



# Request for Release/Disbursement of Risk Management Deposit Funds

District Name: Rancho Santiago CCD

In accordance with current ASCIP procedures, please release \$ 13,000  
 in Risk Management Deposit Funds on/or before the following date: \_\_\_\_\_

Please release/disburse District RDMF in the manner listed below:

- JV funds to District Account # \_\_\_\_\_
- Issue Check Payable to District - Send to the Attention of:  
Don Maus - Risk Management
- JV Funds from District RDMF Account # \_\_\_\_\_ to ASCIP.

## DISTRICT AUTHORIZATION

	Don Maus	Dir. Risk Management	10/15/2019
*District Contact Signature	Print Name	Title	Date

**Alternate District Contact Signature (Both signatures are required for amounts greater than \$25,000)	Print Name	Title	Date

ASCIP Authorization	Title	Date
Transaction Completed By:	Title	Date

\* Only one signature necessary if amount requested is \$25,000 or less.  
 \*\* Individual designated to authorize RDMF disbursement.  
 Alternate (Both signatures are required for amounts greater than \$25,000)

11/04/19 11_0000_000000_00000_9121	CR	C001239423	Ascip_refund_#25557862	13,000.00	0.00	13,000.00
11/04/19 11_0000_673000_53110_5300	CR	C001239423	Ascip_refund_#25557862	0.00	13,000.00	-13,000.00
			<b>Total Fund 11</b>	<b>13,000.00</b>	<b>13,000.00</b>	<b>0.00</b>

20008 ALLIANCE OF SCHOOLS (ASCIP)

Check Date: 10/16/19			Check No. 25557862		
Invoice Number	Invoice Date	Voucher ID	Gross Amount	Discount Available	Paid Amount
101519-RSCCD <i>RMDF WITHDRAWAL</i>	10/15/19	MH46628	13,000.00	0.00	13,000.00

  

Vendor Number	Name	Total Discounts	TIN
0000000113	RANCHO SANTIAGO CCD	\$0.00	

  

Check Number	Date	Total Amount	Late Interest	Discount Taken	Total Paid Amount
25557862	10/16/19	\$13,000.00	0.00		\$13,000.00

(5)

**HUMAN RESOURCES  
INTEROFFICE MEMORANDUM**

**TO:** ACCOUNTS PAYABLE  
**FROM:** ELVIA GARCIA  
**SUBJECT:** CHECK FOR DEPOSIT  
**DATE:** OCTOBER 28, 2019

Please deposit check #25557862 from Alliance of Schools (ASCIP) to account:

#11-0000-673000-53110-5300

(5)

It will then be used to pay membership.

Thank you!

Report Id: LAAP129C

District: 20008

MONTHLY COMMERCIAL WARRANTS  
For the Month of October 2019

Page No: 12

Run Date: 11/01/2019

Run Time: 02:42:48AM

Warrant #	Payment Status	Date Payment	Date Cancelled	Voucher		Vendor Name	Warrant Total	Fund	Res		Goal	Function	Obj	Sch/Loc	Budget Period	Line Amount	UseTax Accrual
				Id	PO ID				PrjY								
25552015	Paid	10/11/19		MH46622		UPLAND UNIFIED SCHOOL DISTRICT	936.62	67.0	00000.0	00000	00000	5440	0000002	19-20	936.62		
															<b>Total:</b>	<b>936.62</b>	
25552016	Paid	10/11/19		MH46573		WE TIP, INC.	5,833.33	01.0	00000.0	00000	00000	5795	0000000	19-20	5,833.33		
															<b>Total:</b>	<b>5,833.33</b>	
25552017	Paid	10/11/19		MH46595		XEROX CORPORATION	2,270.48	01.0	00000.0	00000	00000	5610	0000000	19-20	2,270.48		
															<b>Total:</b>	<b>2,270.48</b>	
25552018	Paid	10/11/19		MH46596		XEROX CORPORATION	26.85	01.0	00000.0	00000	00000	5610	0000000	19-20	26.85		
															<b>Total:</b>	<b>26.85</b>	
25552019	Paid	10/11/19		MH46600		YORK RISK SERVICES GROUP, INC	553,883.25	67.0	00000.0	00000	00000	5837	0000000	19-20	184,627.75		
25552019	Paid	10/11/19		MH46600		YORK RISK SERVICES GROUP, INC		67.0	00000.0	00000	00000	9330	0000000	19-20	369,255.50		
															<b>Total:</b>	<b>553,883.25</b>	
25552020	Paid	10/11/19		MH46597		YOUR SPACE SELF STORAGE	697.00	01.0	00000.0	00000	00000	5880	0000000	19-20	697.00		
															<b>Total:</b>	<b>697.00</b>	
25557862	Paid	10/16/19		MH46628		RANCHO SANTIAGO CCD	13,000.00	01.0	00000.0	00000	00000	9545	0000000	19-20	13,000.00		
															<b>Total:</b>	<b>13,000.00</b>	
25562071	Paid	10/18/19		MH46639		BORETTI, INC.	1,750.00	01.0	00000.0	00000	00000	5812	0000000	19-20	1,750.00		

Use tax on voucher not reflected on the line amounts, reflected separately under Use Tax Accrual, Object 9552, with Fund & Resource of applicable line item

\* Total Amount by Account does not include discounts earned or lost, use tax, or freight

ASCIPO00173

# Deposit Detail Report

From 11/4/2019 to 11/4/2019

Date: 11/4/2019

<b>Deposit Timestamp:</b> 11/4/2019 4:12:10 PM	<b>Deposit Date:</b> 11/4/2019	<b>Deposit Acct:</b> Depository Clearing
<b>Number of Debits:</b> 54	<b>Deposit Total:</b> \$122,236.25	<b>Deposit Status:</b> Closed
<b>Customer Name:</b> Rancho Santiago Community College District	<b>Tracking #:</b> 363 441 001	

Capture Sequence #	Debit/Credit	Amount	Serial #	Account #	Routing #	Modified
25890000042851	Credit	\$122,236.25		6073204	122201198	No
25890000042860	Debit	\$714.19		0652-09322-07060	122000661	No
25890000042870	Debit	\$398.88	2279	002160930116	121000358	No
25890000042880	Debit	\$133.02	05830	400048797708	322282001	No
25890000042890	Debit	\$70.61	0320	1080000401753	322274242	No
25890000042900	Debit	\$398.88	00309	400037151750	322282001	No
25890000042910	Debit	\$398.88	08891	400047793757	322282001	No
25890000042920	Debit	\$132.96	00332	400058159757	322282001	No
25890000042930	Debit	\$132.96	5870	000943061439	121000358	No
25890000042940	Debit	\$132.96	00207	400039649702	322282001	No
25890000042950	Debit	\$8.26	10413	400052854759	322282001	No
25890000042960	Debit	\$132.96	01561	400047141759	322282001	No
25890000042970	Debit	\$398.88	5021	400044714707	322282001	No
25890000042980	Debit	\$132.96	08380	400054720750	322282001	No
25890000042990	Debit	\$2,079.79	6292	000241906074	121000358	No
25890000043000	Debit	\$573.69	0250	3111442517	322271627	No
25890000043010	Debit	\$132.96	0257	360980186	322271627	No
25890000043020	Debit	\$132.96	0253	360980186	322271627	No
25890000043030	Debit	\$132.96	0261	360980186	322271627	No
25890000043040	Debit	\$398.88	02781	400050430727	322282001	No
25890000043050	Debit	\$132.96	00635	400063871701	322282001	No
25890000043060	Debit	\$132.96	18245	400042434753	322282001	No
25890000043070	Debit	\$398.88	15019	400155405707	322282001	No
25890000043080	Debit	\$132.96	2548139644	91790012211067	075901480	Yes
25890000043090	Debit	\$70.61	2549128816	91790012211067	075901480	Yes
25890000043100	Debit	\$27,051.74				No
25890000043110	Debit	\$20,706.32	0004394407	4759606858	053101561	Yes
25890000043120	Debit	\$231.12	931766	8765301301	071923284	No
25890000043130	Debit	\$4.00	010061	668686152	322271627	No

## Deposit Detail Report

From 11/4/2019 to 11/4/2019

Date: 11/4/2019

Capture Sequence #	Debit/Credit	Amount	Serial #	Account #	Routing #	Modified
25890000043140	Debit	\$78.78	005866	400285452702	322282001	No
25890000043150	Debit	\$659.00	017371	259991021	111000614	No
25890000043160	Debit	\$13,000.00	25557862	38638165	031100209	No
25890000043170	Debit	\$20,681.50	0037820686	11153171	031101114	No
25890000043180	Debit	\$1,500.00	92127	2740012390	122000496	No
25890000043190	Debit	\$167.02	0001554	6073360	122201198	No
25890000043200	Debit	\$25,567.99	20027493	38976113	031100209	Yes
25890000043210	Debit	\$386.00	0011079	4275528156	121000248	No
25890000043220	Debit	\$70.41	2548956791	91790012211067	075901480	No
25890000043230	Debit	\$70.41	2548956792	91790012211067	075901480	No
25890000043240	Debit	\$70.81	2549629619	91790012211067	075901480	No
25890000043250	Debit	\$70.61	2549628924	91790012211067	075901480	Yes
25890000043260	Debit	\$211.83	2550661705	91790012211067	075901480	No
25890000043270	Debit	\$997.63	0036415670	9606000918	041203824	No
25890000043280	Debit	\$132.96	2549315771	91790012211067	075901480	No
25890000043290	Debit	\$70.41	2549627672	91790012211067	075901480	No
25890000043300	Debit	\$678.54	2550660502	91790012211067	075901480	No
25890000043310	Debit	\$133.00	005786	001194204045	121000358	No
25890000043320	Debit	\$132.96	2548423026	91790012211067	075901480	Yes
25890000043330	Debit	\$132.96	2548956930	91790012211067	075901480	No
25890000043340	Debit	\$132.96	2549629369	91790012211067	075901480	No
25890000043350	Debit	\$394.77	640762361	658533013	044000037	No
25890000043360	Debit	\$132.96	2548955872	91790012211067	075901480	Yes
25890000043370	Debit	\$132.96	2548950915	91790012211067	075901480	No
25890000043380	Debit	\$132.96	9111	0000082348008	322277281	No
25890000043390	Debit	\$997.63	0037595096	9606000918	041203824	No



Rancho Santiago Community College Distri  
 Depository Clearing Account  
 2323 N Broadway Ste 404-2  
 Santa Ana CA 92706-1640

**California's Strongest,  
 since 1907.**  
**Deposit more today.**

Account Title: Rancho Santiago Community College Distri  
 Depository Clearing Account

Get the convenience & security of F&M  
 with Digital Wallet, FMB-Mobile 2.0, and F&M Alerts.  
 See insert for details.

Business Checking		Number of Enclosures	3
Account Number	6073204	Statement Dates	11/01/19 thru 12/01/19
Beginning Balance	345,000.00	Days in the statement period	31
99 Deposits/Credits	4,091,591.46	Average Ledger	345,000.00
25 Checks/Debits	4,091,591.46		
Service Charge	.00		
Interest Paid	.00		
Ending Balance	345,000.00		

Deposits and Other Credits

Date	Description	Amount
11/01	Deposit 1000	5,959.35
11/01 36	TREAS 310 MISC PAY 101036150280668 9101036151 CT ISA*00*0000000000*00*000000000 0*ZZ*US TREASURY 310*ZZ*VENDOR PAYMENTS*191031*0541*U*00200* 044174393*0*P*~\ ST*820*087270227\ BPR*C*345*C*ACH*CTX*01*1010361 51*ZZ*36001200***01*122201198* DA*6073204*191101**ZZ*NOT\ REF*72*201030321\ REF*55*00000150\ N1*PE*RANCHO SANTIAGO COMM COL G DIST*FI*952696799\ G DIST*FI*952696799\	345.00

Business Checking

6073204 (Continued)

Date	Description	Deposits and Other Credits	Amount
	N1*PR*VAFA TREAS 310*92*360012 00\ ENT*1\ N1*15*LOS ANGELES CA VARO\ N3*11000 WILSHIRE BLVD\ N4*****BS*LOS ANGELES, CA 900 24\ PER*IC*VENDR-INQUIRY*TE*( 310 ) 235 - 7539\ RMR*IV*VOCR-082719-1**345\ REF*DD*WV34493030096*LOS ANGEL ES CA VARO\ DTM*003*190827\ SE*15*087270227\ IEA*1*044174393\ 11/01 HRTLAND PMT SYS TXNS/FEES 091000013140903 WFBEHPS001 C 723.60 11/01 HRTLAND PMT SYS TXNS/FEES 091000013071806 WFBEHPS001 C 15,827.90 11/04 vDeposit 122,236.25 11/04 HRTLAND PMT SYS TXNS/FEES 091000011857395 WFBEHPS001 C 372.00 11/04 HRTLAND PMT SYS TXNS/FEES 091000012623898 WFBEHPS001 C 756.36 11/04 TMobileUSA PMD PAYMENT 051000018455547 7010532275 CCD 3,636.14 11/04 HRTLAND PMT SYS TXNS/FEES 091000017018103 WFBEHPS001 C 7,057.90 11/04 HRTLAND PMT SYS TXNS/FEES 091000011792731 WFBEHPS001 C 17,851.60 11/05 HRTLAND PMT SYS TXNS/FEES 091000013714694 WFBEHPS001 C 7,148.70 11/06 Deposit 1000 1,080.00 11/06 HRTLAND PMT SYS TXNS/FEES 091000017704453 WFBEHPS001 C 1,321.60 11/06 HRTLAND PMT SYS TXNS/FEES 091000017730528 WFBEHPS001 C 5,820.45 11/07 HRTLAND PMT SYS TXNS/FEES 091000017809272 WFBEHPS001 C 1,294.86 11/07 HRTLAND PMT SYS TXNS/FEES 091000017710323 WFBEHPS001 C 8,312.80 11/07 Transfer from DDA Acct No. 6073026-D 550,768.28 11/08 Deposit 5000 16.00 11/08 Deposit 5000 16.00 11/08 Deposit 5000 4,206.75 11/08 Deposit 5000 11,618.20 11/08 HRTLAND PMT SYS TXNS/FEES 091000011370409 WFBEHPS001 C 1,546.25 11/08 CREDENTIALS SOLU PARKING 051000013396606 1352612568 CCD 5,399.54 NTE*Parking Revenue\ 11/08 HRTLAND PMT SYS TXNS/FEES 091000011405519 WFBEHPS001 C 23,107.45 11/12 Deposit 1000 999.75 11/12 HRTLAND PMT SYS TXNS/FEES 091000014708045 WFBEHPS001 C 671.30 11/12 HRTLAND PMT SYS TXNS/FEES 091000015618658 WFBEHPS001 C 940.75 11/12 HRTLAND PMT SYS TXNS/FEES 091000011674802 WFBEHPS001 C 5,091.95 11/12 HRTLAND PMT SYS TXNS/FEES 091000010033618 WFBEHPS001 C 5,840.45 11/12 HRTLAND PMT SYS TXNS/FEES 091000015697599 WFBEHPS001 C 8,461.55		

**From:** Deborah Nobles <Nobles@ascip.org>  
**Sent time:** 10/15/2019 05:47:09 PM  
**To:** Maus, Donald  
**Subject:** RE: Risk Management Deposit Fund

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Hi Don.

Thank you for the email. Our accounting department has reviewed the submitted documentation and will process. Upon receipt of the check, will forward to your attention.

Should there be any questions, please feel free to contact me. Have a wonderful evening.

Best Regards,

Deborah  
Deborah Nobles, CSR  
Senior Risk Services Consultant

Alliance of Schools for Cooperative Insurance Programs  
16550 Bloomfield Avenue, Cerritos, CA 90703  
(562) (40448029 Office  
(562) 404-8038 Fax  
nobles@ascip.org

-----Original Message-----

From: Maus, Donald  
Sent: Tuesday, October 15, 2019 11:42 AM  
To: Deborah Nobles  
Subject: Risk Management Deposit Fund

Hi Deborah,

We would like to request a withdrawal from our Risk Management Deposit Fund in the amount of \$13,000. See attached paperwork.

Let me know if you need anything else.

Thanks.

Don



## Marycella Healy

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**From:** Deborah Nobles  
**Sent:** Tuesday, October 15, 2019 1:45 PM  
**To:** Marycella Healy  
**Subject:** FW: Risk Management Deposit Fund Withdrawal - Rancho Santiago CCD  
**Attachments:** Scanned from a Xerox Multifunction Device.pdf

Hi Marycella.

Please see the attached request. Please let me know if anything else is needed so that I can notify the District. Thank you!

Best Regards,

Deborah  
Deborah Nobles, CSRM  
Senior Risk Services Consultant

Alliance of Schools for Cooperative Insurance Programs  
16550 Bloomfield Avenue, Cerritos, CA 90703  
(562) (404) 48029 Office  
(562) 404-8038 Fax  
nobles@ascip.org

-----Original Message-----

**From:** Maus, Donald <Maus\_Donald@rscdd.edu>  
**Sent:** Tuesday, October 15, 2019 11:42 AM  
**To:** Deborah Nobles <Nobles@ascip.org>  
**Subject:** Risk Management Deposit Fund

Hi Deborah,

We would like to request a withdrawal from our Risk Management Deposit Fund in the amount of \$13,000. See attached paperwork.

Let me know if you need anything else.

Thanks.

Don

**From:** Marycella Healy <Healy@ascip.org>  
**Sent time:** 10/16/2019 05:35:36 PM  
**To:** Maus, Donald  
**Cc:** Deborah Nobles <Nobles@ascip.org>  
**Subject:** RE: Risk Management Deposit Fund Withdrawal - Rancho Santiago CCD

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Check#25557862 for \$13,000 will be mailed today to the following address:

Rancho Santiago CCD  
2323 North Broadway  
Santa Ana, CA 92706  
Attn: Don Maus-Risk Management

Marycella Healy

Alliance of Schools for Cooperative Insurance Programs  
16550 Bloomfield Avenue, Cerritos, CA 90703  
(562)((40448029  
Email: Healy@ascip.org

-----Original Message-----

From: Maus, Donald  
Sent: Tuesday, October 15, 2019 11:42 AM  
To: Deborah Nobles  
Subject: Risk Management Deposit Fund

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We would like to request a withdrawal from our Risk Management Deposit Fund in the amount of \$13,000. See attached paperwork.

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Thanks.

Don