

# **CUSD Board of Education**

## **Regular Meeting Agenda**

**Chico City Council Chambers**

**April 18, 2012**

**CLOSED SESSION – 5:00 P.M.**

**REGULAR BOARD MEETING – 6:00 P.M.**



### **Board Members**

**Dr. Andrea Lerner Thompson, President**

**Elizabeth Griffin, Vice President**

**Eileen Robinson, Clerk**

**Dr. Kathleen Kaiser, Member**

**Jann Reed, 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: 04/13/12

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 three (3) 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 (15 minutes at the beginning of the meeting and 45 minutes at the end of the meeting).
- 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 three (3) 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 ext. 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 – April 18, 2012

Closed Session – 5:00 p.m.

Regular Session – 6:00 p.m.

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

## **AGENDA**

### **1. CALL TO ORDER**

- 1.1. Public comment on closed session items

### **2. CLOSED SESSION**

#### **2.1. Update on Labor Negotiations**

Employee Organizations:

Representatives:

CUTA

CSEA, Chapter #110

Kelly Staley, Superintendent

Bob Feaster, Asst. Superintendent

Maureen Fitzgerald, Asst. Superintendent

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

### **3. RECONVENE TO REGULAR SESSION**

- 3.1. Call to Order
- 3.2. Report Action Taken in Closed Session
- 3.3. Flag Salute

### **4. STUDENT REPORTS**

### **5. SUPERINTENDENT'S REPORT AND RECOGNITION**

### **6. ITEMS FROM THE FLOOR**

### **7. REPORTS FROM EMPLOYEE GROUPS REGARDING NEGOTIATIONS**

- 7.1. CSEA
- 7.2. CUMA
- 7.3. CUTA
- 7.4. District

### **8. CONSENT CALENDAR**

#### **8.1. GENERAL**

- 8.1.1. Consider Approval of Minutes of Regular Session on March 28, 2012, and Special Session on April 4, 2012
- 8.1.2. Consider Approval of Items Donated to the Chico Unified School District

#### **8.2. EDUCATIONAL SERVICES**

- 8.2.1. Consider Expulsion of Students with the following IDs: 55885, 56333, 61526, 70123, 74998, 75819
- 8.2.2. Consider Approval of the Field Trip Request for the Hooker Oak 6<sup>th</sup> grade class to attend the Shakespeare Festival in Ashland, Oregon from 05/16/12-05/18/12
- 8.2.3. Consider Approval of the Field Trip Request for Chico High MESA students to participate in flight physics, a University Tour, Hands on Science Museum through IFLY, Stanford University, and the Tech Museum in the South Bay Area from 04/25/12-04/26/12
- 8.2.4. Consider Approval of the Field Trip Request for the PVHS Yearbook Class to attend Yearbook Summer Camp at Cal State Hayward from 07/23/12-07/26/12
- 8.2.5. Consider Approval of the Consultant Agreement with 100 Percent Learning Fun Center to provide tutoring to students who have signed up for state-

- required Supplemental Services
  - 8.2.6. Consider Approval of the Consultant Agreement with A+ Educational Centers to provide tutoring to students who have signed up for state-required Supplemental Services
  - 8.2.7. Consider Approval of the Consultant Agreement with The Community College Foundation to provide tutoring to students who have signed up for state-required supplemental services
  - 8.2.8. Consider Approval of the Consultant Agreement with Professional Tutors of America to provide tutoring to students who have signed up for state-required Supplemental Services
  - 8.2.9. Consider Approval of the Consultant Agreement with Club Z In-Home Tutoring Service to provide tutoring to students who have signed up for state-required Supplemental Services
  - 8.2.10. Consider Approval of the Consultant Agreement with University Foundation, CSU, Chico to provide local support for “Set A Good Example” (SAGE) USA program
  - 8.2.11. Consider Approval of The Single Plan for Student Achievement (SPSA) for Fair View High, Bidwell Jr. High, John McManus and Rosedale
  - 8.2.12. Consider Approval of Obsolete Textbooks
- 8.3. BUSINESS SERVICES
  - 8.3.1. Consider Approval of Accounts Payable Warrants
  - 8.3.2. Consider Approval of Monthly Enrollment and ADA Report
- 8.4. HUMAN RESOURCES
  - 8.4.1. Consider Approval of Certificated Human Resources Actions
  - 8.4.2. Consider Approval of Classified Human Resources Actions

**9. DISCUSSION/ACTION CALENDAR**

- 9.1. EDUCATIONAL SERVICES
  - 9.1.1. Information: Elementary Student Support Program Update (Scott Lindstrom)
  - 9.1.2. Information: Marsh Junior High School Autism Project (David Scott and Eric Snedeker)
  - 9.1.3. Information: Public Schools Week, April 30-May 4, 2012 (Joanne Parsley)
  - 9.1.4. Information: Analysis of Classroom Space at Chapman Elementary (John Bohannon)
- 9.2. BUSINESS SERVICES
  - 9.2.1. Discussion/Action: Adoption of Resolution No. 1172-12, Regarding Establishing an Impact Fee on Residential and Commercial-Industrial Development (Michael Weissenborn)
  - 9.2.2. Discussion/Action: Report of the Survey Results of a Possible Tax Rate Extension School Improvement Measure on the November 2012 Ballot (Maureen Fitzgerald)
- 9.3. HUMAN RESOURCES
  - 9.3.1. Discussion/Action: Resolution No. 1173-12, Teacher Appreciation Day (Bob Feaster)
- 9.4. GENERAL
  - 9.4.1. Discussion/Action: Approval of Revised/Updated/New Board Policies (Administration)
    - BP 0450      Comprehensive Safety Plan
    - BP 2121      Superintendent's Contract
    - BP 3513.1    Cellular Phone Reimbursement - **DELETED**

BP 3553	Free and Reduced Price Meals
BP 4140	Bargaining Units
BP 5113	Absences and Excuses
BP 5131.7	Weapons and Dangerous Instruments
BP 5141.21	Administering Medication and Monitoring Health Conditions
BP 6143	Courses of Study
BP 6146.1	High School Graduation Requirements
BP 6161.1	Selection and Evaluation of Instructional Materials
BB 9223	Filling Vacancies
BB 9320	Meetings and Notices

10. **ITEMS FROM THE FLOOR**

11. **ANNOUNCEMENTS**

12. **ADJOURNMENT**

Posted: 04/13/12  
:mm

MINUTES

1. **CALL TO ORDER**

At 5:00 p.m. Board President Thompson called the meeting to order at the Chico City Council Chambers, East Fourth and Main Streets.

Present: Andrea Thompson, Elizabeth Griffin, Eileen Robinson, Kathleen Kaiser, Jann Reed

Absent: None

1.1. **Public comment on closed session items**

The floor was open for public comment on Closed Session Items. There were no public comments. Board President Thompson announced the Board was moving into Closed Session.

2. **CLOSED SESSION**

2.1 **Update on Labor Negotiations**

Employee Organizations

CUTA

CSEA, Chapter #110

Representatives:

Kelly Staley, Superintendent

Bob Feaster, Assistant Superintendent

Maureen Fitzgerald, Assistant Superintendent

2.2 **Conference with Legal Counsel - Anticipated Litigation**

Significant exposure to litigation pursuant to Government Code §54956.9(b) (one case)

Attending:

Kelly Staley, Superintendent

Bob Feaster, Asst. Superintendent

Maureen Fitzgerald, Asst. Superintendent

Paul Gant, Attorney at Law

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

3. **RECONVENE TO REGULAR SESSION**

3.1 **Call to Order**

At 6:05 p.m. Board President Thompson called the Regular Session Meeting to Order.

3.2 **Report Action Taken in Closed Session**

Board President Thompson announced the Board had been in Closed Session and they had nothing to report.

3.3 **Flag Salute**

At 6:06 p.m. Board President Thompson led the salute to the Flag.

At 6:08 p.m. Board President Thompson observed the Code Red Lockdown which occurred during the day and on behalf of the Board she thanked students, staff, teachers, parents and community members for their response. Specifically cited were: Jim Hanlon and Mary Sours at Chico High, David McKay at Fair View High, John Shepherd at Pleasant Valley High, Eric Nilsson at Inspire School of Arts & Sciences, Pedro Caldero at Chico Jr. High, and principals of elementary schools involved. Superintendent Staley received special thanks for communication with media partners, Enterprise Record and KHSL-TV. Both the CPD and CFD received praise as well. Superintendent Staley recognized principals Nilsson and Jim Hanlon for their communication and professionalism throughout. Chico Police Department Captain Lori MacPhail praised Mr. Hanlon, Mr. Nilsson, and the School Resource Officers at the sites. Board President Thompson noted she was in touch with President Zingg and Police Chief Hern of CSUC. Also standing by were the FBI, Fish/Game, and Butte County Sheriff's Department. Jim Hanlon said it was impressive how within minutes of the Lockdown, the CPD had dozens of officers at the site with the number one priority being safety of the students.

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 MINUTES
 

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**4. STUDENT REPORTS**

Superintendent Staley introduced Bruce Dillman, Activity Director for CHS, who with Hannah Weigland presented a video on the recent Leadership Conference with students participating from high schools, Jr. High schools and elementary schools (grades 4-6). The students did activities to introduce the elementary students to teamwork, public speaking, how to fund raise and all about student councils. David McKay, FVHS Principal, introduced Erica Scott who with Chelsea McConnell and Bobbi-Lee Grinstead reported on the recent Student Mock Interviews where students learned resume building, how appearances can enhance their presentation, and how to respond to typical interview questions.

**5. SUPERINTENDENT'S REPORT AND RECOGNITION**

At 6:30 p.m. Principal Hanlon presented Lori Twisselman with the Superintendent's Award for her leadership, organizational skills and commitment to CHS Boosters – 10 years with boosters and 8 years as president. At 6:36 p.m., Tom Lampkin, CHS Teacher and Science Bowl Coach, presented his team - the 2012 Science Bowl Champions for the far northern California Region, who will now represent our region in Washington D.C. to compete in the National Science Bowl from April 26 - 30, 2012. Congratulations to the winning team of Andre Buccola, Alex Dorsett, Azure Grant, Steven Sun, and Brandon Reddish. The Field Trip to Washington is on this agenda as Item 8.2.6. under the consent Calendar and the Board voted unanimously to approve the trip.

Ann Brodsky reported on the Safe & Drug Free Program, supported by grants received over the past 20 years, and on the student group on the tobacco cessation program, Kids Leading Everyone Against Nicotine (KLEAN), working toward changing policy in Chico for smoke free parks and entry-ways. Volunteers Maxine Bigler and Cindy Ball with the American Cancer Society encouraged the Board to consider endorsing Prop 29 - California Cancer Research Act.

**6. ITEMS FROM THE FLOOR**

At 6:48 p.m., there were no items from the floor.

**7. REPORTS FROM EMPLOYEE GROUPS REGARDING NEGOTIATIONS**

At 6:49 p.m. the Board received reports from employee groups regarding negotiations from Bob Feaster for the District, Susie Cox for CSEA, Kevin Moretti for CUTA and Mike Allen for CUMA.

**8. CONSENT CALENDAR**

At 7:00 p.m., Board President Thompson asked if there was anyone who wished to pull an item for further discussion. Board Member Kaiser pulled Item 8.2.9 and Board President Thompson pulled Item 8.4.1. Board Member Reed moved to approve the remaining (8.2.6 already approved earlier) consent items; seconded by Board Member Kaiser.

**8.1 GENERAL**

8.1.1 The Board approved Minutes of Regular Session on February 15, 2012, Special Meeting on February 28, 2012, Special Meeting on March 7, 2012, and Special Meeting on March 10, 2012.

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

<b>Donor</b>	<b>Item</b>	<b>Recipient</b>
Barnes & Noble Customers		
Kurt Lundberg	1300 Books @ \$8,400.00	Elementary Libraries
Sharon & C. Edward Minor	\$50.00	Chico Reads
Sierra Nevada Brewing Co.	\$1,000.00	Chico Reads
Anonymous	\$100.00	McManus
Alice Reyhner	\$1,000.00	Neal Dow Library
Jodie Dillman	Carpet @ \$380.38	Neal Dow Library
Bryan Hanson		
Hanson & Hanson Landscape	Snapdragons @ \$72.00	Neal Dow
PTA Bidwell Jr. High	\$1,256.08	Bidwell Jr. High
Soroptimist International of Chico	PE Items @ \$335.00	Chico Jr. High

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 MINUTES
 

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Thomas & Nancy Masterson	7 Books @ \$20.00	Marsh Jr. High
Matson & Isom Technology	50 Binders	Marsh Jr. High
Elizabeth Deveroux	Stained Glass @ \$1,000.00	Chico High Art Dept.
Nellie Jones	Stained Glass @ \$650.00	Chico High Art Dept.
	Owl Pellets @ \$600.00	
	Roche Biomedical Centrifuge @	
Anderson's Orchards	\$500.00	Chico High Science Dept.
Rosemary Rodriguez	1 Book @ \$9.00	Pleasant Valley High Library
Michael McGovern	1 Book @ \$4.00	Pleasant Valley High Library
Gabe Regan	1 Book @ \$9.00	Pleasant Valley High Library
Charlie Copeland/Sally Foltz	1 DVD @ \$50.00	Pleasant Valley High Library
Howard Pedersen	\$100.00	Pleasant Valley High Volleyball
Randy Richardson	\$75.00	Pleasant Valley High Volleyball
Jim & Krista Hanlon	\$100.00	Pleasant Valley High Volleyball
Ruba Powell	\$100.00	Pleasant Valley High Volleyball
Betsy & Barry Biermann	\$150.00	Pleasant Valley High Volleyball
Jacquie Harrison	\$100.00	Pleasant Valley High Volleyball
J. Curtis Struble	\$250.00	Pleasant Valley High Volleyball
Cathrine Himberg & John Rovssell	\$100.00	Pleasant Valley High Volleyball
Susie & Karl Sanders	\$400.00	Pleasant Valley High Volleyball
RDREAMZ, INC.	\$150.00	Pleasant Valley High Volleyball
Cyndi Bailey	\$200.00	Pleasant Valley High Volleyball
Debbie Azevedo	\$130.00	Pleasant Valley High Volleyball
Thaddeus & Kimberly Bettner	\$100.00	Pleasant Valley High Volleyball

## 8.2 EDUCATIONAL SERVICES

- 8.2.1 The Board approved expulsions of students with ID's: 43538, 63885, 74439 and 75817
- 8.2.2 The Board approved the Field Trip Request for Rosedale Elementary 6<sup>th</sup> grades to attend Environmental Camp at Butte Meadows/Camp Lassen from 05/15/12 to 05/18/12.
- 8.2.3 The Board approved the Field Trip Request for Parkview 5<sup>th</sup> grade GATE class to attend an Age of Sail Overnight Ship Trip in San Francisco from 05/03/12 to 05/04/12.
- 8.2.4 The Board approved the Field Trip Request for Marsh Jr. High peer Mediators to go to a Holocaust Survivor Speaker Presentation in Mendocino from 04/22/12 to 04/23/12.
- 8.2.5 The Board approved the Field Trip Request for the CHS FFA to attend the State FFA Convention in Fresno, from 04/21/12 to 04/24/12.
- 8.2.6 The Board approved this Field Trip under **#5 Superintendent's Report and Recognition**.
- 8.2.7 The Board approved the Consultant Agreement for A+ Educational Centers to provide tutoring to students who have signed up for state-required Supplemental Services.
- 8.2.8 The Board approved the CAHSEE Waivers for Students with Disabilities.
- 8.2.9 This item was pulled for further discussion.

## 8.3 BUSINESS SERVICES

- 8.3.1 The Board approved the Accounts Payable Warrants.
- 8.3.2 The Board approved the Monthly Enrollment and ADA Report
- 8.3.3 The Board approved request for proposal: Auditing Services for Fiscal Years 2011/212, 2012/13, and 2013/14.



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**MINUTES**
**8.4 HUMAN RESOURCES**

8.4.1 This item was pulled for further discussion.

<b>Name/Employee #</b>	<b>Assignment</b>	<b>Effective</b>	<b>Comment</b>
<b><u>Leave Requests 2011/12</u></b>			
Lower, Kristin	Secondary	3/5/12-4/13/12	1.0 FTE Child Care Leave
Sylvester, Carol	Elementary	2/21/12-5/24/12	1.0 FTE Personal Leave
<b><u>Leave Requests 2012/13</u></b>			
Barrett, Elizabeth	Elementary	2012/13	0.3 FTE Personal Leave (STRS Reduced Workload)
Carr, Christy	Special Education	2012/13	0.3 FTE Child Care Leave
Cuccio Stephanie	Elementary	2012/13	1.0 FTE Personal Leave
David, Marjorie	Elementary	2012/13	0.2 FTE Personal Leave (STRS Reduced Workload)
Duchala, Robert	Secondary	2012/13	0.2 FTE Personal Leave (STRS Reduced Workload)
Graham, Sandra	Elementary	2012/13	0.2 FTE Personal Leave (STRS Reduced Workload)
Hanson, Robert	Secondary	2012/13	0.2 FTE Personal Leave (STRS Reduced Workload)
Harrington, Lindsay	Elementary	2012/13	0.2 FTE Personal Leave (STRS Reduced Workload)
Holt, Tiffany	Special Education	2012/13	1.0 FTE Child Care Leave
Kindopp, Heather	Elementary	2012/13	0.4 Child Care Leave
LaFollette, Corrine	Secondary	2012/13	0.8 FTE Child Care Leave
Montgomery, Anne	Special Education	2012/13	0.5 FTE Child Care Leave
Oster, Penny	Elementary	2012/13	0.1 FTE Personal Leave
Quackenbush, Darelyn	Special Education	2012/13	0.4 FTE Personal Leave (STRS Reduced Workload)
Quevedo, Kerry	Elementary	2012/13	0.2 FTE Personal Leave (STRS Reduced Workload)
Rix, Julie	Secondary	2012/13	1.0 FTE Personal Leave
Rix, Kurt	Secondary	2012/13	1.0 FTE Personal Leave
Tuttle, Cathy	Elementary	2012/13	1.0 FTE Child Care Leave
Weis, Peggy	Elementary	2012/13	0.5 FTE Personal Leave
<b><u>Retirements/Resignations</u></b>			
Berg, Paula	Special Education	6/1/12	Retirement
Eardley, Ayisha	Special Education	5/25/12	Resigned
Henley, Catherine	Elementary	5/25/12	Retirement
Kingman, Wendy	Elementary	6/1/12	Retirement
Olberg, Karen	Counselor	5/25/12	Retirement
Sasaki, Joshua	Secondary	5/25/12	Resigned
Spini, Larry	Administration	5/30/12	Retirement
Vickers, Lark	Elementary	2/29/12	Retirement

## MINUTES

8.4.2 The Board approved the Classified Human Resources actions:

ACTION NAME	CLASS/LOCATION/ASSIGNED HOURS	EFFECTIVE	COMMENTS/PRF #/ FUND/RESOURCE
<b>APPOINTMENTS</b>			
BOWER, STEPHANIE	LT IPS-HEALTHCARE/CITRUS/3.5	2/15/2012- 5/11/2012	DURING ABSENCE OF INCUMBENT/208/ SPECIAL ED/6501
BOWER, STEPHANIE	LT IPS-HEALTHCARE/CITRUS/3.0	2/15/2012- 5/11/2012	DURING ABSENCE OF INCUMBENT/209/ SPECIAL ED/6501
BURGESS, CORDIE	LT PARENT CLASSROOM AIDE-RESTR/ HOOKER OAK/3.0	1/17/202- 5/24/2012	NEW LIMITED TERM POSITION/152/ CATEGORICAL/7090
CHURCH, HEIDI	LT INSTRUCTIONAL ASSISTANT/PARKVIEW/3.0	1/31/2012- 2/10/2012	DURING ABSENCE OF INCUMBENT/95/ CATEGORICAL/6010
CHURCH, HEIDI	LT INSTRUCTIONAL ASSISTANT/PARKVIEW/3.0	2/11/2012- 3/9/2012	DURING ABSENCE OF INCUMBENT/220/ CATEGORICAL/6010
COWAN, JAMES	IPS-HEALTHCARE/LOMA VISTA/6.0	2/21/2012	VACATED POSITION/190/ SPECIAL ED/6501
FLOYD, HEATHER	LT IPS-CLASSROOM/ELM STREET HEAD START/3.2	2/19/2012- 4/18/2012	EXISTING LT POSITION/229/ SPECIAL ED/6501
GAFFNEY, AMY	CAFETERIA ASSISTANT/ROSEDALE/3.0	2/27/2012	VACATED POSITION/243/ NUTRITION/5310
GIVENS, HERMAN	CAMPUS SUPERVISOR/PVHS/1.1	2/22/2012	NEW POSITION/231/ SPECIAL ED/6500
HARRISON, STACEY	TRANSPORTATION SPECIAL ED AIDE/ TRANSPORTATION/2.0	3/2/2012	VACATED POSITION/218/ TRANSPORTATION/7240
HERNANDEZ, LAVON	TARGETED CASE MANAGER-BILINGUAL/ ROSEDALE/4.0	3/6/2012	VACATED POSITION/210/ CATEGORICAL/4124
JESSEE, KATHRYN	LT IA-SPECIAL EDUCATION/CHS/1.0	12/9/2011- 5/24/2012	NEW LIMITED TERM POSITION/169/ CATEGORICAL/4124
JESSEE, KATHRYN	LT IA-SPECIAL EDUCATION/CHS/1.4	2/14/2012- 5/24/2012	EXISTING LT POSITION/251/ CATEGORICAL/4124
JORDAN, ELLEN	LT INSTRUCTIONAL ASSISTANT/CHS/3.0	2/3/2012- 5/24/2012	NEW LIMITED TERM POSITION/100/ GRANT/0055
KASSEL, NICHOLAS	IPS-HEALTHCARE/CHAPMAN/3.5	3/1/2012	NEW POSITION/246/ SPECIAL ED/6501
KIRKLAND, CATHERINE	LT CAFETERIA ASSISTANT/EMMA WILSON/2.0	1/24/2012- 4/19/2012	DURING ABSENCE OF INCUMBENT/151/ NUTRITION/0000
PARKER, THOMAS	LT IPS-HEALTHCARE/SIERRA VIEW/6.0	02/21/2012- 5/24/2012	NEW LIMITED TERM POSITION/204/ SPECIAL ED/6501
PARLIER, SASHA	LT IA-SPECIAL EDUCATION/CITRUS/6.0	11/28/2011- 2/6/2012	NEW LIMITED TERM POSITION/136/ SPECIAL ED/6500
PARLIER, SASHA	LT IA-SPECIAL EDUCATION/CITRUS/6.0	2/7/2012-	EXTEND LT POSITION/253/

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**MINUTES**

		4/7/2012	SPECIAL ED/6501
RAUSCH-CLARK, SHERYL	LT INSTRUCTIONAL ASSISTANT/NEAL DOW/1.5	2/11/2012- 5/24/2012	DURING ABSENCE OF INCUMBENT/258/ CATEGORICAL/4124
ROOT, SHERYL	OFFICE ASST ELEMENTARY ATTENDANCE/ SIERRA VIEW/4.0	2/29/2012	VACATED POSITION/222/ GENERAL/0000
SLUIS, ELIZABETH	IPS-CLASSROOM/NEAL DOW/6.0	2/27/2012	VACATED POSITION/216/ SPECIAL ED/6501
THORNTON, ANN MARIE	CAFETERIA ASSISTANT/BJHS/2.5	3/12/2012	VACATED POSITION/255/ NUTRITION/5310
TRULOCK, ASHLEY	LT IPS-CLASSROOM/CITRUS/6.0	2/27/2012- 5/24/2012	NEW LIMITED TERM POSITION/191/ GENERAL/0000
WALTERS, GABRIELLE	LT IA-SPECIAL EDUCATION/AFC/5.0	2/10/2012- 5/24/2012	DURING ABSENCE OF INCUMBENT/212/ SPECIAL ED/6500
WEISS, ELIZABETH	CAFETERIA ASSISTANT/LCC/2.9	2/29/2012	EXISTING POSITION/250/ NUTRITION/5310
WOOLF, AMBER	LT PARENT CLASSROOM AIDE-RESTR/ SHASTA/2.4	2/29/2012- 5/24/2012	DURING ABSENCE OF INCUMBENT/225/ CATEGORICAL/7090 & 7091

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**LEAVES OF ABSENCE**

ANDERSON, TYSON	IA-SPECIAL EDUCATION/HOOKER OAK/6.0	2/10/2012- 5/24/2012	PART-TIME PER CBA 5.12
BABER, SUSAN	PROGRAM COORDINATOR-SUBSTANCE USE PREVENTION/CHS/8.0	2/24/2012- 3/28/2012	PER CBA 5.12
HUNTER, DEBRA	IPS-HEALTHCARE/SIERRA VIEW/3.0 & 3.0	2/11/2012- 8/10/2012	PER CBA 5.12
SMITH, ALICE	IPS-CLASSROOM/CHAPMAN/3.5	2/11/2012- 5/24/2012	PER CBA 5.12

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**PROMOTIONS**

SULLIVAN, SEAN	TRANSPORTATION DRIVER TRAINER- INSTRUCTOR/TRANSPORTATION/8.0	1/23/2012	VACATED POSITION/56/ TRANSPORTATION/7230
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**RESIGNATION/TERMINATION**

AGUILERA, MARTHA	IPS-CLASSROOM/SIERRA VIEW/6.0	2/8/2012	VOLUNTARY RESIGNATION
EMPLOYEE HOLDING POS #412037	IPS-HEALTHCARE/LOMA VISTA/4.0	2/14/2012	RELEASED DURING PROBATION
FEGLEY, THERESA	CAFETERIA ASSISTANT/PVHS/2.0	2/24/2012	VOLUNTARY RESIGNATION

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**RESIGNED THIS POSITION ONLY**

GAFFNEY, AMY	CAFETERIA ASSISTANT/BJHS/2.5	2/26/2012	INCREASE IN HOURS
JESSEE, KATHRYN	LT IA-SPECIAL EDUCATION/CHS/1.0	2/13/2012	INCREASE IN LT HOURS
PALMER, BARBARA	IPS-CLASSROOM/SIERRA VIEW/3.0	3/4/2012	INCREASE IN HOURS
SULLIVAN, SEAN	SCHOOL BUS DRIVER-TYPE 2/ TRANSPORTATION/8.0	1/22/2012	PROMOTION
THORNTON, ANN MARIE	CAFETERIA ASSISTANT/BJHS/2.0	3/11/2012	INCREASE IN HOURS
WEISS, ELIZABETH	CAFETERIA ASSISTANT/LCC/2.5	2/28/2012	INCREASE IN HOURS

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 MINUTES
 

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**(Consent Vote)**

AYES: Thompson, Griffin, Robinson, Kaiser, Reed

NOES: None

**9. DISCUSSION/ACTION CALENDAR****ITEMS REMOVED FROM CONSENT FOR FURTHER DISCUSSION****8.2.9 Consider Approval of new HIV/AIDS Curriculum**

At 7:00 p.m. Board Member Kaiser asked why the review of curriculum in November found an audit deficit, whether the curriculum was as up-to-date as possible and what direction to take. Directors Janet Brinson and John Bohannon indicated that though mandated by Ed Code, there had been no audit of curriculum in the audits that had been done every four years. They looked to the California Department of Education (CDE) for assistance. CDE recommended two programs that met all of the requirements of Ed Code. Both were reviewed by health teachers in junior and high school. The curriculum presented here, the 2000 print version, was selected by district teachers and was the most recent available from CDE. CDE will provide updates as necessary. Board Member Kaiser indicated that CSUC staff experienced in teaching HIV/AIDS could be available to assist district teachers in how to present this information to junior high and senior high students. Board Member Kaiser moved to approve the item, seconded by Board Clerk Robinson.

AYES: Thompson, Griffin, Robinson, Kaiser, Reed

NOES: None

**8.4.1 Consider Approval of Certificated Human Resources Actions**

At 7:11 p.m., Board President Thompson noted that Assistance Superintendent Feaster was exchanging the Certificated Human Resources actions list to correct the misspelled name of *Kirk* Rix to *Kurt* Rix. A motion to approve the new human resources actions was made by Vice President Griffin and seconded by Board Member Kaiser.

AYES: Thompson, Griffin, Robinson, Kaiser, Reed

NOES: None

**9.1 BUSINESS SERVICES****9.1.1 Information: Measure A Current Projects Update – Phase 3**

At 7:12 p.m. Director Michael Weissenborn reported on four projects funded by Measure A: 1) Chico High: Lincoln Hall and Fitness Lab; 2) Pleasant Valley High: new, two-story classroom building; 3) Fair View High: Construction Academy; and 4) the 30-day report on Inspire School of Arts & Sciences.

The CHS Lincoln Hall and Fitness Lab is currently underway, with a projected cost of \$10,361,694 and an estimated completion time of Fall 2013. Board President Thompson asked if there was any comment from the audience. CSEA President Susie Cox asked that Transportation be kept in the loop on the aerial view and parking lot on this project as the new configuration will have an impact on busses dropping off students.

*At 7:35 p.m. Board President Thompson announced a break would be taken*

*At 7:45 p.m. The Board Returned and the meeting was called to order*

The PVHS project, adding a two-story, 24 classrooms building, is also underway, and is projected at \$13,830,693 with an estimated completion date of Fall 2013. In addition to the project, the City of Chico, using a Safe Routes to School grant, will be funding a share of putting in a parking lot, curbs, gutters, sidewalks, straightening the intersection and installing a bike path. CUSD will provide their share of those improvements adjacent to the PVHS project. Board President Thompson asked if anyone in the audience had a comment. There were none.

The FVHS construction academy with a projected start date of Fall 2012 is estimated to cost \$850,000 with a completion date of January 2013. Providing enhanced security through roll up doors and cameras will be explored to address vandalism. When completed, both FVHS and ROP students will share the facility. Board President Thompson asked if anyone in the audience had a comment. There were none.

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**MINUTES**

The Inspire School of Arts & Sciences project initially came in at over \$9 million and the Board asked Mr. Weissenborn to work on the figures to bring costs in line with the budget. The report today has a new projected cost of \$5,022,989, still well over the \$4 million budget established for this project. Mr. Weissenborn identified five steps taken in reviewing costs: 1) Understand the current bid; 2) Identify value engineering, providing same benefit for lower costs; 3) Review Program Scope, in balance with the budget; 4) Identify Additional funding sources – additional grant opportunity; 5) Develop Non-lethal Calendar, recognizing that we need to house inspire at CHS for another year while continuing to resolve the issues. Principal Eric Nilsson reviewed his classroom requirements against the reduced classrooms in the proposed program. The Board after reviewing the new plans for Inspire decided that they needed more information. Since Inspire is at CHS for the year, the Board indicated they would take that time to flesh out the requirements and what is available, before making any further decisions. The Board provided direction to Mr. Weissenborn on questions/concerns to be answered for future discussions. Board President Thompson asked for public comment. Chapman area homeowner Bill Storey, Inspire parents Jeff Carter and Ron Sherman and Bruce Langston gave their input.

9.1.2 **Discussion/Action: Budget Update – 2011-12 Second Period Interim Report**

At 9:45 p.m. Maureen Fitzgerald, Assistant Superintendent of Business Services provided information on the 2<sup>nd</sup> Interim update to the Budget and addressed questions. Board President Thompson asked for public input; there was none. A motion was made by Board Member Reed to approve the 2<sup>nd</sup> Interim, seconded by Board Member Kaiser.

AYES: Thompson, Griffin, Robinson, Kaiser, Reed

NOES: None

9.1.3 **Discussion/Action: Explore November 2012 School Improvement Measure Bond Tax Rate Extension**

At 10:00 p.m., Assistant Superintendent Fitzgerald explained there may be an opportunity to refinance the current bond. She requested direction from the Board to explore this option further and return to the board with her recommendations. Board President Thompson asked if there was any comment from the audience. There was none. Board Member Kaiser moved to approve the directive, seconded by Board Clerk Robinson.

AYES: Thompson, Griffin, Robinson, Kaiser, Reed

NOES: None

9.2 **GENERAL**

9.2.1 **Information: 1<sup>st</sup> Reading of Revised/Updated/New Board Policies (Administration)**

Board President Thompson indicated this was the first reading and that at the next regular meeting the Board would discuss and vote on the policies.

10. **ITEMS FROM THE FLOOR**

None

11. **ANNOUNCEMENTS**

Board Member Reed announced that she would not be seeking a third term.

12. **ADJOURNMENT**

At 10:06 p.m. Board President Thompson adjourned the meeting.

:mga

APPROVED:

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Board of Education

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Administration

## MINUTES

1. **CALL TO ORDER**

At 6:02 p.m. Board President Thompson called the Special Board Meeting to order in the Large Conference Room at the Chico Unified district office at 1163 East 7<sup>th</sup> St. Board President Thompson announced that Discovery Homes was holding its 2<sup>nd</sup> Annual “Discovery Gives Back” ceremony and celebration on Thursday, April 12 at 5:00pm at Tuscany Village, 706 Burnt Ranch Way, where they will be donating \$14,000 to local Chico Schools and encouraged attendance.

**Present: Thompson, Griffin, Robinson, Reed, Kaiser**

**Absent: None**

2. **DISCUSSION/ACTION CALENDAR**2.1. **EDUCATIONAL SERVICES**2.1.1. **Information: Update on CUSD Elementary Schools Which Fall Under the Program Improvement Status (Chapman, Citrus, John McManus, Parkview and Rosedale)**

At 6:04 p.m. Director Joanne Parsley presented an overview of program improvement status and explained that although Neal Dow was listed on the agenda, the school would not be a part of tonight’s discussion. Neal Dow will present information at the May Board Workshop. Director Parsley then turned the floor over to the principals. Citrus Principal Shirley Williams provided an explanation of the terms: API, AYP, and similar schools ranking. Rosedale Principal Tim Cariss presented an overview of how data was collected and analyzed and the importance of PLCs, SMART Goals, district-wide staff development days, and SPAs (Student Progress Assessments). McManus Principal Laurie DeBock addressed English Language Arts instruction. Chapman Principal Ted Sullivan addressed how helpful programs (i.e., Language Star, Coaching Support, Staff Development, and Extended K options) were being implemented. Parkview Principal JoAnn Bettencourt addressed Math instruction. Each principal then presented information on what areas were going well at their site.

2.1.2. **Discussion/Action: K-6 English Language Arts Textbook Recommendation**

At 8:03 p.m. Director Joanne Parsley presented information on the review committee and the steps taken to provide the K-6 English Language Arts Textbook Recommendation of *California Treasures*. Chapman teacher Michelle Bunch presented information by PowerPoint. Board Member Reed moved to accept the textbook recommendation of *California Treasures*; seconded by Board Member Kaiser.

AYES: Thompson, Griffin, Robinson, Kaiser, Reed

NOES: None

ABSENT: None

3. **ADJOURNMENT**

At 8:16 p.m. Board President Thompson thanked the presenters and announced the meeting was adjourned.

mm

APPROVED:

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

\_\_\_\_\_  
Administration

## DONATIONS/GIFTS

8.1.2.  
Page 1 of 1

<b>Donor</b>	<b>Item</b>	<b>Recipient</b>
Vicki Sayer	\$100.00	Loma Vista
Leo Weiss, Eagle Security Systems	Security System @ \$2,059.92	Citrus Elementary
Pris Montgomery	Supplies & Misc. Items @ \$1,889.04	Citrus Elementary
North Valley Community Foundation	\$1,248.00	Bidwell Jr. High
CSU, Chico/Housing & Food Services	\$131.80	Chico Jr. High
String Bead / Carol Witt	Misc. Jewelry Tools @ \$400.00	Chico High
Bernard Vigallon	Misc. Items @ \$200.00	Fair View High
Eric Blofsky	\$50.00	Pleasant Valley High
Spencer Williams	\$30.00	Pleasant Valley High
Scott & Monique Claverie	\$50.00	Pleasant Valley High

PROPOSED AGENDA ITEM: FIELD TRIP TO ASHLAND, OREGON

Prepared by: DENISE FINDLAY

Consent

Board Date April 18, 2012

Information Only

Discussion/Action

### **Background Information**

The trip to Ashland, OR by the 6<sup>th</sup> grade class of Denise Findlay is to see the play “Romeo and Juliet” by William Shakespeare at the Shakespeare Festival on May 16<sup>th</sup> through May 18<sup>th</sup>. Students will view oral, speaking and listening skills of actors, see plays and how they are performed and connect to the tradition of plays in Greek History.

Students will be housed overnight in prepared dorm rooms on the Southern Oregon University campus. Private cars of parents with appropriate insurance information and paperwork, and volunteer paperwork on file, will drive students on the trip.

All funds will be provided by donations, including the costs for any student whose parents may not be able to afford to send their child otherwise. No child will be left out because of financial considerations.

### **Educational Implications**

As an integrated piece of our grade level theme, this will support our study of oral speaking and inflection, historical derivations of words and phrases in ancient literature, as well as support our study of the cultural universals in our history study. It will also extend our school emphasis on studying fine arts through drama and costume/art of the times. Students will learn the characters of Shakespeare and study setting, plot and theme.

### **Fiscal Implications**

No cost to district.



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

**FIELD TRIP REQUEST**

**TO:** CUSD Board of Education **Date:** MARCH 1, 2012  
**FROM:** DENISE FINDLAY **School/Dept.:** HOOKER OAK SCHOOL  
**SUBJECT:** Field Trip Request

Request is for ROOM 23: 6TH GRADE  
(grade/class/group)  
 Destination: ASHLAND, OREGON Activity: SHAKESPEARE FESTIVAL  
 from MAY 16, 2012/8 AM to MAY 18, 2012/8PM  
(dates) / (times) (dates) / (times)  
 Rationale for Trip: To view oral, speaking and listening skills of actors, plays and how performed; connect to tradition of plays in Greek History and extend study of cultural universal  
 Number of Students Attending: 29 Teachers Attending: 1 Parents Attending: 10  
 Student/Adult Ratio: 1:3  
 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** ALL BY DONATIONS THROUGH SMALL FUNDRAISERS THROUGHOUT THE YEAR  
 Fees \$ \$2485 Substitute Costs \$ \_\_\_\_\_ Meals \$ \$400  
 Lodging \$ \$2400 Transportation \$ 0 Other Costs \$ 0  
 ACCOUNT NAME(S), NUMBER(S) and AMOUNT(S):  
 Name \_\_\_\_\_ Acct. #: 019024-0-1342-4900-160 \$ 5685  
 Name \_\_\_\_\_ Acct. #: \_\_\_\_\_ \$ \_\_\_\_\_

Denise Findlay 2/29/12  
 Requesting Party \_\_\_\_\_ Date \_\_\_\_\_  
Sue Hegedus 2/29/12  Approve/Minor  Do not Approve/Minor  
 Site Principal \_\_\_\_\_ Date \_\_\_\_\_ or \_\_\_\_\_  
 \_\_\_\_\_ or \_\_\_\_\_  
 Director of Transportation \_\_\_\_\_ (If transporting by bus or Charter)  
 Date \_\_\_\_\_

**IF MAJOR FIELD TRIP**  
Jan Pasty 3-14-12  Recommend  Not Recommended  
 Director of Educational Services \_\_\_\_\_ Date \_\_\_\_\_  
 \_\_\_\_\_  Approved  Not Approved  
 Board Action \_\_\_\_\_ Date \_\_\_\_\_

**AGENDA ITEM:** CHS MESA Enrichment Field Trip Request

**Prepared by:** Beth Johnson @ Chico High School

Consent

Board Date April 18, 2012

Information Only

Discussion/Action

**Background Information**

CHS MESA (Mathematics, Engineering, Science Achievement) is a program sponsored by the UC system and administered through California State University, Chico to recruit underrepresented students in the UC and CSU systems into rigorous college preparation. Our MESA group provides the educational support and guidance that the students would not necessarily get at home, for a variety of reasons. Some of the activities all MESA students participate in include planning to attend the university, pushing themselves academically to take challenging courses, participating in math, engineering and science competitions, participating in community service, and engaging in career and college research.

One of the major incentives for our students is the annual field trip we take. In years gone by, we have taken students to the Monterey Bay Aquarium, the California Academy of Science, Muir Woods, Physics and math days at Great America, Intel Corporation, and the Exploratorium. MESA students do a variety of fundraising activities to finance this annual trip.

We are taking this trip during the school week because most of our activities can only be scheduled for school groups on weekdays.

**Educational Implications**

Students will enjoy enrichment and practical applications of several areas of science, exposure to a world class university, cultural experience in San Francisco, etc. They will participate in state-of-the-art lab experiences at the Tech Museum and experience things not found in or near Chico like the IMAX presentation, the San Francisco Bay, the "big" city, etc.

**Fiscal Implications**

Funding for this trip comes from money raised by MESA students, BLAST (for transportation) and Chico State MESA (for labs and IMAX film at the Tech Museum).

APR 3 2012

FIELD TRIP REQUEST

SUPERINTENDENT'S OFFICE  
CHICO UNIFIED SCHOOL DISTRICT  
TO: CUSD Board of Education

Date: January 23, 2012

FROM: Beth Johnson

School/Dept.: Chico High MESA

SUBJECT: Field Trip Request

Request is for MESA Group

(grade/class/group)

Destination: IFLY, Stanford U, Tech Museum  
South Bay Area

Activity: Flight Physics, University Tour, Hands  
on Science Museum

from 04/25/12 @ 5:30am

(dates) / (times)

to 04/26/12 @ 9:00pm

(dates) / (times)

Rationale for Trip: Enrichment for MESA Students – Career, Science/Math applications awareness.  
University tour/awareness

Number of Students Attending: 60 Teachers Attending: 2 Parents Attending: 4-6

Student/Adult Ratio: 8/1

Transportation: Private Cars CUSD Bus Charter Bus Name Mt. Lassen Transit

Other:

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

ESTIMATED EXPENSES:

Fees \$ Substitute Costs \$ 2 @ 2days ea Meals \$ 0

Lodging \$ 1600 Transportation \$ 5000 Other Costs \$ Entrance Fees

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

Name MESA ASB ACCT Acct. #: \$

Name BLAST Acct. #: \$

Requesting Party

2/28/12  
Date

Site Principal

3/9/12  
Date

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

Director of Transportation

4/4/12  
Date

(If transporting by bus or Charter)

IF MAJOR FIELD TRIP

Director of Educational Services

4-3-12  
Date

Recommend  Not Recommended

Board Action

Date

Approved  Not Approved

PROPOSED AGENDA ITEM:

Field Trip Approval - PVHS Yearbook Class

Prepared by: Cyndi Bailey

Consent

Board Date April 18, 2012

Information Only

Discussion/Action

**Background Information**

Students will be invited to attend a Herff Jones Yearbook summer camp to begin to cultivate ideas for the fall yearbook production.

**Education Implications**

Students will be given the opportunity to work with other students in northern California as well as meet with yearbook professionals. Students will stay in the dorms at Cal State University, East Bay, giving them a mini-college experience. Students will develop concept ideas for the Valkyrie Yearbook 2013.

**Fiscal Implications**

None to the district. Funds from our Parent Page Ad sales will cover the cost of the trip.

**CHICO UNIFIED SCHOOL DISTRICT**

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

8.2.4.  
Page 2 of 2

**FIELD TRIP REQUEST**

**TO: CUSD Board of Education**

**Date: 3/10/12**

**FROM: Cyndi Bailey**

**School/Dept.: PVHS Yearbook**

**SUBJECT: Field Trip Request**

Request is for: PVHS Yearbook Class

(grade/class/group)

Destination: Cal State Hayward, East Bay Activity: Yearbook Summer Camp

from Monday, July 23 – Thursday, July 26

Rationale for Trip: Summer Camp; students have the opportunity to meet with students from other schools and work with yearbook professionals to begin to develop concepts and ideas for their upcoming year.

Number of Students Attending: up to 30 Teachers Attending: 1 Parents Attending: 0

Student/Adult Ratio: 30:1

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 \$475/student  
\$525/advisor

Substitute Costs \$0

Meals \$0 (included)

Lodging \$included

Transportation \$0

Other Costs \$ \_\_\_\_\_

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

Name ASB Yearbook Acct. #: \$ dependent on number of kids going (cost funded by Parent Page Ad/business ad fundraiser)

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

<u>Cyndi Bailey</u> Requesting Party	3/11/12 Date		
<u>[Signature]</u> Site Principal	3/13/12 Date	<input checked="" type="checkbox"/> Approve/Minor or Recommend/Major	<input type="checkbox"/> Do not Approve/Minor or Not Recommended/Major
_____ Director of Transportation	_____ Date	(If transporting by bus or Charter)	
<b>IF MAJOR FIELD TRIP</b> <u>[Signature]</u> Director of Educational Services	03/15/2012 Date	<input checked="" type="checkbox"/> Recommend	<input type="checkbox"/> Not Recommended
_____ Board Action	_____ Date	<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved

**PROPOSED AGENDA ITEM: 100 Percent Learning Fun Center**

**PREPARED BY: Janet Brinson**

- Consent
- Information Only
- Discussion/Action

Board Date: April 18, 2012

**Background Information**

All schools that receive Title I funding and local educational agencies (LEAs) that do not make Adequate Yearly Progress (AYP) are identified as Program Improvement (PI) and must implement required program components and interventions. The District must notify students attending PI schools in years 3-5 of Supplemental Services opportunities. Supplemental Educational Services are tutoring or other supplemental enrichment activities beyond the regular school day. Services are to be high quality, research-based, and designed to improve the students' academic achievement. Students are eligible for services if they are in Title I schools in PI status and 1) not meeting State Standards in reading and math, and 2) from low income families. Only State Board of Education (SBE) approved providers qualify to offer supplemental services.

**Education Implications**

The state-approved Supplemental Service Providers will render services to qualified students based on their academic needs.

**Fiscal Implications**

None to the General Fund.

Mandatory Instructions  
(click to view)

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

8.2.5.  
Page 2 of 3  
Business Services Use Only  
CA# \_\_\_\_\_  
V# \_\_\_\_\_

**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:** 100 Percent Learning Fun Center  
**Street Address/POB:** 1100 Hope Street, Suite 103  
**City, State, Zip Code:** Los Angeles, CA 90015  
**Phone:** 310-928-1037  
**Taxpayer ID/SSN:** 34-2053005

This agreement will be in effect from: 04/01/12 to 06/30/12  
**Location(s) of Services:** (site) Chapman, Citrus, McManus, Parkview, Rosedale Elem., Bidwell & Chico Jr.

- 3. **Scope of Work** to be performed: (attach separate sheet if necessary)  
Provide tutoring to students who have signed up for state-required Supplemental Services. Provider will pre- and post-test students and provide services based on students' needs. Provider will issue ongoing progress reports to CUSD per the Agreement.
- 4. **Goal (Strategic Plan, Site Plan, Other)** to be achieved as a result of Consultant services:  
Title I, No Child Left Behind Supplemental Services requirement to provide parents with individual tutoring services for their children.

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

- 1) Title I
- 2)
- 3)

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

	Pct (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Expense	Sch/Dept
1)	100.00	01	3010	0	1012	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)

\$ 75.00      Per Unit, times 220.00      # Units =      \$      16,500.00      **Total for Services**

(Unit:  Per Hour       Per Day       Per Activity)

**9. Additional Expenses:**

\$  
\$  
\$

**Total for  
Addit'l Expenses**  
0.00

**\$ 16,500.00 Grand Total**

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

(to be completed by Business Services)

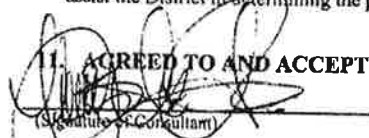
**CONSULTANT TERMS AND CONDITIONS**


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

Business Services Use Only
CA# _____
V# _____


Consultant Name: **100 Percent Learning Fun Center**

- 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.)  
  
 (Signature of Consultant) Strauss Abdul-Rahman (Print Name) 4/10/12 (Date)

**12. RECOMMENDED:**  
  
 (Signature of Originating Administrator) Janet Brinson, Director (Print Name) 4/11/12 (Date)

**13. APPROVED:**  
  
 (Signature of District Administrator, or Director of Categorical Programs) Dave Scott, Director (Print Name) 04/11/12 (Date)

**APPROVED:**  
  
 (Signature of District Admin. Business Services)  **Consultant**  **Contract Employee**  
Scott Jones Director, Fiscal Services (Print Name) 4-11-12 (Date)

**14. Authorization for Payment:**

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

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



**PROPOSED AGENDA ITEM: A+ Educational Centers**

**PREPARED BY: Janet Brinson**

- Consent
- Information Only
- Discussion/Action

Board Date: April 18, 2012

**Background Information**

All schools that receive Title I funding and local educational agencies (LEAs) that do not make Adequate Yearly Progress (AYP) are identified as Program Improvement (PI) and must implement required program components and interventions. The District must notify students attending PI schools in years 3-5 of Supplemental Services opportunities. Supplemental Educational Services are tutoring or other supplemental enrichment activities beyond the regular school day. Services are to be high quality, research-based, and designed to improve the students' academic achievement. Students are eligible for services if they are in Title I schools in PI status and 1) not meeting State Standards in reading and math, and 2) from low income families. Only State Board of Education (SBE) approved providers qualify to offer supplemental services.

**Education Implications**

The state-approved Supplemental Service Providers will render services to qualified students based on their academic needs.

**Fiscal Implications**

None to the General Fund.

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**

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: A+ Educational Centers  
Street Address/POB: 29752 Baden Pl.  
City, State, Zip Code: Malibu, CA 90265  
Phone: 310-457-7657  
Taxpayer ID/SSN: 03-0552896

This agreement will be in effect from: 04/01/12 to 06/30/12

Location(s) of Services: (site) Chapman, Citrus, McManus, Parkview, Rosedale Elementary, Bldwell & Chico Jr

3. **Scope of Work** to be performed: (attach separate sheet if necessary)

Provide tutoring to students who have signed up for state-required Supplemental Services. Provider will pre- and post-test students and provide services based on students' needs. Provider will issue ongoing progress reports to CUSD per the Agreement.

4. **Goal (Strategic Plan, Site Plan, Other)** to be achieved as a result of Consultant services:

Title I, No Child Left Behind Supplemental Services requirement to provide parents with individual tutoring services for their children.

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

- 1) Title I
- 2)
- 3)

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

	Pct (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Expense	Sch/Dept
1)	100.00	01	3010	0	1012	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)

\$ 80.00 Per Unit, times 250.00 # Units = \$ 20,000.00 Total for Services

(Unit:  Per Hour  Per Day  Per Activity)

9. **Additional Expenses:**

\$  
\$  
\$

Total for  
Addit'l Expenses  
0.00

\$ 20,000.00 **Grand Total**

By \_\_\_\_\_ (date to Board)

(to be completed by Business Services)

**CONSULTANT TERMS AND CONDITIONS**

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

Consultant Name: A+ Educational Centers

Business Services Use Only
CA# _____
V# _____

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.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)

 \_\_\_\_\_ Jennifer Valdman \_\_\_\_\_ 4/5/12 \_\_\_\_\_  
 (Signature of Consultant) (Print Name) (Date)

**12. RECOMMENDED:**

 \_\_\_\_\_ Janet Brinson, Director \_\_\_\_\_ 4/10/12 \_\_\_\_\_  
 (Signature of Originating Administrator) (Print Name) (Date)

**13. APPROVED:**

 \_\_\_\_\_ Dave Scott, Director \_\_\_\_\_ 04/11/12 \_\_\_\_\_  
 (Signature of District Administrator, or Director of Categorical Programs) (Print Name) (Date)

APPROVED:  \_\_\_\_\_  Consultant Scott Jones, Director, Fiscal Services  Contract Employee \_\_\_\_\_ 4-11-12 \_\_\_\_\_  
 (Signature of District Admin.-Business Services) (Print Name) (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>
---	---

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

**PROPOSED AGENDA ITEM: The Community College Foundation****PREPARED BY: Janet Brinson**

- Consent
- Information Only
- Discussion/Action

Board Date: April 18, 2012

**Background Information**

All schools that receive Title I funding and local educational agencies (LEAs) that do not make Adequate Yearly Progress (AYP) are identified as Program Improvement (PI) and must implement required program components and interventions. The District must notify students attending PI schools in years 3-5 of Supplemental Services opportunities. Supplemental Educational Services are tutoring or other supplemental enrichment activities beyond the regular school day. Services are to be high quality, research-based, and designed to improve the students' academic achievement. Students are eligible for services if they are in Title I schools in PI status and 1) not meeting State Standards in reading and math, and 2) from low income families. Only State Board of Education (SBE) approved providers qualify to offer supplemental services.

**Education Implications**

The state-approved Supplemental Service Providers will render services to qualified students based on their academic needs.

**Fiscal Implications**

None to the General Fund.

Mandatory Instructions  
(click to view)

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

Business Services Use Only	
CA#	_____
V#	_____

**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:** The Community College Foundation  
**Street Address/POB:** 1901 Royal Oaks Dr., Suite 100  
**City, State, Zip Code:** Sacramento, CA 95815  
**Phone:** 866-266-2655  
**Taxpayer ID/SSN:** 68-0016439

This agreement will be in effect from: 04-01-12 to 06-30-12  
 Location(s) of Services: (site) Chapman, Citrus, McManus, Neal Dow, Parkview, Rosedale  
 Elementary, Bidwell Jr., Chico Jr. and Fair View High  
 (attach separate sheet if necessary)

3. Scope of Work to be performed:  
 Provide tutoring to students who have signed up for state-required supplemental services.  
 Provider will pre- and post test students and provide services based on students' needs. Provider will issue ongoing progress reports to CUSD per Agreement
4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant services:  
 Title I, No Child Left Behind Supplemental Services requirement to provide parents with individual tutoring services for their children.

5. Funding/Programs Affected: (corresponding to accounts below)
- 1) Title I
  - 2)
  - 3)

6. Account(s) to be Charged:

Pct (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Expense	Sch/Dept
1) 100.00	01	3010		1012		5800	14	
2)						5800	14	
3)						5800	14	

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

8. Payment to Consultant: For services actually rendered and supported by Consultant initiated invoices, the District pay consultant not to exceed the payment criteria as follows:

\$ 43.00      Per Unit, times 350      # Units =      \$ \$15,050.00      **Total for Services**

(Unit:  Per Hour     Per Day     Per Activity)

9. Additional Expenses:

\$  
 \$  
 \$

-0-  
**Total for Additn'l Expenses**  
**Grand Total**  
 \$ \$15,050.00

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

**CONSULTANT TERMS AND CONDITIONS**

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

Business Services Use Only	
CA#	_____
V#	_____

Consultant Name: **The Community College Foundation**

- 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 in determining the payment method applied to this Agreement.
- Consultant shall provide an original invoice to the Originating Administrator. Consultant shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.
- Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.
- Consultant shall provide an original invoice to the Originating Administrator. Consultant shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.
- Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.
- AGREED TO AND ACCEPTED:** (If determined to be a Contract Employee, a payroll check will be issued with applicable taxes withheld.)

  
(Signature of Consultant)

Tara Martinez, Chief Admin.  
(Print Name)

4/5/12  
(Date)

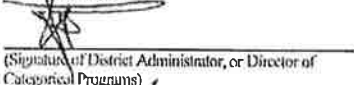
15. **RECOMMENDED:**

  
(Signature of Originating Administrator)

Janet Brinson, Director  
(Print Name)

4/10/12  
(Date)

16. **APPROVED:**

  
(Signature of District Administrator, or Director of Categorical Programs)

Dave Scott, Director  
(Print Name)

04/11/12  
(Date)

**APPROVED:**

  
(Signature of District Admin-Business Services)

**Consultant**  
Scott Jones Director, Fiscal Services  
(Print Name)

**Contract Employee**  
4-11-12  
(Date)

17. **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: Professional Tutors of America**

**PREPARED BY: Janet Brinson**

- Consent
- Information Only
- Discussion/Action

Board Date: April 18, 2012

**Background Information**

All schools that receive Title I funding and local educational agencies (LEAs) that do not make Adequate Yearly Progress (AYP) are identified as Program Improvement (PI) and must implement required program components and interventions. The District must notify students attending PI schools in years 3-5 of Supplemental Services opportunities. Supplemental Educational Services are tutoring or other supplemental enrichment activities beyond the regular school day. Services are to be high quality, research-based, and designed to improve the students' academic achievement. Students are eligible for services if they are in Title I schools in PI status and 1) not meeting State Standards in reading and math, and 2) from low income families. Only State Board of Education (SBE) approved providers qualify to offer supplemental services.

**Education Implications**

The state-approved Supplemental Service Providers will render services to qualified students based on their academic needs.

**Fiscal Implications**

None to the General Fund.

Mandatory Instructions  
(click to view)

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

Business Services Use Only	
CA#	_____
V#	_____

**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:** Professional Tutors of America  
**Street Address/POB:** 3350 E. Birch, Suite 108  
**City, State, Zip Code:** Brea, CA 92821  
**Phone:** 800-832-2487 Fax: 714-671-1887  
**Taxpayer ID/SSN:** 33-0015574

This agreement will be in effect from: 04/01/12 to 06/30/12

**Location(s) of Services: (site)** Chapman, Citrus, McManus, Neal Dow, Parkview, Rosedale  
Elementary, Bidwell Jr., Chico Jr. High and Fair View High  
(attach separate sheet if necessary)

3. Scope of Work to be performed:

Provide tutoring to students who have signed up for state-required Supplemental Services. Provider will pre- and post-test students and provide services based on students' needs. Provider will issue ongoing progress reports to CUSD per Agreement.

4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant services:

Title I, No Child Left Behind Supplemental Services requirement to provide parents with individual tutoring services for their children.

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

- 1) Title I
- 2)
- 3)

6. Account(s) to be Charged:

Pct (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Expense	Sch/Dept
1) 100.00	01	3010	0	1012	0	5800	14	0
2)						5800	14	
3)						5800	14	

7. Is there an impact to General Fund, Unrestricted funding?:

Yes  No

8. Payment to Consultant: For services actually rendered and supported by Consultant initiated invoices, the District pay consultant not to exceed the payment criteria as follows:

\$ 68.00 Per Unit, times 450 # Units = \$ 30,600.00 **Total for Services**

(Unit:  Per Hour  Per Day  Per Activity)

9. **Additional Expenses:**

\$  
\$  
\$

-0-  
\$30,600.00

**Total for  
Addit'l Expenses  
Grand Total**

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



**CONSULTANT TERMS AND CONDITIONS**

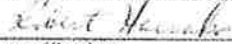
(Applicable, unless determined to be Contract Employee - See BS10a)

Business Services Use Only	
CA#	_____
V#	_____


Consultant Name: **Professional Tutors of America**

- 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 in determining the payment method applied to this Agreement.
- Consultant shall provide an original invoice to the Originating Administrator. Consultant shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.
- Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.
- Consultant shall provide an original invoice to the Originating Administrator. Consultant shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.
- Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.


**14. 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>Robert Harraka, Director</u> (Print Name)	<u>4/5/12</u> (Date)
--	---	-------------------------


**15. RECOMMENDED:**

 (Signature of Originating Administrator)	<u>Janet Brinson, Director</u> (Print Name)	<u>4/5/12</u> (Date)
---	--	-------------------------

**16. APPROVED:**

 (Signature of District Administrator, or Director of Categorical Programs)	<u>Dave Scott, Director</u> (Print Name)	<u>04/05/12</u> (Date)
---	---	---------------------------

**APPROVED:**

 (Signature of District Admin-Business Services)	<input checked="" type="checkbox"/> <b>Consultant</b> <u>Scott Jones Director, Fiscal Services</u> (Print Name)	<input type="checkbox"/> <b>Contract Employee</b> <u>4-11-12</u> (Date)
--	---	---

**17. 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)      _____ (Originating Administrator Signature - Use Blue Ink)      _____ (Date)</p>	

**PROPOSED AGENDA ITEM: Club Z In-Home Tutoring Service**

**PREPARED BY: Janet Brinson**

- Consent
- Information Only
- Discussion/Action

Board Date: April 18, 2012

**Background Information**

All schools that receive Title I funding and local educational agencies (LEAs) that do not make Adequate Yearly Progress (AYP) are identified as Program Improvement (PI) and must implement required program components and interventions. The District must notify students attending PI schools in years 3-5 of Supplemental Services opportunities. Supplemental Educational Services are tutoring or other supplemental enrichment activities beyond the regular school day. Services are to be high quality, research-based, and designed to improve the students' academic achievement. Students are eligible for services if they are in Title I schools in PI status and 1) not meeting State Standards in reading and math, and 2) from low income families. Only State Board of Education (SBE) approved providers qualify to offer supplemental services.

**Education Implications**

The state-approved Supplemental Service Providers will render services to qualified students based on their academic needs.

**Fiscal Implications**

None to the General Fund.

**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: Club Z In-Home Tutoring Services, Inc.  
 Street Address/POB: 15310 Amberly Dr., Suite 110  
 City, State, Zip Code: Tampa, FL 33647  
 Phone: 813-931-5516  
 Taxpayer ID/SSN: 65-1262940

This agreement will be in effect from: 04/01/12 to 06/30/12

Location(s) of Services: (site) Please see Scope of Work for School Sites

3. **Scope of Work** to be performed: (attach separate sheet if necessary)  
 Provide tutoring to students of Chapman, Citrus, McManus, Neal Dow, Parkview, Rosedale Elementary, Bidwell and Chico Jr. and Fair View High who have signed up for state-required Supplemental Services. Provider will pre- and post-test students and, accordingly provide appropriate services, along with ongoing progress reports.
4. **Goal (Strategic Plan, Site Plan, Other)** to be achieved as a result of Consultant services:  
 Title I, No Child Left Behind Supplemental Services requirement to provide parents with individual tutoring services for their children.

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

- 1) Title I
- 2)
- 3)

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

	Pct (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Expense	Sch/Dept
1)	100.00	01	3010		1012		5800	14	
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)

\$ 65.00      Per Unit, times    315.00      # Units =    \$                      20,475.00    **Total for Services**

(Unit:  Per Hour     Per Day     Per Activity)

9. **Additional Expenses:**

\$  
 \$  
 \$

**Total for Addit'l Expenses**  
0.00

**\$ 20,475.00 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**


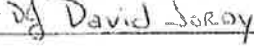
(Applicable, unless determined to be Contract Employee – See BS10a)

Consultant Name: Club Z In-Home Tutoring Services, Inc.

Business Services Use Only
CA# _____
V# _____

- 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.)

 \_\_\_\_\_ ~~Tedd Walden~~  \_\_\_\_\_ 4-5-12  
 (Signature of Consultant) (Print Name) (Date)

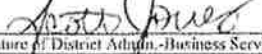
**12. RECOMMENDED:**

 \_\_\_\_\_ Janet Brinson, Director \_\_\_\_\_ 4/5/12  
 (Signature of Originating Administrator) (Print Name) (Date)

**13. APPROVED:**

 \_\_\_\_\_ Dave Scott, Director \_\_\_\_\_ 04/05/12  
 (Signature of District Administrator, or Director of Categorical Programs) (Print Name) (Date)

**APPROVED:**

Consultant  Contract Employee  
 \_\_\_\_\_ Scott Jones, Director, Fiscal Services \_\_\_\_\_ 4-11-12  
 (Signature of District Admin.-Business Services) (Print Name) (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:** Consultant Agreement - University Foundation, CSU, Chico

Prepared by: Michael Peck - Pleasant Valley High School

Consent

Board Date April 18, 2012

Information Only

Discussion/Action

**Background Information**

PVHS received a grant from P G & E Bright Ideas to start a "Set A Good Example" (SAGE) student club.

**Education Implications**

Students will compete with other schools in the nation in the annual SAGE program.

**Fiscal Implications**

The grant requires CSU, Chico to coordinate the program with PVHS. They college receives \$7,620.00 to do so.

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**

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: UNIVERSITY FOUNDATION CSU, CHICO  
Street Address/POB: CALIFORNIA STATE UNIVERSITY, CHICO  
City, State, Zip Code: CHICO, CA 95929  
Phone: 530-898-4824  
Taxpayer ID/SSN: 95-1230865

This agreement will be in effect from: 02/01/12 to 06/01/12

Location(s) of Services: (site) PLEASANT VALLEY HIGH SCHOOL

3. **Scope of Work** to be performed: (attach separate sheet if necessary)

Provide local support for "Set A Good Example" (SAGE) USA program.

4. **Goal (Strategic Plan, Site Plan, Other)** to be achieved as a result of Consultant services:

Formation of a SAGE student club at PVHS. The club will compete with other schools in the nation in the annual program.

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

- 1) P G & E Bright Ideas Grant
- 2)
- 3)

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

	Pct (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Expense	Sch/Dept
1)	100.00	01	9090	0	1110	1000	5800	14	020
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)

\$ 7,620.00 Per Unit, times 1.00 # Units = \$ 7,620.00 Total for Services

(Unit:  Per Hour  Per Day  Per Activity)

9. **Additional Expenses:**

\$  
\$  
\$

Total for  
0.00 Addit'l Expenses

\$ 7,620.00 **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: **UNIVERSITY FOUNDATION CSU, CHICO**

- 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.)

 \_\_\_\_\_  
(Signature of Consultant) **CURTIS DEBERG** \_\_\_\_\_  
(Print Name) 2/13/2012  
(Date)

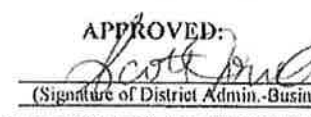
**12. RECOMMENDED:**

 \_\_\_\_\_  
(Signature of Originating Administrator) **JOHN SHEPHERD** \_\_\_\_\_  
(Print Name) 2/15/12  
(Date)

**13. APPROVED:**

\_\_\_\_\_  
(Signature of District Administrator, or Director of Categorical Programs) \_\_\_\_\_  
(Print Name) \_\_\_\_\_  
(Date)

**APPROVED:**

 \_\_\_\_\_  
(Signature of District Admin.-Business Services)  **Consultant**  **Contract Employee**  
Scott Jones Director, Fiscal Services \_\_\_\_\_  
(Print Name) 4-11-12  
(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>
---	---

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

PROPOSED AGENDA ITEM: The Single Plan for Student Achievement

Prepared by: Janet Brinson

Consent

Board Date April 18, 2012

Information Only

Discussion/Action

### **Background Information**

Schools that receive state and federal categorical funding are required to prepare a *Single Plan for Student Achievement* (SPSA). The SPSA is a blueprint to improve the academic performance of all students to the level of performance goals included in the Academic Performance Index (API) and the Adequate Yearly Progress (AYP) measures.

### **Educational Implications**

The board previously approved the SPSA plans for each school earlier this year. The Fair View, Bidwell, McManus and Rosedale plans are coming back for approval per FPM review requirements. During the FPM review, the EL reviewer requested that budget information be identified separately by Consolidated Application allocation and carryover funds. The SSC at each site has approved the changes.

### **Fiscal Implications**

All expenditures of categorical program funds have been described and budgeted in each school's SPSA. These plans have been presented and approved by the respective School Site Council.



PROPOSED AGENDA ITEM:     Obsolete Textbooks    

Prepared by:     Joanne Parsley    

  X   Consent

       Information Only

Board Date:     April 25, 2012    

       Discussion/Action

### Background Information

Each year schools have an opportunity to compile a list of unused/old instructional materials to offer to other schools within our district. If there are no requests for the books, the lists then go to the Board to be declared "obsolete." The obsolete books are then offered for sale to Follett Used Books (in bulk) as well as local private and charter schools.

### Education Implications

Monies received will be used to buy new textbooks for our students.

### Fiscal Implications

Any monies received from the sale of these books will be deposited into the district textbook account.

**NOTICE OF INSTRUCTIONAL MATERIALS DECLARED OLD OR OBSOLETE**

All Elementary Schools  
 (School)

April 13, 2012

(Date)

Number of Teacher's Editions	Number of Pupil's Editions	Title	Grade Level	Copyright Date	Condition
35		HM Legacy of Literacy	K	2003	Good
32		HM Legacy of Literacy	1	2003	Good
32		HM Legacy of Literacy	2	2003	Good
34		HM Legacy of Literacy	3	2003	Good
30		HM Legacy of Literacy	4	2003	Good
31		HM Legacy of Literacy	5	2003	Good
29		HM Legacy of Literacy	6	2003	Good
	842	HM Legacy of Literacy	K	2003	Good
	783	HM Legacy of Literacy	1	2003	Good
	787	HM Legacy of Literacy	2	2003	Good
	811	HM Legacy of Literacy	3	2003	Good
	783	HM Legacy of Literacy	4	2003	Good
	826	HM Legacy of Literacy	5	2003	Good
	803	HM Legacy of Literacy	6	2003	Good

*James Lindsey*  
 (Principal's Signature)

Please use additional pages if necessary. The list should be neat and in proper format, ready for inclusion in the Board Agenda.

PROPOSED AGENDA  
ITEM:

Warrant Authorization

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Prepared by: Scott Jones, Director-Fiscal Services

---

Consent

Board Date 4/18/12

---

Information Only

Discussion/Action

Background Information

Warrants in the amount of \$1,491,494.46 for the period of March 15, 2012 through April 11, 2012 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**

8.3.1.  
Page 2 of 2

April 18, 2012  
Accounts Payable Warrants

FUND #:	FUND DESCRIPTION:	AMOUNT
01	General Fund	\$1,105,026.55
09	Charter Schools: ISAS	\$4,074.63
13	Nutrition Services	\$121,761.37
14	Deferred Maintenance	\$35,998.88
25	Capital Fac. FD-State Cap	\$11,385.44
27	1999 SRB (2008 Sale P&I)	\$208,872.59
42	Special Reserve RDA City Pass Through	\$4,375.00
<b>TOTAL WARRANTS TO BE APPROVED:</b>		<b>\$1,491,494.46</b>

CC Maureen Fitzgerald, Assistant Superintendent, Business Services

CC Scott Jones, Director of Fiscal Services

AGENDA ITEM: Monthly Enrollment and ADA Report (8th School Month)

Prepared by: Maureen Fitzgerald, Assistant Superintendent, Business Services

Consent

Board Date April 18, 2012

Information

Discussion/Action

**Background Information:**

Tracking enrollment and ADA (Average Daily Attendance) data is vital to accurately projecting class size, school site capacities, and ultimately, district revenues. Enrollments are tracked daily for the first two weeks of school and then monthly thereafter. While we also evaluate the ADA with the monthly data, the district general fund revenue is funded on P2 (around 8<sup>th</sup> month) cumulative attendance.

**Education Implications:**

Monitoring 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:**

The attached document shows that the district is within target in the current projections. Continued monitoring of enrollment as well as the newly implemented A2A (Attention 2 Attendance) software should keep the district in good standing to meet or exceed projections for 2011-12.

Chico Unified School District  
Central Attendance Office

2011-12  
Total Monthly Enrollment and ADA By School

	-----SCHOOL MONTH-----																		
	1st	2nd	2nd	Oct. 5	3rd	3rd	4th	4th	5th	5th	6th	6th	7th	7th	8th	8th	9th	10th	11th
	Aug 26	Sept 23	ADA %	CBEDS	Oct 21	ADA %	Nov 18	ADA %	Dec 16	ADA %	Jan 27	ADA %	Feb 24	ADA %	Mar 23	ADA %	Apr 20	May 18	May 24
Chapman	321	314	96.65%	311	313	96.19%	317	95.19%	320	95.15%	319	93.56%	323	95.99%	324	96.39%			
Citrus	381	393	94.03%	393	393	95.00%	384	93.45%	374	93.81%	378	92.76%	362	93.68%	363	93.37%			
Emma Wilson	644	637	97.70%	641	637	97.21%	636	97.41%	634	96.15%	646	94.63%	654	96.33%	656	94.82%			
Hooker Oak K-6	322	324	96.06%	326	321	96.64%	323	95.81%	325	95.77%	328	93.86%	333	94.62%	336	96.41%			
John McManus	565	554	98.16%	559	555	96.48%	555	96.37%	560	95.38%	549	94.96%	546	95.79%	543	95.36%			
Little Chico Crk	574	583	96.10%	583	585	96.45%	583	96.37%	584	95.99%	585	94.41%	579	95.24%	584	95.83%			
Marigold	539	535	97.61%	535	537	97.19%	534	96.15%	534	96.06%	528	95.41%	525	96.12%	527	95.57%			
Neal Dow	421	425	97.04%	426	430	97.20%	429	96.26%	437	96.56%	438	94.29%	433	95.59%	431	96.26%			
Parkview	326	325	96.62%	324	325	96.80%	325	95.52%	326	95.93%	326	95.01%	324	94.78%	323	95.07%			
Rosedale	566	567	98.24%	566	561	97.72%	555	96.76%	555	96.61%	547	95.16%	545	96.96%	545	95.88%			
Shasta	687	682	98.32%	684	687	97.69%	680	96.42%	683	96.19%	683	95.71%	686	96.42%	686	94.31%			
Sierra View	633	629	98.05%	629	629	97.59%	627	97.49%	626	96.89%	620	96.08%	623	96.23%	621	97.12%			
Oakdale K - 6	9	10		10	9		9		9				10		12				
Loma Vista K-6	9	19		19	19		18		18			8		8	11				
<b>SUBTOTAL K-6</b>	<b>5,997</b>	<b>5,997</b>		<b>6,006</b>	<b>6,001</b>		<b>5,975</b>		<b>5,985</b>		<b>5,964</b>		<b>5,951</b>		<b>5,962</b>		<b>0</b>	<b>0</b>	<b>0</b>
BJHS	667	667	97.33%	666	665	97.08%	663	96.46%	663	95.91%	654	95.59%	653	95.83%	651	96.03%			
CJHS	571	563	98.04%	567	562	96.74%	561	95.55%	556	96.08%	572	95.72%	571	95.54%	568	94.72%			
MIHS	588	582	98.35%	583	581	97.41%	577	97.01%	573	96.96%	578	95.57%	574	96.37%	577	95.25%			
CHS	1,741	1,726	96.57%	1,728	1,725	95.48%	1,701	94.38%	1,681	95.48%	1,698	93.13%	1,689	94.73%	1,679	92.72%			
PVHS	1,956	1,946	95.29%	1,950	1,944	96.14%	1,924	93.83%	1,886	96.76%	1,880	93.17%	1,875	95.95%	1,869	94.55%			
Fair View	204	217	80.90%	210	242	88.61%	238	96.96%	234	99.30%	259	99.85%	253	78.95%	245	81.14%			
CAL	60	71	83.45%	63	60	93.46%	63	93.35%	59	81.04%	69	78.07%	69	79.92%	67	74.35%			
AFC	21	23	86.83%	26	25	90.17%	34	93.97%	40	99.26%	38	99.70%	35	100.00%	34	99.79%			
Oakdale 7-12	52	61		68	69		83		88		81		82		91				
Loma Vista 7-12	13	13		11	13		11		11		12		12		12				
NPS				5	5		7		7		5		5		5				
<b>SUBTOTAL 7-12</b>	<b>5,873</b>	<b>5,869</b>		<b>5,877</b>	<b>5,891</b>		<b>5,862</b>		<b>5,798</b>		<b>5,846</b>		<b>5,818</b>		<b>5,798</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>CURRENT YEAR</b>	<b>11,870</b>	<b>11,866</b>		<b>11,883</b>	<b>11,892</b>		<b>11,837</b>	<b>96.85%</b>	<b>11,783</b>	<b>96.85%</b>	<b>11,810</b>		<b>11,769</b>		<b>11,760</b>		<b>0</b>	<b>0</b>	<b>0</b>
2010-11	11,937	11,925		11,890	11,871		11,833		11,572		11,817		11,853		11,810		11,790	11,807	11,677
PY Year Diff.	(67)	(59)		(7)	21		4		211		(7)		(84)		(50)				
PY Month Diff.		(4)		17	26		(55)		(54)		27		(41)		(9)				
2011 CBEDS		11,890		11,880															
Proj. 2011 P2 ADA															11,392				

April 18, 2012

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

<b>Name/Employee #</b>	<b>Assignment</b>	<b>Effective</b>	<b>Comment</b>
<b><u>Leave Requests 2012/13</u></b>			
Acain, Janet	Elementary	2012/13	0.5 FTE Personal Leave (STRS Reduced Workload)
Cahoon, Annette	Elementary	2012/13	0.2 FTE Personal Leave (STRS Reduced Workload)
Cook, Lori	Secondary	2012/13	0.2 FTE Child Care Leave
Copeland, Charles	Secondary	2012/13	0.4 FTE Personal Leave (STRS Reduced Workload)
Glick, Melanie	Elementary	2012/13	0.2 FTE Personal Leave
Lisman, Kathy	Elementary	2012/13	0.2 FTE Personal Leave (STRS Reduced Workload)
Lourenco, Vickie	Secondary	2012/13	0.8 FTE Personal Leave
Lower, Kristin	Secondary	2012/13	0.2 FTE Child Care Leave
McDonald, Steve	Secondary	2012/13	0.4 FTE Personal Leave (STRS Reduced Workload)
Peacock, Michaelle	Psychologist	2012/13	0.6 FTE Child Care Leave
Sarcona, Lisbeth	Elementary	2012/13	0.2 FTE Personal Leave (STRS Reduced Workload)
Wagner, Patricia	Elementary	2012/13	0.2 FTE Personal Leave (STRS Reduced Workload)
Wing, George	Elementary	2012/13	0.4 FTE Personal Leave (STRS Reduced Workload)
<b><u>Retirements/Resignations</u></b>			
Cardinet, Julie	Elementary	5/25/12	Retirement
Chell, Carol	Elementary	5/25/12	Retirement
Dillman, Jolonda	Elementary	6/1/12	Retirement
Gunderson, Scott	Secondary	3/29/12	Resignation
Humble, James W.	Elementary	5/25/12	Retirement
Kessler, Patti	Elementary	5/25/12	Retirement
Lieberman, Kim	Elementary	5/25/12	Retirement
Lisa, Mona	Elementary	5/25/12	Retirement
McCaffrey, Elaine	Special Education	5/25/12	Retirement
McCaffrey, J. Noel	Special Education	5/25/12	Retirement
McCormick, Joan	Elementary	6/1/12	Retirement
Nilsson, Eric	Secondary	3/30/12	Resignation
Stuenkel, Susan	Elementary	5/25/12	Retirement
Vandewater, Diane	Special Education	5/25/12	Retirement
Wirt, John	Secondary	6/1/12	Retirement

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

8.4.2.  
Page 1 of 1

DATE: APRIL 18, 2012  
MEMORANDUM TO: BOARD OF EDUCATION  
FROM: KELLY STALEY, SUPERINTENDENT  
SUBJECT: CLASSIFIED HUMAN RESOURCES ACTIONS

ACTION NAME	CLASS/LOCATION/ASSIGNED HOURS	EFFECTIVE	COMMENTS/PRF #/ FUND/RESOURCE
<b>APPOINTMENT</b>			
ALLSUP, JASON	DELIVERY WORKER/NUTRITION/8.0	7/1/2012	EXISTING POSITION/268/ NUTRITION/5310
BEAM, DAVID	IA-SPECIAL EDUCATION/PVHS/4.0	4/3/2012	VACATED POSITION/155/ SPECIAL ED/6500
BELLA, MARA	LT INSTRUCTIONAL ASSISTANT/PARKVIEW/3.0	3/26/2012-5/24/2012	DURING ABSENCE OF INCUMBENT/220/ CATEGORICAL/6010
BRIGGS, JESSICA	CAFETERIA ASSISTANT/CJHS/1.5	4/9/2012	VACATED POSITION/256/ NUTRITION/5310
BUCHER, SARAH	IPS-HEALTHCARE/PARKVIEW/4.0	3/28/2012	VACATED POSITION/238/ SPECIAL ED/6501
CASEBEER, CHARLOTTE	IA-SPECIAL EDUCATION/CHAPMAN/5.0	4/23/2012	VACATED POSITION/138/ SPECIAL ED/6500
CASTRO, AMANDA	CAFETERIA ASSISTANT/PVHS/2.0	4/9/2012	VACATED POSITION/254/ NUTRITION/5310
DICKSON, CHRISTINA	IPS-HEALTHCARE/LOMA VISTA/6.0	3/28/2012-5/24/2012	NEW LIMITED TERM POSITION/ 228/SPECIAL ED/6501
DROUILLARD, PATSYLEE	LT CAFETERIA ASSISTANT/FVHS/4	3/30/2012-5/24/2012	NEW LIMITED TERM POSITION/257/NUTRITION/5310
NICKERSON, LORETTA	PARENT LIBRARY AIDE-RESTR/CHS/3.0	4/3/2012	VACATED POSITION/239/ CATEGORICAL/7090
WOOTTEN, REBEKAH	IPS-HEALTHCARE/LOMA VISTA/4.0	4/10/2012	VACATED POSITION/230/ SPECIAL ED/6501
YUHNKE, JOHN	DELIVERY WORKER/NUTRITION/6.5	7/1/2012	EXISTING POSITION/267/ NUTRITION/5310
<b>LEAVE OF ABSENCE</b>			
CAMPOS, DEBORAH	IPS-CLASSROOM/MJHS/6.0	2/11/2012-5/24/2012	PART-TIME PER CBA 5.12
<b>PROMOTION</b>			
LEMOS, MARIO	SR CUSTODIAN/CHAPMAN/8.0	4/2/2012	VACATED POSITION/232/ GENERAL0000
<b>RESIGNATION/TERMINATION</b>			
BROWN, VIRGIL	MAINTENANCE WORKER/M & O/8.0	3/15/2012	PERS RETIREMENT
EMPLOYEE HOLDING POSITION #410403	M & O SUPERVISOR/M & O/8.0	3/26/2012	RELEASED DURING PROBATIONARY PERIOD
EMPLOYEE HOLDING POSITION #412094	IA-SPECIAL EDUCATION/BLUE OAK/3.5	3/29/2012	RELEASED DURING PROBATIONARY PERIOD
ZINTZUN, DANIEL	IA-BILINGUAL/ROSEDALE/4.0	3/26/2012	VOLUNTARY RESIGNATION
<b>RESIGNED ONLY THIS POSITION</b>			
ALLSUP, JASON	DELIVERY WORKER/NUTRITION/8.0	6/30/2012	INCREASE IN WORK YEAR
LEMOS, MARIO	CUSTODIAN/CHS/8.0	4/1/2012	PROMOTION
YUHNKE, JOHN	DELIVERY WORKER/NUTRITION/6.5	6/30/2012	INCREASE IN WORK YEAR



**AGENDA ITEM:** Elementary Student Support Program Update

**Prepared by:** Scott Lindstrom and Student Support Team

Consent

Board Date 4/18/2012

Information Only

Discussion/Action

**Background Information**

The Elementary Student Support programs provide multi-tier social/emotional/mental health prevention and intervention services at all elementary schools in Chico USD. The programs are staffed by a cadre of Elementary Guidance paraprofessionals and counselors. Funding for these programs is provided by a combination of three Early Mental Health Initiative (EMHI) grants (state), an Elementary Counseling Grant (federal), and matching site and district funds. Evaluation data has demonstrated strong outcomes in terms of behavior and student adjustment to school.

**Educational Implications**

By addressing social/emotional/mental health barriers to learning, while developing common, district-wide language and skills for enhancing empathy, communication, problem solving skills, and bullying prevention strategies, students are able to learn more optimally.

**Fiscal Implications**

The Elementary Counseling Grant provides \$398,704 per year, and will continue at least through 2012-13.

Currently, Chico USD receives a total of \$541,229 per year from EMHI funds. Our three EMHI grants total \$458,105, while an additional contract for consultation provided by the Chico USD EMHI Consultant provides an additional \$83,124 per year to the CUSD Budget. The 2012-13 Governor's Budget Proposal would eliminate all funding for EMHI grants and consultation, meaning a loss of over \$500,000 per year, ongoing, for Chico USD.

**AGENDA ITEM:** Marsh Junior High School Autism Project

**Prepared by:** David Scott and Eric Snedeker

Consent

Board Date April 18, 2012

Information Only

Discussion/Action

### **Background Information**

The National Professional Development Center (NPDC) on Autism Spectrum Disorders is a multi-university center to promote the use of evidence-based practice for children and adolescents with autism spectrum disorders. Each year, three states are selected through a competitive application process for a partnership with the NPDC. Model sites are established to demonstrate the use of evidence-based practices for students with autism.

Last year, Marsh Junior High School was selected, along with two other school sites in California. A team was established to assist in the development of the model site. Throughout the 2011-2012 school year, the team has met on a regular basis to review student progress. To date, all of the target students have met or exceeded their goals. On March 15, the team travelled to the MIND Institute in Sacramento to present the positive outcomes of the students and staff. Who's on the team? **Eric Snedeker**- Principal, Loma Vista School **Cathy Smith**- Program Specialist, Butte County SELPA, **Erica Sheridan**- Assistant Principal, Marsh Junior High School, **Jay Marchant**- Principal, Marsh Junior High School, **Rosann Lampkin**- School Psychologist, **Jeaner Kassel**- Vice Principal, Loma Vista School, **Jennifer Garcia**, Autism Support Specialist, Butte County SELPA, **Taryn Blizman**, Teacher of the Model Site Classroom, **Amy Berens**, Speech Therapist.

Next year, the project will continue in Chico Unified as the project will be expanded to Chico High School.

### **Educational Implications**

Students with Autism Spectrum Disorders make more academic progress when evidenced-based and research-based strategies and interventions are used by the program staff in the school setting and by parents in the home. Additionally, the opportunities for professional development with national leaders in the field of autism are of great benefit to staff, students and parents.

### **Fiscal Implications**

This program is funded by a grant written by Cathy Smith, Program Specialist, Butte County SELPA

PROPOSED AGENDA ITEM: Public Schools Week, April 30 – May 4 , 2012

Prepared by: Joanne Parsley

Consent

Board Date April 18, 2012

Information Only

Discussion/Action

**Background Information**

Public Schools Week is an annual event designed to give our community an opportunity to visit the Chico Unified Public Schools. We partner with the Masonic Lodge in order to publicize the event. A calendar of events is made available to the public through our website as well as hard copies at the school sites.

**Educational Implications**

Public Schools Week allows our community to enter into our classrooms to see first-hand the techniques and tools our highly-skilled teachers are using to engage our students and increase their learning. There are a variety of events scheduled. Most schools have a book fair running the entire week. Several schools have a jog-a-thon scheduled. Plays and musicals will be performed both during the day and in the evening to showcase our magnificent students' talents.

**Fiscal Implications**

None

**AGENDA ITEM:** Analysis of Classroom Space at Chapman Elementary

**Prepared by:** John Bohannon, Director

Consent Board Date April 18, 2012

Information Only

Discussion/Action

**Background Information**

At the March 28 CUSD Board Meeting, an update on the facility project for Inspire on the Chapman campus was explored. The revised plan reduced the number of classrooms to be utilized for instruction for Inspire from 22 to 17. Inspire currently has the use of 21 classrooms at Chico High. There is a need of two additional classrooms because of planned growth.

The question of mitigating this reduction by allocating some classroom space on the Chapman campus for Inspire's use was raised. This report will explain how many classrooms could be made available to Inspire and what impact that would have on Chapman, District-wide and/or community programs currently operated on the Chapman campus.

**Educational Implications**

Space allocation can have both positive and negative impacts on student programs

**Fiscal Implications**

There would be costs to prepare the facilities for Inspire's use.

**TITLE: Adoption of Resolution No. 1172-12 Regarding Establishing an Impact Fee on Residential and Commercial-Industrial Development**

Action   X    
Consent         
Information       

April 18, 2012

Prepared by: Michael Weissenborn, *Director, Facilities & Construction*

**Background information**

Education Code section 17620 authorizes school districts to levy a fee, charge, dedication, or other form of requirement against any development project (including commercial, industrial, and residential) for the construction and reconstruction of school facilities. This proposed resolution would implement residential and commercial-industrial developer fees.

At the January 25, 2012, State Allocation Board (SAB) meeting, the SAB approved increases of the developer fee rates per Government Code Section 65995 (b) to \$3.20 per square foot of residential development and \$0.51 per square foot of commercial-industrial development.

**Educational Implications**

The District has a statutory responsibility to provide an education for all students within its boundaries but has limited capacity to house these students. As the community grows, the District must find ways of housing the additional students.

**Fiscal Implications**

Adoption of these fees allows the District to assist in funding facilities for students attributable to new development.

**Additional Information**

The law requires the maximum assessment for development be adjusted every two years by changing the Class B construction cost index, as determined by the SAB at its January meeting.

In 2010, the Board did not adjust the fee since it decreased, which kept it at the 2008 rate of \$2.97 per square foot for Residential and \$0.47 per square foot for Commercial-Industrial.

**Recommendation**

It is recommended that the Board of Education adopt Resolution No. 1172-12 authorizing the District to establish a fee on new residential and commercial-industrial construction at \$3.20 per square foot-Residential and \$0.51 per square foot-Commercial-Industrial. Rental Self-Storage is \$0.11 per square foot.

RESOLUTION NO. 1172-12

A RESOLUTION OF THE GOVERNING BOARD OF THE  
CHICO UNIFIED SCHOOL DISTRICT ADJUSTING  
IMPACT FEES ON RESIDENTIAL AND COMMERCIAL  
OR INDUSTRIAL DEVELOPMENT

WHEREAS, the Board of Education (hereinafter "Board") of the Chico Unified School District (hereinafter "District") has previously adopted resolutions and imposed development fees pursuant to Education Code section 17620, including fees on new residential construction and certain reconstruction, as well as new commercial or industrial construction, in an amount authorized by Government Code section 65995 ("Level 1 Fees"), which resolutions are hereby incorporated by reference to this Resolution, to partially mitigate the impacts of new development on school facilities;

WHEREAS, Government Code section 65995(b)(3) provides that the maximum rates allowed for such Level 1 Fees for residential and commercial or industrial development under Government Code section 65995(b)(1) and (2) may be increased according to the adjustment for inflation in the statewide cost index for Class B construction as determined in the year 2000 and every two years thereafter by the State Allocation Board;

WHEREAS, the 2012 maximum Level 1 Fee rates under Education Code section 17620 and Government Code section 65995(b)(1) and (2) are \$3.20 per square foot for new residential construction and certain reconstruction, and \$0.51 per square foot for new commercial or industrial construction;

WHEREAS, the Board caused to be prepared, and has now received both written and oral information and data on the subject of Level 1 Fees pursuant to Education Code sections 17620 *et seq.* and Government Code section 66001 *et seq.*, prior to the adoption and adjustment of such fees; and

WHEREAS, the District desires to increase the Level 1 Fees as supported by the written and oral information and data referred to above and in accordance with the inflation adjustment authorized by the State Allocation Board.

NOW THEREFORE, be it resolved by the Board as follows:

1. Recitals. The Board hereby finds and determines that the foregoing recitals and determinations are true and correct.

2. Procedure and Public Hearing. The Board hereby finds that prior to the adoption of this Resolution, the Board conducted a duly noticed public hearing, as part of the Board's regularly scheduled April 18, 2012 meeting, at which oral and written information was provided. Notice of the time and place of the hearing, including a general explanation of the matter to be considered and a statement that the data required by Government Code

section 66016 was available, has been published twice in a newspaper in accordance with Government Code sections 6062a, 66004 and 66018, and was mailed at least 14 days prior to the meeting to any interested party who had filed a written request with the District for mailed notice of the hearing on new or increased Level 1 Fees or service charges within the period specified by law. Additionally, at least 10 days prior to the hearing, the District made available to the public, data indicating the amount of the cost, or estimated cost, required to provide the facilities for which the Level 1 Fees are to be charged pursuant to this Resolution, and the revenue sources anticipated to provide such facilities, including general fund revenues. By way of such public hearing, the Board received oral and written evidence and testimony from District staff and consultants and the public. Such evidence and testimony, including a report entitled, "Developer Fee Justification Study," dated March 2012 and prepared by Government Financial Strategies inc. ("Study"), attached hereto as Exhibit A and incorporated herein by reference, formed the basis for the action taken pursuant to this Resolution.

3. Overcrowding of School Facilities. As set forth in the Study, students from new development are projected to exceed current capacity at the elementary, junior high and high school levels, and to contribute to the need for and cost of construction and/or reconstruction of school facilities to create additional capacity for such students.

4. Level 1 Fees. Based upon the findings contained herein, the Board hereby adjusts the District's Level 1 Fees to the amount of \$3.20 per square foot of residential development, \$0.51 per square foot of commercial or industrial development, and \$0.11 per square foot of rental self-storage development.

5. Purpose and Use of Level 1 Fees. The purpose of the Level 1 Fees, and the use to which the proceeds thereof will be put, are to finance the construction and/or reconstruction of school facilities as identified in the Study. The proceeds shall also be used for reimbursement of the administrative costs incurring in collecting and repaying the Level 1 Fees and for the costs of performing any study and otherwise making the findings and determinations required by law related to the adoption of this Resolution, as well as any other use permitted by the law.

6. Nexus Findings. The Board has reviewed the Study as it relates to the proposed and potential development, the resulting school facilities needs, the cost thereof, and the available sources of revenue, including the adjustment to Level 1 Fees provided by this Resolution, and based thereon and upon all other written and oral presentations to the Board, the Board hereby approves and adopts the Study and makes the following findings:

A. Enrollment at the various District schools is presently at or approaching capacity;

B. Additional development projects within the District, whether new residential construction or residential reconstruction involving increases in habitable areas, or new commercial or industrial construction will increase the need for school facilities;

C. Without the addition of new school facilities, further residential development projects or commercial or industrial development projects within the District will result in a significant decrease in the quality of education presently offered by the District;

D. Residential development and commercial or industrial development is projected within the District's boundaries, and the enrollment produced thereby will exceed the capacity of the schools of the District. Projected development within the District, without additional school facilities, will result in conditions of overcrowding, which will impair the normal functioning of the District's educational programs;

E. The Level 1 Fees proposed in the Study and to be adjusted pursuant to this Resolution are for the purpose of providing adequate school facilities to maintain the quality of education offered by the District;

F. The Level 1 Fees proposed in the Study and to be adjusted pursuant to this Resolution will be used as set forth at Paragraph 5 above;

G. There is a reasonable relationship between the use of the Level 1 Fees, as proposed in the Study and to be adjusted pursuant to this Resolution, and the type of development projects on which they are imposed;

H. There is a reasonable relationship between the need for the above described public facilities and the type of development project on which the Level 1 Fees, as proposed in the Study and to be adjusted pursuant to this Resolution, are imposed;

I. Based upon the categories evaluated in the Study, the Level 1 Fees for commercial or industrial development, as proposed in the Study and to be adjusted pursuant to this Resolution, bear a reasonable relationship and are limited to the needs of the community for school facilities and are reasonably related and limited to the need for school facilities caused by such development;

J. There is a reasonable relationship between the amount of the Level 1 Fees, as proposed in the Study and to be adjusted pursuant to this Resolution, and the cost of the public facilities or portion of the public facilities attributable to the development on which they are imposed; and

K. The Level 1 Fees, as proposed in the Study and to be adjusted pursuant to this Resolution, do not exceed the estimated reasonable cost of providing the service or facility for which such fees are imposed, and in making this finding, the Board declares that it has considered the availability of revenue sources anticipated to provide such service or facility, including general fund revenues.



7. Fee Adjustments and Limitations. The Level 1 Fees adjusted herewith shall be subject to the following:

A. The amount of the Level 1 Fees levied by the District shall be reviewed periodically to determine if a fee increase according to the adjustment for inflation set forth in the statewide cost index for Class B construction as determined by the State Allocation Board is justified;

B. The Level 1 Fees adjusted pursuant to this Resolution do not apply during the term of any contract entered into between a subdivider or builder and the District, or any applicable city or county on or before January 1, 1987, that requires the payment of a fee, charge or dedication for the construction of school facilities as a condition to the approval of residential development;

C. To the extent that the District is collecting fees pursuant to Government Code sections 65995.5 and 65995.7, commonly known as SB 50, the District's Level 1 Fees adjusted herein shall not apply to any new residential construction; and

D. The term "development project" as used herein is as defined by Section 65928 of the Government Code.

8. Notification of Local Agencies. A copy of this Resolution shall be transmitted after its effective date, to the County of Butte and the City of Chico, accompanied by all relevant supporting documentation and a map clearly indicating the boundaries of the area subject to the Level 1 Fees. The Level 1 Fees levied hereunder are not subject to the restrictions set forth in Government Code Section 66007(a), and the transmittal shall include notice to that effect. Separately, a Notice of Exemption from CEQA shall be filed with the Butte County Clerk-Recorder.

9. Condition to Issuance of Building Permit. No city or county may issue a building permit for any residential, commercial or industrial development project, as defined by law, absent certification by the Assistant Superintendent, Business Services or his/her designee of (1) compliance by that project with the Level 1 Fees set forth under this Resolution or (2) his/her determination that the Level 1 Fees do not apply to the development project.

10. Payment of Fees. In order to obtain the Certificate of Compliance for a building permit, the development project shall pay to the District the applicable Level 1 Fees as defined by law and set forth in this Resolution. Pending further review, no Level 1 Fees will be levied on senior citizen housing as defined in Government Code section 65995.1 and subject to the conditions set forth therein.

11. Validity of Certificate of Compliance. Any Certificate of Compliance in compliance with the requirements of this Resolution, issued based upon a representation to the District of the square footage of the development project in question, shall be automatically canceled in the event that the representation is not accurate for any reason. Also, in the event the Level 1 Fees paid pursuant to Paragraph 10 of this Resolution fails to compensate the District for

the amount required therein, e.g., a check presented for payment is not honored or is returned by the payer's bank for any reason, the related Certificate of Compliance shall be automatically canceled.

12. Form of Payment. Nothing herein shall preclude satisfaction of the requirement of payment of the amounts set forth herein by dedication of land on terms acceptable to the Board; or preclude acceptance by the Board of fees, charges, or land whose value exceeds that required by this Resolution. In the absence of any such agreement to accept a dedication of land, the above amounts shall be collected in the form of the Level 1 Fees.

13. Negotiation with Development Projects. The Assistant Superintendent, Business Services or his/her designee is authorized to enter into negotiations with representatives of residential, commercial or industrial development projects, subject to Board acceptance, regarding the substitution of charges, dedications, or other requirements in lieu of the payment of the Level 1 Fees as described herein; provided, however, that the value of such charges, dedications, or other requirements shall be at least comparable to the amounts specified herein.

14. Time for Payment of Fees. The Level 1 Fees shall be paid or granted directly to the District prior to issuance of the Certificate of Compliance and a building permit, unless the District and the developer mutually agree otherwise in writing, or unless the District enters into a contract with the appropriate city or county to collect and otherwise administer the fees, charges, dedications and other requirements established herein, in which case, the developer shall adhere to the terms of the contract. In accordance with Government Code section 66007(b)(1), the Board hereby determines that the Study is a proposed construction plan for purposes of requiring payment of Level 1 Fees prior to the issuance of any building permit, and all Level 1 Fees will be collected for public improvements or facilities for which an account has been established, as set forth in Paragraph 17, and appropriated for the purpose of such construction plan.

15. Collection by Other Government Agencies. The Assistant Superintendent, Business Services or his/her designee is authorized to promptly enter into negotiations, subject to Board acceptance, for such agreements as may be necessary and appropriate with any other government agency to implement the collection and acceptance of the Level 1 Fees; the issuance and revocation of the Certificate of Compliance; the deposit of fees and charges; and any matter related thereto. Nothing herein shall be construed to authorize any delay beyond the date specified herein in levying the Level 1 Fees.

16. Payment Contract. The Assistant Superintendent, Business Services or his/her designee is directed to request that each city and county require the contract, recordation, and notification provided for in Government Code Section 66007(c).

17. Maintenance of Separate Account. All Level 1 Fees, along with any interest income earned thereon, shall be deposited in a separate capital facilities account or fund in a manner to avoid any co-mingling of the Level 1 Fees with other revenues and funds of the District, except for temporary investments, and shall be expended solely for the purposes for which the Level 1 Fees are collected. For each separate account or fund, the Assistant

Superintendent, Business Services or his/her designee shall, within one hundred eighty (180) days of the close of each fiscal year, make available to the public the beginning and ending balance for the fiscal year; the amount of the Level 1 Fees collected and interest earned, and other income deposited to the account or fund; the amount of expenditures listed by public facility; and the amount of any refunds made under Paragraphs 18 and 19 of this Resolution. The Board shall review this information at the next regularly scheduled public meeting, held not less than fifteen (15) days after the availability of this information. Notice of the time and place of the meeting, including the address where this information may be reviewed, shall be mailed, at least fifteen (15) days prior to the meeting, to any interested party who files a written request with the District for mailed notice of the meeting. Any written request for mailed notices shall be valid for one year from the date on which it is filed unless a renewal request is filed. Renewal requests shall be filed on or before April 1 of each year.

18. Refund of Fees. In the event that a project qualifies for refund of the Level 1 Fees under Education Code Section 17624 (i.e., refund after expiration of building permit without construction), repayment shall be made, less the amount of the administrative costs incurred in collecting and repaying the Level 1 Fees. The Assistant Superintendent, Business Services or his/her designee shall determine said administrative costs. Regulations governing the calculation of said administrative costs shall be made available by the Assistant Superintendent, Business Services or his/her designee to members of the public no later than sixty (60) days from the date of this Resolution.

19. Funds Unexpended after Five Years. As required by law, on the fifth (5th) anniversary following the first deposit into the fund or account described in Paragraph 17 above, and every five (5) years thereafter, the Board shall make the following findings with respect to any portion of the Level 1 Fees remaining unexpended or uncommitted in its account five (5) or more years after deposit of such fee: (a) identify the purpose to which the Level 1 Fees are to be put; (b) demonstrate a reasonable relationship between the Level 1 Fees and the purpose for which such fees were charged; (c) identify all sources and amounts of funding anticipated to complete financing in incomplete improvements identified in the Study; and (d) designate the approximate dates on which the funding referred to in (c) is expected to be deposited into the appropriate account or fund. The District shall refund to the then-current record owner or owners of lots or units of the development project, on a pro-rated basis, the unexpended or uncommitted portion of the Level 1 Fees and any interest accrued thereon, for which need cannot be demonstrated by making the findings described above. If the administrative costs exceed the amount to be refunded, the District may, after holding a public hearing in accordance with Government Code section 66001(f), allocate the funds as authorized by law.

20. Procedure for Protest of Fees.

A. Developers of projects wishing to protest payment of Level 1 Fees on a specific project shall do each of the following:

1. Tender the required payment in full or provide evidence satisfactory to the Assistant Superintendent, Business Services or his/her designee of

arrangements to ensure performance of the conditions necessary to meet the requirements of the imposition; and

2. Serve written notice on the Assistant Superintendent, Business Services or his/her designee stating (a) that the required payment is tendered in full, or that any conditions which have been imposed are provided for or satisfied, under protest; and (b) informing the District of the factual elements of the dispute and the legal theory forming the basis of the protest.

B. The burden of establishing the basis for the protest shall be on the party pursuing it.

C. The written protest must be filed with the Assistant Superintendent, Business Services or his/her designee within ninety (90) days after the imposition of the Level 1 Fees on the particular project.

D. Upon receipt of an acceptable written protest, the Assistant Superintendent, Business Services or his/her designee will, within thirty (30) days, provide a written response to the developer which shall either:

1. Grant the protest in whole or in part; or
2. Deny the protest in whole or in part and provide the basis for denial; or
3. Request additional information for further consideration of the protest.

E. If the developer is not satisfied with the response, the developer must request an appeal hearing on the protest before the Board. Said request must be filed with the Assistant Superintendent, Business Services or his/her designee within thirty (30) days of the date of the protest response.

F. Notice of the date and time of the Board hearing shall be sent to the developer within fifteen (15) days of receipt for hearing. The Board shall be provided copies of the written protest and the response of the Assistant Superintendent, Business Services or his/her designee prior to the hearing.

G. The developer and District staff may present additional information and statements at the hearing, and the Board may question the developer and staff.

H. The decision of the Board shall be made at the conclusion of the hearing and shall be final. The decision of the Board is reviewable by a court under Code of Civil Procedure Section 1094.5.

21. Administrative Regulation. The Assistant Superintendent, Business Services is authorized to promulgate and publish administrative regulations defining and implementing the provisions of this Resolution. The administrative regulations shall describe all legal exemptions from and limitations on the Level 1 Fees. The administrative regulations shall provide a procedure for claiming an exemption. The administrative regulations shall also include relevant legal definitions where appropriate.

22. Other Mitigation Methods Not Precluded. Except as expressly provided by applicable law, nothing herein shall be interpreted to preclude the District from taking any other action including, but not limited to, levying any other fee, charge or requirement of dedication of land which the Board determines to be necessary in order to obtain and provide school facilities which meet the needs of the District, its students, and the community.

23. California Environmental Quality Act. The Board hereby finds that the adjustment to Level 1 Fees as provided by this Resolution is for the purpose of obtaining funds for capital projects necessary to maintain service within the District and that therefore, this action is statutorily exempt from the California Environmental Quality Act ("CEQA") (Public Resources Code sections 21000 *et seq.*).

24. Effective Date. The Level 1 Fees set forth in this Resolution become effective on the 60<sup>th</sup> day following the date of adoption of this Resolution, as set forth below.

25. Severability. If any provision of the Resolution is held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining portions shall not in any way be affected or impaired thereby.

*[Remainder of this page intentionally left blank.]*

**APPROVED, PASSED and ADOPTED by the Board of Education of the  
Chico Unified School District this 18<sup>th</sup> day of April 2012, by the following vote:**

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSTENTIONS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

By: \_\_\_\_\_  
President, Board of Education  
Chico Unified School District

ATTEST:

By: \_\_\_\_\_  
Secretary, Board of Education  
Chico Unified School District

**Exhibit A**  
**DEVELOPER FEE JUSTIFICATION STUDY**

# Chico Unified School District

## *Developer Fee Justification Study*

March 2012





**Chico Unified School District**

**Developer Fee Justification Study**

9.2.1.

Page 13 of 25

TABLE OF CONTENTS

EXECUTIVE SUMMARY .....	1
INTRODUCTION .....	2
AVAILABLE CAPACITY .....	3
Table 1: Capacities Versus Enrollments .....	3
ADDITIONAL CAPACITY REQUIRED TO SERVE NEW DEVELOPMENT .....	4
Table 2: Student Yield Rates .....	4
Table 3: Potential New Residential Development .....	4
Table 4: Students From New Residential Development .....	5
Table 5: Additional Spaces Needed for Students From New Development .....	5
FACILITY COST PER STUDENT SPACE ADDED .....	6
Table 6: Facility Cost Per Student Space Added .....	6
RESIDENTIAL DEVELOPER FEE JUSTIFIED .....	7
Table 7: Residential Developer Fee Justified .....	7
COMMERCIAL-INDUSTRIAL FEES .....	8
Table 8: Impact Analysis of Commercial-Industrial Development .....	9
NEXUS FINDINGS .....	10
ACCOUNTING PROCEDURES .....	11
CONCLUSION .....	12

## EXECUTIVE SUMMARY

9.2.1.

Page 14 of 25

Pursuant to Government Code Section 65995 et. seq. and Education Code Section 17620 et. seq., school districts are authorized to levy fees on new residential and commercial-industrial development to fund the "construction or reconstruction of school facilities" necessary to accommodate the students from new development. Currently, the maximum K - 12 developer fees allowed by law are \$3.20 per square foot of residential development and 51¢ per square foot of commercial-industrial development.

New residential development in the Chico Unified School District ("District") will increase the number of students in the District. The District's schools do not have the capacity to accommodate all of these additional students. Consequently, a developer fee is needed to fund the acquisition and construction of school facilities to serve this increase in enrollment.

Presently, the District has 5,966 elementary school students, 398 below its elementary capacity of 6,364. Therefore, of the 2,889 elementary students that could be yielded by new development, 2,491 will require additional school facilities.

With respect to junior high school students, the District's current enrollment of 1,810 leaves 713 available spaces. Therefore, of the 825 junior high students that could be yielded by new development, 112 will require additional school facilities.

At the high school level, the District's current enrollment of 3,881 is 169 students below the permanent high school capacity of 4,050. Therefore, of the 2,063 high students that could be yielded by new development, 1,894 will require additional school facilities.

Based upon the analyses and findings contained in this *Developer Fee Justification Study* ("Study"), each new home constructed within the boundaries of the District will cause \$8,765 in school facilities costs, which equates to \$5.47 per square foot for the expected average size (1,602 square feet) new home (including single-family and multi-family). Although this cost impact was calculated based on new homes, for the purposes of this *Study* it is assumed that new residential construction, demolition and replacement, as well as additions of more than 500 square feet, are all the same type of development - residential - and will have the same, or substantially similar, fiscal impact. Since the impact per square foot exceeds the statutory fee (\$3.20), the District is justified in imposing the maximum statutory residential fee of \$3.20 per square foot on all new residential development (e.g. new construction, demolition and replacement, additions of more than 500 square feet to existing homes, etc.) to the extent allowed by law.

Education Code Section 17620 authorizes the imposition of developer fees on commercial-industrial development. Commercial-Industrial development generates school facility needs because the new jobs created bring new families, and consequently new school-aged children, into the District. This *Study* shows that even after accounting for projected residential developer fee revenues, the fiscal impact of various types of commercial-industrial development in the District exceeds 51¢ per square foot for every business type except "rental self-storage". Therefore, the District is justified in charging a developer fee of 51¢ per square foot on all new commercial-industrial construction except "rental self-storage", in which case 11¢ per square foot is the justified charge.

## INTRODUCTION

9.2.1.

Page 15 of 25

As of the date of this *Study*, the developer fees authorized by Government Code Section 65995 et. seq. are as follows:

Residential Development.....	\$3.20 per square foot
Commercial-Industrial Development.....	51¢ per square foot

A school district must make a number of findings before establishing new developer fees. When "establishing, increasing, or imposing" developer fees, the District must (Government Code Section 66001(a)):

1. Identify the purpose of the fee,
2. Identify the use to which the fee is to be put,
3. Determine how there is a reasonable relationship between the use of the fee and the type of development on which the fee is imposed,
4. Determine how there is a reasonable relationship between the need for the public facility and the type of development on which the fee is imposed, and
5. Determine how there is a reasonable relationship between the amount of the fee and the cost of the public facility.

This *Study* has been prepared to assist the District with making the findings necessary to justify charging developer fees.

**AVAILABLE CAPACITY**

9.2.1.

Page 16 of 25

Table 1 (below) identifies the District's elementary, junior high and high school capacities, and compares them with their respective enrollments. It can be seen that there is excess capacity available at all three grade levels.

**Table 1: Capacities Versus Enrollments**

<u>Grade Levels</u>	<u>Capacity(1)</u>	<u>Current Student Enrollment(2)</u>	<u>Excess (Shortfall) of Capacity Over Enrollment</u>	<u>Capacity Available for New Development</u>
Elementary (K - 6)	6,364	5,966	398	398
Junior High (7 - 8)	2,523	1,810	713	713
High (9 - 12)	4,050	3,881	169	169
<b>Total K - 12</b>	<b>12,937</b>	<b>11,657</b>		

(1) Based on information provided by Chico Unified School District (January 2012). Includes class size reduction for 8th grade Math, 9th grade English, and 9th grade Math because it is the District's long-term goal to re-implement these class sizes. Includes 24 permanent classrooms to be added at Pleasant Valley HS in 2013. Excludes relocatable classrooms at the junior high schools and high schools because it is the District's goal to remove these classrooms when and if feasible. Excludes Forest Ranch, Chico Country Day, and Nord Country Charter Schools because these independent charter schools are not District schools. Excludes non-regular education schools and programs (e.g. Academy for Change, Loma Vista, and Oakdale) because, for the purposes of Table 1, it is assumed that all students from new development will attend regular education schools.

(2) Enrollment as of the end of Month Two, 2011/12 (information provided by Chico Unified School District). Excludes enrollment at schools and programs consistent with capacity excluded as explained in footnote 1.

**ADDITIONAL CAPACITY REQUIRED TO SERVE NEW DEVELOPMENT**

9.2.1.

Page 17 of 25

Projecting the additional capacity required to serve new development requires comparing the number of students expected to result from new development with the capacity available for these students.

The first step in this process is to determine the number of elementary, junior high and high school students that each new home will yield. Table 2, below, shows the District's student yield rates based on 2009-10 resident student (enrollment adjusted for inter-district transfers in and out) data and the 2010 U.S. Census count of the total number of households (i.e. occupied homes) within the District. It can be seen that, on average, each home yielded 0.14 elementary (K - 6) students, 0.04 junior high (7 - 8) students and 0.10 high (9 - 12) school students. For the purposes of this Study, it is assumed that each new home will yield the same number of students.

**Table 2: Student Yield Rates**

<i>Grade Levels</i>	<i>2009-10 District Resident Students(1)</i>	<i>2009-10 Occupied Housing Units(2)</i>	<i>Students Per Occupied Housing Unit</i>
	<i>Students(1)</i>	<i>Units(2)</i>	<i>Housing Unit</i>
Elementary (K - 6)	6,089	43,108	0.14
Junior High (7 - 8)	1,906	43,108	0.04
High (9 - 12)	4,297	43,108	0.10
<b>Total K - 12</b>	<b>12,292</b>		<b>0.28</b>

(1) 2009-10 enrollment increased by number of inter-district transfers out and decreased by number of inter-district transfers in (information provided by Chico Unified School District).  
 (2) 2010 U.S. Census (U.S. Census Bureau).

The second step is to project the number of new homes that could potentially be constructed in the District. As shown in Table 3, below, the current estimated number of additional homes that could be constructed in the City's sphere of influence through the year 2030 is 20,633.

**Table 3: Potential New Residential Development**

Total Potential Buildout(1):	62,933
Estimated Existing Homes(2):	<u>- 42,300</u>
Potential New Homes:	20,633

(1) Potential buildout of City of Chico sphere of influence (City of Chico 2030 General Plan - Land Use Element - Table LU-4).  
 (2) Equals 2008 count of homes in City of Chico sphere of influence (41,438 - City of Chico 2030 General Plan - Land Use Element - Table LU-4) increased by 2.08% increase in City of Chico home count from January 2008 through December 31, 2011 (January 2008 - December 31, 2011 home count growth based on information from California Department of Finance, Demographic Research Unit, and City of Chico).

**ADDITIONAL CAPACITY REQUIRED TO SERVE NEW DEVELOPMENT** | 9.2.1.  
Page 18 of 25

As shown in Table 4, below, the third step is to project the number of students from new development by applying the per-home student yield rates to the projected number of new homes.

**Table 4: Students From New Residential Development**

<u>Grades Levels:</u>	<u>Elementary</u>		<u>Junior High</u>		<u>High</u>	<u>K - 12</u>
Projected New Homes:	20,633		20,633		20,633	
Student Yield Rate:	<u>x 0.14</u>		<u>x 0.04</u>		<u>x 0.10</u>	
Students from New Homes:	2,889	+	825	+	2,063	= 5,777

Table 4 shows that the potential new homes could yield 2,889 elementary students, 825 junior high students, and 2,063 high school students.

The number of new classroom spaces needed to accommodate the students from new homes equals the number of such students that cannot be accommodated with existing facilities. Table 5, below, compares the number of projected students (derived in Table 4) with the number of available spaces (derived in Table 1) to determine the number of students from new development in excess of current capacity. It is projected that the District will need to provide additional classroom capacity for 2,491 elementary school students, 112 junior high students and 1,894 high school students.

**Table 5: Additional Spaces Needed for Students From New Development**

<u>Grades Levels:</u>	<u>Elementary</u>		<u>Junior High</u>		<u>High</u>	
Students from New Homes:	2,889		825		2,063	
Capacity Available:	<u>- 398</u>		<u>- 713</u>		<u>- 169</u>	
Students Over Capacity:	2,491	+	112	+	1,894	= 4,497

**FACILITY COST PER STUDENT SPACE ADDED**

9.2.1.  
Page 19 of 25

As mentioned previously, additional facilities will be required to accommodate the elementary, junior high and high school students from new residential development. Table 6 [below] summarizes the estimated cost to the District of providing additional classroom space for these students.

The cost of providing elementary school facilities for each student from new development is based on the estimated cost per student of constructing five 550-student elementary schools. The District currently owns the land required for one of these schools. Therefore, the District will need to acquire four additional elementary school sites, and the estimated cost of these sites is reflected in the cost per student. The total cost of completing these projects per student served is \$29,428. Based on the 2,491 elementary students from new homes over capacity, the 2,750 spaces (5 schools x 550 students per school) added by five schools are, mathematically, more than needed. However, four schools would not be sufficient.

At the junior high school level, the District's current long-term plan to accommodate enrollment growth is to add permanent classrooms to existing school sites as needed. In the past, Marsh Junior High School has been considered a potential site designated for additional permanent classrooms. The construction cost per student for new classrooms is based on doubling the State new construction grant per student because the state grant amount is intended to equate to 50% of the cost of classroom construction. Added to the construction cost per student is the estimated cost of site development per student, based on 12% of the construction cost. After accounting for construction and site development costs, the total cost per student of adding additional permanent classrooms is estimated to be \$22,857.

In the long run, the District plans to accommodate additional high school students by constructing a new high school. The cost of this facility for each of the 1,800 students served is \$55,427. Although more than 1,800 additional spaces are projected to be required, for the purposes of this Study, the cost per student is assumed to be the same as for an 1,800 student high school.

**Table 6: Facility Cost Per Student Space Added**

	<u>Elementary</u>	<u>Junior High School</u>	<u>High School</u>
Cost of Constructing 5 Elem. Schools(1)	\$75,886,475		
Cost of Land Acquisition(2)	+ \$5,040,000		
Total Cost of 5 New Elem. Schools	\$80,926,475		
New School Construction(1)	\$80,926,475		\$99,769,400
Students Served(3)	÷ 2,750		- 1,800
Cost Per Student	\$29,428		\$55,427
Construction Cost Per Student(4)		\$20,408	
Site Development Cost Per Student(5)		+ \$2,449	
Total Cost Per Student		\$22,857	

(1) Cost estimate for each new elementary school based on May 2002 estimate of \$10,150,000 (information provided by Chico Unified School District) increased by estimated 49.53% increase in construction cost index used to adjust developer fee caps from May 2002 through December 2011. Cost estimate for new high school based on March 2006 estimate of \$82,000,000 (information provided by Chico Unified School District) increased by estimated 21.67% increase in construction cost index used to adjust developer fee caps from March 2006 through December 2011. Due to rounding, the numbers shown in Table 6 may differ from the results of the formulas described in this footnote.

(2) Based on the number of additional elementary spaces needed, the District will require five new elementary schools. The District currently owns the land required for one of these schools (12 acres in the Bell-Muir area). However, the District will need to acquire four additional sites, and therefore the estimated cost of these sites is included in this Study. The estimated cost of the additional elementary school sites is based on 12 acres per site and a cost of \$105,000 per acre, which is the price per acre the District paid in 2004 to acquire the site for Canyon View High School.

(3) Based on information provided by Chico Unified School District. Elementary capacity based on single-track calendar capacity of 550 students per elementary school.

(4) Based on doubling the State new construction grant (as of January 2012) per student. The State new construction grant amount is doubled because the State grant amount is only intended to fund 50% of the cost per student.

(5) Estimate equal to 12% of construction costs (information provided by Vanir Construction Management - November 2006).

**RESIDENTIAL DEVELOPER FEE JUSTIFIED**

9.2.1.

Page 20 of 25

In Table 5 [page 5], this *Study* identified the number of additional spaces needed to accommodate the students from new residential development. And Table 6 [page 6] identified the cost of the facilities needed to accommodate these students. Based on this information, Table 7, below, calculates the cost of providing these facilities for each square foot of new residential development.

Table 7 shows that the students from each new home constructed in the District will cost \$8,765 to accommodate. This *Study* assumes the average new home (single-family and multi-family) to be 1,602 square feet, which means that the \$8,765 cost per home equates to a fiscal impact of \$5.47 per square foot. Although this cost impact was calculated based on new homes, for the purposes of this *Study* it is assumed that new residential construction, demolition and replacement, as well as additions of more than 500 square feet, are all the same type of development - residential - and will have the same, or substantially similar, fiscal impact. Therefore, the District is justified in charging the maximum residential developer fees of \$3.20 per square foot on all new residential development (e.g. new construction, demolition and replacement, additions of more than 500 square feet to existing homes, etc.) to the extent allowed by law.

**Table 7: Residential Developer Fee Justified**

Cost Per Elementary Student:	\$29,428	
Elementary Students Over Capacity:	<u>x 2,491</u>	
Total Cost of Elementary Students from New Homes:		\$73,305,148
Cost Per Junior-High Student:	\$22,857	
Junior High Students Over Capacity:	<u>x 112</u>	
Total Cost of Junior High Students from New Homes:		\$2,559,984
Cost Per High School Student:	\$55,427	
High School Students Over Capacity:	<u>x 1,894</u>	
Total Cost of High School Students from New Homes:		\$104,978,738
Total Cost of K - 12 Students from New Homes:	\$180,843,870	
Less: Funds Available to Mitigate Impact of New Development(1):	<u>- \$0</u>	
Unfunded Cost of K - 12 Students from New Homes:		\$180,843,870
Unfunded Cost of K - 12 Students from New Homes:	\$180,843,870	
Projected New Homes:	<u>÷ 20,633</u>	
Unfunded K - 12 Cost Per New Home:		\$8,765
Unfunded K - 12 Cost Per New Home:	\$8,765	
Average Size New Home(2):	<u>÷ 1,602 sq. ft.</u>	
Unfunded K - 12 Cost Per Square Foot:		\$5.47

(1) The District has no funds available which are committed to mitigating the fiscal impact of future new development (information provided by District - January 2012). The District has committed bond proceeds towards adding 24 new permanent classrooms at Pleasant Valley HS (information provided by District - January 2012), and this additional capacity has been accounted for in Table 1. The District plans to spend all other bond proceeds on other facilities projects that would not increase capacity (e.g. improvements to existing schools).

(2) Average of the projected average size of the new single-family homes (2,049 square feet) and new multi-family homes (1,055 square feet) weighted by the percentage of homes which could be single-family (55%) and the percentage which could be multi-family (45%) (percentage split information provided by Ms. Meredith Williams, Associate Planner, City of Chico Planning Services Department - January 2012; average home size information based on information provided by Mr. Nelson George, City of Chico Building Services Department - February 2010 & February 2012).



## COMMERCIAL-INDUSTRIAL FEES

9.2.1.

Page 21 of 25

As commercial-industrial properties develop, new jobs are created. Many of the people hired into these new jobs move into the community and bring families with them. The children from these families will increase the need for additional school facilities. Consequently, commercial-industrial development will impact the District.

The cost of accommodating these students is lessened by the amount of residential developer fees paid for new homes. Therefore, subject to statutory limits, commercial-industrial fees are justified to the extent that the residential developer fees paid fall short of mitigating the total financial impact of each new home.

The methodology used to analyze the impact of commercial-industrial development on the District must quantify the relationship between the creation of new jobs and the fiscal impact on the District of new employees moving into the community. The results of this analysis for the District are summarized in Table 8 (next page).

Education Code Section 17621 allows for the use of employee generation figures from a report produced by the San Diego Association of Governments (SANDAG). This report provides estimates for the average number of employees per square foot of space for various types of businesses. Column 1 of Table 8 shows the number of employees per 1,000 square feet for each of twelve types of businesses.

Column 2 of Table 8 represents the estimated number of employees who will live in the District per 1,000 square feet of commercial-industrial development. These figures were derived by multiplying each business' employees per 1,000 square feet by 51%, the estimated percentage of these employees who also live in the District. Although this percentage is an estimate, the actual percentage of jobs held by residents would have to be less than 15% before the justified amount would be less than 51¢ per square foot for every business category (except rental self-storage).

Column 3 represents the number of District households per 1,000 square feet. These numbers were derived by multiplying each business type's District employees per 1,000 square feet by 0.98, the estimated number of households per employee. Although this figure is an estimate, the actual number of households per employee would have to be less than 0.25 before the justified amount would be less than 51¢ per square foot for every business category (except rental self-storage).

The projected school facility costs per 1,000 square feet for each business type (column 4) were calculated by multiplying each business' District households per 1,000 square feet by the average cost per household (\$8,765). These costs range from \$263 to \$20,948. The developer fees paid per 1,000 square feet (column 5) were derived by multiplying the households per 1,000 square feet by the fees expected to be paid for the average household (\$5,126). The fees paid range from \$154 to \$12,251 per 1,000 square feet.

Column 6, the net unfunded costs per 1,000 square feet, represents the amount by which the projected costs per 1,000 square feet exceed the projected developer fees paid per 1,000 square feet. Division of this figure by 1,000 square feet yields the net unfunded costs per square foot (column 7). It can be seen that the net unfunded costs per square foot exceeds 51¢ per square foot for every business type except "rental self-storage". Therefore, the District is justified in charging a developer fee of 51¢ per square foot on all new commercial-industrial construction except "rental self-storage", in which case 11¢ per square foot is the justified charge.

**COMMERCIAL-INDUSTRIAL FEES (CONT.)**

9.2.1.

Page 22 of 25

**Table 8: Impact Analysis of Commercial-Industrial Development**

Column #:	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>
		<i>Chico</i>	<i>Chico</i>	<i>Projected</i>	<i>Developer</i>	<i>Net</i>	<i>Net</i>
<i>Type of Business</i>	<i>Employees Per 1,000</i>	<i>Employees Per 1,000</i>	<i>Households Per 1,000</i>	<i>School Facilities Costs Per 1,000 Sq. Ft.</i>	<i>Fees Paid Per 1,000 Sq. Ft.</i>	<i>Unfunded Costs Per 1,000 Sq. Ft.</i>	<i>Unfunded Costs Per 1,000 Sq. Ft.</i>
	<u>Sq. Ft. (1)</u>	<u>Sq. Ft.</u>	<u>Sq.Ft.</u>	<u>1,000 Sq. Ft.</u>	<u>1,000 Sq. Ft.</u>	<u>1,000 Sq. Ft.</u>	<u>Sq. Ft.</u>
Banks	2.83	1.44	1.41	\$12,359	\$7,228	\$5,131	\$5.13
Restaurant	2.54	1.30	1.27	\$11,132	\$6,510	\$4,622	\$4.62
Commercial Offices	4.79	2.44	2.39	\$20,948	\$12,251	\$8,697	\$8.70
Community Shopping Centers	1.73	0.88	0.86	\$7,538	\$4,408	\$3,130	\$3.13
Corporate Offices	2.68	1.37	1.34	\$11,745	\$6,869	\$4,876	\$4.88
Industrial Business Parks	3.73	1.90	1.86	\$16,303	\$9,534	\$6,769	\$6.77
Industrial Parks	1.68	0.86	0.84	\$7,363	\$4,306	\$3,057	\$3.06
Lodging	1.13	0.58	0.57	\$4,996	\$2,922	\$2,074	\$2.07
Medical Offices	4.27	2.18	2.14	\$18,757	\$10,970	\$7,787	\$7.79
Neighborhood Shopping Ctrs	2.80	1.43	1.40	\$12,271	\$7,176	\$5,095	\$5.10
Scientific R & D	3.04	1.55	1.52	\$13,323	\$7,792	\$5,531	\$5.53
Rental Self-Storage	0.06	0.03	0.03	\$263	\$154	\$109	\$0.11

Assumptions/Data:

51% of workers who both work and live within boundaries of District(2)

0.98 households per employee(3)

\$3.20 Statutory Maximum Residential Developer Fee

x 1,602 square feet: estimated average size of new home in District

\$5,126 Average Developer Fees Paid Per Home

\$8,765 School Facilities Costs Per Home(4)

(1) Based on San Diego Traffic Generators, San Diego Association of Governments.  
 (2) Based on data from the 2010 American Community Survey 1-Year Estimates. 51% of workers (who did not work from home) who lived in the City of Chico had a commute time to work of less than 15 minutes (U.S. Census Bureau). For the purposes of this Study, it is assumed that this percentage is reasonably reflective of the percentage of employees of new businesses in the District who will also live within the District.  
 (3) It is estimated that there are approximately 87,880 total households (i.e. occupied housing units) located in and 89,500 employed people living in Butte County (State Department of Finance, Demographic Research Unit, City/County Population and Housing Estimates - January 2011; State of California Employment Development Department, Labor Market Information Division - January 2011). This equates to 0.98 households/occupied homes per employee (87,880 ÷ 89,500). For the purposes of this Study, it is assumed that this ratio is reasonably reflective of the ratio of homes to employees for people who both live and work within the boundaries of the Chico Unified School District.  
 (4) See Table 7.

## NEXUS FINDINGS

9.2.1.  
Page 23 of 25

### Purpose of Fee

The purpose of the fees is to assist with paying for legal capital expenditures related to accommodating students from new development.

### Use of Fee

The District plans to use the fees to assist with paying any and all expenses related to providing school facilities needed to accommodate students from new development.

### Reasonable Relationship Between Fee's Use and Development on Which Fee is Imposed

New residential space (e.g. new homes, additions of more than 500 square feet, etc.) provides capacity for additional school-aged children to live within the District's boundaries. To the extent that they cannot be accommodated with existing school facilities, these school-aged children will require additional school facilities. The fees to be imposed by the District as justified by this *Study* will be used to help fund these additional facilities. Therefore, there is a reasonable relationship between residential development and the use of the fees.

As commercial-industrial properties develop, new jobs are created. Many of the people hired into these new jobs will move into the community, bringing families with them. The children from these families will require school facilities. The fees to be imposed by the District as justified in this *Study* will be used to help fund these facilities. Therefore, there is a reasonable relationship between commercial-industrial development and the use of the fees.

### Reasonable Relationship Between Need for Facilities and Development on Which Fee is Imposed

As described above, to the extent that school-aged children from new residential development cannot be accommodated with existing school facilities, these school-aged children will require additional school facilities. Therefore, the District needs to charge the residential developer fee authorized pursuant to law and justified by this *Study* in order to provide additional school facilities for the children produced by new residential development.

Similarly, to the extent that school-aged children drawn into the community from commercial-industrial development cannot be accommodated with existing facilities, these students will increase the need for additional school facilities. Therefore, the District needs to charge the commercial-industrial developer fees authorized pursuant to law and justified by this *Study* in order to provide additional school facilities for the children produced by new commercial-industrial development.

### Reasonable Relationship Between Amount of Fee and Cost of Public Facility

As shown in this *Study*, the cost of providing school facilities to accommodate new development equates to \$5.47 per square foot of residential development. Since the District will not seek to charge more than this amount, there is a reasonable relationship between the amount of the fee for residential development and the cost of the required school facilities.

As further shown in this *Study*, after accounting for the residential developer fees expected to be paid by the average new home, the additional cost of providing school facilities to accommodate students from new commercial-industrial development ranges from 11¢ to \$8.70 per square foot. Since the District will not charge any type of commercial-industrial development more than the lesser of the applicable fiscal impact or 51¢, there is a reasonable relationship between the amount of the fee for commercial-industrial development and the cost of the required school facilities.

## ACCOUNTING PROCEDURES

9.2.1.

Page 24 of 25

### Deposit and Accounting of Fee Revenue

Revenue derived from development fees shall be deposited, invested, accounted for, and expended in accordance with Government Code Section 66006.

Funds are being deposited in a separate capital facilities account so that there will be no commingling of fees with other revenue, except for temporary investments. The fees will be expended solely for the purpose for which they were collected. Any interest earned by such an account will be deposited in that account and expended solely for the purpose for which it was originally collected.

Within 180 days after the last day of each fiscal year, the information specified in Government Code Section 66006(b) shall be made available to the public.

### Unexpended or Uncommitted Fee Revenue

Pursuant to Government Code Section 66001(d), on the fifth (5th) anniversary following the first deposit into the developer fee fund or account, and every five years thereafter, findings will be made with respect to that portion of the fund or account remaining unexpended.

The findings will identify the purpose to which the fee will be put, demonstrate a reasonable relationship between the fee and the purpose for which it was charged, identify all sources and amounts of funding anticipated to complete financing in incomplete improvements, and designate the approximate dates on which this funding is expected to be deposited into the appropriate account or fund. Findings will not be made with respect to letters of credit, bonds, or other instruments taken to secure payment of the fee at a future date. If the findings are not made, the unspent funds and any interest thereon may be refunded to the then current record owner or owners of the development project.

Pursuant to Government Code Section 66001(e), within 180 days of the determination that sufficient funds have been collected to complete financing on incomplete projects, an approximate date by which construction may commence will be identified or the unspent funds and any interest thereon may be refunded to the then current record owner or owners of the development project.

## CONCLUSION

9.2.1.

Page 25 of 25

This *Study* demonstrates that each square foot of new residential development creates a fiscal impact of \$5.47 upon the Chico Unified School District. Although this cost impact was calculated based on new homes, for the purposes of this *Study* it is assumed that new residential construction, demolition and replacement, as well as additions of more than 500 square feet, are all the same type of development - residential - and will have the same, or substantially similar, fiscal impact. Therefore, the District is justified in imposing the statutory residential developer fee of \$3.20 per square foot on all new residential development (e.g. new construction, demolition and replacement, additions of more than 500 square feet to existing homes, etc.) to the extent allowed by law.

Further, this *Study* shows that even after accounting for projected residential developer fee revenues, the fiscal impact of various types of commercial-industrial development in the District exceeds 51¢ per square foot for every business type except "rental self-storage". Therefore, the District is justified in charging a developer fee of 51¢ per square foot on all new commercial-industrial construction except "rental self-storage", in which case 11¢ per square foot is the justified charge.

**AGENDA ITEM: Report of the Survey Results of a Possible Tax Rate Extension School Improvement Measure on the November 2012 Ballot**

**Prepared by: Maureen Fitzgerald, Assistant Superintendent, Business Services**

Consent  
 Information Only  
 Discussion/Action

Board Date: April 18, 2012

Background Information

As both state and district budgets continue to suffer, it is clear that any additional dollars necessary to fund continued support of the district infrastructure will also suffer and/or be unfunded. As facility, infrastructure, and technology needs continue to grow, it becomes more difficult to maintain core repairs and increasing needs on current funds. At the March 28, 2012, Board meeting staff received approval to explore the possibility of both refinancing our current Measure A Bond and looking to the voters in November 2012, without increasing current tax rates, to extend the life of the current bond to provide much needed additional dollars to improve district infrastructure. Staff worked with Greg Isom of Isom Advisors to conduct the study and he will be presenting the results.

Educational Implications

Providing adequate facilities and infrastructure repairs including heat and air, and maintaining current technologies all have a direct impact on the success of student learning environments.

Fiscal Implications

Refinancing the Measure A Bond will reduce taxpayer liability by up to \$4 Million dollars. A Tax Rate Extension Measure would both freeze the current assessed per parcel rate and extend that rate a set number of years. These dollars would provide for vital infrastructure and facility upgrades and repairs as well as bring current technologies to all school sites and classrooms.

Recommendation

Based on the survey results as presented to the board, take appropriate action to either:

- A. Move forward with a Ballot Measure and enter into contract with Urban Future, Inc.
  - a. Pre-Election Planning Services \$25,000
  - b. Financial Advisory Services \$70,000 per series sold\*\*All costs paid out of Bond proceeds
- B. Pursue no further action.

PROPOSED AGENDA ITEM: **Resolution #1173-12 / Teacher Appreciation Day**

Prepared by: Bob Feaster, Assistant Superintendent, Human Resources

- Consent
- Information Only
- Discussion/Action

Board Date: April 18, 2012

**Background Information:**

May 8, 2012, has been designated in California as the Day of the Teacher. We in Chico Unified School District are blessed to have an excellent teaching staff that is committed to student support and achievement. This resolution designates May 8, 2012 as Teacher Appreciation Day in Chico Unified School District and reminds all of us to continue to pay tribute to public school teachers. Everyday...teachers perform miracles especially given the ongoing budget crisis, increasing academic expectations and the often challenging life experiences faced by many of our students.

**CHICO UNIFIED SCHOOL DISTRICT**  
1163 East Seventh Street  
Chico, CA 95928-5999

**RESOLUTION # 1173-12**

**The Chico Unified School District Board of Education  
For Teacher Appreciation**

**WHEREAS**, a strong effective system of free public school education for all children and youth is essential to our democratic system of government; and

**WHEREAS**, the United States has made considerable progress in the social, technological, and scientific fields due to our system of free and universal public education; and

**WHEREAS**, much of this progress can be attributed to the qualified and dedicated teachers entrusted with the educational development of our children to their full potential; and

**WHEREAS**, teachers should be accorded high public esteem, reflecting the value the community places on public education; and

**WHEREAS**, the Chico Unified School District is keenly aware of the importance and impact of teachers on children; and

**WHEREAS**, it is appropriate that teachers be recognized for this dedication and commitment to educating students;

**THEREFORE, BE IT RESOLVED** that May 8, 2012, be proclaimed Teacher Appreciation Day in the Chico Unified School District and urge all citizens to pay tribute to our public school teachers.

Passed and adopted by the Chico Unified School District Board of Education at a regular meeting, hereof, held on the 18<sup>th</sup> day of April, 2012.

\_\_\_\_\_  
Dr. Andrea Lerner Thompson, President

\_\_\_\_\_  
Elizabeth Griffin, Vice President

\_\_\_\_\_  
Eileen Robinson, Clerk

\_\_\_\_\_  
Dr. Kathleen Kaiser, Member

\_\_\_\_\_  
Jann Reed, Member

\_\_\_\_\_  
Kelly Staley, Secretary



**PROPOSED AGENDA ITEM:** Board Policy Adoptions

**Prepared by:** Administration

Consent

Board Date April 18, 2012

Information Only

Discussion/Action

**Background Information**

In order to govern effectively, Districts are required to have accurate and up-to-date Board Policies. By law, Districts are mandated to adopt many policies to ensure legal compliance. Working in conjunction with the California School Boards Association (CSBA) Policy Services, CUSD continues to update and revise Board Policies to ensure CUSD is legally compliant.

**Education Implications**

Up-to-date policies provide clarity to the expectations for students, parents, and staff.

**Fiscal Implications**

CUSD is required to have up-to-date and legally compliant policies. Failure to have such policies in place jeopardizes funding opportunities, especially in regards to Categorical dollars.