLE

*U - 14.0*  
*J = 8.0*

FILE # 1024 ULP 1883

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$2,812.30

FILE # 1024 ULP 1883

(10)

PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

		HOURS	FEES
CMR	4/12/96 FOLLOW UP ON NEW ULP AND FACTUAL ISSUES.	.75 <i>ULP</i>	97.50
CMR	4/15/96 PREPARE RESPONSE.	1.00 /	130.00
CMR	4/15/96 PREPARE RESPONSE..	1.00 /	130.00
WMQ	4/18/96 REVIEW AND ANALYZE CHARGE; TELECON PERB RE EXTENSION; CONFIRMATION LETTER; CMR AND DEF RE RESPONSE TO CHARGE; LGL RSCH RE TIMELINESS ISSUE; RSCH RE IMPASSE AND FACTFINDING PROCEDURES; REPRESENTATIONS DURING BARGAINING.	4.50 /	585.00
WMQ	4/19/96 NEW 1883 ULP CHARGE; REVIEW FACTFINDING FILES, FACTUAL STATEMENTS AND BASIS; BENEFIT PROPOSALS; LIBRARY RESEARCH RE FACTFINDING AND SETTLEMENT ENFORCEMENT.	5.25 /	682.50
IAD	4/19/96 REVIEW OF ULP 1883; RESEARCH RE GAVILAN DEFENSES AND STRATEGY; TELEPHONE CONFERENCE RE STRATEGY AND DEFENSES; RESEARCH AT PERB LIBRARY RE CASES ON GOOD FAITH DUTY DURING IMPASSE, AND PERB'S POWER TO ENFORCE AGREEMENTS BY THE PARTIES.	6.50 <i>I</i>	780.00
WMQ	4/20/96 BEGIN WORK ON RESPONSE TO 1883 CHARGE; REVIEW EERA CASES.	1.50 <i>ULP</i>	195.00
CMR	4/22/96 REVIEW ISSUES WITH BOARD; DISCUSS ISSUES WITH DR MAYLE AND REVIEW FILE IN PREPARATION FOR MEETING.	.75 <i>I</i>	97.50
IAD	4/30/96 RESEARCH RE PERB IMPASSE PROCEDURES.	.75 <i>I</i>	90.00
		22.00	\$2,787.50

SUMMARY OF HOURS, RATES & FEES

CMR HOURS:	3.50	@ \$130.00 PER HOUR	\$455.00
WMQ HOURS:	11.25	@ \$130.00 PER HOUR	\$1462.50
IAD HOURS:	7.25	@ \$120.00 PER HOUR	\$870.00
NET TOTAL HOURS:	22.00	NET TOTAL FEES:	\$2787.50

COSTS ADVANCED SINCE THE LAST STATEMENT:

5/10/96	CURRENT PHOTOCOPY CHARGES.	COSTS
		24.80
		<u>\$24.80</u>

BALANCE FROM THE LAST STATEMENT:	:\$0.00
PLUS: CHARGES LISTED ABOVE :	\$2,812.30
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	<u>\$2,812.30</u>

STATEMENT DATE: MAY 21, 1996 FILE # 1024

RUIZ & SCHAPIRO

## STATEMENT

MAR 21 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

APRIL 12, 1996

PLEASE PAY \$204,945.61

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

*U = 89.25  
 D = 100.00  
 C = 8.50*

FILE # 1000 SUMMARY FILE

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$204,945.61

FILE # 1000 SUMMARY FILE

(10)

FILE # 1015 ARBALLO

(10)

CURRENT HOURS: 0.25  
 PREVIOUS BALANCE:  
 PLUS LATE CHARGES:  
 PLUS CUR COSTS:

\$1,500.80  
 \$0.00  
 \$2.80 ✓

MINUS CUR PAYMENTS:  
 PLUS CUR FEES:  
 EQUALS NEW BALANCE:

\$1,465.20  
 \$30.00  
 \$68.40

FILE # 1019 CONSTRUCTION

(10)

CURRENT HOURS: 0.00  
 PREVIOUS BALANCE:  
 PLUS LATE CHARGES:  
 PLUS CUR COSTS:

\$75.60  
 \$0.00  
 \$0.00 ✓

MINUS CUR PAYMENTS:  
 PLUS CUR FEES:  
 EQUALS NEW BALANCE:

\$52.30  
 \$0.00  
 \$23.30

FILE # 1014 CSEA

(10)

CURRENT HOURS: 76.75  
 PREVIOUS BALANCE:  
 PLUS LATE CHARGES:  
 PLUS CUR COSTS:

\$120,889.69  
 \$0.00  
 \$162.17 ✓

MINUS CUR PAYMENTS:  
 PLUS CUR FEES:  
 EQUALS NEW BALANCE:

\$19,258.76  
 \$9,977.50  
 \$111,770.60

FILE # 1013 DIAZ

(10)

CURRENT HOURS: 30.75  
 PREVIOUS BALANCE:  
 PLUS LATE CHARGES:  
 PLUS CUR COSTS:

\$1,997.90  
 \$0.00  
 \$2,290.33 ✓

MINUS CUR PAYMENTS:  
 PLUS CUR FEES:  
 EQUALS NEW BALANCE:

\$722.80  
 \$3,820.00  
 \$7,385.43

FILE # 1023 DIAZ-FMLA

(10)

CURRENT HOURS: 0.00  
 PREVIOUS BALANCE:  
 PLUS LATE CHARGES:  
 PLUS CUR COSTS:

\$531.00  
 \$0.00  
 \$0.00

MINUS CUR PAYMENTS:  
 PLUS CUR FEES:  
 EQUALS NEW BALANCE:

\$0.00  
 \$0.00  
 \$531.00

FILE # 1001 GAVILAN GENERAL LEGAL ADVICE

(10)

CURRENT HOURS: 12.50  
 PREVIOUS BALANCE:  
 PLUS LATE CHARGES:  
 PLUS CUR COSTS:

\$24,125.98  
 \$0.00  
 \$783.69 ✓

MINUS CUR PAYMENTS:  
 PLUS CUR FEES:  
 EQUALS NEW BALANCE:

\$6,978.10  
 \$1,595.00  
 \$19,526.57

FILE # 1016 JOHNSON'S WRIT OF MANDATE

(10)

CURRENT HOURS: 0.00  
 PREVIOUS BALANCE:  
 PLUS LATE CHARGES:  
 PLUS CUR COSTS:

\$7,086.02  
 \$0.00  
 \$0.00

MINUS CUR PAYMENTS:  
 PLUS CUR FEES:  
 EQUALS NEW BALANCE:

\$0.00  
 \$0.00  
 \$7,086.02

## STATEMENT

2503-10-1000

APRIL 12, 1996

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## FILE # 1017 JOHNSON'S DFEH COMPLAINT

(10)

CURRENT HOURS: 0.00

PREVIOUS BALANCE: \$6.40

PLUS LATE CHARGES: \$0.00

PLUS CUR COSTS: \$0.00

MINUS CUR PAYMENTS:

PLUS CUR FEES:

EQUALS NEW BALANCE:

\$0.00

\$0.00

\$6.40

## FILE # 1021 JOHNSON TORT

(10)

CURRENT HOURS: 79.00

PREVIOUS BALANCE: \$23,832.26

PLUS LATE CHARGES: \$0.00

PLUS CUR COSTS: \$283.94 ✓

MINUS CUR PAYMENTS:

PLUS CUR FEES:

EQUALS NEW BALANCE:

\$14,560.09

\$10,030.00

\$19,586.11

10,030.00

283.94

10,313.94

(10)

## FILE # 1006 LABOR RELATIONS

CURRENT HOURS: 119.25

PREVIOUS BALANCE: \$30,647.62

PLUS LATE CHARGES: \$0.00

PLUS CUR COSTS: \$536.35 ✓

MINUS CUR PAYMENTS:

PLUS CUR FEES:

EQUALS NEW BALANCE:

\$7,724.69

\$15,502.50

\$38,961.78

TOTAL OF PREVIOUS STATEMENT BALANCES:

\$210,693.27

MINUS: TOTAL OF CURRENT PAYMENTS:

\$50,761.94

UNPAID FROM PREVIOUS STATEMENTS: \$159,931.33

PLUS: TOTAL OF CURRENT INTEREST:

\$0.00

PLUS: TOTAL OF CURRENT FEES:

\$40,955.00

PLUS: TOTAL OF CURRENT COSTS:

\$4,059.28

45,014.28

EQUALS: TOTAL BALANCE DUE THIS STATEMENT:

\$204,945.61

STATEMENT DATE: APRIL 12, 1996 FILE # 1000

RUIZ &amp; SCHAPIRO

STATEMENT

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

APRIL 12, 1996

PLEASE PAY \$68.40

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

NO

FILE # 1015 ARBALLO (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$68.40

FILE # 1015 ARBALLO (10)

PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

	HOURS	FEES
IAD 3/27/96 REVIEW OF CORRESPONDENCE FROM M. BRADSHAW RE ARBALLO SUBPOENA.	.25	30.00
	.25	\$30.00

SUMMARY OF HOURS, RATES & FEES

IAD HOURS: 0.25 @ \$120.00 PER HOUR \$30.00

COSTS ADVANCED SINCE THE LAST STATEMENT:

	COSTS
4/10/96 CURRENT PHOTOCOPY CHARGES.	2.80
	\$2.80

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

4/15/96 \$1,465.20 PAYMENT WAS RECEIVED, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$1,500.80
PLUS: CHARGES LISTED ABOVE :	\$32.80
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$1,465.20
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	\$68.40

STATEMENT DATE: APRIL 12, 1996 FILE # 1015

RUIZ & SCHAPIRO

STATEMENT

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

APRIL 12, 1996

PLEASE PAY \$23.30

GAVILAN COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTN: DR. MAYLE

No

FILE # 1019 CONSTRUCTION (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF \$23.30

FILE # 1019 CONSTRUCTION (10)

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

3/15/96 \$52.30 PAYMENT WAS RECEIVED, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$75.60
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$52.30
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	\$23.30

STATEMENT DATE: APRIL 12, 1996 FILE # 1019

RUIZ & SCHAPIRO

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

APRIL 12, 1996

PLEASE PAY \$111,770.60

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

*U = 61.25*

FILE # 1014 CSEA

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$111,770.60

FILE # 1014 CSEA

(10)

## PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

			HOURS	FEES
CMR	3/01/96	REVIEW OPTIONS AND ALTERNATIVES TO APPEAL ULP 1039/41.	2.00 <i>u</i>	260.00
WMQ	3/01/96	REVIEW ALJ OPINION IN 1739/41; POSSIBLE APPEAL ISSUES AND GROUNDS; TELECON PERB RE APPEAL; TELECON CMR.	3.25 <i>u</i>	422.50
KON	3/01/96	CONFER RE: ANALYZING APPEALABILITY OF ALJ'S PROPOSED ORDER; REVIEW PROPOSED ORDER & POST HEARING BRIEFS TO DETERMINE POSSIBLE BASES FOR APPEAL.	4.75 <i>u</i>	617.50
KON	3/02/96	RESEARCH RE: STANDARD OF REVIEW BY PERB FOR PROPOSED ORDER; PREPARE MEMO RE: SAME.	3.00 <i>u</i>	390.00
CMR	3/04/96	TC WITH WHELAN AND LETTER TO PEARL.	1.00 <i>u</i>	130.00
KON	3/04/96	FINALIZE MEMO RE: STARD OF APPEAL RE: ALJ ORDER; CONFER RE: RESULTS OF RESEARCH; RESEARCH POTENTIAL CLAIMS AGAINST CSEA FOR DISTRIBUTION OF SUMMARY OF ALJ'S ORDERS; PREPARE DEMAND LETTER TO CSEA RE: DISTRIBUTION OF SUMMARY; ANALYZE ALJ ORDER AND POST-HEARING BRIEFS TO DETERMINE APPEALABLE FACTUAL AND LEGAL ISSUES.	5.50 <i>u</i>	715.00
KON	3/05/96	PREPARE ANALYSIS OF ALJ DECISION FOR POSSIBLE APPEAL; DRAFT MEMO RE: SAME; CONFER RE: DECISION ANALYSIS AND STRATEGY; PREPARE LETTERS TO CSEA AND PERB RE: EXTENSION OF TIME TO APPEAL DECISION; PREPARE CHRONOLOGY OF FACTS RELIED ON BY ALJ IN SUPPORT OF DECISION.	5.75 <i>u</i>	747.50
CMR	3/06/96	PREPARE FACT SUMMARY FOR BOARD OF EDUCATION; TC WITH PERB; PREPARE EXTENSION OF TIME; TC WITH DR MAYLE RE FUTURE COURSE OF ACTION; LETTER TO PEARL RE MEETING; TC TO PARKER; TC TO PEARL.	1.50 <i>u</i>	195.00
KON	3/06/96	REVIEW AND REVISE ANALYSIS OF ALJ DECISION; PREPARE MEMORANDUM FOR BOARD ANALYZING; PREPARE REQUEST TO PERB FOR EXTENSION OF TIME TO APPEAL ALJ DECISION.	7.00 <i>u</i>	910.00
KON	3/07/96	DRAFT LETTER TO CSEA RE: POSSIBLE SETTLEMENT; REVIEW AND REVISE MEMO FOR BOARD ANALYZING ALJ DECISION; PREPARE STATEMENT FOR PUBLIC DISTRIBUTION RE: ALJ DECISION; PREPARE STATEMENT FOR BOARD PRESIDENT TO READ AT PUBLIC MEETING; PREPARE LIST OF ANTICIPATED QUESTIONS AND PROPOSED ANSWERS FOR BOARD; ANALYZE REPORT OF FACT FINDING PANEL FOR INCONSISTENCIES W/ ALJ DECISIONS.	7.50 <i>u</i>	975.00
JLS	3/08/96	DRAFT, REVIEW & EDIT BOARD QUESTIONS & ANSWERS, BOARD ORAL STATEMENT & SUMMARY.	5.75 <i>u</i>	747.50
KON	3/08/96	REVIEW AND REVISE MEMO FOR BOARD ANALYZING ALJ DECISION; STATEMENT FOR PUBLIC DISTRIBUTION RE: ALJ RULING; STATEMENT FOR BOARD PRESIDENT TO MAKE TO PUBLIC AND LIST OF ANTICIPATED QUESTIONS AND PROPOSED ANSWERS FOR THE BOARD.	5.50 <i>u</i>	715.00
	3/12/96	PREPARATION FOR BOARD MEETING; PARTICIPATION AT BOARD MEETING; TRAVEL.	6.00 <i>u</i>	780.00
WMQ	3/12/96	REVIEW ALJ DECISION; DRAFT STATEMENT FOR PRESIDENT AND BOARD.	2.50 <i>u</i>	325.00
WMQ	3/13/96	CONFER RE BOARD MEETING, PERB MATTER.	.25 <i>u</i>	32.50



2503-10-1014

APRIL 12, 1996

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DEF	3/18/96	RE 1014A REVIEW DOCUMENTS REGARDING UNFAIR LABOR PRACTICE PROPOSED ORDER, LEGAL RESEARCH RE ABILITY TO AVOID UNFAIR LABOR PRACTICE PROCEEDURE IN FUTURE BY BRINGING A COMPLIANCE HEARING.	3.50 ✓	455.00
CMR	3/19/96	PREPARE FOLLOW UP.	.50 ✓	65.00
DEF	3/21/96	1014A. CONFERENCE WITH CMR RE COMPLIANCE HEARINGS AS POSSIBLE METHOD TO AVOID FILING UNFAIR LABOR PRACTICE CHARGES IN UPCOMMING NEGOTIATIONS. FACTUAL INVESTIGATION RE SAME. TELEPHONE CONFERENCE WITH SPECIALIST AT PERB RE SAME. DRAFT MEMO RE SAME.	2.50 ✓	325.00
JLS	3/22/96	REVIEW POSTING REQUIREMENTS & CONFER WITH DR. MAYLE RE SAME.	.50 ✓	65.00
WMQ	3/22/96	TELECONS PERB -- STEWART, CHISHOLM, SMITH AND MCMONIGLE RE COMPLIANCE AUTHORITY; GEN COUNSEL ROLE IN ENFORCEMENT; LTRS TO PERB AND WHELAN; CONFER RE APPEAL DECISION.	1.50 ✓	195.00
WMQ	3/23/96	MEMO TO CMR RE PERB COMPLIANCE HEARINGS.	.75 ✓	97.50
CMR	3/26/96	REVIEW POSTING.	1.00 ✓	130.00
DEF	3/26/96	1014A. REVISE MEMORANDUM RE COMPLIANCE HEARINGS. CONFERENCE WITH CMR RE SAME AND OTHER COMPLIANCE ISSUES SUCH AS POSTING AND NOTIFICATION. REVIEW DOCUMENTS RE SAME. DRAFT LETTER TO MR. MAYLE RE SAME.	2.25 ✓	292.50
CMR	3/27/96	LETTER TO DR MAYLE RE POSTING AND FOLLOW UP.	.50	65.00
DEF	3/27/96	CONFERENCE RE MEMORANDUM ON COMPLIANCE HEARING AND INFORMATION REQUESTED BY DR. MAYLE. DRAFT AND REVISE LETTER TO DR. MAYLE RE SAME, FINALITY OF PROPOSED ORDER, IMPLEMENTATION OF SPECIFIC REQUIREMENTS OF ORDER, POSTING REQUIREMENT ISSUES AND NOTIFICATION OF COMPLIANCE REQUIREMENT.	2.50 ✓	325.00
			<u>76.75</u>	<u>\$9,977.50</u>

## SUMMARY OF HOURS, RATES &amp; FEES

CMR HOURS:	12.50	@ \$130.00 PER HOUR	\$1625.00
JLS HOURS:	6.25	@ \$130.00 PER HOUR	\$812.50
WMQ HOURS:	8.25	@ \$130.00 PER HOUR	\$1072.50
KON HOURS:	39.00	@ \$130.00 PER HOUR	\$5070.00
DEF HOURS:	10.75	@ \$130.00 PER HOUR	\$1397.50
NET TOTAL HOURS:	76.75	NET TOTAL FEES:	\$9977.50

## COSTS ADVANCED SINCE THE LAST STATEMENT:

4/10/96	CURRENT POSTAGE CHARGES.	COSTS
4/10/96	CURRENT PHOTOCOPY CHARGES.	2.15
4/10/96	CURRENT TELEPHONE CHARGES.	154.00
4/10/96	CURRENT WORD PROCESSING CHARGES.	1.02
		<u>5.00</u>
		\$162.17

## PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

9/01/95	\$18,965.27	PAYMENT WAS RECEIVED, THANK YOU - CREDIT FOR PAST PAYMENT NOT CREDITED.
3/15/96	\$293.49	PAYMENT WAS RECEIVED, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$120,889.69
PLUS: CHARGES LISTED ABOVE:	\$10,139.67
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$19,258.76
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	\$111,770.60

STATEMENT DATE: APRIL 12, 1996 FILE # 1014

RUIZ &amp; SCHAPIRO

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

APRIL 12, 1996

PLEASE PAY \$7,385.43

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

No

FILE # 1013 DIAZ

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF \$7,385.43

FILE # 1013 DIAZ

(10)

## PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

			HOURS	FEES
JLS	3/01/96	CONFER RE VIDEOTAPING.	.25	32.50
CMR	3/04/96	PREPARE RELEASE ON DIAZ RESIGNATION.	.50	65.00
IAD	3/04/96	LETTER TO M. BRADSHAW RE REQUEST FOR DIAZ DOCUMENTS; DRAFTING RELEASE AND RESIGNATION LETTER; LETTER TO M. BRADSHAW RE RELEASE AND RESIGNATION LETTER;	3.50	420.00
IAD	3/06/96	STRATEGY MEETING RE MARIA DIAZ.	.25	30.00
MT	3/07/96	REVIEW AND REVISE LETTER TO DR. MAYLE RE: FMLA ISSUES.	.75	97.50
IAD	3/08/96	LETTER TO M. BRADSHAW RE DIAZ RELEASE AND TERMINATION.	.50	60.00
CMR	3/11/96	REVIEW SETTLEMENT POSSIBILITIES.	.50	65.00
EMR	3/11/96	REVIEW FILE.	.50	65.00
7	3/12/96	CALLS TO M. BRADSHAW RE DIAZ DOCUMENTS; LETTER TO M. BRADSHAW RE SAME.	.75	90.00
CMR	3/13/96	REVIEW INVESTIGATION; UPDATE STATUS OF RESIGNATION; PREPARE TERMINATION.	1.00	130.00
IAD	3/13/96	REVIEW OF INVESTIGATOR'S REPORT; REVIEW OF INVESTIGATOR'S VIDEO TAPES OF DIAZ; CALL TO INVESTIGATOR; RESEARCH RE NOTICE OF TERMINATION.	2.25	270.00
CMR	3/14/96	RELEASE AND TERMINATION.	1.50	195.00
WMQ	3/14/96	CONFER RE DIAZ INVESTIGATION; REVIEW VIDEO SURV.; PLAN ADDITIONAL INVESTIGATION.	.75	97.50
IAD	3/14/96	REVIEW OF INVESTIGATOR'S VIDEO AND INVESTIGATION REPORT; CALLS TO INVESTIGATOR DARREL BUMGARNER; LETTER TO DARREL BUMGARNER; STRATEGY MEETING; CALLS TO JOHN HANSELL RE INFORMATION FOR NOTICE OF TERMINATION; REVIEW OF JOHN HANSELL'S LOG AND OTHER DISTRICT DOCUMENTS FROM HIM; DRAFTING OF NOTICE OF TERMINATION.	2.00	240.00
CMR	3/15/96	PREPARE TERMINATION.	1.00	130.00
JLS	3/15/96	CONFER RE VIDEOTAPING.	.25	32.50
IAD	3/15/96	CALLS TO JOHN HANSELL; DARREL BUMGARNER, AND M. BRADSHAW RE MARIA DIAZ.	1.00	120.00
IAD	3/16/96	LETTER TO M. BRADSHAW RE RELEASE AND RESIGNATION LETTER; DRAFTING AND REVISING NOTICE OF TERMINATION RE DIAZ.	2.75	330.00
CMR	3/18/96	PREPARE TERMINATION.	.50	65.00
JLS	3/18/96	REVIEW & EDIT NOTICE OF TERMINATION; CONFER RE SAME.	.75	97.50
IAD	3/18/96	REVISIONS TO DIAZ NOTICE OF TERMINATION; REVIEW OF MARIA DIAZ VIDEO FROM FRIDAY, MARCH 15; DRAFTING AND REVISING LETTER TO VICTORIA LI AT CSEA RE DIAZ.	2.25	270.00
DEF	3/18/96	REVIEW DOCUMENTS, CONFERENCE RE STATUS, FACTUAL INVESTIGATION RE ABILITY TO TERMINATE.	1.25	162.50
CMR	3/19/96	PREPARE TERMINATION.	.50	65.00
D	3/19/96	REVISIONS TO DIAZ NOTICE OF TERMINATION AND CALL TO DR. MAYLE'S OFFICE; REVISIONS TO LETTER TO VICTORIA LI AT CSEA; CALLS TO JOHN HANSELL; PROOF OF SERVICE LETTER TO GAVILAN.	1.50	180.00

## STATEMENT

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DEF	3/19/96	REVIEW AND REVISE MEMORANDUM RE OBLIGATIONS UNDER FMLA AND OTHER LEAVE STATUTES AS TO DIAZ. CONFERENCE RE NEED TO REVISE PERSONEL POLICY AND PRACTICE RE SAME.	1.25	162.50
DEF	3/19/96	REVISE LETTER TO LI RE ADDITIONAL TRAINING; CONFER RE: SAME.	1.00	130.00
CMR	3/20/96	FOLLOW UP ON RESIGNATION STATUS.	.25	32.50
IAD	3/20/96	CALL TO JOHN HANSELL AND ANNA MARIE AT DIAZ'S ATTORNEY'S OFFICE; FAX TO RUCKA O'BOYLE ET AL. RE RELEASE AND TERMINATOIN LETTER.	1.00	120.00
DEF	3/28/96	REVISE MEMORANDUM RE NEEDED POLICY REVISIONS.	.50	65.00
			<u>30.75</u>	<u>\$3,820.00</u>

## SUMMARY OF HOURS, RATES &amp; FEES

CMR HOURS:	5.75	@ \$130.00 PER HOUR	\$747.50
JLS HOURS:	1.25	@ \$130.00 PER HOUR	\$162.50
WMQ HOURS:	0.75	@ \$130.00 PER HOUR	\$97.50
IAD HOURS:	17.75	@ \$120.00 PER HOUR	\$2130.00
MT HOURS:	0.75	@ \$130.00 PER HOUR	\$97.50
EMR HOURS:	0.50	@ \$130.00 PER HOUR	\$65.00
DEF HOURS:	4.00	@ \$130.00 PER HOUR	\$520.00
NET TOTAL HOURS:	30.75		NET TOTAL FEES: \$3820.00

## COSTS ADVANCED SINCE THE LAST STATEMENT:

3/29/96	VIDEO SURVEILLANCE FEES.	COSTS
		2,135.69
3/29/96	COMPUTER RESEARCH.	111.00
4/10/96	CURRENT PHOTOCOPY CHARGES.	41.60
4/10/96	CURRENT TELEPHONE CHARGES.	2.04
		<u>\$2,290.33</u>

## PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

3/15/96 \$722.80 PAYMENT WAS RECEIVED, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$1,997.90
PLUS: CHARGES LISTED ABOVE:	\$6,110.33
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$722.80
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	<u>\$7,385.43</u>

STATEMENT DATE: APRIL 12, 1996 FILE # 1013

RUIZ &amp; SCHAPIRO

STATEMENT

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

APRIL 12, 1996

PLEASE PAY \$531.00  
UPON RECEIPT

GAVILAN JOINT CCD  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTN: DR. GLENN MAYLE

FILE # 1023 DIAZ-FMLA

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$531.00

FILE # 1023 DIAZ-FMLA

(10)

PREVIOUSLY BILLED AND UNPAID AMOUNTS, PLEASE PAY: \$531.00

STATEMENT DATE: APRIL 12, 1996 FILE # 1023

RUIZ & SCHAPIRO

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

APRIL 12, 1996

PLEASE PAY \$19,526.57

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

NO

FILE # 1001 GAVILAN GENERAL LEGAL ADVICE (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$19,526.57

FILE # 1001 GAVILAN GENERAL LEGAL ADVICE (10)

## PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

		HOURS	FEES
IAD	3/04/96 FMLA ADVICE LETTER REVISIONS.	3.00	360.00
DEF	3/21/96 REVIEW DOCUMENTS IN FILE REGARDING POSSIBLE TERMINATION.	.75	97.50
DEF	3/25/96 REVIEW DOCUMENTS AND CONDUCT FACTUAL INVESTIGATION RE HISTORY OF ABSENCE AND HISTORY OF DISCIPLINE.	.75	97.50
DEF	3/27/96 LEGAL RESEARCH AND FACTUAL INVESTIGATION RE DISTRICT'S COMPLIANCE WITH FAMILY MEDICAL LEAVE ACT AND OTHER SIMILAR LEGISLATION. DRAFT MEMORANDUM RE SAME.	1.50	195.00
DEF	3/27/96 PREPARE CHRONOLOGY OF ABSENCES TO BE INCORPORATED INTO DISCIPLINARY NOTICE.	.50	65.00
DEF	3/28/96 TELEPHONE CONFERENCE WITH HOWARD BELL RE PERFORMANCE, WRITE-UPS, PROGRESSIVE DISCIPLINE, UNION STEWARD ISSUE, ULP ISSUE, AND STRATEGY. CONFERENCE WITH CMR RE SAME. FACTUAL INVESTIGATION RE HANDBOOK, POLICIES, CBA AND OTHER DOCUMENTS GOVERNING IMPOSITION OF DISCIPLINE.	2.75	357.50
DEF	3/29/96 DRAFT MEMORANDUM BASED ON REVIEW OF SPECIFIC FACTUAL CIRCUMSTANCES OF CASE. FACUAL INVESTIGATION RE PROGRESSIVE DISCIPLINE, UNION INVOLVEMENT IN UNFAIR LABOR PRACTICE CASE, DOCUMENTATION OF EMPLOYEE MISCONDUCT IN FILE, LACK OF FORMAL WRITTEN WARNINGS, FREQUENT ORAL WARNINGS, POTENTIAL RUN FOR POSITION OF UNION SHOP STEWARD, AND MR. BELL'S INVOLVEMENT IN ULP. TELEPHONE CALL WITH MR. BELL RE SAME AND PAYMENT TO ESTRADA OF SALARY FOR DAYS HE WAS NOT ENTITLED TO ANY SUM AND OPTIONS RE RECTIFICATION OF PAY ISSUE. BEGIN DRAFTING OF FORMAL DISCIPLINARY NOTICE.	3.25	422.50
		<u>12.50</u>	<u>\$1,595.00</u>

## SUMMARY OF HOURS, RATES &amp; FEES

IAD HOURS: 3.00 @ \$120.00 PER HOUR \$360.00  
 DEF HOURS: 9.50 @ \$130.00 PER HOUR \$1235.00  
 NET TOTAL HOURS: 12.50 NET TOTAL FEES: \$1595.00

## COSTS ADVANCED SINCE THE LAST STATEMENT:

	COSTS
1/31/96 WORKING MEAL.	31.55
3/29/96 COMPUTER RESEARCH.	556.00
4/10/96 CURRENT PHOTOCOPY CHARGES.	55.20
4/10/96 CURRENT TELEPHONE CHARGES.	31.94
4/10/96 CURRENT WORD PROCESSING CHARGES.	60.00
4/10/96 CURRENT EXPEDITED MAIL CHARGES.	49.00
	<u>\$783.69</u>

## PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

3/15/96 \$6,978.10 PAYMENT WAS RECEIVED, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$24,125.98
PLUS: CHARGES LISTED ABOVE :	\$2,378.69
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$6,978.10
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	\$19,526.57

LETTER TO DEBITOR

STATEMENT DATE: APRIL 12, 1996 FILE# 1001

RUIZ & SCHAPIRO

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

APRIL 12, 1996

PLEASE PAY \$38,961.78

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

*U = 3,75*  
*N = 36.50*

FILE # 1006 LABOR RELATIONS

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$38,961.78

FILE # 1006 LABOR RELATIONS

(10)

## PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

			HOURS	FEES
CMR	3/01/96	TC WITH PERB; TC WITH CSEA RE MEETING.	.75 <i>N</i>	97.50
CMR	3/01/96	PREPARATION; MEETING WITH DR MAYLE AND NEGOTIATION TEAM RE COUNTER PROPOSAL.	6.50 <i>N</i>	845.00
RAS	3/01/96	CONFER RE: PERB INQUIRY.	.25 <i>N</i>	32.50
CMR	3/03/96	DRAFT AND REVISE PROPOSALS.	5.00 <i>N</i>	650.00
CMR	3/04/96	REVIEW AND REVISE PROPOSAL.	1.50 <i>N</i>	195.00
RAS	3/04/96	CONFER RE: PERB INQUIRY.	.25 <i>N</i>	32.50
MT	3/04/96	REVIEW UNFAIR LABOR PRACTICE CHARGE AGAINST CSEA; TELECON W/ MS. ROSE (PERB).	.75 <i>U</i>	97.50
CMR	3/05/96	REVIEW AND REVISE PROPOSALS AND BACK UP DATA.	2.50 <i>N</i>	325.00
?	3/05/96	PREPARE FOR BOARD MEETING; REVIEW ISSUES AND OPTIONS FOR APPEAL; MEETING WITH DR. MAYLE RE SAME; MEETING WITH GOVERNING BOARD RE SAME.	7.50 <i>N</i>	975.00
JLS	3/05/96	CONFER RE DISTRICT'S UNFAIR LABOR PRACTICE CHARGE.	.25 <i>U</i>	32.50
CMR	3/06/96	REVISE FACULTY PROPOSALS; REVISE BACK UP DATA FOR COLLECTIVE BARGAINING; TC WITH DR. COOPER RE CANCELLATION; TC WITH DR MAYLE RE BOARD MEETING; <i>.25</i>	2.00 <i>N</i>	260.00
CMR	3/06/96	PREPARE FOLLOW UP DATA FOR NEGOTIATIONS.	.75 <i>N</i>	97.50
RAS	3/06/96	CONFER RE: FACULTY NEGOTIATIONS; REVIEW DATA.	1.00 <i>N</i>	130.00
CMR	3/07/96	LETTER TO PEARL.	.50	65.00
CMR	3/07/96	PREPARE BOARD STATEMENT.	1.00	130.00
CMR	3/07/96	PREPARE NEGOTIATIONS.	.50 <i>N</i>	65.00
RAS	3/07/96	PREPARE DATA FOR FACULTY NEGOTIATIONS.	2.25 <i>N</i>	292.50
MT	3/07/96	CONFER RE: SALARY COMPARISON STUDY; TELECON W/ COMPTON, SANTA CLARITA, IMPERIAL, HARTNELL, NAPA, AND REDWOODS COMMUNITY COLLEGES RE: REQUESTS FOR SALARY INFORMATION.	1.75 <i>N</i>	227.50
CMR	3/08/96	REVIEW AND REVISE STATEMENTS FOR GOVERNING BOARD; TC WITH DR. MAYLE RE SAME.	7.50	975.00
CMR	3/08/96	PREPARE FACULTY NEGOTIATIONS; CONFERENCE WITH MAYLE AND CHILD; FAX INFORMATION TO CHILD; LETTER TO FACULTY RE NEGOTIATION BY WRITTEN PROPOSALS.	1.00 <i>N</i>	130.00
MT	3/08/96	REVIEW LETTER FROM PERB RE ULP CHARGE VS. CSEA; REVIEW BACKGROUND MATERIALS; CONFER RE: STRATEGY.	1.00 <i>U</i>	130.00
MT	3/08/96	TELECON W/ IMPERIAL, VICTOR VALLEY AND REDWOODS COMMUNITY COLLEGES RE: REQUESTS FOR SALARY INFORMATION; REVIEW INFORMATION FROM HARTNELL AND REDWOODS.	1.25 <i>N</i>	162.50
CMR	3/11/96	REVIEW MEMO AND TC RE STRATEGY AND OPTIONS.	.50 <i>N</i>	65.00
CMR	3/11/96	REVIEW MEMOS TO GAVILAN AND TC RE SAME; ULP REVIEW.	.50 <i>U</i>	65.00
3	3/11/96	PREPARE DATA FOR FACULTY NEGOTIATIONS.	.75 <i>N</i>	97.50
1,1	3/11/96	CONFERENCE RE: STATUS AND STRATEGY RE: ULP CHARGE AGAINST CSEA; REVIEW BACKGROUND MATERIALS.	.75 <i>U</i>	97.50
MT	3/11/96	TELECON W/ YUBA, COMPTON, AND CABRILLO RE: SALARY COMPARISON	.50 <i>N</i>	65.00

## STATEMENT

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APRIL 12, 1996

U = 8.00  
 N = 5 7.25  
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CMR	3/12/96	STUDY; REVIEW INFO PROVIDED BY REDWOODS CCD.	1.00	N	130.00
S	3/12/96	PREPARE NEGOTIATIONS, PROPOSALS AND COMPARATIVES.	1.25	N	162.50
		COLLECT DATA FROM CHANCELLOR'S OFFICE AND OTHER COMMUNITY COLLEGES REGARDING FACULTY SALARIES AND BENEFITS.			
MT	3/12/96	TELECON W/ MS. ROSSI (PERB); PREPARE MEMORANDUM RE AMENDED ULP CHARGE VS. CSEA.	.50	U	65.00
CMR	3/13/96	REVIEW OUTSTANDING ISSUES; UPDATE ON BOARD MEETING.	.50		65.00
CMR	3/13/96	PREPARE FOR NEGOTIATION.	.50	N	65.00
RAS	3/13/96	COLLECT DATA FROM CHANCELLOR'S OFFICE AND OTHER COMMUNITY COLLEGES REGARDING FACULTY SALARIES AND BENEFITS; REVIEW FINANCIAL DOCUMENTS.	2.50	N	325.00
MT	3/13/96	TELECON W/ MS. ROSSI (PERB) RE: EXTENSION OF TIME TO FILE AMENDED CHARGE.	.25	U	32.50
MT	3/13/96	TELECON W/ COMPTON, CABRILLO AND IMPERIAL COMMUNITY COLLEGES RE: SALARY COMPARISON STUDY; ANALYZE SALARY AND BENEFITS STRUCTURES OF VARIOUS COMMUNITY COLLEGES.	4.25	N	552.50
CMR	3/14/96	PREPARE NEGOTIATION.	2.00	N	260.00
MT	3/14/96	CONFER RE: SALARY ANALYSIS; PREPARE MEORANDUM RE: SALARY ANALYSIS.	1.75	N	227.50
CMR	3/15/96	PREPARE FOR NEGOTIATIONS; PARTICIPATE IN FACULTY NEGOTIATIONS; DE-BRIEF AND STRATEGIZE.	6.00	N	780.00
CMR	3/18/96	NEGOTIATION PREPARATION.	6.50	N	845.00
MT	3/18/96	REVIEW CSEA LETTER RE NEGOTIATION OF BUSINESS SERVICE OFFICER POSITION; COORDINATE AMENDED ULP CHARGE RE DR. MAYLE'S OFFICE; TELECON W/ J. HANSELL; TELECON W/ G. MILLER AT CSEA.	.75	U	97.50
MT	3/18/96	REVIEW FISCAL DATA ABSTRACT FROM CHANCELLOR'S OFFICE; TELECON W/ ATTORNEY SCHAPIRO RE REQUEST FOR INFORMATION; TELECON W/ SJ/EVERGREEN, WEST VALLEY, NAPA, MT. SAN JACINTO, HARTNELL, YUBA, REDWOOD, AND SANTA CLARITA COMMUNITY COLLEGES RE REQUESTS FOR FURTHER INFORMATION RE SALARY ANALYSIS; TELECON W/ COMMUNITY COLLEGES LEAGUE OF CALIFORNIA RE SALARY DATA.	2.75	N	357.50
CMR	3/19/96	FOLLOW UP ON NEGOTIATION.	1.00	N	130.00
MT	3/19/96	TELECON W/ MS. MILLER AT CSEA; CONFER RE STATUS OF AMENDED ULP CHARGE; TELECON W/ J. HANSELL RE: BACKGROUND INFORMATION ON AMENDED ULP CHARGE; TELECON W/ GAVILAN PERSONNEL OFFICE RE JOB DESCRIPTIONS; PREPARE AMENDED ULP CHARGE; REVIEW BACKGROUND DOCUMENTS RE SAME.	2.75	U	357.50
MT	3/19/96	UPDATE COMPARABILITY ANALYSIS; TELEPHONE CONFERENCE W/ WEST VALLEY AND MT SAN JACINTO RE SAME; CONFER RE STATUS.	1.50	N	195.00
DEF	3/19/96	REVIEW FAX FROM MAYLE, REVIEW DOCUMENTS RE COMPARISONS WITH OTHER DISTRICTS RE SALARY, TSA'S, BENEFITS, ETC., REVISE PROPOSAL RE SAME.	1.75	N	227.50
CMR	3/20/96	PREPARE NOEGOTIATIONS.	2.50	N	325.00
MT	3/20/96	FOLLOW-UP W/ GAVILAN RE: JOB DESCRIPTIONS; REVIEW JOB DESCRIPTIONS RE AMENDED CHARGE; REVISE AMENDED ULP CHARGE RE SAME.	1.75	U	227.50
MT	3/20/96	TELECON W/ REDWOODS HUMAN RESOURCES AND BUDGET OFFICES RE SALARY ANALYSIS; UPDATE COMPARABILITY ANALYSIS RE SALARY SURVEY; TELECON W/ SJ/EVERGREEN RE SALARY ANALYSIS.	1.50	N	195.00
DEF	3/20/96	FACTUAL INVESTIGATION REGARDING COMPARABLE FACULTY SALARY AND BENEFITS. TELEPHONE CALLS TO HUMAN RESOURCES OFFICES AT COMPARABLE SCHOOLS RE SAME AND AVAILABILITY OF TSA'S. REVISE DISTRICT PROPOSAL NUMBER 3. CONFERENCE RE: SAME.	5.25	N	682.50
CMR	3/21/96	PREPARE TO NEGOTIATION.	2.00	N	260.00
DEF	3/21/96	REVIEW COMPARISON DOCUMENTS RE RATIONALE FOR PROPOSAL NUMBER 3. REVISE SAME. DRAFT RANKINGS CHARTS, COMPARISONS, AND MEMO RE SAME FOR USE IN NEGOTIATIONS.	5.50	N	715.00
CMR	3/22/96	PREPARATION FOR NEGOTIATION; MEETING WITH DR. MAYLE RE NEGOTIATION; NEGOTIATION; DE BRIEFING.	7.50	N	975.00
MT	3/22/96	REVIEW LETTER FROM PERB RE AMENDED ULP CHARGE.	.25	U	32.50
MT	3/22/96	TELECON W/ COMMUNITY COLLEGE LEAGUE OF CALIFORNIA RE REQUEST FOR FURTHER INFORMATION.	.25	N	32.50



## STATEMENT

u  
N = 6.25

2503-10-1006

APRIL 12, 1996

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DEF	3/22/96	REVIEW CHANGES TO PROPOSAL NUMBER THREE.	.25 N	32.50
CMR	3/26/96	FACULTY NEGOTIATIONS; REVIEW BUSINESS MANAGER ULP.	1.25 N	162.50
"	3/26/96	CONFERENCE RE UNION RESPONSE TO LAST PROPOSAL AND ISSUE OF ACADEMIC CALENDAR IMPLEMENTATION. REVIEW AND REVISE DOCUMENTS RE CHARTING COMPARISONS OF FACULTY SALARY.	.25 N	32.50
DEF	3/28/96	LEGAL RESEARCH RE IMPLEMENTATION OF ACADEMIC CALENDAR PRIOR TO AGREEMENT ON NEW COLLECTIVE BARGAINING AGREEMENT.	.75 N	97.50
CMR	3/29/96	PREPARATION FOR FACULTY NEGOTIATIONS; TRAVEL.	3.50 N	455.00
DEF	3/29/96	CONFERENCE RE INTERNAL REVENUE RULES UNDER SECTION 125A WHICH MIGHT IMPACT ON ABILITY OF DISTRICT TO MAKE PROPOSAL FOR NEW COLLECTIVE BARGAINING AGREEMENT THAT WOULD RESTRICT SPENDING OPTIONS IN CAFETERIA PLAN TO EXCLUDE ANY EXPENSES OTHER THAN MEDICAL, DENTAL AND VISION INSURANCE. INITIAL INVESTIGATION OF TAX CODE RULES ON SAME.	.25 N	32.50
RAS	4/02/96	TELECON RE BUSINESS OFFICER'S POSITION AND UNFAIR LABOR PRACTICE CHARGE.	.25 U	32.50
			<u>119.25</u>	<u>\$15,502.50</u>

## SUMMARY OF HOURS, RATES &amp; FEES

CMR HOURS:	72.25	@ \$130.00 PER HOUR	\$9392.50
RAS HOURS:	8.50	@ \$130.00 PER HOUR	\$1105.00
JLS HOURS:	0.25	@ \$130.00 PER HOUR	\$32.50
MT HOURS:	24.25	@ \$130.00 PER HOUR	\$3152.50
DEF HOURS:	14.00	@ \$130.00 PER HOUR	\$1820.00
NET TOTAL HOURS:	119.25		NET TOTAL FEES: \$15502.50

## COSTS ADVANCED SINCE THE LAST STATEMENT:

4/10/96	CURRENT POSTAGE CHARGES.	COSTS	3.94
4/10/96	CURRENT PHOTOCOPY CHARGES.		141.60
4/10/96	CURRENT TELEPHONE CHARGES.		24.61
4/10/96	CURRENT TRAVEL, TOLLS & PARKING CHARGES.		332.20
4/10/96	CURRENT EXPEDITED MAIL CHARGES.		34.00
			<u>\$536.35</u>

## PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

3/15/96 \$7,724.69 PAYMENT WAS RECEIVED, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$30,647.62
PLUS: CHARGES LISTED ABOVE :	\$16,038.85
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$7,724.69-
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	<u>\$38,961.78</u>

STATEMENT DATE: APRIL 12, 1996 FILE # 1006

RUIZ &amp; SCHAPIRO

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

APRIL 12, 1996

PLEASE PAY \$19,586.11

GAVILAN COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD  
 GILROY, CA 95020

C = 4.00

FILE # 1021 JOHNSON TORT

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$19,586.11

FILE # 1021 JOHNSON TORT

(10)

## PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

			HOURS	FEES
WMQ	3/01/96	REVIEW OPPOSITION MOTION; REVIEW AUTHORITY RE EXCLUSIVITY ISSUE.	1.20	156.00
WMQ	3/02/96	REVIEW AND ANALYZE OPPOSITION PAPERS AND THEORY; REVIEW AND ANALYZE PLAINTIFF'S DECISIONAL AUTHORITY; OUTLINE REPLY BRIEF TO MOTION TO STRIKE; BEGIN OUTLINE OF REPLY BRIEF TO DEMURRER OPPOSITION.	1.50	195.00
WMQ	3/04/96	REVIEW AMENDMENT TO OPPOSITION; REVIEW CONTRARY AUTHORITY, ESP. LAVITSANOS.	.30	39.00
IAD	3/04/96	REVIEW OF JOHNSON OPPOSITION BRIEFS; CALL TO OPPOSING COUNSEL'S OFFICE RE PROPER ATTORNEY OF RECORD.	2.25	270.00
IAD	3/05/96	CALL FROM W. PARDUE RE OPPOSITION PAPERS TO MOTIONS; REVIEW OF JOHNSON MATERIALS; LETTER TO W. PARDUE RE MOTIONS.	.50	60.00
Q	3/06/96	TELECON RE FIRST AMENDED OPPOSITION TO DEMURRER TO PLAINTIFF'S COMPLAINT, RESPONSE.	.20	26.00
IAD	3/06/96	REVIEW OF PLAINTIFF'S AMENDED OPPOSITION.	1.00	120.00
WMQ	3/07/96	REVIEW FIRST AMENDED OPPOSITION TO DEMURRER; APPLICATION OF LAVITSANOS TO PLS AUTHORITY.	.50	65.00
JLS	3/11/96	DRAFT LETTER TO INSURANCE COMPANY.	.20	26.00
WMQ	3/11/96	LGL RSCH RE PRIVATE SUITS TO ENFORCE CBA; EXCLUSIVITY UNDER EERA; PERB JURISDICTION.	2.30	299.00
KON	3/11/96	RESEARCH RE: STANDING TO SUE FOR BREACH OF COLLECTIVE BARGAINING AGREEMENT.	C 3.50	455.00
WMQ	3/12/96	TELECON CMR RE AUTHORITY FOR POSSIBLE NEGOTIATED DISPOSITION.	.20	26.00
CMR	3/13/96	REVIEW LETTER AND TC WITH MAYLE RE NEW DEVELOPMENT; REVIEW LITIGATION.	1.00	130.00
WMQ	3/13/96	CONFER RE DEMURRER AND MOTION TO STRIKE; TELECONS FROM COURT CLERK RE HEARING AND PLAINTIFF'S AMENDED RESPONSE.	.50	65.00
IAD	3/13/96	REVIEW OF JOHNSON'S MEMO TO DR. MAYLE RE POSSIBLE TERMINATION; RESEARCH RE INDIVIDUAL EMPLOYEE'S RIGHT TO ENFORCE COLLECTIVE BARGAINING AGREEMENT IN CIVIL COURTS.	C .50	60.00
CMR	3/14/96	REVIEW DEMURRER AND SETTLEMENT OPTIONS; REVIEW CURRENT SITUATION RESEARCH ANALYSIS.	2.00	260.00
WMQ	3/14/96	REVIEW MOTION AND OPPOSITION; OUTLINE REPLY BRIEF.	1.30	169.00
WMQ	3/16/96	REVIEW AUTHORITY AND REVISE OUTLINES FOR BRIEF; EXCLUSIVITY ISSUE.	1.20	156.00
WMQ	3/17/96	DRAFTING AN DREVISIONS TO REPLY MEMORANDUM IN SUPPORT OF DEMURRER; REPLY MEMORANDUM IN SUPPORT OF MOTION TO STRIKE PUNITIVE DAMAGE REQUEST; DRAFT REQUEST FOR JUDICIAL NOTICE.	8.80	1,144.00
JLS	3/18/96	REVIEW & EDIT DEMURRER & MOTION TO STRIKE.	1.80	234.00
WMQ	3/18/96	REVIEW NEW MOORPARK CASE ON 3602 ISSUE; DRAFT INSERT FOR BRIEF; CONTINUE DRAFTING AND REVISION OF REPLY BRIEFS IN SUPPORT OF MOTION TO STRIKE AND DEMURRER, ESP. NEW CONTRACT ALLEGATIONS; FINALIZE BRIEFS; BEGIN PREPARATION FOR ARGUMENT; TELECON OPPOSING	7.70	1,001.00

## STATEMENT

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APRIL 12, 1996

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C=4.50

		COUNSEL'S OFFICE.		
IAD	3/18/96	REVISIONS TO JOHNSON MOTION MATERIALS; RESEARCH RE JUDICIAL NOTICE OF COLLECTIVE BARGAINING AGREEMENT; REVIEW OF JOHNSON BRIEFS AND PREPARATION FOR MOTIONS.	C 4.50	540.00
CMR	3/20/96	FOLLOW UP ON DEMURRER.	.50	65.00
JLS	3/20/96	REVIEW, EDIT & STRATEGIZE JOHNSON AT ISSUE & CASE MANAGEMENT MEMO; RESPOND TO INS CO LETTER; STRATEGIZE FOLLOW UP & DRAFT MEMO RE SAME.	1.30	169.00
WMQ	3/20/96	PREPARATION FOR ORAL ARGUMENT.	1.70	221.00
IAD	3/20/96	DRAFTING AND REVISING AT-ISSUE MEMO AND CASE MANAGEMENT CONFERENCE QUESTIONNAIRE; CALLS TO SANTA CLARA SUPERIOR COURT RE SCHEDULING OF MOTION AND TENTATIVE RULINGS; PREPARATION FOR JOHNSON MOTION; MEMO TO W.M. QUINN RE TENTATIVE RULINGS, AT-ISSUE MEMO AND ORGANIZATION PLAN FOR MOTION.	8.00	960.00
JLS	3/21/96	CONFER RE DEMURRER.	.50	65.00
WMQ	3/21/96	TRAVEL (2.1) PREPARATION AND ARGUMENT (3.4) RE DEMURRER; EDIT LETTERS TO CLIENT AND OPPOSING COUNSEL (.2); REVIEW JLS LETTER; INS. ADMIN'R LTR; RESPONSE; RE CASE SUMMARY (.3).	6.00	780.00
IAD	3/21/96	TRAVEL TO AND FROM SANTA CLARA COURT; PLEADING OF MOTIONS; REVIEW OF CASE MANAGEMENT CONFERENCE MEMO; REPORTING LETTERS TO CLIENT AND INSURANCE ADJUSTER.	6.25	750.00
CMR	3/22/96	FOLLOW UP ON DEMURRER AND SETTLEMENT.	1.00	130.00
WMQ	3/22/96	TELECON WM PARDUE RE PLAINTIFF'S SETTLEMENT OFFER; UPCOMING CMC; POSSIBLE RESCHEDULING; PLAINTIFF'S DISCOVERY PLANS; SRVC OF CMC FILING (.2); REVIEW WRIT PAPERS (.4); REVIEW DFEH PAPERS (.2); CONF. RE SETTLEMENT POTENTIAL (.2); WORK ON LITIGATION SUMMARY (2.3).	3.30	429.00
IAD	3/22/96	REVISIONS TO REPORTING LETTER TO DR. MAYLE RE MOTIONS.	.75	90.00
WMQ	3/23/96	DRAFT/REVISE LITIGATION SUMMARY (2.3); MEMO TO CMR RE SETTLEMENT OFFER AND POSSIBLE STRATEGY AND MEDIATION; AND DRAFT LETTER TO CLIENT RE SAME (.9).	3.20	416.00
CMR	3/28/96	REVIEW DISCIPLINARY ISSUES; REVIEW CORRESPONDENCE.	1.50	195.00
JLS	3/28/96	REVIEW CLIENT LETTER & SETTLEMENT (.20); REVIEW INS CO LETTER (.10); REVIEW CHRONOLOGY & ASSESS TERMINATION (.40).	.70	91.00
WMQ	3/28/96	TELECON RE STATUS OF MATTER; INSURANCE LETTER.	.10	13.00
IAD	3/28/96	CALLS TO SANTA CLARA SUPERIOR COURT RE JUDGMENT ON MOTIONS.	.25	30.00
CMR	3/29/96	MEET W/ DR. MAYLE RE: NEW COMPLAINTS.	1.00	130.00
			79.00	\$10,030.00

## SUMMARY OF HOURS, RATES &amp; FEES

CMR HOURS:	7.00	@ \$130.00 PER HOUR	\$910.00
JLS HOURS:	4.50	@ \$130.00 PER HOUR	\$585.00
WMQ HOURS:	40.00	@ \$130.00 PER HOUR	\$5200.00
IAD HOURS:	24.00	@ \$120.00 PER HOUR	\$2880.00
KON HOURS:	3.50	@ \$130.00 PER HOUR	\$455.00
NET TOTAL HOURS:	79.00	NET TOTAL FEES:	\$10030.00

## COSTS ADVANCED SINCE THE LAST STATEMENT:

3/29/96	COMPUTER RESEARCH.	COSTS	61.00
4/10/96	CURRENT POSTAGE CHARGES.		7.76
4/10/96	CURRENT PHOTOCOPY CHARGES.		118.00
4/10/96	CURRENT TELEPHONE CHARGES.		7.45
4/10/96	CURRENT TRAVEL, TOLLS & PARKING CHARGES.		89.73
			<u>\$283.94</u>

## PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

3/15/96 \$14,560.09 PAYMENT WAS RECEIVED, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$23,832.26
PLUS: CHARGES LISTED ABOVE:	\$10,313.94
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$14,560.09
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	<u>\$19,586.11</u>

STATEMENT DATE: APRIL 12, 1996 FILE # 1021

*RUIZ & SCHAPIRO*

STATEMENT

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

APRIL 12, 1996

PLEASE PAY \$7,086.02

GAVILAN JOINT CCD

NO

FILE # 1016 JOHNSON'S WRIT OF MANDATE (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$7,086.02

FILE # 1016 JOHNSON'S WRIT OF MANDATE (10)

PREVIOUSLY BILLED AND UNPAID AMOUNTS, PLEASE PAY: \$7,086.02

STATEMENT DATE: APRIL 12, 1996 FILE # 1016

RUIZ & SCHAPIRO

STATEMENT

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

APRIL 12, 1996

PLEASE PAY \$6.40

GAVILAN JOINT CCD

NO

FILE # 1017 JOHNSON'S DFEH COMPLAINT (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF \$6.40

FILE # 1017 JOHNSON'S DFEH COMPLAINT (10)

PREVIOUSLY BILLED AND UNPAID AMOUNTS, PLEASE PAY: \$6.40

STATEMENT DATE: APRIL 12, 1996 FILE # 1017

RUIZ & SCHAPIRO

February 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

MARCH 18, 1996

PLEASE PAY \$210,693.27

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

C = 8.00  
 N = 12.25

FILE # 1000 SUMMARY FILE

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$210,693.27

FILE # 1000 SUMMARY FILE

(10)

FILE # 1015 ARBALLO

(10)

CURRENT HOURS: 0.00

PREVIOUS BALANCE:

\$1,465.20

MINUS CUR PAYMENTS:

\$0.00

PLUS LATE CHARGES:

\$0.00

PLUS CUR FEES:

\$0.00

PLUS CUR COSTS:

\$35.60 ✓

EQUALS NEW BALANCE:

\$1,500.80 ✓

FILE # 1019 CONSTRUCTION

(10)

CURRENT HOURS: 0.00

PREVIOUS BALANCE:

\$52.30

MINUS CUR PAYMENTS:

\$0.00

PLUS LATE CHARGES:

\$0.00

PLUS CUR FEES:

\$0.00

PLUS CUR COSTS:

\$23.30

EQUALS NEW BALANCE:

\$75.60 ✓

FILE # 1014 CSEA

(10)

CURRENT HOURS: 3.00

PREVIOUS BALANCE:

\$135,403.31

MINUS CUR PAYMENTS:

\$15,000.00

PLUS LATE CHARGES:

\$0.00

PLUS CUR FEES:

~~\$390.00~~

PLUS CUR COSTS:

\$96.38 ✓

EQUALS NEW BALANCE:

\$120,889.69

FILE # 1013 DIAZ

(10)

CURRENT HOURS: 9.00

PREVIOUS BALANCE:

\$779.10

MINUS CUR PAYMENTS:

\$0.00

PLUS LATE CHARGES:

\$0.00

PLUS CUR FEES:

\$1,125.00 ✓

PLUS CUR COSTS:

\$93.80 ✓

EQUALS NEW BALANCE:

\$1,997.90 ✓

FILE # 1023 DIAZ-FMLA

(10)

CURRENT HOURS: 4.25

PREVIOUS BALANCE:

\$0.00

MINUS CUR PAYMENTS:

\$0.00

PLUS LATE CHARGES:

\$0.00

PLUS CUR FEES:

\$510.00

PLUS CUR COSTS:

\$21.00 ✓

EQUALS NEW BALANCE:

\$531.00

FILE # 1001 GAVILAN GENERAL LEGAL ADVICE

(10)

CURRENT HOURS: 82.25

PREVIOUS BALANCE:

\$12,829.57

MINUS CUR PAYMENTS:

\$0.00

PLUS LATE CHARGES:

\$0.00

PLUS CUR FEES:

\$10,465.00 ✓

PLUS CUR COSTS:

\$831.41

EQUALS NEW BALANCE:

\$24,125.98

FILE # 1016 JOHNSON'S WRIT OF MANDATE

(10)

CURRENT HOURS: 0.00

PREVIOUS BALANCE:

\$7,086.02

MINUS CUR PAYMENTS:

\$0.00

PLUS LATE CHARGES:

\$0.00

PLUS CUR FEES:

\$0.00 ✓

PLUS CUR COSTS:

\$0.00 ✓

EQUALS NEW BALANCE:

\$7,086.02

## STATEMENT

2593-10-1000

MARCH 18, 1996

PAGE 2

## FILE # 1017 JOHNSON'S DFEH COMPLAINT

(10)

CURRENT HOURS: 0.00			
PREVIOUS BALANCE:	\$0.00	MINUS CUR PAYMENTS:	\$0.00
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$0.00
PLUS CUR COSTS:	\$6.40	EQUALS NEW BALANCE:	\$6.40

## FILE # 1021 JOHNSON TORT

(10)

CURRENT HOURS: 69.25			
PREVIOUS BALANCE:	\$14,560.09	MINUS CUR PAYMENTS:	\$0.00
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$8,607.50
PLUS CUR COSTS:	\$664.67	EQUALS NEW BALANCE:	\$23,832.26

## FILE # 1006 LABOR RELATIONS

CURRENT HOURS: 18.25			
PREVIOUS BALANCE:	\$27,230.94	MINUS CUR PAYMENTS:	\$0.00
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$2,335.00
PLUS CUR COSTS:	\$1,081.68	EQUALS NEW BALANCE:	\$30,647.62

TOTAL OF PREVIOUS STATEMENT BALANCES: \$199,406.53

MINUS: TOTAL OF CURRENT PAYMENTS: \$15,000.00

UNPAID FROM PREVIOUS STATEMENTS: \$184,406.53

PLUS: TOTAL OF CURRENT INTEREST: \$0.00

PLUS: TOTAL OF CURRENT FEES: \$23,432.50

PLUS: TOTAL OF CURRENT COSTS: \$2,854.24

EQUALS: TOTAL BALANCE DUE THIS STATEMENT:

$$\begin{array}{r} 826,286.74 \\ \hline 210,693.27 \end{array}$$

STATEMENT DATE: MARCH 18, 1996 FILE # 1000

RUIZ &amp; SCHAPIRO



MARCH 14, 1996

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$1,500.80

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

*NO*

FILE # 1015 ARBALLO

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$1,500.80

FILE # 1015 ARBALLO

(10)

COSTS ADVANCED SINCE THE LAST STATEMENT:

	COSTS
3/10/96 CURRENT PHOTOCOPY CHARGES.	5.60
3/10/96 CURRENT FACSIMILE TRANSMISSION CHARGES.	7.00
3/10/96 CURRENT EXPEDITED MAIL CHARGES.	23.00
	\$35.60

BALANCE FROM THE LAST STATEMENT:	\$1,465.20
PLUS: CHARGES LISTED ABOVE:	\$35.60
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	\$1,500.80

STATEMENT DATE: MARCH 14, 1996 . FILE # 1015

RUIZ & SCHAPIRO

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

MARCH 14, 1996

PLEASE PAY \$75.60

GAVILAN COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTN: DR. MAYLE

NO

FILE # 1019 CONSTRUCTION (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$75.60

FILE # 1019 CONSTRUCTION (10)

COSTS ADVANCED SINCE THE LAST STATEMENT:

	COSTS
2/28/96 COMPUTER RESEARCH.	3.50
3/10/96 CURRENT PHOTOCOPY CHARGES.	19.80
	\$23.30

BALANCE FROM THE LAST STATEMENT:	\$52.30
PLUS: CHARGES LISTED ABOVE:	\$23.30
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	\$75.60

STATEMENT DATE: MARCH 14, 1996 FILE # 1019

RUIZ & SCHAPIRO

MARCH 14, 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$120,889.69

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

C = 3.00

FILE # 1014 CSEA

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$120,889.69

FILE # 1014 CSEA

(10)

## PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

		HOURS	FEES
WMQ	2/05/96	PREPARE DRAFT OF LETTER TO ALJ LINK, REVIEW 1739/1741 FILES.	C .50 65.00
WMQ	2/06/96	DRAFT LETTER TO ALJ LINK; TELECON TO M WHELAN OFFICE.	c .25 32.50
WMQ	2/12/96	REVIEW LETTER TO LINK; REVIEW CSEA AND COLLEGE POST TRIAL BRIEFS; CONF. CMR RE: POSSIBLE ADDITIONAL FILINGS.	c 1.50 195.00
WMQ	2/28/96	TELECON PERB RE CHARGE AGAINST CSEA; KRISTIN ROSI; MEMO TO JLS/CMR.	c .75 97.50
		3.00	\$390.00

## SUMMARY OF HOURS, RATES &amp; FEES

WMQ HOURS: 3.00 @ \$130.00 PER HOUR \$390.00

## COSTS ADVANCED SINCE THE LAST STATEMENT:

	COSTS	
3/10/96	CURRENT PHOTOCOPY CHARGES.	50.00
3/10/96	CURRENT TELEPHONE CHARGES.	0.38
3/10/96	CURRENT FACSIMILE TRANSMISSION CHARGES.	26.00
3/10/96	CURRENT EXPEDITED MAIL CHARGES.	20.00
		\$96.38

## PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

2/22/96 \$15,000.00 THANK YOU FOR YOUR PAYMENT.

BALANCE FROM THE LAST STATEMENT:	\$135,403.31
PLUS: CHARGES LISTED ABOVE:	\$486.38
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$15,000.00
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	\$120,889.69

STATEMENT DATE: MARCH 14, 1996 FILE # 1014

RUIZ &amp; SCHAPIRO

MARCH 14, 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$1,997.90

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

FILE # 1013 DIAZ

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$1,997.90

FILE # 1013 DIAZ

(10)

## PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

		HOURS	FEES
DGL	2/01/96 PSYCHIATRIC EXAM ISSUE MEMORANDUM.	2.00	240.00
DGL	2/02/96 PSYCHIATRIC EXAM ISSUE - MEMO.	2.25	270.00
CMR	2/06/96 REVIEW DOCUMENTS ON DIAZ MATTER; TC WITH WORKERS COMP ATTORNEY; TC WITH HANSELL.	1.00	130.00
CMR	2/07/96 PREPARE TERMINATION CASE.	1.00	130.00
CMR	2/08/96 PREPARATION FOR DISMISSAL.	.50	65.00
CMR	2/13/96 WORKERS COMP ISSUE AND MEDICAL CERTIFICATION ISSUE.	.50	65.00
CMR	2/16/96 REVIEW AND REVISE CERTIFICATION AND CASE PREPARATION.	.50	65.00
CMR	2/20/96 TERMINATION.	.50	65.00
CMR	2/22/96 TERMINATION PREPARATION.	.50	65.00
	2/22/96 CALL TO M. BRADSHAW RE REQUEST FOR DOCUMENTS IN MARIA DIAZ MATTER.	.25	30.00
		9.00	\$1,125.00

## SUMMARY OF HOURS, RATES &amp; FEES

CMR HOURS:	4.50	@ \$130.00 PER HOUR	\$585.00
DGL HOURS:	4.25	@ \$120.00 PER HOUR	\$510.00
IAD HOURS:	0.25	@ \$120.00 PER HOUR	\$30.00
NET TOTAL HOURS:	9.00	NET TOTAL FEES:	\$1125.00

## COSTS ADVANCED SINCE THE LAST STATEMENT:

	COSTS
2/28/96 COMPUTER RESEARCH.	85.00
3/10/96 CURRENT PHOTOCOPY CHARGES.	2.80
3/10/96 CURRENT FACSIMILE TRANSMISSION CHARGES.	6.00
	<u>93.80</u>

BALANCE FROM THE LAST STATEMENT:	\$779.10
PLUS: CHARGES LISTED ABOVE:	\$1,218.80
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	<u>\$1,997.90</u>

STATEMENT DATE: MARCH 14, 1996 FILE # 1013

RUIZ &amp; SCHAPIRO

STATEMENT

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

MARCH 14, 1996

PLEASE PAY \$531.00  
NO LATER THAN  
APRIL 4, 1996

GAVILAN JOINT CCD  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTN: DR. GLENN MAYLE

ND

FILE # 1023 DIAZ-FMLA (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$531.00

FILE # 1023 DIAZ-FMLA (10)

PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

		HOURS	FEES
IAD	2/07/96	PHONE CALL TO M. BRADSHAW RE PRIVATE INVESTIGATOR, AND PROVIDING RUIZ & SCHAPIRO WITH COPIES OF MEDICAL REPORTS AND DEPOSITION TRANSCRIPTS.	.25 30.00
IAD	2/09/96	RESEARCH RE FMLA/CFRA AND MEDICAL CERTIFICATION BY EMPLOYEES.	.50 60.00
IAD	2/13/96	REVIEWING LAW ON MEDICAL CERTIFICATION OF EMPLOYEES UNDER FMLA/CFRA; DRAFTING AND REVISING LETTER TO J. HANSELL RE MEDICAL CERTIFICATION.	2.75 330.00
IAD	2/15/96	RESPONSE TO J. HANSELL'S REQUEST RE DIAZ MEDICAL CERTIFICATION.	.50 60.00
IAD	2/16/96	PHONE CONVERSATION WITH J. HANSELL RE DIAZ MEDICAL CERTIFICATION.	.25 30.00
		<u>4.25</u>	<u>\$510.00</u>

SUMMARY OF HOURS, RATES & FEES  
IAD HOURS: 4.25 @ \$120.00 PER HOUR \$510.00

COSTS ADVANCED SINCE THE LAST STATEMENT:

	COSTS
3/10/96	CURRENT PHOTOCOPY CHARGES. 13.00
3/10/96	CURRENT FACSIMILE TRANSMISSION CHARGES. 8.00
	<u>\$21.00</u>

BALANCE FROM THE LAST STATEMENT: \$0.00  
PLUS: CHARGES LISTED ABOVE: \$531.00  
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \$531.00

STATEMENT DATE: MARCH 14, 1996 FILE # 1023

RUIZ & SCHAPIRO

## STATEMENT

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

MARCH 18, 1996

PLEASE PAY \$24,125.98

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

FILE # 1001 GAVILAN GENERAL LEGAL ADVICE (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$24,125.98

FILE # 1001 GAVILAN GENERAL LEGAL ADVICE (10)

## PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

			HOURS	FEES
CMR	2/01/96	REVIEW VARIOUS PENDING MATTERS INCLUDING DIAZ, GRAND JURY AND JOHNSON MATTERS.	1.00	130.00
CMR	2/05/96	GRAND JURY ISSUE.	.50	65.00
RAS	2/05/96	REVIEW SUBPOENA AND CONFER RE: SAME.	.50	65.00
JLS	2/05/96	REVIEW DIAZ MATTER & RECOMMEND COURSE OF ACTION.	.25	32.50
CMR	2/06/96	REVIEW SUBPOENA; TC WITH MAYLE RE REASONABLE NOTICE AND NEED TO PROTECT CONFIDENTIAL COMMUNICATIONS; TC TO WIES AND LETTER TO DA.	.75	97.50
RAS	2/06/96	CONFER RE: GRAND JURY SUBPOENA; PREPARE CORRESPONDENCE TO SPECIAL ASSISTANT D.A. REGARDING SUBPOENA.	1.75	227.50
MS	2/06/96	CONFER RE SUBPOENA FOR RECORDS.	.25	32.50
	2/07/96	CONFER RE: GRAND JURY SUBPOENA.	.25	32.50
RAS	2/12/96	PREPARE CORRESPONDENCE RE: BROWN ACT REQUIREMENTS.	1.50	195.00
CMR	2/13/96	FOLLOW UP ON GRAND JURY MATTER.	1.00	130.00
JLS	2/13/96	GRAND JURY INVESTIGATION.	.50	65.00
WMQ	2/13/96	CONFER RE FRIDAY HEARING; TELECON FROM BILL LARSEN, ADA;	3.25	422.50
CMR	2/14/96	REVIEW RESEARCH AND DECLARATIONS IN PREPARATION FOR HEARING.	2.50	325.00
RAS	2/14/96	STRATEGIZE RE: GRAND JURY SUBPOENA AND MOTION TO COMPEL HARPSTER TESTIMONY; RESEARCH RE: CONFLICTS OF INTEREST, EX-PARTE COMMUNICATIONS, NOTICE REQUIREMENTS FOR SUBPOENAS, SECRECY REQUIREMENTS, AND OTHER MATTERS RE: SAME; PREPARE MEMORANDUM.	11.00	1,430.00
JLS	2/14/96	EXAMINE GRAND JURY ISSUES; PREPARE FOR HEARING; CONFERENCES RE SAME; STRATEGIZE RE LEGAL AUTHORITIES IN PREPARATION FOR HEARING; REVIEW HARPSTER DEC; REVIEW RUIZ DEC; REVIEW SPEROW DEC; REVIEW RESPONSE & OBJECTION; REVIEW CCP SECTION 1991.	6.75	877.50
WMQ	2/14/96	MEMORANDUM TO FILE RE: GRAND JURY.	2.50	325.00
IAD	2/14/96	RESEARCH RE FMLA/CFRA COMPLIANCE FOR GAVILAN COLLEGE.	6.50	780.00
MT	2/14/96	RESEARCH RE: SCOPE OF AND EXCEPTIONS TO ATTORNEY/CLIENT PRIVILEGE AND WAIVER ISSUES RE: GRAND JURY SUBPOENA; RESEARCH IMPACT OF EXERCISE OF PRIVILEGE; REVIEW REQUIREMENTS OF SUBPOENA AND PREPARE OBJECTION TO PRODUCTION OF PRIVILEGED DOCUMENTS; RESEARCH RE: ADVICE OF COUNSEL DEFENSE IMPLICATIONS, RIGHT TO COUNSEL AT GRAND JURY PROCEEDINGS; PREPARE RESEARCH MEMORANDUM RE: ATTORNEY/CLIENT ISSUES; PREPARE CHRONOLOGY MEMORANDUM RE: GRAND JURY SUBPOENA.	9.50	1,235.00
CMR	2/15/96	PREPARATION FOR HEARING; TRAVEL AND COURT APPEARANCE.	5.75	747.50
RAS	2/15/96	CONFER RE: GRAND JURY SUBPOENA AND MOTION TO COMPEL HARPSTER TESTIMONY; RESEARCH RE: NOTICE REQUIREMENTS.	2.00	260.00
JLS	2/15/96	PREPARE FOR HEARING RE GRAND JURY; STRATEGIZE RE ARGUMENT.	3.75	487.50
	2/15/96	RESEARCH RE GRAND JURY "REASONABLE NOTICE" ISSUE.	1.00	120.00
	2/15/96	RESEARCHING ADVICE LETTER RE FMLA COMPLIANCE.	3.00	360.00
JLS	2/16/96	STRATEGIZE MEDICAL LEAVE ISSUES.	.25	32.50
IAD	2/16/96	REVISIONS TO BROWN ACT ADVICE LETTER.	1.25	150.00

## STATEMENT

2503-10-1001

MARCH 18, 1996

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CMR	2/20/96	FOLLOW UP ON GRAND JURY ISSUE; DIAZ AND JOHNSON DEMURRER.	4.00	520.00
IAD	2/22/96	REVISIONS TO GROUND RULES FOR FACULTY NEGOTIATIONS.	.25	30.00
	2/22/96	FMLA ADVICE LETTER/ RESEARCH AND DRAFTING.	5.25	630.00
	2/27/96	FMLA ADVICE LETTER AND REVIEW OF GAVILAN POLICY MANUAL AND CLASSIFIED EMPLOYEE HANDBOOK; CALL TO DEPARTMENT OF LABOUR.	1.25	150.00
IAD	2/27/96	REVISION OF GROUND RULES FOR FACULTY NEGOTIATIONS.	.75	90.00
IAD	3/06/96	FMLA ADVICE LETTER.	3.50	420.00
			<u>82.25</u>	<u>\$10,465.00</u>

## SUMMARY OF HOURS, RATES &amp; FEES

CMR HOURS:	15.50	@ \$130.00 PER HOUR	\$2015.00
RAS HOURS:	17.00	@ \$130.00 PER HOUR	\$2210.00
JLS HOURS:	11.75	@ \$130.00 PER HOUR	\$1527.50
WMQ HOURS:	5.75	@ \$130.00 PER HOUR	\$747.50
IAD HOURS:	22.75	@ \$120.00 PER HOUR	\$2730.00
MT HOURS:	9.50	@ \$130.00 PER HOUR	\$1235.00
NET TOTAL HOURS:	82.25		NET TOTAL FEES: \$10465.00

## COSTS ADVANCED SINCE THE LAST STATEMENT:

2/28/96	COMPUTER RESEARCH.	COSTS	260.50
2/28/96	COMPUTER RESEARCH.		42.00
3/10/96	CURRENT PHOTOCOPY CHARGES.		200.20
3/10/96	CURRENT TELEPHONE CHARGES.		15.71
3/10/96	CURRENT WORD PROCESSING CHARGES.		80.00
3/10/96	CURRENT TRAVEL, TOLLS & PARKING CHARGES.		90.00
3/10/96	CURRENT FACSIMILE TRANSMISSION CHARGES.		143.00
			<u>\$831.41</u>

BALANCE FROM THE LAST STATEMENT:	\$12,829.57
PLUS: CHARGES LISTED ABOVE:	\$11,296.41
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	<u>\$24,125.98</u>

STATEMENT DATE: MARCH 18, 1996 FILE # 1001

RUIZ &amp; SCHAPIRO

STATEMENT

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

MARCH 14, 1996

PLEASE PAY \$7,086.02

GAVILAN JOINT CCD

NO

FILE # 1016 JOHNSON'S WRIT OF MANDATE (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$7,086.02

FILE # 1016 JOHNSON'S WRIT OF MANDATE (10)

PREVIOUSLY BILLED AND UNPAID AMOUNTS, PLEASE PAY: \$7,086.02

STATEMENT DATE: MARCH 14, 1996 FILE # 1016

RUIZ & SCHAPIRO



STATEMENT

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

MARCH 14, 1996

PLEASE PAY \$6.40

GAVILAN JOINT CCD

NO

FILE # 1017 JOHNSON'S DFEH COMPLAINT (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$6.40

FILE # 1017 JOHNSON'S DFEH COMPLAINT (10)

COSTS ADVANCED SINCE THE LAST STATEMENT:  
3/10/96 CURRENT PHOTOCOPY CHARGES.

COSTS  
6.40  
\$6.40

BALANCE FROM THE LAST STATEMENT: \$0.00  
PLUS: CHARGES LISTED ABOVE: \$6.40  
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \$6.40

STATEMENT DATE: MARCH 14, 1996 FILE # 1017

RUIZ & SCHAPIRO

MARCH 14, 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$23,832.26

GAVILAN COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD  
 GILROY, CA 95020

NO

FILE # 1021 JOHNSON TORT

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$23,832.26

FILE # 1021 JOHNSON TORT

(10)

## PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

			HOURS	FEES
WMQ	2/02/96	RSCH AND DRAFTING OF DEMURRER TO COMPLAINT.	5.50	715.00
IAD	2/02/96	PREPARING CASE LAW BINDER; RESEARCH RE JOHNSON DEMUR.	4.25	510.00
WMQ	2/03/96	DRAFTING AND REVISIONS TO DEMURRER.	4.00	520.00
WMQ	2/04/96	DRAFTING AND REVISIONS TO DEMURRER.	2.50	325.00
WMQ	2/05/96	WORK ON DEMURRER.	1.00	130.00
IAD	2/05/96	RESEARCH RE MOTION TO STRIKE PUNITIVE DAMAGES PLEADINGS; RESEARCH RE MOTION FOR JUDICIAL NOTICE.	8.00	960.00
IAD	2/06/96	RESEARCH, REVISION AND PREPARATION OF DEMURRER MATERIALS.	3.00	360.00
IAD	2/07/96	REVISING AND RESEARCHING DEMURRER MATERIALS.	2.25	270.00
CMR	2/08/96	PREPARATION OF DEMURRER.	.50	65.00
MQ	2/08/96	DRAFT, REVISE, EDIT DEMURRER, MEMO OF POINTS AND AUTHORITIES; REQUEST FOR JUDICIAL NOTICE; MOTION TO STRIKE AND MPA IN SUPPORT.	8.75	1,137.50
IAD	2/08/96	REVISING AND RESEARCHING DEMURRER MATERIALS; PHONE CALLS TO DR. MAYLE, KENNETH NAKATA AND M. KAPLAN.	8.25	990.00
JLS	2/09/96	REVIEW & EDIT DEMURRER MPA, MOTION TO STRIKE, NOTICE, REQUEST FOR JUDICIAL NOTICE & PROPOSED ORDER.	2.25	292.50
WMQ	2/09/96	REVISE, EDIT FILINGS, ARRANGE FILING IN SJ.	4.75	617.50
IAD	2/09/96	REVISING AND PREPARING DEMURRER, MOTION TO STRIKE AND JUDICIAL NOTICE FOR FILING.	5.25	630.00
CMR	2/12/96	DEMURRER.	.50	65.00
IAD	2/12/96	DRAFTING AND REVISING LETTER TO DR. MAYLE RE MOTIONS; REVIEW OF JOHNSON DOCUMENTS.	1.50	180.00
IAD	2/22/96	STRATEGY AND TIMING RE OPPOSITION AND REPLY TO OPPOSITION.	1.00	120.00
IAD	2/24/96	RESEARCH RE OPPOSITION BRIEF.	.50	60.00
IAD	2/26/96	ADVICE LETTER RE FMLA.	4.75	570.00
IAD	2/26/96	MEMO RE TIMING OF PROCEEDINGS IN JOHNSON MATTER.	.50	60.00
IAD	2/27/96	ORGANIZING CASES AND REVIEW OF CALDWELL DECISION.	.25	30.00
			69.25	\$8,607.50

## SUMMARY OF HOURS, RATES &amp; FEES

CMR HOURS:	1.00	@ \$130.00 PER HOUR	\$130.00
JLS HOURS:	2.25	@ \$130.00 PER HOUR	\$292.50
WMQ HOURS:	26.50	@ \$130.00 PER HOUR	\$3445.00
IAD HOURS:	39.50	@ \$120.00 PER HOUR	\$4740.00
NET TOTAL HOURS:	69.25	NET TOTAL FEES:	\$8607.50

## COSTS ADVANCED SINCE THE LAST STATEMENT:

	COSTS
2/28/96 COMPUTER RESEARCH.	325.00
3/10/96 CURRENT PHOTOCOPY CHARGES.	222.60
3/10/96 CURRENT TELEPHONE CHARGES.	25.30
3/10/96 CURRENT TRAVEL, TOLLS & PARKING CHARGES.	61.70
3/10/96 CURRENT FACSIMILE TRANSMISSION CHARGES.	30.00

STATEMENT

2503-10-1021

MARCH 14, 1996

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\$664.67

BALANCE FROM THE LAST STATEMENT: \$14,560.09  
PLUS: CHARGES LISTED ABOVE: \$9,272.17  
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \$23,832.26

STATEMENT DATE: MARCH 14, 1996

STATEMENT DATE: MARCH 14, 1996 FILE # 1021

RUIZ & SCHAPIRO

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

MARCH 18, 1996

PLEASE PAY \$30,647.62

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

C = 5.00  
 N = 12.25

FILE # 1006 LABOR RELATIONS (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$30,647.62

FILE # 1006 LABOR RELATIONS (10)

PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

		HOURS	FEES
CMR	2/06/96 REVIEW JOB DESCRIPTION FOR CSEA.	C .50	65.00
CMR	2/07/96 NEGOTIATIONS - DIAZ AND PERB ISSUES.	7.00 N	910.00
RAS	2/08/96 REVIEW DOCUMENTS; TELECON W/ PERB RE: STATUS OF UNFAIR PRACTICE CHARGE REGARDING BUSINESS OFFICE POSITION; PREPARE MEMORANDUM RE: SAME.	C .50 H	65.00
RAS	2/09/96 PREPARE CORRESPONDENCE TO PERB OFFICE.	C .75	97.50
CMR	2/12/96 PREPARED FOR NEGOTIATION.	.50 N	65.00
CMR	2/13/96 PREPARE FACULTY NEGOTIATION.	.50 N	65.00
IAD	2/13/96 DRAFTING AND REVISING GROUND RULES FOR GAVILAN FACULTY NEGOTIATIONS.	3.75 N	450.00
	2/16/96 REVIEW REVISIONS TO CSEA CONTRACT; LETTER TO GCFA RE SCHEDULING MEETINGS.	1.00 N	130.00
CMR	2/23/96 PREPARE FOR NEGOTIATION.	.50 N	65.00
CMR	2/26/96 UNFAIR LABOR PRACTICE CHARGE.	C 1.50 H	195.00
CMR	2/27/96 REVIEW UNFAIR LABOR PRACTICE CHARGE AND OPTIONS.	C .75 H	97.50
CMR	2/28/96 FOLLOW UP ON UNFAIR LABOR PRACTICE CHARGE.	C 1.00 H	130.00
		18.25	\$2,335.00

SUMMARY OF HOURS, RATES & FEES

CMR HOURS: 13.25 @ \$130.00 PER HOUR \$1722.50  
 RAS HOURS: 1.25 @ \$130.00 PER HOUR \$162.50  
 IAD HOURS: 3.75 @ \$120.00 PER HOUR \$450.00  
 NET TOTAL HOURS: 18.25 NET TOTAL FEES: \$2335.00

COSTS ADVANCED SINCE THE LAST STATEMENT:

	COSTS
2/28/96 COMPUTER RESEARCH.	160.00
2/28/96 COMPUTER RESEARCH.	267.00
3/10/96 CURRENT PHOTOCOPY CHARGES.	117.20
3/10/96 CURRENT TELEPHONE CHARGES.	24.48
3/10/96 CURRENT TRAVEL, TOLLS & PARKING CHARGES.	270.00
3/10/96 CURRENT FACSIMILE TRANSMISSION CHARGES.	230.00
3/10/96 CURRENT EXPEDITED MAIL CHARGES.	13.00
	<u>\$1,081.68</u>

BALANCE FROM THE LAST STATEMENT: \$27,230.94

PLUS: CHARGES LISTED ABOVE: \$3,416.68

TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \$30,647.62

STATEMENT DATE: MARCH 18, 1996 FILE # 1006

RUIZ & SCHAPIRO

FEB 20, 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$199,406.53

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

*C = 35.25*  
*N = 21.00*

FILE # 1000 SUMMARY FILE			(10)
PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$199,406.53			
FILE # 1000 SUMMARY FILE			(10)
FILE # 1015 ARBALLO			(10)
CURRENT HOURS: 11.50			
PREVIOUS BALANCE:	\$24,313.91	MINUS CUR PAYMENTS:	\$24,313.91
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$1,460.00
PLUS CUR COSTS:	\$5.20	EQUALS NEW BALANCE:	\$1,465.20
FILE # 1019 CONSTRUCTION			(10)
CURRENT HOURS: 0.25			
PREVIOUS BALANCE:	\$2,223.81	MINUS CUR PAYMENTS:	\$2,223.81
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$32.50
PLUS CUR COSTS:	\$19.80	EQUALS NEW BALANCE:	\$52.30
E # 1014 CSEA			(10)
CURRENT HOURS: 2.25			
PREVIOUS BALANCE:	\$165,461.52	MINUS CUR PAYMENTS:	\$30,351.70
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$275.00
PLUS CUR COSTS:	\$18.49	EQUALS NEW BALANCE:	\$135,403.31
FILE # 1013 DIAZ			(10)
CURRENT HOURS: 6.00			
PREVIOUS BALANCE:	\$58.50	MINUS CUR PAYMENTS:	\$2.20
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$720.00
PLUS CUR COSTS:	\$2.80	EQUALS NEW BALANCE:	\$779.10
FILE # 1001 GAVILAN GENERAL LEGAL ADVICE			(10)
CURRENT HOURS: 53.25			
PREVIOUS BALANCE:	\$13,680.15	MINUS CUR PAYMENTS:	\$7,828.68
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$6,837.50
PLUS CUR COSTS:	\$140.60	EQUALS NEW BALANCE:	\$12,829.57
FILE # 1016 JOHNSON'S WRIT OF MANDATE			(10)
CURRENT HOURS: 0.00			
PREVIOUS BALANCE:	\$7,286.02	MINUS CUR PAYMENTS:	\$200.00
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$0.00
PLUS CUR COSTS:	\$0.00	EQUALS NEW BALANCE:	\$7,086.02
FILE # 1017 JOHNSON'S DFEH COMPLAINT			(10)
CURRENT HOURS: 0.00			
PREVIOUS BALANCE:	\$1,060.01	MINUS CUR PAYMENTS:	\$1,060.01
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$0.00
PLUS CUR COSTS:	\$0.00	EQUALS NEW BALANCE:	\$0.00

FILE # 1021 JOHNSON TORT			(10)
CURRENT HOURS: 115.25			
PREVIOUS BALANCE:	\$334.29	MINUS CUR PAYMENTS:	\$334.29-
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$14,065.00
PLUS CUR COSTS:	\$495.09	EQUALS NEW BALANCE:	\$14,560.09 ✓

FILE # 1022 JOHNSON - DISCIPLINE			(10)
CURRENT HOURS: 0.00			
PREVIOUS BALANCE:	\$6.80	MINUS CUR PAYMENTS:	\$6.80-
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$0.00 ✓
PLUS CUR COSTS:	\$0.00	EQUALS NEW BALANCE:	\$0.00 ✓

FILE # 1006 LABOR RELATIONS			(10)
CURRENT HOURS: 59.00			
PREVIOUS BALANCE:	\$40,224.67	MINUS CUR PAYMENTS:	\$20,718.42-
PLUS LATE CHARGES:	\$0.00	PLUS CUR FEES:	\$7,582.50
PLUS CUR COSTS:	\$142.19	EQUALS NEW BALANCE:	\$27,230.94

TOTAL OF PREVIOUS STATEMENT BALANCES:	\$254,649.68
MINUS: TOTAL OF CURRENT PAYMENTS:	\$87,039.82-
UNPAID FROM PREVIOUS STATEMENTS: \$167,609.86	
PLUS: TOTAL OF CURRENT INTEREST:	\$0.00
PLUS: TOTAL OF CURRENT FEES:	\$30,972.50
PLUS: TOTAL OF CURRENT COSTS:	\$824.17
	<del>31,036.67</del>
EQUALS: TOTAL BALANCE DUE THIS STATEMENT:	\$199,406.53

STATEMENT DATE: FEB 20, 1996 FILE # 1000

RUIZ &amp; SCHAPIRO

FEB 20, 1996

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$1,465.20

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

FILE # 1015 ARBALLO (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$1,465.20

FILE # 1015 ARBALLO (10)

PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

			HOURS	FEES
CMR	1/02/96	FOLLOW UP ON TERMINATION.	.25	32.50
IAD	1/03/96	DRAFTING AND REVISING OF LETTER TO DR. MAYLE RE HEARING OFFICER'S DECISION.	.75	90.00
MK	1/05/96	TELEPHONE CONFERENCE WITH HEARING OFFICER; TELEPHONE CONFERENCE WITH DR. MAYLE; DRAFT LETTER TO DR. MAYLE; REVIEW DECISION; REVIEW MEMO RE BROWN ACT PROCEDURES.	1.75	227.50
IAD	1/05/96	REVIEW OF HEARING OFFICER'S DECISION; TC TO L. ORTEGA.	1.25	150.00
CMR	1/08/96	REVIEW PROCEDURES AND DECISION FOR BOARD MEETING; TC WITH MAYLE RE PROCESS.	2.00	260.00
IAD	1/08/96	PHONE CALL TO L. ORTEGA RE ARBALLO DECISION.	.25	30.00
MK	1/09/96	ATTEND BOARD MEETING RE ARBALLO TERMINATION.	3.00	390.00
IAD	1/09/96	TELECON W/ L. ORTEGA RE ARBALLO DECISION AND FUTURE STEPS.	.50	60.00
R	1/17/96	ASSIST WITH HEARING PREPARATION.	1.00	130.00
IAD	1/30/96	ORGANIZE ARBALLO DOCUMENTS.	.75	90.00
			<u>11.50</u>	<u>\$1,460.00</u>

SUMMARY OF HOURS, RATES & FEES

CMR HOURS:	3.25	@ \$130.00 PER HOUR	\$422.50
MK HOURS:	4.75	@ \$130.00 PER HOUR	\$617.50
IAD HOURS:	3.50	@ \$120.00 PER HOUR	\$420.00
NET TOTAL HOURS:	11.50	NET TOTAL FEES:	\$1460.00

COSTS ADVANCED SINCE THE LAST STATEMENT:

2/10/96	CURRENT PHOTOCOPY CHARGES.	COSTS
		5.20
		<u>\$5.20</u>

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

1/24/96	\$19,015.48	THANK YOU FOR YOUR PAYMENT.
2/07/96	\$5,298.43	THANK YOU FOR YOUR PAYMENT.

BALANCE FROM THE LAST STATEMENT:	\$24,313.91
PLUS: CHARGES LISTED ABOVE :	\$1,465.20
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$24,313.91
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	<u>\$1,465.20</u>

STATEMENT DATE: FEB 20, 1996 FILE # 1015

RUIZ & SCHAPIRO

FEB 20, 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$52.30

GAVILAN COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTN: DR. MAYLE

*NC*

FILE # 1019 CONSTRUCTION (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$52.30

FILE # 1019 CONSTRUCTION (10)

PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

	HOURS	FEES
JLS 1/03/96 UPDATE RE CONSTRUCTION ISSUES WITH M. KAPLAN.	.25	32.50
	.25	\$32.50

SUMMARY OF HOURS, RATES & FEES

JLS HOURS: 0.25 @ \$130.00 PER HOUR \$32.50

COSTS ADVANCED SINCE THE LAST STATEMENT:

	COSTS
2/10/96 CURRENT PHOTOCOPY CHARGES.	19.80
	\$19.80

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

1/96 \$0.21 PAYMENT WAS RECEIVED, THANK YOU.  
 2/07/96 \$2,223.60 THANK YOU FOR YOUR PAYMENT.

BALANCE FROM THE LAST STATEMENT:	\$2,223.81
PLUS: CHARGES LISTED ABOVE:	\$52.30
*MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$2,223.81
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	\$52.30

STATEMENT DATE: FEB 20, 1996 FILE # 1019

RUIZ & SCHAPIRO



FEB 20, 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$135,403.31

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

FILE # 1014 CSEA

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$135,403.31

FILE # 1014 CSEA

(10)

## PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

	HOURS	FEES
WMQ 1/31/96 CONFER RE 1739/41 FOLLOWUP.	.50	65.00
DGL 1/31/96 RESEARCH ULP CHARGE DOCUMENTS.	1.75	210.00
	<u>2.25</u>	<u>\$275.00</u>

## SUMMARY OF HOURS, RATES &amp; FEES

WMQ HOURS:	0.50	@ \$130.00 PER HOUR	\$65.00
DGL HOURS:	1.75	@ \$120.00 PER HOUR	\$210.00
NET TOTAL HOURS:	2.25	NET TOTAL FEES:	\$275.00

## COSTS ADVANCED SINCE THE LAST STATEMENT:

2/10/96	CURRENT PHOTOCOPY CHARGES.	COSTS	12.00
)/96	CURRENT TELEPHONE CHARGES.		6.49
			<u>\$18.49</u>

## PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

1/16/96	\$15,000.00	FEE PAYMENT WAS RECEIVED, THANK YOU.
1/24/96	\$333.63	THANK YOU FOR YOUR PAYMENT.
2/07/96	\$15,000.00	THANK YOU FOR YOUR PAYMENT.
2/07/96	\$18.07	COST PAYMENT WAS RECEIVED, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$165,461.52
PLUS: CHARGES LISTED ABOVE:	\$293.49
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$30,351.70
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	<u>\$135,403.31</u>

STATEMENT DATE: FEB 20, 1996 FILE # 1014

RUIZ &amp; SCHAPIRO

FEB 20, 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$779.10

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

NB

FILE # 1013 DIAZ

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$779.10

FILE # 1013 DIAZ

(10)

## PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

	HOURS	FEES
DGL 1/24/96 RESEARCH RE MEDICAL LEAVE ISSUE.	.75	90.00
DGL 1/25/96 BACKGROUND AND STATUTORY RESEARCH.	1.00	120.00
DGL 1/26/96 RESEARCH.	2.00	240.00
DGL 1/27/96 PSYCHIATRIC EXAMINATION ISSUE.	2.25	270.00
	<u>6.00</u>	<u>\$720.00</u>

## SUMMARY OF HOURS, RATES &amp; FEES

DGL HOURS: 6.00 @ \$120.00 PER HOUR \$720.00

## COSTS ADVANCED SINCE THE LAST STATEMENT:

	COSTS
2/10/96 CURRENT PHOTOCOPY CHARGES.	2.80
	<u>\$2.80</u>

## PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

2/07/96 \$2.20 PAYMENT WAS RECEIVED, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$58.50
PLUS: CHARGES LISTED ABOVE:	\$722.80
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$2.20
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	<u>\$779.10</u>

STATEMENT DATE: FEB 20, 1996 FILE # 1013

RUIZ &amp; SCHAPIRO

FEB 20, 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$12,829.57

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

N = 4.00

FILE # 1001 GAVILAN GENERAL LEGAL ADVICE (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$12,829.57

FILE # 1001 GAVILAN GENERAL LEGAL ADVICE (10)

## PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

		HOURS	FEES
RAS	1/02/96 PREPARE DISCIPLINARY PROCEDURES.	.25	32.50
CMR	1/03/96 TC WITH MAYLE RE OUTSTANDING ISSUES.	.25	32.50
RAS	1/12/96 PREPARE DISCIPLINARY PROCEDURES.	.50	65.00
CMR	1/18/96 MEETING WITH DR. MAYLE RE NEGOTIATIONS AND OUTSTANDING ISSUES.	N 4.00	520.00
RAS	1/19/96 STRATEGIZE RE GRAND JURY INVESTIGATION AND UPCOMING TASKS.	.50	65.00
RAS	1/22/96 STRATEGIZE RE GRAND JURY INVESTIGATION; REVIEW SUBPOENA; CONDUCT RESEARCH REGARDING PROCEDURES GOVERNING CONSULTING CONTRACTS WITH DISTRICT; REVIEW RELEVANT DOCUMENTS.	2.75	357.50
RAS	1/23/96 CONDUCT RESEARCH RELEVANT TO GRAND JURY INVESTIGATION, INCLUDING PERMISSIBLE METHODS OF DISCOVERY, ATTENDANCE OF COUNSEL DURING QUESTIONING, PROCEDURAL REQUIREMENTS RELATING TO SUBPOENAS AND RELATED MATTERS.	4.00	520.00
JLS	1/23/96 CONFER RE CLOSED BOARD SESSION; CONFER WITH G. MAYLE RE SAME; REVIEW & FINALIZE SAME.	.75	97.50
IAD	1/23/96 RESEARCH AND DRAFTING OF LETTER RE SPECIAL BOARD MEETINGS; AGENDAS.	4.00	480.00
RAS	1/24/96 CONDUCT RESEARCH OF ISSUES RELATED TO GRAND JURY INVESTIGATION; PREPARE MEMORANDUM RE SAME.	5.50	715.00
JLS	1/24/96 REVIEW & FINALIZE REVISED AGENDA NOTICE & COVER LETTER RE GRAND JURY; CONFER RE STANDARD AGENDA FORM FOR ALL CLOSED SESSIONS; REVIEW GAVILAN NOTICE & LEFT WORD RE SAME; REVIEW GRAND JURY QUESTIONNAIRE.	1.00	130.00
CMR	1/25/96 PREPARATION FOR MEETING WITH BOARD; REVISE MEMORANDUM TO GOVERNING BOARD RE PROCESS AND PROCEDURES; TRAVEL; MEETING WITH DR. MAYLE; MEETING WITH GOVERNING BOARD.	6.50	845.00
RAS	1/25/96 CONDUCT RESEARCH OF ISSUES RELATED TO GRAND JURY INVESTIGATION; PREPARE MEMORANDUM RE SAME.	4.75	617.50
CMR	1/26/96 PREPARE FOR BOARD TESTIMONY AND PRESENTATION TO GRAND JURY.	1.00	130.00
CMR	1/29/96 PREPARATION FOR MEETING WITH BOARD MEMBERS RE GRAND JURY; MEETING WITH ADMINISTRATORS; TRAVEL.	5.00	650.00
CMR	1/30/96 TC WITH VARIOUS COUNSEL AND SIEGEL; TC WITH MAYLE; TC WITH DA RE SUBPOENA; REVIEW OUTSTANDING ISSUES IN PREPARATION FOR MEETING.	1.00	130.00
RAS	1/30/96 CONFER RE: GRAND JURY INVESTIGATION.	.25	32.50
IAD	1/30/96 RESEARCH AND DRAFTING OF LETTER ON PROCEDURE FOR SPECIAL MEETINGS, CLOSED EXECUTIVE SESSIONS, AND CLOSED SESSION AGENDAS.	4.50	540.00
CMR	1/31/96 TRAVEL TO SAN JOSE; PREPARATION FOR MEETING; MEETING IN ADVANCE RE ISSUES; DEBRIEFING.	6.50	845.00
RAS	1/31/96 CONFER RE: GRAND JURY INVESTIGATION.	.25	32.50
		53.25	\$6,837.50

## SUMMARY OF HOURS, RATES &amp; FEES

CMR HOURS: 24.25 @ \$130.00 PER HOUR \$3152.50

RAS HOURS:	18.75	@ \$130.00 PER HOUR	\$2437.50
JLS HOURS:	1.75	@ \$130.00 PER HOUR	\$227.50
IAD HOURS:	8.50	@ \$120.00 PER HOUR	\$1020.00
NET TOTAL HOURS:	53.25	NET TOTAL FEES:	\$6837.50

## COSTS ADVANCED SINCE THE LAST STATEMENT:

	COSTS
2/10/96 CURRENT PHOTOCOPY CHARGES.	75.40
2/10/96 CURRENT TELEPHONE CHARGES.	22.20
2/10/96 CURRENT WORD PROCESSING CHARGES.	5.00
2/10/96 CURRENT FACSIMILE TRANSMISSION CHARGES.	38.00
	<u>\$140.60</u>

## PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

1/24/96	\$5,045.65	THANK YOU FOR YOUR PAYMENT.
2/07/96	\$2,783.03	THANK YOU FOR YOUR PAYMENT.

BALANCE FROM THE LAST STATEMENT:	\$13,680.15
PLUS: CHARGES LISTED ABOVE:	\$6,978.10
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$7,828.68
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	<u>\$12,829.57</u>

STATEMENT DATE: FEB 20, 1996 FILE # 1001

RUIZ &amp; SCHAPIRO

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

FEB 20, 1996

PLEASE PAY \$7,086.02

GAVILAN JOINT CCD

NO

FILE # 1016 JOHNSON'S WRIT OF MANDATE (10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$7,086.02

FILE # 1016 JOHNSON'S WRIT OF MANDATE (10)

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

1/24/96 \$1.00 PAYMENT WAS RECEIVED, THANK YOU.  
2/07/96 \$199.00 THANK YOU FOR YOUR PAYMENT.

BALANCE FROM THE LAST STATEMENT: \$7,286.02  
MINUS: PAYMENTS SINCE THE LAST STATEMENT: \$200.00  
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \$7,086.02

STATEMENT DATE: FEB 20, 1996 FILE # 1016

RUIZ & SCHAPIRO

FEB 20, 1996

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

BALANCE 00.00,  
THANK YOU.

GAVILAN JOINT CCD

FILE # 1017 JOHNSON'S DFEH COMPLAINT (10)

FILE # 1017 JOHNSON'S DFEH COMPLAINT (10)

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

1/24/96 \$72.16 THANK YOU FOR YOUR PAYMENT.  
2/07/96 \$987.85 THANK YOU FOR YOUR PAYMENT.

BALANCE FROM THE LAST STATEMENT: \$1,060.01  
MINUS: PAYMENTS SINCE THE LAST STATEMENT: \$1,060.01  
NO BALANCE DUE: \$0.00

-----

STATEMENT DATE: FEB 20, 1996 FILE # 1017

RUIZ & SCHAPIRO

FEB 20, 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$14,560.09

GAVILAN COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD  
 GILROY, CA 95020

FILE # 1021 JOHNSON TORT

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$14,560.09

FILE # 1021 JOHNSON TORT

(10)

## PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

		HOURS	FEES
CMR	1/02/96 REVIEW COMPLAINT AND ASSIGN RESEARCH.	4.50	585.00
MK	1/02/96 REVIEW RESEARCH RE DEMURRER.	.75	97.50
IAD	1/02/96 WORK ON DEMURRER TO COMPLAINT.	.75	90.00
JLS	1/03/96 CONSIDER INSURANCE COVERAGE.	.25	32.50
IAD	1/03/96 REVIEW OF STATEMENT OF CHARGES.	1.75	210.00
CMR	1/04/96 REVIEW COMPLAINT AND POTENTIAL DEMURRER.	1.50	195.00
JLS	1/04/96 DRAFT LETTER TO KEENAN RE COVERAGE.	.50	65.00
IAD	1/04/96 RESEARCH RE JOHNSON DEMURRER.	1.50	180.00
MK	1/05/96 REVIEW LETTERS RE INSURANCE COVERAGE; CONFERENCE RE LEGAL RESEARCH.	.50	65.00
JLS	1/05/96 CONFER WITH KEENAN & ASSOCIATES RE JOHNSON CLAIM TENDER; DRAFT MEMO SUMMARIZING SAME; DRAFT CONFIRMING CLIENT LETTER RE SAME.	.50	65.00
IAD	1/07/96 REVIEW OF JOHNSON COMPLAINT AND DEMURRER MATERIALS.	1.25	150.00
IAD	1/08/96 RESEARCH RE PREP OF DEMURRERS.	4.25	510.00
CMR	1/09/96 ASSIST ON DEMURRER.	3.50	455.00
IAD	1/09/96 RESEARCH RE DEMURRERS.	7.00	840.00
CMR	1/10/96 PREPARE RESPONSE.	1.00	130.00
JLS	1/10/96 DRAFT INSURANCE RELATED CORRESPONDANCE; CONFER WITH ROBIN FAWKES RE COVERAGE; DRAFT MEMO SUMMARIZING SAME.	1.25	162.50
IAD	1/10/96 RESEARCH RE DEMURRERS.	4.50	540.00
JLS	1/11/96 CONFER WITH WORKERS COMP ATTY & DRAFT MEMO & LETTER RE SAME; CONFER WITH KEENAN & ASSOC; DRAFT MEMO RE SAME.	1.25	162.50
IAD	1/11/96 RESEARCH RE DEMURRERS.	6.50	780.00
IAD	1/12/96 STRATEGY MEETING; RESEARCH RE DEMURRERS.	5.25	630.00
IAD	1/16/96 RESEARCH & DRAFTING OF DEMURRER.	7.00	840.00
MK	1/17/96 LEGAL RESEARCH.	2.00	260.00
JLS	1/17/96 DRAFT LETTER TO R. FAWKES.	.25	32.50
IAD	1/17/96 RESEARCH & DRAFTING OF DEMURRER.	3.00	360.00
IAD	1/18/96 RESEARCH & DRAFTING OF DEMURRER.	7.50	900.00
WMQ	1/19/96 REVIEW COMPLAINT AND PRELIMINARY DRAFT OF DEMURRER ARGUMENT.	1.00	130.00
IAD	1/19/96 RESEARCH & DRAFTING OF DEMURRER.	6.00	720.00
WMQ	1/22/96 CONFER RE DEMURRER STRATEGY; CALDWELL ISSUE.	.75	97.50
IAD	1/22/96 RESEARCH & DRAFTING OF DEMURRER.	8.00	960.00
JLS	1/23/96 STRATEGIZE RE DEMURRER, MOTION TO STRIKE, JUDICIAL NOTICE REQUEST; REVIEW OPPOSING COUNSEL LETTER.	1.25	162.50
IAD	1/23/96 PHONE CALL TO B. PARDUE RE: POSTPONEMENT; LETTER CONFIRMING POSTPONEMENT; RESEARCH AND DRAFTING OF DEMURRER.	2.75	330.00
JLS	1/24/96 REVIEW & EDIT STIPULATION & ORDER; CONFER WITH COURT CLERK RE SAME; CONFER WITH INSURANCE COMPANY RE SAME.	.75	97.50
I	1/24/96 DRAFTING APPLICATION AND ORDER FOR POSTPONEMENT OF TIME TO RESPOND; PHONE CALLS TO SANTA CLARA COURT.	1.75	210.00
CMR	1/25/96 REVIEW DEMURRER AND RESPONSE.	1.00	130.00

IAD	1/25/96	RESEARCH AND DRAFTING OF DEMURRER; DRAFTING OF NOTICE OF ENTRY OF ORDER.	5.50	660.00
CMR	1/26/96	RESEARCH DEMURRER ISSUES.	1.00	130.00
W	1/26/96	RESEARCH AND DRAFTING OF DEMURRER.	6.50	780.00
IAD	1/27/96	RESEARCH AND DRAFTING OF DEMURRER.	5.25	630.00
IAD	1/28/96	RESEARCH AND DRAFTING OF DEMURRER.	2.25	270.00
IAD	1/29/96	RESEARCH AND DRAFTING OF DEMURRER.	2.50	300.00
IAD	1/31/96	REVISIONS TO DEMURRER; PLANNING STRATEGY.	1.00	120.00
			<u>115.25</u>	<u>\$14,065.00</u>

## SUMMARY OF HOURS, RATES &amp; FEES

CMR HOURS:	12.50	@ \$130.00 PER HOUR	\$1625.00
MK HOURS:	3.25	@ \$130.00 PER HOUR	\$422.50
JLS HOURS:	6.00	@ \$130.00 PER HOUR	\$780.00
WMQ HOURS:	1.75	@ \$130.00 PER HOUR	\$227.50
IAD HOURS:	91.75	@ \$120.00 PER HOUR	\$11010.00
NET TOTAL HOURS:	115.25		NET TOTAL FEES: \$14065.00

## COSTS ADVANCED SINCE THE LAST STATEMENT:

2/10/96	CURRENT PHOTOCOPY CHARGES.	COSTS
		220.00
2/10/96	CURRENT FACSIMILE TRANSMISSION CHARGES.	3.00
2/10/96	CURRENT MESSENGER SERVICE CHARGES.	272.09
		<u>\$495.09</u>

## PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

1/24/96	\$305.97	THANK YOU FOR YOUR PAYMENT.
2/07/96	\$28.32	COST PAYMENT WAS RECEIVED, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$334.29
PLUS: CHARGES LISTED ABOVE:	\$14,560.09
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$334.29
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	<u>\$14,560.09</u>

STATEMENT DATE: FEB 20, 1996 FILE # 1021

RUIZ &amp; SCHAPIRO



FEB 20, 1996

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

BALANCE 00.00,  
THANK YOU.

GAVILAN COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTN: DR. GLENN MAYLE

NO

FILE # 1022 JOHNSON - DISCIPLINE

(10)

FILE # 1022 JOHNSON - DISCIPLINE

(10)

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

2/07/96 \$6.80 COST PAYMENT WAS RECEIVED, THANK YOU.

BALANCE FROM THE LAST STATEMENT:	\$6.80
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$6.80-
NO BALANCE DUE:	\$0.00

STATEMENT DATE: FEB 20, 1996 FILE # 1022

RUIZ & SCHAPIRO

FEB 20, 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$27,230.94

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

*C = 33.75*  
*N = 14.00*

FILE # 1006 LABOR RELATIONS

(10)

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$27,230.94

FILE # 1006 LABOR RELATIONS

(10)

## PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

			HOURS	FEES
DGL	1/04/95	CONFER RE: BUSINESS MANAGER POSITION; UNFAIR PRACTICE CHARGE RESEARCH.	1.25 <i>U</i>	150.00
DGL	1/05/95	UNFAIR LABOR PRACTICE CHARGE RESEARCH.	.25 <i>U</i>	30.00
MK	1/02/96	REVIEW MATERIALS RE EMPLOYEE ELVIRA JOHNSON.	3.50	455.00
RAS	1/02/96	RESEARCH RE UNFAIR PRACTICE CHARGE.	1.50 <i>U</i>	195.00
CMR	1/03/96	TC WITH MAYLE RE FACULTY AND CSEA NEGOTIATIONS.	.25 <i>U</i>	32.50
MK	1/03/96	REVIEW DOCUMENTS; TELEPHONE CONFERENCE WITH JUDGE LINK; TELEPHONE CONFERENCE WITH OPPOSING COUNSEL; DRAFT LETTERS TO OPPOSING COUNSEL; TELEPHONE CONFERENCE WITH DR. MAYLE RE MISC. LABOR MATTERS.	3.00	390.00
RAS	1/03/96	CONFER RE ULP - BUSINESS OFFICER'S POSITION; RESEARCH RE SAME.	.75 <i>U</i>	97.50
	1/03/96	CONFER RE: BUSINESS OFFICE MANAGER POSITION; UNFAIR PRACTICE CHARGE RESEARCH.	1.25 <i>U</i>	150.00
CMR	1/04/96	PREPARE UNFAIR LABOR PRACTICE CHARGE.	.75 <i>U</i>	97.50
RAS	1/04/96	STRATEGIZE RE UNFAIR LABOR PRACTICE CHARGE FOR BUSINESS OFFICER'S POSITION AND RELATED MATTERS; RESEARCH RE SAME.	1.50 <i>U</i>	195.00
DGL	1/04/96	CONFER RE: BUSINESS MANAGER POSITION; UNFAIR PRACTICE CHARGE RESEARCH.	1.25 <i>U</i>	150.00
CMR	1/05/96	DRAFT LETTER TO PEARL RE FACULTY NEGOTIATION ON ANNUITY; PREPARE ULP RE BUSINESS MANAGER POSITION.	1.25 <i>U</i>	162.50
RAS	1/05/96	RESEARCH RE UNFAIR LABOR PRACTICE CLAIM; PREPARE SAME.	3.75 <i>U</i>	487.50
DGL	1/05/96	UNFAIR LABOR PRACTICE CHARGE RESEARCH.	.25 <i>U</i>	30.00
RAS	1/08/96	RESEARCH RE UNFAIR LABOR PRACTICE CLAIM; PREPARE SAME.	5.25 <i>U</i>	682.50
CMR	1/09/96	REVIEW OUTSTANDING ISSUES WITH CSEA.	2.00	260.00
RAS	1/09/96	STRATEGIZE RE UNFAIR PRACTICE ISSUES; PREPARE UNFAIR PRACTICE CLAIM; PREPARE PETITION FOR UNIT MODIFICATION; RESEARCH RE TIME LIMITS APPLICABLE TO VACANT POSITIONS.	3.25 <i>U</i>	422.50
CMR	1/10/96	REVIEW UNFAIR LABOR PRACTICE CLAIM.	1.00 <i>U</i>	130.00
IAD	1/10/96	RESEARCH RE REASSIGNMENT OF TEACHERS DURING THE MIDDLE OF THE SCHOOL YEAR WITHOUT A LOSS IN WORK HOURS.	2.50	300.00
CMR	1/11/96	PREPARATION FOR NEGOTIATION; TRAVEL AND MEETING WITH ADMINISTRATORS FOR NEGOTIATION; DEBRIEFING RE OUTCOME AND FOLLOW UP.	8.50 <i>N</i>	1,105.00
CMR	1/12/96	PREPARE AND FINAL UNFAIR LABOR PRACTICE CHARGE.	2.25 <i>U</i>	292.50
RAS	1/12/96	PREPARE ULP CHARGE; PREPARE CORRESPONDENCE TO DR. MAYLE; CONFER RE RECLASSIFICATION PETITION.	3.75 <i>U</i>	487.50
JLS	1/12/96	REVIEW & EDIT UNFAIR LABOR PRACTICE CHARGE; CONFER WITH J. HANSELL RE SAME; CONFER WITH LARRY CARRIER RE SAME; STRATEGIZE RE SAME.	1.25 <i>U</i>	162.50
R	1/16/96	PREPARE FOR FACULTY NEGOTIATIONS; TC WITH COOPER RE SAME.	1.00 <i>U</i>	130.00
RAS	1/16/96	PREPARE CORRESPONDENCE RE PETITION FOR UNIT MODIFICATION.	1.00 <i>U</i>	130.00
DGL	1/18/96	RESEARCH RE REQUIREMENT OF WRITTEN CONTRACT.	2.00 <i>U</i>	240.00

## STATEMENT

2503-10-1006

FEB 20, 1996

PAGE 2

CS 1.5  
N=3.0

RAS	1/19/96	PREPARE UNFAIR LABOR PRACTICE CHARGES REGARDING BUSINESS OFFICE POSITION FOR FILING.	-6.75 4	97.50
CMR	1/22/96	PREPARATION FOR NEGOTIATION.	1.50 11	195.00
C	1/25/96	GATHER MATERIALS FOR FACULTY NEGOTIATIONS; PREPARE GROUND RULES; DISCUSSION RE SCHEDULING OF MEETINGS.	1.50 11	195.00
RAS	1/29/96	TELECON W/ PERB RE STATUS OF ULP CHARGE AND RELATED ISSUES; PREPARE MEMORANDUM RE SAME.	-6.75 4	97.50
RAS	1/31/96	CONFER RE: REQUEST FOR JUDICIAL NOTICE.	.25	32.50
			<u>59.00</u>	<u>\$7,582.50</u>

## SUMMARY OF HOURS, RATES &amp; FEES

CMR HOURS:	20.00	@ \$130.00 PER HOUR	\$2600.00
MK HOURS:	6.50	@ \$130.00 PER HOUR	\$845.00
RAS HOURS:	22.50	@ \$130.00 PER HOUR	\$2925.00
JLS HOURS:	1.25	@ \$130.00 PER HOUR	\$162.50
DGL HOURS:	6.25	@ \$120.00 PER HOUR	\$750.00
IAD HOURS:	2.50	@ \$120.00 PER HOUR	\$300.00
NET TOTAL HOURS:	59.00	NET TOTAL FEES:	\$7582.50

## COSTS ADVANCED SINCE THE LAST STATEMENT:

2/10/96	CURRENT PHOTOCOPY CHARGES.	95.60
2/10/96	CURRENT TELEPHONE CHARGES.	9.65
2/10/96	CURRENT FACSIMILE TRANSMISSION CHARGES.	15.00
2/10/96	CURRENT MESSENGER SERVICE CHARGES.	7.94
2/10/96	CURRENT EXPEDITED MAIL CHARGES.	14.00
		<u>\$142.19</u>

## PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

1/24/96	\$12,849.24	THANK YOU FOR YOUR PAYMENT.
2/07/96	\$7,869.18	THANK YOU FOR YOUR PAYMENT.

BALANCE FROM THE LAST STATEMENT:	\$40,224.67
PLUS: CHARGES LISTED ABOVE :	\$7,724.69
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$20,718.42
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	<u>\$27,230.94</u>

STATEMENT DATE: FEB 20, 1996 FILE # 1006

RUIZ &amp; SCHAPIRO

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

JAN 12, 1996

PLEASE PAY \$254,649.68

*C = 59.25  
N = 15.50*

GAVILAN JOINT COMMUNITY COLLEGE  
5055 SANTA TERESA BLVD.  
GILROY, CA 95020  
ATTENTION: DR. GLENN MAYLE

FILE # 1000 SUMMARY FILE

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$254,649.68

FILE # 1000 SUMMARY FILE

FILE # 1015 ARBALLO

CURRENT HOURS: 42.25

PREVIOUS BALANCE:

PLUS LATE CHARGES:

PLUS CUR COSTS:

*Contract Admin  
Dismissal*

35,795.42

0.00

118.43 ✓

MINUS CUR PAYMENTS:

PLUS CUR FEES:

EQUALS NEW BALANCE:

16,779.94

5,180.00 ✓

24,313.91 ✓

FILE # 1019 CONSTRUCTION

CURRENT HOURS: 17.00

PREVIOUS BALANCE:

PLUS LATE CHARGES:

US CUR COSTS:

*No claim*

675.67

0.00

13.60 ✓

MINUS CUR PAYMENTS:

PLUS CUR FEES:

EQUALS NEW BALANCE:

675.46 ✓

2,210.00 ✓

2,223.81 ✓

FILE # 1014 CSEA

CURRENT HOURS: 0.00

PREVIOUS BALANCE:

PLUS LATE CHARGES:

PLUS CUR COSTS:

*Negotiations*

171,107.32

0.00

18.07 ✓

MINUS CUR PAYMENTS:

PLUS CUR FEES:

EQUALS NEW BALANCE:

5,663.87 ✓

0.00

165,461.52 ✓

FILE # 1013 DIAZ

CURRENT HOURS: 0.00

PREVIOUS BALANCE:

PLUS LATE CHARGES:

PLUS CUR COSTS:

*Work Comp - ?*

70.20

0.00

2.20

MINUS CUR PAYMENTS:

PLUS CUR FEES:

EQUALS NEW BALANCE:

13.90

0.00

58.50 ✓

FILE # 1001 GAVILAN GENERAL LEGAL ADVICE

CURRENT HOURS: 19.25

PREVIOUS BALANCE:

PLUS LATE CHARGES:

PLUS CUR COSTS:

*See detail*

12,643.82

0.00

288.03

MINUS CUR PAYMENTS:

PLUS CUR FEES:

EQUALS NEW BALANCE:

1,746.70

2,495.00

13,680.15 ✓

FILE # 1016 JOHNSON'S WRIT OF MANDATE

CURRENT HOURS: 1.50

PREVIOUS BALANCE:

PLUS LATE CHARGES:

PLUS CUR COSTS:

*No claim*

7,386.52

0.00

4.00

MINUS CUR PAYMENTS:

PLUS CUR FEES:

EQUALS NEW BALANCE:

299.50

195.00

7,286.02 ✓

## FILE # 1017 JOHNSON'S DFEH COMPLAINT

CURRENT HOURS: 7.25

PREVIOUS BALANCE:

US LATE CHARGES:

PLUS CUR COSTS:

*No claim*

9,729.16

0.00

45.35

MINUS CUR PAYMENTS:

PLUS CUR FEES:

EQUALS NEW BALANCE:

9,657.00

942.50

1,060.01

## FILE # 1021 JOHNSON TORT

CURRENT HOURS: 0.00

PREVIOUS BALANCE:

PLUS LATE CHARGES:

PLUS CUR COSTS:

*No claim*

435.97

0.00

28.32

MINUS CUR PAYMENTS:

PLUS CUR FEES:

EQUALS NEW BALANCE:

130.00

0.00

334.29

## FILE # 1022 JOHNSON - DISCIPLINE

CURRENT HOURS: 0.00

PREVIOUS BALANCE:

PLUS LATE CHARGES:

PLUS CUR COSTS:

*Contract*

0.00

0.00

6.80

MINUS CUR PAYMENTS:

PLUS CUR FEES:

EQUALS NEW BALANCE:

0.00

0.00

6.80

## FILE # 1012 KARCICH

CURRENT HOURS: 0.00

PREVIOUS BALANCE:

PLUS LATE CHARGES:

PLUS CUR COSTS:

*7*

65.00

0.00

0.00

MINUS CUR PAYMENTS:

PLUS CUR FEES:

EQUALS NEW BALANCE:

65.00

0.00

0.00

## FILE # 1006 LABOR RELATIONS

CURRENT HOURS: 55.75

PREVIOUS BALANCE:

PLUS LATE CHARGES:

PLUS CUR COSTS:

*Net*

44,566.11

0.00

706.68

MINUS CUR PAYMENTS:

PLUS CUR FEES:

EQUALS NEW BALANCE:

12,210.62

7,162.50

40,224.67

TOTAL CURRENT HOURS: 143.00

TOTAL OF PREVIOUS STATEMENT BALANCES:

\$282,475.19

MINUS: TOTAL OF CURRENT PAYMENTS:

\$47,241.99 ✓

UNPAID FROM PREVIOUS STATEMENTS: \$235,233.20

PLUS: TOTAL OF CURRENT INTEREST:

\$0.00

PLUS: TOTAL OF CURRENT FEES:

\$18,185.00

PLUS: TOTAL OF CURRENT COSTS:

\$1,231.48

EQUALS: TOTAL BALANCE DUE THIS STATEMENT:

~~19,476.48~~  
 \$254,649.68

STATEMENT DATE: JAN 12, 1996 FILE # 1000

RUIZ &amp; SCHAPIRO

JAN 12, 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$24,313.91

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

N.O.

FILE # 1015 ARBALLO

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$24,313.91

FILE # 1015 ARBALLO

## PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

			HOURS	FEES
IAD	12/01/95	DRAFTING CROSS-EXAMINATION OF ARBALLO; CALLS TO L. ORTEGA, T. RUIZ RE DRAFTING OF OPENING STATEMENT.	8.25	990.00
IAD	12/02/95	DRAFTING CROSS-EXAMINATION OF ARBALLO; REVISING INDEX; ORGANIZING ARBALLO EXHIBITS.	5.00	600.00
IAD	12/03/95	DRAFTING CROSS-EXAMINATION OF ARBALLO; REVIEW OF DOCUMENTS FOR HEARING AND PREPARATION FOR HEARING.	2.50	300.00
MK	12/04/95	ATTEND HEARING.	10.00	1,300.00
IAD	12/04/95	TRAVEL TO AND FROM GAVILAN COLLEGE; ATTENDANCE AT ARBALLO HEARING.	10.00	1,200.00
)	12/05/95	PHONE CALLS TO L. ORTEGA AND DR. OWENS RE REVIEW OF HEARING.	2.00	240.00
AD	12/26/95	ORGANIZING ARBALLO FILE AND EXHIBITS; PREPARATION OF BINDERS FROM HEARING.	3.50	420.00
MK	12/27/95	TELEPHONE CALL TO HEARING OFFICER; REVIEW BRIEF OF OPPOSING COUNSEL.	.50	65.00
CMR	12/28/95	REVIEW STATUS OF CASE.	.50	65.00
			<u>42.25</u>	<u>\$5,180.00</u>

## SUMMARY OF HOURS, RATES &amp; FEES

CHR HOURS:	0.50	@ \$130.00 PER HOUR	\$65.00
MK HOURS:	10.50	@ \$130.00 PER HOUR	\$1365.00
IAD HOURS:	31.25	@ \$120.00 PER HOUR	\$3750.00
NET TOTAL HOURS:	42.25	NET TOTAL FEES:	\$5180.00

## COSTS ADVANCED SINCE THE LAST STATEMENT:

	COSTS
1/10/96 CURRENT PHOTOCOPY CHARGES.	28.00
1/10/96 CURRENT TELEPHONE CHARGES.	23.43
1/10/96 CURRENT FACSIMILE TRANSMISSION CHARGES.	67.00
	<u>\$118.43</u>

## PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

12/22/95 \$16,779.94 THANK YOU FOR YOUR PAYMENT.

BALANCE FROM THE LAST STATEMENT:	\$35,795.42
PLUS: CHARGES LISTED ABOVE:	\$5,298.43
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$16,779.94
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	<u>\$24,313.91</u>

STATEMENT OF DEBIT AND CREDIT BALANCE

STATEMENT DATE: JAN 12, 1996 FILE # 1015

RUIZ & SCHAPIRO

JAN 12, 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$2,223.81

GAVILAN COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTN: DR. MAYLE

No

FILE # 1019 CONSTRUCTION

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$2,223.81

FILE # 1019 CONSTRUCTION

## PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

		HOURS	FEES
WMW	11/30/95 TELEPHONE CALL W/ GAVILAN COLLEGE REGARDING LIBRARY CONTRACT ISSUES; RESEARCH.	.50	65.00
WMW	12/01/95 RESEARCH GAVILAN COLLEGE, NOTICE OF SUBST. COMPLETION, RELEASE OF RETENTION, P.C SECTION 20104.50; TELEPHONE CALL WITH GAVILAN.	12.25	1,592.50
WMW	12/01/95 RESEARCH GAVILAN COLLEGE, NOTICE OF SUBST. COMPLETION, RELEASE OF RETENTION, P.C. SECTION 20104.50; TELEPHONE CALL WITH GAVILAN.	1.25	162.50
JLS	12/11/95 CONFER WITH WRIGHT RE NEW CONSTRUCTION ISSUES; STRATEGIZE WITH C.RUIZ & M. KAPLAN RE SAME.	.50	65.00
WMW	12/18/95 TELEPHONE CALL WITH HANSEL RE LIBRARY PROJECT.	.25	32.50
	12/22/95 REVIEW WRIGHT LETTER RE FAROTTE NEGOTIATIONS.	.25	32.50
MK	12/28/95 TELEPHONE CONFERENCE WITH DR. MAYLE; TELEPHONE CONFERENCE WITH JOHN HANSELL; REVIEW CORRESPONDENCE; TELEPHONE CONFERENCES WITH WILLIAM WRIGHT; TELEPHONE CONFERENCE WITH DR. MAYLE.	1.50	195.00
WMW	12/28/95 TELEPHONE CALL W/ KAPLAN; TC TO EXPERTS; TC W/ CHANCELLOR'S OFFICE;	.50	65.00
		<u>17.00</u>	<u>\$2,210.00</u>

## SUMMARY OF HOURS, RATES &amp; FEES

MK HOURS:	1.50 @ \$130.00 PER HOUR	\$195.00
JLS HOURS:	0.75 @ \$130.00 PER HOUR	\$97.50
WMW HOURS:	14.75 @ \$130.00 PER HOUR	\$1917.50
NET TOTAL HOURS:	17.00	NET TOTAL FEES: \$2210.00

## COSTS ADVANCED SINCE THE LAST STATEMENT:

	COSTS
1/10/96 CURRENT PHOTOCOPY CHARGES.	5.60
1/10/96 CURRENT FACSIMILE TRANSMISSION CHARGES.	8.00
	<u>\$13.60</u>

## PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

12/22/95 \$675.46 THANK YOU FOR YOUR PAYMENT.

BALANCE FROM THE LAST STATEMENT:	\$675.67
PLUS: CHARGES LISTED ABOVE:	\$2,223.60
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$675.46
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	<u>\$2,223.81</u>



STATEMENT DATE: JAN 12, 1996 FILE # 1019

*RUIZ & SCHAPIRO*

JAN 12, 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$165,461.52

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

FILE # 1014 CSEA

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$165,461.52

FILE # 1014 CSEA

## COSTS ADVANCED SINCE THE LAST STATEMENT:

	COSTS
1/10/96 CURRENT POSTAGE CHARGES.	1.60
1/10/96 CURRENT PHOTOCOPY CHARGES.	15.60
1/10/96 CURRENT TELEPHONE CHARGES.	0.87
	\$18.07

## PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

12/22/95 \$5,663.87 THANK YOU FOR YOUR PAYMENT.

BALANCE FROM THE LAST STATEMENT:	\$171,107.32
PLUS: CHARGES LISTED ABOVE :	\$18.07
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$5,663.87
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	\$165,461.52

STATEMENT DATE: JAN 12, 1996 FILE # 1014

RUIZ &amp; SCHAPIRO

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

JAN 12, 1996

PLEASE PAY \$58.50

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

FILE # 1013 DIAZ

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$58.50

FILE # 1013 DIAZ

## COSTS ADVANCED SINCE THE LAST STATEMENT:

1/10/96 CURRENT PHOTOCOPY CHARGES.

COSTS

2.20

2.20

## PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

12/22/95 \$13.90 THANK YOU FOR YOUR PAYMENT.

BALANCE FROM THE LAST STATEMENT: \$70.20

PLUS: CHARGES LISTED ABOVE: \$2.20

MINUS: PAYMENTS SINCE THE LAST STATEMENT: \$13.90

TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \$58.50

STATEMENT DATE: JAN 12, 1996 FILE # 1013

RUIZ &amp; SCHAPIRO

JAN 12, 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$13,680.15

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

*C = 4.00*  
*N = 2.5-0*

FILE # 1001 GAVILAN GENERAL LEGAL ADVICE

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$13,680.15

FILE # 1001 GAVILAN GENERAL LEGAL ADVICE

PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

			HOURS	FEES
RAS	12/05/95	TELECONFERENCE WITH D.A. REGARDING GRAND JURY INVESTIGATION.	1.00	130.00
CMR	12/07/95	ADVICE RE NURSING STUDENT; ADVICE RE HERNANDEZ.	.50	65.00
CK	12/07/95	RESEARCH QUESTION WHETHER CLASSIFIED SUPERVISOR MAY REVIEW PERSONNEL FILE OF CLASSIFIED EMPLOYEES.	<i>C</i> .75	90.00
CMR	12/08/95	TC TO GRAND JURY FOREMAN AND DA RE SITE VISIT ON WEDNESDAY; FOLLOW-UP; TC WITH MAYLE.	.75	97.50
RAS	12/08/95	CONFER REGARDING GRAND JURY INVESTIGATION AND RELATED RESEARCH; CONTACT GRAND JURY FOREPERSON AND DISTRICT ATTORNEY.	.75	97.50
CMR	12/11/95	TC WITH DA RE GRANDJURY.	1.75	227.50
C	12/11/95	TC WITH COOPER AND MAYLE RE HERNANDEZ.	.75	97.50
R	12/11/95	CONFER RE: GRAND JURY INVESTIGATION COMMUNICATIONS.	.25	32.50
JSJ	12/12/95	STRATEGIZE RE BUSINESS OFFICER ISSUE.	<i>Neg</i> .50	65.00
CMR	12/13/95	TC WITH DA RE GRAND JURY VISIT; RESEARCH; TC WITH DR. MAYLE RE DA DISCUSSION.	1.25	162.50
RAS	12/13/95	CONFER RE: COMMUNICATION W/ DISTRICT ATTORNEY.	.25	32.50
CMR	12/14/95	FOLLOW-UP ON ARBALLO AND JOHNSON ISSUES.	1.00	130.00
RAS	12/14/95	CONDUCT RESEARCH RE BROWN ACT AND GRAND JURY SECRECY REQUIREMENT; PREPARE CORRESPONDENCE TO GRAND JURY RE SAME; PREPARE CORRESPONDENCE TO G. MAYLE REGARDING SAME;	4.00	520.00
RAS	12/20/95	REVISE DISCIPLINARY PROCEDURES.	<i>C</i> 2.75	357.50
MK	12/21/95	REVIEW AND CORRECT DRAFT CSEA CONTRACT; DRAFT LETTER ENCLOSING CONTRACT TO DR. MAYLE.	<i>Neg</i> 2.00	260.00
RAS	12/21/95	REVISE DISCIPLINARY PROCEDURES; CONFER RE: APPLICABLE LAW.	<i>C</i> .50	65.00
MK	12/28/95	PREPARE AUDIT LETTER.	.50	65.00
			19.25	\$2,495.00

SUMMARY OF HOURS, RATES & FEES

CMR HOURS:	6.00	@ \$130.00 PER HOUR	\$780.00
MK HOURS:	2.50	@ \$130.00 PER HOUR	\$325.00
RAS HOURS:	9.50	@ \$130.00 PER HOUR	\$1235.00
JSJ HOURS:	0.50	@ \$130.00 PER HOUR	\$65.00
CK HOURS:	0.75	@ \$120.00 PER HOUR	\$90.00
NET TOTAL HOURS:	19.25	NET TOTAL FEES:	\$2495.00

COSTS ADVANCED SINCE THE LAST STATEMENT:

	COSTS
1/95 COMPUTER RESEARCH.	190.00
1/10/96 CURRENT PHOTOCOPY CHARGES.	1.60

1/10/96	CURRENT TELEPHONE CHARGES.	20.43
1/10/96	CURRENT FACSIMILE TRANSMISSION CHARGES.	76.00
		<hr/>
		\$288.03

## PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

12/22/95 \$1,746.70 THANK YOU FOR YOUR PAYMENT.

BALANCE FROM THE LAST STATEMENT:	\$12,643.82
PLUS: CHARGES LISTED ABOVE:	\$2,783.03
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$1,746.70
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	\$13,680.15

STATEMENT DATE: JAN 12, 1996 FILE # 1001

RUIZ &amp; SCHAPIRO

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

JAN 12, 1996

PLEASE PAY \$7,286.02

GAVILAN JOINT CCD

FILE # 1016 JOHNSON'S WRIT OF MANDATE

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$7,286.02

FILE # 1016 JOHNSON'S WRIT OF MANDATE

PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

CMR 12/27/95 PREPARE LITIGATION ISSUES.

HOURS	FEEES
1.50	195.00
1.50	\$195.00

SUMMARY OF HOURS, RATES & FEES

CMR HOURS: 1.50 @ \$130.00 PER HOUR \$195.00

COSTS ADVANCED SINCE THE LAST STATEMENT:

1/10/96 CURRENT PHOTOCOPY CHARGES.

COSTS
4.00
\$4.00

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

12/22/95 \$299.50 THANK YOU FOR YOUR PAYMENT.

BALANCE FROM THE LAST STATEMENT:	\$7,386.52
PLUS: CHARGES LISTED ABOVE:	\$199.00
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$299.50
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	\$7,286.02

STATEMENT DATE: JAN 12, 1996 FILE # 1016

RUIZ & SCHAPIRO

JAN 12, 1996

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

PLEASE PAY \$1,060.01

GAVILAN JOINT CCD

*NO*

FILE # 1017 JOHNSON'S DFEH COMPLAINT

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$1,060.01

FILE # 1017 JOHNSON'S DFEH COMPLAINT

PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

		HOURS	FEES
MK	12/15/95 DRAFT LETTER TO DR. MAYLE RE DFEH RESOLUTION.	.25	32.50
MK	12/27/95 REVIEW SUPERIOR COURT COMPLAINT; TELEPHONE CONFERENCE WITH DR. MAYLE RE COMPLAINT; LEGAL RESEARCH.	6.00	780.00
CMR	12/28/95 CONFERENCE RE COMPLAINT.	.50	65.00
MK	12/28/95 CONFERENCE RE LEGAL RESEARCH.	.50	65.00
		<u>7.25</u>	<u>\$942.50</u>

SUMMARY OF HOURS, RATES & FEES

CMR HOURS:	0.50 @ \$130.00 PER HOUR	\$65.00
MK HOURS:	6.75 @ \$130.00 PER HOUR	\$877.50
NET TOTAL HOURS:	7.25	NET TOTAL FEES: \$942.50

COSTS ADVANCED SINCE THE LAST STATEMENT:

	COSTS
1/10/96 CURRENT POSTAGE CHARGES.	0.55
1/10/96 CURRENT PHOTOCOPY CHARGES.	9.80
1/10/96 CURRENT FACSIMILE TRANSMISSION CHARGES.	35.00
	<u>\$45.35</u>

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

12/22/95 \$9,657.00 THANK YOU FOR YOUR PAYMENT.

BALANCE FROM THE LAST STATEMENT:	\$9,729.16
PLUS: CHARGES LISTED ABOVE:	\$987.85
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$9,657.00
TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY:	<u>\$1,060.01</u>

STATEMENT DATE: JAN 12, 1996 FILE # 1017

RUIZ & SCHAPIRO

JAN 12, 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$334.29

GAVILAN COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD  
 GILROY, CA 95020

FILE # 1021 JOHNSON TORT

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$334.29

FILE # 1021 JOHNSON TORT

## COSTS ADVANCED SINCE THE LAST STATEMENT:

1/10/96 CURRENT POSTAGE CHARGES.

1/10/96 CURRENT PHOTOCOPY CHARGES.

COSTS

0.32

28.00

\$28.32

## PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

12/22/95 \$130.00 THANK YOU FOR YOUR PAYMENT.

BALANCE FROM THE LAST STATEMENT: \$435.97

PLUS: CHARGES LISTED ABOVE: \$28.32

MINUS: PAYMENTS SINCE THE LAST STATEMENT: \$130.00

TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \$334.29

STATEMENT DATE: JAN 12, 1996 FILE # 1021

RUIZ &amp; SCHAPIRO



JAN 12, 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$6.80

GAVILAN COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTN: DR. GLENN MAYLE

FILE # 1022 JOHNSON - DISCIPLINE

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$6.80

FILE # 1022 JOHNSON - DISCIPLINE

COSTS ADVANCED SINCE THE LAST STATEMENT:

1/10/96 CURRENT PHOTOCOPY CHARGES.

COSTS

6.80

\$6.80

BALANCE FROM THE LAST STATEMENT: \$0.00

PLUS: CHARGES LISTED ABOVE: \$6.80

TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \$6.80

STATEMENT DATE: JAN 12, 1996 FILE # 1022

RUIZ & SCHAPIRO

JAN 12, 1996

CELIA M. RUIZ  
RUIZ & SCHAPIRO  
600 MONTGOMERY STREET, 14TH FLOOR  
SAN FRANCISCO, CA 94111  
TELEPHONE (415) 395-9005

BALANCE 00.00,  
THANK YOU.

GAVILAN UNIFIED SCHOOL DISTRICT  
5055 SANTA THERESA BLVD.  
GILROY, CA 95020  
ATTENTION: GLENN MAYLE

FILE # 1012 KARCICH

FILE # 1012 KARCICH

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

12/22/95 \$65.00 THANK YOU FOR YOUR PAYMENT.

BALANCE FROM THE LAST STATEMENT:	\$65.00
MINUS: PAYMENTS SINCE THE LAST STATEMENT:	\$65.00
NO BALANCE DUE:	\$0.00

STATEMENT DATE: JAN 12, 1996 FILE # 1012

RUIZ & SCHAPIRO

JAN 12, 1996

CELIA M. RUIZ  
 RUIZ & SCHAPIRO  
 600 MONTGOMERY STREET, 14TH FLOOR  
 SAN FRANCISCO, CA 94111  
 TELEPHONE (415) 395-9005

PLEASE PAY \$40,224.67

GAVILAN JOINT COMMUNITY COLLEGE  
 5055 SANTA TERESA BLVD.  
 GILROY, CA 95020  
 ATTENTION: DR. GLENN MAYLE

N = 10.50  
 C = 55.25

FILE # 1006 LABOR RELATIONS

PLEASE DETACH AND RETURN WITH YOUR PAYMENT OF: \$40,224.67

FILE # 1006 LABOR RELATIONS

## PROFESSIONAL SERVICES SINCE THE LAST STATEMENT:

			HOURS	FEES
RAS	12/01/95	PREPARE CORRESPONDENCE TO G. MAYLE REGARDING ISSUES SURROUNDING R. HERNANDEZ POSITION; CONDUCT RESEARCH REGARDING SAME.	5.00	650.00
DGL	12/01/95	RESEARCH RE 60/40 POSITION.	N 1.75	210.00
CMR	12/04/95	FOLLOW UP ON VARIOUS NEGOTIATION ISSUES.	N 1.00	130.00
RAS	12/04/95	CONDUCT RESEARCH RE: R. HERNANDEZ.	2.25	292.50
CMR	12/05/95	REVIEW VARIOUS COLLECTIVE BARGAINING ISSUES.	C .75	97.50
RAS	12/05/95	CONFER RE: HERNANDEZ AND VARIOUS OUTSTANDING ISSUES; RESEARCH RE: LAYOFF AND REEMPLOYMENT RIGHTS AND RECLASSIFICATION PROCEDURE; PREPARE CORRESPONDENCE TO G. MAYLE RE R. HERNANDEZ.	C 4.50	585.00
R	12/06/95	PREPARE FOR COLLECTIVE BARGAINING.	C 2.00	260.00
CMR	12/07/95	PREPARE FOR COLLECTIVE BARGAINING SESSION; ALL DAY NEGOTIATION SESSION.	C 12.00	1,560.00
RAS	12/07/95	CONFER RE: TIME LIMIT AFFECTING SUBSTITUTIONS INTO VACANT POSITIONS; CONDUCT RESEARCH RE: SAME; TELECONFERENCE W/ J. GELT REGARDING RECLASSIFICATION PROCEDURE; PREPARE MEMORANDUM RE: SAME.	C 2.25	292.50
DGL	12/07/95	RESEARCH RE: SUBSTITUTE EMPLOYEES.	C 1.75	210.00
MK	12/11/95	TELEPHONE CONFERENCE WITH CAROL COOPER RE CERTIFICATED ISSUE; REVIEW PROPOSED CSEA CONTRACT REVISIONS; TELEPHONE CONFERENCE WITH JOHN HANSELL; TELEPHONE CONFERENCE WITH DR. MAYLE.	C 2.00	260.00
RAS	12/11/95	CONFER RE: RE. HERNANDEZ POSITION AND RELATED ISSUES; REVISE CORRESPONDENCE RE: SAME.	1.50	195.00
MK	12/12/95	CONFERENCE RE RESEARCH ON BUSINESS MANAGER ISSUE; CONFERENCE CALL WITH CMR AND DR. MAYLE RE GRAND JURY.	.50	65.00
CMR	12/13/95	REVIEW OUTSTANDING ISSUES.	.50	65.00
MK	12/13/95	TELEPHONE CONFERENCE WITH DR. MAYLE RE LABOR RELATIONS MATTER.	.25	32.50
RAS	12/18/95	REVIEW STATUS AND OUTSTANDING ISSUES, INCLUDING BUSINESS OFFICER'S POSITION; REVIEW DOCUMENTS RE: SAME.	N 1.50	195.00
JSJ	12/18/95	CONFER RE BUSINESS OFFICER ISSUE.	N .50	65.00
JSJ	12/19/95	RESEARCH BUSINESS OFFICE MANAGER ISSUE.	N 3.75	487.50
DGL	12/19/95	RESEARCH RE TRANSFER OF WORK ISSUES.	C 2.25	270.00
JSJ	12/20/95	LEGAL RESEARCH STRATEGIZING RE TRANSFER OF BARGAINING UNIT WORK.	C .50	65.00
DGL	12/20/95	RESEARCH RE TRANSFER OF WORK ISSUE.	C 2.50	300.00
RAS	12/22/95	PREPARE CORRESPONDENCE TO G. MAYLE RE: RECLASSIFICATION OF M. YUSTE POSITION; REVIEW ISSUES SURROUNDING BUSINESS OFFICER'S POSITION.	N 2.00	260.00
DGL	12/22/95	CONFER RE: TRANSFER OF WORK RESEARCH.	C .25	30.00
MK	12/26/95	REVIEW CSEA CONTRACT; DRAFT LETTER TO DR. MAYLE RE CONTRACT;	C 2.00	260.00

TELEPHONE CALL TO JOHN HANSELL RE CONTRACT; MISC. LABOR ISSUES.  
 CMR 12/27/95 UPDATE ON OUTSTANDING ISSUES; BUSINESS MANAGER ETC.  
 12/27/95 CONFERENCE RE BUSINESS OFFICE MANAGER ISSUES.  
 CMR 12/28/95 REVIEW OUTSTANDING ISSUES RE BUSINESS MANAGER.  
 MK 12/28/95 CONFERENCES RE BUSINESS OFFICE ISSUE.

*N=2.5*  
 N 1.00 130.00  
 N .50 65.00  
 N .50 65.00  
 N .50 65.00  
 55.75 \$7,162.50

SUMMARY OF HOURS, RATES & FEES

CMR HOURS: 17.75 @ \$130.00 PER HOUR \$2307.50  
 MK HOURS: 5.75 @ \$130.00 PER HOUR \$747.50  
 RAS HOURS: 19.00 @ \$130.00 PER HOUR \$2470.00  
 JSJ HOURS: 4.75 @ \$130.00 PER HOUR \$617.50  
 DGL HOURS: 8.50 @ \$120.00 PER HOUR \$1020.00  
 NET TOTAL HOURS: 55.75 NET TOTAL FEES: \$7162.50

COSTS ADVANCED SINCE THE LAST STATEMENT:

11/30/95	COMPUTER RESEARCH.	COSTS	312.00
12/07/95	WORKING LUNCH.		14.61
1/10/96	CURRENT POSTAGE CHARGES.		6.52
1/10/96	CURRENT PHOTOCOPY CHARGES.		278.60
1/10/96	CURRENT TELEPHONE CHARGES.		22.20
1/10/96	CURRENT FACSIMILE TRANSMISSION CHARGES.		17.00
1/10/96	CURRENT EXPEDITED MAIL CHARGES.		55.75
			<u>\$706.68</u>

PAYMENT ACTIVITY SINCE THE LAST STATEMENT:

12/22/95 \$12,210.62 THANK YOU FOR YOUR PAYMENT.

BALANCE FROM THE LAST STATEMENT: \$44,566.11  
 PLUS: CHARGES LISTED ABOVE: \$7,869.18  
 MINUS: PAYMENTS SINCE THE LAST STATEMENT: \$12,210.62  
 TOTAL AMOUNT DUE AND PAYABLE, PLEASE PAY: \$40,224.67

STATEMENT DATE: JAN 12, 1996 FILE # 1006

RUIZ & SCHAPIRO



## Collective Bargaining

### 1. Summary of Chapters 961/75 and 1213/91

The Rodda Act repealed Education Code Article 5 (commencing with § 13080), of Chapter 1 of Division 10 and added Chapter 10.7 (commencing with § 3540) to Division 4 of Title 1 of the Government Code, relating to public educational employment relations.

The Rodda Act, which became operative July 1, 1976, repealed the Winton Act and enacted provisions requiring the employer and employee to meet and negotiate, thereby creating a collective bargaining atmosphere for public school employers. It also established the Public Employment Relations Board (PERB). PERB is responsible for issuing formal interpretations and rulings regarding collective bargaining under the Rodda Act.

Government Code Section 3547.5 as added by Chapter 1213, Statutes of 1991, requires school districts to publicly disclose major provisions of a collective bargaining agreement after negotiations but before the agreement becomes binding.

On July 17, 1978, the Commission on State Mandates (COSM), (formerly Board of Control) determined that Chapter 961, Statutes of 1975, resulted in state mandated costs that are reimbursable pursuant to Part 7 (commencing with Government Code § 17500) of Division 4 of Title 2.

On August 20, 1998, COSM determined that Chapter 1213, Statutes of 1991, resulted in state mandated costs that are reimbursable pursuant to Part 7 (commencing with Government Code § 17500) of Division 4 of Title 2.

### 2. Eligible Claimants

Any school district (K-12), county office of education, or community college district that incurs increased costs as a direct result of this mandate is eligible to claim reimbursement of these costs.

### 3. Appropriations

These claiming instructions are issued following the adoption of the amended parameters and guidelines by COSM. To determine if this program is funded in subsequent fiscal years, refer to the schedule "Appropriation for State Mandated Cost Programs" in the *Annual Claiming Instructions for State Mandated Costs* issued in October of each year to county superintendents of schools and superintendents of schools.

### 4. Types of Claims

#### A. Reimbursement and Estimated Claims

A claimant may file a reimbursement and/or an estimated claim. A reimbursement claim details the costs actually incurred for a prior year. An estimated claim shows the costs to be incurred for the current fiscal year.

#### B. Minimum Claim

Section 17564(a) of the Government Code provides that no claim shall be filed pursuant to Section 17561 unless such a claim exceeds \$200 per program per fiscal year. However, any county superintendent of schools, as fiscal agent for the school districts, may submit a combined claim in excess of \$200 on behalf of districts within the county even if an individual district's claim does not exceed \$200. A combined claim must show the individual claim costs for each district. Once a combined claim is filed, all subsequent fiscal years relating to the same mandate must be filed in a combined form. The county superintendent receives the reimbursement payment and is responsible for disbursing funds to each participating school district. A school district may

withdraw from the combined claim form by providing a written notice of its intent to file a separate claim to the county superintendent of schools and the State Controller's Office at least 180 days prior to the deadline for filing the claim.

## 5. Filing Deadline

- A. Initial Claims-- County offices of education and school districts that submitted 1998-99 fiscal year claims for professional and consultant services at the \$100 per hour rate may amend their claims to be reimbursed at the \$135 per hour rate.

Pursuant to Government Code Section 17561, Subdivision (d)(1)(A), initial claims must be filed within 120 days from the issuance date of claiming instructions. Accordingly:

- (1) Amended reimbursement claims for the 1998-99 fiscal year must be filed with the State Controller's Office and postmarked by August 3, 2000. If the amended reimbursement claim is filed after the deadline of August 3, 2000, the approved amount of the difference between the \$100 and \$135 rate change must be reduced by a late penalty of 10%, not to exceed \$1,000. Claims filed more than one year after the deadline will not be accepted.
- (2) An amended 1999-00 estimated claim for professional and consultant services at the \$135 per hour rate may be filed with the State Controller's Office and postmarked by August 3, 2000. Timely filed amended estimated claims will be paid before late claims.

## B. Annually Thereafter

Refer to the item "Reimbursable State Mandated Cost Programs" contained in the cover letter for mandated cost programs issued annually in October that identifies the fiscal years for which claims may be filed. If an "x" is shown for the program listed under "19\_\_/19\_\_ Reimbursement Claim" and/or "19\_\_/20\_\_ Estimated Claim," claims may be filed as follows:

- (1) An estimated claim filed with the State Controller's Office must be postmarked by January 15 of the fiscal year in which costs will be incurred. Timely filed estimated claims will be paid before late claims.

After having received payment for an estimated claim, the claimant must file a reimbursement claim by January 15 of the following fiscal year. If the school district fails to file a reimbursement claim, monies received for the estimated claim must be returned to the State. If no estimated claim was filed, the school district may file a reimbursement claim detailing the actual costs incurred for the fiscal year, provided there was an appropriation for the program for that fiscal year. For information regarding appropriations for reimbursement claims, refer to the "Appropriation for State Mandated Cost Programs" in the previous fiscal year's annual claiming instructions.

- (2) A reimbursement claim detailing the actual costs must be filed with the State Controller's Office and postmarked by January 15 following the fiscal year in which costs will be incurred. If the claim is filed after the deadline but by January 15 of the succeeding fiscal year, the approved claim must be reduced by a late penalty of 10%, not to exceed \$1,000. Claims filed more than one year after the deadline will not be accepted.

## 6. Reimbursable Activities

The objective of the reporting forms is to determine the Rodda Act costs incurred during the current year and compare them with the adjusted costs incurred in the base year under the Winton Act. The first three claim components listed below apply to both the Winton Act and Rodda Act. Components D through F, which apply to the Rodda Act, represent activities that were not required under the Winton Act.

**A. Determining Bargaining Units and Exclusive Representation**

The cost of determining appropriate bargaining units, exclusive representation and representatives are reimbursable. Activities determined to be eligible reimbursements for this component are as follows:

**(1) Bargaining Unit Lists**

Development of proposed lists for the bargaining unit determination hearings.

(a) Contract services necessary for development of proposed lists.

(b) Salaries and benefits of district employees and related costs necessary to develop proposed lists.

**(2) PERB Hearings**

Representation costs for the school employer at PERB hearings held to determine the bargaining units and their exclusive representative.

(a) Salaries and benefits of district employees used to prepare for and represent employer at hearings.

(b) Contract services used to prepare for and represent the employer at hearings.

**(3) Substitutes**

The cost of hiring substitutes to replace the employer and exclusive bargaining unit witnesses required testifying at PERB hearings. The claimant must include with the claim, a list of teacher witnesses, their job classifications, and the date they were required to testify.

The cost of substitute release time for employee witnesses asked to attend PERB hearings by bargaining units, but not required to testify, is not eligible for reimbursement in this component.

**(4) Travel**

Travel Expenses incurred by district employer representatives required to attend PERB hearings. Reimbursement shall reflect the rate specified by the regulations governing employees of the local school district. However, the reimbursement cannot exceed the rate adopted by the Board of Control for state employees.

**(5) Transcript**

The cost of preparing one transcript per PERB hearing is reimbursable.

**B. Election of Unit Representation**

The cost of elections and decertification elections of unit representatives is reimbursable in the event PERB determines that a question of representation exists and orders an election held by secret ballot. The claimant must include with the claim, any PERB agreements or orders that state how the election must be held.

Activities eligible for reimbursement for this component are as follows:

**(1) Precinct Voting List**

The salaries, benefits, and related cost of developing and preparing a precinct list, if required by PERB.

**(2) Ballot Tally Observers**

The salary and benefits of a school employer representative, if required by PERB to observe the ballot count.



### C. Cost of Negotiations

Costs associated with receipt of the exclusive representative's initial contract proposal, holding public hearings, providing a reasonable number of copies of the employer's contract proposal to the public, development and presentation of the initial district contract proposal, negotiation of the contract, reproduction and distribution of the final contract agreement. The claimant must include with the claim, a listing of the dates of all negotiation sessions held during the fiscal year of claim.

Activities determined to be eligible for reimbursement of this component are as follows:

(1) Representative's Contract Proposal

The employer's cost of analyzing the exclusive representative's initial contract proposal.

- (a) Salaries and benefits for public school employer representatives and supporting personnel participating in planning sessions and related contract services.

(2) Public Hearings

The cost of holding public hearings related to the contract negotiations.

(3) Public Distribution of Proposed Contract

The cost of providing a reasonable number of copies of the district's proposed contract to the public.

- (a) Reproduction of copies of the initial contract proposal for the district's supervisory, management, and confidential representatives are reimbursable.
- (b) A reasonable number of copies of the initial contract for distribution to the public is reimbursable.

(4) District Contract Proposal

The cost of employer salaries and benefits necessary for development and presentation of the initial district proposal and related contract services.

(5) Negotiation

The cost of negotiating a contract with the employee representatives.

- (a) Salaries and benefits for district employer representatives participating in negotiations and related contract services. Reimbursable costs for a maximum of five school district representatives per unit per negotiating session will be reimbursed.
- (b) Substitutes hired so that exclusive bargaining unit representatives can attend negotiations. List the job classification of the bargaining unit representative who required a substitute. List the dates and time the substitute worked. Substitute costs for a maximum of five representatives per unit negotiating per session are reimbursable.

(6) Public Distribution of Final Contract

The cost of reproduction of the contract and distribution of the final contract agreement.

- (a) Reproduction of copies of the initial contract for distribution to the district's supervisory, management, and confidential employee representatives.
- (b) A reasonable number of copies of the final contract for purposes of public information.

**The following costs are not eligible for reimbursement of this component:**

- (c) The cost of copies of the final contract provided to the collective bargaining unit members.
- (d) The salaries of union representatives.

**D. Impasse Proceedings**

The cost of impasse proceedings is reimbursable. Activities determined to be reimbursable for this component are as follows:

**(1) Mediation**

Representation costs for the school employer at mediation sessions are reimbursable.

- (a) Salaries and benefits for district employees to prepare and represent the employer at the sessions. Cost for a maximum of five public school employer representatives per mediation session will be reimbursed.
- (b) Contract services used to prepare for and represent the employer at the sessions.
- (c) The cost of substitutes hired to allow exclusive bargaining unit representatives to attend impasse proceedings. List the job classification of the employee witnesses and the dates and time of their attendance at mediation sessions. Reimbursement to a public school district employer is limited to the cost of hiring a maximum of five substitutes to replace five representatives so they can attend a mediation session.
- (d) The cost of renting facilities for the sessions.
- (e) The cost of the mediator is not eligible for reimbursement.

**(2) Fact Finding**

The cost of development and publication of the findings of the panel.

- (a) All the costs of the district employer representative serving on the fact-finding panel.
- (b) Fifty percent of the cost of the fact-finding panel mutually incurred by the employer representative and the employee bargaining unit representative. This may include the cost of teacher substitutes so that witnesses can attend fact-finding proceedings and the rental of facilities required to conduct the fact-finding hearing.
- (c) Special costs imposed on the district for the development of unique data required by a fact-finding panel. Describe the special costs and explain why this data would not have been required by a fact-finding panel under the Winton Act.

**E. Collective Bargaining Agreement Disclosure**

Disclosure of collective bargaining agreement *after* the negotiation and *before* adoption by the governing body, as required by Government Code Section 3547.5 and California State Department of Education Management Advisory 92-01 (or subsequent replacement).

- (1) Prepare the disclosure forms and documents.
- (2) Distribute a copy of the disclosure forms and documents to board members with a copy of the proposed agreement.
- (3) Make a copy of the disclosure forms and documents and the proposed agreement available to the public, prior to the day of the public meeting.
- (4) Train employer's personnel to prepare the disclosure forms and documents.
- (5) Materials and supplies necessary to prepare the disclosure forms and documents.

For items (1) through (3) above, list the date(s) of the public hearing(s) at which the major provisions of the agreement were disclosed in accordance with the requirements of Government Code Section 3547.5 and the Department of Education Advisory 92-01 (or subsequent replacement).

Procedures or formats that exceed those or duplicate activities required under any other statute or executive orders are not reimbursable under this component.

**F. Contract Administration**

The cost of contract administration and adjudication of contract disputes either by arbitration or litigation is reimbursable.

Activities determined to be reimbursable for this component are as follows:

**(1) Training Sessions**

Reasonable costs incurred for a reasonable number of training sessions held for supervisory and management personnel regarding contract administration and interpretation of the negotiated contract.

**(2) Grievances**

(a) Salaries and benefits of public school personnel involved in adjudication of contract disputes along with related contract services.

(b) Substitutes hired so that representative of an exclusive bargaining unit can attend adjudication hearings regarding contract disputes. List the job classifications of the employee witnesses and the dates and time they were required to attend adjudication hearings.

(c) The cost of one transcript per hearing is reimbursable.

**(3) Contract Disputes Presented Before PERB**

(a) Public school employer costs regarding contract disputes that are presented before PERB.

(b) Litigation costs incurred by a public school employer as a defendant in a court suit involving contract disputes may be reimbursable. (See (4) "Appeal of PERB Ruling," below, if claimant is the plaintiff).

(c) Expert witness fees if the witness is called by the public school employer.

(d) Reasonable reproduction costs for copies of a new contract that is required as a result of a dispute.

(e) A public school employer's portion of an arbitrator's fees (50% of costs) for adjudicating grievances.

**(4) Appeal of PERB Ruling**

Reasonable claimant costs associated with a contract dispute are reimbursable when the claimant is the plaintiff in a court suit to appeal a PERB ruling and the claimant is the prevailing party.

(a) The costs incurred become eligible for reimbursement in the fiscal year in which the appeal process has been exhausted.

(b) The claimant must include with the claim a copy of the court's ruling.

(c) If the claim includes costs associated with more than one appeal, the costs associated with each appeal must be shown separately.

No reimbursement is allowed where the public school employer has filed action directly with the courts without first submitting the dispute to PERB, if required.

No reimbursement shall be provided for filing of a brief with the court by a person who is not party to a litigation (i.e., amicus curiae).

**The following costs are not eligible for reimbursement of this component:**

(d) Contract interpretations conducted at staff meetings.

- (e) Personal development and informational programs (i.e., classes, conferences, seminars, workshops) and time spent by employees attending such meetings.
- (f) Labor/management non-adversarial training sessions
- (g) Purchase of books and subscriptions for personal development and information purposes.

#### **G. Unfair Labor Practice Charges**

The cost of unfair labor practice adjudication process and public notice complaints are reimbursable.

Activities determined to be reimbursable for this component are as follows:

##### **(1) Unfair Labor Practice Presented to PERB**

- (a) Salaries and benefits of public school district representatives and related contract services.
- (b) The cost of substitutes hired to replace representatives of an exclusive bargaining unit required to attend adjudication hearings regarding unfair labor practice charges.
- (c) The cost of a transcript for each PERB hearing.
- (d) Reasonable reproduction costs.
- (e) Expert witness fees if the witness is called by the public school district.

##### **(2) Appeal of a PERB Ruling**

Claimant costs associated with the appeal of a PERB unfair labor practice decision are reimbursable if the claimant is the prevailing party.

- (a) The costs incurred become eligible for reimbursement in the fiscal year in which the appeal process has been exhausted.
- (b) The claim must include a copy of the court's ruling.
- (c) If the claim includes costs associated with more than one appeal, the costs associated with each appeal must be shown separately.

**The following costs are not eligible for reimbursement of this component:**

- (d) Appeal of an unfair labor practice if PERB is the prevailing party.
- (e) The filing of a brief with the court by a person who is not party to the litigation (i.e., amicus curiae).

### **7. Reimbursement Limitations**

#### **A. Fringe Benefits**

The actual fringe benefit costs may be claimed if supported by an itemized list of the costs, such as for: Retirement, social security, health and dental insurance, workers' compensation, etc.. If no itemization is submitted, twenty one percent of direct salary may be used for computing the fringe benefit costs.

#### **B. Contract Services**

The contract services guidelines in 8.A.(3) shall prevail, except that the reimbursable fee for collective bargaining contract services will not exceed \$135 per hour. Additionally, annual retainer fees shall be based on a fee not greater than \$135 per hour. The claims that are based on annual retainers shall contain a certification that the fee is no greater than \$135 per hour. Reasonable expenses will also be paid if identified on the monthly billings of consultants. However, travel expenses for consultants and experts (including attorneys) hired by the claimant shall not be

reimbursed in an amount higher than that received by state employees as established under Title 2, Division 2, Section 700ff, California Code of Regulations.

**C. Travel Expenses**

Reimbursement of business and travel expenses is limited to an amount and type of that which can be claimed by state employees. Refer to Appendix B, State of California, Travel Expense Guidelines, for current per diem rates.

**D. Other Revenue Sources**

Any offsetting savings or reimbursement the claimant received from any source including, but not limited to, service fees collected, federal funds, and other state funds as a direct result of this mandate shall be identified and deducted so only net local cost is claimed.

**E. Governing Authority**

Salaries and expenses of the governing authority e.g. the Board of Trustees and Superintendent of Schools, are not reimbursable as a direct cost. These are costs of general government as described by the federal guideline "Cost Principles and Procedures for Establishing Cost Allocation Plans and Indirect Cost Rates for Grants and Contracts with the Federal Government," ASMB C-10.

**F. Quantify "Increased" Costs**

Determination of increased costs for each of these components requires the cost of current year Rodda Act activities to be offset (reduced) by the cost of the base year Winton Act activities. The Winton Act base year is generally fiscal year 1974-75.

Winton Act base year costs are adjusted by the Implicit Price Deflator (IPD) prior to offset against the current year Rodda Act costs for claim components, 6.A., 6.B., and 6.C. The IPD shall be listed in the annual claiming instructions.

Base Year	Adjustment
1974-75	1.490 1979-80 FY
1974-75	1.560 1980-81 FY
1974-75	1.697 1981-82 FY
1974-75	1.777 1982-83 FY

The cost of a claimant's current year Rodda Act activities are offset (reduced) by the cost of the base year Winton Act activities either by matching each component when claimants can provide sufficient documentation to segregate each component of the Winton Act base year activity costs or, by combining all three components when claimant cannot satisfactorily segregate each component of the Winton Act base year costs.

All allowable activity costs for Rodda Act components, 6.D., 6.E., 6.F., and 6.G., are increased costs since there were no similar activities required by the Winton Act; therefore no Winton Act base year offset is to be calculated.

**8. Claiming Forms and Instructions**

The diagram "Illustration of Claim Forms" provides a graphic presentation of forms required to be filed with a claim. A claimant may submit a computer generated report in substitution for forms CB-1 and CB-2 provided the format of the report and data fields contained within the report are identical to the claim forms included in this program. The claim forms provided for this program can be duplicated

and used by the claimant to file estimated or reimbursement claims. The State Controller's Office will revise the manual and claim forms as necessary.

#### A. Form CB-2, Component/Activity Cost Detail

This form is used to segregate the detailed costs by claim component. A separate form CB-2 must be completed for each cost component being claimed. Costs reported on this form must be supported as follows:

##### (1) Salaries and Benefits

Identify the employee(s) and/or show the classification of each employee(s) involved. Describe the mandated functions performed by each employee and specify the actual time spent, the productive hourly rate, and related fringe benefits.

Reimbursement of personnel services includes compensation paid for salaries, wages, and employee fringe benefits. Employee fringe benefits include regular compensation paid to an employee during periods of authorized absences (e.g. annual leave, sick leave) and the employer's contribution to social security, pension plans, insurance, and workers' compensation insurance. Fringe benefits are eligible for reimbursement when distributed equitably to all job activities that the employee performs.

Source documents required to be maintained by the claimant may include, but are not limited to, employee time records that show the employee's actual time spent on this mandate. The worksheet used to compute the hourly salary rate must be submitted with your claim. Actual benefit percent must be itemized. If no itemization is submitted, twenty one percent (21%) must be used for computation of claim costs. Identify the classification of employees committed to functions required under the Winton Act and those required by Chapter 961, Statutes of 1975.

##### (2) Materials and Supplies

Only expenditures that can be identified as a direct result of this mandate may be claimed. List the cost of materials consumed or expended specifically for the purpose of this mandate. The cost of materials and supplies that are not used exclusively for the mandate is limited to the pro rata portion used to comply with this mandate. Purchases shall be claimed at the actual price after deducting cash discounts, rebates, and allowances received by the claimant. Supplies that are withdrawn from inventory shall be charged based on a recognized method of costing, consistently applied.

Source documents required to be maintained by the claimant may include, but are not limited to, invoices, receipts, purchase orders, and other documents evidencing the validity of the expenditures.

##### (3) Contract Services

Show the name(s) of professionals or consultants separately, specify the functions performed relative to the mandate, length of appointment, and the itemized costs of such services. Invoices must be submitted as supporting documentation with the claim. The maximum reimbursable fee for contract services is \$135 per hour. Annual retainer fees shall be no greater than \$135 per hour. Reasonable expenses will also be paid as identified on the monthly billings of consultants.

Source documents required to be maintained by the claimant may include, but are not limited to, contracts, invoices, and other documents evidencing the validity of the expenditures.

##### (4) Travel

Travel expenses for mileage, per diem, lodging, and other employee entitlements are reimbursable in accordance with the rules of the local jurisdiction. Give the name(s) of the traveler(s), purpose of travel, inclusive dates, destination points, and costs.

Source documents may include, but are not limited to, employee travel expense claims, receipts and other documents evidencing the travel expenses.

For audit purposes all supporting documents must be retained for a period of two years after the end of the calendar year in which the reimbursement claim was filed or last amended, whichever is later. Such documents shall be made available to the State Controller's Office on request.

**B. Form CB-1, Claim Summary**

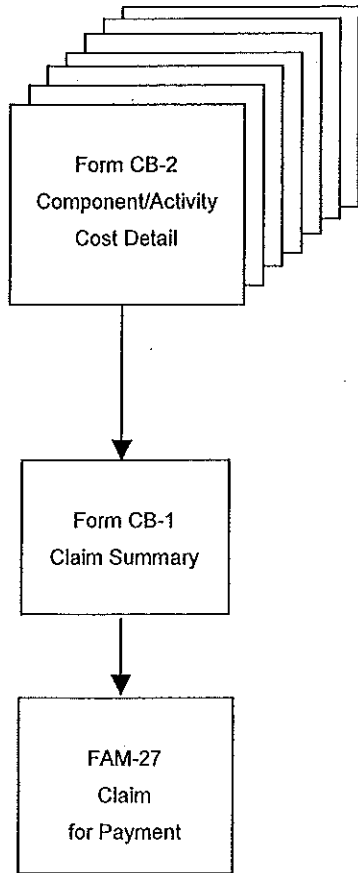
This form is used to summarize direct costs by cost component and compute allowable indirect costs for the mandate. The direct costs summarized on this form are derived from form CB-2 and carried forward to form FAM-27.

School districts and county offices of education may compute the amount of indirect costs utilizing the State Department of Education's Annual Program Cost Data Report J-380 or J-580 rate, as applicable. Community college districts must use one of the following three alternatives: A federally approved rate based on OMB Circular A-21; the State Controller's FAM-29C that utilizes CCFS-311.

**C. Form FAM-27, Claim for Payment**

This form contains a certification that must be signed by an authorized officer of the school district. All applicable information from form CB-1 must be carried forward to this form in order for the State Controller's Office to process the claim for payment.

Illustration of Forms



**Form CB-2, Component/Activity Cost Detail**

Complete a separate form CB-2 for each cost component claimed.

**A. Determining Bargaining Units and Exclusive Representation**

- (1) Bargaining Unit Lists
- (2) PERB Hearings
- (3) Substitutes
- (4) Travel Costs
- (5) Transcripts

**B. Election of Unit Representation**

- (1) Precinct Voting List
- (2) Ballot Tally Observers

**C. Cost of Negotiations**

- (1) Representative's Contract Proposal
- (2) Public Hearings
- (3) Public Distribution of Proposed Contract
- (4) District Contract Proposal
- (5) Negotiation
- (6) Public Distribution of Final Contract

**D. Impasse Proceedings**

- (1) Mediation
- (2) Fact Finding

**E. Collective Bargaining Agreement Disclosure**

- (1) Prepare Disclosure Forms and Documents
- (2) Distribute Forms and Documents
- (3) Copy Forms and Documents
- (4) Train Employer's Personnel
- (5) Purchase Necessary Supplies

**F. Contract Administration**

- (1) Training Sessions
- (2) Grievances
- (3) Contract Disputes Presented to PERB
- (4) Appeal of a PERB Ruling

**G. Unfair Labor Practice Charges**

- (1) Unfair Labor Practice Presented to PERB
- (2) Appeal of a PERB Ruling





Adopted: October 22, 1980  
 Amendments Adopted: 8/19/81  
 (Amendments applicable only to claims for costs incurred  
 after June 30, 1981)  
 Amended: 3/17/83  
 Amended: 9/29/83  
 Amended: 12/15/83  
 Amended: 6/27/85  
 Amended: 10/20/88  
 Amended: 7/22/93  
 Amended: 8/20/98  
 Amended: 1/27/00  
 f:\mandates\1998\pga\pga-12\pgfinal.doc  
 Document Date: December 1, 1999

PROPOSED AMENDMENT  
 TO  
 CONSOLIDATED PARAMETERS AND GUIDELINES

Chapter 961, Statutes of 1975  
 Chapter 1213, Statutes of 1991

Collective Bargaining  
 and  
 Collective Bargaining Agreement Disclosure

An act to repeal Article 5 (commencing with Section 13080) of Chapter 1 of Division 10 of the Education Code, and to add Chapter 10.7 (commencing with Section 3540) to Division 4 of Title 1 of the Government Code, relating to public educational employment relations, and making an appropriation. This bill, which was operative July 1, 1976, repealed the Winton Act and enacted provisions to meet and negotiate, thereby creating a collective bargaining atmosphere for public school employers. Chapter 1213, Statutes of 1991 added section 3547.5 to the Government Code. Government Code section 3547.5 requires school districts to publicly disclose major provisions of a collective bargaining agreement after negotiations, but before the agreement becomes binding.

A. Operative Date of Mandate

The provisions relating to the creation, certain duties of, and appropriations for the Public Employment Relations Board were operative on January 1, 1976. The provisions relating to the organizational rights of employees, the representational rights of employee organizations, the recognition of exclusive representatives, and related procedures were operative on April 1, 1976. The balance of the added provisions were operative on July 1, 1976.

The provisions relating to Collective Bargaining Agreement Disclosure added by Chapter 1213, Statutes of 1991 were operative on January 1, 1992. The California Department of Education issued Management Advisory 92-O 1 dated May 15, 1992, to establish the public disclosure format for school district compliance with the test claim statute.

B. Period of Claim

Only costs incurred after January 1, 1978 may be claimed. The initial claim should have included all costs incurred for that portion of the fiscal year from January 1, 1978, to June 30, 1978.

Pursuant to language included in the 1980-81 budget, claims shall no longer be accepted for this period. All subsequent fiscal year claims should be filed with the State Controller's Office for processing.

The test claim on Chapter 12 13, Statutes of 199 1 was filed with the Commission on December 29, 1997. Accordingly, the period of reimbursement for the provisions relating to disclosure begins July 1, 1996. Only disclosure costs incurred after July 1, 1996 may be claimed.

C. Mandated Cost

Public school employers have incurred costs by complying with the requirements of Section 3540 through 3549.1 established by Chapter 961, Statutes of 1975. In addition, some costs have been incurred as a result of compliance with regulations promulgated by the Public Employment Relations Board (PERB). Since these activity costs (referred to collectively as "Rodda Act" activities and costs in this document), in many respects, simply implement the original legislation, it is intended that these parameters and guidelines have embodied those regulations or actions taken by PERB prior to December 3 1, 1978.

D. County Superintendent of Schools Filing

If the County Superintendent of Schools files a claim on behalf of more than one school district, the costs of the individual school district must be shown separately.

E. Governing Authority

The costs for salaries and expenses of the governing authority, for example the School Superintendent and Governing Board, are not reimbursable. These are costs of general government as described by the federal guideline entitled "Cost Principles and Procedures for Establishing Cost Allocation Plans and Indirect Cost Rates for Grants and Contracts with the Federal Government, " ASMB C-1 0.

F. Certification

The following certification must accompany all claims:

I DO HEREBY CERTIFY:

THAT Section 1090 to 1096, inclusive, of the Government Code and other applicable provisions of the law have been complied with; and

THAT I am the person authorized by the local agency to file claim for funds with the State of California.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Telephone Number

G. Claim Components (Reimbursable Costs)

Reimbursable activities mandated by Chapter 961, Statutes of 1975 and Chapter 12 13, Statutes of 1991 are grouped into seven components, G1 through G7. The cost of activities grouped in components G1, G2, and G3 are subject to offset by the historic cost of similar Winton Act activities as described in H2.

1. Determination of appropriate bargaining units for representation and determination of the exclusive representatives.
  - a. Unit Determination: Explain the process for determining the composition of the certificated employee council under the Winton Act, and the process for determining appropriate bargaining units including the determination of management, supervisory and confidential employees, under Chapter 961, Statutes of 1975, if such activities were performed during the fiscal year being claimed.
  - b. Determination of the Exclusive Representative: Costs may include receipt and posting of the representation and decertification notices and, if necessary, adjudication of such matters before the PERB.

- c. Show the actual increased costs including salaries and benefits for employer representatives and/or necessary costs for contracted services for the following functions:
- (1) Development of proposed lists for unit determination hearings if done during the fiscal year being claimed. Salaries and benefits must be shown as described in Item H3.
  - (2) Representation of the public school employer at PERB hearings to determine bargaining units and the exclusive representative. Actual preparation time will be reimbursed. Salaries and benefits must be shown as described in Item H3.
  - (3) If contracted services are used for either (a) or (b) above, contract invoices must be submitted with the claim. Contract costs must be shown as described in Item H5.
  - (4) Indicate the cost of substitutes for release time for employer and exclusive bargaining unit witnesses who testify at PERB hearings. The job classification of the witnesses and the date they were absent must also be submitted. Release time for employee witnesses asked to attend the PERB hearing by bargaining units will not be reimbursed.
  - (5) Identify the travel costs for employer representatives to any PERB hearing. Reimbursement shall reflect the rate specified by the regulations governing employees of the local public school employer.
  - (6) Cost of preparation for one transcript per PERB hearing will be reimbursed.
2. Elections and decertification elections of unit representatives are reimbursable in the event the Public Employment Relations Board determines that a question of representation exists and orders an election held by secret ballot.
- a. Submit with your claim any Public Employment Relations Board agreements or orders which state how the election must be held.
  - b. If a precinct voting list was required by PERB, indicate the cost of its development. Salaries and benefits must be shown as described in Item H3.
  - c. The salary and benefits of a school employer representative, if required by PERB for time spent observing the counting of ballots, will be

reimbursed. The representatives' salary must be shown as described in Item H3.

3. Negotiations : Reimbursable functions include -- receipt of exclusive representative's initial contract proposal, holding of public hearings, providing a reasonable number of copies of the employer's proposed contract to the public, development and presentation of the initial district contract proposal, negotiation of the contract, reproduction and distribution of the final contract agreement.
  - a. Show the costs of salaries and benefits for employer representatives participating in negotiations. Contracted services will be reimbursed. Costs for maximum of five public school employer representatives per unit, per negotiation session will be reimbursed. Salaries and benefits must be shown as described on Page 7, Item H3.
  - b. Show the costs of salaries and benefits for employer representatives and employees participating in negotiation planning sessions. Contracted services for employer representatives will be reimbursed. Salaries and benefits must be shown as described in Item H3.
  - c. Indicate the cost of substitutes for release time of exclusive bargaining unit representatives during negotiations. Give the job classification of the bargaining unit representative that required a substitute and dates the substitute worked. Substitute costs for a maximum of five representatives per unit, per negotiation session will be reimbursed. The salaries of union representatives are not reimbursable.
  - d. Reasonable costs of reproduction for a copy of the initial contract proposal and final contract, which is applicable and distributed to each employer representative (i . e . supervisory, management, confidential) and a reasonable number of copies for public information will be reimbursed. Provide detail of costs and/or include invoices. Costs for copies of a final contract provided to collective bargaining unit members are not reimbursable.
  - e. If contract services are used for a. and/or b. above, contract invoices must be submitted. Contract costs must be shown as described in Item H5.
  - f. A list showing the dates of all negotiation sessions held during the fiscal year being claimed must be submitted.

4. Impasse Proceedings

a. Mediation

- (1) Costs for salaries and benefits for employer representative personnel are reimbursable. Contracted services will be reimbursed. Costs for a maximum of five public school employer representatives per mediation session will be reimbursed. Salaries and benefits must be shown as described in Item H3.
- (2) Indicate the costs of substitutes for the release time of exclusive bargaining unit representatives during impasse proceedings. The job classification of the employee witnesses and the date they were absent shall be indicated. Costs for a maximum of five representatives per mediation session will be reimbursed.
- (3) Renting of facilities will be reimbursed.
- (4) Costs of the mediator will not be reimbursed.
- (5) If contract services are used under 1, contract invoices must be submitted with the claim. Contract costs must be shown as described in Item H5.

b. Fact-finding publication of the findings of the fact-finding panel. (To the extent fact-finding was required under the Winton Act during the 1974-75 fiscal year, costs are not reimbursable.)

- (1) All costs of the school employer panel representative shall be reimbursed. Salaries and benefits must be shown as described in Item H3.
- (2) Fifty percent of the costs mutually incurred by the fact-finding panel shall be reimbursed. This may include substitutes for release time of witnesses during fact-finding proceedings, and the rental of facilities required by the panel.
- (3) Special costs imposed on the public school employer for the development of unique data required by a fact-finding panel will be reimbursed. Describe the special costs and explain why this data would not have been required by a fact-finding panel under the Winton Act. Salaries and benefits must be shown as described in Item H3.

5. Collective Bargaining Agreement Disclosure

Disclosure of collective bargaining agreement *after* negotiation and *before* adoption by governing body, as required by Government Code section 3547.5 and California State Department of Education Management Advisory 92-01 (or subsequent replacement), attached to the amended Parameters and Guidelines. Procedures or formats which exceed those or which duplicate activities required under any other statute or executive order are not reimbursable under this item.

- a. Prepare the disclosure forms and documents, as specified.
- b. Distribute a copy of the disclosure forms and documents, to board members, along with a copy of the proposed agreement, as specified.
- c. Make a copy of the disclosure forms and documents and of the proposed agreement available to the public, prior to the day of the public meeting, as specified.
- d. Training employer's personnel on preparation of the disclosure forms and documents, as specified.
- e. Supplies and materials necessary to prepare the disclosure forms and documents, as specified.

For 5. a., b., and c., list the date(s) of the public hearing(s) at which the major provisions of the agreement were disclosed in accordance with the requirements of Government Code section 3547.5 and Department of Education Advisory 92-01 (or subsequent replacement).

6. Contract administration and adjudication of contract disputes either by arbitration or litigation. Reimbursable functions include grievances and administration and enforcement of the contract.

- a. Salaries and benefits of employer personnel involved in adjudication of contract disputes. Contracted services will be reimbursed. Salaries and benefits must be shown as described in Item H3.
- b. Indicate substitutes necessary for release time of the representatives of an exclusive bargaining unit during adjudication of contract disputes. The job classification of the employee witnesses and the dates they were absent shall also be indicated.
- c. Reasonable costs incurred for a reasonable number of training sessions held for supervisory and management personnel on contract administration/interpretation of the negotiated contract are reimbursable. Contract interpretations at staff meetings are not reimbursable. Personal development and informational programs, i.e., classes, conferences, seminars, workshops, and time spent by employees attending such meetings are not reimbursable. Similarly, purchases of books and subscriptions for personal development and information



purposes are not reimbursable. Salaries and benefits must be shown as described in Item H3.

- d. The cost of one transcript per hearing will be reimbursed.
  - e. Reasonable public school employer costs associated with a contract dispute which is litigated are reimbursable, as follows:
    - 1. Reasonable public school employer costs associated with issues of contract disputes which are presented before PERB are reimbursable.
    - 2. Reasonable public school employer cost of litigation as a defendant in the court suit involving contract disputes may be reimbursable.
    - 3. Where the public school employer is the plaintiff in a court suit to appeal a PERB ruling, costs are reimbursable only if the public school employer is the prevailing party (after all appeals, final judgment).
    - 4. No reimbursement is allowed where the public school employer has filed action directly with the courts without first submitting the dispute to PERB, if required.
    - 5. No reimbursement shall be provided for filing of amicus curiae briefs.
  - f. Expert witness fees will be reimbursed if the witness is called by the public school employer.
  - g. Reasonable reproduction costs for copies of a new contract which is required as a result of a dispute will be reimbursed.
  - h. If contract services are used under "a" above, copies of contract invoices must be submitted with your claim. Contract costs must be shown as described in Item H5.
  - i. Public school employer's portion of arbitrators' fees for adjudicating grievances, representing 50 % of costs, will be reimbursed.
7. Unfair labor practice adjudication process and public notice complaints.

- a. Show the actual costs for salaries and benefits of employer representatives. Services contracted by the public school employer are reimbursable. Salaries and benefits must be shown as described in Item H3.
- b. Indicate cost of substitutes for release time for representatives of exclusive bargaining units during adjudication of unfair practice charges.
- c. The cost of one transcript per PERB hearing will be reimbursed.
- d. Reasonable reproduction costs will be reimbursed.
- e. Expert witness fees will be reimbursed if the witness is called by the public school employer.
- f. If contract services are used under "a" above, contract invoices must be submitted. Contract costs must be shown as described in Item H5.
- g. No reimbursement for an appeal of an unfair labor practice decision shall be allowed where the Public Employee Relations Board is the prevailing party.
- h. No reimbursement for filing of amicus curiae briefs shall be allowed.

H. Supporting Data for Claims--Report Format for Submission of Claim.

1. Description of the Activity: Follow the outline of the claim components. Cost must be shown separately by component activity. Supply workload data requested as part of the description to support the level of costs claimed. The selection of appropriate statistics is the responsibility of the claimant.
2. Quantify "Increased" Costs: Public school employers will be reimbursed for the "increased costs" incurred as a result of compliance with the mandate.
  - a. For component activities G1 , G2, and G3:
    1. Determination of the "increased costs" for each of these three components requires the costs of current year Rodda Act activities to be offset [reduced] by the cost of the base-year Winton Act activities. The Winton Act base-year is generally fiscal year 1974-75.

Winton Act base-year costs are adjusted by the Implicit Price Deflator prior to offset against the current year Rodda Act costs for these three components. The Implicit Price Deflator shall be listed in the annual claiming instructions of the State Controller.

2. The cost of a claimant's current year Rodda Act activities are offset [reduced] by the cost of the base-year Winton Act activities either: by matching each component, when claimants can provide sufficient documentation to segregate each component of the Winton Act base-year activity costs; or, by combining all three components when claimants cannot satisfactorily segregate each component of Winton Act base-year costs .

b. For component activities G4, G6, and G7:

All allowable activity costs for these three Rodda Act components are "increased costs" since there were no similar activities required by the Winton Act; therefore, there is no Winton Act base-year offset to be calculated.

<u>BASE YEAR</u>	<u>ADJUSTMENT</u>
1974-1975	1.490 1979-80 FY
	1.560 1980-81 FY
	1.697 1981-82 FY
"	1.777 1982-83 FY
"	1.884 1983-84 FY

3. Salary and Employees' Benefits: Show the classification of the employees involved, amount of time spent, and their hourly rate. The worksheet used to compute the hourly salary rate must be submitted with your claim. Benefits are reimbursable. Actual benefit percent must be itemized. If no itemization is submitted, 21 percent must be used for computation of claim costs. Identify the classification of employees committed to functions required under the Winton Act and those required by Chapter 961, Statutes of 1975.

4. Services and Supplies: Only expenditures which can be identified as a direct cost as a result of the mandate can be claimed.

5. Professional and Consultant Services: Separately show the name of professionals or consultants, specify the functions the consultants performed relative to the mandate, length of appointment, and the itemized costs for such services. Invoices must be submitted as supporting documentation with your claim. The maximum reimbursable fee for contracted services is ~~\$100~~ \$135 per hour. Annual retainer fees shall be no greater than ~~\$100~~ \$135 per hour. Reasonable expenses will also be paid as identified on the monthly billings of consultants. However, travel expenses for consultants and experts (including attorneys) hired by the claimant shall not be reimbursed in an amount higher than that received by State employees, as established under Title 2, Div. 2, Section 700ff, CAC.

6. Allowable Overhead Cost: School districts must use the Form J-380 (or subsequent replacement) non-restrictive indirect cost rate provisionally approved by the California Department of Education.

County Offices of Education must use the Form J-580 (or subsequent replacement) non-restrictive indirect cost rate provisionally approved by the California Department of Education.

Community College Districts must use one of the following three alternatives:

- A Federally-approved rate based on OMB Circular A-21 ;
- The State Controller's FAM-29C which uses the CCFS-3 11; or
- Seven percent (7%).



LRSF086

DIVISION OF ACCOUNTING AND REPORTING  
BUREAU OF LOCAL REIMBURSEMENTS  
ACCOUNTS RECEIVABLE'S COLLECTIONS

03/27/06  
13:31:17

PAYEE NBR: S43060 NAME: GAVILAN JT COMM COLL DIST PGM NBR: 11  
CHAPTER: 6110-295-0001-1995 PGM: COLLECTIVE BARGAIN CH 961/75 FY: 1995/1996  
TO ACL CODE: 0001-000-6100-1995- 295 -00000000- -98-01-096-175  
ORIGINAL OVERPAYMENT AMT: 126,146.00  
NEW OVERPAYMENT BALANCE:

RECOVERY/BLOCKING SOURCE PGM NBR CHAPTER	RECOVERY/BLOCKED INDICATOR RECOVERY SOURCE DESC	AMOUNT FY	
0001-000-6100-2001- 295 11 6110-295-0001-2001	-00000000- -98-01-096- COLLECTIVE BARGAIN CH 961/75	RECOVERED 2001/2002	5,430.00
0001-000-6100-1999- 295 42 6110-295-0001-1999	-00000000- -98-01-048- MNDTD REIMB CH 486/75 (SCHOOL)	RECOVERED 1999/2000	3,394.00
0001-000-6100-1999- 295 92 6110-295-0001-1998	-00000000- -98-01-064- OPEN MEETINGS CH 641/86 (SCH)	RECOVERED 1998/1999	357.00

DC982052 More pages...

PAYEE NBR: S43060 PGM NBR: 11 FY: 1995/1996

T = AR OVERPAYMENTS

*SC 43060  
Gavilan CLD 75/75  
Collective Bargaining p 11  
FY 1995-96 S43060*

0.\*

*Am't. Claimed - 348,966.00+  
Prior Payroll - 275,000.00-  
Prior Payroll - 15,270.00-  
Bal. Due 58,696.00\**

*3,853.00+  
40,888.00+  
1,347.00+  
9,608.00+  
2,420.00+  
4,808.00+  
40,810.00+  
305.00+  
3,693.00+  
1,124.00+  
379.00+  
126,146.00\**

LRSF086

DIVISION OF ACCOUNTING AND REPORTING  
 BUREAU OF LOCAL REIMBURSEMENTS  
 ACCOUNTS RECEIVABLE'S COLLECTIONS

03/27/06  
 13:31:28

PAYEE NBR: S43060 NAME: GAVILAN JT COMM COLL DIST PGM NBR: 11  
 CHAPTER: 6110-295-0001-1995 PGM: COLLECTIVE BARGAIN CH 961/75 FY: 1995/1996  
 TO ACL CODE: 0001-000-6100-1995- 295 -00000000- -98-01-096-175  
 ORIGINAL OVERPAYMENT AMT: 126,146.00  
 NEW OVERPAYMENT BALANCE:

RECOVERY/BLOCKING SOURCE	RECOVERY/BLOCKED INDICATOR	AMOUNT
PGM NBR CHAPTER RECOVERY SOURCE DESC FY		
0001-000-6100-1999- 295 -00000000- -98-01-064- 92 6110-295-0001-1996 OPEN MEETINGS CH 641/86 (SCH)	RECOVERED 1996/1997	487.00
0001-000-6100-1998- 295 -00000000- -98-01-096- 11 6110-295-0001-1998 COLLECTIVE BARGAIN CH 961/75	RECOVERED 1998/1999	6,874.00
0001-000-6100-2000- 295 -00000000- -98-01-064- 92 6110-295-0001-2000 OPEN MEETINGS CH 641/86 (SCH)	RECOVERED 2000/2001	369.00

DC982052 More pages...

PAYEE NBR: S43060 PGM NBR: 11 FY: 1995/1996

I = AR OVERPAYMENTS







LRSF086 DIVISION OF ACCOUNTING AND REPORTING 03/27/06  
BUREAU OF LOCAL REIMBURSEMENTS 13:31:42  
ACCOUNTS RECEIVABLE'S COLLECTIONS

PAYEE NBR: S43060 NAME: GAVILAN JT COMM COLL DIST PGM NBR: 11  
CHAPTER: 6110-295-0001-1995 PGM: COLLECTIVE BARGAIN CH 961/75 FY: 1995/1996  
TO ACL CODE: 0001-000-6100-1995- 295 -00000000- -98-01-096-175  
ORIGINAL OVERPAYMENT AMT: 126,146.00  
NEW OVERPAYMENT BALANCE:

RECOVERY/BLOCKING SOURCE		RECOVERY/BLOCKED INDICATOR		AMOUNT
PGM NBR	CHAPTER	RECOVERY SOURCE DESC	FY	
0001-000-6100-1998- 295	-00000000-	-98-01-096-	RECOVERED	40,810.00
11	6110-295-0001-1998	COLLECTIVE BARGAIN CH 961/75	1998/1999	
0001-000-6100-1998- 295	-00000000-	-98-01-064-	RECOVERED	305.00
92	6110-295-0001-1998	OPEN MEETINGS CH 641/86 (SCH)	1998/1999	
0001-000-6100-1998- 295	-00000000-	-98-01-048-	RECOVERED	3,693.00
42	6110-295-0001-1998	MNDTD REIMB CH 486/75 (SCHOOL)	1998/1999	

DC982052 More pages...

PAYEE NBR: S43060 PGM NBR: 11 FY: 1995/1996

F = AR OVERPAYMENTS



LRSF080

DIVISION OF ACCOUNTING AND REPORTING  
 BUREAU OF LOCAL REIMBURSEMENTS  
 PAYMENTS FOR A CLAIM/PAYEE/PROGRAM/FISCAL YEAR

03/27/06  
 13:23:59

PAYEE NBR: S43060 PAYEE NAME: GAVILAN JT COMM COLL DIST PGM NBR: 11  
 CH NBR: 6110-295-0001-1995 PGM: COLLECTIVE BARGAIN CH 961/75 FY: 1995/1996  
 TOT FYTD PAID AMT: 290,270.00 BAL DUE CLM: .00 PGM TYPE: MAN  
 FNL APRVD CLM AMT: .00 BAL DUE ST: .00 1ST TIME PGM: N

CL TYP	PMT TYP	MAN PAY	DT FILED	CLAIM AMT	ADJUSTMENT AMT	APPROVED AMT	FNL APRVD AMT	PRO PCT	AMT BEFORE AR	BAL DUE CLAIM	AR OFFSET AMT	WARRANT AMT	ISSUE DATE	CLAIM SCHED NBR
A	I03	N	00/00/0000	.00	.00	.00	.00	.00000000	.00	.00	.00	.00	00/00/0000	MA12337I
-----														
A	A02	N	11/25/1996	348,966.00	.00	348,966.00	73,966.00	.20644583	15,270.00	58,696.00	.00	15,270.00	01/30/1997	MA61222A

DC982052 More pages...

PAYEE NBR: S43060 PGM NBR: 11 FY: 1995/1996  
 F 0= CLMS FOR A PGM/FY PF11= WARRANT INFORMATION PF9= INTEREST PAY INFO

LRSF080

DIVISION OF ACCOUNTING AND REPORTING  
BUREAU OF LOCAL REIMBURSEMENTS  
PAYMENTS FOR A CLAIM/PAYEE/PROGRAM/FISCAL YEAR

03/27/06  
13:24:10

PAYEE NBR: S43060 PAYEE NAME: GAVILAN JT COMM COLL DIST PGM NBR: 11  
CH NBR: 6110-295-0001-1995 PGM: COLLECTIVE BARGAIN CH 961/75 FY: 1995/1996  
TOT FYTD PAID AMT: 290,270.00 BAL DUE CLM: .00 PGM TYPE: MAN  
FNL APRVD CLM AMT: .00 BAL DUE ST: .00 1ST TIME PGM: N

CL TYP	PMT TYP	MAN PAY	DT FILED	CLAIM AMT	ADJUSTMENT AMT	APPROVED AMT	FNL APRVD AMT	PRO PCT	AMT BEFORE AR	BAL DUE CLAIM
						AR OFFSET AMT	WARRANT AMT	ISSUE DATE	CLAIM SCHED NBR	
E	E01	N	11/30/1995	275,000.00	.00	275,000.00	275,000.00	1.00000000	275,000.00	.00
						.00	275,000.00	01/24/1996	MA51227E	.00

DC982051 Last page...

PAYEE NBR: S43060 PGM NBR: 11 FY: 1995/1996  
0= CLMS FOR A PGM/FY PF11= WARRANT INFORMATION PF9= INTEREST PAY INFO

LRSF081

DIVISION OF ACCOUNTING AND REPORTING  
BUREAU OF LOCAL REIMBURSEMENTS  
CLAIM ADJUSTMENT DETAIL LIST

03/27/06  
11:42:31

PAYEE NBR: CC43060                      GAVILAN JOINT COMM COLL DIST  
PGM NBR: 232                              COLLECTIVE BARGAINING (CC)  
CHAPTER: 961/75                          FY: 1995/1996      CLAIMED AMOUNT:            348,966.00  
FINAL APRVD DATE: 10/24/2005            TOTAL ADJUSTMENTS AMOUNT:       -348,966.00  
ADJUSTMENT LETTER DATE: 00/00/0000      FINAL APRVD CLAIM AMT:            0.00

ADJ DATE	FNL APR DATE	LTR DATE	TYPE	ADJUSTOR	AMOUNT
10/24/2005	10/24/2005	00/00/0000	D	COACNNA	-184,842.00
REASON NO SUPPORTING DOCUMENTATION					
08/10/2004	10/24/2005	00/00/0000	D	COACEML	-164,124.00
PRIOR PYMT TO/FR ANOTHER PGM					

PROJECTED APPROVED AMOUNT=>            164,124.00

DC982051 Last page...

PAYEE NBR: CC43060      PGM NBR: 232      FY: 1995/1996  
F = ADD ADJ    PF5= MODIFY ADJ    PF6= DELETE ADJ    PF10= CLMS FOR A PGM/FY

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### Need Help Downloading and Installing?

See our [Install Guide](#). Also, the download link expires in 72 hours. If you need to download your software after that time, visit [Download Support](#).

### Free Scan Customers

After installing Spy Sweeper, perform a full sweep of your PC to disable spyware the Free Scan previously detected.

Thank you for choosing Webroot Software!

Software Download and Installation Instructions for Spy Sweeper 3-User Pack

---

You must use the key code below to install Spy Sweeper 3-User Pack on multiple PCs. The key code is valid for 3 installations.

SSGB-ONLN-AADI-GZZU-PARL

Step 1: Close Spy Sweeper if you have a version running.

Step 2: Determine which operating system you are currently using:

Step 2A: If you are using Windows XP or Vista, click here to start the download.

[http://sales.webroot.com/downloads/registered/links/en/SpySweeperRegSetup\\_1.exe](http://sales.webroot.com/downloads/registered/links/en/SpySweeperRegSetup_1.exe)

Step 2B: If you are using Windows 2000, click here to start the download.

[http://sales.webroot.com/downloads/registered/links/en/SpySweeper55RegSetup\\_1.exe](http://sales.webroot.com/downloads/registered/links/en/SpySweeper55RegSetup_1.exe)

For security reasons, all download links will expire in 72 hours.

Step 3: When prompted, select Save and make note of where the file is saved to your computer.

Step 4: Locate the file you saved on the desktop or in the location you specified and double-click the file to start the installation.

Step 5: When prompted, enter your key code:

SSGB-ONLN-AADI-GZZU-PARL

Step 6: Continue to follow the instructions as they appear.

Step 7: Repeat these instructions when installing Spy Sweeper 3-User Pack on your other PCs.

Installation Tips and Troubleshooting

---

Need more help? See our Install Guide at:

<http://webroot.custhelp.com>

For security reasons, the download link will expire in 72 hours. If you need a replacement link after that time, see the Webroot Support page at: <http://www.webroot.com/company/support/>

If you have trouble clicking on the download link, cut and paste or type the web site address directly into your browser address bar. The web site address is case sensitive; make sure you use lower-case letters or the link will not work.

When entering your key code during installation, you can use cut and paste by using your mouse to highlight the full key code, select Copy from the Edit menu. When prompted for the key code, place your cursor in the first key code entry box and select Paste from the Edit menu. Your key code uniquely identifies your product installation, protecting your software and enabling you to access future product updates more conveniently.

Free Scan Customers

---

After installing Spy Sweeper, perform a full sweep of your PC to disable spyware that the Free Scan previously detected.

Your Key Code

---

Your key code uniquely identifies your product installation, protecting your software and enabling you to

access future product updates more conveniently. We do not use it for any other purpose than to register your product with us.

Note: Spy Sweeper 3-User Pack customers will use the same key code for each installation. The key code is valid up to three installations.

Usage License

---

You have purchased one or more licensed copies of Spy Sweeper. You have the right to use and install one licensed copy per computer. For more details, please read the full license agreement included with the installation program displayed during setup.

Thanks again. Please feel free to contact us if there's anything else we can do to support your ongoing need for enhanced privacy, performance and peace of mind.

The Webroot Team

Webroot Software, Inc.

<http://www.webroot.com>



Subtotal: \$29.95  
Shipping: \$0.00

Tax: \$0.00  
Total: \$29.95

Additional Product Information:

BitDefender Antivirus 2009(3 PCs , 1 year) - Thank you for choosing BitDefender Antivirus 2009. You'll discover a product which will increase your computer's security while still being simple to use.

Your BitDefender Antivirus 2009 download link :

[http://download.bitdefender.com/windows/installer/en/bitdefender\\_antivirus.exe](http://download.bitdefender.com/windows/installer/en/bitdefender_antivirus.exe)

The following guide will explain:

- How to install and register the product
- How to update the product and virus signatures
- How to configure the virus protection
- Who to call when you need assistance.

NOTE: Store this e-mail and the purchase confirmation message in a safe place where they can be retrieved even after a computer failure. We recommend printing or storing them on read-only media like CDs. You'll need this information for reference and for:

Product installation.

<http://kb.bitdefender.com/KB445-en--Installing-BitDefender-Antivirus-2009.html>

Registration

<http://kb.bitdefender.com/KB454-en--Registering-BitDefender-2009.html>

Updates

To effectively protect your computer, it is essential to keep your antivirus up to date. By default, BitDefender is configured to update automatically. To learn about advanced update options, read the following article:

<http://kb.bitdefender.com/KB446-en--Updating-BitDefender-2009.html>

Live Assistance!

<http://www.bitdefender.com/site/Live-Assistance.html>

Email Technical Assistance:

[support@bitdefender.com](mailto:support@bitdefender.com)

Email Commercial Assistance:

[customerservice@bitdefender.com](mailto:customerservice@bitdefender.com)

**Customer Receipt**

Please keep this for your records.

Date/Time: March 22, 2009 10:09 PM

Invoice #: E000016713840

Description	Price	Quantity
Spy Sweeper 3-User Pack	\$ 39.95	1

Total Price: \$ 39.95

**Uninterrupted Protection**

Webroot Software will conveniently protect your PC from ongoing security threats by automatically renewing your subscription at the standard subscription renewal price plus applicable tax. You're always in control as you will be notified by e-mail before the expiration of your subscription to confirm your renewal and provide you with cancellation options. When you purchase your subscription, you authorize Webroot to use the contact and billing information you provide to automatically renew your subscription. If you do not want to be automatically renewed, you may discontinue this service at any time. For additional information on auto renewal and cancellation options click [here](#).

**Customer Information**

Name: Shawn Silva  
Email: 3labs@att.net

**Billing Information**

Address: P.O. Box 808  
City: E Dorado  
State/Province: California  
Zip/Postal Code: 95623  
Country: UNITED STATES



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### Thank You

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Order Date: 3/21/2009  
Order Number: 5000520014  
Merchant of Record: Digital River

Digital River, Inc.  
9625 West 76th Street  
Eden Prairie, MN  
55344  
US

**Billing Address:**

Shawn Silva  
P.O. Box 808  
EL DORADO, CA 95623  
US

1	BitDefender Antivirus 2009(3 PCs , 1 year)	\$29.95	\$29.95	0%
	Electronic Download			

Sub-Total \$29.95  
Tax \$0.00  
Total \$29.95

Key #: 607B9E7393F3EB90E886



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**From:** bitdefender.uk.cs@digitalriver.com (bitdefender.uk.cs@digitalriver.com)  
**To:** 3labs@att.net  
**Date:** Saturday, March 21, 2009 1:11:53 PM  
**Subject:** BitDefender, LLC. - Order Confirmation (Order #5000520014)

Dear Shawn Silva,

Thank you for ordering from BitDefender, LLC. on March 21, 2009. The following email is a summary of your order. Please use this as your proof of purchase. If you paid by credit card, please look for [bitdefender.com](http://bitdefender.com) on your credit card billing statement.

**Note:** If your order contains download products, you can complete the download by looking up your order using the information and link below. When the order summary appears, click on the Download link next to the product name. If your order contains physical products, you will receive a separate email notification when your products have shipped.

To look up your order, please visit: [www.findmyorder.com](http://www.findmyorder.com)

Please note: This email message was sent from a notification-only address that cannot accept incoming email. Please do not reply to this message.

Sincerely,  
BitDefender, LLC. Customer Service  
[www.findmyorder.com](http://www.findmyorder.com)

Your Order and Billing Information:  
Order Number: 5000520014  
Order Date: Mar 21, 2009 3:11:32 PM

Shawn Silva  
P.O. Box 808

EL DORADO CA 95623  
(916) 445-1073  
[3labs@att.net](mailto:3labs@att.net)

Shipping Address:  
P.O. Box 808

EL DORADO CA 95623  
US  
(916) 445-1073  
[3labs@att.net](mailto:3labs@att.net)

Product SKU: ML11011003-EN  
Product Name: BitDefender Antivirus 2009(3 PCs , 1 year)  
Qty Ordered: 1  
Amount: \$29.95  
License Key: 6D7B9E7393F3EB90E886



CITY OF SACRAMENTO  
ANIMAL CARE SERVICES  
2127 Front Street Sacramento, CA 95818  
Ph: 916 - 808 - 7387 Fax: 916 - 808 - 5386

Visit Our Website @  
[www.sacpetsearch.com](http://www.sacpetsearch.com)



## AVID MICROCHIP REGISTRATION

MICROCHIP #



AVID\*093\*272\*039

Thank you for microchipping your pet! In conjunction with AVID, your information will be registered in the national Microchip Express database.

## HOW TO MAKE CHANGES TO YOUR ACCOUNT

You can access and update your microchip registration free-of-charge in 2 ways:

- ✦ Via the Internet at <http://www.microchipexpress.com>
- ✦ Call City of Sacramento Animal Care Services at (916) 808-7387

## HOW TO MAKE CHANGES VIA THE INTERNET

When you log into your account, you can do the following:

- ✦ Update your address and phone number(s)
- ✦ Add an email address, alternate contacts, veterinary information, & even a digital photo of your pet

Step 1 -- Go to <http://www.microchipexpress.com>

Step 2 -- Enter your 9-digit AVID microchip number (no hyphens or spaces)

Step 3 -- Enter your last name (in lower case) as the password

Step 4 -- Edit and submit your changes



AVID\*093\*272\*039

## HOW TO CHANGE YOUR PASSWORD

Once you log into your account, we recommend that you change the password. To make this change, go to the section titled "Registered Owner Information" and click on MAKE CHANGES.

## COMMISSION ON STATE MANDATES

980 NINTH STREET, SUITE 300  
 SACRAMENTO, CA 95814  
 PHONE: (916) 323-3562  
 FAX: (916) 445-0278  
 E-mail: csminfo@csm.ca.gov



September 25, 2014

Mr. Keith Petersen  
 SixTen & Associates  
 P.O. Box 340430  
 Sacramento, CA 95834-0430

Ms. Jill Kanemasu  
 State Controller's Office  
 Accounting and Reporting  
 3301 C Street, Suite 700  
 Sacramento, CA 95816

*And Parties, Interested Parties, and Interested Persons (See Mailing List)*

Re: **Draft Proposed Decision, Schedule for Comments, and Notice of Hearing**  
*Collective Bargaining, 05-4425-I-11*  
 Government Code Sections 3540-3549.9  
 Statutes 1975, Chapter 961  
 Fiscal Year 1995-1996  
 Gavilan Joint Community College District, Claimant

Dear Mr. Petersen and Ms. Kanemasu:

The draft proposed decision for the above-named matter is enclosed for your review and comment.

### Written Comments

Written comments may be filed on the draft proposed decision by **October 16, 2014**. You are advised that comments filed with the Commission are required to be simultaneously served on the other interested parties on the mailing list, and to be accompanied by a proof of service. However, this requirement may also be satisfied by electronically filing your documents. Please see <http://www.csm.ca.gov/dropbox.shtml> on the Commission's website for instructions on electronic filing. (Cal. Code Regs., tit. 2, § 1181.3.)

If you would like to request an extension of time to file comments, please refer to section 1187.9(a) of the Commission's regulations.

### Hearing

This matter is set for hearing on **Friday, December 5, 2014**, at 10:00 a.m., State Capitol, Room 447, Sacramento, California. The proposed decision will be issued on or about November 21, 2014. Please let us know in advance if you or a representative of your agency will testify at the hearing, and if other witnesses will appear. If you would like to request postponement of the hearing, please refer to section 1187.9(b) of the Commission's regulations.

Please contact Heidi Palchik at (916) 323-3562 if you have any questions.

Sincerely,

Heather Halsey  
 Executive Director

**ITEM \_\_**  
**INCORRECT REDUCTION CLAIM**  
**DRAFT PROPOSED DECISION**

Government Code Sections 3540-3549.9

Statutes 1975, Chapter 961

*Collective Bargaining*

Fiscal Year 1995-1996

05-4425-I-11

Gavilan Joint Community College District, Claimant

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**EXECUTIVE SUMMARY**

**Overview**

This analysis addresses the incorrect reduction claim (IRC) filed by Gavilan Joint Community College District (claimant) regarding reductions made by the State Controller's Office (Controller) to its reimbursement claim for costs incurred during fiscal year 1995-1996 under the *Collective Bargaining* program.

The threshold issue in dispute is whether the IRC was timely filed in accordance with the Commission's regulations. Because the analysis concludes that it was not, the remaining substantive allegations of the IRC are not addressed.

**The *Collective Bargaining* Mandate**

On July 17, 1978, the Board of Control, predecessor to the Commission, found that Statutes 1975, chapter 961 imposed a reimbursable state mandate. On October 22, 1980, parameters and guidelines were adopted, which were later amended several times.<sup>1</sup>

The reimbursement claim at issue in this IRC was filed for the 1995-1996 fiscal year, and at the time that claim was prepared and submitted, the parameters and guidelines as amended effective July 22, 1993 were applicable. The 1993 parameters and guidelines provided for reimbursement of costs incurred to comply with sections 3540 through 3549.1, and "regulations promulgated by the Public Employment Relations Board," including:

- Determination of appropriate bargaining units for representation and determination of the exclusive representation and determination of the exclusive representatives;

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<sup>1</sup> Exhibit X, Parameters and Guidelines as amended July 22, 1993. On March 26, 1998, a second test claim decision was adopted and parameters and guidelines for the two programs were then consolidated. However, the second test claim decision and consolidated parameters and guidelines are not relevant to this IRC.

- Elections and decertification elections of unit representatives are reimbursable in the even the Public Employment Relations Board determines that a question of representation exists and orders an election held by secret ballot;
- Negotiations: Reimbursable functions include – receipt of exclusive representative’s initial contract proposal, holding of public hearings, providing a reasonable number of copies of the employer’s proposed contract to the public, development and presentation of the initial district contract proposal, negotiation of the contract, reproduction and distribution of the final contract agreement;
- Impasse proceedings, including mediation, fact-finding, and publication of the findings of the fact-finding panel;
- Contract administration and adjudication of contract disputes either by arbitration or litigation, including grievances and administration and enforcement of the contract;
- Unfair labor practice adjudication process and public notice complaints.<sup>2</sup>

### **Procedural History**

In a remittance advice letter dated January 24, 1996, the Controller notified the claimant that the state would pay \$275,000 toward the claimant’s 1995-1996 estimated claim.<sup>3</sup> On “or about” November 25, 1996, the claimant submitted its fiscal year 1995-1996 annual reimbursement claim for the amount of \$348,966.<sup>4</sup> On January 30, 1997, the Controller notified the claimant that it would pay \$15,270 for the claimant’s 1995-1996 claim, bringing the total subvention for fiscal year 1995-1996 to \$290,270.<sup>5</sup> On July 30, 1998, the Controller notified the claimant that it was reducing the fiscal year 1995-1996 claim by \$184,842, leaving an approved claim of \$164,124 and resulting in \$126,146 due the state.<sup>6</sup> On August 5, 1998, the claimant notified the Controller that is “was appealing the reduction of the FY 1995-96 annual reimbursement claim.”<sup>7</sup> On August 8, 2001, the Controller offset \$487 and \$35 due to the claimant for the claimant’s 1996-1997 and 1998-1999 *Open Meetings Act* reimbursement claims in partial collection of the \$126,146 due the state on the *Collective Bargaining* test claim for fiscal year 1995-1996.<sup>8</sup> On July 10, 2002, the Controller notified the claimant of its further review of the fiscal year 1995-1996 reimbursement claim, and that it was reducing the claim by \$124,245,

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<sup>2</sup> Exhibit A, Incorrect Reduction Claim, at pp. 26-32.

<sup>3</sup> Exhibit A, Incorrect Reduction Claim, at p. 4.

<sup>4</sup> Exhibit A, Incorrect Reduction Claim, at pp. 4-5.

<sup>5</sup> Exhibit A, Incorrect Reduction Claim, at p. 5.

<sup>6</sup> Exhibit A, Incorrect Reduction Claim, at p. 5.

<sup>7</sup> Exhibit A, Incorrect Reduction Claim, at p. 5.

<sup>8</sup> Exhibit A, Incorrect Reduction Claim, at p. 5.



rather than the previously determined \$184,842.<sup>9</sup> Based on “prior collections” in the amount of \$126,146, the Controller found that \$60,597 was now due the claimant.<sup>10</sup>

On December 16, 2005, the claimant filed this IRC with the Commission.<sup>11</sup> On December 27, 2005, Commission staff notified the claimant that the IRC was not timely, and deemed it incomplete. The claimant submitted rebuttal comments, requesting that the full Commission address the statute of limitations applicable to this IRC.<sup>12</sup> On March 9, 2006, Commission staff issued a notice of complete filing and request for comments on the IRC. On March 23, 2010, the Controller submitted comments on the IRC. On September 25, 2014, Commission staff issued a draft proposed decision on the IRC.

### **Commission Responsibilities**

Government Code Section 17551(d) requires the Commission to hear and decide a claim that the Controller has incorrectly reduced payments to the local agency or school district. If the Commission determines that a reimbursement claim has been incorrectly reduced, section 1185.9 of the Commission’s regulations requires the Commission to send the decision to the Controller and request that the costs in the claim be reinstated.

The Commission must review questions of law, including interpretation of the parameters and guidelines, *de novo*, without consideration of legal conclusions made by the Controller in the context of an audit. The Commission is vested with exclusive authority to adjudicate disputes over the existence of state-mandated programs within the meaning of article XIII B, section 6.<sup>13</sup> The Commission must also interpret the Government Code and implementing regulations in accordance with the broader constitutional and statutory scheme. In making its decisions, the Commission must strictly construe article XIII B, section 6 and not apply it as an “equitable remedy to cure the perceived unfairness resulting from political decisions on funding priorities.”<sup>14</sup>

With regard to the Controller’s audit decisions, the Commission must determine whether they were arbitrary, capricious, or entirely lacking in evidentiary support. This is similar to the standard used by the courts when reviewing an alleged abuse of discretion of a state agency.<sup>15</sup>

The Commission must also review the Controller’s audit in light of the fact that the initial burden of providing evidence for a claim of reimbursement lies with the claimant.<sup>16</sup> In addition, section

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<sup>9</sup> Exhibit A, Incorrect Reduction Claim, at pp. 5-6.

<sup>10</sup> Exhibit A, Incorrect Reduction Claim, at p. 6.

<sup>11</sup> Exhibit A, Incorrect Reduction Claim, at p. 1.

<sup>12</sup> Exhibit B, Claimant Rebuttal Comments dated December 30, 2005.

<sup>13</sup> *Kinlaw v. State of California* (1991) 54 Cal.3d 326, 331-334; Government Code sections 17551, 17552.

<sup>14</sup> *County of Sonoma, supra*, 84 Cal.App.4th 1264, 1280, citing *City of San Jose v. State of California* (1996) 45 Cal.App.4th 1802, 1817.

<sup>15</sup> *Johnston v. Sonoma County Agricultural* (2002) 100 Cal.App.4th 973, 983-984. See also *American Bd. of Cosmetic Surgery, Inc. v. Medical Bd. of California* (2008) 162 Cal.App.4th 534, 547.

1185.2(c) of the Commission’s regulations requires that any assertion of fact by the parties to an IRC must be supported by documentary evidence. The Commission’s ultimate findings of fact must be supported by substantial evidence in the record.<sup>17</sup>

### **Staff Analysis**

#### **A. This Incorrect Reduction Claim is Barred by the Statute of Limitations**

The Controller challenges the timeliness of this IRC filing, based on the earliest remittance advice of July 30, 1998, arguing: “Pursuant to Section 1185 [of the Commission’s regulations], the time to file a claim would have expired on July 30, 2001.” The Controller further argues that “[e]ven if we accept the Claimant’s implied argument that a subsequent letter from the Controller’s Office dated July 10, 2002, started a new Statute of Limitations, the claim was still time barred.” The Controller states that “that time period would have expired on July 10, 2005, five months before this claim was actually filed.” And finally, the Controller argues, “[n]ot satisfied with two bites at the apple, Claimant asserts that the period of the Statute of Limitations ‘will be measured from the date of the last payment action...’” which the Controller states “is clearly at odds with the language of Section 1185.”<sup>18</sup>

The claimant maintains that the IRC “asserts as a matter of fact that the Controller’s July 10, 2002 letter reports an amount payable to the claimant, which means a subsequent final payment action notice occurred or is pending from which the ultimate regulatory period of limitation is to be measured, which the claimant has so alleged.” In addition, the claimant argues that any “evidence regarding the date of last payment action, notice, or remittance advice, is in the possession of the Controller.” The claimant notes that the Commission “can obtain this information from the Controller without prejudice to the tolling of the regulatory period of limitation, while the claimant would be subject to the convenience of the Controller’s response while the regulatory period was running.”<sup>19</sup>

Based on the analysis herein, staff finds that the IRC is not timely filed. Whether measured from the date of the earliest remittance advice, or the July 10, 2002 letter from the Controller to claimant, this IRC was filed well beyond the limitation for filing and there is no evidence in the record of any later notices of reductions.

Section 1185<sup>20</sup> of the Commission’s regulations, pertaining to IRCs, contained no applicable period of limitation as of July 30, 1998.<sup>21</sup> Neither is there any statute of limitations for IRC

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<sup>16</sup> *Gilbert v. City of Sunnyvale* (2005) 130 Cal.App.4th 1264, 1274-1275.

<sup>17</sup> Government Code section 17559(b), which provides that a claimant or the state may commence a proceeding in accordance with the provisions of section 1094.5 of the Code of Civil Procedure to set aside a decision of the Commission on the ground that the Commission’s decision is not supported by substantial evidence in the record.

<sup>18</sup> Exhibit C, Controller’s Comments, at p. 2.

<sup>19</sup> Exhibit B, Claimant’s Rebuttal Comments, at pp. 1-2.

<sup>20</sup> The Commission’s regulations were amended and renumbered effective July 1, 2014. Prior section 1185 has now been renumbered as section 1185.1. However, former section 1185 applies to this IRC, as discussed in the analysis.

<sup>21</sup> Code of Regulations, title 2, section 1185 (Register 1996, No. 30).

filings found in the Government Code.<sup>22</sup> Therefore, at the time claimant received notice from the Controller of a reduction in its estimated reimbursement claim and filed the reimbursement claim, there was no applicable statute of limitations.

However, in 1999, the following was added to section 1185(b) of the Commission's regulations:

All incorrect reduction claims shall be submitted to the commission no later than three (3) years following the date of the State Controller's remittance advice notifying the claimant of a reduction.<sup>23</sup>

The courts of this state have held that “[i]t is settled that the Legislature may enact a statute of limitations ‘applicable to existing causes of action or shorten a former limitation period if the time allowed to commence the action is reasonable.’”<sup>24</sup> A statute of limitation is “within the jurisdictional power of the legislature of a state,” and therefore may be altered or amended at the Legislature's prerogative.<sup>25</sup> However, “[t]here is, of course, one important qualification to the rule: where the change in remedy, as, for example, the shortening of a time limit provision, is made retroactive, there must be a reasonable time permitted for the party affected to avail himself of his remedy before the statute takes effect.”<sup>26</sup>

The courts have held that “[a] party does not have a vested right in the time for the commencement of an action.”<sup>27</sup> And neither “does he have a vested right in the running of the statute of limitations prior to its expiration.”<sup>28</sup> If a statute “operates immediately to cut off the existing remedy, or within so short a time as to give the party no reasonable opportunity to exercise his remedy, then the retroactive application of it is unconstitutional as to such party.”<sup>29</sup> In other words, a party has no more vested right to the time remaining on a statute of limitation than the opposing party has to the swift expiration of the statute, but if a statute is newly imposed or shortened, due process demands that a party must be granted a reasonable time to vindicate an existing claim before it is barred. The California Supreme Court has held that approximately one

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<sup>22</sup> See Government Code section 17500 et seq.

<sup>23</sup> Code of Regulations, title 2, section 1185 (Register 1999, No. 38).

<sup>24</sup> *Scheas v. Robertson* (1951) 38 Cal.2d 119, at p. 126 [citing *Mercury Herald v. Moore* (1943) 22 Cal.2d 269, at p. 275; *Security-First National Bank v. Sartori* (1939) 34 Cal.App.2d 408, at p. 414].

<sup>25</sup> *Scheas, supra*, at p. 126 [citing *Saranac Land & Timber Co v. Comptroller of New York*, 177 U.S. 318, at p. 324].

<sup>26</sup> *Rosefield Packing Company v. Superior Court of the City and County of San Francisco* (1935) 4 Cal.2d 120, at p. 122.

<sup>27</sup> *Liptak v. Diane Apartments, Inc.* (1980) 109 Cal.App.3d 762, at p. 773 [citing *Kerchoff-Cuzner Mill and Lumber Company v. Olmstead* (1890) 85 Cal. 80].

<sup>28</sup> *Liptak, supra*, at p. 773 [citing *Mudd v. McColgan* (1947) 30 Cal.2d 463, at p. 468].

<sup>29</sup> *Rosefield Packing Co., supra*, at pp. 122-123.

year is more than sufficient, but has cited to decisions in other jurisdictions providing as little as thirty days.<sup>30</sup>

Here, the regulation imposing a period of limitation was adopted and became effective on September 13, 1999.<sup>31</sup> Applying the three year period of limitation to a July 30, 1998 initial remittance advice means the limitation period expired on July 31, 2001. Or, applying the limitation to the last letter in the record, dated July 10, 2002, means the limitation period expired on July 10, 2005. In either case, claimant had ample notice (between twenty-two and one-half months and three full years) of the limitation. Based on the cases cited above, and those relied upon by the California Supreme Court in its reasoning, that is more than sufficient notice to satisfy any due process concerns with respect to application of former section 1185 of the Commission's regulations to this IRC.

Based on the foregoing, staff finds that the regulatory period of limitation applies. Since this IRC was filed on December 16, 2005, it is not timely.

### **Staff Recommendation**

Staff recommends that the Commission adopt the proposed decision to deny the IRC, and authorize staff to make any technical, non-substantive changes following the hearing.

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<sup>30</sup> See *Rosefield Packing Co.*, *supra*, at p. 123 [“The plaintiff, therefore, had practically an entire year to bring his case to trial...”]; *Kerchoff-Cuzner Mill and Lumber Company v. Olmstead* (1890) 85 Cal. 80 [thirty days to file a lien on real property]. See also *Kozisek v. Brigham* (Minn. 1926) 169 Minn. 57, at p. 61 [three months].

<sup>31</sup> Code of Regulations, title 2, section 1185 (Register 99, No. 38).

BEFORE THE  
COMMISSION ON STATE MANDATES  
STATE OF CALIFORNIA

IN RE INCORRECT REDUCTION CLAIM  
ON:

Government Code Sections 3540-3549.9

Statutes 1975, Chapter 961

Fiscal Year 1995-1996

Gavilan Joint Community College District,  
Claimant.

Case No.: 05-4425-I-11

*Collective Bargaining*

DECISION PURSUANT TO  
GOVERNMENT CODE SECTION 17500 ET  
SEQ.; CALIFORNIA CODE OF  
REGULATIONS, TITLE 2, DIVISION 2,  
CHAPTER 2.5. ARTICLE 7

*(Adopted: December 5, 2014)*

**DECISION**

The Commission on State Mandates (Commission) heard and decided this incorrect reduction claim (IRC) during a regularly scheduled hearing on December 5, 2014. [Witness list will be included in the adopted decision.]

The law applicable to the Commission's determination of a reimbursable state-mandated program is article XIII B, section 6 of the California Constitution, Government Code section 17500 et seq., and related case law.

The Commission [adopted/modified] the proposed decision to [approve/partially approve/deny] the IRC at the hearing by a vote of [vote count will be included in the adopted decision].

**Summary of the Findings**

This IRC was filed in response to two remittance advice letters received by Gavilan Joint Community College District (claimant) from the State Controller's Office (Controller) with respect to the claimant's fiscal year 1995-1996 reimbursement claim; one on July 30, 1998, which notified the claimant that \$126,146 was due the state, and a second on July 10, 2002, notifying the claimant that \$60,597 was now due to the claimant as a result of the Controller's review of the claim and "prior collections."

The Commission finds that this IRC was not timely filed. The time for filing an IRC, in accordance with the Commission's regulations, is three years from the date of the Controller's remittance advice or letter, or other notice to the claimant that the claim is being reduced. Here, the claimant first received a remittance advice on July 30, 1998 and received a second advice July 10, 2002 and did not file this IRC until December 16, 2005. Though the parties dispute which remittance triggers the running of the limitation, that issue need not be resolved here since this claim was filed beyond the limitation in either case. Therefore, the IRC is denied.

## COMMISSION FINDINGS

### I. Chronology

01/24/1996	Controller notified claimant of a \$275,000 payment toward estimated reimbursement for the 1995-1996 fiscal year. <sup>32</sup>
11/25/1996	Claimant submitted its fiscal year 1995-1996 reimbursement claim for \$348, 966. <sup>33</sup>
01/30/1997	Controller notified claimant that it would remit an additional \$15,270 for a total payment of \$290,270 for fiscal year 1995-1996. <sup>34</sup>
07/30/1998	Controller notified claimant of reduction to the fiscal year 1995-1996 reimbursement claim of \$184,842, resulting in \$126,146 due the state. <sup>35</sup>
08/05/1998	Claimant notified Controller that it was appealing the reduction. <sup>36</sup>
08/08/2001	Controller notified claimant that it was reducing payments for the <i>Open Meetings Act</i> mandate in partial satisfaction of the reduction for the 1995-1996 fiscal year reimbursement claim for the <i>Collective Bargaining</i> mandate. <sup>37</sup>
07/10/2002	Controller notified claimant of its review of the 1995-1996 reimbursement claim for the <i>Collective Bargaining</i> mandate, and its findings that the claim was properly reduced by \$124,245, rather than \$184,842, and that \$60, 597 was now due the claimant. <sup>38</sup>
12/16/2005	Claimant filed this IRC. <sup>39</sup>
12/27/2005	Commission staff notified claimant that the claim was not timely, and deemed it incomplete. <sup>40</sup>
12/30/2005	Claimant submitted rebuttal comments seeking the full Commission's determination on the timeliness of the claim. <sup>41</sup>

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<sup>32</sup> Exhibit A, Incorrect Reduction Claim at p. 14.

<sup>33</sup> Exhibit A, Incorrect Reduction Claim at pp. 4-5.

<sup>34</sup> Exhibit A, Incorrect Reduction Claim at p. 5.

<sup>35</sup> Exhibit A, Incorrect Reduction Claim at pp. 5; 15.

<sup>36</sup> Exhibit A, Incorrect Reduction Claim at pp. 5; 21.

<sup>37</sup> Exhibit A, Incorrect Reduction Claim at pp. 5; 17.

<sup>38</sup> Exhibit A, Incorrect Reduction Claim at pp. 5-6; 18.

<sup>39</sup> Exhibit A, Incorrect Reduction Claim at p. 1.

<sup>40</sup> See Exhibit B, Claimant Rebuttal Comments, at p. 1.

<sup>41</sup> Exhibit B, Claimant Rebuttal Comments.

03/09/2006 Commission staff deemed the IRC complete and issued a request for comments.

03/23/2010 Controller submitted comments on the IRC.<sup>42</sup>

09/25/2014 Commission staff issued the draft proposed decision.

## II. Background

On July 17, 1978, the Board of Control, predecessor to the Commission, found that Statutes 1975, chapter 961 imposed a reimbursable state mandate. On October 22, 1980, parameters and guidelines were adopted, which were amended several times.<sup>43</sup> The reimbursement claim at issue in this IRC was filed for the 1995-1996 fiscal year, and at the time that claim was prepared and submitted, the parameters and guidelines effective on July 22, 1993 were applicable.<sup>44</sup> The 1993 parameters and guidelines provided for reimbursement of costs incurred to comply with sections 3540 through 3549.1, and “regulations promulgated by the Public Employment Relations Board,” including:

- Determination of appropriate bargaining units for representation and determination of the exclusive representation and determination of the exclusive representatives;
- Elections and decertification elections of unit representatives are reimbursable in the even the Public Employment Relations Board determines that a question of representation exists and orders an election held by secret ballot;
- Negotiations: Reimbursable functions include – receipt of exclusive representative’s initial contract proposal, holding of public hearings, providing a reasonable number of copies of the employer’s proposed contract to the public, development and presentation of the initial district contract proposal, negotiation of the contract, reproduction and distribution of the final contract agreement;
- Impasse proceedings, including mediation, fact-finding, and publication of the findings of the fact-finding panel;
- Contract administration and adjudication of contract disputes either by arbitration or litigation, including grievances and administration and enforcement of the contract;
- Unfair labor practice adjudication process and public notice complaints.<sup>45</sup>

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<sup>42</sup> Exhibit C, Controller’s Comments.

<sup>43</sup> Exhibit A, Incorrect Reduction Claim, Exhibit C to the IRC, pp. 3-9. On March 26, 1998, the Commission adopted a second test claim decision on Statutes 1991, chapter 1213. Parameters and guidelines for the two programs were consolidated on August 20, 1998, and have since been amended again, on January 27, 2000. However, this later decision and the consolidated parameters and guidelines are not relevant to this IRC since the IRC addressed reductions in the 1995-1996 fiscal year.

<sup>44</sup> Exhibit A, Incorrect Reduction Claim, Exhibit C to the IRC.

<sup>45</sup> Exhibit A, Incorrect Reduction Claim, Exhibit C to the IRC, pp. 3-9.

### **III. Positions of the Parties**

The issues raised in this IRC, and the comments filed in response and rebuttal, include the scope of the Controller's audit authority; the notice owed to a claimant regarding both the sufficiency of supporting documentation and the reasons for reductions; and the audit standards applied. However, the threshold issue is whether the IRC filing is timely in the first instance, with respect to which, the parties maintain opposing positions.

#### **Claimant**

The claimant argues that the Controller's reductions are not made in accordance with due process, in that the Controller "has not specified how the claim documentation was insufficient for purposes of adjudicating the claim." The letters that claimant cites "merely stated that the District's claim had 'no supporting documentation.'"<sup>46</sup> The claimant further argues that the adjustments made to the fiscal year 1995-1996 claim are "procedurally incorrect in that the Controller did not audit the records of the district..."<sup>47</sup> In addition, the claimant argues that "[t]he Controller does not assert that the claimed costs were excessive or unreasonable, which is the only mandated cost audit standard in statute." The claimant asserts that "[i]f the Controller wishes to enforce other audit standards for mandated cost reimbursement, the Controller should comply with the Administrative Procedure Act."<sup>48</sup>

Finally, addressing the statute of limitations issue, the claimant states that "the incorrect reduction claim asserts as a matter of fact that the Controller's July 10, 2002 letter reports an amount payable to the claimant, which means a subsequent final payment action notice occurred or is pending from which the ultimate regulatory period of limitation is to be measured..." The claimant asserts that any "evidence regarding the date of last payment action, notice, or remittance advice, is in the possession of the Controller."<sup>49</sup>

#### **State Controller's Office**

The Controller argues that it "is empowered to audit claims for mandated costs and to reduce those that are 'excessive or unreasonable.'" The Controller continues: "If the claimant disputes the adjustments made by the Controller pursuant to that power, the burden is upon them to demonstrate that they are entitled to the full amount of the claim."<sup>50</sup> The Controller notes that the claimant "asserts that a mere lack of documentation is an insufficient basis to reduce a claim..." but the Controller argues that "a claim that is unsupported by valid documentation is both excessive and unreasonable."<sup>51</sup> The Controller further asserts that the claimant "sought reimbursement for activities that are outside the scope of reimbursable activities as defined in the Parameters and Guidelines," including salary costs for expenses of school district officials.<sup>52</sup>

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<sup>46</sup> Exhibit A, Incorrect Reduction Claim, at p. 9.

<sup>47</sup> Exhibit A, Incorrect Reduction Claim, at p. 9.

<sup>48</sup> Exhibit A, Incorrect Reduction Claim, at p. 10.

<sup>49</sup> Exhibit B, Claimant's Rebuttal Comments, at p. 2.

<sup>50</sup> Exhibit C, Controller's Comments, at p. 1.

<sup>51</sup> Exhibit C, Controller's Comments, at pp. 1-2.

<sup>52</sup> Exhibit C, Controller's Comments, at p. 2.



Furthermore, the Controller argues that the IRC is not timely. The Controller notes that the statute of limitations pursuant to section 1185 of the Commission’s regulations is “no later than three years following the date of the Office of State Controller’s final audit report, letter, remittance advice or other written notice of adjustment...”<sup>53</sup> The Controller argues that based on the first remittance advice sent to the claimant on July 30, 1998, “the time to file a claim would have expired on July 30, 2001.”<sup>54</sup> Alternatively, “[e]ven if we accept the Claimant’s implied argument that a subsequent letter from the Controller’s Office dated July 10, 2002, stated a new Statute of Limitations, the claim was still time barred.”<sup>55</sup> The Controller concludes that “that time period would have expired on July 10, 2005, five months before this claim was actually filed.”<sup>56</sup> And finally, the Controller argues: “Not satisfied with two bites at the apple, Claimant asserts that the period of the Statute of Limitations ‘will be measured from the date of the last payment action...’” and that there is no law to support that position.<sup>57</sup>

#### **IV. Discussion**

Government Code section 17561(b) authorizes the Controller to audit the claims filed by local agencies and school districts and to reduce any claim for reimbursement of state-mandated costs that the Controller determines is excessive or unreasonable.

Government Code Section 17551(d) requires the Commission to hear and decide a claim that the Controller has incorrectly reduced payments to the local agency or school district. If the Commission determines that a reimbursement claim has been incorrectly reduced, section 1185.9 of the Commission’s regulations requires the Commission to send the decision to the Controller and request that the costs in the claim be reinstated.

The Commission must review questions of law, including interpretation of the parameters and guidelines, *de novo*, without consideration of legal conclusions made by the Controller in the context of an audit. The Commission is vested with exclusive authority to adjudicate disputes over the existence of state-mandated programs within the meaning of article XIII B, section 6.<sup>58</sup> The Commission must also interpret the Government Code and implementing regulations in accordance with the broader constitutional and statutory scheme. In making its decisions, the Commission must strictly construe article XIII B, section 6 and not apply it as an “equitable remedy to cure the perceived unfairness resulting from political decisions on funding priorities.”<sup>59</sup>

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<sup>53</sup> Exhibit C, Controller’s Comments, at p. 2 [citing California Code of Regulations, title 2, section 1185].

<sup>54</sup> Exhibit C, Controller’s Comments, at p. 2.

<sup>55</sup> Exhibit C, Controller’s Comments, at p. 2.

<sup>56</sup> Exhibit C, Controller’s Comments, at p. 2.

<sup>57</sup> Exhibit C, Controller’s Comments, at p. 2.

<sup>58</sup> *Kinlaw v. State of California* (1991) 54 Cal.3d 326, 331-334; Government Code sections 17551, 17552.

<sup>59</sup> *County of Sonoma, supra*, 84 Cal.App.4th 1264, 1280, citing *City of San Jose v. State of California* (1996) 45 Cal.App.4th 1802, 1817.

With regard to the Controller’s audit decisions, the Commission must determine whether they were arbitrary, capricious, or entirely lacking in evidentiary support. This is similar to the standard used by the courts when reviewing an alleged abuse of discretion of a state agency.<sup>60</sup> Under this standard, the courts have found that:

When reviewing the exercise of discretion, “[t]he scope of review is limited, out of deference to the agency’s authority and presumed expertise: ‘The court may not reweigh the evidence or substitute its judgment for that of the agency. [Citation.]’” ... “In general ... the inquiry is limited to whether the decision was arbitrary, capricious, or entirely lacking in evidentiary support. . . .” [Citations.] When making that inquiry, the “ ‘ ‘court must ensure that an agency has adequately considered all relevant factors, and has demonstrated a rational connection between those factors, the choice made, and the purposes of the enabling statute.’ ”<sup>61</sup>

The Commission must also review the Controller’s audit in light of the fact that the initial burden of providing evidence for a claim of reimbursement lies with the claimant.<sup>62</sup> In addition, section 1185.2(c) of the Commission’s regulations requires that any assertion of fact by the parties to an IRC must be supported by documentary evidence. The Commission’s ultimate findings of fact must be supported by substantial evidence in the record.<sup>63</sup>

**A. This Incorrect Reduction Claim is Barred by the Statute of Limitations.**

The Controller argues that based on the earliest remittance advice, the period of limitation to file a claim would have expired July 30, 2001. The Controller further argues that even if the claimant’s position were granted, and the July 10, 2002 remittance considered the triggering event for the running of the statute of limitations, the period to file would have expired July 10, 2005. Therefore, the Controller concludes, a claim filed December 16, 2005 was not timely.<sup>64</sup>

The claimant maintains that the IRC “asserts as a matter of fact that the Controller’s July 10, 2002 letter reports an amount payable to the claimant, which means a subsequent final payment action notice occurred or is pending from which the ultimate regulatory period of limitation is to be measured, which the claimant has so alleged.”<sup>65</sup> In addition, the claimant argues that any “evidence regarding the date of last payment action, notice, or remittance advice, is in the

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<sup>60</sup> *Johnston v. Sonoma County Agricultural* (2002) 100 Cal.App.4th 973, 983-984. See also *American Bd. of Cosmetic Surgery, Inc. v. Medical Bd. of California* (2008) 162 Cal.App.4th 534, 547.

<sup>61</sup> *American Bd. of Cosmetic Surgery, Inc, supra*, 162 Cal.App.4th at 547-548.

<sup>62</sup> *Gilbert v. City of Sunnyvale* (2005) 130 Cal.App.4th 1264, 1274-1275.

<sup>63</sup> Government Code section 17559(b), which provides that a claimant or the state may commence a proceeding in accordance with the provisions of section 1094.5 of the Code of Civil Procedure to set aside a decision of the Commission on the ground that the Commission’s decision is not supported by substantial evidence in the record.

<sup>64</sup> Exhibit C, Controller’s Comments, at p. 2.

<sup>65</sup> Exhibit B, Claimant’s Rebuttal Comments, at p. 2.

possession of the Controller.”<sup>66</sup> The claimant notes that the Commission “can obtain this information from the Controller without prejudice to the tolling of the regulatory period of limitation, while the claimant would be subject to the convenience of the Controller’s response while the regulatory period was running.”<sup>67</sup>

Based on the analysis herein, the Commission finds that the IRC is not timely filed. Whether measured from the date of the earliest remittance advice, or the July 10, 2002 letter from the Controller to claimant, this IRC was filed well beyond the limitation for filing and there is no evidence in the record of any later notices of reductions.

Former section 1185<sup>68</sup> of the Commission’s regulations, pertaining to IRCs, contained no applicable period of limitation as of July 30, 1998.<sup>69</sup> Neither is there any statute of limitations for IRC filings found in the Government Code.<sup>70</sup> Therefore, at the time that the claimant in this IRC received notice from the Controller of a reduction in its reimbursement claim, there was no applicable statute of limitations.

However, in 1999, the following was added to section 1185(b) of the Commission’s regulations:

All incorrect reduction claims shall be submitted to the commission no later than three (3) years following the date of the State Controller's remittance advice notifying the claimant of a reduction.<sup>71</sup>

The courts of this state have held that “[i]t is settled that the Legislature may enact a statute of limitations ‘applicable to existing causes of action or shorten a former limitation period if the time allowed to commence the action is reasonable.’”<sup>72</sup> A statute of limitation is “within the jurisdictional power of the legislature of a state,” and therefore may be altered or amended at the Legislature’s prerogative.<sup>73</sup> However, “[t]here is, of course, one important qualification to the rule: where the change in remedy, as, for example, the shortening of a time limit provision, is made retroactive, there must be a reasonable time permitted for the party affected to avail himself of his remedy before the statute takes effect.”<sup>74</sup>

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<sup>66</sup> Exhibit B, Claimant’s Rebuttal Comments, at p. 2.

<sup>67</sup> Exhibit B, Claimant’s Rebuttal Comments, at p. 2.

<sup>68</sup> Section 1185 was amended and renumbered 1185.1 effective July 1, 2014. However, former section 1185, effective at the time the IRC was filed, is the provision applicable to this IRC.

<sup>69</sup> Code of Regulations, title 2, section 1185 (Register 1996, No. 30).

<sup>70</sup> See Government Code section 17500 et seq.

<sup>71</sup> Code of Regulations, title 2, section 1185 (Register 1999, No. 38).

<sup>72</sup> *Scheas v. Robertson* (1951) 38 Cal.2d 119, at p. 126 [citing *Mercury Herald v. Moore* (1943) 22 Cal.2d 269, at p. 275; *Security-First National Bank v. Sartori* (1939) 34 Cal.App.2d 408, at p. 414].

<sup>73</sup> *Scheas, supra*, at p. 126 [citing *Saranac Land & Timber Co v. Comptroller of New York*, 177 U.S. 318, at p. 324].

<sup>74</sup> *Rosefield Packing Company v. Superior Court of the City and County of San Francisco* (1935) 4 Cal.2d 120, at p. 122.

The courts have held that “[a] party does not have a vested right in the time for the commencement of an action.”<sup>75</sup> And neither “does he have a vested right in the running of the statute of limitations prior to its expiration.”<sup>76</sup> If a statute “operates immediately to cut off the existing remedy, or within so short a time as to give the party no reasonable opportunity to exercise his remedy, then the retroactive application of it is unconstitutional as to such party.”<sup>77</sup> In other words, a party has no more vested right to the time remaining on a statute of limitation than the opposing party has to the swift expiration of the statute, but if a statute is newly imposed or shortened, due process demands that a party must be granted a reasonable time to vindicate an existing claim before it is barred. The California Supreme Court has held that approximately one year is more than sufficient, but has cited to decisions in other jurisdictions providing as little as thirty days.<sup>78</sup>

Here, the regulation imposing a period of limitation was adopted and became effective on September 13, 1999.<sup>79</sup> As stated above, the section requires that an IRC be filed no later than three years following the date of the Controller’s remittance advice notifying the claimant of an adjustment. The courts have generally held that the date of accrual of the claim itself is excluded from computing time, “[e]specially where the provisions of the statute are, as in our statute, that the time shall be computed *after* the cause of action shall have accrued.”<sup>80</sup> Here, the applicable period of limitation states that an IRC must be filed “no later than three (3) years *following* the date...”<sup>81</sup> The word “following” should be interpreted similarly to the word “after,” and “as fractions of a day are not considered, it has been sometimes declared in the decisions that no moment of time can be said to be after a given day until that day has expired.”<sup>82</sup> Therefore, applying the three year period of limitation to the July 30, 1998 initial remittance advice means the limitation period expired on July 31, 2001 and applying the limitation to the last letter in the record, dated July 10, 2002, means the limitation period expired on July 10, 2005. In either case claimant had ample notice (between twenty-two and one-half months and three years) of the limitation. Based on the cases cited above, and those relied upon by the California Supreme

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<sup>75</sup> *Liptak v. Diane Apartments, Inc.* (1980) 109 Cal.App.3d 762, at p. 773 [citing *Kerchoff-Cuzner Mill and Lumber Company v. Olmstead* (1890) 85 Cal. 80].

<sup>76</sup> *Liptak, supra*, at p. 773 [citing *Mudd v. McColgan* (1947) 30 Cal.2d 463, at p. 468].

<sup>77</sup> *Rosefield Packing Co., supra*, at pp. 122-123.

<sup>78</sup> See *Rosefield Packing Co., supra*, at p. 123 [“The plaintiff, therefore, had practically an entire year to bring his case to trial...”]; *Kerchoff-Cuzner Mill and Lumber Company v. Olmstead* (1890) 85 Cal. 80 [thirty days to file a lien on real property]. See also *Kozisek v. Brigham* (Minn. 1926) 169 Minn. 57, at p. 61 [three months].

<sup>79</sup> Code of Regulations, title 2, section 1185 (Register 99, No. 38).

<sup>80</sup> *First National Bank of Long Beach v. Ziegler* (1914) 24 Cal.App. 503, at pp. 503-504 [Emphasis Added].

<sup>81</sup> Code of Regulations, title 2, section 1185 (Register 99, No. 38).

<sup>82</sup> *First National Bank of Long Beach v. Ziegler* (1914) 24 Cal.App. 503, at pp. 503-504 [Emphasis Added].

Court in its reasoning, that period is more than sufficient to satisfy any due process concerns with respect to application of section 1185 of the Commission's regulations to this IRC.

Based on the foregoing, the Commission finds that the regulatory period of limitation applies. Since this IRC was filed on December 16, 2005, it is not timely.

**V. Conclusion**

Based on the foregoing, the Commission finds that this IRC is not timely filed, and is therefore denied.

**DECLARATION OF SERVICE BY EMAIL**

I, the undersigned, declare as follows:

I am a resident of the County of Solano and I am over the age of 18 years, and not a party to the within action. My place of employment is 980 Ninth Street, Suite 300, Sacramento, California 95814.

On September 25, 2014, I served the:

**Draft Proposed Decision, Schedule for Comments, and Notice of Hearing**  
*Collective Bargaining, 05-4425-I-11*  
Government Code Sections 3540-3549.9  
Statutes 1975, Chapter 961  
Fiscal Year 1995-1996  
Gavilan Joint Community College District, Claimant

State Controller's Office, Requester by making it available on the Commission's website and providing notice of how to locate it to the email addresses provided on the attached mailing list.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that this declaration was executed on September 25, 2014 at Sacramento, California.



---

Heidi J. Palchik  
Commission on State Mandates  
980 Ninth Street, Suite 300  
Sacramento, CA 95814  
(916) 323-3562

# COMMISSION ON STATE MANDATES

## Mailing List

**Last Updated:** 8/18/14

**Claim Number:** 05-4425-I-11

**Matter:** Collective Bargaining

**Claimant:** Gavilan Joint Community College District

### TO ALL PARTIES, INTERESTED PARTIES, AND INTERESTED PERSONS:

Each commission mailing list is continuously updated as requests are received to include or remove any party or person on the mailing list. A current mailing list is provided with commission correspondence, and a copy of the current mailing list is available upon request at any time. Except as provided otherwise by commission rule, when a party or interested party files any written material with the commission concerning a claim, it shall simultaneously serve a copy of the written material on the parties and interested parties to the claim identified on the mailing list provided by the commission. (Cal. Code Regs., tit. 2, § 1181.3.)

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# SixTen and Associates Mandate Reimbursement Services

Exhibit E

RECEIVED

October 03, 2014

Commission on  
State Mandates

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October 3, 2014

Heather Halsey, Executive Director  
Commission on State Mandates  
980 Ninth Street, Suite 300  
Sacramento, CA 95814

Dear Ms. Halsey:

RE: CSM 05-4425-I-11  
**Gavilan Joint Community College District**  
**Collective Bargaining**  
Statutes of 1975, Chapter 961  
Fiscal Year: 1995-96  
Incorrect Reduction Claim

I have received the Commission Draft Proposed Decision (DPD) dated September 25, 2014, for the above-referenced incorrect reduction claim, to which I respond on behalf of the District.

This incorrect reduction claim, filed December 16, 2005, was initially rejected by the Commission letter dated December 27, 2005, which stated that the incorrect reduction claim was submitted more than three years following the Controller's "notices of adjustment" dated July 30, 1998 and July 10, 2002. The District appealed this executive director's decision by letter dated December 30, 2005. That letter raised several issues:

1. What Controller documents constitute "notice" from which a regulatory period of limitation can be measured?
2. What is the claimant's burden in going forward with an incorrect reduction claim regarding documentation originated and maintained by the Controller?
3. What is the authority of the Executive Director to unilaterally deny a claimant's statutory right to the incorrect reduction claim due process?

Issues one and two were not reached in the DPD which rejects jurisdiction of this appeal due to the expiration of the statute of limitations for filing an incorrect reduction claim (Title 2, CCR, Section 1185). The third issue was made academic when the Commission accepted the incorrect reduction claim by letter dated March 9, 2006.

Regarding the three-year statute of limitations to file an incorrect reduction claim, the Commission (DPD, 13 and 14) states:

Based on the analysis herein, the Commission finds that the IRC is not timely filed. Whether measured from the date of the earliest remittance advice, or the July 10, 2002 letter from the Controller to claimant, this IRC was filed well beyond the limitation for filing and there is no evidence in the record of any later notices of reductions.

Therefore, applying the three year period of limitation to the July 30, 1998 initial remittance advice means the limitation period expired on July 31, 2001 and applying the limitation to the *last letter in the record*, dated July 10, 2002, means the limitation period expired on July 10, 2005. In either case claimant had ample notice (between twenty-two and one-half months and three years) of the limitation. Based on the cases cited above, and those relied upon by the California Supreme Court in its reasoning, that period is more than sufficient to satisfy any due process concerns with respect to application of section 1185 of the Commission's regulations to this IRC. (*Emphasis added*)

Well after the incorrect reduction claim was filed, the District received a February 26, 2011, Controller's notice of adjudication of the FY 1995-96 annual claim. This notice now becomes the last Controller's adjudication notice letter. Therefore, consistent with the rationale stated by the Commission, the three year statute of limitations for the incorrect reduction claim would be moved forward to February 26, 2014, which is more than eight years after the incorrect reduction claim was filed.

It would seem that the Commission is now required to address the first issue of what constitutes "notice of adjustment," that is, the Controller's adjudication of an annual claim, for purposes of the statute of limitations for filing an incorrect reduction claim.

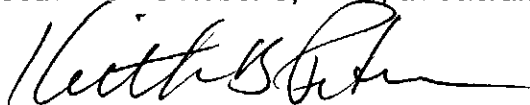
Regarding issue two above, the Commission should direct the Controller to provide copies of any other payment correspondence for the FY 1995-96 annual claim not already in the record.

#### CERTIFICATION

By my signature below, I hereby declare, under penalty of perjury under the laws of the State of California, that the information in this submission is true and complete to the

best of my own knowledge or information or belief, and that any attached documents are true and correct copies of documents received from or sent by the District or state agency which originated the document.

Executed on October 3, 2014, at Sacramento, California, by



Keith B. Petersen, President  
SixTen & Associates

Attachment: Controller's FY 1995-96 annual claim review letter dated February 26, 2011

Service by Commission Electronic Drop Box



JOHN CHIANG  
 California State Controller  
 Division of Accounting and Reporting  
 FEBRUARY 26, 2011

CC43060  
 00232  
 2011/02/26

BOARD OF TRUSTEES  
 GAVILAN JOINT COMM COLL DIST  
 SANTA CLARA COUNTY  
 5055 SANTA TERESA BLVD  
 GILROY CA 95020

RECEIVED

MAR 14 2011

GAVILAN COLLEGE  
 PRESIDENT'S OFFICE

DEAR CLAIMANT:

RE: COLLECTIVE BARGAIN : 916/75-C

WE HAVE REVIEWED YOUR 1995/1996 FISCAL YEAR REIMBURSEMENT CLAIM FOR THE MANDATED COST PROGRAM REFERENCED ABOVE. THE RESULTS OF OUR REVIEW ARE AS FOLLOWS:

AMOUNT CLAIMED 348,966.00

ADJUSTMENT TO CLAIM:

NO SUPPORTING DOCUMENTATION - 124,245.00

PRIOR PYMT TO/FR ANOTHER PGM - 164,124.00

TOTAL ADJUSTMENTS - 288,369.00

AMOUNT DUE CLAIMANT \$ 60,597.00

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT MARIETA DELFIN AT (916) 322-4320 OR IN WRITING AT THE STATE CONTROLLER'S OFFICE, DIVISION OF ACCOUNTING AND REPORTING, P.O. BOX 942850, SACRAMENTO, CA 94250-5875. DUE TO INSUFFICIENT APPROPRIATION, THE BALANCE DUE WILL BE FORTHCOMING WHEN ADDITIONAL FUNDS ARE MADE AVAILABLE.

SINCERELY,

*Ginny Brummels*  
 GINNY BRUMMELS, MANAGER





JOHN CHIANG  
 California State Controller  
 Division of Accounting and Reporting  
 FEBRUARY 24, 2011

S43060  
 00011  
 2011/02/24

RECEIVED

MAR 2 2011

GAVILAN COLLEGE  
 PRESIDENT'S OFFICE

BOARD OF TRUSTEES  
 GAVILAN JT COMM COLL DIST  
 SANTA CLARA COUNTY  
 5055 SANTA TERESA BLVD  
 GILROY CA 95020

DEAR CLAIMANT:

RE: COLLECTIVE BARGAIN : 961/75-S

WE HAVE REVIEWED YOUR 1995/1996 FISCAL YEAR REIMBURSEMENT CLAIM FOR THE MANDATED COST PROGRAM REFERENCED ABOVE. THE RESULTS OF OUR REVIEW ARE AS FOLLOWS:

AMOUNT CLAIMED	0.00
TOTAL ADJUSTMENTS (DETAILS BELOW)	290,270.00
TOTAL PRIOR PAYMENTS (DETAILS BELOW)	-290,270.00
AMOUNT DUE CLAIMANT	\$ 0.00

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT ELLEN SOLIS AT (916) 323-0698 OR IN WRITING AT THE STATE CONTROLLER'S OFFICE, DIVISION OF ACCOUNTING AND REPORTING, P.O. BOX 942850, SACRAMENTO, CA 94250-5875.

ADJUSTMENT TO CLAIM:		
PRIOR COLLECTIONS	126,146.00	
PRIOR PYMT TO/FR ANOTHER PGM	164,124.00	
TOTAL ADJUSTMENTS		290,270.00
PRIOR PAYMENTS:		
SCHEDULE NO. MA61222A		
PAID 01-30-1997	0.00	
SCHEDULE NO. MA51227E		
PAID 01-24-1996	-15,270.00	
TOTAL PRIOR PAYMENTS		-290,270.00

RECEIVED

MAR 03 2011

3/4 PDF to System

SINCERELY,

*Ginny Brummels*  
 GINNY BRUMMELS, MANAGER

**DECLARATION OF SERVICE BY EMAIL**

I, the undersigned, declare as follows:

I am a resident of the County of Solano and I am over the age of 18 years, and not a party to the within action. My place of employment is 980 Ninth Street, Suite 300, Sacramento, California 95814.

On October 6, 2014, I served the:

**Claimant Comments**

*Collective Bargaining*, 05-4425-I-11

Government Code Sections 3540-3549.9

Statutes 1975, Chapter 961

Fiscal Year 1995-1996

Gavilan Joint Community College District, Claimant

State Controller's Office, Requester by making it available on the Commission's website and providing notice of how to locate it to the email addresses provided on the attached mailing list.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that this declaration was executed on October 6, 2014 at Sacramento, California.



---

Heidi J. Palchik  
Commission on State Mandates  
980 Ninth Street, Suite 300  
Sacramento, CA 95814  
(916) 323-3562



# COMMISSION ON STATE MANDATES

## Mailing List

**Last Updated:** 8/18/14

**Claim Number:** 05-4425-I-11

**Matter:** Collective Bargaining

**Claimant:** Gavilan Joint Community College District

### TO ALL PARTIES, INTERESTED PARTIES, AND INTERESTED PERSONS:

Each commission mailing list is continuously updated as requests are received to include or remove any party or person on the mailing list. A current mailing list is provided with commission correspondence, and a copy of the current mailing list is available upon request at any time. Except as provided otherwise by commission rule, when a party or interested party files any written material with the commission concerning a claim, it shall simultaneously serve a copy of the written material on the parties and interested parties to the claim identified on the mailing list provided by the commission. (Cal. Code Regs., tit. 2, § 1181.3.)

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