

**HOLLISTER SCHOOL DISTRICT  
INDEPENDENT CONTRACTOR AGREEMENT**

P.O. # \_\_\_\_\_

THIS AGREEMENT is made and entered into this 10th day of NOVEMBER, 2021, by and between KATHIA HERRERA/ FORXA a  corporation,  partnership,  limited liability corporation,  sole proprietor, whose mailing address is 55 SOUTH MADEIRA AVE #7, SALINAS CALIFORNIA 93905 physical address is N/A

Hereinafter referred to as "CONTRACTOR" and Hollister School District, hereinafter referred to as "DISTRICT."

WHEREAS, DISTRICT is authorized by Section 53060 of the California Government code to contract with and employ any persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal or administrative matters, if such persons are specially trained and experienced and competent to perform the special services required; and

WHEREAS, DISTRICT is in need of such special services and advice; and

WHEREAS, CONTRACTOR has the required background, experience, expertise, and is specially trained to perform the special services required by DISTRICT, and such services are needed on a limited basis; and

WHEREAS, DISTRICT maintains certain confidential information including trade secrets, student records, and all other information not clearly known to the public and/or confidential pursuant to law. The DISTRICT's trade secrets and other proprietary and confidential information includes the whole or any processes, procedures, confidential business or financial information, and all other trade secret information not clearly known to the public, hereinafter referred to as "CONFIDENTIAL INFORMATION."

NOW, THEREFORE the Parties, for the consideration stated herein, mutually agree to enter into this AGREEMENT subject to the following terms and conditions:

1. **Services.** DISTRICT hereby engages CONTRACTOR as an Independent Contractor to provide the following services, hereinafter referred collectively to as the "SERVICES":

MULTICULTURAL AFTER SCHOOL PHYSICAL AND HEALTH DANCE PROGRAM
MIGRANT AFTER SCHOOL DANCE INSTRUCTION TO STUDENTS ALL GRADES FOR 1.5 HRS
JANUARY 6, 13, 20, 25, 27 FEBRUARY 1, 3, 8, 10, 15 MARCH 1, 3, 10, 17, 24, 31
APRIL 5, 7 & MAY 3, 5, 10, 17, 19, 24, 2022 (24 Days Total)
TWO (2) SEPARATE INVOICES WILL BE SUBMITTED BY THE CONTRACTOR FOR THE AMOUNT OF \$17,500.00 FOR A TOTAL OF \$35,000.00 FOR SERVICES.



CONTRACTOR represents that CONTRACTOR has the qualifications and ability to perform the Services in a professional manner, without the advice, control, or supervision of the DISTRICT. CONTRACTOR shall be solely responsible for the professional performance of the services, and shall receive no assistance, direction, or control from DISTRICT. CONTRACTOR shall have sole discretion and control of CONTRACTOR's services and the manner in which they are performed.

2. Term. The term of this AGREEMENT shall commence on the 6th day of JANUARY, 2022 and terminate on the 24TH day of MAY, 2022. CONTRACTOR understands and agrees the DISTRICT has no obligation to extend the terms of this AGREEMENT, or contract for the provision of any future services, and makes no warranties or representations otherwise. Neither CONTRACTOR nor DISTRICT is required to renew this AGREEMENT in subsequent contract years. However, the parties acknowledge that any subsequent AGREEMENT is to be renegotiated prior to June 30, 2022. (Title 5 California Code of Regulations sections 3062 (d)).

3. Submittal of Documents. CONTRACTOR shall not commence the SERVICES under this AGREEMENT until CONTRACTOR has submitted and the DISTRICT has approved the certificate(s) and affidavit(s), and the endorsement(s) of insurance required, which shall be incorporated herein by reference, as indicated below: *(Please indicate documents that apply)*

- Signed Agreement
- Insurance Certificates and Endorsements
- W-9 Form Attached On file
- Worker's Compensation Certification
- Fingerprinting/Criminal Background Investigation Certificate
- Tuberculosis Clearance
- Copy of current license or credential required for type of service
- STRS Retirement Date: \_\_\_\_\_
- PERS Retirement Date: \_\_\_\_\_

4. Compensation. DISTRICT agrees to pay CONTRACTOR for the performance of SERVICES satisfactorily rendered pursuant to this AGREEMENT, according to the following rates, terms and conditions. DISTRICT agrees to pay CONTRACTOR on the following basis:

Not to exceed \$ 35,000. total fee for Services.

The basis of the fee for Services shall be as follows:

- a. \$ N/A per hour for a maximum of N/A hours,
- b. \$ N/A per day for a maximum of N/A days, or
- c. \$ 35,000.00 per engagement as may be requested by DISTRICT.



Checks will be made payable to CONTRACTOR and mailed to above address upon receipt of an invoice. Payment shall be limited to amount written in this paragraph, unless specifically indicated in Paragraph 5. DISTRICT agrees to pay CONTRACTOR within thirty (30) days of receipt of detailed invoice and/or DISTRICT form for Independent Contractor Request for Payment.

**4.1. Incidental Expenses: N/A**

- a. Lodging: Not to exceed \$ N/A per night.
- b. Meals: Reimbursement limited to current rate for District employees.
- c. Travel: Contractor will not be reimbursed for travel costs within 60 miles of DISTRICT. Other travel costs to reimburse at the current allowable IRS rate.
- d. Supplies: As negotiated with school/department contracting for service. Not to exceed \$ N/A.

**5. Termination of Agreement.** This agreement will terminate upon the completion of the Services or when terminated as set forth below.

Either party may terminate this Agreement at any time by giving thirty (30) days written notice to the other party. Should either party default in the performance of this Agreement or materially breach any of its provisions, the non-breaching party may terminate this Agreement by giving written notice to the breaching party. Termination shall be effective immediately on receipt of said notice. CONTRACTOR will be compensated only for satisfactory work performed up to the date of termination.

**6. Relationship of the Parties.** CONTRACTOR enters into this Agreement as, and shall continue to be, an independent contractor. Under no circumstances shall CONTRACTOR be considered an employee of DISTRICT within the meaning of any federal, state, or local law or regulation including, but not limited to, laws or regulations governing unemployment insurance, old age benefits, worker's compensation, industrial illness or accident coverage, taxes, or labor and employment in general. Under no circumstances shall CONTRACTOR look to DISTRICT as his/her employer, or as a partner, agent, or principal. CONTRACTOR shall not be entitled to any benefits accorded to DISTRICT's employees, including, without limitation, worker's compensation, disability insurance, vacation, or sick pay. CONTRACTOR shall be responsible for providing at CONTRACTOR'S expense, and in the CONTRACTORS name, disability, worker's compensation or other insurance, as well as licenses and permits usual or necessary for conducting the Services hereunder.

CONTRACTOR shall pay, when and as due, any and all local, state and federal income or other taxes incurred as a result of CONTRACTOR's compensation hereunder, including estimated taxes, and shall provide DISTRICT with proof of said payments upon demand. CONTRACTOR hereby indemnifies DISTRICT for any claims, losses, costs, fees, liabilities, damages, or injuries suffered by DISTRICT arising out of CONTRACTOR'S breach of this Section.



7. **Fingerprinting and Criminal Records Check of Contractor's Employees.** CONTRACTOR shall comply with the provisions of Education Code §45125.1 regarding the submission of fingerprints to the California Department of Justice and the completion of criminal background investigations of the CONTRACTOR and/or its employees. CONTRACTOR shall not permit any employee to have any contact with the DISTRICT pupils until such time as CONTRACTOR has verified in writing to the governing board of the DISTRICT that such employee has not been convicted of a felony, as defined in Education Code §45125.1.

8. **Insurance.** Without limiting CONTRACTORS's indemnification, it is agreed that CONTRACTOR shall secure and maintain in force during the term of this Agreement a Commercial General Liability policy(Contractual liability included) utilizing an occurrence policy form, with limits not less than one million (\$1,000,000) dollars per occurrence, two million (\$2,000,000) annual aggregate limit. Business automobile Liability insurance shall be maintained at the same rate currently for District employees.

9. **Assignment.** The CONTRACTOR shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations without the prior written consent on the DISTRICT.

10. **Notice.** Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by telegram, overnight delivery service, or facsimile transmission, addressed as follows:

**DISTRICT**  
Hollister School District  
2690 Cienega Road  
Hollister, CA 95023  
Attn: Superintendent

**CONTRACTOR**

Name: KATHIA HERRERA/FORXA  
Address: 55 S. MADEIRA AVE APT #7  
SALINAS, CALIFORNIA 93905  
\_\_\_\_\_  
Phone: 415-728-5008  
Fax: N/A  
Email: Cat@frxa.net  
Attn: KATHIA HERRERA

Any notice personally given or sent by telegram or facsimile transmissions shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Any notice given by mail shall be effective three (3) days after deposit in the United States mail.

11. **Equipment and Materials.** CONTRACTOR at its sole cost and expense shall provide and furnish all tools, labor, material, equipment, transportation services and any other items collectively, ("Equipment") which are required or necessary to perform the Services in a manner which is consistent with generally accepted standards of the profession for similar services. Notwithstanding the foregoing, DISTRICT shall not be responsible for any damages to persons or property as a result of the use, misuse, or failure of any Equipment used by CONTRACTOR of the CONTRACTOR Parties by DISTRICT. Furthermore, any Equipment or workmanship that does not conform to the regulations of this Agreement may be rejected by DISTRICT and in such case must be promptly remedied or replaced by CONTRACTOR at no additional cost to DISTRICT and subject to DISTRICT's reasonable satisfaction.



12. Entire Agreement of Parties. This Agreement constitutes the entire agreement between the parties and supersedes all prior discussions, negotiations and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both parties.

13. California Law. This Agreement shall be governed by and the rights, duties and obligations of the parties shall be determined and enforced in accordance with the laws of the State of California. The parties further agree that any action or proceeding brought to enforce the terms and conditions of the Agreement shall be maintained in San Benito County, California.

14. Attorneys' Fees. If either party files any action or brings any proceedings against the other arising out of this Agreement, the prevailing party shall be entitled to recover, in addition to its costs of suit and damages, reasonable attorneys' fees to be fixed by the court. The "prevailing party" shall be the party who is entitled to recover its costs of suit, whether or not suit proceeds to final judgment. No sum for attorney's' fees shall be counted in calculating the amount of judgment for purposes of determining whether a party is entitled to its costs or attorney's' fees.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by and through their duly authorized representatives on the dates indicated below.

**HOLLISTER SCHOOL DISTRICT**

BY: \_\_\_\_\_  
Administrator Date  
Title: Migrant Program Coordinator

**CONTRACTOR**  
BY: *Kathia* November 24, 2021  
Date  
Title: Dance Instructor-Owner

Authorized by: \_\_\_\_\_  
Assistant Superintendent, Business Date  
Approved: *[Signature]* 12/11/21  
District Superintendent Date

Date of Board Approval \_\_\_\_\_ Board Item # \_\_\_\_\_



Funding Source:

010	3060	0	5830	00	7110	1000	000000	001	0022	_____	%
Fund	Resource	Yr	Object	Sub	Goal	Func.	Cost Center	Site	Mgr.	_____	%
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	%
Fund	Resource	Yr	Object	Sub	Goal	Func.	Cost Center	Site	Mgr.	_____	%
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	%
Fund	Resource	Yr	Object	Sub	Goal	Func.	Cost Center	Site	Mgr.	_____	%

Original: Business Office- Accounts Payable  
 Copy: Requesting Department  
 Copy: Contractor



**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – OWNERS, LESSEES OR  
CONTRACTORS – SCHEDULED PERSON OR  
ORGANIZATION**

This endorsement modifies Insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

Name Of Additional Insured Person(s) Or Organization(s):	Location(s) Of Covered Operations
Blanket where required by written contract - Copies of each certificate issued is on file with the Insurance Company and/or their legal representative.	55 S. MADEIRA AVE APT 7, SALINAS, CA 93905
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

**A. Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional Insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

**B.** With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

**C. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable Limits of Insurance shown in the Declarations;  
whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
11/17/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Leavitt Central Coast Insurance Services, Inc. License #0G39781 950 East Blanco Rd, Suite 103 Salinas CA 93901		<b>CONTACT NAME:</b> Alice Luef <b>PHONE (A/C, Ho, Ext):</b> (831) 424-6404 <b>E-MAIL ADDRESS:</b> alice-luef@leavitt.com		<b>FAX (A/C, No):</b> (831) 424-0140
<b>INSURED</b> Kathia Herrera and Rojelio Viramontez dba: Forxa 55 S. Madeira Avenue, Apt 7 Salinas CA 93905		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Mesa Underwriters Speciality INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:		<b>NAIC #</b> a36838

COVERAGES CERTIFICATE NUMBER: 21-22 GL MASTER REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

NSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	MP0004015003428	4/5/2021	4/5/2022	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ included \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) if yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Sexual Abuse/Molestation Cvg		MP0004015003428	4/5/2021	4/5/2022	Each Claim \$1,000,000 Aggregate \$3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Certificate holder is named as Additional Insured per the attached CG 20 10 04-13

Job: Dance and Music Program at  
Calaveras School, Hollister Duel Language Academy, RO Hardin, Sunnyslope, Maze Middle Schhol, Rancho San Justo Middle School

<b>CERTIFICATE HOLDER</b>  Hollister School District 2690 Cienega Road Hollister, CA 95023	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE Alice Luef/ALLUEF 
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