

# **CUSD Board of Education**

## **Regular Meeting Agenda**

**Chico City Council Chambers**  
**February 17, 2010**

**CLOSED SESSION – 5:00 P.M.**  
**REGULAR BOARD MEETING – 6:00 P.M.**



### **Board Members**

**Jann Reed, President**  
**Rick Rees, Vice President**  
**Dr. Andrea Lerner Thompson, Clerk**  
**Elizabeth Griffin, Member**  
**Dr. Kathy Kaiser, Member**

**Kelly Staley, Superintendent**

This Agenda is Available at:  
Chico Unified School District  
1163 E. 7<sup>th</sup> Street  
Chico, CA 95928  
(530) 891-3000  
Or Online at:  
[www.chicousd.org](http://www.chicousd.org)

Posted: 02/11/10

The Chico Unified School District Board of Education welcomes you to this meeting and invites you to participate in matters before the Board.

**INFORMATION, PROCEDURES AND CONDUCT  
OF CUSD BOARD OF EDUCATION MEETINGS**

***No disturbance or willful interruption of any Board meeting shall be permitted. Persistence by an individual or group shall be grounds for the Chair to terminate the privilege of addressing the meeting. The Board may remove disruptive individuals and order the room cleared, if necessary. In this case, further Board proceedings shall concern only matters appearing on the agenda.***

**CONSENT CALENDAR**

The items listed on the Consent Calendar may be approved by the Board in one action. However, in accordance with law, the public has a right to comment on any consent item. At the request of a member of the Board, any item on the consent agenda shall be removed and given individual consideration for action as a regular agenda item. Board Bylaw 9322.

**STUDENT PARTICIPATION**

At the discretion of the Board President, student speakers may be given priority to address items to the Board.

**PUBLIC PARTICIPATION FOR ITEMS ON THE AGENDA (Regular and Special Board Meetings)**

The Board shall give members of the public an opportunity to address the Board either before or during the Board's consideration of each item of business to be discussed at regular or special meetings.

- Speakers will identify themselves and will direct their comments to the Board.
- Each speaker will be allowed five (5) minutes to address the Board.
- In case of numerous requests to address the same item, the Board may select representatives to speak on each side of the item.

**PUBLIC PARTICIPATION FOR ITEMS NOT ON THE AGENDA (Regular Board Meetings only)**

The Board shall not take action or enter into discussion or dialog on any matter that is not on the meeting agenda, except as allowed by law. (Government Code 54954.2) Items brought forth at this part of the meeting may be referred to the Superintendent or designee or the Board may take the item under advisement. The matter may be placed on the agenda of a subsequent meeting for discussion or action by the Board.

- Public comments for items not on the agenda will be limited to one hour in duration.
- Initially, each general topic will be limited to 3 speakers.
- Speakers will identify themselves and will direct their comments to the Chair.
- Each speaker will be given five (5) minutes to address the Board.
- Once 2 speakers have shared a similar viewpoint, the Chair will ask for a differing viewpoint. If no other viewpoint is represented then a 3<sup>rd</sup> speaker may present.
- Speakers will not be allowed to yield their time to other speakers.
- After all topics have been heard, the remainder of the hour may be used by additional speakers to address a previously raised issue.

**WRITTEN MATERIAL:**

The Board is unable to read written materials presented during the meeting. If any person intends to appear before the Board with written materials, they should be delivered to the Superintendent's Office or delivered via e-mail to the Board and Superintendent 10 days prior to the meeting date.

**COPIES OF AGENDAS AND RELATED MATERIALS:**

- Available at the meeting
- Available on the website: [www.chicousd.org](http://www.chicousd.org)
- Available for inspection in the Superintendent's Office prior to the meeting
- Copies may be obtained after payment of applicable copy fees

**AMERICANS WITH DISABILITIES ACT**

Please contact the Superintendent's Office at 891-3000 ex. 149 should you require a disability-related modification or accommodation in order to participate in the meeting. This request should be received at least 48 hours prior to the meeting in order to accommodate your request.

Pursuant to Government Code 54957.5, If documents are distributed to board members concerning an agenda item within 72 hours of a regular board meeting, at the same time the documents will be made available for public inspection at the Chico Unified School District, Superintendent's Office located at 1163 East Seventh Street, Chico, CA 95928 or may be viewed on the website: [www.chicousd.org](http://www.chicousd.org).

# CHICO UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Regular Meeting –February 17, 2010

Closed Session – 5:00 p.m.

Regular Session - 6:00 p.m.

Chico City Council Chambers  
421 Main Street, Chico, CA 95928

## **AGENDA**

5:00pm

1. **CALL TO ORDER**

2. **CLOSED SESSION**

1. **Update on Labor Negotiations**

Employee Organizations:

Representative:

CUTA

CSEA, Chapter #110

Kelly Staley, Superintendent

Bob Feaster, Assistant Superintendent

Jan Combes, Assistant Superintendent

2. **Conference with Legal Counsel**

Anticipated Litigation

Significant exposure to litigation pursuant  
to Government Code Section 54956.9(b)

One case

**Attending:**

Kelly Staley, Superintendent

Bob Feaster, Assistant Superintendent

Jan Combes, Assistant Superintendent

Paul Gant, Attorney at Law

3. **Conference with Legal Counsel**

Anticipated Litigation

Significant exposure to litigation pursuant  
to Government Code Section 54956.9(b)

One case

**Attending:**

Kelly Staley, Superintendent

Bob Feaster, Assistant Superintendent

Jan Combes, Assistant Superintendent

Sara Simmons, Director

John Yeh, Attorney at Law

*If Closed Session is not completed before 6:00 p.m., it will resume immediately following the regular meeting.*

6:00pm

3. **RECONVENE TO REGULAR SESSION** (5 minutes)

1. Call to Order

2. Report Action Taken in Closed Session

3. Flag Salute

6:05pm

4. **STUDENT REPORTS** (15 minutes)

6:20pm

5. **SUPERINTENDENT'S REPORT** (15 minutes)

6:35pm

6. **CONSENT CALENDAR** (5 minutes)

1. GENERAL

1. Consider Approval of Minutes of Regular Session on January 20, 2009, and Special Session on February 3, 2010

2. Consider Approval of Items Donated to Chico Unified School District

2. EDUCATIONAL SERVICES

1. Consider expulsion of students with the following IDs: 36455, 36759, 38130, 39222, 54667, 66814

2. Consider expulsion clearance of students with the following IDs: 35521, 36642, 38179, 38781, 39222, 41758, 52343, 56422, 63369, 63795

3. Consider Approval of the Field Trip Request for the 5/6 Class at Hooker Oak to visit the King Tut Exhibit and Exploratorium in San Francisco from 3/10/10-3/11/10

4. Consider Approval of the Field Trip Request for the 3-5<sup>th</sup> grade classes at McManus Elementary to go to Monterey, CA for Environmental Education from 5/18/10-5/21/10

5. Consider Approval of the Field Trip Request for sixth grade students from Rosedale Elementary to attend Science Camp at Butte Meadows, CA from 5/24/10-5/27/10

6. Consider Approval of the Field Trip Request for 6<sup>th</sup> grade students from Sierra View Elementary to attend Butte Meadows Outdoor School at Camp Lassen from 5/5/10-5/7/10
7. Consider Approval of the Field Trip Request for the BJHS Friday Night Live Club to attend the Reach Conference at Richardson Springs, CA from 3/25/10-3/27/10
8. Consider Approval of the Field Trip Request for the CJHS Club Live to attend the Reach Conference in Richardson Springs, CA from 3/25/10-3/27/10
9. Consider Approval of the Field Trip Request for the CHS Symphonic Band to participate in the Southern California Symphonic Band Concert Tour from 5/14/10-5/17/10
10. Consider Approval of the Field Trip Request for the PVHS Band to attend a Jazz Festival in Santa Cruz at Cabrillo College from 3/26/10-3/27/10
11. Consider Approval of the Field Trip Request for PVHS Friday Night Live group to attend the Reach for the Future Leadership Conference in Richardson Springs from 3/4/10-3/6/10
12. Consider Approval of the Field Trip Request for the PVHS Yearbook and Newspaper students to attend the National Convention in Portland, OR from 4/14/10-4/18/10
13. Consider Approval of the Field Trip Request for the PVHS Academic Decathlon team to attend the State Finals in Sacramento from 3/12/10-3/15/10
14. Consider Approval of the Field Trip Request for FVHS Friday Night Live group to attend the Reach for the Future Leadership Conference in Richardson Springs from 3/4/10-3/6/10
15. Consider Approval of the Consultant Agreement for Mary Fay-Zenk to provide mathematics professional development
16. Consider Approval for the Consultant Agreement for DataWORKS Educational Research to provide staff development in the area of English Language Development
17. Consider Approval of the Consultant Agreement with the Chico Area Recreation and Park District for the elementary 21<sup>st</sup> Century Community Learning Center After School Program
18. Consider Approval of the Quarterly Report on Williams Uniform Complaints
19. Consider Approval of the Part II Consolidated Application for Funding Categorical
20. Consider Approval of the Chico High School Work Experience Education Plan
21. Consider Approval of the SELPA Local Plan Certification
22. Consider Approval of the Academy For Change General Waiver Request
23. Consider Approval of the CAHSEE Waivers for Students with Disabilities

**3. BUSINESS SERVICES**

1. Consider Approval of Accounts Payable Warrants
2. Consider Approval of Monthly Enrollment and ADA Reports
3. Consider Approval of the ERATE Consultant Agreement

**4. HUMAN RESOURCES**

1. Consider Approval of Certificated Human Resources Actions
2. Consider Approval of Classified Human Resources Actions

**7. DISCUSSION/ACTION CALENDAR**

**1. BUSINESS SERVICES**

- |        |   |
|--------|---|
| 6:40pm | 1. <u>Discussion/Action</u> : FCMAT Report, Butte County Office of Education (Kevin Bultema) (30 minutes)   |
| 7:10pm | 2. <u>Information</u> : CUSD Budget Reduction Discussion; Direction from Board (Jan Combes) (60 minutes)  |
| 8:10pm | 3. <u>Discussion/Action</u> : Consider Approval of Name Recommendations for the Performing Arts Center Currently Under Construction at Pleasant Valley High School (Michael Weissenborn) (20 minutes) |

- 8:30pm 4. Discussion/Action: Letter of Intent to Lease Shapiro Pool for 30 Years (Jan Combes) (10 minutes)
- 8:40pm 2. HUMAN RESOURCES
- 8:45pm 1. Discussion/Action: Consider Approval of Resolution No. 1095-10, Elimination of Classified Services (Bob Feaster) (5 minutes)
- 8:55pm 2. Discussion/Action: Consider Approval of Resolution No. 1096-10, Reduction in Certificated Staff Due to Reduction or Elimination of Particular Kinds of Service (Bob Feaster) (10 minutes)
- 9:05pm 3. Discussion/Action: Consider Approval of Resolution 1097-10, Reduction in Certificated Staff Due to Reduction or Elimination of Categorical Funded Services (Bob Feaster) (10 minutes)
- 9:10pm 4. Discussion/Action: Consider Approval of Resolution 1098-10, Concerning Order of Seniority of Certificated Employees First Rendering Paid Probationary Service on the Same Day (Bob Feaster) (5 minutes)
- 9:20pm 5. Information: Initial Proposal for Collective Bargaining from the Chico Unified Teachers Association (CUTA) for 2009-2010 (Bob Feaster) (10 minutes)
- 9:25pm 3. BOARD
- 9:35pm 1. Information: Review Board Self-Evaluation Tools (5 minutes)
- 9:40pm 2. Discussion/Action: Board Workshop Schedule (10 minutes)
- 9:45pm 8. **ITEMS FROM THE FLOOR** (5 minutes)
- 9:45pm 9. **ANNOUNCEMENTS** (5 minutes)
- 9:45pm 10. **ADJOURNMENT**

MINUTES**1. CALL TO ORDER**

At 5:00 p.m. Board President Reed announced the Board was going into Closed Session.

Present: Reed, Griffin, Thompson, Rees

Absent: Kaiser

**2. CLOSED SESSION****1. Update on Labor Negotiations**

Employee Organizations:

CUTA

CSEA, Chapter #110

Representatives:

Kelly Staley, Superintendent

Bob Feaster, Assistant Superintendent

Jan Combes, Assistant Superintendent

**2. CONFERENCE WITH LEGAL COUNSEL**

Anticipated Litigation

Attending:

Significant exposure to litigation pursuant to Government Code Section 54956.9(b)

Kelly Staley, Superintendent

One case

Bob Feaster, Assistant Superintendent

Jan Combes, Assistant Superintendent

Sara Simmons, Director

John Yeh, Attorney at Law

**3. RECONVENE TO REGULAR SESSION**

Present: Reed, Rees, Griffin

Absent: Kaiser, Board Clerk Thompson was present for Closed Session only

**3.1 Call to Order**

At 6:07 p.m. Board President Reed called the Regular Meeting to Order in the Chico City Council Chambers.

**3.2 Closed Session Announcements**

Board President Reed stated the Board had been in Closed Session and there was nothing to report and the Board would be returning to Closed Session after the meeting was adjourned.

**3.3 Flag Salute**

At 6:08 p.m. Board President Reed led the salute to the Flag.

**4. STUDENT REPORTS**

At 6:09 p.m. Eric Carver and Jacob Thibodeau reported on FVHS student activities. Gage Newton and Colby Hammer reported on PVHS student activities. Kevin Dolan, CHS teacher, introduced students Brandon Kingsley and Elise Roberts who reported on and shared a short PowerPoint on the "Leadership through Service" class fundraising endeavors and how they helped build a school house in Ecuador.

**5. SUPERINTENDENT'S REPORT**

At 6:30 p.m. Director Joanne Parsley introduced Mike Brooks, Hooker Oak teacher, and a few of his students who talked about the 7<sup>th</sup> and 8<sup>th</sup> grade program. Susan Delgado introduced CHS Choir Club students who presented a report on the "State of the Arts" activities/achievements going on in the visual and performing arts programs district-wide. Kim Kurnizki, parent, presented information on the "Arts for All" program.

**6. CONSENT CALENDAR**

At 6:52 p.m. Board President Reed asked if anyone would like to pull a Consent Item for further discussion. No items were pulled. Board Vice President Rees moved to approve the Consent Items; seconded by Board Member Griffin.

**6.1. GENERAL**

1. The Board approved the minutes of the Regular Session on December 2, 2009, and Special Session on January 6, 2010.

2. The Board accepted the items donated to Chico Unified School District.

## MINUTES

Donor	Item	Recipient
Citrus Ave. PTA	\$250.00	Chico Reads
Paula Berg	Dell Computer @ \$200.00	Chapman
Wells Fargo Bank	\$1,500.00	Chapman
Darcy Lor, Student	2 Books @ \$9.00	Chapman Library
Maggie Ricketts	3 Books @ \$47.00	Chapman Library
Tim and Michele Friedman	\$262.50	Hooker Oak
Wells Fargo Foundation	\$1,000.00	Marigold
STAR Community Credit	\$700.00	McManus
Adam Bakker	\$57.00	Neal Dow
Judy Hass	\$50.00	Neal Dow
Laird Oelrichs	\$50.00	Sierra View
Cindie Wright	\$500.00	Sierra View
Wells Fargo Bank	\$500.00	Bidwell Jr. High Library
Sisco Enterprises	\$195.23	Bidwell Jr. High
Soroptimist International of Chico	\$440.00	Bidwell Jr. High
Bill Delgado	Moving 2 pianos @ \$300.00	Chico Jr. High
Thomas Kimberly Kocotis		
Alexandria	Cable Hobart Piano @ \$1,400.00	Chico Jr. High
Wachovia/Wells Fargo	\$500.00	Chico Jr. High
Anonymous	Camera @ \$125.00	Marsh Jr. High
The Foor Foundation	\$4,431.00	Chico High ACT
Mike Vought	Books @ \$306.00	PVHS Library
Kitlyn Ransom	1 Book @ \$17.00	PVHS Library
Oleta Bryson	Books @ \$434.00	PVHS Library
Lauren Taylor	Books @ \$125.00	PVHS Library
Soroptimist International of Chico	\$600.00	PVHS Library
Tom Melton	Books @ \$403.00	PVHS Library
Brenda Kemp	\$500.00	PVHS Ski and Snowboard
Jorg and Jennifer Heinemann	\$1,000.00	PVHS Ski and Snowboard
Hoffman Builders	\$50.00	PVHS Boys Volleyball
Chico Running Club	\$2,500.00	PVHS Cross Country
Chico Rotary Club	\$769.39	PVHS Art
Chico Rotary Club	\$150.00	PVHS ASB
Loerke Insulation Co., Inc.	Home Depot Gift Card @ \$100.00	FVHS
Don Fowler/McClelland Air	Flagstone @ \$200.00	FVHS
Valley Contractors Exchange	Building Supplies @ \$1,100.00	FVHS
Tom Rolfe/Northgate Rock		
Company	Plaster Sand @ \$300.00	FVHS
Gene Clark/Clark's Heating & Air	Misc. Supplies @ \$100.00	FVHS
Wayne Mohle	Misc. Supplies @ \$150.00	FVHS
Carol Carlson	\$100.00	Loma Vista
Karen Puccetti	\$50.00	Loma Vista
Cherie Johnson	\$50.00	Loma Vista

3. The Board received an Update on Major Fund Raising Requests

## 6.2 EDUCATIONAL SERVICES

- The Board approved the expulsion of students with the following IDs: 35370, 37382, 38987, 39611, 40600, 40956, 41911, 42621, 42622, 44064, 52211, 56274, 58019, 58937, 58953, 63921, 68322
- The Board approved the expulsion clearance of students with the following IDs: 37926, 39154, 39182, 39184, 41394, 50539, 51607, 58091, 58675, 68264

## MINUTES

3. The Board approved the Field Trip Request for Shasta & Marigold 6<sup>th</sup> grade classes to go to Environmental Science Education at Shady Creek Outdoor School from 4/6/10-4/9/10
4. The Board approved the Field Trip Request for CHS Friday Night Live Club to attend the Leadership Conference in Richardson Springs from 3/4/10-3/6/10
5. The Board approved Field Trip Request for PVHS/HECT/iHOST teams to attend state competitions in Sacramento, CA from 3/5/9-3/7/09
6. The Board approved the Field Trip Request for PVHS/FHA-HERO students to attend the FHA-HERO State Meeting/Competition in Fresno, CA from 4/24/10-4/27/10
7. The Board approved the Field Trip Request for PVHS Varsity Baseball team to participate in a baseball tournament in Tucson, Arizona from 4/1/10-4/3/10
8. The Board approved the School Accountability Report Cards

**6.3 BUSINESS SERVICES**

1. The Board approved the Accounts Payable Warrants
2. The Board approved the Monthly Enrollment and ADA Reports
3. The Board approved the Declaration of Surplus Property
4. The Board approved the 2010-11 Budget Calendar
5. The Board approved the Pleasant Valley High School Arts, Media and Entertainment Sector Career Technical Education Facilities Grant Application

**6.4 HUMAN RESOURCES**

1. The Board approved the Certificated Human Resources Actions

Name/Employee #	Assignment	Effective	Comment
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**RELEASE/NON-REELECTION OF TEMPORARY CERTIFICATED EMPLOYEES**

1406	Elementary	August 21, 2009	Release 1.0 FTE
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2. The Board approved the Classified Human Resources Actions

ACTION	NAME	<u>CLASS/LOCATION/ ASSIGNED HOURS</u>	<u>EFFECTIVE</u>	<u>COMMENTS/PRF #/ FUND/RESOURCE</u>
APPOINTMENT	ABARA, DIANA	PARENT CLASSROOM AIDE-RESTR/ MCMANUS/3.0	11/10/2009	NEW POSITION/143/ CATEGORICAL/3011
APPOINTMENT	APALIT, JR, VICTOR	LT CAMPUS SUPERVISOR/ MJHS/1.0	1/11/2010 - 2/24/2010	DURING ABSENCE OF INCUMBENT/188/ GENERAL/0000
APPOINTMENT	BURKETT, ALISHA	PARENT CLASSROOM AIDE-RESTR/ MCMANUS/3.0	11/16/2009	NEW POSITION/144/ CATEGORICAL/3011
APPOINTMENT	COUPE, KENDRA	PARENT CLASSROOM AIDE-RESTR/ MARIGOLD/1.4	1/4/2010	VACATED POSITION/23/ CATEGORICAL/7250
APPOINTMENT	DAGGETT, BRIAN	LT MAINTENANCE WORKER/ M & O/8.0	1/7/2010 - 5/31/2010	DURING ABSENCE OF INCUMBENT/180/ GENERAL/8150
APPOINTMENT	FANNING, NICOLE	IPS-CLASSROOM/ SIERRA VIEW/3.0	1/11/2010	VACATED POSITION/121/ SPECIAL ED/6501
APPOINTMENT	FISHER, TIFFANY	LT OFFICE ASST/ AFC/4.0	12/15/2009 - 05/01/2010	VACATED POSITION/127/



## MINUTES

				SARB/3206
APPOINTMENT	FROST, CATHERINE	INSTRUCTIONAL ASST/ NEAL DOW/2.0	12/17/2009	NEW POSITION/18/ CATEGORICAL/3010
APPOINTMENT	GALLAWAY, SHERRI	CAFETERIA ASST/ CJHS/1.5	12/3/2009	VACATED POSITION/138/ NUTRITION/0000
APPOINTMENT	GASCOYNE, JULIE	LT IPS-HEALTHCARE/ MJHS/6.0	1/4/2010 - 2/28/2010	NEW LT POSITION/146/ SPECIAL ED ARRA/3313
APPOINTMENT	HANF, CAROLYN	PARENT CLASSROOM AIDE-RESTR/ SHASTA/1.2	12/15/2009	VACATED POSITION/29/ CATEGORICAL/7250
APPOINTMENT	HARRIS, RICHARD	PARENT CLASSROOM AIDE-RESTR/ MCMANUS/3.0	11/16/2009	NEW POSITION/142/ CATEGORICAL/3011
APPOINTMENT	KEESLING, MARY	LT IA-SR ELEMENTARY GUIDANCE/ CHAPMAN/4.4	11/17/2009 - 2/26/2010	DURING ABSENCE OF INCUMBENT/117/ GRANT/7830
APPOINTMENT	KEESLING, MARY	LT IA-SR ELEMENTARY GUIDANCE/ CHAPMAN/9	11/17/2009 - 2/26/2010	DURING ABSENCE OF INCUMBENT/118/ GRANT/7830
APPOINTMENT	KRAUSE, MICHELLE	PARENT CLASSROOM AIDE-RESTR/ SIERRA VIEW/5	12/7/2009	VACATED POSITION/406/ CATEGORICAL/7250
APPOINTMENT	MANSFIELD, MARY	LT HEALTH ASSISTANT/ AFC/2.0	11/16/2009 - 4/16/2010	VACATED POSITION/128/ GENERAL/1105
APPOINTMENT	MARTINEZ, MARIA	PARENT CLASSROOM AIDE-RESTR/ MCMANUS/3.0	11/17/2009	NEW POSITION/141/ CATEGORICAL/3011
APPOINTMENT	MORGAN, KILLIAN	IA-BILINGUAL/ CJHS/2.0	12/8/2009	VACATED POSITION/131/ CATEGORICAL/3010 & 7250
APPOINTMENT	MORGAN, KILLIAN	IPS-CLASSROOM/ SIERRA VIEW/3.0	1/11/2010	VACATED POSITION/121/ SPECIAL ED/6501
APPOINTMENT	POWELL, SARAH	PARENT CLASSROOM AIDE-RESTR/ SHASTA/3.9	12/8/2009	NEW POSITION/86/ CATEGORICAL/7250
APPOINTMENT	PROCTOR, BRITTANY	IA-SPECIAL ED/ MARIGOLD/2.5	12/8/2009	VACATED POSITION/5/ SPECIAL ED/6500
APPOINTMENT	PUTNAM, KATHLEEN	CAFETERIA ASST/ CHS/2.0	1/5/2010	VACATED POSITION/116/ NUTRITION/0000
APPOINTMENT	ROSALES, LIDIA	SCHOOL BUS DRIVER 1/ TRANS/5.4	12/11/2009	NEW POSITION/134/ TRANSPORTATION/723 0
APPOINTMENT	ROWEN, CHRISTINE	CAFETERIA ASST/ CHS/1.2	1/4/2010	NEW POSITION/176/ CATEGORICAL/4124
APPOINTMENT	SMITH, ERIN	LT PARENT CLASSROOM AIDE- RESTR/ SIERRA VIEW/1.3	12/8/2009 - 5/27/2010	NEW LT POSITION/173/ GENERAL/0000
APPOINTMENT	SOUTH, GARY	SCHOOL BUS DRIVER 1/ TRANS/4.6	12/11/2009	VACATED POSITION/126/ TRANSPORTATION/723 0

## MINUTES

APPOINTMENT	SPITTLE, MICHAEL	IPS-HEALTHCARE/ SIERRA VIEW/3.5	12/7/2009	VACATED POSITION/147/ SPECIAL ED/6501
APPOINTMENT	SPITTLE, MICHAEL	IPS-HEALTHCARE/ SIERRA VIEW/2.0	1/4/2010	VACATED POSITION/148/ SPECIAL ED/6501
APPOINTMENT	STEWART, SHARON	LT HEALTH ASSISTANT/ PARKVIEW/3.0	1/11/2010 - 5/27/2010	VACATED POSITION/366/ GENERAL/1105
APPOINTMENT	WILLIAMSON, ANDREA	LT CAMPUS SUPERVISOR/ MJHS/1.0	11/9/2009 - 2/24/2010	DURING ABSENCE OF INCUMBENT/124/ GENERAL/0000
APPOINTMENT	WILLIAMSON, ANDREA	CAMPUS SUPERVISOR/ CJHS/1.0	12/7/2009	VACATED POSITION/136/ GENERAL/0000
APPOINTMENT	WILLSON, MELISSA	IPS-HEALTHCARE/ LOMA VISTA/4.0	1/5/2010	VACATED POSITION/122/ SPECIAL ED/6501
INCREASE IN HOURS	DONNELLY, JUDITH	CAFETERIA ASST/ FVHS/3.5	11/30/2009	EXISTING POSITION/98/ CATEGORICAL/4124
INCREASE IN HOURS	ECKES, KIMBERLY	CAFETERIA ASST/ MJHS/3.6	1/11/2010	VACATED POSITION/189/ NUTRITION/0000
INCREASE IN HOURS	GRIMES, LOUIS	CAMPUS SUPERVISOR/ BJHS/1.0	11/20/2009	NEW POSITION/43/ CATEGORICAL/7250
INCREASE IN HOURS	HERNANDEZ, LUCITA	CAFETERIA ASST/ MARIGOLD/2.5	1/4/2010	VACATED POSITION/181/ NUTRITION/0000
INCREASE IN HOURS	JACKSON, MARK	IA-SPECIAL ED/ HOOKER OAK/6.0	1/4/2010	NEW POSITION/154/ SPECIAL ED ARRA/3313
INCREASE IN HOURS	JARJOUR, RAGHEDA	CAFETERIA ASST/ CITRUS/3.3	12/1/2009	VACATED POSITION/169/ NUTRITION/0000
INCREASE IN HOURS	LUALLEN, TERRIE	CAFETERIA SATELLITE MGR/ EMMA WILSON/6.9	12/8/2009	EXISTING POSITION/185/ NUTRITION/0000
INCREASE IN HOURS	MORMANN, MOLLY	IA-SPECIAL ED/ HOOKER OAK/5.0	12/16/2009	NEW POSITION/156/ SPECIAL ED/6500
INCREASE IN HOURS	NEMAT-NASSER, KAREN	SCHOOL BUS DRIVER 2/ TRANS/7.9	8/11/2009	EXISTING POSITION/ TRANSPORTATION/724 0
INCREASE IN HOURS	NOVARA, RONALD	SCHOOL BUS DRIVER 2/ TRANS/6.7	8/11/2009	EXISTING POSITION/ TRANSPORTATION/724 0
INCREASE IN HOURS	TIGHE, MARK	SCHOOL BUS DRIVER 1/ TRANS/5.9	8/18/2009	EXISTING POSITION/ TRANSPORTATION/723 0
INCREASE IN HOURS	ULSH, SHARON	SCHOOL BUS DRIVER 1/ TRANS/4.0	8/11/2009	EXISTING POSITION/ TRANSPORTATION/723 0
TRANS W/INCREASED	ENNES, ABIGAIL	IPS-CLASSROOM/ HOOKER OAK/4.0	1/4/2010	VACATED POSITION/149/

## MINUTES

HOURS				SPECIAL ED/6501
TRANS W/INCREASED HOURS	RUIZ, JULIE	IA-SPECIAL ED/ NEAL DOW/5.0	1/18/2010	NEW POSITION/163/ SPECIAL ED/6500
PROMOTION	HALL, KATHY	LT CAFETERIA COOK MGR 1/ AFC/5.5	1/7/2010 - 5/27/2010	VACATED POSITION/182/ NUTRITION/0000
PROMOTION	SALADO, RANDALL	CONSTRUCTION MANAGER/ FACILITIES/8.0	1/4/2010	NEW POSITION/172/ GENERAL/0000
PROMOTION	VINCENT, JOHN	NETWORK ANALYST/ INFO SERVICES/8.0	12/14/2009	VACATED POSITION/358/ MULTI/0000, 3010, 6010, 4124, & 7250
RE- EMPLOYMENT	COLLADO, JOSH	CAMPUS SUPERVISOR/ CJHS/1.0	12/16/2009	VACATED POSITION/183/ GENERAL/0000
RE- EMPLOYMENT	YATES, ELSIE	CAFETERIA SATELLITE MGR/ PARKVIEW/6.0	12/3/2009	VACATED POSITION/132/ NUTRITION/0000
VOLUNTARY REDUCTION IN HOURS	GUILBAULT, KARIN	IA-COMPUTERS/ MCMANUS/2.6	12/7/2009	EXISTING POSITION/ CATEGORICAL/6010
VOLUNTARY REDUCTION IN HOURS	RUIZ, JULIE	INSTRUCTIONAL ASST/ NEAL DOW/3.0	1/18/2010	EXISTING POSITION/ CATEGORICAL/6010
VOLUNTARY REDUCTION IN HOURS	SIMMONS, ELIZABETH	IPS-CLASSROOM/ LOMA VISTA/3.2	1/11/2010	EXISTING POSITION/ SPECIAL ED/6501
LEAVE OF ABSENCE	SMITH, ANNIE	PARENT CLASSROOM AIDE-RESTR/ SIERRA VIEW/2.0	11/1/2009	RESCINDED LOA PER MS RULE 11
LEAVE OF ABSENCE	SMITH, ANNIE	PARENT CLASSROOM AIDE-RESTR/ SIERRA VIEW/2.0	11/1/2009	RESCINDED LOA PER MS RULE 11
LEAVE OF ABSENCE	VANG, SHOUA	TARGETED CASE MANAGER-BIL/ CHAPMAN/4.0	12/16/2009 – 2/26/2010	PER CBA 5.11
RESIGNED ONLY POSITION LISTED	CLINTON, MELISA	TRANS SPECIAL ED AIDE/ TRANS/4.5	1/15/2010	VOLUNTARY RESIGNATION
RESIGNED ONLY POSITION LISTED	ECKES, KIMBERLY	CAFETERIA ASST/ PARKVIEW/3.0	1/10/2010	INCREASE IN HOURS
RESIGNED ONLY POSITION LISTED	ENNES, ABIGAIL	IPS-HEALTHCARE/ CHAPMAN/3.5	1/3/2010	TRANS W/INCREASED HOURS
RESIGNED ONLY POSITION LISTED	GRIMES, LOUIS	CAMPUS SUPERVISOR/ CJHS/.5	11/19/2009	INCREASE IN HOURS
RESIGNED ONLY POSITION LISTED	GRIMES, LOUIS	CAMPUS SUPERVISOR/ CJHS/.5	11/19/2009	VOLUNTARY RESIGNATION
RESIGNED ONLY POSITION LISTED	HERNANDEZ, LUCITA	CAFETERIA ASST/ MJHS/2.0	1/3/2010	INCREASE IN HOURS
RESIGNED ONLY POSITION	JACKSON, MARK	IA-SPECIAL ED/ NORD/5.0	1/3/2010	INCREASE IN HOURS

## MINUTES

LISTED

RESIGNED ONLY POSITION LISTED	JACKSON, MARK	IA-SPECIAL ED/ NORD/1.8	1/3/2010	VOLUNTARY RESIGNATION
RESIGNED ONLY POSITION LISTED	JARJOUR, RAGHEDA	CAFETERIA ASST/ MARIGOLD/2.5	11/30/2009	INCREASE IN HOURS
RESIGNED ONLY POSITION LISTED	MORMANN, MOLLY	IA-SPECIAL ED/ CHAPMAN/3.0	12/15/2009	INCREASE IN HOURS
RESIGNED ONLY POSITION LISTED	RUIZ, JULIE	INSTRUCTIONAL ASST/ HOOKER OAK/2.2	1/17/2010	TRANS W/INCREASED HOURS
RESIGNED ONLY POSITION LISTED	SALADO, RANDALL	SR GROUNDS WORKER/ M & O/8.0	1/3/2010	PROMOTION
RESIGNED ONLY POSITION LISTED	WILLIAMSON, ANDREA	LT CAMPUS SUPERVISOR/ MJHS/1.0	12/6/2009	APPOINTMENT
RESIGNED ONLY POSITION LISTED	YATES, ELSIE	CAFETERIA ASST/ MJHS/3.6	12/2/2009	RE-EMPLOYMENT
RESIGNATION/ TERMINATION	MEDINA, SYLVIA	TARGETED CASE MGR-BIL/ PARKVIEW/4.0	12/14/2009	VOLUNTARY RESIGNATION

2. The Board approved the Consultant Agreement for Steve Piluso

**(Consent Vote)**

AYES: Reed, Rees, Griffin

NOES: None

ABSENT: Thompson, Kaiser

7. **DISCUSSION/ACTION CALENDAR**7.1 **EDUCATIONAL SERVICES**1. **Discussion/Action: 2010/11 Student Housing Committee Report**

At 6:53 p.m. Director Mary Leary presented information on the 2010/11 Student Housing Committee recommendations to 1) expand the autism program utilizing one existing classroom at CJHS and one existing classroom at Chapman Elementary school; 2) Move the Academy For Change to the Fair View High School campus; and 3) House the Inspire School for Arts and Science on the Chico High School campus for the 2010/11 school year. Board Member Griffin moved to adopt the 2010/11 Student Housing Committee Report; seconded by Board Vice President Rees.

AYES: Reed, Rees, Griffin

NOES: None

ABSENT: Thompson, Kaiser

2. **Discussion/Action: Findings and Statement of Reason per Proposition 39**

At 6:57 p.m. Director Mary Leary presented information on the findings and statement of reason per Proposition 39 regulations surrounding charter school requests for use of District facilities. Chico Country Day School and Nord cannot be accommodated on present sites. Space will be offered at different locations. Board Vice President Rees moved to approve the findings and statement of reason; seconded by Board Member Griffin.

AYES: Reed, Rees, Griffin

NOES: None

ABSENT: Thompson, Kaiser

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MINUTES

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**7.2 BUSINESS SERVICES****1. Discussion/Action: 2008-2009 Independent Audit Report**

At 7:03 p.m. Assistant Superintendent Combes presented information on the 2008-09 Independent Audit Report. Board Member Griffin moved to approve the 2008-2009 Independent Audit Report; seconded by Board Vice President Rees.

AYES: Reed, Rees, Griffin

NOES: None

ABSENT: Thompson, Kaiser

**2. Discussion/Action: Adoption of Resolution No. 1093-10, Regarding Accounting of Developer Fees for Fiscal Year 2008-2009**

At 7:05 p.m. Assistant Superintendent Combes presented information on Resolution No. 1093-10. Government Code Section 66006(b) requires the District to make an annual accounting of the Developer Fee Fund for the prior school year. Board Vice President Rees moved to adopt Resolution No. 1093-10; seconded by Board Member Griffin.

AYES: Reed, Rees, Griffin

NOES: None

ABSENT: Thompson, Kaiser

**3. Discussion/Action: The Joint Powers Agreement (JPA) of the Butte Schools Self-Funded Programs (BSSP)**

At 7:07 p.m. Director Scott Jones reviewed the revisions to the Joint Powers Agreement and explained that changes require approval by both the JPA Board of Directors and each member District governing board. The JPA Board of Directors has approved. Board Member Griffin moved to approve the Joint Powers Agreement (JPA) of the Butte Schools Self-Funded Programs (BSSP); seconded by Board Vice President Rees.

AYES: Reed, Rees, Griffin

NOES: None

ABSENT: Thompson, Kaiser

**7.3 HUMAN RESOURCES****1. Information: Personnel Commission Annual Report**

At 7:09 p.m. Director David Koll explained that Education Code Section 45266 requires the Personnel Director to prepare an annual report of Commission activities and when approved by the Commission, the annual report shall be submitted to the Board of Education.

**2. Discussion/Action: Consider Approval of Resolution No. 1094-10, Education Code §44263, To allow a credentialed teacher to teach any single subject class based on appropriate coursework**

At 7:15 p.m. Assistant Superintendent Feaster presented information on Resolution No. 1094-10. Board Vice President Rees moved to approve Resolution No. 1094-10; seconded by Board Member Griffin.

AYES: Reed, Rees, Griffin

NOES: None

ABSENT: Thompson, Kaiser

**8. ITEMS FROM THE FLOOR**

At 7:17 p.m. Board President Reed opened the floor to those who wished to address the Board. FVHS Student speaker Eric Carver stated he had forgotten to invite Board members and anyone interested to attend the Spaghetti feed on March 11.

**9. ANNOUNCEMENTS**

At 7:18 p.m. There were no announcements.

**MINUTES**

10. **ADJOURNMENT**

At 7:19 p.m. Board President Reed adjourned the meeting and the Board returned to Closed Session.

**Closed Session Announcements**

At 8:35 p.m. Board President Reed stated there was nothing to report from the closed session and the meeting was adjourned.

:mm

APPROVED:

\_\_\_\_\_  
Board of Education

\_\_\_\_\_  
Administration

MINUTES

1. **CLOSED SESSION**

1. Update on Labor Negotiations

Employee Organizations:

CUTA

CSEA, Chapter #110

Representatives:

Kelly Staley, Superintendent

Bob Feaster, Assistant Superintendent

Jan Combes, Assistant Superintendent

2. Conference with Legal Counsel

Anticipated Litigation

Significant exposure to litigation pursuant to Government Code Section 54954.5(b)

One case

Attending:

Kelly Staley, Superintendent

Bob Feaster, Assistant Superintendent

Jan Combes, Assistant Superintendent

Paul Gant, Attorney at Law

2. **RECONVENE TO REGULAR SESSION**

Present: Rees, Thompson, Kaiser, Griffin

Absent: Reed

2. **RECONVENE TO REGULAR SESSION**

2.1 **Call to Order**

At 6:02 p.m. Board Vice President Rees called the February 3, 2010, Special Meeting to order at Chico Jr. High School in the Durst Theater.

2.2 **Report Action Taken in Closed Session**

Board Vice President Rees announced the Board had been in closed session and there was nothing to report.

3. **CONSENT CALENDAR**

At 6:04 p.m. Board Vice President Rees asked if anyone would like to pull a consent item for further discussion. No items were pulled. Board Member Kaiser praised the two student band members who will be attending the All-State Honor Band. Board Clerk Thompson moved to approve the consent items; seconded by Board Member Kaiser.

3.1 **EDUCATIONAL SERVICES**

1. The Board approved the Field Trip Request for two Chico High School Band Members to attend the All-State Honor Band in Fresno, CA from 2/18/10-2/21/10

2. The Board approved the Field Trip Request for Pleasant Valley High Yearbook students to attend the Herff Jones Publishing Plant in Logan, Utah from 2/28/10-3/01/10

3.2 **HUMAN RESOURCES**

1. The Board approved the Certificated Human Resources Actions

**Name/Employee #**

**Assignment**

**Effective**

**Comment**

**TEMPORARY APPOINTMENT 2009/10 According to Board Policy**

Taylor, Tammara

Secondary

2<sup>nd</sup> Semester  
2009/10

0.2 FTE Temporary  
Appointment  
(in addition to current .8 FTE  
assignment)

**(Consent Vote)**

AYES: Rees, Thompson, Kaiser, Griffin

NOES: None

ABSENT: Reed

MINUTES**4. DISCUSSION/ACTION CALENDAR****4.1 EDUCATIONAL SERVICES****1. Discussion/Action: Boys and Girls Club Consultant Agreement**

At 6:05 p.m. Maureen Price, CEO of the Boys and Girls Club (B&G Club) presented information and a video on the After School program for junior high and high school students. Board Clerk Thompson moved to approve the Consultant Agreement with the B&G Club; seconded by Board Member Kaiser.

AYES: Rees, Thompson, Kaiser, Griffin

NOES: None

ABSTAIN: Reed

**4.2 BUSINESS SERVICES****1. Information: Budget Update: Governor's Proposals for 2010-11 Budget**

At 6:29 p.m. Assistant Superintendent Combes reviewed the major highlights of the Governor's proposal and the impact it might have on funding for CUSD.

**2. Information: Update from Butte County Office of Education**

At 6:47 p.m. Kevin Bulterma, Butte County Office of Education, updated the Board on the status of the Fiscal Crisis Management Assistance Team study and the timeline and noted that if a state loan is needed for 2010-11, the deadline to introduce legislation is February 19, 2010.

**3. Information: Budget Crisis Intervention/Ideas**

At 7:01 p.m. Superintendent Staley clarified there are two budget issues: cash flow and structural budget deficit. The only way to solve the structural budget deficit is to negotiate with employee groups. Fixing the cash flow issue by making further reductions to programs and employees can temporarily resolve the issue for one year. Until the district is able to reduce the cost of compensation, it has to look at other ways to avert the looming crisis of a state takeover. The ideas you are about to see were gathered from a variety of resources. It is a brainstorming of possible reductions. There are no recommendations tonight. The possible reductions are listed in alphabetical order; it is not certain that all ideas are possible. This is the beginning of discussions. At 7:04 p.m. Assistant Superintendent Combes presented a PowerPoint on the budget crisis and intervention/ideas. At 8:15 p.m. the Board discussed ways to proceed; it was suggested staff bring options to the February 17 Board meeting and proceed from there.

**4. Information: District Demographic Analysis and Student Housing Projection Report**

At 8:45 p.m. Michael Weissenborn presented the District Demographic Analysis and Student Housing Projection Report created by JM King and Associates. This data is revised on an annual basis and will inform discussions on the need for new facilities, consolidation of existing facilities, possible boundary modifications and/or other District housing decisions. Cheryl King was present to answer questions.

**4.3 HUMAN RESOURCES****1. Information: Overview of Employee Layoff Process for 2010-2011**

At 9:12 p.m. Assistant Superintendent Feaster and Director David Koll presented an overview of employee layoff processes for Certificated and Classified staff.

**5. ADJOURNMENT**

At 9:27 p.m. the meeting was adjourned.

:mm

APPROVED:

\_\_\_\_\_  
Board of Education

\_\_\_\_\_  
Administration



# DONATIONS/GIFTS

6.1.2.  
Page 1 of 1

Donor	Item	Recipient
Maxine Rodgers	\$25.00	Chico Reads
Elizabeth L. Van Laan	\$200.00	Chico Reads
Fifth Street Steakhouse	\$200.00	Chico Reads
Rosedale PTA	\$200.00	Chico Reads
Marian Milling	\$100.00	Chico Reads
Soroptimist International of Chico	\$95.95	Chapman
PG&E Corp. Foundation	\$75.00	Chapman
Sue Warwick	Books & Supplies @ \$150.00	Chapman
Jan Knecht	3-hole Punch @ \$100.00	Emma Wilson
Donna Michand	\$250.00	McManus
Wachovia Bank	\$500.00	Rosedale
David Barrios	\$60.00	Rosedale
Dianne West/PG&E CSA Program	\$250.00	Rosedale
David Barrios/PG&E CSA Program	\$250.00	Rosedale
Kathy Kelly for Dorothy Kelly (deceased)	Microwave @ \$200.00	Shasta
Shasta PTO	\$20,824.46	Shasta
Jennifer & Larry Whiteley	Computer & Printer @ \$300.00	Shasta
David Dully	Computer @ \$497.94	Shasta
Sisco Enterprises/Round Table Pizza	\$195.23	BJHS
Les Heringer, Rick Cinquini, Barry Jones	Tools and Materials @ \$2,272.00	CJHS/I-Tech II
Tom Doterman and Tim Atkins	Metal and Welder @ \$2,000.00	CJHS/I-Tech II
Soroptimist International of Chico	\$750.00	MJHS
Julie Dockendorf	Dell Net Book @ \$450.00	MJHS
North Valley Community Foundation	\$5,000.00	CHS/CHAMP
Annie's Star Quilt Guild	\$550.00	PVHS/Culinary Arts
Art etc	Matboard @ \$500.00	PVHS/Art Dept.
Champion Christian School	\$600.00	PVHS
Peter Miller	Trombone @ \$400.00	PVHS/Music Dept.
John Kremer	Two Guitars @ \$290.00	PVHS/Music Dept.
Linda Elliott	Books @ \$446.00	PVHS Library
Marianne Werner	Books @ \$96.00	PVHS Library
Chico Running Club	\$2,500.00	PVHS/Cross Country
Gregory Peitz	\$52.50	PVHS/Athletics
Valley Contractors Exchange	\$600.00	FVHS
Soroptimist International of Bidwell Ranch	\$500.00	FVHS
Maxine Rodgers	Magazine Subscriptions @ \$40.00	FVHS

PROPOSED AGENDA ITEM: Linda Holm's 5/6 Class to Visit San Francisco

Prepared by: Becki Gilbert

Consent

Board Date February 17, 2010

Information Only

Discussion/Action

**Background Information**

Class will travel to San Francisco on March 10, 2010, and return on March 11, 2010. While in San Francisco, the class will visit the King Tut exhibit and the Exploratorium. The class will spend the night.

**Educational Implications**

Room 4 (5-6<sup>th</sup> grade) would like to attend the King Tut Exhibit in San Francisco and the Exploratorium. The trip will be an integral part of our extensive unit on Ancient Egypt. What an amazing opportunity to see these rare artifacts in person. 6<sup>th</sup> grade History/Social Studies Standard #4.

The Exploratorium will include hands-on exploration of the Physical, Earth Science standards in both 5<sup>th</sup> and 6<sup>th</sup> grade, as well as the Experimentation & Exploration Standard in both grades.

**Fiscal Implications**

Parent donations

FIELD TRIP REQUEST

Save these sheets

FROM: Linda Holm School/Dept.: Hooker Oak

SUBJECT: Field Trip Request

Request is for Room 4 5-6<sup>th</sup> grade  
(grade/class/group)

Destination: San Francisco Activity: King Tut Exhibit; Exploratorium

from Mar 10 / 8:00 AM to Mar 11 / 4:00 PM  
(dates) / (times) (dates) / (times)

Rationale for Trip: \_\_\_\_\_  
\_\_\_\_\_

Number of Students Attending: 34 Teachers Attending: 1 Parents Attending: 10  
Student/Adult Ratio: 3-1

Transportation: Private Cars  CUSD Bus \_\_\_\_\_ Charter Bus Name \_\_\_\_\_  
Other: \_\_\_\_\_

All requests for bus or charter transportation must go through the transportation department - NO EXCEPTIONS.

ESTIMATED EXPENSES:

Fees \$ 941 Substitute Costs \$  Meals \$ 968  
Lodging \$ 1,276 Transportation \$  Other Costs \$ \_\_\_\_\_

ACCOUNT NAME(S), NUMBER(S) and AMOUNT(S):

Name Linda Holm-Room 4 Acct. #: \_\_\_\_\_ \$ \_\_\_\_\_  
Name \_\_\_\_\_ Acct. #: \_\_\_\_\_ \$ \_\_\_\_\_

Linda Holm 11-17-09  
Requesting Party Date  
Sue Heydt 1-25-2010  Approve/Minor  Do not Approve/Minor  
Site Principal Date or  
or  
Director of Transportation \_\_\_\_\_  Recommend/Major  Not Recommended/Major  
Date (If transporting by bus or Charter)

IF MAJOR FIELD TRIP

Jane Parry 2-6-10  Recommend  Not Recommended  
Director of Educational Services Date  
 Approved  Not Approved  
Board Action \_\_\_\_\_ Date

**TITLE: Proposed Agenda Item**

Action: \_\_\_\_\_  
Consent:   X    
Information: \_\_\_\_\_

February 17, 2010

Prepared by: Mr. Carlisle, Mrs. Imes, Mrs. Barnett 5<sup>th</sup> Grade Teachers- McManus Elem. and Mrs. Bird, Principal

**Background Information**

Mr. Carlisle, Mrs. Imes, and Mrs. Barnett's 5<sup>th</sup> grades at McManus. I have been on, or organized this trip for 10 years at Jay Partridge and McManus. For many years, Katy Early, Val White, Terri Crawford and Sharon Belkofer organized this trip for each of their schools.

**Educational Implications**

The field trip to Monterey is consistent with our educational goals and provides a unique hands-on experience for the curriculum taught in our classrooms. This is a culminating activity of our vertebrae and plant units as specified by the Chico Unified School District's science curriculum for the fifth grade.

**Fiscal Implications**

Students will fund the trip. The reasonable amount of \$70.00 for the four-day trip will also cover anticipated scholarships for students who cannot afford this amount. Through our fundraising, and donations the entire cost of the trip will cover the expense for every fifth grade student in all three classes.

**Additional Information**

The Dates of the trip will be Tuesday, May 18 to Friday May 21, 2010.

Parents and the teachers will provide the transportation. All drivers will have proper district paperwork on file. I anticipate 20 to 25 parents to attend the trip. This will be a ratio of less than 3 to 1 for every adult to child. There will be 80 students going on the trip. We will be visiting Monterey Bay Aquarium, Pt. Lobos Marine Preserve, Asilimar State Beach (tide pooling), Discovery Kingdom, and The Tech Museum in San Jose.

CHICO UNIFIED SCHOOL DISTRICT

1163 East Seventh Street  
Chico, CA 95928-5999  
(530) 891-3000

FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: 1-13-2010

FROM: Tony Carlisle, Mary Imes, Tammy Barnett

School/Dept.: McManus Elem.

SUBJECT: Field Trip Request

Request is for : 3- 5<sup>th</sup> Grade Classes

(grade/class/group)

Destination: Monterey Ca Activity: Environmental Education

from 5-18-10 / 6:30am @McManus to 5-21-10 / approx. 9:30pm @McManus  
(dates) / (times) (dates) / (times)

Rationale for Trip: The field trip to Monterey is consistent with our educational goals and provides a unique hands-on experience for the curriculum taught in our classroom. This is a culminating activity of our vertebrae and plant units as specified by the Chico Unified School District's science curriculum for the fifth grade.

Number of Students Attending: 90 Teachers Attending: 4 Parents Attending: 20-25

Student/Adult Ratio: 3 to 1

Transportation: Private Cars X CUSD Bus \_\_\_\_\_ Charter Bus Name \_\_\_\_\_  
Other: \_\_\_\_\_

All requests for bus or charter transportation must go through the transportation department - NO EXCEPTIONS.

ESTIMATED EXPENSES:

Fees \$ \_\_\_\_\_ Substitute Costs \$ \_\_\_\_\_ Meals \$ approx. 800.00  
Lodging \$ 110.00 Transportation \$ approx. 1200.00 Other Costs \$ approx. 3000.00 Tech  
Museum, Discovery Kingdom, Monterey  
Bay Aquarium

ACCOUNT NAME(S), NUMBER(S) and AMOUNT(S):

Name Tony Carlisle Acct. #: 01-0024-0-1300-4900-180 \$ 5110.00  
Name \_\_\_\_\_ Acct. #: \_\_\_\_\_ \$ \_\_\_\_\_

Mary Imes, Tony Carlisle, Tammy Barnett  
Requesting Party

1-13-10

Date

Deane Burd  
Site Principal

1/13/10  
Date

Approve/Minor  Do not Approve/Minor  
or  
Recommend/Major Not Recommended/Major  
(If transporting by bus or Charter)

Director of Transportation

Date

IF MAJOR FIELD TRIP

Joe Parsky  
Director of Educational Services

1-13-10  
Date

Recommend  Not Recommended  
 Approved  Not Approved

Board Action

Date

PROPOSED AGENDA ITEM: Field Trip Request - - - Rosedale Elementary School

Prepared by: Claudia de la Torre, Principal



Consent

Information Only

February 17, 2010

Discussion/Action

Background Information

Sixth grade students from Rosedale Elementary School will be attending Science Camp at Butte Meadow, California for four days and three nights. The dates are May 24<sup>th</sup> – May 27<sup>th</sup>, 2010.

Education Implications

The camp program is consistent with our educational goals and objectives in 6<sup>th</sup> grade. The program focuses on Earth Science Standards in the areas of eco-systems, ecology, environment, living resources & energy biomes. The camp provides hands on and enrichment experiences with Earth Science content.

Fiscal Implications

The fee per camper is approximately \$186. Transportation costs are included in this fee. Funds for Science Camp will be covered by the 6<sup>th</sup> Grade Account. The money in this account will be raised by fundraising or donations.

Additional Information

Students will be housed in cabins with parents and Chico State University students serving as cabin counselors. The ratio of counselor to students will be 8:1. Rosedale teachers will be teaching the content, with support staff or parents assisting.

CHICO UNIFIED SCHOOL DISTRICT

1163 East Seventh Street  
Chico, CA 95928-5999  
(530) 891-3000

6.2.5.  
Page 2 of 2

FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: January 19, 2010

FROM: Adan Mota & Roy Tadeo

School/Dept.: Rosedale Elementary School

SUBJECT: Field Trip Request

Request is for 6<sup>th</sup> Grade Science Camp

(grade/class/group)

Destination: Butte Meadows/Camp Lassen Activity: Environmental Camp

From: May 24, 2010 / 8:30 am  
(dates) / (times)

to May 27, 2010 / 1:00 p.m.  
(dates) / (times)

Rationale for Trip: Hands on experience with Earth Science content

Number of Students Attending: 54 Teachers Attending: 4 Parents Attending: 8

Student/Adult Ratio: 5:1

Transportation: Private Cars \_\_\_\_\_ CUSD Bus XX Charter Bus Name \_\_\_\_\_  
Other: \_\_\_\_\_

All requests for bus or charter transportation must go through the transportation department - NO EXCEPTIONS.

ESTIMATED EXPENSES:

Fees \$2,550.00 Substitute Costs \$ \_\_\_\_\_ Meals \$ \_\_\_\_\_

Lodging \$ \_\_\_\_\_ Transportation \$720.00 Other Costs \$6,777.45 See attached

ACCOUNT NAME(S), NUMBER(S) and AMOUNT(S):

Name 6<sup>th</sup> Grade Account Acct. #: 01-0024-0-1304-4900-260 \$ 10,047.45

Name \_\_\_\_\_ Acct. #: \_\_\_\_\_ \$ \_\_\_\_\_

Requesting Party

*Charles D. ...*

Date

1/24/10

Approve/Minor

Do not Approve/Minor

Site Principal

Date

or  
Recommend/Major

or  
Not Recommended/Major

Director of Transportation

Date

(If transporting by bus or Charter)

IF MAJOR FIELD TRIP

*Jane ...*  
Director of Educational Services

1-25-10  
Date

Recommend

Not Recommended

Board Action

Date

Approved

Not Approved

2/2  
P.E.

**TITLE: Proposed Agenda Item**

Action: \_\_\_\_\_  
Consent:   **x**    
Information: \_\_\_\_\_

February 17, 2010

Prepared by: **Debbie Aldred, Principal**

**Background Information**

Sierra View 6<sup>th</sup> grader will be traveling to Butte Meadows to attend Environmental Camp. This will be Sierra View's 20<sup>th</sup> year offering this environmental camp experience. The trip will start on Wednesday, May 5, 2010 and returning on Friday, May 7, 2010. The students will be traveling by a District bus.

**Educational Implications**

Environmental Camp will provide students with activities that address 6<sup>th</sup> grade Science Standards. Students will develop a deeper awareness, understanding, and appreciation of the interrelationships of all life by attending classes about Energy, Cycles, & Diversity, Community & Interrelationships, and Change & Adaptation.

**Fiscal Implications**

No impact on the general fund. Funds for this field trip will be earned through fund raising activities and parent donations.



RECEIVED

CHICO UNIFIED SCHOOL DISTRICT

1163 East Seventh Street  
Chico, CA 95928-5999  
(530) 891-3000

6.2.6.  
Page 2 of 2

FEB 10 2010

FIELD TRIP REQUEST

EDUCATIONAL SERVICES

TO: CUSD Board of Education

Date: Feb. 4, 2010

FROM: Daryl Bender, Dean Passanisi,  
Cindy Heffren

School/Dept.: Sierra View Elementary

SUBJECT: Field Trip Request

Request is for 6th Grade Environmental Camp

(grade/class/group)

Destination: Camp Lassen

Activity: Butte Meadows Outdoor School

from May 5, 2010 / 10:00 am  
(dates) / (times)

to May 7, 2010 / 1:00 pm  
(dates) / (times)

Rationale for Trip: Science camp covering Sixth Grade standards

Number of Students Attending: 90

Teachers Attending: 3

Parents Attending: 10

Student/Adult Ratio: 90/13 9/1

Transportation: Private Cars

CUSD Bus xx

Charter Bus Name

Other:

All requests for bus or charter transportation must go through the transportation department - NO EXCEPTIONS.

ESTIMATED EXPENSES:

Fees \$

Substitute Costs \$ 468.00

Meals \$ 2,600.00

Lodging \$ 2,330.00

Transportation \$ 1,540.00

Other Costs \$ 4,100.00

ACCOUNT NAME(S), NUMBER(S) and AMOUNT(S):

Name 6th Grade Acct.

Acct. #: 01-0024-0-1300-4900-280

\$ 11,038.00

Name

Acct. #:

\$

*Daryl Bender*  
Requesting Party

2/4/10  
Date

*D. Aldred*  
Site Principal

2/4/10  
Date

Approve/Minor  Do not Approve/Minor  
or  
 Recommend/Major  Not Recommended/Major

*Barbara*  
Director of Transportation

2/10/10  
Date

(If transporting by bus or Charter)

IF MAJOR FIELD TRIP

*Janice*  
Director of Educational Services

2-10-10  
Date

Recommend  Not Recommended

Approved  Not Approved

Board Action

Date

2/9  
P.E

**TITLE: Proposed Agenda Item**

Action: \_\_\_\_\_  
Consent:   X    
Information: \_\_\_\_\_

February 17, 2010

Prepared by: Janelle Wolfsberger, BLAST Coordinator, Bidwell Jr.

**Background Information**

Club Live and Friday Night Live are clubs on campus that involve students in promoting activities regarding prevention and education of drug and alcohol use. Seventh and eight grade students will attend a Reach For The Future Conference at Richardson Springs. Students from Bidwell have been attending this conference for the last few years and have learned many leadership skills and good information that they bring back to the school.

**Educational Implications**

Students will have opportunities to attend Public Speaking workshops, as well as being involved in cooperative learning with other middle school students from Butte County. The main focus of this conference is Drug and Alcohol prevention and the students will facilitate leadership workshops as well as learning about group management and grant writing.

**Fiscal Implications**

Butte County Behavioral Health will pay for any substitute teachers that are attending the conference. No other costs involved.

**Additional Information**

Transportation will be provided by teacher cars and parents. Parents will need to pick up their students at Richardson Springs. Students will depart from Bidwell Jr. at 12:00 pm on Thursday March 25, 2010 and can be picked up by parents on Saturday March 27, 2010 by 6:00 pm at Richardson Springs.

**FIELD TRIP REQUEST**

TO: CUSD Board of Education

Date: 2.4.10

FROM: Janelle Wolfberger

School/Dept.: BJHS

SUBJECT: Field Trip Request

Request is for Club Live / Friday Night Live - Reach Conf.  
(grade/class/group)  
Destination: Riphahton Springs Activity: Reach Conference  
from 3.25.10 / 12:00 noon to 3.27.10 / 6:00 pm -  
(dates) / (times) (dates) / (times)  
Rationale for Trip: Build relationships, working with others, youth development, leadership skills, etc.  
Number of Students Attending: 10 Teachers Attending: 1 Parents Attending: 0  
Student/Adult Ratio: 10:1  
Transportation: Private Cars X CUSD Bus \_\_\_\_\_ Charter Bus Name \_\_\_\_\_  
Other: \_\_\_\_\_  
**All requests for bus or charter transportation must go through the transportation department - NO EXCEPTIONS.**

ESTIMATED EXPENSES:  
Fees \$ \_\_\_\_\_ Substitute Costs \$ \_\_\_\_\_ Meals \$ \_\_\_\_\_  
Lodging \$ \_\_\_\_\_ Transportation \$ \_\_\_\_\_ Other Costs \$ \_\_\_\_\_  
ACCOUNT NAME(S), NUMBER(S) and AMOUNT(S):  
Name \_\_\_\_\_ Acct. #: \_\_\_\_\_ \$ \_\_\_\_\_  
Name \_\_\_\_\_ Acct. #: \_\_\_\_\_ \$ \_\_\_\_\_

Janelle Wolfberger 2.4.10  
Requesting Party Date  
Ben Boyer 2-5-10  Approve/Minor  Do not Approve/Minor  
Site Principal Date or  
n/a  Recommend/Major  Not Recommended/Major  
Director of Transportation Date (If transporting by bus or Charter)

**IF MAJOR FIELD TRIP**  
Jane Pardy 2-6-10  Recommend  Not Recommended  
Director of Educational Services Date  
 Approved  Not Approved  
Board Action Date

**PROPOSED AGENDA ITEM:** Field trip request

**Prepared by:** Patty Haley

Consent

**Board Date** February 17, 2010

Information Only

Discussion/Action

**Background Information**

The REACH conference is an annual event held at Richardson's Springs. It is filled with unique programs and events geared towards junior high students. Students from all over northern California attend. It is organized and run through Butte County Behavioral Health.

**Education Implications**

Each participant is involved in Challenge Day, an enormously powerful experience moving kids to drop barriers and possible prejudices and acknowledge our commonalities.

The following day students choose 3 workshops for a selection of 9 to attend. The choices include topics such as: healthy relationships, goal setting, stress management, drug and alcohol education and learning how to make a difference in your community.

The final day is the Odyssey program. A physically and mentally challenging and exhilarating day of ropes course activities. Students are asked to challenge their own beliefs about what they can do or how far they can go. Throughout the day they are asked to push themselves and support each other in the activities.

**Fiscal Implications**

None, all incurred expenses are paid for through the Club Live organization on CJHS campus.

CHICO UNIFIED SCHOOL DISTRICT

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6.2.8.  
Page 2 of 2

FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: 2/02/10

FROM: Patty Haley

School/Dept.: Chico Junior High School

SUBJECT: Field Trip Request

Request is for Club Live  
(grade/class/group)

Destination: Richard Springs Activity: REACH Conference

from 3/25 / noon to 3/27 / 5:30 p.m.  
(dates) / (times) (dates) / (times)

Rationale for Trip: Leadership conference offers amazing experience to students who attend

Number of Students Attending: 10 Teachers Attending: 1 Parents Attending: 0

Student/Adult Ratio: 10:1

Transportation: Private Cars X CUSD Bus \_\_\_\_\_ Charter Bus Name \_\_\_\_\_  
Other: \_\_\_\_\_

**All requests for bus or charter transportation must go through the transportation department - NO EXCEPTIONS.**

ESTIMATED EXPENSES: Covered through Club Live

Fees \$ 1100.00 Substitute Costs \$ \_\_\_\_\_ Meals \$ \_\_\_\_\_

Lodging \$ \_\_\_\_\_ Transportation \$ \_\_\_\_\_ Other Costs \$ \_\_\_\_\_

ACCOUNT NAME(S), NUMBER(S) and AMOUNT(S):

Name Club Live Acct. #: 01-0000-0-1232-1000-060 \$ 1100.00

Name \_\_\_\_\_ Acct. #: \_\_\_\_\_ \$ \_\_\_\_\_

Patty Haley 2-2-10  
Requesting Party Date

[Signature] 2-2-10  Approve/Minor  Do not Approve/Minor  
Site Principal Date or Recommend/Major Not Recommended/Major

Director of Transportation \_\_\_\_\_ Date (If transporting by bus or Charter)

IF MAJOR FIELD TRIP

[Signature] 2-3-10  Recommend  Not Recommended  
Director of Educational Services Date

Board Action \_\_\_\_\_ Date  Approved  Not Approved

**PROPOSED AGENDA ITEM:** Symphonic Band Concert Tour

**Prepared by:** Karol Forrest, Chico High School Band Director

Consent

**Board Date** February 17, 2010

Information Only

Discussion/Action

**Background Information**

Chico High School band students have been invited to participate in the Southern California Symphonic Band Concert Tour. The tour will be from May, 14th, 2010 through May 17th, 2010.

**Education Implications**

On the tour, the band will not only be performing at Disneyland, but they will attend a worthwhile and educational workshop in which they will be instructed by a world renowned movie orchestra conductor. They will play in a professional studio and record background music for parts of a Disney feature film. The band will be given the opportunity to demonstrate the expertise of Chico High School musicians to audiences from all parts of the state.

**Fiscal Implications**

The trip will cost \$30,000. All of the money will be raised by band students. Fundraisers include our Winter and Spring Concerts, a chili dinner and a Jam-a-thon.

**Additional Information**

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6.2.9.  
Page 2 of 2

JAN 21 2010

FIELD TRIP REQUEST

SUPERINTENDENT'S OFFICE  
CHICO UNIFIED SCHOOL DISTRICT

TO: CUSD Board of Education

Date: 1/20/10

FROM: Karol Forrest

School/Dept.: Chico High Band

SUBJECT: Field Trip Request

Request is for Chico High Symphonic Band  
(grade/class/group)

Destination: Southern California Activity: Concert Tour

from May 14, 2010, 8am to May 17, 1-10:30pm  
(dates) / (times)

Rationale for Trip: To demonstrate the expertise of Chico High musicians to a new audience in other parts of the state

Number of Students Attending: 90 Teachers Attending: \_\_\_\_\_ Parents Attending: 9

Student/Adult Ratio: 10-1

Transportation: Private Cars \_\_\_\_\_ CUSD Bus \_\_\_\_\_ Charter Bus Name \_\_\_\_\_  
Other: Mt. Lassen Motor Transit

All requests for bus or charter transportation must go through the transportation department - NO EXCEPTIONS.

ESTIMATED EXPENSES:

Fees \$ 10,000 Substitute Costs \$ \_\_\_\_\_ Meals \$ \_\_\_\_\_

Lodging \$ 10,000 Transportation \$ 10,000 Other Costs \$ \_\_\_\_\_

ACCOUNT NAME(S), NUMBER(S) and AMOUNT(S):

Name Chico High Band/ASB Acct. #: 400 \$ 30,000

Name \_\_\_\_\_ Acct. #: \_\_\_\_\_ \$ \_\_\_\_\_

Karol Forrest \_\_\_\_\_  
Requesting Party Date: 1/20/10

[Signature] \_\_\_\_\_  
Site Principal Date: 1/20/10  Approve/Minor  Do not Approve/Minor  
or  Recommend/Major  Not Recommended/Major  
(If transporting by bus or Charter)

Director of Transportation \_\_\_\_\_ Date \_\_\_\_\_

IF MAJOR FIELD TRIP

[Signature] \_\_\_\_\_  
Director of Educational Services Date: 1-21-10  Recommend  Not Recommended

Board Action \_\_\_\_\_ Date \_\_\_\_\_  Approved  Not Approved

**PROPOSED AGENDA ITEM:** Pleasant Valley High School Band Field Trip to Santa Cruz Jazz Festival

**Prepared by:** Dan Holmes

Consent

Board Date February 17, 2010

Information Only

Discussion/Action

**Background Information**

The PV Music Boosters is willing to pay for the PV Band to attend a two day festival on March 26 & 27 in Santa Cruz at Cabrillo College. The boosters will pay for transportation, festival entry fees and lodging for one night. A Superior rating at the festival will qualify the PV Jazz Ensemble to attend the larger Monterey Jazz Festival next year.

**Education Implications**

Since this is an adjudicated event, lots of time and preparation will go into the songs selected to perform. Our group will also get to see other groups and attend an evening concert featuring a big name Jazz artist. More information on this is available at the festival website: [scjf.org](http://scjf.org)

**Fiscal Implications**

No district funds will be needed for this trip. Students will be responsible for meals and souvenirs. The PV Band Club will cover admission to the Santa Cruz Boardwalk.



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6.2.10.  
Page 2 of 2

JAN 21 2010

SUPERINTENDENT'S OFFICE  
CHICO UNIFIED SCHOOL DISTRICT

FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: 1/14/10

FROM: Jan Holmes

School/Dept.: PV Music

SUBJECT: Field Trip Request

Request is for PV Band (grade/class/group)

Destination: Santa Cruz Activity: Jazz Festival

from March 26 1 7 AM to March 27 1 8 PM  
(dates) / (times) (dates) / (times)

Rationale for Trip: Jazz Competition / Festival

Number of Students Attending: 40 Teachers Attending: 1 Parents Attending: 10

Student/Adult Ratio: 4:1

Transportation: Private Cars X (or) CUSD Bus X Charter Bus Name \_\_\_\_\_  
Other: \_\_\_\_\_

All requests for bus or charter transportation must go through the transportation department - NO EXCEPTIONS.

ESTIMATED EXPENSES: All expenses paid by PV Music Boosters & Band Club

Fees \$ \_\_\_\_\_ Substitute Costs \$ \_\_\_\_\_ Meals \$ \_\_\_\_\_

Lodging \$ \_\_\_\_\_ Transportation \$ \_\_\_\_\_ Other Costs \$ \_\_\_\_\_

ACCOUNT NAME(S), NUMBER(S) and AMOUNT(S):

Name \_\_\_\_\_ Acct. #: \_\_\_\_\_ \$ \_\_\_\_\_

Name \_\_\_\_\_ Acct. #: \_\_\_\_\_ \$ \_\_\_\_\_

Jan Holmes  
Requesting Party Date 1/14/10

[Signature]  
Site Principal Date 1/19/10  Approve/Minor or Recommend/Major  Do not Approve/Minor or Not Recommended/Major  
(If transporting by bus or Charter)

Director of Transportation \_\_\_\_\_ Date \_\_\_\_\_

[Signature]  
IF MAJOR FIELD TRIP Director of Educational Services Date 1-21-10  Recommend  Not Recommended

Board Action \_\_\_\_\_ Date \_\_\_\_\_  Approved  Not Approved

**PROPOSED AGENDA ITEM:** Reach for the Future Conference

**Prepared by:** Ryan Gulbrandsen - Friday Night Live Coordinator

Consent

Board Date 2/17/10

Information Only

Discussion/Action

**Background Information**

This is a leadership conference at Richardson Springs where 350 High school students from throughout the state come together to learn leadership skills that will allow them to become leaders on their school campus as well as in the community. They will attend multiple workshops as well as hear some amazing key note speakers that speak throughout the world.

**Education Implications**

The students will miss one and a half days of school

**Fiscal Implications**

There will be no expense. The students were given scholarships to attend this conference.

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6.2.11.  
Page 2 of 2

FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: 2/1/10

FROM: Ryan Gulbransen - FNL

School/Dept.: Pleasant Valley High School

SUBJECT: Field Trip Request

Request is for Friday Night Live  
(grade/class/group)

Destination: Richardson Springs Activity: Reach for the future leadership conference.

from 3/4/10 / 12:00pm to 3/6/10 / 5:00pm  
(dates) / (times) (dates) / (times)

Rationale for Trip: This is a leadership conference that challenges the youth to step out of their comfort zones and step up as leaders in their schools and communities.

Number of Students Attending: 13 Teachers Attending: 2 Parents Attending: 0

Student/Adult Ratio: 7:1

Transportation: Private Cars X CUSD Bus \_\_\_\_\_ Charter Bus Name \_\_\_\_\_  
Other: \_\_\_\_\_

All requests for bus or charter transportation must go through the transportation department - NO EXCEPTIONS.

ESTIMATED EXPENSES:

Fees \$ 0 Substitute Costs \$ 0 Meals \$ 0  
Lodging \$ 0 Transportation \$ 0 Other Costs \$ 0

ACCOUNT NAME(S), NUMBER(S) and AMOUNT(S):

Name \_\_\_\_\_ Acct. #: \_\_\_\_\_ \$ \_\_\_\_\_  
Name \_\_\_\_\_ Acct. #: \_\_\_\_\_ \$ \_\_\_\_\_

Ryan Gulbransen PV FNL 2/1/10  
Requesting Party Date

[Signature] 2/2/10  Approve/Minor  Do not Approve/Minor  
Site Principal Date or Recommend/Major Not Recommended/Major  
(If transporting by bus or Charter)

Director of Transportation \_\_\_\_\_ Date \_\_\_\_\_

IF MAJOR FIELD TRIP

[Signature] 2-3-10  Recommend  Not Recommended  
Director of Educational Services Date

Board Action \_\_\_\_\_ Date \_\_\_\_\_  
 Approved  Not Approved

**Title:** Field Trip Request to Spring National Journalism JEA/NSPA Convention in Portland, Oregon

Action: \_\_\_\_\_

Consent:     X    

Information: \_\_\_\_\_

February 17, 2010

Prepared by: Cindy Hopkins and Brent Manuel  
Pleasant Valley High School Yearbook and saga newspaper

### **Background Information**

PV Yearbook – Grades 9 - 12

PV Newspaper (saga) – Grades 9 - 12

Attending the national convention has been an integral part of the journalism program at PV for the last 12 years. Yearbook has not missed a Spring National Convention since 1998. In addition we have attended fall conventions occasionally. National convention is important for many reasons. 1) It is the largest national convention of its kind therefore providing innumerable opportunities for our students to network and learn. 2) The best speakers in journalism are at this convention. 3) This is where we compete at the national level both as individuals and as an entire staff/program. 4) At Nationals we learn the latest in trends in journalism both with regard to writing and design. 5) It has become tradition.

This year yearbook has been nominated as Pacemaker finalists and this convention is where the winners will be announced and recognized. My students need this public recognition; they have worked hard to receive it.

### **Educational Implications**

Students will attend workshops on topics in all areas in journalism. They will include: writing workshops, leadership workshops, design workshops, computer workshops and many others. Academic standards will be reinforced in various areas of curriculum including, but not limited to, English and Fine Arts.

### **Fiscal Implications**

This field trip will be funded in part by the yearbook and saga budgets and in part by students. Our fundraising is done through ad sales and yearbook sales. Therefore, all students will be provided the same opportunities to be a part of this trip.

### **Additional Information**

The advisers, Ms. Hopkins, Mr. Manuel and Ms. Chase (Our HJ Rep) will supervise the trip. We may have one additional parent attend. We will be departing on April 14<sup>th</sup> and returning on April 18<sup>th</sup>. Both the advisers and parents will transport students in private vehicles to the airport. We will fly to Portland. Approximately 16 students will be attending. Therefore, the supervision ratio is 3 to 5.

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6.2.12.  
Page 2 of 2

FEB 5 2010

FIELD TRIP REQUEST

SUPERINTENDENT'S OFFICE  
TO: CUSD Board of Education

Date: 1/21/10

FROM: Cindy Hopkins & Brent Manuel

School/Dept.: PVHS ~ Yearbook & Newspaper

SUBJECT: Field Trip Request

Request is for: 9-12 / Advanced Journalism / Yearbook & Production Journalism/Newspaper  
(grade/class/group)

Destination: Portland, OR Activity: National Convention

from 04/14/2010 / all day to 04/18/2010 / all day  
(dates) / (times) (dates) / (times)

Rationale for Trip: Attendance at national convention will provide students an opportunity to receive further training in writing, design, photography and various other areas of scholastic journalism. Additionally students will compete in write-off competitions.

Number of Students Attending: 16 Teachers Attending: 2 Parents Attending: 1?

Student/Adult Ratio: 8/1

Transportation: Private Cars X CUSD Bus Charter Bus Name  
Other: Airplane

All requests for bus or charter transportation must go through the transportation department - NO EXCEPTIONS.

ESTIMATED EXPENSES:

Fees \$ 95/person Substitute Costs \$ 240/per sub Meals \$ 160/person  
Lodging \$ 800/adviser Transportation \$ 150/person Other Costs \$ 25/person \$230/student

ACCOUNT NAME(S), NUMBER(S) and AMOUNT(S):

Name Yearbook Acct. #: \$ 7,350 estimated  
Name Saga Acct. #: \$ 7,350 estimated

Cindy Hopkins & Brent Manuel  
Requesting Party

1/21/10  
Date

[Signature]  
Site Principal

2/4/10  
Date



Approve/Minor



Do not Approve/Minor

n/a  
Director of Transportation

Date

or  
Recommend/Major

or  
Not Recommended/Major

(If transporting by bus or Charter)

IF MAJOR FIELD TRIP

[Signature]  
Director of Educational Services

2/5/10  
Date



Recommend



Not Recommended

Board Action

Date



Approved



Not Approved

PROPOSED AGENDA ITEM: State Academic Decathlon Finals

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Prepared by: Ryan Parker, Pleasant Valley High School

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Consent

Board Date February 17, 2010

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Information Only

Discussion/Action

**Background Information**

After a year of preparation, this year's Academic Decathlon team won the county contest and earned the opportunity to compete at the State competition on March 12-15, 2010. The Pleasant Valley High School team has worked incredibly hard to reach this milestone.

**Educational Implications**

This contest enables a diverse group of PVHS students to match their academic abilities against the best and the brightest that the state has to offer. The team is comprised of four "A" students, three "B" students, and two "C" students. The team has spent a full year preparing for this event, studying elements of seven different academic fields with a focus on the French Revolution. In addition, they are tested in the area of essay writing, speech delivery, and their ability to perform in an interview.

**Fiscal Implications**

The cost is expected to be approximately \$3,000. We successfully raised all costs for last year's trip and will do so again this year.

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CHICO UNIFIED SCHOOL DISTRICT

6.2.13.

1163 East Seventh Street

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Chico, CA 95928-5999

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FEB 10 2010

SUPERINTENDENT'S OFFICE  
CHICO UNIFIED SCHOOL DISTRICT

FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: 2/8/10

FROM: Ryan Parker

School/Dept.: PVHS

SUBJECT: Field Trip Request

Request is for PVHS Academic Decathlon  
(grade/class/group)

Destination: Sacramento Activity: State Academic Decathlon

from 3/12/10 <sup>Noon</sup> / 3/15/10 to 3/15/10 / 3:00 pm  
(dates) / (times) (dates) / (times)

Rationale for Trip: Won Butte County Academic Decathlon, so team qualified for state contest.

Number of Students Attending: 9 Teachers Attending: 1 Parents Attending: 2

Student/Adult Ratio: 3:1

Transportation: Private Cars X CUSD Bus \_\_\_\_\_ Charter Bus Name \_\_\_\_\_  
Other: \_\_\_\_\_

All requests for bus or charter transportation must go through the transportation department -  
NO EXCEPTIONS.

ESTIMATED EXPENSES:

Fees \$ 600.00 Substitute Costs \$ 88.00 Meals \$ 100.00  
Lodging \$ 1,901.40 Transportation \$ 90.00 Other Costs \$ \_\_\_\_\_

ACCOUNT NAME(S), NUMBER(S) and AMOUNT(S):

Name PV Fundraising Acct. #: \_\_\_\_\_ \$ 600.00  
Name \_\_\_\_\_ Acct. #: \_\_\_\_\_ \$ 2,300.00

Ryan Parker  
Requesting Party Date 2/8/10

[Signature]  
Site Principal Date 2/9/10  Approve/Minor  Do not Approve/Minor  
or  Recommend/Major  Not Recommended/Major  
(If transporting by bus or Charter)

n/a  
Director of Transportation Date \_\_\_\_\_

[Signature]  
IF Director of Education/ELD TRIP  
Director of Education Date 2/10/10  Recommend  Not Recommended  
 Approved  Not Approved

Date \_\_\_\_\_

PROPOSED AGENDA ITEM: Fair View High School Field Trip

Prepared by: Sherri Boone, FVHS Leadership teacher

Consent

Board Date February 17, 2010

Information Only

Discussion/Action

**Background Information**

FVHS has annually participated in a youth development and leadership conference at Richardson Springs called REACH for the future. This year's dates are March 4-6, 2010

**Educational Implications**

Students will participate in a variety of workshops and activities that will help them develop interpersonal and communication skills. These skills can be used for their personal growth and for their educational goals

**Fiscal Implications**

Although a substitute will be needed for half day Thursday and all day Friday, there is not a cost to the district. Butte County Behavioral Health reimburses the district.



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6.2.14.  
Page 2 of 2

FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: January 20, 2010

FROM: Sherri Boone

School/Dept.: Fair View High School

SUBJECT: Field Trip Request

Request is for FNL Reach Conference (Butte County Behavioral Health  
(grade/class/group)

Destination: Richardson Springs Activity: Reach Conference

from Thur. 3/4/2010 12:00pm to Sat. 3/6/10 / 1:00pm  
(dates) / (times) (dates) / (times)

Rationale for Trip: To meet with students from Northern California to build leadership skills to bring back to our school. In addition, this conference will help students to develop interpersonal skills needed

Number of Students Attending: 10-12 Teachers Attending: 2 Parents Attending: 0

Student/Adult Ratio: 6/1

Transportation: Private Cars X CUSD Bus \_\_\_\_\_ Charter Bus Name \_\_\_\_\_  
Other: \_\_\_\_\_

**All requests for bus or charter transportation must go through the transportation department - NO EXCEPTIONS.**

ESTIMATED EXPENSES: \*FNL funded

Fees \$ 0 Substitute Costs \$ 0 Meals \$ \_\_\_\_\_

Lodging \$ \_\_\_\_\_ Transportation \$ \_\_\_\_\_ Other Costs \$ \_\_\_\_\_

ACCOUNT NAME(S), NUMBER(S) and AMOUNT(S):

Name \_\_\_\_\_ Acct. #: \_\_\_\_\_ \$ \_\_\_\_\_

Name \_\_\_\_\_ Acct. #: \_\_\_\_\_ \$ \_\_\_\_\_

Sherri Boone FNL Advisor January 20, 2010  
Requesting Party Date

[Signature] 1/20/10  Approve/Minor  Do not Approve/Minor  
Site Principal Date or  
n/a  Recommend/Major  Not Recommended/Major  
Director of Transportation Date (If transporting by bus or Charter)

IF MAJOR FIELD TRIP

[Signature] 1-25-10  Recommend  Not Recommended  
Director of Educational Services Date

Approved  Not Approved  
Board Action Date

**PROPOSED AGENDA ITEM:**

- Consent
- Information Only
- Discussion/Action

Board Date: February 17, 2010

**Background Information**

The Mathematics Professional Learning Community (MPLC) is a collaborative among Chico Unified School District (CUSD), Butte County Office of Education (BCOE), Chico Math Project (CMP) and California State University, Chico (CSUC) to provide quality mathematics professional development for teachers in grades 3-7.

Based on assessment of student performance, input from teachers, administrators, and teacher leaders and research on student readiness for higher mathematics, the MPLC focuses on developing:

- (a) algebraic thinking in the K-7 curriculum; and
- (b) proportional reasoning across the content areas, while addressing teachers' understanding of the mathematics behind standards identified as critical to developing competence in Algebra (Appendix E, Framework, 2006).

Butte County Office of Education's Center for Distributed Learning will be providing technical support and Neal Schwertman will be the evaluator of this grant.

**Education Implications**

The primary goal of the MPLC is to improve students' mathematical achievement by increasing teachers' understanding of pedagogical content knowledge (PCK). A secondary goal is to establish a culture of professional mathematics learning that brings together prospective and practicing K-12 teachers, administrators, and university faculty.

**Fiscal Implications**

None

Mandatory Instructions  
(click to view)

CHICO UNIFIED SCHOOL DISTRICT  
Business Services  
1163 E. 7<sup>th</sup> Street, Chico, CA 95928  
(530) 891-3000

Business Services Use Only  
CA# \_\_\_\_\_  
V# \_\_\_\_\_

**CONSULTANT AGREEMENT**

- A completed BS10a. "Certificate of Independent Consultant Agreement" guideline is:  
 On File (click to view)       Attached
- A completed W9 "Request for Taxpayer Identification Number and Certification" form is:  
 On File (click to view)       Attached

**This Agreement to furnish certain consulting services is made by and between Chico Unified School District and:**

**Name:** Mary Fay-Zenk  
**Street Address/POB:** 2405 Cowper Street  
**City, State, Zip Code:** Cambria, CA 93428  
**Phone:** 805-924-1417  
**Taxpayer ID/SSN:**

This agreement will be in effect from: 02/17/10 to 06/30/10  
**Location(s) of Services:** (site) Chico Unified School District

- Scope of Work to be performed:** (attach separate sheet if necessary)  
 The CaMSP evaluator will complete all program evaluative requirements and submit reports to the California Department of Education.
- Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant services:**  
 Improve student mathematics achievement by increasing teachers' content and pedagogical knowledge.

**5. Funding/Programs Affected:** (corresponding to accounts below)

- CaMSP
- 
- 

**6. Account(s) to be Charged:**

	Pct (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Expense	Sch/Dept
1)	100.00	01	4050	0	1110	1000	5800	14	670
2)							5800	14	
3)							5800	14	

**7. Is there an impact to General Fund, Unrestricted funding?**  Yes  No

**8. Payment to Consultant:** (for the above services, District will pay Consultant as follows)

\$ 3,800.00 Per Unit, times 5.00 # Units = \$ 19,000.00 Total for Services  
 (Unit:  Per Hour  Per Day  Per Activity)

**9. Additional Expenses:**

\$  
 \$  
 \$ Total for Addit'l Expenses  
 0.00

\$ 19,000.00 **Grand Total**

**10. Amounts of \$5,001.00 or more require Board Approval:** (date to Board)

(to be completed by Business Services)

**CONSULTANT TERMS AND CONDITIONS**

(Applicable, *unless* determined to be Contract Employee - See BS10a)

Business Services Use Only	
CA#	_____
V#	_____

Consultant Name: **Mary Fay-Zenk**

- The Consultant will perform said services independently, not as an employee of the District; therefore, the District is not liable for worker's compensation or unemployment benefits in connection with this Consultant Agreement. Consultant shall assume full responsibility for payment of all Federal, State and Local taxes or contributions, including Unemployment Insurance, Social Security, and Income Taxes with respect to Consultant's employees.
- Consultant shall furnish, at his/her own expense, all labor, materials, equipment and other items necessary to carry out the terms of this Agreement, unless agreed upon under Additional Expenses on page 1 of this Agreement.
- In the performance of the work herein contemplated, Consultant is an independent contractor, with the authority to control and direct the performance of the details of the work, the District being interested in the results obtained.
- If applicable, the Consultant will certify in writing, using Administration Form #3515.6, that criminal background checks have been completed as per Board Policy #3515.6 prior to commencement of services. This requirement also applies to any subcontractors or employees utilized by the Consultant.
- Consultant agrees to defend, indemnify and hold harmless the District, its Board of Trustees, employees and agents from any and all liability or loss arising in any way out of Consultant's negligence in the performance of this Agreement, including, but not limited to, any claim due to injury and/or damage sustained by Consultant, and/or the Consultant's employee or agents.
- Consultant will provide to Assistant Superintendent, Business Services, upon request, a Certificate of Insurance showing a minimum \$1,000,000 combined single limits of general liability and automobile coverage as required by the District.
- Neither party shall assign nor delegate any part of this Agreement without the written consent of the other party.
- The work completed herein must meet the approval of the District and shall be subject to the District's general right of inspection to secure the satisfactory completion thereof. Consultant agrees to comply with all Federal, State, Municipal and District laws, rules and regulations that are now, or may in the future become, applicable to Consultant, Consultant's business, equipment and personnel engaged in operations covered by this Agreement or occurring out of the performance of such operations.
- The District will determine whether the Consultant will be paid by vendor check as a Consultant or payroll check as a Contract Employee (with taxes withheld) by reviewing the completed Certificate of Independent Consultant Agreement (a blank sample may be viewed at [http://www.chicoused.org/dept/business/documents/Consultant\\_Agreement.pdf](http://www.chicoused.org/dept/business/documents/Consultant_Agreement.pdf)). IRS publication SWR 40 and IRS Ruling 87-41 will assist the District in determining the payment method applied to this Consultant Agreement.

**11. AGREED TO AND ACCEPTED:** (If determined to be a Contract Employee, a payroll check will be issued with applicable taxes withheld.)

<u>Mary Fay-Zenk</u> (Signature of Consultant)	Mary Fay-Zenk (Print Name)	<u>February 10, 2010</u> (Date)
---	-------------------------------	------------------------------------

**12. RECOMMENDED:**

<u>Janet Brinson</u> (Signature of Originating Administrator)	Janet Brinson, Director (Print Name)	<u>2/10/10</u> (Date)
--	---	--------------------------

**13. APPROVED:**

<u>[Signature]</u> (Signature of District Administrator, or Director of Categorical Programs)	Dave Scott, Director (Print Name)	<u>02/10/10</u> (Date)
--	--------------------------------------	---------------------------

**APPROVED:**

<u>[Signature]</u> (Signature of District Admin. - Business Services)	<input checked="" type="checkbox"/> Consultant Scott Jones Director, Fiscal Services (Print Name)	<input type="checkbox"/> Contract Employee <u>2/10/10</u> (Date)
--	---	--

**14. Authorization for Payment:**

<p><b>CHECK REQUIRED</b> (Invoice to accompany payment request):</p> <p><input type="checkbox"/> Partial Payment thru: _____ (Date)</p> <p><input type="checkbox"/> Full or Final Payment</p>	<p><b>DISPOSITION OF CHECK</b> by Accounts Payable: (check released upon completion of services)</p> <p><input type="checkbox"/> Send to Site Administrator: _____ (Date check required)</p> <p><input type="checkbox"/> Mail to Consultant</p>
<p>\$ _____ (Amount)</p> <p>_____ (Originating Administrator Signature - Use Blue Ink)</p> <p>_____ (Date)</p>	

**PROPOSED AGENDA ITEM:** Staff Development for Rosedale Elementary School

**Prepared by:** Claudia de la Torre

Consent

**Board Date** February 17, 2010

Information Only

Discussion/Action

**Background Information**

Our school SMART goals focus on the improvement of English Language Learners (ELLs) Our goal is to have the entire teaching staff trained on Explicit Direct Instruction strategies for ELLs by Data Works. This will support the transition of the Two Way Immersion program onto one campus by unifying the staff as we continue to develop and improve our program.

**Education Implications**

Supports ELD school goals for academic and English language development for English Language Learners.

**Fiscal Implications**

Staff development from School Based funds and Title I stimulus professional development funding.

**Additional Information**

Mandatory Instructions  
(click to view)

CHICO UNIFIED SCHOOL DISTRICT  
Business Services  
1163 E. 7<sup>th</sup> Street, Chico, CA 95928  
(530) 891-3000

Business Services Use Only  
CA# \_\_\_\_\_  
V# 2410

**CONSULTANT AGREEMENT**

1. A completed BS10a. "Certificate of Independent Consultant Agreement" guideline is:  
 On File (click to view)       Attached
2. A completed W9 "Request for Taxpayer Identification Number and Certification" form is:  
 On File (click to view)       Attached

**This Agreement to furnish certain consulting services is made by and between Chico Unified School District and:**

Name: DataWORKS Educational Research  
 Street Address/POB: 116 S. 7th Street  
 City, State, Zip Code: Fowler, CA 93625  
 Phone: 1(800) 495-1550

Taxpayer ID/SSN: \_\_\_\_\_  
 This agreement will be in effect from: 03/03/10 to 03/04/10  
 Location(s) of Services: (site) Rosedale Elementary School

3. **Scope of Work** to be performed: (attach separate sheet if necessary)  
 Staff development in the area of English Language Development
4. **Goal (Strategic Plan, Site Plan, Other)** to be achieved as a result of Consultant services:  
 Train all teaching staff on EDI strategies. Two half days per teacher.

5. **Funding/Programs Affected:** (corresponding to accounts below)  
 1) EIA funds  
 2)  
 3)

6. **Account(s) to be Charged:**

	Pct (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Expense	Sch/Dept
1)	100.00	01	7250	0	1110	1000	5800	14	260
2)							5800	14	
3)							5800	14	

7. Is there an impact to General Fund, Unrestricted funding?  Yes  No

8. **Payment to Consultant:** (for the above services, District will pay Consultant as follows)

\$ 4,000.00 Per Unit, times 2.00 # Units = \$ 8,000.00 Total for Services  
 (Unit:  Per Hour  Per Day  Per Activity)

9. **Additional Expenses:**

\$  
 \$  
 \$

Total for  
 0.00 Addit'l Expenses

**\$ 8,000.00 Grand Total**

10. Amounts of \$5,001.00 or more require Board Approval: (date to Board)

(to be completed by Business Services)

**CONSULTANT TERMS AND CONDITIONS**

(Applicable, unless determined to be Contract Employee - See BS 10a)

Consultant Name: **DataWORKS Educational Research**

Business Services Use Only

CA#

V#

2440

1. The Consultant will perform said services independently, not as an employee of the District; therefore, the District is not liable for worker's compensation or unemployment benefits in connection with this Consultant Agreement. Consultant shall assume full responsibility for payment of all Federal, State and Local taxes or contributions, including Unemployment Insurance, Social Security, and Income Taxes with respect to Consultant's employees.
2. Consultant shall furnish, at his/her own expense, all labor, materials, equipment and other items necessary to carry out the terms of this Agreement, unless agreed upon under Additional Expenses on page 1 of this Agreement.
3. In the performance of the work herein contemplated, Consultant is an independent contractor, with the authority to control and direct the performance of the details of the work, the District being interested in the results obtained.
4. If applicable, the Consultant will certify in writing, using Administration Form #3515.6, that criminal background checks have been completed as per Board Policy #3515.6 prior to commencement of services. This requirement also applies to any subcontractors or employees utilized by the Consultant.
5. Consultant agrees to defend, indemnify and hold harmless the District, its Board of Trustees, employees and agents from any and all liability or loss arising in any way out of Consultant's negligence in the performance of this Agreement, including, but not limited to, any claim due to injury and/or damage sustained by Consultant, and/or the Consultant's employee or agents.
6. Consultant will provide to Assistant Superintendent, Business Services, upon request, a Certificate of Insurance showing a minimum \$1,000,000 combined single limits of general liability and automobile coverage as required by the District.
7. Neither party shall assign nor delegate any part of this Agreement without the written consent of the other party.
8. The work completed herein must meet the approval of the District and shall be subject to the District's general right of inspection to secure the satisfactory completion thereof. Consultant agrees to comply with all Federal, State, Municipal and District laws, rules and regulations that are now, or may in the future become, applicable to Consultant, Consultant's business, equipment and personnel engaged in operations covered by this Agreement or occurring out of the performance of such operations.
9. The District will determine whether the Consultant will be paid by vendor check as a Consultant or payroll check as a Contract Employee (with taxes withheld) by reviewing the completed Certificate of Independent Consultant Agreement (a blank sample may be viewed at [http://www.chicatsd.org/\\_dept/business/documents/Consultant\\_Agreement.pdf](http://www.chicatsd.org/_dept/business/documents/Consultant_Agreement.pdf)), IRS publication 59R 40 and IRS Ruling 87-41 will assist the District in determining the payment method applied to this Consultant Agreement.

**11. AGREED TO AND ACCEPTED:** (If determined to be a Contract Employee, a payroll check will be issued with applicable taxes withheld.)

*Mario Cuadra* (Signature of Consultant)      Mario Cuadra - General Manager (Print Name)      2/4/2010 (Date)

**12. RECOMMENDED:**  
*[Signature]* (Signature of Originating Administrator)      Claudia de la Torre, Principal (Print Name)      2/9/10 (Date)

**13. APPROVED:**  
*Janet Brinson* (Signature of District Administrator, or Director of Categorical Programs)      Janet Brinson, Director (Print Name)      2/10/10 (Date)

**APPROVED:**  
*[Signature]* (Signature of District Admin.-Business Services)       Consultant       Contract Employee  
Scott Jones Director, Fiscal Services (Print Name)      2/10/10 (Date)

**14. Authorization for Payment:**

<p><b>CHECK REQUIRED</b> (Invoice to accompany payment request):</p> <p><input type="checkbox"/> Partial Payment thru: _____ (Date)</p> <p><input type="checkbox"/> Full or Final Payment</p>	<p><b>DISPOSITION OF CHECK</b> by Accounts Payable: (check released upon completion of services)</p> <p><input type="checkbox"/> Send to Site Administrator: _____ (Date check required)</p> <p><input type="checkbox"/> Mail to Consultant</p>
---	---

\$ \_\_\_\_\_ (Amount)      \_\_\_\_\_ (Originating Administrator Signature - The Blue Ink)      \_\_\_\_\_ (Date)

**PROPOSED AGENDA ITEM:** Chico Area Recreation and Park District (CARD) and Boys and Girls Club of Chico

- Consent
- Information Only
- Discussion/Action

Board Date: February 17, 2010

**Background Information**

This is the sixth year of the elementary 21<sup>st</sup> Century Community Learning Center After School Program. CARD partners with Chico Unified School District to implement the federal grant as approved at Chapman, Citrus, McManus, Neal Dow, and Parkview Elementary schools. Additional funding from the state through the After School Education and Safety grant will allow Chico Unified, along with CARD to provide trained and supervised enrichment teachers and supplies for three six-week cycles.

**Education Implications**

The goal of each of the attached consultant agreement is to increase student achievement in reading, language arts and mathematics and provide a safe and healthy environment conducive to learning

**Fiscal Implications**

None



Mandatory Instructions  
(click to view)

CHICO UNIFIED SCHOOL DISTRICT  
Business Services  
1163 E. 7<sup>th</sup> Street, Chico, CA 95928  
(530) 891-3000

Business Services Use Only  
CA# \_\_\_\_\_  
V# \_\_\_\_\_

**CONSULTANT AGREEMENT**

- A completed BS10a. "Certificate of Independent Consultant Agreement" guideline is:  
 On File (click to view)       Attached
- A completed W9 "Request for Taxpayer Identification Number and Certification" form is:  
 On File (click to view)       Attached

**This Agreement to furnish certain consulting services is made by and between Chico Unified School District and:**

**Name:** Chico Area Recreation District (CARD)  
**Street Address/POB:** 555 Vallombrosa Ave.  
**City, State, Zip Code:** Chico, CA 95926  
**Phone:** 530-895-4711  
**Taxpayer ID/SSN:**

This agreement will be in effect from: 01/11/10 to 05/27/10

**Location(s) of Services:** (site) Chico Unified School District

- Scope of Work to be performed:** (attach separate sheet if necessary)  
 Subject to the availability of resources, CARD will provide trained and supervised enrichment teachers and supplies for three six-week cycles at Chapman, Citrus, McManus, Parkview and Neal Dow Elementary Schools. Administrative costs will not exceed 10%.
- Goal (Strategic Plan, Site Plan, Other)** to be achieved as a result of Consultant services:  
 Increase student achievement in reading, language arts and mathematics.  
 Provide a safe and healthy environment conducive to learning.
- Funding/Programs Affected:** (corresponding to accounts below)
  - After School Education and Safety Program
  - 21st Century Community Learning Center After School Program
  -

**6. Account(s) to be Charged:**

	Pct (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Expense	Sch/Dept
1)	37.50	01	6010	0	1032	1000	5800	14	674
2)	25.00	01	6010	0	1034	1000	5800	14	674
3)	37.50	01	4124	0	1032	1000	5800	14	674

7. Is there an impact to General Fund, Unrestricted funding?  Yes  No

8. Payment to Consultant: (for the above services, District will pay Consultant as follows)

\$ 20,000.00 Per Unit, times 3.00 # Units = \$ 60,000.00 Total for Services

(Unit:  Per Hour  Per Day  Per Activity)

9. Additional Expenses:

\$  
\$  
\$

Total for  
0.00 Addit'l Expenses

**\$ 60,000.00 Grand Total**

10. Amounts of \$5,001.00 or more require Board Approval: (date to Board)

(to be completed by Business Services)

**CONSULTANT TERMS AND CONDITIONS**

(Applicable, unless determined to be Contract Employee -- See BS10a)

Business Services Use Only
CA# _____
V# _____

Consultant Name: **Chico Area Recreation District (CARD)**

- The Consultant will perform said services independently, not as an employee of the District; therefore, the District is not liable for worker's compensation or unemployment benefits in connection with this Consultant Agreement. Consultant shall assume full responsibility for payment of all Federal, State and Local taxes or contributions, including Unemployment Insurance, Social Security, and Income Taxes with respect to Consultant's employees.
- Consultant shall furnish, at his/her own expense, all labor, materials, equipment and other items necessary to carry out the terms of this Agreement, unless agreed upon under Additional Expenses on page 1 of this Agreement.
- In the performance of the work herein contemplated, Consultant is an independent contractor, with the authority to control and direct the performance of the details of the work, the District being interested in the results obtained.
- If applicable, the Consultant will certify in writing, using Administration Form #3515.6, that criminal background checks have been completed as per Board Policy #3515.6 prior to commencement of services. This requirement also applies to any subcontractors or employees utilized by the Consultant.
- Consultant agrees to defend, indemnify and hold harmless the District, its Board of Trustees, employees and agents from any and all liability or loss arising in any way out of Consultant's negligence in the performance of this Agreement, including, but not limited to, any claim due to injury and/or damage sustained by Consultant, and/or the Consultant's employee or agents.
- Consultant will provide to Assistant Superintendent, Business Services, upon request, a Certificate of Insurance showing a minimum \$1,000,000 combined single limits of general liability and automobile coverage as required by the District.
- Neither party shall assign nor delegate any part of this Agreement without the written consent of the other party.
- The work completed herein must meet the approval of the District and shall be subject to the District's general right of inspection to secure the satisfactory completion thereof. Consultant agrees to comply with all Federal, State, Municipal and District laws, rules and regulations that are now, or may in the future become, applicable to Consultant, Consultant's business, equipment and personnel engaged in operations covered by this Agreement or occurring out of the performance of such operations.
- The District will determine whether the Consultant will be paid by vendor check as a Consultant or payroll check as a Contract Employee (with taxes withheld) by reviewing the completed Certificate of Independent Consultant Agreement (a blank sample may be viewed at [http://www.chicousd.org/\\_dept/business/documents/Consultant\\_Agreement.pdf](http://www.chicousd.org/_dept/business/documents/Consultant_Agreement.pdf)). IRS publication SWR 40 and IRS Ruling 87-41 will assist the District in determining the payment method applied to this Consultant Agreement.

**11. AGREED TO AND ACCEPTED:** (If determined to be a Contract Employee, a payroll check will be issued with applicable taxes withheld.)  
*Steve Visconti* (Signature of Consultant)      Steve Visconti, General Manager (Print Name)      2/10/2010 (Date)

**12. RECOMMENDED:**  
*Janet Brinson* (Signature of Originating Administrator)      Janet Brinson, Director (Print Name)      2/10/2010 (Date)

**13. APPROVED:**  
*Dave Scott* (Signature of District Administrator, or Director of Categorical Programs)      Dave Scott, Director (Print Name)      02/10/2010 (Date)

**APPROVED:**  
*Scott Jones* (Signature of District Admin.-Business Services)       Consultant       Contract Employee      Scott Jones Director, Fiscal Services (Print Name)      2/10/10 (Date)

**14. Authorization for Payment:**

<p><b>CHECK REQUIRED</b> (Invoice to accompany payment request):</p> <p><input type="checkbox"/> Partial Payment thru: _____ (Date)</p> <p><input type="checkbox"/> Full or Final Payment</p>	<p><b>DISPOSITION OF CHECK</b> by Accounts Payable: (check released upon completion of services)</p> <p><input type="checkbox"/> Send to Site Administrator: _____ (Date check required)</p> <p><input type="checkbox"/> Mail to Consultant</p>
---	---

\$ \_\_\_\_\_ (Amount)      \_\_\_\_\_ (Originating Administrator Signature -- Use Blue Ink)      \_\_\_\_\_ (Date)

**PROPOSED AGENDA ITEM:**

- Consent
- Information Only
- Discussion/Action

Board Date: February 17, 2010

**Background Information**

*Williams* case legislation requires a school district to use its Uniform Complaint Process to help identify and resolve any deficiencies related to instructional materials, teacher vacancy or misassignment and emergency or urgent facilities conditions that pose a threat to the health and safety of the pupils or staff. Complaint process information is posted at each school site. Complaint forms are available upon request.

**Education Implications**

Reports are required to be submitted to the board for review. Once the report is approved, it is sent to the County Office of Education.

**Fiscal Implications**

None

**VALENZUELA/CAHSEE Lawsuit Settlement**  
**QUARTERLY REPORT on Williams Uniform Complaints**  
**2009-2010 FISCAL YEAR**  
 [Education Code § 35186(d)]

District: Chico Unified School District

Person completing this form: Janet Brinson

Title: Director

Quarterly Report Submission Date:  
 (check one)

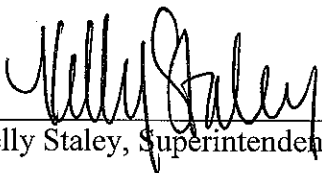
- April 2010
- July 2010
- October 2010
- January 2010

Date for information to be reported publicly at governing board meeting: February 3, 2010

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials			
Teacher Misassignments or Vacancies			
Facilities Conditions			
CAHSEE Intensive Instruction and Services			
<b>TOTALS</b>			

  
 Kelly Staley, Superintendent

2-8-10  
 Date

**PROPOSED AGENDA ITEM: Part II Consolidated Application for Funding Categorical Programs**

- Consent
- Information Only
- Discussion/Action

Board Date: February 17, 2010

**Background Information**

Part II of the Consolidated Application for Funding Categorical Aid Programs (Con App) for 2009-2010 primarily contains information related to entitlements, allocations, and numbers of participants in specified programs. The Con App includes both state and federal funding sources. Program entitlements are determined by formulas contained in the laws that created the programs. Out of each state and federal program entitlement, districts allocate funds for indirect costs of administration, for programs operated by the district office, and for programs operated at schools.

**Educational Implications**

The entitlements and allocations funded through the Con App are used to supplement core curricular activities that support student learning in such areas as reading, math, school safety and violence prevention, and support for English Learners.

**Fiscal Implications**

No impact on the general fund. All expenditures of categorical program funds must be described and budgeted in each school's *Single Plan for Student Achievement*. These plans must be presented to and be approved by the *School Site Council*.

# 2009-10 Consolidated Application for Funding Categorical Aid Programs (Part II)

California Department of Education

Consolidated Application

**Purpose:** To declare the agency's intent to apply for 2009-10 funding of Consolidated Categorical Aid Programs.

Agency: Chico Unified

CD code:

0	4	6	1	4	2	4
---	---	---	---	---	---	---

Dates of project duration:  
July 1, 2009 -- June 30, 2010

**CDE Contact:** Ernie Thornberg - (916) 319-0294 - EThornbe@cde.ca.gov

**Legal status of agency:**  School District  
 County Office of Education  
 Direct-Funded Charter

Do not return the paper copy of this form to the California Department of Education.

The ConApp must be submitted electronically using the ConApp Data System (CADS).

Date of approval by local governing board: 02/03/2010

**Advisory Committees:** The undersigned certify that they have been given the opportunity to advise on the pages in this application related to compensatory education programs or programs for English learners.

Signature-District Advisory Committee (DAC) Signature-District English Learner/Advisory Committee (DELAC)	01/29/2010 Date	<input type="checkbox"/> OR, for each committee, check the appropriate box to the right	<input type="checkbox"/> Committee is N/A Committee refused to sign	<input type="checkbox"/> Committee is N/A Committee refused to sign
--	--------------------	---	--	--

**Certification:** I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and, I agree to have the use of these funds reviewed and/or audited according to the standards and criteria set forth in the California Department of Education's Categorical Program Monitoring (CPM) Manual. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on file. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this page are on file.

Signature of authorized representative  
 Printed name of authorized representative: Janet Brinson  
 Title: Director  
 Date: 01/29/2010

Electronic certification HAS been completed.  Electronic certification has NOT been completed.

**PROPOSED AGENDA ITEM:** Chico High School Work Experience Education Plan

**Prepared by:** Jim Hanlon/Jacqui Windsor

Consent

Board Date 2/17/10

Information Only

Discussion/Action

**Background Information**

The California Department of Education (CDE) requires each school site's Work Experience Education (WEE) Plan be updated and resubmitted periodically. There are two significant additions to the proposed WEE Plan. The conditions under which WEE will operate will include all of the three major areas including "Exploratory", "General" and "Vocational" work experience areas. Definitions of each are included in the plan. At this time it is unclear if Pleasant Valley High School will offer a Work Experience class. Regardless, PVHS students will have access to the CHS Work Experience class included in this plan. If PVHS offers a course in the future this plan is a district plan and that coursework will be covered by this plan. The WEE Plan must be approved by the local Board of Education prior to submission to the CDE.

**Education Implications**

Approval and submission to the CDE will permit Chico High School and PV High School to offer all areas of Work Experience program to students. Work Experience is an elective class that provides for the following: 1) combines paid employment with classroom instruction (General); 2) combines classroom instruction with a Vocational Work Experience with a job in a concurrently enrolled vocational course such as welding or hospitality (Vocational); and/or 3) combines non-paid observation and sampling with related classroom instruction and employability skills (Exploratory).

Classroom activities will include but are not limited to guest speakers, application completion, resume construction, mock interviews, portfolios, labor laws, sexual harassment, wages, working conditions, interview tips and job shadowing.

**Fiscal Implications**

No change...the current offering of Work Experience will continue to be offered to students if approved.

**Additional Information**

None.

# California Department of Education

## Secondary District Plan And Application for Work Experience Education (WEE) Program

(Per EC 51775, a review of the secondary district plan must be reviewed every three years.)

<u>Chico Unified School District</u> Local Educational Agency (LEA) / District / School	<u>Butte</u> County	
<u>1163 East Seventh St.</u> Street Address	<u>Chico</u> City	<u>95928</u> Zip Code

Place an "X" in the appropriate box (es) to identify the conditions under which WEE will operate.

	Exploratory WEE	General WEE	Vocational WEE
Regular School	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Summer School	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

In addition to complying with appropriate federal and state laws, California *Labor Code*, California *Education Code*, and California *Code of Regulations*, Title 5, the LEA agrees to the following assurances:

- District Plan:** The district plan for Work Experience Education (WEE) has been approved and adopted by the local governing board and is attached in the enclosed copy of Board Approving Minutes. (EC § 51762 & CCR, T5 § 10070)
- Responsibility for District Plan:** The WEE teacher-coordinator shall implement and/or comply with the assurances contained herein. The school district administration is responsible for those assurances outside the requirements of the WEE teacher-coordinator. (e.g. Assurances 14, 15, 17, and 18)
- Credential:** The WEE teacher-coordinator shall possess a valid secondary-level credential, have two years of occupational experience outside the field of education, and have knowledge of the educational purposes, standards, laws, and regulations regarding WEE. (EC § 51762 & CCR, T5 § 10075)
- Enrollment in WEE:** The WEE teacher-coordinator approves students for enrollment in WEE. (EC § 51760)
  - At the time of enrollment, students are at least 16 years of age. (EC § 51760.3(a))  
Exceptions:



- Students in grade 11 or higher. (EC § 51760.3(a)(i))
  - Students enrolled in Exploratory WEE may be 12 years of age and in the middle school. (CCR, T5 § 10071 (c))
  - Principal may certify exemption. (EC § 51760.3(a)(2)(3))
  - WEE may be identified on the Individualized Education Program. (EC § 51760.3(a) (4))
5. **Minimum Day:** The minimum day for students is four periods totaling at least 180 minutes in duration (including WEE). (EC § 46144)
- Exceptions:
- Continuation high school students. (EC § 46145)
  - Graduating WEE students in the last semester of their senior year. (EC § 46147)
6. **Pupil/Teacher-Coordinator Ratio:** The pupil/teacher-coordinator ratio in WEE does not exceed 125 pupils per one full-time equivalent certificated WEE teacher-coordinator. Only duties and time directly related to the operation of WEE are considered when determining the pupil/teacher-coordinator ratio. (EC § 46300(b))
- Exceptions:
- Ratio may be waived by the State Board of Education. (EC § 46300(b))
7. **Related Classroom Instruction:** The WEE teacher-coordinator is responsible for preparing and conducting related classroom instruction. (EC § 51760, § 51762.5(b) & CCR, T5 § 10073)
- a. Related classroom instruction or guidance for each semester and type of WEE is conducted by the WEE teacher-coordinator a minimum equivalent of one instructional period per week offered in sessions scheduled intermittently throughout the semester. (EC § 51760.3(b))
8. **Course Description:** The WEE course description, with major units of instruction for each semester and for each type of WEE offered is attached in the enclosed course description with units of instruction per semester. (CCR, T5 § 10073)
9. **Work Sites:** The WEE teacher-coordinator identifies, selects, and/or approves work sites. (EC § 51762.5(a) & CCR, T5 § 10072)
- a. A minimum of two on-site contacts per semester with a work site supervisor at each work site and minimum of one on-site contact during the summer school session is mandated for completion by the WEE teacher-coordinator. (CCR, T5 § 10074)
10. **Student Training Agreement:** A written formal training agreement identifying the responsibilities of the school district, employer, parent/guardian, and student is developed for each WEE student and is attached in the enclosed copy of Student Training Agreement. (EC § 51762.5 & CCR, T5 § 10071)

The following are found on the Student Training Agreement:

- a. Student objectives to be accomplished at the work site. (CCR, T5 § 10071)
  - b. The work site offers a reasonable probability of continuous employment for the student during the period for which the student is enrolled in WEE. (EC § 51760 & § 51762.5)
  - c. The employer has adequate equipment, materials, and other facilities to provide appropriate learning opportunities. (EC § 51760 & CCR, T5 § 10072)
  - d. Work conditions will not endanger the health, safety, welfare, or morals of the student. (EC § 49116, § 51762 & CCR, T5 § 10072)
  - e. The employer provides adequate adult supervision to ensure that:
    - (1) The Exploratory WEE student is provided opportunities to observe and sample a variety of conditions of work to ascertain his/her interests and suitability for occupations being explored.
    - (2) The General WEE student is provided opportunities to gain occupational skills.
    - (3) The Vocational WEE student is provided opportunities to reinforce and extend the job skills and knowledge learned through the school career/vocational education instructional program. (CCR, T5 § 10071 & § 10072)
  - f. The employer, as required by law, provides Workers' Compensation Insurance coverage whenever there is an employee/employer relationship. Students enrolled in Exploratory WEE are provided Workers' Compensation Insurance through the local school district. (EC § 51768, § 51769 & CCR, T5 § 10071)
  - g. The employer maintains student's hourly work records and cooperates in rating his/her achievement at the work site. (EC § 51762.5 & CCR, T5 § 10072)
  - h. The employer assures the district that he/she does not discriminate based on race, creed, color, sex, or religion. (EC § 51760.3(c) & CCR, T5 § 10071)
11. **Work Permits:** All work permits for students enrolled in WEE are issued or verified by the WEE teacher-coordinator or authorized designee in writing per the enclosed Letter of Authorization to issue work permits. (The document needs **original signature** of the District Superintendent or designee.) (EC § 49110 (b))

12. **Exploratory WEE:** For each student enrolled in Exploratory WEE, a limit on the number of hours of observation is established at each observation site. (CCR, T5 § 10071(c))
13. **Granting Credit:** The procedure for granting school credit for WEE is found in enclosure (4). A student satisfactorily completing the WEE program requirements may earn a maximum of 40 semester credits made up of one or a combination of two or more of the following:
  - (1) Exploratory WEE - Ten (10) semester credits for each semester with a maximum of twenty (20) semester credits.
  - (2) General WEE - Ten (10) semester credits for each semester with a maximum of forty (40) semester credits.
  - (3) Vocational WEE - Ten (10) semester credits for each semester with a maximum of forty (40) semester credits. (EC § 51760.3, § 51762.5(b)(f) & CCR, T5 § 1635)
14. **Professional Development:** A provision is made for WEE professional development for new and continuing teacher-coordinators and other support personnel in WEE, to ensure the quality of the WEE program. (EC § 51762)
15. **Clerical Services & Records:** A provision is made for clerical services to assist the professional in meeting the goals and objectives of WEE and to assure the accuracy, completeness, and quality of the records.

The district shall maintain records including:

- a. Type of WEE in which each student is enrolled, where the student is employed, the type of job held or observation sites and hours of rotation. (EC § 51762.5)
  - b. Work permit issued, if applicable. (EC § 49110) Note: Not required for Exploratory WEE.
  - c. Employer's report of student's hourly work record and performance on the job. (EC § 51762.5)
  - d. Report of employer consultations. (EC § 51762.5 & CCR, T5 § 10074)
  - e. Ratings of each student, including his/her grade. (EC § 51760.3 & § 51762.5)
  - f. Formal training agreement for each employer and student that describes the responsibilities of the employer, student, school, and parent/legal guardian. (EC § 51762.5 & CCR, T5 § 10071)
16. **Summer School:** WEE during the summer is conducted in the same time period as the rest of the approved summer school and conforms to all appropriate federal and state laws, California *Labor Code*, California *Education Code*, and California *Code of Regulations*, Title 5 rules and regulations applicable to WEE.

17. **Civil Rights Act:** WEE covered by this plan shall comply with Title VI and Title VII of the Civil Rights Act of 1964 and with Title 5 of the *California Code of Regulations*. (EC § 51762)
18. **Nondiscrimination:** WEE covered by this plan shall comply with Title IX (Nondiscrimination on the Basis of Sex) of the Education Amendments of 1972. (EC § 51762)

I hereby certify that to the best of my knowledge, the provisions for WEE outlined in this Secondary District Plan meet all California Department of Education requirements.

\_\_\_\_\_  
District Superintendent or Designee

\_\_\_\_\_  
Date

Date Local Governing Board Approved: \_\_\_\_\_

Person Preparing Application:

Name: Mary (Jacqui) Windsor E-mail: mwindsor@chicousd.org

Title: Work Experience Coordinator Phone: (530) 891-3026t223

This Secondary District Plan and application for a WEE program must include the **original signature** of the district superintendent or designee along with the following required enclosures:

- Enclosures: (1) Copy of Board Approving Minutes  
 (2) Course Description w/units of Instruction per semester  
 (3) Copy of Student Training Agreement  
 (4) Letter of Authorization to Issue Work Permits (**original signature** of the district superintendent or designee)  
 (5) Description of WEE's procedure for granting school credit

Submit this Secondary District Plan and application along with all (5) enclosures to:

Kimberly B. Born, Education Programs Consultant  
 Secondary, Career, and Adult Learning Division  
 Career and Workforce Innovations Unit  
 California Department of Education  
 1430 N Street, Suite 4503  
 Sacramento, CA 95814  
[kborn@cde.ca.gov](mailto:kborn@cde.ca.gov)  
 916-319-0498

---

For State Use Only:

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

**WORK EXPERIENCE EDUCATION  
CHICO UNIFIED SCHOOL DISTRICT  
COURSE DESCRIPTIONS**

**GENERAL WORK EXPERIENCE (11-12) (Y)**

*Prerequisite: Student must be employed or actively seeking employment. Counselor recommendation and instructor's approval required.*

Work Experience is an elective class that combines legally paid employment with classroom instruction. To earn a grade and credit, a student must attend mandatory class sessions one period per week, complete assignments, and be employed 66% of the semester. If unemployed, students must be actively seeking employment, filling out the Job Search Form and attached reflection statements on a weekly basis. Units of instruction include employment preparation, job success, economic, and career awareness. Students enrolled for a second year repeat the core subject areas but in an expanded manner.

Employed students may earn five (5) credits per semester by working an average of ten (10) hours per week. Seniors on track for graduation may earn ten (10) credits per semester if employed an average of twenty (20) hours per week.

Students seeking employment may earn up to five (5) credits per semester by actively searching for a job and attending class. Students will be expected to use the Job Search Form and to write reflections to track their searches. The completion of one job search form with required reflections will verify 3 hours of "job search" time. Class time will also count toward total number of hours. A total of sixty (60) hours is required to earn all five (5) credits.

**EXPLORATORY WORK EXPERIENCE (10-12) (Y)**

*Prerequisite: Student must attend class, complete class assignments, research career options, job shadow, and work in un-paid, intern position a minimum of four (4) hours per week. Counselor recommendation and instructor's approval required. Enrollment is limited and based on possible placement opportunities.*

Exploratory Work Experience is an elective course which combines non-paid job observation and sampling with related classroom instruction in employability skills. Its general purpose is to provide students the opportunity to observe and sample a variety of conditions of work for the purpose of ascertaining their interest and suitability for the occupations they are exploring.

Related classroom instruction is the same as General Work Experience including the development of a personal portfolio. Additional time is given to career development/exploration activities and the skills needed to acquire employment in specific careers.

Students may earn a total of five (5) units per semester, based upon seat time, ROP course visitations, career interest research, job shadows, and hours worked at the un-paid intern employment. A total of sixty (60) hours is required to earn all five (5) credits. A maximum of ten (10) credits may be earned in Exploratory Work Experience.

**VOCATIONAL WORK EXPERIENCE (11-12) (Y)**

*Prerequisite: Student must be employed or actively seeking employment with the help of vocational instructor. Counselor recommendation and instructor's approval required.*

Vocational Work Experience is an elective course that reinforces and extends vocational learning opportunities for students through a combination of related classroom instruction in Work Experience Education and supervised paid employment in the occupation for which vocational course(s) in school prepares them. Students enrolled in Vocational Work Experience Education must have a job that is related to a concurrently enrolled vocational course.

Related classroom instruction and credit are the same as in General Work Experience.

**Chico High School**  
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**Chico, CA 95928**  
**530/891-3000**

**Pleasant Valley High School**  
**1475 East Avenue**  
**Chico, CA 95926**  
**530/879-5100, Ext. 149**

**WORK EXPERIENCE EDUCATION - COURSE OUTLINE – 2009-2010**

**COURSE REQUIREMENTS**

1. You must attend an orientation meeting at the beginning of enrollment in the Work Experience Education class.
2. You will participate weekly in a Work Experience Education class.
3. If employed, you will submit a monthly detailed time sheet signed by your employer along with a photocopy of corresponding paycheck stubs. Pay stubs must show appropriate tax deductions.
4. You will complete and submit class assignments.

**JOB REQUIREMENT**

Students in General Work Experience are responsible for finding a job; the school may assist but does not guarantee locating a job for you. In general, a student must have a legally paid job, at a non-residential business, open to public access. The working conditions must be safe, moral, legal, and your employer must provide Worker’s Compensation Insurance. During difficult economic times, unemployed students may earn variable credit by attending class and actively seeking employment.

Students in Exploratory Work Experience will be assisted in finding un-paid intern placement. The Chico Unified School District will provide Worker’s Compensation Insurance.

Jobs specifically unacceptable for Work Experience course credit include the following: self employment, door-to-door sales, some phone soliciting, residential baby sitting, lawn mowing, housekeeping/house cleaning, animal care, and any of the prohibited hazardous occupations for minors under age 18 listed below (LC 1294.1; 29 CFR 570 Subpart E):

- |  |   |
|--|---|
| 1. Manufacturing/storing explosives                            | 10. Mining other than coal mining   |
| 2. Driving a motor vehicle                                     | 11. Meatpacking or processing (includes power-driven meat slicing machines) |
| 3. Coal mining   | 12. Power-driven bakery machines  |
| 4. Logging and saw milling                                     | 13. Power-driven paper product machines                                     |
| 5. Power-driving woodworking machines                          | 14. Manufacturing brick, tile, etc.   |
| 6. Exposure to radioactive substances & to ionizing radiations | 15. Power-driven saws & shears  |
| 7. Power-driven hoisting apparatus                             | 16. Wrecking & demolition operations  |
| 8. Power-driven metal forming, punching, shearing machines     | 17. Excavating operations   |
| 9. Roofing operations  |   |

**UNITS OF INSTRUCTION**

The following units of instruction are covered in weekly class meetings during the academic school year:

Fall Semester  
 Employment Preparation  
 Job Success

Spring Semester  
 Economic Awareness  
 Career Awareness

**GRADING**

- |  |     |
|--|-----|
| 1. Weekly Class Attendance, Punctuality, & Participation | 25% |
| 2. Monthly Time Sheet with Photocopied Paycheck Stubs    | 25% |
| 3. Required Documentation Papers, Assignments, & Tests   | 25% |
| 4. Employer’s Evaluation                                 | 25% |

An *A to F* grade and 1 to 10 credits can be earned per semester. You are responsible for meeting all due dates. Quality work submitted on time (assignments, time sheets with photocopied paycheck stubs, etc.) will earn full credit; quality work submitted one week late will earn half credit; no credit will be earned for work submitted after the half credit timeline. Time sheets are required by the State of California. You will not pass the class if any time sheets are missing.

**You will receive a FAILING semester grade in Work Experience if you miss more than three classes regardless of the reason.** If you do miss a weekly class, it is your responsibility to pick up the class assignment before the next class meeting and make sure that it is complete before coming to the next week’s class.  
**NO CREDIT** will be given for missed assignments due to unexcused absences or trancies.

**OVER**

\_\_\_\_\_  
**Printed Name of Student**

\_\_\_\_\_  
**ID Number**

\_\_\_\_\_  
**Period(s) Enrolled**

## **WORK EXPERIENCE REGULATIONS - 2009-2010**

**Please read these regulations carefully. You must follow them in order to be successful in the Work Experience program. After you read both sides of this handout, please have a parent/guardian sign this form at the bottom. You must also sign. Please return this form by the second class meeting of the semester.**

- Students in General Work Experience must be at least 16 years old and/or in his or her junior or senior year of high school.
- Students must be enrolled in at least four district classes, maintain regular attendance and earn a minimum G.P.A. of 2.0 each semester.
- Students in General Work Experience must be employed at a work site where at least minimum wage is paid, deductions are made pursuant to state and federal regulations, and the employer carries Worker's Compensation Insurance or must be actively seeking employment and completing Job Search Forms and reflections on a weekly basis.
- Students in General Work Experience with jobs must be employed 66% of the semester to receive a passing grade and to earn credits or they must be actively seeking employment, completing weekly Job Search Forms and personal reflections. Variable credit is offered to students actively seeking employment.
- For students with jobs, monthly time sheets with a photocopied pay stub are to be completed, signed and submitted by the first class meeting of the following month. Staple the photocopied pay stub behind the monthly time sheet. They are required by the State of California. Students will not pass the class if any time sheets or pay stubs are missing.
- Minor students must have a current work permit. Work permits are not required for students who are 18 years of age or older. (A work permit issued during the 2009-2010 school year or during the summer becomes invalid one week after the following school year begins.)
- Students in General Work Experience are limited to ten (10) credits of work experience per semester. A maximum of thirty (30) credits of work experience in high school is permitted. Employed students earning five (5) credits must work an average of ten (10) hours per week. To earn ten (10) credits, students must work an average of twenty (20) hours per week.
- Students in General Work Experience may work until 12:30am on school night with permission of parent, request of employer, and approval of Work Experience Instructor.
- Students in Exploratory Work Experience must attend class, complete assignments, research careers, complete job shadows, and work a minimum of 4 hours per week once placed as voluntary interns at appropriate sites. One unit is offered for every fifteen (15) hours of the above mentioned work.
- Students in Exploratory Work Experience may earn up to five (5) credits per semester with a maximum of ten (10) during high school.
- For all Work Experience students, required documentation papers must be completed, signed by all necessary parties, and submitted for approval by the second class meeting of the semester. They are required by the state. If these documentation papers are not turned in, the student will fail the class.
- All Work Experience students must class on Tuesday of each week. Students will receive a FAILING semester grade in Work Experience if they miss more than three classes regardless of the reason. Work, appointments, meeting with a teacher, other class activities, and "I forgot" are not acceptable excuses. Absences will be marked as a cut. A note from a parent, teacher, or an 18-year old will not be accepted.
- Students are not allowed to work on their Work Experience job site if they have been absent from their regularly scheduled classes at school. It is the student's responsibility to notify their employer.

**My parent/guardian and I have read the Course Outline and Work Experience Regulations, and I agree to follow them.**

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date



**WORK EXPERIENCE EDUCATION  
WEEKLY LESSONS**

**Fall Semester**

- Week 1      Orientation- Course Outline, Work Permit Intent Form, Student Information Sheet, Class Schedule, Work Permit, Training Agreement, Training Plan, Time Sheet
- Week 2      Overview: Job Search Techniques (search, application, resume, references, cover letter, interviews)
- Week 3      Application Completion and Career Cruising Assessment
- Week 4      References
- Week 5      Self-Evaluations
- Week 6      Planning the Resume and Resume Guidelines
- Week 7      Resumes and References (first draft)
- Week 8      Peer Edit and 2<sup>nd</sup> draft, Employer Evaluations
- Week 9      Introduce Mock Interviews, Requirements of a Cover Letter
- Week 10     Interview Tips, Cover Letter (draft)
- Week 11     Interview Questions, Portfolio Requirements, Cover Letter (peer edit with rubric, make corrections, and turn in)
- Week 13     Roll Play for Mock Interviews, Collect Portfolios
- Week 14     California and Federal Labor Laws, Wages, and Working Conditions
- Week 15     More on California and Federal Labor Laws, Wages, and Working Conditions, Sexual Harassment
- Week 16     Review and Test on Labor Laws, Wages, and Working Conditions
- Week 17     Guest Speaker from the Department of Industrial Relations, Division of Labor Standards Enforcement Evaluations
- Week 18     Class Evaluations/ Review Employer

**Spring Semester**

- Week 1      Orientation, Review of Labor Laws
- Week 2      Immigration & Naturalization Services, Form I-9, Income Tax  
Withholding, Form W-4, Payroll Deductions
- Week 3      Guest Speaker from the Department of Labor Standards and Enforcement
- Week 4      Calculating Payroll Deductions
- Week 5      Federal Income Tax, Form 1040 EZ: Guest Speaker
- Week 6      Financial Planning: Where It All Begins (wants vs. needs), Tracking  
Your Money
- Week 7      How to Budget and Build a Realistic Spread Sheet
- Week 8      Building Your Personal Budget and Spread Sheet for Moving Out
- Week 9      Banking- Checking Accounts, Endorsing Checks, ATMs, Credit Cards,  
FICO Scores: Guest Speaker
- Week 10     Job Shadow Assignment, Career Cruising Assessments: Interest, Attitude,  
and Value Surveys
- Week 12     Investing Your Money
- Week 13     Social Security and How It Works
- Week 14     Job Safety
- Week 15     Designing a Letter of Resignation
- Week 16     When You Turn 18 and the Law
- Week 17     Job Shadow Presentations. Class Evaluations
- Week 18     Finals

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**WORK EXPERIENCE TRAINING AGREEMENT  
GENERAL, EXPLORATORY AND VOCATIONAL**

The purpose of the Work Experience Education program is to provide integrated work and educational experience for students. This agreement is designed to show the responsibilities of the student, school district, employer, and the parent.

**THE STUDENT**

*I accept the responsibility:*

1. Of attending the weekly Work Experience related instruction class and of fulfilling the course requirements as presented in the orientation.
2. Of giving my employer notice in advance when I am not able to report to work or I intend to quit the job.
3. Of telling my Work Experience instructor as soon as I know:
  - (a) That I am dissatisfied and/or intend to quit my job.
  - (b) That I am fired or laid off.
4. To immediately notify my Work Experience instructor if I am injured on the job.
5. Of satisfactorily maintaining my health, education, and welfare to continue in this employment.
6. To maintain regular attendance at school and on the job. Poor attendance, either at school or at work, without cause, will result in a failing grade from the Work Experience program.
7. To provide transportation to and from the job site.
8. To maintain and submit a monthly time sheet signed by my employer/supervisor and me.

**THE SCHOOL DISTRICT**

1. Will provide a Work Experience instructor. The instructor will conduct periodic visits to the work site, consult with job supervisors regarding student job performance, and will provide related instruction to Work Experience enrollees as required by law.
2. Will provide for evaluation of student job performance by the Work Experience instructor and the job supervisor.
3. Will enroll students in the Work Experience program and provide a means whereby a grade and school credit is earned as determined by the Work Experience instructor.
4. Will provide Worker's Compensation Insurance for students in Exploratory Work Experience program.

**THE EMPLOYER**

*As the employer, I agree:*

1. To provide Worker's Compensation Insurance and any other required insurance. (\*\*Exploratory WEE note below)
2. Not to discriminate on the basis of race, color, creed, national origin, sex, sexual orientation, age, religion or handicap.
3. To employ the student earning 5 credits a minimum of 10 hours per week. To employ the student earning 10 credits a minimum of 20 hours per week.
4. To provide adequate equipment, materials, and other facilities appropriate for on-the-job learning to occur.
5. To assist the student in developing skills and work habits appropriate to the job including honesty, punctuality, cooperation, courtesy, and a willingness to learn.
6. To provide working conditions that will not endanger the health, safety, welfare or morals of the student.
7. The hours of work and rate of pay for Work Experience students will be consistent with Federal and State wage laws.
8. To verify and sign a monthly time sheet maintained by the student.
9. To complete a written evaluation of the student at least once per semester.
10. When appropriate, notify the Work Experience instructor regarding the student's employment status.

\*\*\* Chico Unified School District will provide Worker's Compensation Insurance for students participating in the non-paid Exploratory Work Experience program.

**THE PARENT**

**PARENT'S SIGNED STATEMENT**

Realizing the educational advantages provided by this work experience opportunity, this minor is being employed at work described herein with my full knowledge and consent. I realize my student is required to attend a weekly instruction class, which may require the student's school program to be changed.

**STUDENT: PLEASE COMPLETE THE REVERSE SIDE OF THIS FORM.**

\_\_\_\_\_  
**Printed Name of Student**

\_\_\_\_\_  
**ID Number**

\_\_\_\_\_  
**Period(s) Enrolled**

**TRAINING PLAN:**

Job Duties:

1. \_\_\_\_\_
2. \_\_\_\_\_

Goals/Areas for growth and improvement: Select from the examples given below. If you prefer, create a goal/area for growth and improvement specific to your place of employment.

1. \_\_\_\_\_
2. \_\_\_\_\_

Observe company rules & regulations  
Report to work regularly & on time  
Safety conscious  
Maintain work quality  
Maintain work quantity  
Efficient use of time  
Careful with materials & property  
Dress appropriately for work

Demonstrate initiative  
Desire to improve & advance  
Communicate clearly  
Use appropriate language  
Positive customer relations  
Demonstrate teamwork  
Recognize & respect authority  
Accept constructive feedback

**Note: Class credit and a grade are earned each semester. Poor attendance, either at school or at work, without cause, will result in a failing grade and/or a drop from the Work Experience program.**

**Student, Parent, and Employer/Supervisor: Please complete the information below.**

\_\_\_\_\_  
Name of Employer's Place of Business

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Address of Business

\_\_\_\_\_  
Parent/Guardian's Signature

\_\_\_\_\_  
Phone Number of Business

\_\_\_\_\_  
Work Experience Instructor's Signature

\_\_\_\_\_  
E-mail and FAX of Business

\_\_\_\_\_  
Printed Name of Employer/Supervisor

\_\_\_\_\_  
Employer/Supervisor's Signature

\_\_\_\_\_  
Date



**Administrative Offices** 1163 E. Seventh Street Chico, CA 95928-5999  
phone: (530) 891-3000 • fax: (530) 891-3220 • www.ChicoUSD.org

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Superintendent's Office, (530) 891-3000, ext. 149

July 23, 2009

Ms. Jacqui Windsor, Instructor  
Work Experience Education  
Chico High School  
901 Esplanade  
Chico, CA 95926

Dear Ms. Windsor

#### AUTHORIZATION TO ISSUE WORK PERMITS

The California Education Code §49110 states, in part:

It is the intent of the Legislature that school district personnel responsible for issuing work permits to minors have a working knowledge of California labor laws as they relate to minors and further that such personnel be trained to provide the students practical personal guidance in career education. The superintendent of any school district in which any minor resides, a person holding a services credential with a specialization in pupil personnel services authorized by the superintendent in writing, or a certificated work experience education teacher or coordinator authorized by the superintendent in writing, may issue to certain minors permits to work.

Under the provision of Education Code §49110, you are appointed as my designee for the 2009-2010 school year and are authorized to issue work permits to minors of the Chico Unified School District and to minors attending private schools, who reside in the Chico Unified School District and would otherwise be enrolled in the District.

Sincerely

A handwritten signature in black ink that reads "Kelly Staley". The signature is written in a cursive style with a long, sweeping tail.

Kelly Staley, Superintendent  
Chico Unified School District

cc: Jim Hanlon, Principal  
Chico High School

State of California  
Department of Industrial Relations  
Division of Labor Standards Enforcement  
2115 Civic Center Dr., Room 17  
Redding, CA 96001

**WORK EXPERIENCE EDUCATION  
GENERAL, EXPLORATORY AND VOCATIONAL  
CHICO UNIFIED SCHOOL DISTRICT  
PROCEDURE FOR GRANTING SCHOOL CREDIT**

Work Experience Education is an elective course that combines legally paid employment with classroom instruction. The Chico Unified School District offers General Work Experience, Exploratory Work Experience, and Vocational Work Experience to students of Chico High School and Pleasant Valley High School.

**Related Instruction Class** – Students enrolled in Work Experience Education meet for the equivalent of one instructional period per week. Classroom instruction is related to employment, economic awareness, and career awareness and fulfills the requirements outlined in the California State Model Curriculum Standards for Work Experience Education. The Work Experience instructors at both school sites prepare for and conduct related instruction classes. In addition, instructors meet one-on-one with students intermittently throughout each semester.

**Course Credit** – A student completing **Exploratory Work Experience** requirements may earn a maximum of 10 semester credits. A student satisfactorily completing **General or Vocational Work Experience Education** requirements may earn a maximum of 20 semester credits. With approval for extenuating circumstances, or for students starting with Exploratory Work Experience and continuing with General or Vocational Work Experience, 30 semester credits may be earned.

**Grading** – Students earn a letter grade each semester. Students in **General or Vocational Work Experience** must be legally paid and be employed at a business open to public access. Grades are determined by attending and participating in a weekly class meeting, submitting monthly time sheets and photocopied pay stubs, completing assignments and tests, and employer evaluations.

**Unemployed students in General Work Experience** earn a letter grade each semester. Grades are determined by attending and participating in a weekly class meeting, submitting weekly Job Search Forms and reflections, and completing assignments and tests. Students will be expected to use the Job Search Form and to write reflections to track their searches. The completion of one job search form with required reflections will verify 3 hours of search time. Sixty (60) hours of “job search” time and class time will earn 5 credits.

Students in **Exploratory Work Experience** earn a letter grade each semester. Grades are determined by attending and participating in a weekly class meeting, completing career interest surveys to ascertain career interests and attending ROP courses focusing on specific career areas, completing job shadows, and the hours they work as non-paid volunteer interns at job sites related to career interests. Sixty (60) hours of the above options, including seat time, will earn students 5 credits. A maximum of ten (10) semester credits may be earned in Exploratory Work Experience.

**Instructors** – As required by Education Code 51762, the Work Experience Education instructors possess valid secondary-level credentials and have over two years of occupational experience outside the field of education. The instructors meet regularly to plan curriculum, create or revise forms, promote their program, discuss labor laws and regulations for minors, and develop jobs in the business community for students.

**Professional Development** – The Chico Unified School District will provide opportunity for annual professional development of work experience instructors/coordinators through attendance at conferences and Far Northern Chapter meetings.

**PROPOSED AGENDA ITEM:** SELPA Local Plan Certification

Prepared by: David Scott, Director – Education Services

Consent

Information Only

Board Date: February 17, 2010

Discussion/Action

**Background Information**

Nord Country School has received approval from the SELPA Governing Board to operate as a Local Education Agency and will operate its own special education programs commencing July 1, 2010. Nord Country School intends to contract with Chico Country Day School for special education services. The school will receive its AB 602 funds which are currently allocated to the District in exchange for the provision of special education services.

**Education Implications**

As of July 1, 2010, the Chico Unified School District will no longer provide special education program and services to Nord Country School. The school will be responsible for providing special education programs and services to all students with disabilities enrolled at Nord Country School.

**Fiscal Implications**

The District will spend approximately \$80,000 during the 2009-10 school year to provide special education programs and services to students with disabilities at Nord Country School. The District receives approximately \$283 per student enrolled at Nord Country School through AB 602 funding. According to Nord Country School Principal, Kathleen Dahlgren, the projected enrollment for 2010-11 is 138 students. The \$39,054 of AB 602 funding previously allocated to the District will be allocated to Nord Country School.

**Additional Information**

By its approval of this item, the Board is approving the change in the Butte County SELPA Plan which adds Nord Country School as an LEA Charter member of the SELPA.

BUTTE COUNTY SPECIAL EDUCATION LOCAL PLAN AREA

**LOCAL PLAN CERTIFICATION**

This is to certify that the Chico Unified School District Board, at its regular meeting on February 17<sup>th</sup>, 2010, approved the Elements of the local plan. The agency herein represented will meet all applicable requirements of state and federal laws, regulations and state policies and procedures, including compliance with the Individuals with Disabilities Education Act, 20 USC 1400 et.seq, and its' implementing regulations under 34 CFR, Parts 300 and 303, Section 504 of Public Law, the Federal Rehabilitation Act of 1973, as amended, and the provisions of the California Education Code, Part 30 and Chapter 3, Division 1 of Title VI of the California Code of Regulations.

\_\_\_\_\_  
*Superintendent*

\_\_\_\_\_  
*School District*

or

\_\_\_\_\_  
*Board President*

\_\_\_\_\_  
*Date*



BUTTE COUNTY SPECIAL EDUCATION LOCAL PLAN AREA

**DESCRIPTION OF GOVERNANCE AND ADMINISTRATION OF THE LOCAL PLAN**  
*Revised July 1, 2010*

**GOVERNANCE**

*EC 56195; 56195.1(c); 56195.5(a); 56195.5(b); 56205(a)(12)(D)*

The local education agencies (LEAs) within Butte County and the Butte County Office of Education join together pursuant to Education Code Section 56195 to adopt a plan in accordance with Education Code Section 56200 to assure equal access to special education and services for all eligible persons with disabilities residing in the geographic area served by these agencies, hereafter known as the Butte County Special Education Local Plan Area (Butte County SELPA). In adopting the Local Plan, each participating agency agrees to carry out the duties and responsibilities assigned to it within the plan. Participating agencies may enter into additional contractual arrangements to meet the requirements of applicable federal and state laws.

The Butte County Office of Education and Butte County Board of Education shall serve as the Administrative Unit (AU) for the SELPA and perform the following functions.

- The AU is designated to receive and distribute special education funds according to the locally approved Special Education Funding Allocation Plan.
- The AU employs staff to support SELPA functions.
- The AU oversees the coordination of the Local Plan.

In adopting the Local Plan, each participating LEA agrees to carry out the duties and responsibilities assigned to it within the plan. Each district governing board and the Butte County Office of Education shall have authority over the programs it directly maintains consistent with the local plan. Regional programs operated on behalf of the SELPA are subject to oversight by the SELPA Governing Board according to SELPA policies and procedures. Each agency shall provide special education and services to all eligible students within its boundaries, including students attending charter schools where a LEA of the SELPA has granted that charter. Charter schools with LEA status in the SELPA are responsible for special education services according to the provisions of the SELPA's Charter School policy. In addition, each agency shall cooperate to the maximum extent possible with other agencies to serve individuals with disabilities who cannot be served in the LEA of residence program. Such cooperation ensures that a range of program options is available throughout Butte County. The county office or district governing boards may enter into agreements to provide service to pupils in special education programs maintained by other districts or counties and may include within their special education programs pupils residing in other districts or counties.

**I. LEA Governing Boards**

*EC 56205 (a)(12)(D)(i)*

The Governing Boards of LEAs in Butte County shall adopt policies and procedures for special education programs and services provided in the Butte County SELPA. Such policies and procedures shall include, but not be limited to, all areas as required by federal and state statutes.

Responsibilities of the governing boards include, but are not limited to:

- Participate in the governance of the Butte County SELPA by empowering their superintendent or designee to act as their agent in the approval and amendment of policies and procedures.
- Approve the Local Plan and revisions to the Local Plan for the Butte County SELPA.
- Ensure compliance with all elements of the local Plan.
- Cooperate with the governing boards of participating Local Education Agencies to assure the availability of appropriate services to eligible individuals regardless of district of residence.
- Provide suitable housing for special education programs maintained by the Local Education Agency.
- Operate local programs consistent with state and federal law and regulations and policies and procedures approved for the Special Education Local Plan Area. *EC 56195.5 (a)*
- Annually review and approve special education programs and services of the Local Education Agency.

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- Develop and adopt policies for the operation of the Local Education Agency, which are consistent with those of the Special Education Local Plan Area, and which promote the concept to ensure access to appropriate programs and services for all children with disabilities.
- Appoint members to the Butte County Community Advisory Committee.
- Review formal complaints forwarded by the respective LEA superintendents as outlined in the district's Uniform Complaint Procedures.
- Address questions and concerns of the public, including parents or guardians of individuals with exceptional needs who are receiving services under the Local Plan. *EC 56205 (b)(4)*

II. SELPA Governing Board  
*EC 56205 (a)(12)(A)*

The governing body of the SELPA is the SELPA Governing Board. The SELPA Governing Board is comprised of a superintendent or designee from each of the following regions:

Region 1:	Chico Unified School District Chico Country Day School (SELPA LEA Charter) <del>Nord Country School (SELPA LEA Charter)</del>
Region 2:	Paradise Unified School District
Region 3:	Oroville City Elementary School District
Region 4:	Butte County Office of Education
Region 5:	Biggs Unified School District Durham Unified School District Gridley Unified School District Manzanita Elementary School District
Region 6:	Bangor Union Elementary School District Feather Falls Union Elementary School District Golden Feather Union Elementary School District Palermo Union Elementary School District Pioneer Union Elementary School District Thermalito Union Elementary School District
Region 7:	Oroville Union High School District

Note: The districts in regions 5 and 6 respectively will determine a method, and appoint one person to represent their region. It should be noted that SELPA Governing Board meetings are public meetings and, therefore, all Superintendents may attend. Only designated representatives, however, will be considered voting members of the Governing Board.

The SELPA Governing Board shall meet on a regular basis according to Brown Act requirements.

The chairperson for the SELPA Governing Board shall be elected according to the voting procedures described herein at the last meeting of the school year. The term of office shall be one year commencing on July 1 of the year elected. The chairperson may be re-elected for additional terms.

The chairperson shall develop a schedule of meetings and convene and preside over each meeting. If the chairperson is unable to attend a meeting, she/he shall designate another member of the governing board to chair the meeting. When necessary, the chairperson may call for special meetings or cancel regular meetings. The Chairperson will collaborate with the SELPA Administrator in the development of meeting agendas.

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Responsibilities of the SELPA Governing Board

The SELPA Governing Board members, under the direction of their respective elected Governing Boards, shall act to establish operational procedures and make decisions on any matters regarding the development, implementation, administration and operation of special education programs in accordance with the intent of the Local Plan. The SELPA Governing Board will perform the following functions:

- Review and approve needed modification of this agreement on behalf of all districts in the SELPA and adopt amendments to the permanent portion of the Local Plan on an “interim basis”, not to exceed one year. Amendments approved in this manner shall become permanent upon subsequent approval by LEA Governing Boards during the annual service and budget plan process and upon subsequent approval by the State Board of Education.
- Adopt SELPA policies and procedures on behalf of their respective LEA Governing Boards to ensure compliance with the Local Plan and state and federal laws and regulations.
- Assure equal access to programs and services for all individuals with exceptional needs within the SELPA regardless of their district of residence.
- Approve the annual services plan and annual budget plan.
- Adopt policies for the distribution of federal, state and local funds received for special education programs.
- Adopt agreements including, but not limited to, interagency agreements with Behavioral Health, California Children’s Services, Far Northern Regional Center and other public agencies that provide services to students with exceptional needs.
- Establish and promote the Community Advisory Committee. Encourage parental involvement through members of the CAC and consider requests and recommendations from the CAC and other parent groups.
- Provide assistance in the selection, direction, discipline and evaluation of the SELPA Administrator.

Voting by the Governing Board

The following votes are allocated to each region:

Region 1:	3 votes
Region 2:	1 vote
Region 3:	1 vote
Region 4:	1 vote
Region 5:	1 vote
Region 6:	1 vote
Region 7:	1 vote

Note: Regions 5 and 6 respectively will agree on a procedure and criteria that the regional representative will use to make decisions for his/her region.

Note: When voting, each region must cast its entire allocation as one vote.

In order for a motion to pass the item must receive at least five (5) yes votes and at least four (4) regions must vote in favor of the motion.

A quorum will consist of five (5) voting members in attendance. Superintendents have the option of designating a representative from their region when he/she is unable to attend a meeting of the SELPA Governing Board. The SELPA Director must be notified in advance. Once an agenda item has been voted on by the Governing Board, it may not be placed on the agenda again unless two thirds of the voting members present agree.

A charter school, chartered through one of the local governing boards of the SELPA that operates as its own LEA for special education purposes, shall be assigned to a region for representation on the SELPA Governing Board.

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Responsibilities of LEA Superintendents or Designees

*EC 56205 (a)(12)(D)(i)*

- Provide administrative leadership in support of the special education programs operated by the Local Education Agency. *EC 56195.5 (a)*
- Act as a liaison between the governing board of the Local Education Agency and the SELPA Governing Board, transmitting suggestions for the development and/or modification of policy to the SELPA Governing Board and vote upon such matters in accordance with direction from the Local Education Agency governing boards.
- Annually recommend to the governing board the modifications of Local Education Agency special education programs which are necessary to meet the changing needs of students, to be included in the annual service and budget plans submitted to the SELPA.
- Maintain and submit financial and program information to the administrative unit and SELPA as required.
- Establish and maintain all procedural safeguards as defined by the Individuals with Disabilities Education Act.
- Provide for the ongoing evaluation of special education programs operated by the Local Education Agency in accordance with guidelines established by the California Department of Education.
- Respond to all complaints and requests for due process relative to the provision of services to students with disabilities.

**IV. SELPA Coordinating Council (SCC)**

*EC 56205 (a)(12)(D)(i)*

The SELPA Coordinating Council (SCC) will consist of one Special Education Administrator or designee appointed by each local education agency and one parent member of the Community Advisory Committee. The SCC shall be an advisory body to the SELPA Administrator and the SELPA Governing Board.

The Council will meet regularly according to Brown Act requirements. Additional meetings may be scheduled as the needs of the Local Plan dictate. A quorum shall consist of a majority of members present. Each council member shall have one vote. Members may designate another person to attend in their place or designate another member to cast their vote. The SELPA Administrator must be notified in advance of the meeting in either case. Decisions will be based on a simple majority vote of the members present. A tie vote will be considered a negative vote.

The SELPA Administrator serves as the chairperson of the Council and is responsible for providing timely written notice of the meeting and agenda, minutes for the meeting and additional documentation as needed to provide for informed decision making.

Responsibilities of the SELPA Coordinating Council

- Advise the SELPA Administrator and the SELPA Governing Board regarding the status, accomplishments and needs of special education programs operated within the Local Education Agencies.
- Provide technical advice and assistance to the SELPA Administrator and the SELPA Governing Board.
- Work cooperatively to plan and coordinate educational programs and services for all individuals with exceptional needs within the SELPA.
- Provide leadership and support in the implementation of SELPA policies and procedures.
- Act as liaison with parents, community resources, other Local Education Agencies, the SELPA Administrator and the SELPA Governing Board.
- Gather, interpret, and report data regarding the implementation, administration and operation of the Local Plan.
- Advise the SELPA Administrator of the annual program needs of the Local Plan Area to be considered in the development of the annual budget plan.

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- Provide the SELPA Administrator with information relative to the development of the annual service plan.
- Recommend staff development activities for the SELPA.
- Recommend members for the Community Advisory Committee (CAC).

A charter school that has been approved to operate as an LEA for special education purposes shall be included in the SCC in the same manner as other LEAs.

**VI. Other Committees**

SELPA Committees are formed and appropriate members are appointed as needed to address current issues. Membership on these committees is designed to fulfill a particular task within a specified time frame. SELPA personnel or selected representatives will serve as chairpersons of committees. Examples of standing committees are as follows:

- **Low Incidence Review Committee**  
This committee is comprised of one representative of each low incidence disability appointed by the Coordinating Council, the Assistive Technology Specialist and the SELPA Administrator or designee. The purpose of this committee is to review requests to access funds for low incidence services and equipment according to the Butte County SELPA Low Incidence Guidelines, and make recommendations to update the Low Incidence Guidelines.
- **Ratio Committee**  
This committee is comprised of representatives from each LEA operating regional programs, the SELPA Administrator and two representatives from other LEAs selected by the SELPA Administrator. The purpose of this committee is to develop, review, and recommend staffing ratios for special education programs.

**VII. Charter Schools**

*EC 56195.1(f); 56207.5*

A Charter School that has been approved as a Local Education Agency shall participate in the governance of the SELPA and distribution of state and federal funds for special education in the same manner as other Local Education Agency members of the SELPA. More detailed information regarding the role of Charter Schools in the SELPA can be found in the SELPA Policies and Procedures Manual kept on file in the SELPA.

**Administration**

**I. SELPA**

**A. SELPA Staff**

*EC 56205 (a)(12)(D)(ii)(I)*

The LEA governing boards, through their representatives to the SELPA Governing Board, shall identify the need for and designate positions necessary for the operation of SELPA functions according to this policy.

The SELPA Governing Board shall be responsible for designating staff to support the functioning of the SELPA. In reviewing and approving the SELPA budget on an annual basis, the governing board designates staffing for the SELPA office.

SELPA staff shall be employed by the BCOE and shall be supervised and evaluated by the SELPA Administrator according to policy and practice. SELPA positions will be advertised and selected according to BCOE personnel procedures. Representatives from participating LEAs will be involved in the screening and

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interview process. Recommendations will be submitted to the Butte County Superintendent of Schools for approval.

**B. SELPA Administrator**

*EC 56205(a)(12)(D)(ii)*

The SELPA Administrator will coordinate the provision of all special education services of the SELPA and will administer those functions delegated to the SELPA pursuant to the local Plan adopted by the SELPA Governing Board.

Responsibilities of the SELPA Administrator

- Develop, implement, supervise, and provide for the evaluation of the Regionalized Services program.
- Serve as ex-officio member of the SELPA Governing Board to develop agendas, provide information and recommendations regarding the operation of the SELPA and report minutes of the meetings.
- Serve as the Chairperson of the SELPA Coordinating Council and assist Council members to implement each LEA's responsibility under the Local Plan.
- Function as a liaison to the CAC, assist in promoting community involvement and work closely with the Committee to develop recommendations to be presented to the Coordinating Council and the SELPA Governing Board.
- Prepare program and fiscal reports required of the SELPA by the state; manage the CASEMIS data system to comply with all state requirements. *EC 56205(a)(12)(D)(ii)(V)*
- Recommend employment of, assign, supervise and evaluate staff assigned to the SELPA Office.
- Provide assistance to the SELPA staff to carry out their responsibility to ensure that all pupils have access to full educational opportunity.
- Provide leadership in the development of the Local Plan and policies and procedures necessary to operation of the SELPA.
- Provide support to participating LEAs in their operation of special education programs and services.
- Monitor the appropriate use of federal, state and local funds allocated for special education programs. *EC 56205(a)(12)(D)(ii)(IV)*
- Schedule regular meetings of the SELPA Governing Board, Coordinating Council and Community Advisory Committee for policy and budget development, support and information sharing.
- Ensure the implementation of all federal, state and local responsibilities of the SELPA, including personnel development and procedural safeguards and other assurances.
- Assist LEAs in mediation and due process hearings.

It is the SELPA Administrator's responsibility to represent the interests of the SELPA as a whole without promoting any particular LEA interest over the interest of any other agency. In the event there are differences of opinions and/or positions on issues, the SELPA Administrator will assist the parties in reaching a reasonable solution of the issue(s).

Employment, Direction and Evaluation of the SELPA Administrator

The SELPA Governing Board shall be responsible for the selection, direction, discipline and annual evaluation of the SELPA Administrator. The SELPA Governing Board shall be assisted in the hiring and selection process by the Administrative Unit. The SELPA Administrator is subject to the AU's policies and procedures for day-to-day operations, but receives direction from, and is responsible to, the SELPA Governing Board. The SELPA Administrator is evaluated by the Chairperson of the SELPA Governing Board, the AU Superintendent and one other superintendent from the governing board. The evaluation is confirmed by a vote of the SELPA Governing Board.

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**C. Regionalized Services and Operations**

*EC 56205(a)(12)(B)*

The SELPA Administrator shall implement the Local Plan including the following regionalized services and operations: *EC 56836.23*

- Coordination of the special education local plan area and the implementation of the local plan.
- Coordinated system of identification and assessment.
- Coordinated system of procedural safeguards.
- Coordinated system of staff development and parent education.
- Coordinated system of curriculum development and alignment with the core curriculum.
- Coordinated system of internal program review, evaluation of the effectiveness of the local plan and implementation of a local plan accountability mechanism.
- Coordinated system of data collection and management.
- Coordination of interagency agreements.
- Coordination of services to medical facilities.
- Coordination of services to licensed children's institutions and foster family homes.
- Preparation and transmission of required special education local plan area reports.  
*EC 56205(a)(12)(D)(ii)(V)*
- Assist and participate in Community Advisory Committee activities. The SELPA Administrator will act as liaison between the CAC and the SELPA Governing Board, sharing information and recommendations between the two groups.
- Coordination of transportation services for individuals with exceptional needs.
- Coordination of career and vocational education and transition services.
- Assurance of full educational opportunity.
- Monitor the appropriate use of federal, state and local funds allocated for special education programs.  
*EC 56205(a)(12)(D)(ii)(IV)*
- Direct instructional program support.

**D. Program Specialist Services**

*EC 56205(a)(12)(B); 56368*

A program specialist is a specialist who holds a valid special education credential, clinical services credential, health services credential or a school psychologist authorization and advanced training and related experience in the education of individuals with exceptional needs. Program specialist services are provided by the SELPA and include the following services:

- Facilitation for the placement of students in programs outside their district of residence.
- Observation, consultation and assistance to special education teachers and support staff in accordance with LEA procedures.
- Program planning, coordination of curricular resources and the evaluation of the effectiveness of programs for children with disabilities.
- Provision of inservice training and technical assistance for regular and special education teachers, administrators, support staff and parents.
- Provision of coordination, consultation and program development in one or more specialized areas of expertise.
- Participation in and/or facilitation of IEP team meetings, upon request, when technical assistance is needed.
- Assistance in mediation, due process hearings and compliance proceedings by providing expertise and knowledge of special education law and regulations as well as programs and appropriate interventions available throughout the SELPA.
- Assistance in developing training for parents and members of the Community Advisory Committee.

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- Assistance as a liaison to various community agencies such as the Department of Behavioral Health, Far Northern Regional Center, California Children's Services, Probation Department, etc.
- Assure that pupils have full educational opportunity regardless of the district of residence.

Program specialist services shall be allocated to districts annually by mutual agreement of the SELPA Administrator and LEA Special Education Administrators. Allocations will be based on factors such as the number of staff available, SELPA priorities and LEA needs.

**II. Local Plan Development**

*EC 56195.3(a), (b), (c)*

The Butte County SELPA Local Plan is developed with input from the following groups:

- The SELPA Coordinating Council members consult with their bargaining units or school site staff to select general education and special education teachers who may want to serve on a subcommittee for the purpose of providing input to the development of the Local Plan and/or the Annual Service Plan and Annual Budget Plan.
- General and special education administrators are selected by their superintendents.
- Parent representatives are selected by the CAC. Parents may or may not be members of the CAC. Parents will be selected from the north and south regions of the county. The CAC voting representative to the SELPA Coordinating Council also serves on the Local Plan Committee.

The committee shall develop the local plan in accordance with EC Sections 56195.3 (b), (c) and (d). Prior to approval by the LEA governing boards, the local plan will be submitted to the CAC for their review.

Amendments to the Permanent Section of the Local Plan

*EC 56195.9*

The local plan will be updated/amended in cooperation with the local plan committee. The SELPA Governing Board may adopt amendments to the permanent portion of the local plan on an interim basis, not to exceed one school year. Amendments approved in this manner shall become permanent upon subsequent approval by all LEA governing boards and the State Board of Education.

Amendments to the Annual Service and Budget Plans

The governing boards of the participating LEAs agree to designate authority to the SELPA Governing Board to approve the SELPA-wide annual service and budget plans and any subsequent modifications.

**III. Literacy**

In order to improve educational results for students with disabilities, participating LEAs within the Butte County SELPA assure that all students who require special education will participate in the California Reading Initiative, just as all other students. In order to facilitate that effort, each district assures that special education instructional personnel will participate in and have full access to the following:

- District and county staff development in literacy and learning research that aligns with state adopted standards and frameworks; and
- District and county staff development in research based instructional strategies for teaching reading to a wide range of diverse learners.



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Our goal is:

- To increase the participation of students with disabilities in statewide assessments with and without accommodations or modifications as monitored by the IEP process; and
- To increase the percentage of children with disabilities who are literate; and
- To assure that students with disabilities attain higher standards in reading.

In order to reach these goals, each LEA assures that students with disabilities will have full access to:

- All required core curriculum, including state-adopted textbooks and supplementary textbooks; and
- District, county or state adopted texts and state adopted instructional materials and any necessary supports to obtain higher standards in reading.

**V. Public / Parent Input**  
*EC 56205(b)(4)*

All LEA Boards within the SELPA have public comment sections on their agendas, as does the SELPA Governing Board.

The Butte County SELPA Administrator, the Director of Special Education for the Butte County Office of Education and the District Special Education Administrators are also available to meet with parents or members of the public who may have questions or concerns. Meetings can be arranged by contacting the SELPA office.

**VI. Dispute Resolution**  
*EC 56205(b)(5)*

If a dispute arises over the responsibility for service provision, governance activities, program transfer, or distribution of funding; or if a school district, including any charter school LEA, group of school districts, or the county office believes that an action taken by the SELPA Governing Board will create an undue hardship on the district(s) or county office; or that an action taken exceeds the authority granted the Governing Board within the Local Plan and /or state or federal statute, the aggrieved district(s) or county office may submit the matter for dispute resolution.

The goal of the SELPA is for disputes to be resolved at the lowest possible level. The first step in the dispute resolution process, therefore, is for the aggrieved party(s) to contact the other party(s) and attempt to resolve the matter informally. If the matter is not resolved at this level, the aggrieved party(s) may request formal mediation. Any request for mediation must be submitted in writing to the SELPA Director. If the issue is related to an action taken by the Governing Board, the request must be submitted within thirty (30) days of the action taken by the Governing Board. The written request must clearly identify the reason(s) for the request and the potential resolution(s) to the problem. If mediation is not successful, the aggrieved party(s) may request a review by an independent review panel of the results of the mediation. A request for review by an independent review panel must be submitted in writing to the SELPA Director within thirty (30) days of the completion of the mediation process, and must include the reason(s) for the request and the potential resolution(s) to the problem.

A more detailed description of the procedures related to dispute resolution can be found in the SELPA Policies and Procedures Manual kept on file in the SELPA.

**PROPOSED AGENDA ITEM: Academy For Change General Waiver Request**

- Consent
- Information Only
- Discussion/Action

Board Date: February 17, 2010

**Background Information**

California code of Regulations 48661a states: "A community day school shall not be situated on the same site as an elementary, middle, junior high, comprehensive senior high, opportunity, or continuation school, except as follows: (1) When the governing board of a school district with 2,500 or fewer units of average daily attendance reported for the most recent second principal apportionment certifies by a two-thirds vote of its membership that satisfactory alternative facilities are not available for a community day school." The State Board of Education is currently considering waivers for school districts with more than 2,500 students to house a community day school on a shared campus.

**Education Implications**

Procedures and precautions will be in place to ensure the safety and protection of all students on the campus. Staff support and campus local may assist with a smooth student transition from one alternative program to another.

**Fiscal Implications**

Combining the two programs on one campus will save the cost of the lease for the current AFC campus. Downsizing staff at both sites will provide a cost savings to the general fund.

CALIFORNIA DEPARTMENT OF EDUCATION  
**GENERAL WAIVER REQUEST**

GW-1 (Rev. 10-2-09) <http://www.cde.ca.gov/re/lr/wr/>

6.2.22.  
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First Time Waiver:  **X**  
 Renewal Waiver:

Send Original plus one copy to:  
 Waiver Office, California Department of Education  
 1430 N Street, Suite 5602  
 Sacramento, CA 95814

Send Electronic copy in **Word** and  
 back-up material to: [waiver@cde.ca.gov](mailto:waiver@cde.ca.gov)

CD CODE				
6	1	4	2	4

Local educational agency: <b>Chico Unified School District</b>		Contact name and Title: <b>Janet Brinson Director of Categorical Programs</b>		Contact person's e-mail address: <b>jbrinson@chicousd.org</b>
Address: (City) (State) (ZIP) <b>1163 E. 7<sup>th</sup> Street Chico California 95928</b>	Phone (and extension, if necessary): <b>530-891-3000 Ext. 105</b> Fax Number: <b>530-891-3220</b>			
Period of request: (month/day/year) From: <b>7/1/10</b> To: <b>6/30/11</b>	Local board approval date: (Required)		Date of public hearing: (Required) <b>February 17, 2010</b>	

**LEGAL CRITERIA**

1. Under the general waiver authority of *Education Code* 33050-33053, the particular *Education Code* or *California Code of Regulations* section(s) to be waived (number): **48661a** Circle One:  **EC** or  **CCR**

Topic of the waiver: **Community Day School site location**

2. If this is a renewal of a previously approved waiver, please list Waiver Number: \_\_\_\_\_ and date of SBE Approval \_\_\_\_\_  
 Renewals of waivers must be submitted two months before the active waiver expires.

3. Collective bargaining unit information. Does the district have any employee bargaining units?  No  Yes If yes, please complete required information below:

Bargaining unit(s) consulted on date(s): **January 27, 2010 (CUTA); January 29, 2010 (CSEA)**

Name of bargaining unit and representative(s) consulted: **CSEA: Susan Cox and CUTA: John Jenswold**

The position(s) of the bargaining unit(s):  Neutral (CUTA)  Support  Oppose (CSEA) (Please specify why)  
**CSEA is opposed to this waiver because they are concerned about potential lay-offs for classified staff.**  
 Comments (if appropriate):

4. Public hearing requirement: A public hearing is not simply a board meeting, but a properly noticed public hearing held during a board meeting at which time the public may testify on the waiver proposal. Distribution of local board agenda does not constitute notice of a public hearing. Acceptable ways to advertise include: (1) print a notice that includes the time, date, location, and subject of the hearing in a newspaper of general circulation; or (2) in small school districts, post a formal notice at each school and three public places in the district.

How was the required public hearing advertised?

Notice in a newspaper  Notice posted at each school  Other: (Please specify) **CUSD website**

5. Advisory committee or school site councils. Please identify the council(s) or committee that reviewed this waiver:  
**Fair View High School and Academy for Change**

Date the committee/council reviewed the waiver request:

Were there any objection(s)? No  Yes  (If there were objections please specify)

6. *Education Code* or *California Code of Regulations* section to be waived. If the request is to waive a portion of a section, type the text of the pertinent sentence of the law, or those exact phrases requested to be waived (use a **strike out key**).  
**48661(a) A community day school shall not be situated on the same site as an elementary, middle, junior, high, comprehensive senior high, opportunity or continuation school, except as follows:**  
 (1) ~~When the governing board of a school district with 2,500 or fewer units of average daily attendance reported for the most recent second principal apportionment certifies by a two-thirds vote of its membership that satisfactory alternative facilities are not available for a community day school.~~  
 (b) A certification made pursuant to this section is valid for not more than one school year and may be renewed by a subsequent two-thirds vote of the governing board.

7. Desired outcome/rationale. Describe briefly the circumstances that brought about the request and why the waiver is necessary to achieve improved student performance and/or streamline or facilitate local agency operations. If more space is needed, please attach additional pages.

Chico Unified School District is currently a negatively certified district and is on the verge of needing a state loan, barring successful negotiations with employee groups. In the meantime, CUSD needs to continue to make additional budget cuts in order to maintain cash flow and hopefully, stave off the need for a state loan for another year. CUSD staff is currently researching budget cutting options including: additional school closures, additional staffing cuts, selling property, increasing class size and cutting educational programs.

Academy for Change (AFC), CUSD's community day school, is currently housed in a separate facility that has been under a lease agreement for the past five years. The lease agreement ends as of June 30, 2010. The annual cost of the lease is \$150,000. Due to the district's financial crisis, the lease will not be able to be renewed. Thus, the need for a new location for the community day school is clearly evident.

*(continued on following page)*

8. Demographic Information:  
**The Chico Unified School District has a student population of 12,319 students (2009-10) and is located in a suburban university town in Butte County. The district has two secondary alternative schools. Fair View, a continuation high school, has a student population of 246 in 2009-10; the Academy for Change (AFC), a community day school, serves 97 students in 2009-10 (data from Demographic Analysis and Student Housing Report commissioned by the Chico Unified School District and presented to the board in February, 2010).**

Is this waiver associated with an apportionment related audit penalty? (per EC 41344) No  Yes  
 (If yes, please attach explanation or copy of audit finding)

Has there been a Categorical Program Monitoring (CPM) finding on this issue? No  Yes  
 (If yes, please attach explanation or copy of CPM finding)

**District or County Certification** – I hereby certify that the information provided on this application is correct and complete.

Signature of Superintendent or Designee:	Title: <b>Superintendent</b>	Date:
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**FOR CALIFORNIA DEPARTMENT OF EDUCATION USE ONLY**

Staff Name ( <i>type or print</i> ):	Staff Signature:	Date:
Unit Manager ( <i>type or print</i> ):	Unit Manager Signature:	Date:
Division Director ( <i>type or print</i> ):	Division Director Signature:	Date:
Deputy ( <i>type or print</i> ):	Deputy Signature:	Date:

*(continued from second page of application)*

The budget constraints of the district require immediate programmatic and staffing changes for the 2010 – 2011 school year. CUSD has demonstrated the need for and values the community day school program. CUSD would like to maintain the program for the 2010-11 school year and is requesting a waiver to house the program on a shared campus. The identified campus currently houses the continuation high school, Fair View. Fair View would remain intact and AFC would be added.

CUSD realizes the need for a community day school to maintain adequate separation from existing school programs. The layout of the Fair View campus (see map, attached) allows for such separation. There are two rooms on the school site that are set apart from the main Fair View campus. These two rooms are partially fenced. Additional fencing will be added prior to the start of the school year to fully separate the two schools. The fencing will fully encompass the classrooms and allows for a single entrance and exit point for AFC students. Additional precautions will be implemented by structuring different arrival and departure times for the two schools:

	<u>Academy for Change</u>	<u>Fair View</u>
Start time:	7:30 am	8:10 am
Lunch time:	11:00 – 11:30	11:45 – 12:18
End time:	3:30 pm	3:49 am

Each school will have its own staffing for instruction and supervision.

The ground work for the transition is in process. Staff and parents at both school sites have been informed of the potential changes for the 2010-11 school year. Additional meetings will be held with staff, parents and community members as the year progresses.

Although the schools will maintain their daily separation, there are many benefits to students in housing these schools on the same site. AFC students need a transition plan back to other school sites once they have fulfilled their expulsion requirements. Many of these students will transition to Fair View to complete their schooling and/or may attend Fair View for a short time and then return to the one of the comprehensive high schools to complete their education.

CUSD staff is hopeful that this waiver will be approved and is in the process of making all of the necessary arrangements to implement the changes at the prior to the beginning of the 2010-11 school year.

**PROPOSED AGENDA ITEM:** Approval of CAHSEE Waivers for Students with Disabilities

**Prepared by:** Michael Morris

Consent

Board Date: 2-17-10

Information Only

Discussion/Action

**Background Information**

Students with disabilities who take the California High School Exit Exam (CAHSEE) with modification (for example, using a calculator on the math test or having the English Language Arts test read aloud) receive an invalid score on the test. The school board may grant a waiver of the requirement to pass the CAHSEE under certain conditions.

A waiver is only required for students who:

- 1) Took one or both portions of the CAHSEE with a modifications AND
- 2) Attained the equivalent of a passing score (350 or more points) on the CAHSEE.

At the parent or guardian's request, a school principal shall submit a request for a waiver of the requirement to successfully pass the high school exit examination to the governing board of the school district.

**Educational Implications**

If a student takes one or both portions of the CAHSEE with modifications and receives a passing score (350 or higher), s/he is eligible for a waiver of the requirement to pass the California High School Exit Exam. All other graduation requirements must be met.

**Fiscal Implications**

None

PROPOSED AGENDA  
ITEM:

Warrant Authorization

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Prepared by: Scott Jones, Director-Fiscal Services

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Consent

Board Date 02/17/10

Information Only

Discussion/Action

Background Information

Warrants in the amount of \$4,866,566.42 for the period of November 30, 2009 through January 6, 2010 have been reviewed and are ready for Board approval.

Educational Implications

Services and supplies are acquired by the district in support of the district's goals.

Fiscal Implications

The issuing of warrants affects all accounts and funds in the district and is supported by the district's approved budget.

**CHICO UNIFIED SCHOOL DISTRICT  
1163 EAST SEVENTH STREET  
CHICO, CA 95928  
530-891-3000**

February 17, 2010  
Accounts Payable Warrants

FUND #:	FUND DESCRIPTION:	WARRANT #'S:	AMOUNT
01	General Fund	366325-366573	\$898,981.32
01	General Fund	366601-366624	\$183,074.66
01	General Fund	366671-366810	\$242,403.33
13	Nutrition Services	366574-366576	\$623.23
13	Nutrition Services	366585-366600	\$75,708.51
13	Nutrition Services	366811-366813	\$105.11
13	Nutrition Services	366824-366841	\$65,723.00
14	Deferred Maintenance	366577	\$3,544.86
14	Deferred Maintenance	366814	\$250.00
24	Bldg Fund Measure A	366578-366579	\$14,135.72
24	Bldg Fund Measure A	366815-366819	\$62,105.75
25	Capital Facilities FD - State CAP	366820	\$10,968.75
35	County School Facilities Fund	366580	\$187.50
35	County School Facilities Fund	366823	\$700.00
68	Self- Insurance	366297 - 366324	\$18,849.80
68	Self- Insurance	366581-366582	\$540.00
<b>TOTAL WARRANTS TO BE APPROVED:</b>			<b>\$1,577,901.54</b>

CC Jan Combes, Assistant Superintendent, Business Services

CC Scott Jones, Director of Fiscal Services



PROPOSED AGENDA ITEM: Monthly Enrollment and ADA Reports (Month 6)

Prepared by: Jan Combes, Assistant Superintendent, Business Services

Consent

Board Date February 17, 2010

Information

Discussion/Action

**Background Information:**

On February 20, 2008 the Board received the Fiscal Recovery Plan as prepared by Sheila Vickers, fiscal advisor to the district. The plan recommended that the Board receive monthly updates of enrollment and average daily attendance (ADA).

**Education Implications:**

Monitoring of enrollment is critical to ensuring that classes are of the appropriate size and configuration, ensuring that instructional opportunities are provided for all students.

**Fiscal Implications/Analysis of Attached Reports:**

As of the end of the sixth school month (January 22, 2010) we have 12,209 students enrolled, 454 fewer students than we did at the end of the sixth school month a year ago. We have averaged 482 fewer students each month this year than last.

Average daily attendance as of January 22, 2010 is 11,700 which is 470 ADA less than the same period in 2008-09 and 23 ADA less than our projection of 11,723.

We believe that absences due to illness have had a significant impact on our ADA. We will continue to monitor absence rates closely over the next weeks and months are hopeful that between now and our P-2 cutoff date in March we will improve enough to meet our budget target of 11,723 ADA for 2009-10.

The P-2 ADA number is significant as it becomes the basis for determining our 2010-11 revenue limit income used develop next year's budget. Each ADA is about \$4,966 in funding for next school year. If our average daily attendance falls short of budget projections by 23, that represents a loss of funding of \$114,218. The district is funding on prior year ADA so this impact is a 2010-11 budget issue, not one that will negatively effect our 2009-10 school year budget.

Across the district the ratio of ADA to enrollment remains at 95.50% as of the end of the sixth school month, no change from last month's report.



Chico Unified School District  
Central Attendance Office

2009-10  
Total Monthly Enrollment By School

	-----SCHOOL MONTH-----										
	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th
	Sep 4	Oct 2	Oct 30	Nov 27	Dec 25	Jan 22	Feb 19	Mar 19	Apr 16	May 14	May 27
Chapman	351	349	347	346	342	346					
Citrus	419	422	426	430	435	438					
Emma Wilson	693	683	681	685	672	683					
Hooker Oak K-6	396	384	379	376	373	374					
John McManus	640	646	654	652	649	650					
Little Chico Crk	574	576	569	565	565	563					
Marigold	563	561	558	561	566	567					
Neal Dow	446	448	454	450	448	455					
Parkview	225	224	222	220	218	219					
Rosedale	508	504	504	504	502	503					
Shasta	618	626	623	627	630	628					
Sierra View	598	600	604	605	607	608					
Oakdale	8	11	12	14	12	13					
Loma Vista K-6	11	11	11	12	12	11					
<b>SUBTOTAL K-6</b>	<b>6050</b>	<b>6045</b>	<b>6044</b>	<b>6047</b>	<b>6031</b>	<b>6058</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Hooker Oak 7-8	24	24	22	20	20	22					
BJHS	688	688	694	687	680	684					
CJHS	600	591	589	582	579	569					
MJHS	576	580	579	578	571	580					
CSHS	1889	1895	1871	1858	1825	1842					
PVSHS	2013	1994	1998	1955	1922	1930					
Fair View	261	266	274	273	246	275					
AFC	89	94	97	119	79	102					
Ind St 7-12	125	131	132	138	119	137					
Loma Vista 7-12	9	10	10	10	10	10					
<b>SUBTOTAL 7-12</b>	<b>6274</b>	<b>6273</b>	<b>6266</b>	<b>6220</b>	<b>6051</b>	<b>6151</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CURRENT YEAR</b>	<b>12324</b>	<b>12318</b>	<b>12310</b>	<b>12267</b>	<b>12082</b>	<b>12209</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>PRIOR YEAR</b>	<b>12834</b>	<b>12800</b>	<b>12778</b>	<b>12774</b>	<b>12553</b>	<b>12663</b>	<b>12648</b>	<b>12633</b>	<b>12577</b>	<b>12501</b>	<b>12554</b>
<b>DIFFERENCE</b>	<b>-510</b>	<b>-482</b>	<b>-468</b>	<b>-507</b>	<b>-471</b>	<b>-454</b>					

**PROPOSED AGENDA ITEM:** ERATE Consultant Agreement

**Prepared by:** Jason Gregg

Consent

Board Date 2/17/2010

Information Only

Discussion/Action

**Background Information**

This is an ongoing need for the ERATE (Federal funded program). The consultant submits all documents for telecommunication (phone, cell and data communications), and Internet Service Providers for the district and internal connections (cabling, networking equipment and limited servers) for schools that have over 75% ADA in free and reduced lunch.

**Education Implications**

The services we get from Schools and Library Division (SLD) helps offset cost for ISP and telecommunication. It also helps to leverage grant dollars for schools with higher ADA free and reduced lunch sites to purchase network services and equipment.

**Fiscal Implications**

The cost is \$8000 to general fund. We make a payment of \$4000 when application is submitted and \$4000 at the completion of the process.

**Additional Information**

Mandatory Instructions  
(click to view)

CHICO UNIFIED SCHOOL DISTRICT  
Business Services  
1163 E. 7<sup>th</sup> Street, Chico, CA 95928  
(530) 891-3000

Business Services Use Only  
CA# \_\_\_\_\_  
V# 10256

**CONSULTANT AGREEMENT**

1. A completed BSI0a. "Certificate of Independent Consultant Agreement" guideline is:  
 On File (click to view)     Attached
2. A completed W9 "Request for Taxpayer Identification Number and Certification" form is:  
 On File (click to view)     Attached

**This Agreement to furnish certain consulting services is made by and between Chico Unified School District and:**

Name: Jim Galloway jim@jegconsult.com  
 Street Address/POB: 115 Edgemont Dr.  
 City, State, Zip Code: Oroville, CA 95966  
 Phone: 530-403-7387, 530-534-7678  
 Taxpayer ID/SSN: \_\_\_\_\_

This agreement will be in effect from: 07/01/09 to 06/30/11  
 Location(s) of Services: (site) Above Address

3. **Scope of Work** to be performed: (attach separate sheet if necessary)  
 ERATE consulting- refine scope of work, walk through safety meetings, completion of ERATE forms/submission, documentation, vendor/district communication construction management.

4. **Goal (Strategic Plan, Site Plan, Other)** to be achieved as a result of Consultant services:  
 To complete ERATE application process; to appropriately deploy technology to effectively deliver curriculum and manage the operation of the district.

5. **Funding/Programs Affected:** (corresponding to accounts below)  
 1) California Teleconnect Fund (CTF) or Discounted Advanced Services.  
 2)  
 3)

6. **Account(s) to be Charged:**

	Pct (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Expense	Sch/Dept
1)	100.00	01	0000	0	0000	7702	5800	14	741
2)							5800	14	
3)							5800	14	

7. Is there an impact to General Fund, Unrestricted funding?  Yes  No

8. **Payment to Consultant:** (for the above services, District will pay Consultant as follows)

\$ 8,000.00    Per Unit, times 1.00    # Units =    \$ 8,000.00    Total for Services  
 (Unit:  Per Hour     Per Day     Per Activity)

9. **Additional Expenses:**

\$ \_\_\_\_\_  
 \$ \_\_\_\_\_  
 \$ \_\_\_\_\_  
 Total for Addit'l Expenses 0.00  
 \$ 8,000.00 **Grand Total**

10. Amounts of \$5,001.00 or more require Board Approval: (date to Board)

(to be completed by Business Services)


**CONSULTANT TERMS AND CONDITIONS**  
(Applicable, *unless* determined to be Contract Employee – Sec BS 10a)

Business Services Use Only
CA# _____
V# <u>10256</u>

Consultant Name: **Jim Galloway**

- The Consultant will perform said services independently, not as an employee of the District; therefore, the District is not liable for worker's compensation or unemployment benefits in connection with this Consultant Agreement. Consultant shall assume full responsibility for payment of all Federal, State and Local taxes or contributions, including Unemployment Insurance, Social Security, and Income Taxes with respect to Consultant's employees.
- Consultant shall furnish, at his/her own expense, all labor, materials, equipment and other items necessary to carry out the terms of this Agreement, unless agreed upon under Additional Expenses on page 1 of this Agreement.
- In the performance of the work herein contemplated, Consultant is an independent contractor, with the authority to control and direct the performance of the details of the work, the District being interested in the results obtained.
- If applicable, the Consultant will certify in writing, using Administration Form #3515.6, that criminal background checks have been completed as per Board Policy #3515.6 prior to commencement of services. This requirement also applies to any subcontractors or employees utilized by the Consultant.
- Consultant agrees to defend, indemnify and hold harmless the District, its Board of Trustees, employees and agents from any and all liability or loss arising in any way out of Consultant's negligence in the performance of this Agreement, including, but not limited to, any claim due to injury and/or damage sustained by Consultant, and/or the Consultant's employee or agents.
- Consultant will provide to Assistant Superintendent, Business Services, upon request, a Certificate of Insurance showing a minimum \$1,000,000 combined single limits of general liability and automobile coverage as required by the District.
- Neither party shall assign nor delegate any part of this Agreement without the written consent of the other party.
- The work completed herein must meet the approval of the District and shall be subject to the District's general right of inspection to secure the satisfactory completion thereof. Consultant agrees to comply with all Federal, State, Municipal and District laws, rules and regulations that are now, or may in the future become, applicable to Consultant, Consultant's business, equipment and personnel engaged in operations covered by this Agreement or occurring out of the performance of such operations.
- The District will determine whether the Consultant will be paid by vendor check as a Consultant or payroll check as a Contract Employee (with taxes withheld) by reviewing the completed Certificate of Independent Consultant Agreement (a blank sample may be viewed at [http://www.chicoused.org/\\_dept/business/documents/Consultant\\_Agreement.pdf](http://www.chicoused.org/_dept/business/documents/Consultant_Agreement.pdf)). IRS publication SWR 40 and IRS Ruling 87-41 will assist the District in determining the payment method applied to this Consultant Agreement.

**11. AGREED TO AND ACCEPTED:** (If determined to be a Contract Employee, a payroll check will be issued with applicable taxes withheld.)

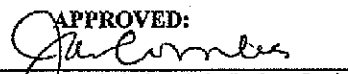
 (Signature of Consultant)	<u>James E. Galloway</u> (Print Name)	<u>9-1-09</u> (Date)
--	--	-------------------------

**12. RECOMMENDED:**

 (Signature of Originating Administrator)	<u>Jason Gregg</u> (Print Name)	<u>9/15/09</u> (Date)
---	------------------------------------	--------------------------

**13. APPROVED:**

 (Signature of District Administrator, or Director of Categorical Programs)	<u>Jan Combes</u> (Print Name)	 (Date)
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<b>APPROVED:</b>  (Signature of District Admin.-Business Services)	<input checked="" type="checkbox"/> Consultant <u>Jan Combes</u> (Print Name)	<input type="checkbox"/> Contract Employee <u>1/28/2010</u> (Date)
---	---	--

**14. Authorization for Payment:**

<p><b>CHECK REQUIRED</b> (Invoice to accompany payment request):</p> <p><input type="checkbox"/> Partial Payment thru: _____ (Date)</p> <p><input type="checkbox"/> Full or Final Payment</p>	<p><b>DISPOSITION OF CHECK by Accounts Payable:</b> (check released upon completion of services)</p> <p><input type="checkbox"/> Send to Site Administrator: _____ (Date check required)</p> <p><input type="checkbox"/> Mail to Consultant</p>
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\$ _____ (Amount)	_____ (Originating Administrator Signature – Use Blue Ink)	_____ (Date)
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CHICO UNIFIED SCHOOL DISTRICT  
1163 EAST SEVENTH STREET  
CHICO, CALIFORNIA 95928  
February 17, 2010

MEMORANDUM TO: Board of Education  
FROM: Kelly Staley, Superintendent  
SUBJECT: Certificated Human Resources Actions

<u>Name/Employee #</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>
<b><u>FULL-TIME LEAVE REQUESTS FOR 2009/10</u></b>			
Lieberman, Kim	Elementary	3/12 - 4/9/10	1.0 FTE Personal Leave

CHICO UNIFIED SCHOOL DISTRICT  
 1163 E. 7<sup>th</sup> STREET  
 CHICO, CA 95928-5999

6.4.2.  
 Page 1 of 2

DATE: February 17, 2010  
 MEMORANDUM TO: Board of Education  
 FROM: Kelly Staley, Superintendent  
 SUBJECT: Classified Human Resources Actions

<u>ACTION</u>	<u>NAME</u>	<u>CLASS/LOCATION/ ASSIGNED HOURS</u>	<u>EFFECTIVE</u>	<u>COMMENTS/PRF #/ FUND/RESOURCE</u>
APPOINTMENT	ANDERSON, CARIN	IA-SR ELEMENTARY GUIDANCE/SHASTA/3.0	1/27/2010	VACATED POSITION/119/ GRANT/7830
APPOINTMENT	DAVIS, MARY	IA-SPECIAL ED/ CHS/2.4	2/4/2010	NEW POSITION/72/ SPECIAL ED/6500
APPOINTMENT	DUTRA, DEBORAH	LT IA-SPECIAL ED/ CJHS/9	1/28/2010 - 3/12/2010	NEW LIMITED TERM POSITION/184/ SPECIAL ED ARRA/3313
APPOINTMENT	FLINT, PATRICIA	LT SR OFFICE ASSISTANT/ PVHS/8.0	1/30/2010 - 6/7/2010	EXTEND LT POSITION DURING ABSENCE OF INCUMBENT
APPOINTMENT	HANF, CAROLYN	PARENT CLASSROOM AIDE- RESTR/SHASTA/1.2	1/7/2010	AMEND START DATE/29/ CATEGORICAL/7250
APPOINTMENT	HAYES, ANN	LT IA-SPECIAL ED/ BJHS/1.0	1/19/2010 - 5/27/2010	NEW LIMITED TERM POSITION/191/ SPECIAL ED ARRA/3313
APPOINTMENT	JENKINS, ELISE	INSTRUCTIONAL ASST/ CITRUS/2.4	1/31/2010	VACATED POSITION/158/ CATEGORICAL/3010
APPOINTMENT	MONTENEGRO, ROCIO	LT OFFICE ASST ELEMENTARY ATTENDANCE/PARKVIEW/3.0	1/26/2010 - 6/7/2010	VACATED POSITION/145/ GENERAL/0000
APPOINTMENT	NAIMAN, MARIA	IA-BILINGUAL/ ROSEDALE/2.8	1/21/2010	VACATED POSITION/161/ SPECIAL ED/6500
APPOINTMENT	ROWEN, CHRISTINE	LT CAFETERIA ASST/ MCMANUS/4.0	2/3/2010 - 5/27/2010	DURING ABSENCE OF INCUMBENT/207/NUTRITION/0000
APPOINTMENT	WHEELER, HELEN	LT OFFICE ASSISTANT/ PVHS/4.0	2/1/2010 - 6/7/2010	VACATED POSITION/152/ GENERAL/0000
INCREASE IN HOURS	HORN, RAY	CAMPUS SUPERVISOR/ CHS/5.0	2/22/2010	VACATED POSITION/36/ GENERAL/0000
INCREASE IN HOURS	LEEK, JAMES	COMPUTER TECHNICIAN/ BJHS/5.3	2/16/2010	VACATED POSITION/198 & 199/ GRANT & CATEGORICAL/3203 & 4124
PROMOTION	GONZALES, JULIAN	LT SR CUSTODIAN/ M & O/8.0	1/27/2010 - 5/17/2010	VACATED POSITION/103/ GENERAL/0000
VOLUNTARY REDUCTION IN HOURS	LEEK, JAMES	COMPUTER TECHNICIAN/ PARKVIEW/7	2/16/2010	EXISTING POSITION/ GRANT/3203
LEAVE OF ABSENCE	HERNANDEZ, LUCITA	CAFETERIA ASST/ MARIGOLD/5	3/5/2010 - 5/21/2010	PART-TIME, PER CBA 5.12
LEAVE OF ABSENCE	JOHN, CHRISTEN	CAFETERIA ASST/ CHS/2.0	1/12/2010 - 5/27/2010	PER CBA 5.2.9
LEAVE OF ABSENCE	LOWREY, KAREN	CAFETERIA ASST/ PVHS/2.0	2/8/2010 - 5/27/2010	PER CBA 5.12
LEAVE OF ABSENCE	MANFREDI, DOMINIC	IPS-CLASSROOM/ MJHS/3.0	1/18/2010 - 5/28/2010	PER CBA 5.12
LEAVE OF ABSENCE	MILLER, MARY	IPS-HEALTHCARE/ EMMA WILSON/3.0	1/5/2010 - 5/27/2010	PER CBA 5.12



*Classified Human Resources Actions, con't*

LEAVE OF ABSENCE	MILLER, MARY	IPS-CLASSROOM/ LOMA VISTA/3.0	1/5/2010 - 5/27/2010	PER CBA 5.12
LEAVE OF ABSENCE	MONTAGUE, KRISTIN	SR OFFICE ASST/ PVHS/8.0	1/30/2010 - 6/7/2010	PER CBA 5.2.9
LAYOFF TO RE-EMPLOYMENT	BOWEN, CARA	INSTRUCTIONAL ASST/ NEAL DOW/4.0	2/7/2010	LACK OF FUNDS
LAYOFF TO RE-EMPLOYMENT	EGGER, KIMBERLY	INSTRUCTIONAL ASST/ ROSEDALE/2.4	2/7/2010	LACK OF FUNDS
LAYOFF TO RE-EMPLOYMENT	RAUSCH-CLARK, SHERYL	INSTRUCTIONAL ASST/ ROSEDALE/2.5	2/7/2010	LACK OF FUNDS
LAYOFF TO RE-EMPLOYMENT	RODGERS, ROBIN	INSTRUCTIONAL ASST/ ROSEDALE/3.0	2/7/2010	LACK OF FUNDS
LAYOFF TO RE-EMPLOYMENT	RUIZ, JULIE	INSTRUCTIONAL ASST/ NEAL DOW/3.0	2/7/2010	LACK OF FUNDS
RESIGNED ONLY POSITION LISTED	GUDGEON, RICHARD	CAMPUS SUPERVISOR/ MJHS/1.0	1/22/2010	VOLUNTARY RESIGNATION
RESIGNED ONLY POSITION LISTED	HORN, RAY	CAMPUS SUPERVISOR/ BJHS/3.0	2/21/2010	INCREASE IN HOURS
RESIGNED ONLY POSITION LISTED	LEEK, JAMES	COMPUTER TECHNICIAN/ CITRUS/2.0	2/15/2010	INCREASE IN HOURS
RESIGNATION/ TERMINATION	CASSELMAN, DEBORAH	INSTRUCTIONAL ASST/ MCMANUS/3.2	2/8/2010	VOLUNTARY RESIGNATION
RESIGNATION/ TERMINATION	FANNING, NICOLE	IPS-CLASSROOM/ SIERRA VIEW/3.0	1/15/2010	VOLUNTARY RESIGNATION

PROPOSED AGENDA ITEM: FCMAT Report (Butte County Office of Education)

Prepared by: Jan Combes, Assistant Superintendent, Business Services

Consent

Board Date February 17, 2010

Information/Discussion

Discussion/Action

**Background Information:**

Last fall the Butte County Office of Education (BCOE) began to share the district's projected cash flows with the Fiscal Crisis Management Assistance Team (FCMAT) as part of their ongoing concern about the district's financial solvency.

In October, FCMAT declared Chico Unified to be in a fiscal emergency based on its negative budget certification and its projections that it may run out of cash to make payroll around November, 2010.

In December, FCMAT sent a team of experts to Chico Unified School District to gather pertinent data. FCMAT is in the process of preparing its report on their independent analysis and projections of our fiscal condition and cash flow.

The report will be received by BCOE by the end of this week.

Representatives from BCOE provide the Board with the results of the FCMAT study.

Copies of the final report will be available at the meeting and, subsequently, will be posted on the FCMAT website ([www.fcmat.org](http://www.fcmat.org)) and the district's website ([www.chicousd.org](http://www.chicousd.org)).

If a state loan is needed for 2010-11, the deadline to introduce legislation is February 19, 2010.

PROPOSED AGENDA ITEM: CUSD Budget Reduction Discussion; Direction from Board

Prepared by: Jan Combes, Assistant Superintendent, Business Services

Consent

Board Date February 17, 2010

Information/Discussion

Discussion/Action

**Background Information:**

At the last meeting on February 3<sup>rd</sup>, the Board was advised of the following:

- The Governor's Budget Proposal for 2010-11 would result in a loss of \$3 million for Chico USD
- This increases the structural budget deficit from \$6.5 million to \$9.5 million
- Over 90% of the budget is in compensation
- The district and employee groups have not been able to reach agreement on proposed reductions in compensation
- If the budget projections are not revised in time for changes to impact the 2010-11 school year, two things will happen:
  - one-time reserves will be fully exhausted by the end of the 2010-11 school year and, as a result, the problem will be bigger and harder to bring into balance
  - at some point in 2010-11 the district will run out of cash, borrow from building funds to make payroll in the fall; the district will have exhausted local borrowing options by June of 2011
- The district has begun to look at all possible options that might exist to create either one-time or ongoing savings
- A list of Budget Crisis Intervention Ideas was outlined and is available on the districts website at [www.chicousd.org](http://www.chicousd.org)

The Board will begin to discuss the list of ideas. A decision making process needs to be identified to gather input from the community on the list of ideas, in order to formulate proposals for budget reduction. The list has now been restructured into a matrix that identifies various issues surrounding each idea, including the projected savings, the number of students and employees affected, etc.

This is an information only item.

2010-11 Cost Cutting Ideas  
February 17, 2010

Listed Alphabetically by Category of Service

IDEA	Students Affected	Employees Affected (FTE)			Educational Impact	Estimated Savings	Would Students Leave District?	One-Going or One-Time Money	Concerns or Other Issues	
		CUTA	CSEA	CUMA						
Alternative Ed	AFC: Relocate to Fairview	500	N/A	(5.50)	(1.00)	loss of alternatives for suspended students	\$ 569,905	maybe	ongoing	requires approval of state waiver
	Eliminate Pregnant Teens Program	14	(0.40)	(0.20)	0.00	drop out rate likely to increase	\$ 97,800	yes	ongoing	would need to cancel eCenter contract (needs sufficient notice)
	Staff Alt Ed at 30:1	365	(2.50)	N/A	N/A	may reduce learning for at risk students	\$ 158,000	maybe	ongoing	options for 9th grade students and at risk students become limited
DO	Fairview: 180 Minute Program	275	(3.00)	N/A	N/A	more students in class	\$ 189,000	maybe	ongoing	could adversely affect ADA and increase drop out rate
	Eliminate 1 Admin at D.O.	N/A	N/A	N/A	(1.00)	could result in delay of services for schools/community	\$ 130,000	no	ongoing	possible issues of noncompliance
	Close Chapman	350	N/A	(4.34)	(1.00)	loss of neighborhood school	\$ 400,000	maybe	ongoing	loses ASES and QEIA funding, cost of busing, could reinstate YRE?
Elementary	Close Parkview	220	N/A	(4.49)	(0.80)	loss of neighborhood school	\$ 400,000	maybe	ongoing	disrupts GATE and STEM, cost of busing, could reinstate YRE?
	Eliminate 1 Elem. Principal	N/A	N/A	N/A	(1.00)	split assignments means less supervision on 2 campuses	\$ 124,000	no	ongoing	increases ratio of students to adults on campus
	Eliminate Funding Athletics	3750	N/A	N/A	N/A	athletics keeps students engaged, could negatively impact learning	\$ 222,000	maybe	ongoing	various issues, Title IX, community support, etc
High Schools	Eliminate Health At High Schools	3750	???	N/A	N/A	provides flexibility for students but decreased ability for CPR and First Aid certification	\$ 200,000	maybe	ongoing	Potential loss of connection with community response groups
	Reduce HS Grad Requirements	3750	???	N/A	N/A	fewer teachers; decreased expectations; students could start college courses earlier	\$ 500,000	maybe	ongoing	take several years to implement
	Implement Sem Master Schedule	3750	(5.60)	N/A	N/A	students lose continuity of instruction, different teacher	\$ 347,000	maybe	ongoing	would mean more temporary teaching positions, could do 1.20 FTE in Fall and 1.00 in Spring
Special Programs	PE Credit for Athletic Participation	3750	(2.40)	N/A	N/A	means PE teacher would be assigned 70 students	\$ 151,200	maybe	ongoing	may require CUTA agreement re class sizes; various other issues including Title IX concerns
	Elim 3.0 Secondary Admin	N/A	N/A	N/A	(3.00)	split assignments means less supervision on campus	\$ 336,000	no	ongoing	increases ratio of students to adults on campus
	Specialized High School Grant Program	??	(0.20)	N/A	N/A	less materials and options for students	\$ 100,000	maybe	one-time	would teachers quit applying for grants? Could shift to one-time SBCP funds
Special Programs	Create Advertising Income	N/A	N/A	N/A	N/A	none	undetermined	no	unknown	concerns about "captive audience"
	Establish Cell Tower Agreements	N/A	N/A	N/A	N/A	not sure	\$ 30,000	no	ongoing	potential health risks
	Rent Space	N/A	N/A	N/A	N/A	could mean connection with Pre-K population	undetermined	no	ongoing	possible liability issues; limits flexibility on sites for programs
Special Programs	Sell Surplus Property	N/A	N/A	N/A	N/A	may mean more crowded campuses in the future	undetermined	no	one-time	we lose state funding for 10 yrs estimated to be \$.16 million

2010-11 Cost Cutting Ideas  
February 17, 2010

Listed Alphabetically by Category of Service

IDEA	Students Affected	Employees Affected (FTE)			Educational Impact	Estimated Savings	Would Students Leave District?	One-Going or One-Time Money	Concerns or Other Issues
		CUTA	CSEA	CUMA					
Close Marsh Jr High	580	N/A	(9.28)	(2.00)	loss of neighborhood school	\$ 845,000	maybe	ongoing	less cost of busing, undetermined
Close Chico Jr High	569	N/A	(10.76)	(2.00)	loss of neighborhood school	\$ 904,000	maybe	ongoing	less cost of busing, undetermined
Close Bidwell Jr High	684	N/A	(10.93)	(2.00)	loss of neighborhood school	\$ 950,000	maybe	ongoing	less cost of busing, undetermined
Provide CUTA Retirement Incentive	N/A	N/A	N/A	N/A	none	\$ 125,000	no	one-time	If 25 teachers retired instead of 15 and incentive was \$5,000 per teacher we could save \$125,000
Revise Student Calendar	12200	614.47	495.38	70.68	reduced instructional time for students by 2.77%	\$ 1,800,000	maybe	ongoing	negotiable to reduce paid days for employees
Eliminate Custodial Roving Crew	N/A	N/A	(3.00)	N/A	schools may not be as clean	\$ 135,000	no	ongoing	would need to negotiate impact and effect
Eliminate Sr. Custodians	N/A	N/A	(19.00)	N/A	if custodians disengage, schools may not be as clean	\$ 123,629	no	ongoing	would need to negotiate impact and effect
Sweep deferred maintenance funds	N/A	N/A	N/A	N/A	safety related projects would still need to be done	\$ 500,000	no	one time	\$500,000 savings assumes half of work must be done regardless
Eliminate K-8 Librarians	6150	(2.00)	N/A	N/A	impacts access to research for students	\$ 122,155	maybe	ongoing	principals would have to stock the libraries
Pupil Retention & Promotion	80	(4.00)	(2.50)	(1.00)	safety concerns (probation officers, supervision)	\$ 470,000	maybe	ongoing	changes Fairview to a 10-12 campus, Targ Case Mgrs might be eligible out of ASES and or Title I
Reduce Safe Schools Funding	N/A	N/A	???	N/A	we still need to provide a safe environment for students	\$ 100,000	maybe	ongoing	still would need to pay for cell phones, cameras etc
Reduce School Based Funds (Sites)	N/A	N/A	(11.55)	N/A	classroom and computer tech aide support	\$ 500,000	maybe	ongoing	some schools use the dollars for part of copy costs - how to fund?
Reassign Transp Spec Ed Aides	??	N/A	@4	N/A	loss of relationship of aide with students	\$ 7,471	maybe	ongoing	would need to negotiate impact and effect
Spec Ed/Health/Counseling Reductions	12200	(4.18)	(8.00)	(1.15)	impacts number of adults for students	\$ 1,000,000	maybe	ongoing	about 25% of the proposed savings will require agreement CSEA
Eliminate Busing Except Spec Ed	900	N/A	(13.00)	N/A	concerns about students getting to school	\$ 665,000	maybe	ongoing	we would forever lose state funding of \$479,000; what about field trips?

By Category	Issue	Estimated Savings	Updated amount	Accomplished
Board	Reduce district contribution to health benefits to Red Plan for Board Members including Personnel Comm	\$ 5,300		Yes
CSEA	Special Ed Reduce H.S. SDC IA's by 1 hour (5 hour position instead of 6)	\$ 5,310		No
CSEA	Special Ed reduce RSP IA's from 5 hours to 4 hours per day across all sites	\$ 180,000	X	No
CSEA	Reduce Health Benefits from \$807 a month to \$766 per month	\$ 105,000	X	No
CSEA	Centralize Special Education Aide Assignments-- this would allow 4 six hour IPS/IA positions to be eliminated	\$ 125,577		No
CSEA	Reduce Work Year 1 day all CSEA	\$ 72,500	X	No
CSEA	Special Ed Reduce K-8 IA's at Mild to Moderate SDC by 1.5 hours each	\$ 31,913		No
CSEA	Reduce district contribution to health benefits to the Red Plan for CSEA (savings is across all funds)	\$ 290,000		No
CSEA	Roll back salaries for CSEA 1% (across all funds)	\$ 162,000	X	No
CSEA	Reassign transportation hours annually to reflect need not "vested right"	\$ 50,000		No
CUMA	Reduce Paid Work days by 1 day all CUMA (ie. Furlough Days)	\$ 29,510	X	No
CUMA	Reduce district contribution to health benefits to the Red Plan for CUMA (savings is across all funds)	\$ 52,000		Yes
CUMA	Roll back salaries for CUMA 1% (across all funds)	\$ 64,270	X	No
CUTA	Eliminate Release Period for Athletics and Activities Directors at the High Schools	\$ 55,000		Some
CUTA	Eliminate sub costs needed for Elementary Parent-Teacher Conference Days	\$ 60,000		No
CUTA	Eliminate sub costs needed for Elementary Assessment Days	\$ 40,000		No
CUTA	Middle Schools: Eliminate Electives, have Prep after school saves 10 FTE	\$ 630,000		No
CUTA	High Schools Increase to 7 Period Day (shorten's prep time) saves 8 FTE	\$ 504,000		No
CUTA	Staff Special Ed Preschool 1:12	\$ 51,000		No
CUTA	Replace Certificated School Counselors with Classified Guidance Specialists	\$ 738,199		No
CUTA	Eliminate Elementary Prep Time 19.9 FTE	\$ 1,700,000		No
CUTA	Reduce Work Year 1 day all CUTA	\$ 233,333	X	No
CUTA	Reduce district contribution to health benefits to the Red Plan for CUTA (savings is across all funds)	\$ 1,010,000		Yes
CUTA	Roll back salaries for CUTA 1% (across all funds)	\$ 423,998	X	No

**TITLE: Name Recommendations for the Performing Arts Center currently under Construction at Pleasant Valley High School**

Action   X    
Consent         
Information       

February 17, 2010

Prepared by: Michael Weissenborn, Facilities Planner/Construction Manager

**Background Information**

In 2008, the Chico Unified School District began construction of the Performing Arts Facility on the Pleasant Valley High School campus, which will open in 2010. At a Facilities Workshop held on April 1, 2009, the Board of Education directed staff to form a citizen's committee to develop a list of potential names for this new facility.

**Educational Implications**

This facility has been developed to meet the educational needs of students throughout the District. The existence of a quality performance venue enhances the student's individual performance experience.

**Fiscal Implications**

None

**Additional Information**

Recap of criteria set by the Board:

1. A name that is instantly recognizable for what the buildings purpose is
2. A name that is inclusive of the entire community
3. A name that inspires community pride and involvement
4. A name that is recognizable as a School District Building
5. Names of living people should be avoided

*(Excerpt from: Board of Education Special Meeting on April 1, 2009, Agenda, 4.1.2 Page 3 of 3)*

**The Committee Members are as follows:**

- **Patrick Bossetti**, CUSD, PVHS Network Analyst
- **Dennis Bruggman**, Community Member
- **Dan Dewayne**, CSUC, Director of Chico Performances
- **Mary Gardner**, City of Chico Arts Project Coordinator
- **Tamara Jensen**, CUSD, PVHS Drama Instructor
- **Mary Leary**, CUSD Director of Maintenance & Operations
- **Christie Lee**, Butte College Facilities Department
- **Mary-Lou Lim**, CUSD, Inspire School of the Arts and Sciences Music Instructor
- **John Long**, CUSD, Elementary School Music Instructor
- **Sara Simmons**, CUSD Director of Innovative Programs

A list of suggested names for the new Performing Arts Center was developed by soliciting input from the community and school sites, utilizing a press release in the Chico ER, the Superintendent's Weekly Update and word of mouth. A Wikispace was developed specifically for the Committee to optimize the sharing of ideas and evaluate potential names.

The Committee met on August 25, 2009, with the primary purpose of discussing the following topics: 1) How to solicit names from the community? and 2) How to educate the community that the Performing Art Center will be a resource for all to enjoy?

A total of eighteen names were suggested. We received recommendations from the following individuals: Susan Christianson, Susan Delgado, Nancy Ritcher, Liz Mosher, Dennis Bruggman, Patrick Bossetti, Dan Dewayne, Tamara Jensen and one student, Zach Morris. Committee Members relayed recommendations from their peers and various alumni groups to be added to the list.



PROPOSED AGENDA ITEM: Letter of Intent to Lease Shapiro Pool for 30 Years

Prepared by: Jan Combes, Assistant Superintendent Business Services

Consent

Board Date February 17, 2010

Information

Discussion/Action

**Background Information:**

Since 1955, the district and Chico Area Recreation District (CARD) have had joint use agreement in place for the Shapiro Pool, located at Chico Junior High School.

The pool is used by both Chico Junior High School and Chico High School for physical education classes, athletics, and recreation.

During non-school hours the pool is has been sublet to the Chico State University for use by their swim team, and during the summer months the pool becomes a center for recreational use for the community by CARD.

Over the years, CARD has maintained the pool and paid for all utility costs except water, which is our responsibility to provide for.

The pool is in need of repairs. CARD is applying for a grant to do this work but one of the grant requirements if they don't own the pool is that they have a thirty year lease.

**Discussion/Financial Implications:**

CARD has held five public meetings to gather input from pool users in developing their conceptual model. During these meetings the input has clearly been for a six lane pool that can be used for competitive events, as well as other recreational use. If the grant funding is approved, CARD will involve the district in greater detail when discussing the design of the pool restructuring.

A thirty year lease is being drafted by the attorneys for CARD. Once a draft is complete we will run the document by our attorney. In the meantime, CARD needs a letter of intent.

Our letter of intent is attached. We will continue to ensure that during school hours the pool is exclusively for our use.

Steve Visconte, General Manager for CARD, will be present to respond to any questions.

**Recommended Action**

Approve letter of intent as presented.



Administrative Offices  
1163 E. Seventh Street  
Chico, CA 95928-5999

530/891-3000  
fax 891-3220  
www.ChicoUSD.org

*Jan Combes  
Assistant Superintendent – Business Services  
Extension 112*

February 18, 2010

**DRAFT**

Steve Visconte  
General Manager  
Chico Area Recreation and Park District (CARD)  
545 Vallombrosa Avenue  
Chico, CA 95926

RE: Letter of Intent, Shapiro Pool

Dear Steve,

Chico Unified School District (CUSD) and Chico Area Recreation and Park District have had a successful partnership in place regarding joint use of the Shapiro Pool since 1955.

For the past fifty five years our entities have coordinated the use of the pool during the school year and over the summer months.

This letter serves as a letter of intent to renew the lease for thirty years in anticipation that CARD can obtain grant funds to reconstruct the facility. We encourage CARD to make application for the grant for our mutual benefit and the benefit of the community of Chico.

Renewal of the lease for the thirty year period can be founded on the success of our partnership since 1955. We will continue to ask in developing that lease that use of the pool during the school day remain in our jurisdiction.

We look forward to participating in discussions about the remodeling and reconstruction of the facility.

Sincerely,

Jan Combes  
Assistant Superintendent

JC:mga

PROPOSED AGENDA ITEM: **Resolution #1095-10/Elimination of Classified Services**

Prepared by: Bob Feaster, Assistant Superintendent, Human Resources

- Consent
- Information Only
- Discussion/Action

Board Date: February 17, 2010

**Background Information:**

The District no longer has the funds to support the currently vacant position noted in the resolution.

**Educational Implications:**

None.

**Fiscal Implications:**

The District will save the cost of this position.

CHICO UNIFIED SCHOOL DISTRICT  
1163 East Seventh Street  
Chico, California 95928-5999  
(530) 891-3000

**RESOLUTION 1095-10  
RESOLUTION OF THE GOVERNING BOARD  
OF THE CHICO UNIFIED SCHOOL DISTRICT**

**ELIMINATION OF CLASSIFIED SERVICES AND  
ORDERING LAYOFFS IN THE CLASSIFIED SERVICE  
FOR THE 2009-2010 SCHOOL YEAR**

WHEREAS, due to a lack of funds, this Board hereby finds that it is the best interest of the Chico Unified School District that, as of the 17<sup>th</sup> day of February, 2010, certain services now being provided by said School District be reduced or discontinued by the following extent:

Elimination of the following position(s):

Classification	Full-Time Equivalent	Site/Program
Parent Classroom Aide	.4125	CJHS/Categorical

NOW, THEREFORE, BE IT RESOLVED that as of the 18<sup>th</sup> day of February, 2010, one classified position(s) of the CHICO UNIFIED SCHOOL DISTRICT be reduced or discontinued to the extent hereinabove set forth.

BE IT FURTHER RESOLVED that the Superintendent of this School District be and hereby is authorized and directed to give notice of termination of employment to affected classified employee(s) of this School District pursuant to Merit System rules and regulations and applicable provisions of the Education Code of the State of California not less than 45 days prior to the effective date of layoff as set forth above.

The Board authorizes and directs the Superintendent to carry forth all layoff proceedings resulting from the elimination of position(s) ordered herein above, including proceedings for layoff provided by the exercise of displacement rights and to service layoff notices to employees affected thereby. Where an employee displaces an employee holding a position in another class, the Superintendent is hereby authorized and directed to carry forth layoff proceedings resulting therefrom and to serve layoff notices to employees affected thereby.

In the event that an employee affected by the layoff proceedings authorized by this resolution chooses to retire or resign from District service, or other appropriate resolution is made, the Superintendent is authorized to rescind the layoff.

The foregoing RESOLUTION was passed and adopted at a meeting of the Board of Trustees of the CHICO UNIFIED SCHOOL DISTRICT on the 17<sup>th</sup> day of February, 2010, by the following vote to wit:

AYES:  
NOES:  
ABSTENTIONS:  
ABSENT:

DATED this 17<sup>th</sup> day of February, 2010.

---

Clerk of the Governing Board  
of the Chico Unified School District

**PROPOSED AGENDA ITEM: Resolution #1096-10 / Reduction in Certificated Staff Due To Reduction or Elimination of Particular Kinds of Service**

Prepared by: Bob Feaster, Assistant Superintendent, Human Resources

- Consent  
Information Only  
 Discussion/Action

Board Date: February 17, 2010

**Background Information:**

The District is currently facing a fiscal crisis due in large part to the State's fiscal crisis. Approximately 90% of the District's unrestricted budget is dedicated to staff (including salary, health & welfare and other statutory benefit costs). In order to deal with the potential reductions being imposed on us by the State and to deal with declining enrollment, the district must make significant reductions in staffing. This process requires that the Board pass a resolution to determine which particular kinds of services or programs may be reduced or eliminated for the 2010-2011 school year. In order to provide the necessary flexibility, this resolution lists a very large number of programs, many of which, ultimately, may not be reduced or eliminated. The actual programs/services that are eliminated or reduced will be based on a variety of factors including but not limited to student enrollment, flexibility of funding, implementation of the Governor's budget proposals and efforts made to reduce or eliminate the District's structural budget deficit.

The process is bound by timelines that require formal written notification to affected staff no later than March 15<sup>th</sup>.

A separate process will be implemented later to address reductions of Classified staff.

**Educational Implications:**

There will likely be fewer certificated staff at all levels and across services including teachers, counselors and administrators. As a result, many classrooms in the District will have more students next year than this year. Much of what is contained in this resolution is based staffing as closely as possible to contract requirements and the ongoing declining enrollment. While not governed by contractual limitations, the reductions of administrators will provide less supervision and oversight that could affect compliance and safety.

**Fiscal Implications:**

Significant fiscal savings will occur. Given the current structural budget deficit, declining enrollment and diminishing resources from the State it is only prudent to staff with these reductions in place.

**Resolution No. 1096-10**  
**CHICO UNIFIED SCHOOL DISTRICT**

**Reduction in Certificated Staff Due  
To Reduction or Elimination of Particular  
Kinds of Service**

**WHEREAS**, Sections 44949 and 44955 of the California Education Code require action by the governing board if the services of certificated staff are to be reduced or eliminated in order to permit the layoff of certificated employees;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board that:

1. The services set forth in Exhibit "A" shall be reduced or eliminated at the close of the 2009/2010 school year for the 2010/2011 school year.
2. The Board has considered anticipated certificated employee attrition (resignation, retirements, non-reelections, temporary teacher releases, etc.). Nevertheless, it is still necessary to terminate certificated full-time equivalent positions as referenced in Exhibit "A".
3. It will be necessary to retain the services of certificated employees, regardless of seniority, who possess qualifications and competencies needed in the projected educational program for the 2010/11 school year which are not possessed by more senior employees thereby subject to layoff.
4. The Superintendent, or designee, is authorized and directed to send notice(s) of recommendation of non-reemployment pursuant to Sections 44949 and 44955 of the California Education Code to any employee whose services shall be terminated by virtue of this Resolution.

**THIS RESOLUTION** was passed and adopted by the Board at a regular meeting held on the 17th day of February, 2010, by the following roll call vote:

AYES:  
NOES:  
ABSENT:

Signed and approved by me after its passage.

\_\_\_\_\_  
President of the Board

ATTEST:

\_\_\_\_\_  
Clerk of the Board

**EXHIBIT "A"**  
**TO RESOLUTION NO. 1096-10**

**PARTICULAR KINDS OF SERVICES (PKS) TO BE REDUCED  
OR ELIMINATED  
AT CLOSE OF 2009/2010 SCHOOL YEAR**

Service	Grade Level	Full Time Equivalent
Elementary Education	K-6	11.0
Agriculture	9-12	1.0
Art	7-12	3.0
Business	9-12	3.0
Drama	7-12	1.0
English	7-12	5.0
English Language Development (ELD)	7-12	1.8
French	9-12	1.0
Health	9-12	3.6
Home Economics	9-12	2.0
Industrial Technology	9-12	2.0
Japanese	9-12	0.2
Librarians	K-8	2.0
Math	7-12	4.0
Music	7-12	1.0
Physical Education	7-12	3.0
Science	7-12	4.0
Social Science	7-12	3.8
Spanish	7-12	1.0
Special Education Mild/Moderate	K-12	1.0
Special Education Moderate/Severe	K-12	1.0
RSP	K-12	3.6
Counseling	K-12	2.0
Psychologist	K-12	1.0
Administrators	K-12	7.5
<b>TOTAL PKS</b>		<b>69.5</b>

PROPOSED AGENDA ITEM: **Resolution #1097-10 / Reduction in Certificated Staff Due To Reduction or Elimination of Categorically Funded Services**

Prepared by: Bob Feaster, Assistant Superintendent, Human Resources

- Consent  
Information Only  
 Discussion/Action

Board Date: February 17, 2010

**Background Information:**

This resolution is similar to the previous item. The difference being that this resolution deals only and specifically with those services that may not be needed next year that are categorically funded. Separating these out this way makes the process more understandable and efficient.

The process is bound by timelines that require formal written notification to affected staff no later than March 15<sup>th</sup>.

A separate process will be implemented later to address reductions of Classified staff.

**Educational Implications:**

There will likely be fewer certificated staff at all levels and across services including teachers, counselors and administrators. As a result, many classrooms in the District will have more students next year than this year. Much of what is contained in this resolution is based staffing as closely as possible to contract requirements and the ongoing declining enrollment. While not governed by contractual limitations, the reductions of administrators will provide less supervision and oversight that could affect compliance and safety.

**Fiscal Implications:**

Significant fiscal savings will occur. Given the current structural budget deficit, declining enrollment and diminishing resources from the State it is only prudent to staff with these reductions in place.



**CHICO UNIFIED SCHOOL DISTRICT**

**Reduction in Certificated Staff Due  
To Reduction or Elimination of Categorically Funded Services**

**WHEREAS**, Sections 44949 and 44955 of the California Education Code require action by the governing board if the services of certificated staff are to be reduced or eliminated in order to permit the layoff of certificated employees;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board that:

1. The categorically funded services set forth in Exhibit "A" shall be reduced or eliminated at the close of the 2009/2010 school year for the 2010/2011 school year.
2. The Superintendent, or designee, is authorized and directed to send notice(s) of recommendation of release, non-reelection, and/or non-reemployment pursuant to Sections 44949, 44954, and 44955 of the California Education Code to any employee whose services shall be terminated by virtue of this Resolution.

**THIS RESOLUTION** was passed and adopted by the Board at a regular meeting held on the 17th day of February, 2010, by the following roll call vote:

AYES:

NOES:

ABSENT:

Signed and approved by me after its passage.

\_\_\_\_\_  
President of the Board

ATTEST:

\_\_\_\_\_  
Clerk of the Board

**CATEGORICALLY FUNDED SERVICES TO BE REDUCED  
OR ELIMINATED  
AT CLOSE OF 2009/2010 SCHOOL YEAR**

<b>Service</b>	<b>Grade Level</b>	<b>Full Time Equivalent</b>
9 <sup>th</sup> Grade Program	9	1.0
Art	7-12	0.2
Counseling	K-12	0.5
Elementary Math Coaches	K-6	1.6
English Learner (EL)	K-8	0.4
English	9-12	0.4
Math	9-12	0.4
Science	9-12	0.4
Social Science	9-12	0.4
Young Parent	9-12	0.4
<b>TOTAL REDUCTION OF CATEGORICALLY FUNDED SERVICES</b>		<b>5.7</b>

PROPOSED AGENDA ITEM: **Resolution #1098-10 / Concerning Order of Seniority of Certificated Employees First Rendering Paid Probationary Service on the Same Day**

Prepared by: Bob Feaster, Assistant Superintendent, Human Resources

- Consent  
Information Only  
 Discussion/Action

Board Date: February 17, 2010

**Background Information:**

The District maintains seniority lists for certificated staff members who are in the Chico Unified Teachers Association (CUTA). One important function of this list is that it is used in determining the order of layoff should they become necessary. Given that the District needs to reduce the workforce and initiate layoffs for the upcoming year due to the current fiscal crisis this list is currently very important.

Education Code 44955 requires that the Board determine how ties will be broken between those employees on the list who have the same seniority date. This resolution provides criteria to be applied in breaking those seniority ties and only for such ties.

**Educational Implications:**

The method proposed provides sound thoughtful educational reasons to break such ties. This will help to insure that the District is retaining the most qualified certificated employees for our students and that ties are broken in such a manner that we can retain staff who are most critical to meeting the needs of our students.

**Fiscal Implications:**

None

**CHICO UNIFIED SCHOOL DISTRICT**

**Concerning Order of Seniority of Certificated Employees  
First Rendering Paid Probationary Service on the Same Day**

**WHEREAS**, Section 44955 of the California Education Code provides that the relative seniority for layoff purposes of certificated employees first rendering paid probationary service to a district on the same date shall be determined by the Superintendent on the basis of needs of the district and the students thereof;

**NOW, THEREFORE, BE IT RESOLVED** by the Board that:

1. The following criteria are authorized and directed to be applied, in the order listed, to determine the relative seniority of those certificated employees who first rendered paid probationary service on the same day:
  - a. Possession of a credential which meets an exceptional need of the school program;
  - b. Subject matter experience in an area of exceptional need;
  - c. Breadth of credentials and certificates possessed in areas of need;
  - d. Advanced degrees;
  - e. Total years teaching;
  - f. Lottery number assigned pursuant to certificated layoff effective at the close of the 2008/2009 school year, if any;
  - g. All other factors deemed equal, by lot.
2. The Board hereby approves the exercise of judgment of the District Superintendent, or designee, in applying the criteria set forth above.

**THE FOREGOING RESOLUTION** was duly passed and adopted by the Board at a regular meeting held on the 17th day of February, 2010, by the following call vote:

AYES:  
NOES:  
ABSENT:

Signed and approved by me after its passage.

\_\_\_\_\_  
President of the Board

ATTEST:

\_\_\_\_\_  
Clerk of the Board

PROPOSED AGENDA ITEM: **Initial Proposal for Collective Bargaining from the Chico Unified Teachers Association (CUTA) for 2009-2010**

Prepared by: Bob Feaster, Assistant Superintendent, Human Resources

- Consent  
 Information Only  
Discussion/Action

Board Date: February 17, 2010

**Background Information:**

Chico Unified Teachers' Association (CUTA) has provided the District with their initial proposal for modifications to the "contract" for implementation in the 2009-2010 contract year.

**Educational Implications:**

The proposal itself has no specific educational implications. The issues discussed and the subsequent settlement agreement could have educational implications.

**Fiscal Implications:**

The proposal itself has no specific fiscal implications. The issues discussed and the subsequent settlement agreement could have fiscal implications.



**CHICO UNIFIED TEACHERS ASSOCIATION**

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affiliated with CTA and NEA

February 10, 2010

Board of Education  
Chico Unified School District  
Kelly Staley, Superintendent  
1163 East 7<sup>th</sup> Avenue  
Chico, CA 95928

Honorable Members and Ms. Staley:

Pursuant to Articles 15 and 19 of the Collective Bargaining Agreement between CUTA and the District, CUTA does hereby give notice of our intent to introduce modifications to the following article that is a mandatory reopener for the 2009-2010 contract year. Our one (1) "other" relates to the creation of a new article:

1. Article 8 (Wages)
2. The development of a new article that establishes the conditions necessary for a retirement incentive.

Additionally, CUTA is willing to discuss the deletion of contract sections and appendices that are no longer relevant or address programs or conditions that no longer exist.

Respectfully submitted,

*John Caswell - president*  
*Kurt Rix*

Kurt Rix, Bargaining Chair  
Chico Unified Teachers Association



PROPOSED AGENDA ITEM: Board Self-Evaluation Tools

Prepared by: \_\_\_\_\_

Consent

Board Date February 17, 2010

Information Only

Discussion/Action

**Background Information**

**Educational Implications**

**Fiscal Implications**

## SCHOOL BOARD SELF-EVALUATION SURVEY

### SECTION 1 – THE BOARD

School district and county offices of education are governed by Boards, not by individual trustees. While understanding their separate roles, the Board and Superintendent work together as a “governance team.” This team assumes collective responsibility for building unity and creating a positive organizational culture in order to govern effectively.

To operate effectively, the Board must have a unity of purpose and meet these standards:

	Always	Often	Rarely	Never	Unsure
Keep the district focused on learning and achievement for all students.					
Communicate a common vision.					
Operate openly, with trust and integrity					
Govern in a dignified and professional manner, treating everyone with civility and respect.					
Govern within board-adopted policies and procedures.					
Take collective responsibility for the Board's performance.					
Periodically evaluate its own effectiveness.					
Ensure opportunities for the diverse range of views in the community to inform Board deliberations.					



## SCHOOL BOARD SELF-EVALUATION SURVEY

### SECTION 2 – THE BOARD’S JOBS

The primary responsibilities of the Board are to set a direction for the district, provide a structure by establishing policies, provide support, ensure accountability and provide community leadership on behalf of the district and public education. To fulfill these responsibilities, there are a number of specific jobs that effective Boards must carry out. These standards highlight some of the most important ones.

**Effective Boards meet these standards:**

	Always	Often	Rarely	Never	Unsure
Involve the community, parents, students and staff in developing a common vision for the district focused on student learning and achievement and responsive to the needs of all students.					
Adopt, evaluate and update policies consistent with the law and the district’s vision and goals.					
Maintain accountability for student learning by adopting the district curriculum and monitoring student progress.					
Hire and support the Superintendent so that the vision, goals and policies of the district can be implemented.					
Conduct regular and timely evaluations of the Superintendent based on the vision, goals and performance of the district, and ensure that the Superintendent holds district personnel accountable.					
Adopt a fiscally responsible budget based on the district’s vision and goals, and regularly monitor the fiscal health of the district					
Ensure that a safe and appropriate educational environment is provided to all students.					
Establish a framework for the district’s collective bargaining process and adopt responsible agreements.					
Provide community leadership on educational issues and advocate on behalf of students and public education at the local, state and federal levels.					

## THE BOARD'S GOVERNANCE GOALS

Based on the Board's discussion of team member responses to the Board and the Board's jobs sections of the self-evaluation survey, choose two to three standards the board agrees to focus on for governance growth over the next year.

**Goal 1: Establish a framework for the district's collective bargaining process and adopt responsible agreements.**

---

To us this means...

---

What we will do...

How and when we will measure improvement or success...

**Goal 2: Provide community leadership on educational issues and advocate on behalf of students and public education at the local, state and federal levels.**

---

To us this means...

What we will do...

How and when we will measure improvement or success...

**Goals 3: Adopt a fiscally responsible budget based on the district's vision and goals, and regularly monitor the fiscal health of the district.**

To us this means...

What we will do...

How and when we will measure improvement or success...

## SCHOOL BOARD SELF-EVALUATION SURVEY

### SECTION 3 – THE INDIVIDUAL TRUSTEE

In California’s education system, a trustee is a person elected or appointed to serve on a school district or county board of education. Individual trustees bring unique skills, values and beliefs to their board. In order to govern effectively, individual trustees must work with each other and the superintendent to ensure that a high quality education is provided to each student.

**To be effective, an individual trustee meets these standards:**

	<b>Always</b>	<b>Often</b>	<b>Rarely</b>	<b>Never</b>	<b>Unsure</b>
Keeps learning and achievement for <u>all</u> students as the primary focus.					
Values, supports and advocates for public education.					
Recognizes and respects differences of perspective and style on the board and among staff, students, parents and the community.					
Acts with dignity, and understands the implications of demeanor and behavior.					
Keeps confidential matters confidential.					
Participates in professional development and commits the time and energy necessary to be an informed and effective leader.					
Understands the distinctions between board and staff roles, and refrains from performing management functions that are the responsibility of the superintendent and staff.					
Understands that authority rests with the board as a whole and not with individuals.					

PROPOSED AGENDA ITEM: Board Workshop Schedule

Prepared by: \_\_\_\_\_

Consent

Board Date February 17, 2010

Information Only

Discussion/Action

**Background Information**

**Educational Implications**

**Fiscal Implications**

# 2010 Board Agenda Items – February 1, 2010

## WORKSHOPS

## REGULAR

<b>January 6, 2010</b>	<b>January 20, 2010</b>
<p><u>Closed Session:</u></p> <ul style="list-style-type: none"> <li>• Review Complaints Against Employees</li> </ul> <p><u>Open Session:</u></p> <ul style="list-style-type: none"> <li>• FR Charter Renewal</li> <li>• CCDS Charter Renewal</li> <li>• RTTT MOU</li> <li>• Facilities: Overview and specific info for Inspire and AFC/Fair View</li> <li>• Governance Handbook approved by Board</li> </ul>	<p><u>Closed Session:</u></p> <ul style="list-style-type: none"> <li>• CCDS Prop 39/1D</li> </ul> <p><u>Open Session:</u></p> <ul style="list-style-type: none"> <li>• Audit Report</li> <li>• Developer Fee Study: Commercial and Residential (even years)</li> <li>• Enrollment/ADA Report</li> <li>• Major Fund Raising Report</li> <li>• Personnel Commission Annual Report</li> <li>• Proposition 39 Findings (if any)</li> <li>• School Accountability Report Cards (SARCs)</li> <li>• Student Housing Committee Recommendations - Action</li> </ul>
<b>February 3, 2010 – CJHS/Durst Theater</b>	<b>February 17, 2010</b>
<p><u>Closed Session:</u></p> <ul style="list-style-type: none"> <li>• Negotiations Update</li> <li>• Legal Counsel re: Complaints</li> </ul> <p><u>Open Session:</u></p> <ul style="list-style-type: none"> <li>• Budget Workshop</li> <li>• Consultant Agreement with Boys &amp; Girls Club</li> <li>• Demographic Report/Boundaries - Information</li> <li>• Governor's Mid-Year Budget Update</li> <li>• BCOE Report                             <ul style="list-style-type: none"> <li>- State Receivership Status</li> <li>- Where Else Can We Reduce?</li> </ul> </li> <li>• Reduction in Force</li> </ul>	<p><u>Closed Session:</u></p> <ul style="list-style-type: none"> <li>• Negotiations Update</li> <li>• Superintendent's Contract</li> </ul> <p><u>Open Session:</u></p> <ul style="list-style-type: none"> <li>• Board Worksheets for Self Evaluation - Information</li> <li>• Budget Crisis Intervention Ideas</li> <li>• Consolidated Application</li> <li>• Coordinated Program Budgets (School Plans)</li> <li>• Enrollment/ADA Report</li> <li>• FCMAT Report from BCOE</li> <li>• Layoff Resolution: Particular Kinds of Services (PKS)</li> <li>• Naming of the PAC-Action</li> <li>• Resolution: Release of all Temps</li> <li>• Staff concludes staffing level study</li> <li>• Sunshining CUTA Proposal</li> </ul>
<b>March 3, 2010 - BJHS</b>	<b>March 24, 2010</b>
<p><u>Closed Session:</u></p> <ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul> <p><u>Open Session:</u></p> <ul style="list-style-type: none"> <li>• Governance Workshop: Board Self-Evaluation</li> <li>• Board Protocols/Priorities</li> <li>• CUSD Facilities Master Plan                             <ul style="list-style-type: none"> <li>- Demographic Report/Boundaries</li> <li>- Student Housing Committee</li> </ul> </li> </ul>	<p><u>Closed Session:</u></p> <ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul> <p><u>Open Session:</u></p> <ul style="list-style-type: none"> <li>• 2<sup>nd</sup> Interim Report</li> <li>• Cash Flow Update</li> <li>• Concurrent Enrollment Lists</li> <li>• Enrollment/ADA Report</li> <li>• Student Calendars</li> <li>• Summer School Plan</li> </ul>

# 2010 Board Agenda Items – February 1, 2010

## WORKSHOPS

## REGULAR

<b>April 7, 2010 – Chapman Elementary</b>	<b>April 21, 2010</b>
<p><u>Closed Session:</u></p> <ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul> <p><u>Open Session:</u></p> <ul style="list-style-type: none"> <li>• After School Programs - Information</li> </ul>	<p><u>Closed Session:</u></p> <ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul> <p><u>Open Session:</u></p> <ul style="list-style-type: none"> <li>• Annual Charter School Site Visit Reports</li> <li>• Annual School Impact Fee Report</li> <li>• Carl Perkins Voc. Ed. &amp; Tech Grant (Annual Plan)</li> <li>• Enrollment/ADA Report</li> <li>• Public Schools Week Information</li> </ul>
<b>May 5, 2010 – PVHS</b>	<b>May 19, 2010</b>
<p><u>Closed Session:</u></p> <ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul> <p><u>Open Session:</u></p> <ul style="list-style-type: none"> <li>• CUSD Athletics Report:                             <ul style="list-style-type: none"> <li>- Participation</li> <li>- Budget</li> <li>- Title IX Compliance Report</li> <li>- Transportation Discussion</li> <li>- Athletic Code of Conduct</li> </ul> </li> </ul>	<p><u>Closed Session:</u></p> <ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul> <p><u>Open Session:</u></p> <ul style="list-style-type: none"> <li>• 3<sup>rd</sup> Interim (if negative or qualified)</li> <li>• Cash Flow Update</li> <li>• Enrollment/ADA Report</li> <li>• Instructional Materials Recommendations</li> <li>• Preliminary CUSD Budget</li> </ul>
<b>June 2, 2010 – No June Workshop</b>	<b>June 16, 2010</b>
<p>NO MEETING</p>	<p><u>Closed Session:</u></p> <ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul> <p><u>Open Session:</u></p> <ul style="list-style-type: none"> <li>• Annual Library Progress Report Card</li> <li>• High School CIF Representatives</li> <li>• Declaration of Need for Fully Qualified Educators</li> <li>• Election Resolutions (when needed)</li> <li>• Enrollment/ADA Report</li> <li>• Finalize Goals for 2010/2011 School Year</li> <li>• Five-year Deferred Maintenance Plan/Budget (every five years – 2010)</li> <li>• Honoring of Retirees</li> <li>• Local Education Agency Plan</li> <li>• Public Hearing: CUSD Final Budget Adoption</li> </ul>

**WORKSHOPS**

**REGULAR**

<b>July 7, 2010 – No July Workshop</b>	<b>July 21, 2010</b>
<p>NO MEETING</p>	<p><u>Closed Session:</u></p> <ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul> <p><u>Open Session:</u></p> <ul style="list-style-type: none"> <li>• Categorical Programs Preliminary Budgets</li> <li>• Charter School Annual Reports</li> <li>• College Connection Calendar</li> <li>• Enrollment/ADA Report</li> <li>• Safe Schools Update</li> <li>• Standards &amp; Benchmarks Report</li> <li>• State Budget Review</li> </ul>
<b>August 4, 2010 – District Office, LCR</b>	<b>August 18, 2010</b>
<p><u>Closed Session:</u></p> <ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul> <p><u>Open Session:</u></p> <ul style="list-style-type: none"> <li>• Board Staff Development</li> </ul>	<p><u>Closed Session:</u></p> <ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul> <p><u>Open Session:</u></p> <ul style="list-style-type: none"> <li>• Enrollment/ADA Report</li> <li>• Safe Schools Update</li> <li>• Staff closes books; defines actuals; determines ending balance; and reports to the Board</li> <li>• Summer Projects Update</li> </ul>
<b>September 1, 2010 – Loma Vista</b>	<b>September 15, 2010</b>
<p><u>Closed Session:</u></p> <ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul> <p><u>Open Session:</u></p> <p>Special Education Workshop</p> <ul style="list-style-type: none"> <li>• Public and Board Member Tours of facility prior to meeting</li> </ul>	<p><u>Closed Session:</u></p> <ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul> <p><u>Open Session:</u></p> <ul style="list-style-type: none"> <li>• Enrollment/ADA Report</li> <li>• Opening of school report</li> <li>• Public Hearing &amp; Resolution: Sufficiency of Instructional Materials (by 8<sup>th</sup> week from first day of school)</li> <li>• Staffing Update and Adjustments</li> <li>• STAR Reports</li> <li>• Student Housing Master Plan (as needed)</li> <li>• TRANS Resolution</li> </ul>

**WORKSHOPS**

**REGULAR**

<p align="center"><b>October 6, 2010 - CHS</b></p> <p><u>Closed Session:</u></p> <ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul> <p><u>Open Session:</u></p> <ul style="list-style-type: none"> <li>• Arts in CUSD</li> </ul>	<p align="center"><b>October 20, 2010</b></p> <p><u>Closed Session:</u></p> <ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul> <p><u>Open Session:</u></p> <ul style="list-style-type: none"> <li>• Bond Funds Annual Report</li> <li>• Carl Perkins Voc. Ed. &amp; Tech Grant (five year plan)</li> <li>• Enrollment/ADA Report</li> <li>• GANN Limit</li> <li>• K-3 CSR Application (if necessary)</li> <li>• Obsolete Instructional Materials</li> <li>• Red Ribbon Week</li> <li>• Unaudited Actuals/Budget Revisions and Actual Income and Expenses</li> </ul>
<p align="center"><b>November 3, 2010 - FVHS</b></p> <p><u>Closed Session:</u></p> <ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul> <p><u>Open Session:</u></p> <ul style="list-style-type: none"> <li>• Career Tech Workshop (Public tours of CTE classes during the week)</li> </ul>	<p align="center"><b>November 17, 2010</b></p> <p><u>Closed Session:</u></p> <ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul> <p><u>Open Session:</u></p> <ul style="list-style-type: none"> <li>• API report</li> <li>• CUSD Financing Corporation Board of Directors Annual Meeting***</li> <li>• District allocations for State and Federal funds</li> <li>• Enrollment/ADA Report</li> <li>• Set Date of Organizational Meeting</li> </ul>
<p align="center"><b>December 1, 2010 – No December Workshop</b></p> <p>NO MEETING</p>	<p align="center"><b>December 15, 2010</b></p> <p><u>Closed Session:</u></p> <ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul> <p><u>Open Session:</u></p> <ul style="list-style-type: none"> <li>• 1st Interim Budget Report</li> <li>• Board Organizational Meeting – Seat New Board Members (every other year)</li> <li>• Categorical Program Budgets</li> <li>• District Library Plan</li> <li>• Enrollment/ADA Report</li> <li>• Receive Audit</li> <li>• Semester Staffing Adjustments</li> <li>• Senior Cabinet Contract – Non-renewals Notice</li> <li>• Superintendent Evaluation</li> <li>• Yearly Student Housing Plan (as needed)</li> </ul>