

Board Agenda Template for Agreements

Agenda Item Details

Meeting

Nov 10, 2025 - Regular Board Meeting - On AVC's YouTube...

Category

ACTION ITEMS

Subject

Approval of [Name of Agreement] between [Contractor Name] and Antelope Valley Community College District for [Project Name and #/Brief Description of Services]

Access

Public

Type

☒ Action
☐ Action (Consent)
☐ Discussion
☐ Information
☐ Minutes
☐ Presentation

Goals

Attached Goals

Click attached goals to remove them from this agenda item. You can also drag to sort attached goals.

No goals attached

Available Goals

Click one or more available goals to attach them to this agenda item. They will appear in the list to the left.

Collaboration
Board Values

Community
Board Values

Customer Service
Board Values

Diversity

Preferred Date

11/10/2025

Absolute Date

11/10/2025

Fiscal Impact

- Select -

Dollar Amount

Budgeted

- Select -

Budget Source

Recommended Action

It is recommended that the Board of Trustees approve the [Name of Agreement] between [Contractor Name] and Antelope Valley Community College District for [Project Name and #/Brief Description of Services] with [type of funding] funds.

Approval

Approval Tree

- Select -

Subject: When utilizing Scheduled Maintenance, Measure AV, or Strong Workforce funds, include the funding source in the Subject line

Goals: Select applicable goals

Budget Source: Enter name of funding source; if blending funding streams you can state "General Funds" and/or "Categorical Funds"

Recommended Action: This should match/agree with Recommendation below

Approval Tree: Select appropriate approval routing

Public Content

Cross Copy Italic Undo Redo Find Bold Italic Underline Strikethrough Subscript Superscript Bulleted List Numbered List Indent Outdent Decrease Increase Font Color Background Color Source

Arial | 8 | A- A+ [List Icons] [Link Icon] [Image Icon] [Table Icon] [More Icons]

A.BACKGROUND

Approval is requested to [enter into an/amend the] agreement with [Vendor's Legal Entity Name] for [Project Name and #/Services Provided]. [Background, reason services are required, legal authority, etc..]

B.BUDGET IMPLICATIONS

[XXXX,XXX.XX] will be paid [Annually/Monthly/One-Time/etc.] from [Fund Name].
[If using grant funds, cite the guidance/regulations permitting the purchase.]

C. RECOMMENDATION

It is recommended that the Board of Trustees approve the [Name of Agreement] between [Contractor Name] and Antelope Valley Community College District for [Project Name and #/Brief Description of Services] with [type of funding] funds.

[Attach Agreement and other related documents in Public Files]

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Public Content: Make sure that grammar, punctuation, and spelling are correct.