

# **CUSD Board of Education**

## **Regular Meeting Agenda**

**Chico City Council Chambers**

**December 18, 2013**

**CLOSED SESSION – 5:00 P.M.**

**REGULAR BOARD MEETING – 6:00 P.M.**



## **Board Members**

**Elizabeth Griffin, President**

**Dr. Kathleen Kaiser, Vice President**

**Linda Hovey, Clerk**

**Eileen Robinson, Member**

**Dr. Andrea Lerner Thompson, 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: 12/13/13

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 – December 18, 2013

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:

CUTA

CSEA, Chapter #110

CUMA

Representatives:

Kelly Staley, Superintendent

Kevin Bultema, Asst. Superintendent

Bob Feaster, Asst. Superintendent

Dave Scott, Asst. Superintendent

David Koll, Director, Classified Personnel

Dusty Copper, Supervisor

Dave McKay, Principal

JoAnn Bettencourt, Principal

Erica Sheridan, Assistant Principal

Damon Whittaker, Assistant Principal

*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. ORGANIZATIONAL MEETING**

- 4.1. Elect President
- 4.2. Elect Vice President
- 4.3. Elect Clerk
- 4.4. Appoint Secretary to the Board
- 4.5. Set Date, Time and Place of Regular Meetings
- 4.6. Agenda Layout

### **5. STUDENT REPORTS**

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

### **7. ANNOUNCEMENTS**

### **8. ITEMS FROM THE FLOOR**

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

- 9.1. CSEA
- 9.2. CUTA
- 9.3. District

### **10. CONSENT CALENDAR**

#### **10.1. GENERAL**

- 10.1.1. Consider Approval of Minutes of Regular Session on November 20, 2013, and Special Session on December 11, 2013
- 10.1.2. Consider Approval of Items Donated to the Chico Unified School District

**10.2. EDUCATIONAL SERVICES**

- 10.2.1. Consider Expulsion of Students with the following IDs: 51917, 52594, 53757, 54003, 57584, 58154, 58265, 61138, 65421
- 10.2.2. Consider Approval of the Field Trip Request for Chapman Sixth Graders to Attend Shady Creek Environmental Camp in Nevada City, CA from 5/5/14 to 5/8/14
- 10.2.3. Consider Approval of the Field Trip Request for Hooker Oak Sixth Graders to Attend Shady Creek Environmental Camp in Nevada City, CA from 5/5/14 to 5/8/14
- 10.2.4. Consider Approval of the Field Trip Request for Neal Dow Sixth Graders to Attend Shady Creek Environmental Camp in Nevada City, CA from 4/28/14 to 5/1/14
- 10.2.5. Consider Approval of the Field Trip Request for Parkview Sixth Graders to Attend Shady Creek Environmental Camp in Nevada City, CA from 5/5/14 to 5/9/14
- 10.2.6. Consider Approval of the Field Trip Request for Rosedale Sixth Graders to Attend Butte Meadow's Outdoor School in Butte Meadows, CA from 5/27/14 to 5/30/14
- 10.2.7. Consider Approval of the Field Trip Request for Shasta and Marigold Sixth Graders to Attend Shady Creek Environmental Camp in Nevada City, CA from 1/21/14 to 1/24/14
- 10.2.8. Consider Approval of the Field Trip Request for Sierra View Sixth Graders to Attend Butte Meadow's Outdoor School in Butte Meadows, CA from 5/14/14 to 5/16/14
- 10.2.9. Consider Approval of the Field Trip Request for PVHS English Class to Attend the Shakespeare Festival in Ashland, Oregon from 4/3/14 to 4/4/14
- 10.2.10. Consider Approval of the Field Trip Request for PVHS Baseball Team to Participate in the 7<sup>th</sup> Annual Tucson Lancer Baseball Tournament in Tucson, Arizona from 3/17/14 to 3/24/14
- 10.2.11. Consider Approval of the Field Trip Request for PVHS Jazz Band to Attend the Santa Cruz Jazz Festival in Santa Cruz, CA from 3/14/14 to 3/15/14
- 10.2.12. Consider Approval of the Field Trip Request for CHS FFA/AG Class to Attend the Made for Excellence/Advanced Leadership Academy FFA Conference in Redding, CA from 1/17/14 to 1/18/14
- 10.2.13. Consider Approval of the CHS Yearbook Agreement with Herff Jones
- 10.2.14. Consider Approval of the PVHS Yearbook Agreement with Herff Jones
- 10.2.15. Consider Approval of the New Course Proposal – Production Journalism Online
- 10.2.16. Consider Approval of CHS and PVHS Foreign Language Department Title Change to World Language Department
- 10.2.17. Consider Approval of CAHSEE Waivers for Students with Disabilities

**10.3. BUSINESS SERVICES**

- 10.3.1. Consider Approval of Accounts Payable Warrants
- 10.3.2. Consider Approval of Notice of Completion – Chico High School Library Rooftop HVAC Replacement
- 10.3.3. Consider Approval of Facility Master Plan – Phase II Programming – Consultant Agreement with Tim Haley, RA Planning and Programming (Featuring Ellen Mejia-Hooper)

**10.4. HUMAN RESOURCES**

- 10.4.1. Consider Approval of Certificated Human Resources Actions
- 10.4.2. Consider Approval of Classified Human Resources Actions

11. **DISCUSSION/ACTION CALENDAR**

11.1. EDUCATIONAL SERVICES

11.1.1. Discussion/Action: Common Core State Standards Implementation Funds  
(Michael Morris)

11.2. BUSINESS SERVICES

11.2.1. Discussion/Action: 2013 Solar RFP – Results and Recommendations –  
Newcomb Anderson McCormick (Michael Weissenborn)

11.2.2. Discussion/Action: 2013 Solar RFP – Financial Advisory Services –  
Government Financial Strategies, Inc. (Michael Weissenborn)

11.2.3. Discussion/Action: Resolution No. 1236-13, California Energy Commission's  
Energy Conservation Assistance Act (ECAA) Loan (Michael Weissenborn)

11.3. HUMAN RESOURCES

11.3.1. Information: Announcement of the Appointee to the Personnel Commission by  
the Appointee of Chico Unified School District Board of Education and the  
Appointee of the Classified School Employees Association of the Chico Unified  
School District (Bob Feaster)

11.3.2. Discussion/Action: Public Disclosure Document and Approval of a Tentative  
Agreement between CUSD and CUTA (Kevin Bultema and Bob Feaster)

12. **ITEMS FROM THE FLOOR**

13. **ANNOUNCEMENTS**

14. **ADJOURNMENT**

Posted: 12/13/13

:mm

**MINUTES****1. CALL TO ORDER**

At 5:00 p.m. Board President Griffin called the meeting to order at the Chico City Council Chambers, East Fourth and Main Streets and announced the Board was moving into Closed Session.

Present: Griffin, Kaiser, Thompson

Absent: Hovey, Robinson (Robinson left the meeting at 5:40 p.m.)

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

There were no public comments.

**2. CLOSED SESSION****2.1 Update on Labor Negotiations**

Employee Organizations:

Representatives:

CUTA

CSEA, Chapter #110

Kelly Staley, Superintendent

Bob Feaster, Asst. Superintendent

Dave Scott, Asst. Superintendent

Kevin Bultema, Asst. Superintendent

Joanne Parsley, Director

Jim Hanlon, Principal

Jay Marchant, Principal

Debbie Aldred, Principal

Ted Sullivan, Principal

**3. RECONVENE TO REGULAR SESSION****3.1 Call to Order**

At 6:00 p.m. Board President Griffin called the Regular Meeting to Order.

**3.2 Report Action Taken in Closed Session**

Board President Griffin announced there was nothing to report from Closed Session.

**3.3 Flag Salute**

Board President Griffin led the salute to the Flag.

**4. STUDENT REPORTS**

At 6:06 p.m. CHS Teacher Caitlin McCandless presented information on the Autism Center for Education Classroom at Chico High School, a peer tutor and socialization program, and introduced students Connor Hughes, Johnnie Angelo, Andrew Staas, and Cameron Goodson, who spoke about their experiences in the program. At 6:14 p.m. Principal Tim Cariss, Teacher Don Kinslow, and CHS student Cristina Kinslow, who volunteers her help at Rosedale Elementary, presented a PowerPoint and information on the Rosedale Tech Team. The Tech team consists of 4-6<sup>th</sup> grade students who learn very high level computer skills and even serve at times as little "IT people" for Rosedale Elementary.

**5. SUPERINTENDENT'S REPORT**

At 6:25 p.m. The Superintendent's Award was presented by Superintendent Staley and Principal Ted Sullivan to Danielle Penne and Terri Crawford. Phil Morgan introduced Penny Baxter with Arts for All and Bob Maness, the Executive Director for the CA Regional Theatre. Mr. Maness presented the Arts for All Program a check for \$4,000.00, which was a donation from a portion of the ticket sales for the production of *Les Miserables*. Penny Baxter explained how the money would be used for grants for CUSD teachers. Superintendent Staley announced CUSD was recently recognized as one of 477 school districts in the United States and Canada that earned placement on the 4<sup>th</sup> Annual AP District Honor Roll. She congratulated the high school principals and staff for increasing access to Advanced Placement course work while also maintaining or increasing the percentage of students earning scores of 3 or higher on AP Exams. Assistant Superintendent Dave Scott made a community service announcement regarding pertussis. Superintendent Staley and Assistant Superintendent Scott addressed parent concerns regarding the recent decision to include sixth grade as part of the Jr. High/Middle School model and noted their input would be important in upcoming decisions.

**MINUTES****6. ANNOUNCEMENTS**

At 6:52 p.m. CUTA President Moretti announced CUTA had just held two successful pancake breakfast fundraisers at Chapman and Marigold and two more are planned in March.

**7. ITEMS FROM THE FLOOR**

At 6:53 p.m. Citizen Kirk Monfort requested the Board place a discussion regarding the closure of the bike and pedestrian path through Chico High School on a future agenda.

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

At 6:54 p.m. The Board received employee reports from Bob Feaster for the District; Susie Cox for CSEA, and Kevin Moretti for CUTA.

**9. CONSENT CALENDAR**

At 7:00 p.m. Board President Griffin asked if anyone would like to pull a Consent Item for further discussion. Board Vice President Kaiser pulled Item 9.2.3. and Board President Griffin pulled Item 9.1.1. Board President Griffin announced Item 9.2.3., the New Course Proposal – Production Journalism Online - was pulled from this agenda and moved to the December 18 Board Agenda. Board Member Thompson moved to approve the remaining Consent Items; seconded by Board Vice President Kaiser.

**9.1. GENERAL**

9.1.1. This item was pulled for further discussion.

9.1.2. The Board approved Items Donated to the Chico Unified School District.

<b>Donor</b>	<b>Item</b>	<b>Recipient</b>
Ronald Rosequist	\$500.00	Elementary Fine Arts
Up the River Blues Society	\$100.00	CUSD Music Programs
Vitia & Jennifer Kozielski	\$462.50	Emma Wilson Elementary
David & Sharon Purser	\$337.50	Emma Wilson Elementary
Emma Wilson PTSA	\$500.00	Emma Wilson Elementary
Discount Tobacco & Cigar	\$150.00	Emma Wilson Elementary
Anna June Bock	\$50.00	Hooker Oak School
John's Handy Man Service	\$50.00	Hooker Oak School
Susan Kehm	7 Books @ \$35.00	McManus Elementary
Anonymous	\$150.00	Rosedale Elementary
Azad's Martial Arts	School Supplies @ \$500.00	Rosedale Elementary
Rotary Club of Chico/Noon Club	2 Backpacks w/ Supplies @ \$75.00	Rosedale Elementary
Eagles Auxiliary, Attn: Patricia Lindstrom	Misc. School Supplies	Rosedale Elementary
MOM's Restaurant	\$500.00	Rosedale Elementary
Vinay & Gogi Kumar	\$50.00	Sierra View Elementary
Christian & Melissa Friedland	\$500.00	Sierra View Elementary
Heidi Houlihan & Gilbert Herrara	\$200.00	Sierra View Elementary
Jon & Anke Scott	\$300.00	Sierra View Elementary
Rafaela & Michael Perry	\$100.00	Sierra View Elementary
Joanna Allen	\$50.00	Sierra View Elementary
Ata Alijani & Neda Shariff	\$250.00	Sierra View Elementary
PG&E Corporation/David Barrios	\$60.00	Chico Jr. High
PG&E / Campaign for the Community	\$524.00	Pleasant Valley High
Target - Take Charge of Education	\$533.72	Pleasant Valley High
Michael Huyck	\$184.85	Pleasant Valley High
John & Michelle McGivern	\$100.00	Pleasant Valley High
Daniel & Nathalie Thomas	\$265.00	Pleasant Valley High
Franklin Construction, Inc.	Sand, Trucking Cost @ \$828.45	Pleasant Valley High
Denny's	10 Gift Cards @ \$100.00	Pleasant Valley High
Julie & Kirk Graulich	2 Bicycles @ \$200.00	Fair View High
Roseville Carpet One	Carpet @ \$668.13	Loma Vista School

## MINUTES

**9.2. EDUCATIONAL SERVICES**

- 9.2.1. The Board approved the Expulsion of Students with the following IDs: 51389, 58593, 68864, 69573, 70108, 76922, 78948
- 9.2.2. The Board approved the Expulsion Clearance of Student with the following ID: 79505
- 9.2.3. This item (Approval of the New Course Proposal – Production Journalism Online) was pulled from this agenda and will be moved to the December 18 Board Meeting.

**9.3 BUSINESS SERVICES**

- 9.3.1. The Board approved the Accounts Payable Warrants
- 9.3.2. The Board approved the Bond Funds Annual Report 2012-13
- 9.3.3. This item was pulled for further discussion.

**9.4 HUMAN RESOURCES**

- 9.4.1. The Board approved the Certificated Human Resources Actions

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>
<b><u>Temporary Appointments 2013/14</u></b>			
Anderson, Fran	Secondary	10/14/13-6/5/14	0.2 FTE
Ehrhart, Dene	Elementary	11/15/13-6/5/14	0.6 FTE
Hoe, Tonja	Psychologist	10/21/13-6/30/14	0.3 FTE
James, Kate	Elementary	10/14/13-6/5/14	0.7 FTE
Murray, Melissa	Elementary	10/14/13-6/5/14	0.75 FTE
<b><u>Probationary Appointments 2013/14</u></b>			
<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>
Miller, Carol	Special Education	11/18/13	0.5 FTE Probationary 1
<b><u>Status Changes 2013/14</u></b>			
<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>
Hernandez, Lucia	Elementary	2013/14	Change from Temporary to Probationary 0 (1.0 FTE)
Kermen, Nichole	Elementary	2013/14	Change from Temporary to Probationary 1 (1.0 FTE)
Leichter, Erin	Elementary	2013/14	Change from Probationary 0 to Probationary 2 (1.0 FTE)
Parry, Wynona	Secondary	2013/14	Change from Temporary to Probationary 1 (0.8 FTE)
Riggs, Ronald	Secondary	2013/14	Change from Temporary to Probationary 1 (0.4 FTE)
<b><u>Leave Requests 2013/14</u></b>			
<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>
Bishop, Melissa	Special Education	11/6/13-12/20/13	1.0 FTE Child Care Leave
Lourenco, Vickie	Elementary PE	11/15/13-6/5/14	0.6 FTE Child Care Leave
Tippets, Susan	Secondary	12/2/13-12/19/13	1.0 FTE Personal Leave
<b><u>Retirements</u></b>			
<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>	
Vetrano, Salvatore	Secondary	12/31/13	



## MINUTES

## 9.4.2. The Board approved the Classified Human Resources Actions

ACTION NAME	CLASS/LOCATION/ ASSIGNED HOURS	EFFECTIVE	COMMENTS/PRF #/ FUND/RESOURCE
<b>APPOINTMENTS</b>			
Alba, Cesar	IA-Special Education/PVHS/6.5	10/31/2013	Vacated Position/50/ Special Ed/6500
Alderman, Dina	Parent Classroom Aide- Restr/LCC/2.0	10/21/2013	Vacated Position/68/ Categorical/3010
Alexander, Ann	IPS-Classroom/Hooker Oak/3.0	10/28/2013	Vacated Position/58/ Special Ed/6500
Briggs, Christopher	IPS-Classroom/MJHS/6.5	10/28/2013	New Position/62/ Special Ed/6500
Call, Darcy	IPS-Healthcare/Wildflower/6.5	10/30/2013	New Position/77/ Special Ed/6500
Cline, Sarah	Parent Classroom Aide- Restr/LCC/2.0	11/5/2013	Vacated Position/116/ Categorical/3010
Colwell, Christopher	IA-Special Education/CJHS/6.5	10/7/2013	Vacated Position/52/ Special Ed/6500
Cowan, Rebecca	IPS-Classroom/CHS/5.5	11/5/2013	Vacated Position/60/ Special Ed/6500
Deome, Gale	IPS-Healthcare/Loma Vista/6.0	10/28/2013	Vacated Position/13/ Special Ed/6500
Egan, Michael	IA-Special Education/BJHS/5.0	10/9/2013	New Position/386/ Special Ed/6500
Gillaspie, Lori	Health Assistant/Sierra View/5.5	11/18/2013	Vacated Position/74/ General/1100
Gizzi, Lynda	Sr Library Media Assistant/CHS/8.0	11/18/2013	Vacated Position/11/ Library/1100
Grissom, Chelsea	IPS-Classroom/Marigold/6.0	11/4/2013	Vacated Position/31/ Special Ed/6500
Huckaby, Lucas	IPS-Healthcare/MJHS/6.5	10/31/2013	Vacated Position/64/ Special Ed/6500
Jessee, Kathryn	Campus Supervisor/CJHS/1.0	11/4/2013	Vacated Position/49/ General/0000
Keller, Grant	IA-Special Education/BJHS/3.5	10/8/2013	Vacated Position/26/ Special Ed/6500
Krause, Michelle	IPS-Classroom/MJHS/6.5	11/4/2013	New Position/61/ Special Ed/6500
Leffler, Jamilynn	IPS-Healthcare/Loma Vista/4.0	10/29/2013	Vacated Position/63/ Special Ed/6500
Leyva, Reuben	LT Custodian/PVHS/8.0	10/31/2013- 1/29/2014	During Absence of Incumbent/ M & O/0000
Liebgott, Amy	IPS-Healthcare/Loma Vista/4.0	10/29/2013	New Position/383/ Special Ed/6500
Mackell, Robin	IPS-Classroom/Shasta/6.0	11/12/2013	Vacated Position/102/ Special Ed/6500

## MINUTES

Marler, Jennifer	IA-Special Education/Inspire/3.5	10/4/2013	New Position/332/ Special Ed/6500
Oates, Ashley	Instructional Assistant/Sierra View/2.0	11/5/2013	Vacated Position/369/ General/0000
Owen, Mary	IA-Special Education/McManus/5.0	10/8/2013	Vacated Position/182/ Special Ed/6500
Rikkelman, Jessica	IPS-Healthcare/Neal Dow/4.0	10/21/2013	Vacated Position/67/ Special Ed/6500
Root, Sheryl	LT IPS-Healthcare/Parkview/6.0	10/21/2013- 2/19/2014	During Absence of Incumbent/ 65/Special Ed/6500
Scalice, Janet	IA-Special Education/CHS/5.0	10/4/2013	Vacated Position/12/ Special Ed/6500
Smith, Marc	IA-Special Education/CJHS/5.0	10/7/2013	Vacated Position/367/ Special Ed/6500
Stewart, Chloe	IPS-Classroom/Loma Vista/3.5	11/4/2013	Vacated Position/53/ Special Ed/6500
Williams, Janice	IA-Special Education/CHS/5.0	10/7/2013	Vacated Position/51/ Special Ed/6500
Willman, Richard	IPS-Classroom/Marigold/3.0	11/4/2013	Vacated Position/56/ Special Ed/6500
Wilson, Lauren	IPS-Classroom/Loma Vista/4.0	10/29/2013	New Position/57/ Special Ed/6500
Winkle, Christina	Sr Office Assistant/Educational Svcs/8.0	10/22/2013	Vacated Position/371/ General/0000
Zink, Lindsey	IPS-Healthcare/Loma Vista/4.0	11/4/2013	Vacated Position/66/ Special Ed/6500
Zink, Lindsey	IPS-Classroom/Loma Vista/2.0	11/4/2013	Vacated Position/54/ Special Ed/6500

**PROMOTIONS**

Willman, Richard	IPS-Classroom/Marigold/3.0	11/4/2013	Vacated Position/55/ Special Ed/6500
------------------	----------------------------	-----------	---

**LEAVES OF ABSENCE**

Bouttote, Steven	Sr Custodian/McManus/8.0	9/13/2013- 12/4/2013	Per CBA 5.1
Davis, Happi	IPS-Classroom/Sierra View/6.0	10/30/2013- 12/10/2013	Per CBA 5.11
Davis, Happi	Transportation Special Ed Aide/ Transportation/1.8	10/30/2013- 12/10/2013	Per CBA 5.11
Heuvelhorst, Stephen	Sr Custodian/Parkview/8.0	11/20/2013- 2/27/2014	Per CBA 5.3.3
Kaufmann, Steven	IPS-Classroom/Loma Vista/4.0	10/16/2013	Early Return from LOA
Krause, Michelle	IPS-Classroom/MJHS/6.0	11/1/2013- 11/1/2013	Per CBA 5.12
Payne, Kristan	IPS-Classroom/Chapman/3.5 & 3.0	11/20/2013- 5/20/2014	Per CBA 5.12

**RESIGNATIONS/TERMINATIONS**

Employee Holding Position #207025	IA-Special Education/CJHS/5.0	10/23/2013	Released During Probation
-----------------------------------	-------------------------------	------------	---------------------------

## MINUTES

Hornback, Huntley	IA-Special Education/Neal Dow/5.0	10/18/2013	Voluntary Resignation
-------------------	-----------------------------------	------------	-----------------------

<b>RESIGNED ONLY THIS POSITION</b>
------------------------------------

Alba, Cesar	IA-Special Education/Citrus/3.0	10/30/2013	Increase in Hours
Alba, Cesar	IA-Special Education/Emma Wilson/2.5	10/30/2013	Voluntary Resignation
Deome, Gale	School Bus Driver-Type 2/Transportation/7.1	10/27/2013	Transfer w/Decrease in Hours
Gillaspie, Lori	Health Assistant/Chapman/4.0	11/17/2013	Increase in Hours
Krause, Michelle	IPS-Classroom/MJHS/6.0	11/03/2013	Increase in Hours
MacKell, Robin	IPS-Classroom/Shasta/5.5	11/11/2013	Increase in Hours
Willman, Richard	Campus Supervisor/BJHS/2.0	11/3/2013	Promotion

**(Consent Vote)**

AYES: Griffin, Kaiser, Thompson

NOES: None

ABSENT: Hovey, Robinson

**10. DISCUSSION/ACTION CALENDAR****ITEMS REMOVED FROM CONSENT FOR FURTHER DISCUSSION****9.1 GENERAL****9.1.1. Consider Approval of Minutes of Regular Session on October 16, 2013, and Special Session on October 23, 2013**

Board President Griffin noted the October 23, 2013, minutes had been corrected to state that Board Vice President Kaiser called the meeting to order, not Board President Griffin, as she was not present at the meeting. Board Member Thompson moved to approve the corrected minutes; seconded by Board Vice President Kaiser.

AYES: Griffin, Kaiser, Thompson

NOES: None

ABSENT: Hovey, Robinson

**9.2 BUSINESS SERVICES****9.3.3. Consider Approval of Resolution 1234-13, California Energy Commission's Bright Schools Program**

Board Vice President Kaiser stated she had pulled this item to congratulate Director Weissenborn for his immediate responses to all additional funding opportunities. Director Weissenborn said it was his entire team that deserved the congratulations. Board Vice President Kaiser moved to approve Resolution 1234-13; seconded by Board Member Thompson.

AYES: Griffin, Kaiser, Thompson

NOES: None

ABSENT: Hovey, Robinson

**10.1. EDUCATIONAL SERVICES****10.1.1. Information: Common Core State Standards Implementation Funds**

At 7:05 p.m. Directors John Bohannon and Mike Morris presented background information, educational implications, and fiscal implications regarding the one-time Common Core State Standards (CCSS) Implementation Funds. They explained how the district had developed a plan delineating how the CCSS implementation funds should be spent and how it must be explained in a public meeting of the governing board (tonight's meeting) before being adopted in a subsequent public meeting (the December 18 Board meeting).

---

MINUTES

---

**10.2. BUSINESS SERVICES****10.2.1. Discussion/Action: 2012-13 Unaudited Actual Financial Statements**

At 7:40 p.m. Assistant Superintendent Kevin Bultema and Directors Connie Cavanaugh and Jaclyn Kruger presented information on the 2012-13 Unaudited Actual Financial Statements. Board Vice President Kaiser moved to approve the report; seconded by Board Member Thompson.

AYES: Griffin, Kaiser, Thompson

NOES: None

ABSENT: Hovey, Robinson

At 7:53 p.m. Board President Griffin announced there would be a five minute break.

At 7:58 p.m. Board President Griffin called the meeting back to order.

**10.2.2. Discussion/Action: Agreement for Architectural Services for Marsh Jr. High School Multipurpose Building – Rainforth Grau Architects**

At 7:59 p.m. Director Michael Weissenborn presented information on the Agreement for Architectural Services for the Marsh Jr. High School Multipurpose Building with Rainforth Grau Architects. Board Member Thompson moved to authorize the Superintendent or designee to enter into Architectural Services Agreements for site drainage improvements and the new multipurpose building with Rainforth Grau Architects to complete the design phase for the projects at Marsh Jr. High School; seconded by Board Vice President Kaiser.

AYES: Griffin, Kaiser, Thompson

NOES: None

ABSENT: Hovey, Robinson

**10.3 HUMAN RESOURCES****10.3.1. Discussion/Action: Resolution No. 1232-13, Elimination of Classified Services and Ordering Layoffs in the Classified Service for the 2013-2014 School Year**

At 8:09 p.m. Assistant Superintendent Feaster presented information on Resolution 1232-13. Board Vice President Kaiser voted to approve Resolution 1232-13; seconded by Board Member Thompson.

AYES: Griffin, Kaiser, Thompson

NOES: None

ABSENT: Hovey, Robinson

**10.3.2. Discussion/Action: Resolution No. 1233-13, Release/Non-Reelection of a Temporary Certificated Employee**

At 8:11 p.m. Assistant Superintendent Feaster presented information on Resolution 1233-13. Board Member Thompson voted to approve Resolution 1232-13; seconded by Board Vice President Kaiser.

AYES: Griffin, Kaiser, Thompson

NOES: None

ABSENT: Hovey, Robinson

**11. ITEMS FROM THE FLOOR**

At 8:14 p.m. A Sherwood Montessori parent questioned funding for their charter. Superintendent Staley suggested the parent contact Director John Bohannon and/or Assistant Superintendent Bultema for funding questions.

MINUTES

12. **RECESS**

At 8:19 p.m. Board President Griffin announced the Board was moving into recess from the regular meeting to open the Annual Meeting of the Board of Directors of the Chico Unified School Financing Corporation.

13. **RECONVENE TO REGULAR SESSION**

At 8:24 p.m. Board President Griffin announced the Annual Meeting of the Board of Directors was adjourned and reconvened the open session.

14. **ADJOURNMENT**

At 8:25 p.m. Board President Griffin adjourned the meeting.

:mm

APPROVED:

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

\_\_\_\_\_  
Administration

---

MINUTES

---

**1. CALL TO ORDER**

At 5:03 p.m. Board President Griffin called the meeting to order in the Williams Theatre at Chico High School, 901 Esplanade.

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

**Absent:** None

**2. CONSENT CALENDAR**

At 5:04 p.m. Board President Griffin asked if anyone would like to pull the consent item for further discussion. The item was not pulled. Board Member Thompson moved to approve the Consent item; seconded by Board Vice President Kaiser.

**2.1. BUSINESS SERVICES****2.1.1. Consider Approval of the Notice of Completion – Sports Field Toilet Building at Chico High School****(Consent Vote)**

AYES: Griffin, Kaiser, Hovey, Thompson, Robinson

NOES: None

ABSENT: None

**3. DISCUSSION/ACTION CALENDAR**

Board President Griffin announced Agenda Item 3.2.1., The First Reading of the New Board Policy Regarding Transgender and Gender Variant Students – Ensuring Equity and Nondiscrimination, had been pulled from the agenda. Assistant Superintendent Dave Scott explained that due to new information received from the California School Boards Association, discussion would be delayed.

**3.1. BUSINESS SERVICES****3.1.1. Discussion/Action: Draft Facilities Master Plan and Americans with Disabilities Act (ADA) Transition Plan**

At 5:05 p.m. Director Michael Weissenborn noted the focus of tonight's workshop was to review the draft of the Facilities Master Plan and the ADA Transition Plan. At 5:10 p.m. Tim Haley and Ellen Mejia-Hooper presented a PowerPoint describing where CUSD was in the master planning process, and discussed the different phases, priorities and timelines. At 5:45 p.m. time was allowed for questions on the Facilities Master Plan. At 5:49 p.m. The PowerPoint continued with discussion regarding the ADA Transition Plan. The Board received a view of the comprehensive database that was created for CUSD showing all ADA needs and updates. Director Weissenborn recommended that at this time the Board adopt Recommendation 1, which is the adoption of the ADA transition plan prepared by Darden Architects, Inc. and Lars Anderson and Association. Board Vice President Kaiser moved to adopt the ADA Transition Plan; seconded by Board Member Robinson.

AYES: Griffin, Kaiser, Hovey, Thompson, Robinson

NOES: None

ABSENT: None

At 6:27 p.m. Director Weissenborn noted that approval of the Facilities Master Plan (FMP) will not take place until a later date. Time is being allowed for the Board and public to review the FMP and community input will continue. He recommended the Board approve Recommendation 2 that authorizes staff to begin the planning for the Phase I Quick Start projects which include the ADA Priority List – Site Work at six elementary school and all high schools; Technology Infrastructure for Common Core at all elementary school, all high schools, and the district main hub; enhanced school safety and security measures at school sites to be identified; and energy efficiency and alternative energy projects at school sites to be identified. Board Vice President Kaiser moved to approve the Phase I Quick Start Projects realizing there are still evolving issues with financing and projects; seconded by Board Member Robinson.

AYES: Griffin, Kaiser, Hovey, Robinson

NOES: Thompson

MINUTES

ABSENT: None

Board Member Thompson stated she opposed the motion due to the vagueness, especially regarding which sites would be chosen for the school safety and security measures and felt all sites should be included. Board President Griffin stated she approved the motion as she felt safety is being addressed at all sites and this was just a matter of refinement.

At 6:38 p.m. Director Weissenborn discussed Recommendation 3, which authorizes the Superintendent or designee to enter into an agreement with Tim Haley, RA Programming and Planning for the programming and development of the educational specifications for the Phase II projects as described in the Facilities Master Plan occurring at Bidwell Jr. High, Chico Jr. High and Marsh Jr. High school. Director Weissenborn offered to bring back Recommendation 3 to the December 18 Board meeting as a Consent Item. The Consent Item will include the agreement, which shows the scope of work and budget. Board Members unanimously agreed they would like this recommendation to return as a Consent Item at the December 18 meeting.

3. **CLOSED SESSION**

At 6:59 p.m. Board President Griffin announced the Open Session was adjourned and the Board was moving into Closed Session.

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

At 7:05 p.m. There was no public comment on Closed Session Items.

3.2. **Update on Labor Negotiations**

Employee Organizations:

- CUTA
- CSEA, Chapter #110
- Kelly Staley, Superintendent
- Bob Feaster, Asst. Superintendent
- Dave Scott, Asst. Superintendent
- Kevin Bultema, Asst. Superintendent
- Joanne Parsley, Director
- Jim Hanlon, Principal
- Jay Marchant, Principal
- Debbie Aldred, Principal
- Ted Sullivan, Principal

Representatives:

4. **RECONVENE TO REGULAR SESSION**

4.1. **Call to Order**

4.2 **Report Action Taken in Closed Session**

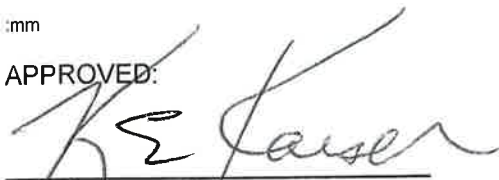
At 7:39 p.m. Board President Griffin announced there was nothing to report from Closed Session.

5. **ADJOURNMENT**

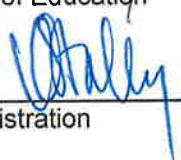
At 7:40 p.m. Board President Griffin adjourned the meeting.

:mm

APPROVED:



Board of Education



Administration

# DONATIONS/GIFTS

<b>Donor</b>	<b>Item</b>	<b>Recipient</b>
Brenda Peebles	\$50.00	Henshaw Farms
Kimmelshue Orchards	Harvesting Services @ \$458.58	Henshaw Farms
Bruce Dillman	Miscellaneous Items @ \$4,762.00	Chico High
Joseph Ernandes	\$250.00	Emma Wilson Elementary
Mom's Restaurant	\$1,622.00	Hooker Oak School
Alana Dannenberg	Tickets to Laxson @ \$144.00	Hooker Oak School
Keith & Elizabeth Augustin	\$500.00	Marigold Elementary
B. Scott Hood	\$100.00	Rosedale Elementary
Yoyo Factory	\$161.92	Sierra View Elementary
B. Scott Hood	\$500.00	Chico Jr. High
Westgate Hardwoods	Multi-Dimensional Hardwoods	Chico Jr. High
Chico Rugby Club	\$300.00	Pleasant Valley High Athletics
Morrison - Fort Family		
Rae Morrison & Nancy Fort	Team Bench @ \$75.00	Pleasant Valley High Athletics
Soroptimist International of Bidwell		
Rancho	\$720.00	Alternative Education
Anthony Cardenas		
Omni-Swing, LLC	\$500.00	Fair View High



**AGENDA ITEM:** Field Trip Request for Shady Creek Environmental Camp for Chapman Sixth Graders

**Prepared by:** Katy Gervasi/Angie Brunemeyer

Consent

Board Date December 18, 2013

Information Only

Discussion/Action

**Background Information**

Sixth Grade Shady Creek Environmental Camp from May 5<sup>th</sup> – May 8<sup>th</sup>.

**Educational Implications**

We want our sixth graders to experience science in a hands-on environment. Not only will students learn about our earth and environment, but they will be learning about themselves and growing and maturing in the process.

**Fiscal Implications**

The money used to finance this trip was generated by fundraising and donations.

CHICO UNIFIED SCHOOL DISTRICT

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

FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: 9/4/13

FROM: Katy Gervasi/Angie Brunemeyer

School/Dept.: Chapman Elem.

SUBJECT: Field Trip Request

Request is for: **Sixth grade**  
grade/class/group)

Destination: **Shady Creek**

Activity: **Environmental Camp**

from **May 5<sup>th</sup> /7:30a.m.**  
(dates) / (times)

to

**May 8th/2:00p.m.**  
(dates) / (times)

Rationale for Trip: **We want our sixth graders to experience science in a hands-on environment. Not only will students learn about our earth and environment, but they will be learning about themselves and growing and maturing in the process.**

Number of Students Attending: **40**

Teachers Attending: **2**

Parents Attending: **0**

Student/Adult Ratio: **7:1**

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

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

ESTIMATED EXPENSES:

Fees **\$8,000** Substitute Costs \$ \_\_\_\_\_ Meals \$ \_\_\_\_\_

Lodging \$ \_\_\_\_\_ Transportation **\$622.68** Other Costs \$ \_\_\_\_\_

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

Name: **Shady Creek** Acct. #: **01-9024-0-1110-1000-5800-120-1120** \$ \_\_\_\_\_

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

*Katy Gervasi*  
Requesting Party

*11/20/13*  
Date

*Julie A...*  
Site Principal

*11/18/13*  
Date

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

*John...*  
Director of Transportation

*12/03/13*  
Date

(If transporting by bus or Charter)

IF MAJOR FIELD TRIP

*Janice...*  
Director of Educational Services

*12-3-13*  
Date

Recommend  Not Recommended

Board Action

Date

Approved  Not Approved

**AGENDA ITEM:** Field Trip Request for Shady Creek Environmental Camp  
for Hooker Oak Sixth Graders

**Prepared by:** Roland Resendez

Consent

Board Date December 18, 2013

Information Only

Discussion/Action

**Background Information**

This is an extension of our science unit on ecology and geology.

**Educational Implications**

The trip is in line with the CA State Standards for sixth grade science. At Shady Creek Environmental School students will learn about and observe local ecology and geology. They will also go on hikes and learn basic survival techniques.

**Fiscal Implications**

The money used to finance this trip was generated by fundraising and donations.

**FIELD TRIP REQUEST**

**TO: CUSD Board of Education**

**Date:** September 18, 2013

**FROM:** Roland Resendez Jr.

**School/Dept.:** Hooker Oak School

**SUBJECT: Field Trip Request**

Request is for Roland Resendez Jr.'s 6<sup>th</sup> grade class from Hooker Oak  
 (grade/class/group)

Destination: Shady Creek Camp, Nevada City, CA Activity: Environmental Camp

From May 5<sup>th</sup> 2014 - 8:00 a.m. to May 8<sup>th</sup>, 2014 3:00 PM  
 (dates) / (times) (dates) / (times)

Rationale for Trip: Suppliment and enrich 6<sup>th</sup> grade science curriculum.

Number of Students Attending: 26 Teachers Attending: 1 Parents Attending: \_\_\_\_\_

Student Counselors: 5 Student/Adult ratio: 4.3:1

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

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

**ESTIMATED EXPENSES:**



Fees \$ 5200 Substitute Costs \$ \_\_\_\_\_ Meals \$ \_\_\_\_\_  
 Lodging \$ \_\_\_\_\_ Transportation \$ \_\_\_\_\_ Other Costs \$712.53 - stipend

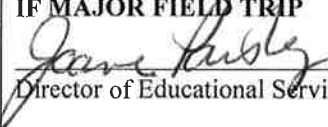
**ACCOUNT NAME(S), NUMBER(S) and AMOUNT(S):**

Name: Class room donation account Acct. #: 01-9024-0-1110-1000-5800-160-1160

\$ \_\_\_\_\_

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

	<u>9-24-13</u>		
Requesting Party	Date		
	<u>9/23/13</u>	<input type="checkbox"/>	Approve/Minor
Site Principal	Date	<input type="checkbox"/>	Do not Approve/Minor
			or
		<input type="checkbox"/>	Recommend/Major
		<input type="checkbox"/>	Not Recommended/Major
<u>n/a</u>			(If transporting by bus or Charter)
Director of Transportation	Date		

<b>IF MAJOR FIELD TRIP</b>			
	<u>9-30-13</u>	<input checked="" type="checkbox"/>	Recommend
Director of Educational Services	Date	<input type="checkbox"/>	Not Recommended
		<input type="checkbox"/>	Approved
		<input type="checkbox"/>	Not Approved
Board Action	Date		

**AGENDA ITEM:** Field Trip Request for Shady Creek Environmental Camp for Neal Dow Sixth Graders

**Prepared by:** Kelly King

Consent

Board Date December 18, 2013

Information Only

Discussion/Action

**Background Information**

This is an extension of our science unit on ecology and geology.

**Educational Implications**

The trip is in line with the CA State Standards for sixth grade science. At Shady Creek Environmental School students will learn about and observe local ecology and geology. They will also go on hikes and learn basic survival techniques.

**Fiscal Implications**

The money used to finance this trip was generated by fundraising and donations.

CHICO UNIFIED SCHOOL DISTRICT

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

10.2.4.  
Page 2 of 2

FIELD TRIP REQUEST

TO: CUSD Board of Education

Date:

10/1/13

FROM: Kelly King

School/Dept.: Neal Dow 6<sup>th</sup> Grade

SUBJECT: Field Trip Request

Request is for Neal Dow's 6<sup>th</sup> Grade Classes for Kelly King and Anne McLean  
(grade/class/group)

Destination: Shady Creek Environmental Camp Activity: Environmental Camp

from April 28, 2014 / 8:00am to May 1<sup>st</sup>, 2014 / 3:00pm  
(dates) / (times) (dates) / (times)

Rationale for Trip: To supplement and enrich the sixth grade science curriculum and is in compliance and support of the California State Standards.

Number of Students Attending: 67 Teachers Attending: 2 Parents Attending: 0

Student Counselor: 11 Student/Adult Ratio: 6:1

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

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

ESTIMATED EXPENSES:

Fees \$12,600.00 Substitute Costs \$ 156.00 Meals \$ 0  
Lodging \$ 0 Transportation \$509.74 Other Costs \$ 1500.00 Stipend

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

Name Neal Dow PTA Acct. #: Tri Counties 06412003 \$ 15,400.00

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

Kelly King  
Requesting Party \_\_\_\_\_ Date 10-15-13  
M. Rees  
Site Principal \_\_\_\_\_ Date 10-16-13  Approve/Minor  Do not Approve/Minor  
or  
Recommend/Major Not Recommended/Major  
[Signature]  
Director of Transportation \_\_\_\_\_ Date 10/17/13 (If transporting by bus or Charter)

**IF MAJOR FIELD TRIP**  
[Signature]  
Director of Educational Services \_\_\_\_\_ Date 10-28-13  Recommend  Not Recommended  
 Approved  Not Approved  
Board Action \_\_\_\_\_ Date \_\_\_\_\_

**AGENDA ITEM:** Field Trip Request for Shady Creek Environmental Camp for Parkview Sixth Graders

**Prepared by:** Jo Ann Bettencourt, Principal

Consent

Board Date December 18, 2013

Information Only

Discussion/Action

**Background Information**

This is an extension of our science unit on ecology and geology. This is an outstanding program and an excellent experience for all those involved.

**Educational Implications**

The trip is in line with the CA State Standards for sixth grade science. At Shady Creek Environmental School students will learn about and observe local ecology and geology. They will also go on hikes and learn basic survival techniques. Classes include forest and stream ecology, survival skills, wildlife study and environmental science.

**Fiscal Implications**

The money used to finance this trip was generated by fundraising and donations.

RECEIVED

CHICO UNIFIED SCHOOL DISTRICT

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

10.2.5.  
Page 2 of 2

OCT 18 2013

FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: October 16, 2013

FROM: Parkview Sixth Grade

School/Dept.: Parkview Sixth Grade

SUBJECT: Field Trip Request

Request is for Caty Harris and Phil Swingle's 6<sup>th</sup> Grade Classes  
(grade/class/group)

Destination: Shady Creek Camp, Nevada City Activity: Environmental Camp

from May 5, 2014 / 7:00 am to May 9, 2014 / 2:00pm  
(dates) / (times) (dates) / (times)

Rationale for Trip: Science/Environmental Education

Number of Students Attending: 61 Teachers Attending: 2 Parents Attending: \_\_\_\_\_

Student/Adult Ratio: 7:1 (Counselors and Naturalists there as well)

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 \$ 11956 Substitute Costs \$ \_\_\_\_\_ Meals \$ \_\_\_\_\_

Lodging \$ \_\_\_\_\_ Transportation \$ \_\_\_\_\_ Other Costs \$ 1491.33 - stipends

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

Name Environmental Camp Acct. #: 01-9024-0-1110-1000-5800-240-1240 \$ \_\_\_\_\_

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

Caty Harris  
Requesting Party

10-16-13  
Date

Jan Bettencom  
Site Principal

10-16-13  
Date

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

n/a  
Director of Transportation

\_\_\_\_\_  
Date

(If transporting by bus or Charter)

IF MAJOR FIELD TRIP

Jan Bettencom  
Director of Educational Services

10-28-13  
Date

Recommend  Not Recommended

\_\_\_\_\_  
Board Action

\_\_\_\_\_  
Date

Approved  Not Approved



**AGENDA ITEM:** Field Trip Request for Butte Meadow's Outdoor School for  
Rosedale Sixth Graders

**Prepared by:** Tim Cariss, Principal

Consent

Board Date December 18, 2013

Information Only

Discussion/Action

**Background Information**

This is an extension of our science unit on ecology and geology.

**Educational Implications**

The trip is in line with the CA State Standards for sixth grade science. The program focuses on the Earth Science Standards in the areas of eco-systems, ecology, environment, living resources and energy biomes. The camp provides hands on and enrichment experiences with Earth Science content.

**Fiscal Implications**

The money used to finance this trip was generated by fundraising and donations.

**CHICO UNIFIED SCHOOL DISTRICT**

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

10.2.6.  
Page 2 of 2

**FIELD TRIP REQUEST**

**TO: CUSD Board of Education**

**Date:** November 5, 2013

**FROM:** Adan Mota, Jiorgina Romo & Roy Tadeo

**School/Dept.:** Rosedale Elementary School

**SUBJECT: Field Trip Request**

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

**Destination:** Butte Meadows/Camp Lassen **Activity:** Environmental Camp

From: May 27, 2014 / 8:30 a.m. to May 30, 2014 / 12:00 p.m.  
(dates) / (times) (dates) / (times)

Rationale for Trip: Hands on experience with Earth Science content.

Number of Students Attending: 62 Teachers Attending: 4 Parents Attending: 15

Student/Adult Ratio: 3.3:1

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


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

**ESTIMATED EXPENSES:**

Fees \$ Substitute Costs \$468.00 Meals \$2,000.00  
Lodging \$2,750.00 Transportation \$640.00 Other Costs \$ See attached

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

Environmental Ed Account;  
01-9024-0-1110-1000-4300-260-1260; 01-9024-0-1110-1000-5722-260-1260; and  
01-9024-0-1110-1000-5800-260-1260 \$13,358

  
Requesting Party

11/5/13  
Date

  
Site Principal

11/5/13  
Date

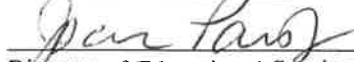
Approve/Minor  Do not Approve/Minor  
or  
 Recommend/Major  Not Recommended/Major

  
Director of Transportation

11/5/13  
Date

(If transporting by bus or Charter)

**IF MAJOR FIELD TRIP**

  
Director of Educational Services

12-8-13  
Date

Recommend  Not Recommended

Board Action

\_\_\_\_\_  
Date

Approved  Not Approved

**AGENDA ITEM:** Field Trip Request for Shady Creek Environmental Camp for Shasta and Marigold Sixth Graders

**Prepared by:** Bruce Besnard and Rhys Severe, Principals

Consent

Board Date December 18, 2013

Information Only

Discussion/Action

**Background Information**

This is an extension of our science unit on ecology and geology. This is an outstanding program and an excellent experience for all those involved. Many children who have attended remember this experience as a highlight of their elementary education experience.

**Educational Implications**

The trip is in line with the CA State Standards for sixth grade science. The program focuses on the Earth Science Standards in the areas of eco-systems, ecology, environment, living resources and energy biomes. The camp provides hands on and enrichment experiences with Earth Science content.

**Fiscal Implications**

The money used to finance this trip was generated by fundraising and donations.

CHICO UNIFIED SCHOOL DISTRICT

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

10.2.7.  
Page 2 of 2

FIELD TRIP REQUEST

TO: CUSD Board of Education Date: 10-10-13  
FROM: Bruce Besnard & Rhys Severe School/Dept.: Shasta & Marigold  
SUBJECT: Field Trip Request

Request is for Marigold & Shasta 6<sup>th</sup> grade classes  
(grade/class/group)

Destination: Shady Creek Outdoor School Activity: Environmental Education

from January 21, 2014 / 8:00 am to January 24, 2014 / 3:00 pm  
(dates) / (times) (dates) / (times)

Rationale for Trip: Environmental Education

Number of Students Attending: 145 Teachers Attending: 4 or 5 Parents Attending: 0

Student/Adult Ratio: 34:1

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 \$200/student = \$29,000 Substitute Costs \$ Meals \$  
(lodging, meals, activities)

Lodging \$ Transportation \$ Other Costs  
Teacher mileage (5) = \$575  
Teacher Stipend (5) = \$5000

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

Name Shasta -Donation Acct. #: 01-9024-0-1110-1000-5800-270-1270 \$ 17,288

Name Marigold -Donation Acct. #: 01-9024-0-1110-1000-5800-200-1200 \$ 17,288

Bruce Besnard / Rhys Severe 10/10/13  
Requesting Party Date

[Signature] 10/10/13  
Site Principal Date

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

Director of Transportation Date

IF MAJOR FIELD TRIP

[Signature] 10-28-13  
Director of Educational Services Date

[ ] Recommend [ ] Not Recommended  
[ ] Approved [ ] Not Approved

Board Action Date

**AGENDA ITEM:** Field Trip Request for Butte Meadow's Outdoor School for  
Sierra View Sixth Graders

**Prepared by:** Debbie Aldred, Principal

Consent

Board Date December 18, 2013

Information Only

Discussion/Action

**Background Information**

This is an extension of our science unit on ecology and geology. This is an outstanding program and an excellent experience for all those involved.

**Educational Implications**

The trip is in line with the CA State Standards for sixth grade science. Students will develop a deeper awareness, understanding, and appreciation of the interrelationships of all life by attending classes about energy, cycles, diversity, community and interrelationships, and change and adaptation.

**Fiscal Implications**

The money used to finance this trip was generated by fundraising and donations.

CHICO UNIFIED SCHOOL DISTRICT

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

FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: August 26, 2013

FROM: Daryl Bender, Dean Passanisi,

School/Dept.: Sierra View Elementary

Greg Bishop

SUBJECT: **Field Trip Request**

Request is for: 6<sup>th</sup> Grade Environmental Camp  
(grade/class/group)

Destination: Camp Lassen – Butte Meadows Activity: Butte Meadows Outdoor School

from May 14, 2014 / 10:00 AM to May 16, 2014 / 1:00 PM  
(dates) / (times) (dates) / (times)

Rationale for Trip: Science camp covering 6<sup>th</sup> grade standards

Number of Students Attending: 72 Teachers Attending: 3 Parents Attending: 18

Student/Adult Ratio: 75:20

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

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

ESTIMATED EXPENSES:

Fees \$ \_\_\_\_\_ Substitute Costs \$468.00 Meals \$2,600.00

Lodging \$2,550.00 Transportation \$1,540.00 Other Costs \$4,100.00\*

ACCOUNT NAME(S), NUMBER(S) and AMOUNT(S): \* Stipends = \$2800, Naturalist = \$1200,  
Trout stock = \$100

Name 6<sup>th</sup> Grade Camp Acct. #: 01-9024-0-1110-1000-5800-280-1280 \$ \_\_\_\_\_

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

Daryl Bender  
Requesting Party Date 8-27-13

D. Aedred  
Site Principal Date 8/26/13

[Signature]  
Director of Transportation Date 9/3/13

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

IF MAJOR FIELD TRIP

[Signature]  
Director of Educational Services Date 10-7-13

\_\_\_\_\_  
Board Action Date \_\_\_\_\_

Recommend  Not Recommended  
 Approved  Not Approved

**AGENDA ITEM:** Field Trip Request for PVHS English Class to Attend the Shakespeare Festival in Ashland, Oregon

**Prepared by:** Cyndi Bailey/Stacia Morrissey

Consent

Board Date December 18, 2013

Information Only

Discussion/Action

**Background Information**

Annually, Pleasant Valley High School sophomores in the honors program attend the Shakespeare Festival in Ashland, Oregon to attend two plays that support the core curriculum.

**Educational Implications**

Students will be given the opportunity to see *The Tempest* and/or *Comedy of Errors* by William Shakespeare. Students will be able to spend 30 minutes with Resident Teaching Artists in a Preface to enrich their play experience.

**Fiscal Implications**

The money used to finance this trip was generated by fundraising and donations.

CHICO UNIFIED SCHOOL DISTRICT

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

10.2.9.  
Page 2 of 2

FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: 11/13/13

FROM: Cyndi Bailey/Stacia Morrissey

School/Dept.: PVHS/English

SUBJECT: Field Trip Request

Request is for Bard's Club

(grade/class/group)

Destination: Ashland, OR

Activity: attend Shakespeare Festival

from 4/03/14 / 2:30 pm to 4/04/14 / 8:00 pm  
(dates) / (times) (dates) / (times)

Rationale for Trip: To expose students to live performances of some of the greatest pieces of "classic" literature (The Tempest and/or Comedy of Errors by William Shakespeare) which are part of the core curriculum.

Number of Students Attending: 90 Teachers Attending: 6 Parents Attending: 40

Student/Adult Ratio: ≈2:1

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 \$52.00 per student Substitute Costs \$0 Meals \$40.00 per student

Lodging \$25.00 per student Transportation \$15.00 per student Other Costs \$ \_\_\_\_\_

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

Name Bard's Club/ASB Acct. #: 01-9014-0-1232-1000-020-2020 \$ TBD

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

Cyndi Bailey  
Requesting Party

11/14/13  
Date

[Signature]  
Site Principal

11/14/13  
Date

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

n/a  
Director of Transportation

\_\_\_\_\_  
Date

(If transporting by bus or Charter)

IF MAJOR FIELD TRIP

[Signature]  
Director of Educational Services

12-3-13  
Date

Recommend  Not Recommended

\_\_\_\_\_  
Board Action

\_\_\_\_\_  
Date

Approved  Not Approved



**AGENDA ITEM:** Field Trip Request for PVHS Baseball Team to Participate in the 7<sup>th</sup> Annual Tucson Lancer Baseball Tournament

**Prepared by:** Fred Ludwig, Varsity Baseball Coach

Consent

Board Date December 18, 2013

Information Only

Discussion/Action

**Background Information**

The Pleasant Valley High School Varsity Baseball team has the opportunity to participate in the 7<sup>th</sup> Annual Tucson Lancer Baseball Tournament in Tucson, Arizona in March 2014.

**Educational Implications**

The tournament takes place during Spring Break, so little school will be missed by the players. While in Tucson, the team will also tour the University of Arizona campus, the Tucson Aviation Museum, the Arizona Diamondback MLB Facility, and they will attend a Diamondbacks Spring Training game.

**Fiscal Implications**

The money used to finance this trip was generated by fundraising and donations.

CHICO UNIFIED SCHOOL DISTRICT

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

10.2.10.  
Page 2 of 2

FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: 11-4-13

FROM: Fred Ludwig, Varsity Baseball

School/Dept.: Pleasant Valley High

SUBJECT: Field Trip Request

Request is for PV Varsity Baseball, 11-12 grade students  
(grade/class/group)

Destination: Tucson, Arizona Activity: Varsity Baseball Tournament

from 3/17/2014 / All week to 3/24/2014 / All week  
(dates) / (times) (dates) / (times)

Rationale for Trip: Varsity baseball tournament during spring break. Also will be touring University of Arizona, Tucson Aviation Museum.

Number of Students Attending: 16 Teachers Attending: 4\* Parents Attending: 12

Student/Adult Ratio: 1:1

Transportation: Private Cars X (to airport) CUSD Bus \_\_\_\_\_ Charter Bus Name \_\_\_\_\_  
Other: Flying to/from Arizona, rental vans in Arizona

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

ESTIMATED EXPENSES:

Fees \$ 475 Substitute Costs \$ 0 Meals \$ parents/kids pay

Lodging \$ 485 Transportation \$ 4,876 Other Costs \$ 0

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

Name N/A Acct. #: \_\_\_\_\_ \$ \_\_\_\_\_

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

[Signature]  
Requesting Party

12/4/13  
Date

[Signature]  
Site Principal

12/4/13  
Date

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

n/a  
Director of Transportation

\_\_\_\_\_  
Date

(If transporting by bus or Charter)

**IF MAJOR FIELD TRIP**  
[Signature]  
Director of Educational Services

12/9/13  
Date

Recommend  Not Recommended

\_\_\_\_\_  
Board Action

\_\_\_\_\_  
Date

Approved  Not Approved

\*1 teacher, 3 coaches

**PROPOSED AGENDA ITEM:** PVHS Jazz Band - Santa Cruz Jazz Festival Trip

**Prepared by:** Ryan Heimlich - PVHS Band Director

Consent

Board Date 12/18/2013

Information Only

Discussion/Action

### **Background Information**

This is an annual trip taken by the PVHS Jazz Band (an after school ensemble that meets twice a week) to the Santa Cruz Jazz Festival in Santa Cruz, California. Students will perform at an internationally respected jazz festival, work with outstanding professional musicians, listen to school and professional ensembles, participate in clinics, and (of course) go to the Boardwalk. This trip will meet music curriculum standards.

### **Education Implications**

As I mentioned above, students will participate in musical activities, events, and performances that meet curriculum standards.

### **Fiscal Implications**

This trip will cost approximately \$1,815. All of it will be paid for out of the PVHS Band Boosters Account and the PVHS Band ASB account, except for the substitute costs which would come out of the PVHS Band Account. Fundraising has already occurred, and more fundraising will occur. Every student who is in the Jazz Band will be able to attend if they so choose.

CHICO UNIFIED SCHOOL DISTRICT

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

10.2.11.  
Page 2 of 2

FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: 12/11/2013

FROM: Ryan Heimlich, PVHS Band

School/Dept.: Pleasant Valley High

SUBJECT: **Field Trip Request**

Request is for PVHS Jazz Band Trip to the Santa Cruz Jazz Festival  
(grade/class/group)

Destination: Santa Cruz, California Activity: Santa Cruz Jazz Festival

From March 14<sup>th</sup>, 2014, 5am to March 15<sup>th</sup>, 2014, 10pm  
(dates) / (times) (dates) / (times)

Rationale for Trip: This is an annual trip taken by the PVHS Jazz Band. Students will perform at an internationally respected jazz festival, work with outstanding professional musicians, listen to school and professional ensembles, participate in clinics, and (of course) go to the Boardwalk. This trip will meet music curriculum standards.

Number of Students Attending: 16 Teachers Attending: 1 Parents Attending: 4

Student/Adult Ratio: 3.2 to 1

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

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

ESTIMATED EXPENSES:

Fees \$300 Substitute Costs \$75 Meals \$0  
Lodging \$1000 Transportation \$0 Other Costs \$440

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

Name PVHS Band Boosters Acct. #: NVCF \$740  
Name PVHS BAND ASB Account Acct. #: ASB Account \$800  
Name PVHS BAND Account Acct. #: Band Account \$75

Ray G 12/11/2013  
Requesting Party Date  
[Signature] 12/11/13  Approve/Minor  Do not Approve/Minor  
Site Principal Date or  
or  
n/a  Recommend/Major  Not Recommended/Major  
Director of Transportation Date (If transporting by bus or Charter)

**IF MAJOR FIELD TRIP**  
[Signature] 12/11/13  Recommend  Not Recommended  
Director of Educational Services Date  
 Approved  Not Approved  
Board Action Date

**AGENDA ITEM: Field Trip Request for CHS FFA/AG Class to Attend the Made for Excellence/Advanced Leadership Academy FFA Conference**

---

**Prepared by: Sheena Sloan**

---

Consent

Board Date December 18, 2013

Information Only

Discussion/Action

Background Information

**Made for Excellence**

"Adventure U" is the theme for this year's MFE, and students who participate will have fun as they embark on an adventure to develop personal leadership skills. This conference is targeted toward sophomore FFA members. The motivation, excitement, and education gained from this conference will help to enhance the self-esteem and personal development of all who attend.

**Objectives:** Each student will:

- 1 Define leadership and identify how to be a leader in one's home and community.
- 2 Explore the role of choices and responsibility in character development.
- 3 Investigate personal strengths and interests.
- 4 Identify specific opportunities for involvement in FFA and continued leadership growth.
- 5 Revise the personal plan of action introduced at the Greenhand Leadership Conference (GLC).

**Advanced Leadership Academy**

The academy is focused on the junior and senior students within the chapter. This activity will bring focus to the agriculture industry.

**Objectives:** Each student will

- 1 Be exposed to the important role industry leaders and organizations play in promoting agriculture,
- 2 Create an understanding of issues that affect the agriculture industry, and
- 3 Develop and present an oral argument on one of the identified issues.

Education Implications

Participants focus on their talents, skills, and willpower. Students who attend the conference will gain a level of confidence and competence that will enable them to positively influence peers and generate a new level of excitement within the program.

Fiscal Implications

ASB FFA and Ag Perkins will be providing funds for this trip.

CHICO UNIFIED SCHOOL DISTRICT

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

10.2.12.  
Page 2 of 2

FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: 11-12-13

FROM: Sheena Sloan

School/Dept.: CHS/AG

SUBJECT: Field Trip Request

Request is for 9-12/FFA/AG (grade/class/group)

Destination: Redding, CA Activity: Made for Excellence & Advanced leadership Academy

from 1/17 / 8am to 1/18 / 3pm (dates) / (times)

Rationale for Trip: FFA leadership conferences for Superior Region Agriculture schools to help develop leadership and personal growth skills.

Number of Students Attending: 10 Teachers Attending: 2 Parents Attending:

Student/Adult Ratio: 5:1

Transportation: Private Cars CUSD Bus Charter Bus Name Other: CUSD Van, Ag Truck

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

ESTIMATED EXPENSES:

Fees \$ 100/person Substitute Costs \$ 140 Meals \$

Lodging \$ Transportation \$ Other Costs \$

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

Name ASB FFA Acct. #: 592 \$ 1200.00

Name Ag Perkins Acct. #: \$ 140.00

Requesting Party: Sheena Sloan Date: 11/15/13

Site Principal: J. Hanko Date: 11/15/13  Approve/Minor  Do not Approve/Minor  
or  Recommend/Major  Not Recommended/Major

Director of Transportation: Date: 12/11/13 (If transporting by bus or Charter)

IF MAJOR FIELD TRIP

Director of Educational Services: Date: 12/3/13  Recommend  Not Recommended

Board Action: Date:  Approved  Not Approved

**AGENDA ITEM:** Chico High School Yearbook Agreement with Herff Jones

**Prepared by:** Jim Hanlon, Principal

Consent

Board Date December 18, 2013

Information Only

Discussion/Action

**Background Information**

The CHS Yearbook Class contracts with Herff Jones to print the yearbook. We are seeking the Board's approval to renew a three year contract (2015-2017) with Herff Jones.

**Educational Implications**

Students learn skills in the areas of photography, editing, graphic design, sales and business during the process of producing and marketing the yearbook.

**Fiscal Implications**

The total printing agreement cost is \$56,946.06. Yearbooks will be sold to students and advertisements in the book will produce revenue to continue the process for next year. There will be 800 copies of the yearbook printed each of the three years.

# PRINTING AGREEMENT

10.2.13.  
Page 2 of 2



Michelle Quist - - Chico, CA - - mquist@herffjones.com

Year(s) of Printing:  2015  2016  2017  2018  
 New  Renewal

Date: 10/1/13

*Additional two years agreement is based on customer's complete satisfaction with service and product delivered during the previous publishing year. For the pre-plan agreement, the school will receive a \$1375 discount showing on final invoice each of the three years.*

Herff Jones is authorized by this agreement to print and bind the specified publication during the term of this agreement with:

School Name: Chico Senior High School

Address: 901 The Esplanade

City/State/Zip: Chico, CA 95926

Job Number: 6431

Title/Publication: Caduceus

Enrollment: 2000

### Correspond With

Name: Shannon McLean

Title: Yearbook Adviser

Address: 901 The Esplanade

City/State/Zip: Chico, CA 95926

Phone Number: 530-891-3026

Fax Number: 530-891-3284

E-mail: smclean@chicousd.org

### Specifications

Program: 900 All Color

Trim Size: 9 x 12 inch

Pages: 248

Copies: 800

Submission Plan: Web (ePage Online)

QuickPanel Plus:  Yes  No

Cover: Vista Litho

Four-Color Match Profiled Proof

Custom company or school design

Binding: Smyth Sewn

Round & Backed

Endsheet: Vibracolor - Solid Applied Color

Choice of 15 solid color endsheets included

2 Four-Color Match Profiled Proofs

Paper: 100# Matte

Proofs: eProofs on CD + 4/C Hard Copies

**Base Price**

**\$56,946.06**

### Send Invoice To

Name: Shannon McLean

Title: Yearbook Adviser

Address: 901 The Esplanade

City/State/Zip: Chico, CA 95926

Phone Number: 530-891-3026

Tax Exempt Number:

Pre-Payment Option Desired: Yes  No

### Additional Features

ALL COLOR pages

Color correcting on ALL photos by the plant

Kit and marketing materials

Regular visits and support from local representative

Budget updates throughout the year

### Shipping Information

Requested Ship Date:

Ship Order To: Shannon McLean

Requested Kit Ship Date:

Ship Kit To: Shannon McLean

**Printing Agreement Total**

**\$56,946.06**

*On time credit (pre-plan discount)- Total will increase by \$1375 if contract is not returned by 12/1/13.  
Upgrades to book, tax and shipping not included in PA total.*

This agreement is subject to the terms and conditions listed on the reverse side and all specifications and prices herein are subject to the approval of both the school and Herff Jones, Inc. on an annual basis.

*Shannon McLean* 10-2-2013  
Shannon McLean Yearbook Adviser  
*Jim Hanlon* 10/2/13  
Jim Hanlon Principal

YEARBOOK PLANT USE: \_\_\_\_\_  
Customer Number Date Received

\_\_\_\_\_  
Michelle Quist Yearbook Representative



**AGENDA ITEM:** Pleasant Valley Yearbook Contract with Herff Jones

**Prepared by:** Cyndi Bailey, PVHS Yearbook Advisor

Consent

Board Date 12/18/13

Information Only

Discussion/Action

**Background Information**

This contract gives Herff Jones the right to print our 2014 yearbook.

**Educational Implications**

Students receive real life skills in the production of print journalism. Students are involved from the first steps of theme/concept development to the final moments of distribution, as well as everything in between. Skills are developed in areas of photography, layout, design, art, and writing. Confidence is built as yearbooks are distributed to over 1000 students and families.

**Fiscal Implications**

None, Yearbook Production is a self-sufficient program through yearbook sales, parent page ad sales and business ad sales.



Michelle Quist - - Chico, CA - - mquist@herffjones.com

Year(s) of Printing:  2015  2016  2017  2018  
 New  Renewal

Date: 10/21/13

*Additional two years agreement is based on customer's complete satisfaction with service and product delivered during the previous publishing year. For the pre-plan agreement, the school will receive a \$900 discount showing on final invoice each of the three years.*

Herff Jones is authorized by this agreement to print and bind the specified publication during the term of this agreement with:

School Name: Pleasant Valley High School

### Specifications

Address: 1475 East Ave.  
City/State/Zip: Chico, CA 95926  
Job Number: 7139  
Title/Publication: Valkyrie  
Enrollment: 1900

Program: 900 All Color  
Trim Size: 9 x 12 inch  
Pages: 240                      Copies: 800  
Submission Plan: Web (eDesign)  
QuickPanel Plus:  Yes  No  
Cover: Vista Litho  
Four-Color Match Profiled Proof

Binding: Smyth Sewn  
Round & Backed  
Endsheet: Vibracolor - White  
Choice of 15 solid colors of endsheets included

Paper: 80# Gloss

Proofs: Self Page Proofs

### Correspond With

Name: Cyndi Bailey  
Title: Yearbook Adviser  
Address: 1475 East Ave.  
City/State/Zip: Chico, CA 95926  
Phone Number: 530-891-3050  
Fax Number: 530-891-2860  
E-mail: cbailey@chicousd.org

### Send Invoice To

Name: Cyndi Bailey  
Title: Yearbook Adviser  
Address: 1475 East Ave.  
City/State/Zip: Chico, CA 95926  
Phone Number: 530-891-3050  
Tax Exempt Number:  
Pre-Payment Option Desired:  Yes  No

**Base Price                      \$ 51,678.00**

### Shipping Information

Requested Ship Date:  
Ship Order To: Cyndi Bailey  
Requested Kit Ship Date:  
Ship Kit To: Cyndi Bailey

### Additional Features

ALL COLOR pages  
Color correcting on each photo by the plant  
Kit and marketing materials  
Regular visits and training by local representative  
Budget updates throughout the year

Pre-plan Discount (if signed by 12/1/13)                      - \$ 900.00

Pre-pay Discount (PA total paid by 11/10/14)                      - \$ 1,475.00

**Printing Agreement Total                      \$ 49,303.00**

*Upgrades to book, tax and shipping not included in PA total*

This agreement is subject to the terms and conditions listed on the reverse side and all specifications and prices herein are subject to the approval of both the school and Herff Jones, Inc. on an annual basis.

Cyndi Bailey  
Cyndi Bailey                      Yearbook Adviser

John Shepherd  
John Shepherd                      Principal

Michelle Quist  
Michelle Quist                      Yearbook Representative

YEARBOOK PLANT USE: \_\_\_\_\_  
Customer Number                      Date Received

**AGENDA ITEM:** New Course Proposal – Production Journalism Online

---

**Prepared by:** Cindy Hopkins, John Shepherd, Deanna Holen

---

Consent

Board Date 12-18-13

---

Information Only

Discussion/Action

### **Background Information**

This proposal would shift the PVHS Production Journalism (Saga) class from a traditional 8th period class to a hybrid online course. The rationale for this change is multi-faceted. First, currently student schedules are severely impacted by academic and extra-curricular requirements and this change would allow students more flexibility in their schedule. Additionally, students needing to work to support their families can do so while still participating in a journalism class. According to student input, many of them have reported their desire to “freelance” and this shift would provide the flexibility for students to freelance. The academic expectations for the class would still hold students accountable for the deadlines, etc., as described in the attached course syllabus.

### **Educational Implications**

- Increase student enrollment in journalism
- Increase student awareness of scholastic journalism
- Increase student participation in scholastic journalism process
- Increase student knowledge of journalistic writing
- Increase student knowledge of the impact of media on our society

### **Fiscal Implications**

None. This course is currently offered in a traditional format.



## **NEW COURSE PROPOSAL OUTLINE**

<b>Course Title:</b>	PRODUCTION JOURNALISM - Online
<b>Grade Level:</b>	9-10-11-12
<b>Required/Elective:</b>	No
<b>Length/Credits:</b>	5 credits/semester
<b>Prerequisites:</b>	Teacher Approval
<b>Course Number:</b>	(To be completed by District)

### **I. Course Rationale and Description:**

This proposal would shift the PVHS Production Journalism (Saga) class from a traditional 8<sup>th</sup> period class to a hybrid online course. The rationale for this change is multi-faceted. Student schedules are severely impacted by academic and extra-curricular requirements, and this change would allow students more flexibility in their schedule. Additionally, students needing to work to support their families can do so while still participating in a journalism class. According to student input, many of them have reported their desire to “freelance” and this shift would provide the flexibility for students to do so. The academic expectations for the class would still hold students accountable for the deadlines, etc. as described in the attached course syllabus.

Attendance – students will be required to physically attend class twice per week. One meeting will be to story plan as a class, and the second meeting will be for individual story planning and editing. There may also be occasions when additional meetings will be required and scheduled in advance. All other curricular requirements will be met through an online submission process.

Academic requirements – students would write and photograph for one story/week. The story would go thru the entire planning, editing and publishing process. Additionally – students will post one blog per week. Topics will vary and are often generated by students.

### **II. Instructional and Supplemental Materials:**

We would continue to use the computer lab in C-6. It has all the equipment we need and use.

### **III. Course Outline/Standards/ Instructional Methods/Assessments:**

Please see attached

**IV. Instructional Methods:**

Please see attached

**V. Grading Policy:**

Please see attached

**Aligned with State Frameworks: ( X ) Yes ( ) No**

**CSU/UC Requirement: ( ) Yes (X ) No**

**Sites offered: Pleasant Valley High School**

**Board Approval Date:**

## New Course Proposal Signature Page

Course Title: Production Journalism Online  
 Submitted by: Cindy Hopkins  
 Department: N/A Campus: PVHS

### STEP 1 - Same Grade Level Department Chairperson Approval

Chico High School	<u>N/A</u>	Date	_____
Pleasant Valley High School	<u>[Signature] - No department</u>	Date	<u>11/7/13</u>
Fair View High School	<u>N/A</u>	Date	_____
Oakdale School	<u>N/A</u>	Date	_____

Bidwell Jr. High School	<u>N/A</u>	Date	_____
Chico Jr. High School	<u>N/A</u>	Date	_____
Marsh Jr. High School	<u>N/A</u>	Date	_____
AFC	<u>N/A</u>	Date	_____
Oakdale School	<u>N/A</u>	Date	_____

### STEP 2 - Same Grade Level Campus Principal Approval

Chico High School	<u>[Signature]</u>	Date	<u>11-8-13</u>
Pleasant Valley High School	<u>[Signature]</u>	Date	<u>11/7/13</u>
Fair View High School	<u>[Signature]</u>	Date	<u>11/8/13</u>
Oakdale School	<u>[Signature]</u>	Date	<u>11/8/13</u>

Bidwell Jr. High School	<u>N/A</u>	Date	_____
Chico Jr. High School	<u>N/A</u>	Date	_____
Marsh Jr. High School	<u>N/A</u>	Date	_____
AFC	<u>N/A</u>	Date	_____
Oakdale School	<u>N/A</u>	Date	_____

STEP 1 and 2 above. Appropriate consideration in the above steps must be made within 10 days of receipt. Consideration may be: approval or rejection. If rejected, it must be returned to originator with rationale.

### Content Area Task Force Approval (if appropriate):

\_\_\_\_\_ Date \_\_\_\_\_

### CUSD Educational Services Approval:

[Signature] Date 11-14-13

### **Production Journalism Online - Saga Online Course Description**

During the course of the year, students will engage in a variety of activities designed to increase their knowledge of online journalism. This class will ask students to express themselves through researching, writing and creating journalistic projects. Hands-on, real-world news reporting activities will require students to be creative, responsible and professional. Students will consistently use critical thinking skills and a good work ethic to achieve an advanced level of media literacy. Online Journalism enhances the knowledge and skills taught in traditional English courses, focusing on those aspects of communication applicable to online media.

#### **Major Instructional Goals:**

The student will be given the opportunity to develop the skills and knowledge to:

- Plan and create in-depth, research-based online packages.
- Edit with digital technology.
- Edit, proofread and refine articles (stories) to meet specific time constraints.
- Create online packages with the elements of newswriting, photography, graphics and multiple audio sources.
- Analyze a variety of effective communication styles and use them as models for writing and speaking.
- Tutor intro level students when needed.

#### **Course Requirements:**

- Work independently and in small groups.
- Plan and carry out all phases of online story production.
- Assume the role of objective observer in preparing news stories and news features.
- Work with and frequently contact members of the community on a variety of online projects.
- Further develop media literacy knowledge and skills.
- Do regular self-critiques of articles and share ideas for improvement with other members of the class.
- Investigate First Amendment issues and how they apply to professional and scholastic journalism.
- Regularly use speaking and writing skills.
- Deliver quality news stories on or before deadlines.

#### **Supplies:**

Classroom Computers, Saga Cameras and scanners as needed.

#### **Grading:**

Students will be graded on:

- Meeting daily/weekly/monthly deadlines on all projects.
- Quality and accuracy of all news-related packages.
- Written work submitted for assignments.
- Responsible, reliable handling of all equipment.
- Overall fulfillment of duties relating to staff positions.
- Quizzes.
- Blogs
- Ad Sales.
- Punctuality and class participation.

**Assessment:**

**Weighted Categories:**

- Publishing 40%
- Blog 30%
- Personnel Review 10%
- Ad Sales 10%

**Final Marks Scale**

5	A	85.1	100
4	B	70.1	85
3	C	55.1	70
2	D	40.1	55
1	F	0	40

**Late Work:**

- Each student will need to turn in all of his/her work on time to receive an A.
- On any assignment a student may turn it in late for late credit (40%) during the current grading period.
- If a student is absent, he/she will have one day to complete the work for every day he/she is gone.
- It is the student's responsibility to find out what was missed and to turn it in on time.
- If a student knows ahead of time that he/she will miss class because of a school activity or other reasons, please see Ms. Hopkins about completing assignments, papers or tests before the absence.

**How Do I Receive an A In This Class?**

Follow the expectations of the class. Come to scheduled class periods, prepared and punctually. Turn your stories and blogs in on time. Respect everyone and everything in the classroom. Do the work and try your hardest. Be honest in everything you do. Get involved and have fun. If you meet all of these criteria, the rest will take care of itself.

**Online Course Attendance:**

You will be required to attend class (in our physical classroom) twice per week. One class meeting will be to story plan, as a class, for the week. The other class time will be used for individual story planning and editing. There may be occasions when we will meet more than twice per week for: article critiques, speakers, team building activities, lessons and other fun activities. These will be scheduled ahead of time. Editors may need to pop into the staff room more than twice a week to meet with a staff member to assist in the publication process. It will be their responsibility to manage their time.



**Writing Requirements (News Stories, Features, Sports Opinion Etc.) -**

- 300 words
- 2 different sources for your info - not from the internet - not from your friends
- 2 quotes - not from your friends
- Written in 3rd person
- No editorializing - personal opinions - i.e. Great game Vikings!
- Must have a Photo -
- Must tag your story -
- Follow AP style/Journalism Style -
  - no , and
  - ,” said First Name Last Name
  - no periods between acronyms PV not P.V.
  - spell out numbers one and ten, 11 on you # (2,000 students)
  - "" are always their own line - or paragraph

All stories must be on time or they will receive a Late Grade - Late is 1 out of 5.

**Saga Blog Requirements**

Requirements:

- Use Word Press
- Class Blog – Not a personal blog
- Your Name at the Top
- Catchy Title

Blog Post Requirements:

- Title of the post is the topic of the post
- Subtitle is the week of the post (August Week 1)
- Minimum 200 words
- Must answer the blog topic/questions
- Can not be homework from another class or an article from another publication (no double dipping)

All blogs must be on time or they will receive a Late Grade - Late is 1 out of 5.

**Students who use equipment in a careless, irresponsible manner may be removed from the class permanently.**

**Any student who abuses on or off-campus privileges may lose those privileges or be removed from class permanently at the teacher's discretion.**



**AGENDA ITEM:** Chico High School and Pleasant Valley High School Foreign Language Department Title Change to World Language Department

**Prepared by:** John Shepherd, Deanna Holen and Connie Chrysler

Consent

Board Date December 18, 2013

Information Only

Discussion/Action

### **Background Information**

The Foreign Language departments at both CHS and PVHS would like to change the title of their departments from Foreign Language to World Language. The rationale for this change is multi-faceted. First, education in general is becoming more global, and technology has connected users to information from all parts of the world. It is becoming increasingly clear how many modernized countries teach multiple languages to their students. For example, in the U.S. Spanish is commonly taught in schools as it is frequently spoken in many regions in the U.S. While it is not a "Foreign Language", it is a "World Language" and the CHS and PV departments would like to reflect that intention in their department titles. Also, the word "foreign" can sometimes be viewed as derogatory or negative in nature, and changing to World Language reflects an acceptance of all worldly languages. On Wikipedia, a world language is defined as the following:

A **world language** is a language spoken internationally which is learned by many people as a second language.

This definition relates directly to the intense instruction delivered in CUSD Secondary language classrooms, and the goal for each student is to achieve a level of fluency similar to a native speaker.

Lastly, the college and university documentation is reflecting a similar shift, and it is critical that CHS and PV keep up with current practice.

### **Educational Implications**

Students educated in World Languages will view a second language as simply one of many distinct languages without any negative connotation attached.

### **Fiscal Implications**

None

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

**Prepared by:** Michael Morris, Director Educational Services

Consent

Board Date December 18, 2013

Information Only

Discussion/Action

**Background Information**

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

A waiver is only required for students who:

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

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

**Educational Implications**

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

**Fiscal Implications**

None

**AGENDA ITEM:** Warrant Authorization

**Prepared by:** Jaclyn Kruger, Director Fiscal Services

Consent

Board Date December 18, 2013

Information Only

Discussion/Action

**Background Information**

Warrants in the amount of \$2,911,385.38 for the period of November 13, 2013, through December 10, 2013, 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.

Checks Dated 11/13/2013 through 12/10/2013 Board Meeting Date 12/18/2013

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
--------------	------------	---------------------	-------------	-----------------	--------------

**Fund Summary**

Fund	Description	Check Count	Expensed Amount
01	General Fund	394	877,769.34
09	Charter Sch Spec Rev 3412	35	19,101.06
13	Cafeteria (3401)	58	214,905.49
22	Measure E (3429) 21 Cap Proj	2	78,169.17
25	Cap Fac State Cap (3408) 25-26	2	5,245.00
35	Cnty Sch Fac (3435)	13	1,410,178.98
42	sp Res Rda-Cp thru (3427)40-43	5	14,040.32
76	Payroll Warrants	2	292,900.01
Total Number of Checks		<b>511</b>	2,912,309.37
Less Unpaid Sales Tax Liability			923.99-
<b>Net (Check Amount)</b>			<b>2,911,385.38</b>

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved. ESCAPE ONLINE Page 19 of 19

**AGENDA ITEM: Notice of Completion - Chico High School Library Rooftop HVAC Replacement**

---

**Prepared by:** Michael Weissenborn, Director of Facilities and Construction

Consent

Board Date December 18, 2013

Information Only

Discussion/Action

**Background information**

On July 1, 2013, work began on the Replacement of the Library Rooftop HVAC at Chico High School. This project was completed on November 4, 2013.

**Educational Implications**

The District's Strategic Plan states: "A safe, nurturing and inspiring environment is essential for individuals to thrive."

**Fiscal Implications**

This project was paid for out of the General Fund Reserves. If the project is approved as a priority project in the Facilities Master Plan the General Fund will be reimbursed by Measure E bond funds.

**Additional Information**

The filing of a Notice of Completion (NOC) begins a thirty-five day lien period during which unpaid subcontractors, suppliers and other vendors can file a mechanics lien.

**Recommendation**

It is requested that the Board of Education authorize the Superintendent or Designee to approve and execute the Notice of Completion for the Library Rooftop HVAC Replacement at Chico High School.

WHEN RECORDED MAIL TO:

10.3.2.  
Page 2 of 2

Kelly Staley  
Superintendent  
Chico Unified School District  
1163 East Seventh Street  
Chico, California 95928-5999

SPACE ABOVE THIS LINE IS FOR RECORDER'S USE

DSA FILE NO. #04-H2  
DSA APPL NO. 02-112923  
PROJECT NO. 61424-73

**NOTICE OF COMPLETION**

1. The undersigned is OWNER or agent of the OWNER of the interest or estate stated below in the property hereinafter described.
2. The FULL NAME of the OWNER is **CHICO UNIFIED SCHOOL DISTRICT.**
3. The FULL ADDRESS of the OWNER is **1163 EAST SEVENTH STREET, CHICO, CALIFORNIA, 95928-5999.**
4. The NATURE OF THE INTEREST or ESTATE of the undersigned is : **IN FEE**
5. A work of improvement on the property hereinafter described was COMPLETED on **November 4, 2013** and accepted by the Chico Unified School District on **December 18, 2013.**
6. The work of improvement completed is described as follows: **FURNISHING OF ALL LABOR, MATERIALS AND SERVICES FOR the Library Rooftop HVAC Replacement at Chico High School FOR THE CHICO UNIFIED SCHOOL DISTRICT, CHICO, BUTTE COUNTY, CALIFORNIA.**
7. The NAME OF THE ORIGINAL CONTRACTOR for such work of improvement is  
**DML Construction, PO Box 728, Verdi, NV 89439**
8. The street address of said property is:  
**901 The Esplanade, Chico, CA 95926**
9. The property on which said improvement was completed in the **CITY OF CHICO, COUNTY OF BUTTE, STATE OF CALIFORNIA,** and described as follows:

**ASSESSORS PARCEL NUMBERS: 003-140-001-000**

Date: \_\_\_\_\_ Signature of Owner or agent of owner \_\_\_\_\_  
Kelly Staley  
Chico Unified School District Superintendent

Verification for NON-INDIVIDUAL OWNER: I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the Business Manager of the aforesaid interest in the property described in the above notice; that I have read the said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

\_\_\_\_\_  
Date and Place

\_\_\_\_\_  
Kelly Staley  
Chico Unified School District Superintendent

**AGENDA ITEM:** Facility Master Plan - Phase II Programming - Consultant Agreement with Tim Haley, RA Planning and Programming (Featuring Ellen Mejia-Hooper)

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

Consent

Board Date December 18, 2013

Information Only

Discussion/Action

### **Background Information**

On December 11, 2013, the Board was presented with the Draft Facilities Master Plan (FMP). The FMP is a large comprehensive plan which will continue to be reviewed and discussed by CUSD Board members, staff, administrators, teachers, students, parents and the community before final adoption.

Phase II of the proposed FMP addresses modifications to junior high sites to accommodate the proposed 6<sup>th</sup>-8<sup>th</sup> grade configuration. The FMP has conducted detailed analysis of each individual campus clearly establishing existing conditions. The FMP also includes a high level set of Educational Guidelines which was developed with input from District administrators and a series of focus groups. Additional work must be completed to Program site specific Educational Specifications for each campus. This work will become the basis of the designs to be developed by the project architects.

Tim Haley, RA has provided a proposal of services to assist the District with programming needs. The proposal includes the following tasks:

1. Kick-off meeting with Staff to review process, timeline, meeting dates and current District standards.
2. Define and refine the Districtwide standard for the junior high schools to accommodate a middle school format.
3. Comparing existing campuses to the defined middle school format.
4. Create a final program specific to each site and coordinate a hand-off to the project architect.

### **Educational Implications**

The District's Strategic Plan states: "A safe, nurturing and inspiring environment is essential for individuals to thrive."

### **Fiscal Implications**

The proposal is based on fixed cost of \$48,820. This has no impact on the General Fund and will be funded out of Measure E Bond Proceeds.

### **Recommendation**

It is requested that the Board of Education authorize the Superintendent or designee, to enter into a consultant agreement with Tim Haley, RA Programming and Planning



## PROGRAMMING AGREEMENT

This Agreement (“Agreement”) is entered into by and between Chico Unified School District. (“Client”) and Tim Haley, (“Consultant”) as of December \_\_, 2013.

**WHEREAS**, Consultant possesses professional skills that can assist the Client in carrying out the needed programming tasks for the Jr High modernization and new construction for the conversion from a 7-8 grade to a 6-7-8 grade; and

**THEREFORE**, for good and valuable consideration, the receipt and adequacy of which is acknowledged, the Client and Consultant hereby agree as follows:

### 1. Description of Services

- a. The Consultant will provide the professional services fully described in Attachment A (“Task List”). Consultant acknowledges and agrees that time is of the essence in the value of the Services, and shall render such Services in a prompt and diligent manner.
- b. Changes to the SERVICES may be made only through a signed written amendment to this Agreement.

### 2. Term

Consultant will provide the Services during the period December \_\_, 2013, through March \_\_, 2014 unless this Agreement is terminated earlier pursuant to Section 4 or extended by written agreement of the parties. Unless otherwise specified by the Client in writing, Consultant will provide the Services for the full duration of this Agreement.

**3. Compensation**

- a.** Client will compensate Consultant pursuant to the provisions contained in Attachment A and this Section 3, and will not pay Consultant any other benefits, expenses, or compensation.
- b.** Client will compensate Consultant within a reasonable period following the receipt of itemized billing statements from Consultant that satisfactorily describe the hours and dates that Consultant performed the Services, the services performed, and any expenses incurred. Consultant shall submit billing statements directly to the Client Contact Person identified in Section 5.
- c.** Upon termination of this Agreement, other than termination for cause under Section 4(b), Consultant will be entitled to receive compensation for Services satisfactorily provided prior to the effective date of termination. Upon termination by Client for cause under Section 4(b), Client may deduct from such compensation to Consultant any costs, expenses, and damages reasonably attributable to the breach by Consultant; Consultant promptly shall return to Client any compensation that was paid in excess of this net amount due.
- d.** Changes to the compensation under this Agreement may be made only through a signed written amendment to this Agreement.

#### **4. Termination**

- a.** General: The term of this Agreement is set forth in Section 2. The Agreement may be terminated before the end of the term pursuant to the following subsections of this Section 4.
- b.** Termination for Cause: This Agreement may be terminated immediately by either party following a material breach of this Agreement and a failure to cure such breach within a reasonable period not to exceed ten (10) business days.
- c.** Termination for Convenience: This Agreement may be terminated for convenience by the Client at any time upon thirty (30) calendar days advance written notice to the Consultant.

#### **5. Notices and Contact Persons**

All written notices required by this Agreement shall be sent to the following persons, who shall serve as Contact Persons unless replaced by a party by written notice to the other party:

**For Client:** Mike Weissenborn or Julie Kistle

**For Consultant:** Tim Haley or Ellen Mejia Hooper

#### **6. Consultant Representation**

Consultant represents that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions by any federal, state, or local governmental authority. Consultant shall immediately notify Client regarding the circumstances if this representation becomes no longer accurate during the term of this Agreement.

#### **7. Standards of Conduct**

- a.** Consultant shall comply with all applicable laws, rules, regulations, and standards of ethical conduct, including those relating specifically to the performance of the Services under this Agreement.

#### **8. Record Maintenance**

- a.** With respect to all records of any kind that Consultant acquires or creates for purposes of performing the Services, Consultant shall maintain project records in an orderly manner.

- b. Consultant shall make available to Client upon request all records relating to the Services, including records relating to its invoices.
- c. Consultant shall cooperate with Client and in the event of any audit relating to the Services.
- d. At the termination of this Agreement, if requested by Client, Consultant shall provide all records relating to the Services.

## **9. Indemnification**

- a. Consultant shall indemnify and hold Client harmless from all claims, losses, expenses, fees (including attorney's fees), costs, and judgments that may be asserted against Client as a result of any act or omission by Client in performing or failing to perform the Services, or any breach of this Agreement.
- b. Consultant shall maintain during the term of this Agreement general liability and worker's compensation insurance, as will fully protect both Client and Consultant from claims that may arise from Consultant performance of the Services. Upon request by Client, Consultant shall provide Client with a certificate of insurance and shall have Client included as an additional insured under Consultant's applicable insurance policies.

## **10. Assignments and Subcontracts**

Consultant may neither assign nor subcontract its obligations under this Agreement to any other entity without the prior written consent of Client.

## **11. Waiver**

The failure of a party to enforce a provision of this Agreement shall not constitute a waiver with respect to that provision or any other provision of this Agreement.

## **12. Entire Agreement**

This Agreement (including the attachments) constitutes the entire agreement between the parties with respect to the subject matter of the Services, and supersedes all prior agreements and understandings, both written and oral. Notwithstanding the foregoing, any separate written agreement between the parties regarding the confidentiality and security of information exchanged or used by the parties for purposes of this Agreement shall be effective unless and until it is specifically terminated.

## **13. Amendment**

This Agreement may be amended only by written agreement of the parties, signed by authorized representatives and referencing this Agreement.

**14. Severability**

If any provision in this Agreement is found by a court of competent jurisdiction to be invalid or unenforceable, the remaining provisions in this Agreement shall continue in full force and effect.

**15. Applicable Law**

The parties agree that this Agreement is governed by the laws of California. The parties also consent to jurisdiction in its courts, and agree that such courts shall have exclusive jurisdiction over the enforcement of this Agreement.

**16. Authority to Sign**

Each party represents that: (a) it has the authority to enter into this Agreement; and (b) that the individual signing this Agreement on its behalf is authorized to do so.

**IN WITNESS WHEREOF**, the parties have executed this Agreement as of the Effective Date written above.

---

**Chico Unified School District**

**BY:**

**NAME:**

**TITLE:**

**DATE:**

**Tim Haley, RA Planning  
& Programming**

**BY:**

**NAME:**

**TITLE:**

**DATE:**

**Chico Unified School District**

December 6, 2013

10.3.3.  
Page 7 of 9

**Phase II Projects Programming-Task List**

**TASK 1: KICK OFF MEETING**

Objective: Review process, timeline, meeting dates and current District standards for a junior high school and verify areas of concentration. Review documents from Facilities Master Plan including, assessments, community and staff lists, M&O projects, categories of costs, and allocations for each of the Jr. Highs. Define District Steering Committee participants and discuss involvement format.

Activities: Conduct a work shop with Facilities, including M&O and the Districts Estimator to review and to establish a base to begin work.

Deliverables:

- Timeline, proposed meeting dates
- Documentation of areas of concentration
- District Steering Committee defined with proposed involvement points
- A summary document for each Jr. High that includes a starting balance of budget to need

**TASK 2: DEFINING AND REFINING NEEDS**

Objective: Define and refine the District-wide standard for the junior high schools to accommodate a middle school format.

Activities: Meet with District Steering Committee to discuss specialty areas of concentration. Conduct focus groups for specialty areas affected by the grade transition. Focus group participants will include district-level stakeholders and site-level users. Meet with District Steering Committee to review overall concepts of specialty areas.

Deliverables:

- Physical space requirements for key areas of a junior high
- A working set of assumptions on how the master schedule will be implemented in order to define student dining areas and specialized room placement on the campus

**TASK 3: COMPARING EXISTING CAMPUSES TO THE DEFINED MIDDLE SCHOOL FORMAT**

Activities: Prior to site meetings, discuss with Facilities all of the information from the master plan, maintenance and operations, and the focus groups to create a comprehensive and comprehensible list of needs for each campus, that is balanced with available costs.

Deliverables:

- Needs list for each campus
- Draft balanced program and costs

10.3.3.  
Page 8 of 9

**TASK 4: SITE COMMITTEES**

**Objective:** Create a final program specific to each site and coordinate a hand-off to the project architect.

**Activities:** Conduct several rounds of site committee meeting in order to prioritize the needs list specific to each campus' needs. Meet with a District Steering Committee between site committee meetings to confirm compliance of District objectives. Incorporate the project architects into the site committees to establish continuity and deeper understanding of the site needs.

**Deliverables:**

- Programming bridging document for each site

Chico Unified School District

Phase II Projects Programming - Task Chart

10.3.3.  
 Page 9 of 9

<b>Task</b>	<b>Total Hours</b>
<b>1 Kick-off Meeting</b>	<b>24</b>
Facilities Kick-off M &O Meeting	
<b>2 Defining and Refining Needs</b>	<b>150</b>
Review with District Steering Committee Big Picture and Master Schedule Science PE Fields Common Core Testing Kitchen Transportation SPED Coordination with Estimator	
<b>3 Create Needs List</b>	<b>38</b>
Compile MP information with Middle School Definition Review with Facilities Review with District Steering Committee	
<b>4 Site Committees and Final Program</b>	<b>164</b>
First Round Facilities Review District Review Architect Kick-off Second Round Develop Draft Draft Approval Final Document	
<b>Total Hours</b>	<b>376</b>
Sub Total	\$45,120
Expenses	\$3,700
<b>Total</b>	<b>\$48,820</b>



CHICO UNIFIED SCHOOL DISTRICT  
1163 EAST SEVENTH STREET  
CHICO, CALIFORNIA 95928

10.4.1.  
Page 1 of 1

DATE: December 18, 2013  
MEMORANDUM TO: Board of Education  
FROM: Kelly Staley, Superintendent  
SUBJECT: Certificated Human Resources Actions

**Temporary Appointments 2013/14**

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>
Friend, Kim	Elementary	12/2/13-6/5/14	0.2 FTE (in addition to current 0.2 FTE assignment)
Morine, Lindsay	Secondary	1/6/14-6/5/14	0.4 FTE (in addition to current 0.6 FTE assignment)
Phelps, Amanda	Elementary	12/2/13-6/5/14	0.6 FTE
Privett, Kristen	Elementary	12/2/13-6/5/14	0.4 FTE

**Leave Requests 2013/14**

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>
Hudson, Erica	Elementary	12/2/13-6/5/14	0.1 FTE Child Care Leave
Pitsker, Stacy	Elementary	12/13/13-12/20/13	1.0 FTE Child Care Leave

**Status Changes 2013/14**

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>
Scott, Erica	Secondary	2013/14	Change from Temporary to Probationary 2 (1.0 FTE)

**Administrative Appointments 2013/14**

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>
Holderman, Brian	Elementary Principal	12/2/13	0.6 FTE

**Coaching Appointments 2013/14**

<u>Employee</u>	<u>Position</u>	<u>School</u>	<u>Season</u>
Keating, Tim	Boys Tennis Coach	Pleasant Valley	Spring

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

10.4.2.  
Page 1 of 3

DATE: DECEMBER 18, 2013  
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>APPOINTMENTS</b>			
BELLA, MARA	IA-SPECIAL EDUCATION/BLUE OAK/5.0	12/2/2013	VACATED POSITION/126/ SPECIAL ED/6500
COX, SUSAN	SCHOOL BUS DRIVER-TYPE 2/ TRANSPORTATION/5.8	11/12/2013	EXISTING POSITION/ TRANSPORTATION/7240
DECKER, TAMALA	SCHOOL BUS DRIVER-TYPE 2/ TRANSPORTATION/7.6	11/12/2013	EXISTING POSITION/ TRANSPORTATION/7240
ENGLISH, TAMMIE	IPS-HEALTHCARE/HEAD START/3.2	11/26/2013	IN LIEU OF LAYOFF/ REDUCTION IN WORK CALENDAR
FILIPPI, JANICE	LT CAFETERIA ASSISTANT/NEAL DOW/2.0	11/14/2013- 2/1/2014	DURING ABSENCE OF INCUMBENT/ 132/NUTRITION/5310
GAGNON, RHONDA	LT SR LIBRARY MEDIA ASSISTANT/CJHS/4.0	12/3/2013- 3/21/2014	DURING ABSENCE OF INCUMBENT/ 137/LIBRARY/1100
GLASS, JO ANN	INSTRUCTIONAL ASSISTANT/ SIERRA VIEW/2.0	11/26/2013	IN LIEU OF LAYOFF
KAVANAGH, COLLEEN	INSTRUCTIONAL ASSISTANT/ MCMANUS/3.3	12/3/2013	NEW POSITION/8/ GRANT/9117
KELLY, MARY	INSTRUCTIONAL ASSISTANT/CITRUS/3.3	11/26/2013	IN LIEU OF LAYOFF/7/ GRANT/9117
LEDESMA, MARISOL	LT IA-BILINGUAL/CJHS/4.0 & 1.0	1/11/2014- 6/5/2014	DURING ABSENCE OF INCUMBENT/ CATEGORICAL/7090
MATTHEWS, AMBER	CAFETERIA COOK SMALL SCHOOL/ FOREST RANCH/4.3	12/2/2013	VACATED POSITION/48/ NUTRITION/5310
MITCHEL, CAROL	IA-SPECIAL EDUCATION/NEAL DOW/5.0	12/3/2013	VACATED POSITION/133/ SPECIAL ED/6500
OATES, ASHLEY	INSTRUCTIONAL ASSISTANT/ CHAPMAN/3.3	12/2/2013	NEW POSITION/6/ GRANT/9117
PHILLIPS, LESLIE	LIBRARY MEDIA ASSISTANT/ROSEDALE/3.6	11/21/2013	EXISTING POSITION/136/ CATEGORICAL & LIBRARY/3010, 9024, 1100
POE, C. RENEE	LT CAFETERIA SATELLITE MANAGER/ EMMA WILSON/6.9	10/1/2013- 11/6/2013	DURING ABSENCE OF INCUMBENT/ NUTRITION/5310
REISE, MARCY	IA-SPECIAL EDUCATION/PVHS/3.0	11/19/2013	NEW POSITION/109/ SPECIAL ED/6500
SLOAN, DOUGLAS	LT SR CUSTODIAN/PARKVIEW/8.0	11/18/2013- 2/19/2014	DURING ABSENCE OF INCUMBENT/ 114/MAINTENANCE/0000
SMYZER, ELLIOTT	SCHOOL BUS DRIVER-TYPE 2/ TRANSPORTATION/6.8	11/12/2013	EXISTING POSITION/ TRANSPORTATION/7240

STRATTON, MARIN	CAFETERIA ASSISTANT/EMMA WILSON/2.5	12/2/2013	EXISTING POSITION/121/ NUTRITION/5310
THOMAS, KRISTEN	PARENT CLASSROOM AIDE-RESTR/ SIERRA VIEW/2.0	11/18/2013	VACATED POSITION/95/ CATEGORICAL/7090
WHITMAN-HALL, BRITTANY	IPS-CLASSROOM/LOMA VISTA/4.0	12/3/2013	NEW POSITION/115/ SPECIAL ED/6500
WONG, SHELLEY	LT CAFETERIA ASSISTANT/PVHS/6.0	11/14/2013- 2/1/2014	DURING ABSENCE OF INCUMBENT/ 131/NUTRITION/5310

## LAYOFFS TO RE-EMPLOYMENT

ENGLISH, TAMMIE	IPS-HEALTHCARE/HEAD START/3.2	11/26/2013	LACK OF FUNDS
GLASS, JO ANN	INSTRUCTIONAL ASSISTANT/CITRUS/3.4	11/26/2013	LACK OF FUNDS
GREMINGER, LUCRETIA	IA-SPECIAL EDUCATION/CITRUS/3.0	11/26/2013	LACK OF FUNDS
KELLY, MARY	INSTRUCTIONAL ASSISTANT/LCC/4.0	11/26/2013	LACK OF FUNDS

## LEAVES OF ABSENCE

GALLAWAY, SHERRI	TRANSPORTATION SPECIAL ED AIDE/ TRANSPORTATION/5.3	10/24/2013- 12/5/2013	PER CBA 5.1
JACKSON, CHARLES	SR CUSTODIAN/CORP YARD/DISTRICT/8.0	11/23/2013- 12/03/2013	PER CBA 5.3.3
PANG, NICOLE	IPS-CLASSROOM/CHAPMAN/6.0	10/7/2013- 11/17/2013	PER CBA 5.11
SIMMONS, ELIZABETH	IPS-CLASSROOM/HEAD START/3.2	11/30/2013- 12/20/2013	PER CBA 5.12
SMITH, AARON	CUSTODIAN/PVHS/8.0	10/31/2013- 1/29/2014	PER CBA 5.3.3
WONG ESPINAL, MARLIA	IA-BILINGUAL/CJHS/4.0 & 1.0	1/13/2014- 6/5/2014	PER CBA 5.12

## RESIGNATION/TERMINATION

CLARK, KARYL	INSTRUCTIONAL ASSISTANT/ NEAL DOW/4.0	12/30/2013	PERS RETIREMENT
CLARK, KARYL	CHIEF EXAMINER-GED/ EDUCATIONAL SVCS/4.0	12/30/2013	PERS RETIREMENT
MICHAEL, ROBERT	FACILITIES PLANNER-CONSTRUCTION SUPR/FACILITIES/8.0	12/27/2013	PERS RETIREMENT
MORGAN, JENNILEE	IA-SPECIAL EDUCATION/HOOKER OAK/3.0	6/6/2013	VOLUNTARY RESIGNATION
PHELPS, AMANDA	IA-SPECIAL EDUCATION/PARKVIEW/5.0	12/01/2013	VOLUNTARY RESIGNATION

## RESIGNED ONLY POSITION LISTED

BELLA, MARA	IA-SPECIAL EDUCATION/BLUE OAK/4.0	12/1/2013	INCREASE IN HOURS
COX, SUSAN	SCHOOL BUS DRIVER-TYPE 2/ TRANSPORTATION/6.0	11/11/2013	VOLUNTARY REDUCTION IN HOURS
DECKER, TAMALA	SCHOOL BUS DRIVER-TYPE 2/ TRANSPORTATION/7.5	11/11/2013	INCREASE IN HOURS
MITCHEL, CAROL	IA-SPECIAL EDUCATION/MARIGOLD/2.5	12/2/2013	INCREASE IN HOURS

MITCHEL, CAROL	IA-SPECIAL EDUCATION/NEAL DOW/2.0	12/2/2013	VOLUNTARY RESIGNATION
OATES, ASHLEY	INSTRUCTIONAL ASSISTANT/ SIERRA VIEW/2.0	12/1/2013	INCREASE IN HOURS
REISE, MARCY	IA-SPECIAL EDUCATION/HOOKER OAK/2.0	11/18/2013	INCREASE IN HOURS
SMYZER, ELLIOTT	SCHOOL BUS DRIVER-TYPE 2/ TRANSPORTATION/6.0	11/11/2013	INCREASE IN HOURS
STRATTON, MARIN	CAFETERIA ASSISTANT/EMMA WILSON/2.3	12/1/2013	INCREASE IN HOURS

**AGENDA ITEM:** Common Core State Standards Implementation Funds

**Prepared by:** Michael Morris, Director

Consent

Board Date December 18, 2013

Information Only

Discussion/Action

**Background Information**

Assembly Bill (AB) 86 (Chapter 48, Statutes of 2013), Section 85, appropriates \$1.25 billion (approximately \$200 per prior year enrollment) in the 2013-14 school year to support the integration of academic content standards in instruction adopted pursuant to various Education Code sections. The per-pupil award amounts equal \$200.96 per pupil using California Longitudinal Public Achievement Data System fall enrollment data as of October 2012 and certified on or before May 24, 2013.

As a condition of receiving Common Core State Standards (CCSS) implementation funds, the District, is required to:

- Develop and adopt a plan delineating how the CCSS implementation funds will be spent.
- The plan must be explained in a public meeting of the governing board of the school district and then be adopted in a subsequent public meeting.
- Report detailed expenditure information to the California Department of Education (CDE) on or before July 1, 2015, including, but not limited to, specific purchases made and the number of teachers, administrators, or paraprofessional educators that received professional development.
- The funds may be spent in 2013-14 and 2014-15.

**Educational Implications**

Common Core State Standard Implementation Funds can be expended for any of the following purposes:

- Professional development for teachers, administrators, and paraprofessional educators or other classified employees involved in the direct instruction of pupils that is aligned to the academic content standards.
- Instructional materials aligned to the academic content standards.
- Integration of these academic content standards through technology-based instruction for purposes of improving the academic performance of pupils, including, but not necessarily limited to, expenditures necessary to support the administration of computer-based assessments and provide high-speed, high-bandwidth Internet connectivity for the purpose of administration of computer-based assessments.

**Fiscal Implications**

The district has received a one-time allocation of \$2,414,968 in CCSS Implementation Funding for the two years, 2013-14 and 2014-15.

**Recommendation**

It is recommended that the Common Core Implementation Funds plan be approved as presented. Due to the changing landscape of state policies and procedures in these early stages of Common Core implementation and ongoing modifications in technology, assessment, accountability and instruction, the proposed activities and percentages of allocated funds are subject to change as we move forward.

Chico Unified School District

Common Core State Standards Implementation Funds

Development of plan for fund expenditure for \$2,414,968 one-time allocation

Common Core State Standard Implementation Funds can be expended for any of the following purposes:

- Professional development for teachers, administrators, and paraprofessional educators or other classified employees involved in the direct instruction of pupils that is aligned to the academic content standards.
- Instructional materials aligned to the academic content standards.
- Integration of these academic content standards through technology-based instruction for purposes of improving the academic performance of pupils, including, but not necessarily limited to, expenditures necessary to support the administration of computer-based assessments and provide high-speed, high-bandwidth Internet connectivity for the purpose of administration of computer-based assessments.

Proposed Funding Purpose	Initial Proposal of Educational Services	Corresponding dollar amount based on \$2,414,968 allocation	Proposed Expenditure Area (2013-14 and 2014-15)
Professional development for teachers, administrators, and paraprofessional educators or other classified employees involved in the direct instruction of pupils that is aligned to the academic content standards.	15%	\$362,245.20	Professional Development including, but not limited to: <ul style="list-style-type: none"> <li>• District and site support for embedding the Standards for Literacy in Core Content Areas/Technical Subjects and Mathematical Standards and Practices into classrooms.</li> <li>• Supporting the professional growth of teachers, administrators, and support staff as we integrate the common core standards and accompanying assessments.</li> <li>• Integration of technology-based curriculum, instruction and assessment practices.</li> </ul>
Integration of these academic content standards through technology-based instruction for purposes of improving the academic performance of pupils, including, but not necessarily limited to, expenditures necessary to support the administration of computer-based assessments and provide high-speed, high-bandwidth Internet connectivity for the purpose of administration of computer-based assessments.	85%	\$ 2,052,722.80	Integration of technology-based curriculum, instruction and assessment, including but not limited to: Technology devices, carts, headphones, keyboards, network support, wireless access, purchasing and installing electronic devices districtwide that can successfully implement the SBAC online assessment program and support common core learning for all students.

What follows is response data from an anonymous online survey regarding Common Core Implementation Funds. Since the plan recommended to the CUSD Board of Education involves recommended allocations to Professional Development and Technology, an analysis of survey Question 4 (Q4), which addresses this issue occurs at the beginning of this document (Table 1).

**Q4: If the Board decides to follow the recommendation outlined in the initial plan and only allocates common core funds be spent on professional development and technology, please specify the % of funds you recommend be spent in each of these area. (Ex. 35% and 65%) Your two numbers must total 100%.**

Table 1: Common Core Implementation Fund Survey Results – Allocation Percentages Recommended by Survey Respondents Professional Development & Technology

	# replies	Prof. Dev. Average %	Prof. Dev. Median	Prof. Dev. Mode (most frequent #)	Prof. Dev. Minimum (lowest #)	Prof. Dev. Maximum (highest #)	Technology Average %	Technology Median	Technology Mode (most frequent #)	Technology Minimum (lowest #)	Technology Maximum (highest #)
Overall	157	34	30	20	0	90	66	70	80	10	100
Elem. Teacher	56	35	30	20	0	90	65	70	80	10	100
Sec. Teacher	48	35	30	20	0	80	65	70	80	20	100
Classified	22	35	27.5	40	10	90	65	72.5	60	10	90
Admin	24	24	15	15	10	60	76	85	85	40	90
Other	7	53	60	70	10	80	47	40	30	20	90

**Summary of Table 1:**

Out of 157 responses, the most frequent response for the percent of Common Core Implementation Funds that should be allocated to Professional Development was 20% overall and 80% for Technology overall. 20% of funds toward Professional Development and 80% for Technology were also the most frequent responses across both elementary and secondary teachers. The range of the data was very great in both PD (0% to 90%) and technology (10% to 100%). The CLASSIFIED respondents’ most frequent response for Professional Development was 40% and 60% for Technology. The OTHER group (7 respondents) was clearly an outlier as it was the only group to recommend more allocation for PD than technology. The OTHER group’s most frequent response for Professional Development was 70% and 30% for Technology.

**Survey Questions 1-5:**

Below are the five questions that were asked on the survey (Q1-Q5) and the response summaries.

Q1: Which of the following categories best describes your position:		
Answer Options	Response Percent	Response Count
Elementary Teacher	35.7%	56
Secondary Teacher	30.6%	48
Classified Staff	14.0%	22
Administrator	15.3%	24
Other	4.5%	7
<i>answered question</i>		157
<i>skipped question</i>		0

Q2: Please rank the following in terms of priorities for expenditures of the Common Core one-time funding (Use the dropdown menu)

Answer Options	1	2	3	Response Count
Professional development for teachers, administrators, and paraprofessional educators	29.3%	49.0%	21.7%	157
Instructional materials	14.1%	28.2%	57.7%	156
Technology to support student learning of Common Core	56.7%	22.9%	20.4%	157

Q3: Given that we are not currently planning on a major textbook adoption purchase and because instructional materials can be funded through other sources, IF common core funds were spent on any of the three areas (professional development, instructional materials and technology), please specify the % of funds you recommend be spent in each area. (Ex. 15%, 5% and 80%) Your three numbers must total 100%.

Answer Options	Response Average %	Response Count	
Professional Development	26.68	157	
Instructional Materials	19.28	148	
Technology to Support Learning	55.15	157	
<i>answered question</i>			157
<i>skipped question</i>			0

Note: See Table 1 above for more detailed results to survey question 4 (Q4).

Q4: If the Board decides to follow the recommendation outlined in the initial plan and only allocates common core funds be spent on professional development and technology, please specify the % of funds you recommend be spent in each of these area. (Ex. 35% and 65%) Your two numbers must total 100%.

Answer Options	Response Average %	Response Count	
Professional Development	34.20	157	
Technology to Support Learning	65.80	157	
<i>answered question</i>			157
<i>skipped question</i>			0



**AGENDA ITEM: 2013 Solar RFP--Results and Recommendations--Newcomb Anderson McCormick**

---

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

Consent

Board Date December 18, 2013

Information Only

Discussion/Action

**Background Information**

On April 17, 2013 the Board authorized Staff to enter into a consultant agreement with Newcomb Anderson McCormick Energy Engineers (NAM) to assist the District in pursuing savings attainable by energy conservation and the production of renewable energy through photovoltaic (PV) systems.

Chico Unified School District (CUSD) issued a Request for Proposal (RFP) for design-build services for solar electric systems on July 15, 2013. The RFP addresses potential solar installations at Bidwell Junior High, Chico Junior High, Emma Wilson, Hooker Oak, Marigold, Neal Dow, Parkview, Rosedale and Sierra View schools. After conducting a campus bid walk of the potential sites on August 30, 2013 with 14 prospective firms, CUSD received three proposals on August 23, 2013 for evaluation. Proposals were received from Enfinity, SolarCity and the paired team of Pacific Power Renewables and Cupertino Electric. Further clarification of the proposals was gathered during a series of interviews held October 3, 2013.

The RFP requested pricing for nine different solar installations. The proposals were required to address two different scenarios; ownership of the systems by the District and a Power Purchase Agreement (PPA) similar to that currently in place for the systems installed at Chico High School, Pleasant Valley High School, Marsh Jr. High School, Chapman Elementary and the Corporation Yard.

The first conclusion to be drawn from the proposals relates to the ownership versus PPA scenarios. Construction prices for solar installations have continued to go down. Utility rates have continued to rise. The Power Purchase rates are tied to utility rates and not construction prices. With the current proposals direct ownership provides the greatest savings to the District. NAM completed an analysis adding financing costs to the proposals in order to determine what interest rate would need to be paid before the two options produce equivalent savings. This analysis indicates that the ownership scenario is more beneficial if the District can borrow funds at less than 6%.

The proposal evaluation process included financial and non-financial scoring rubrics which are combined for a total score. The evaluations are detailed in the attached proposal evaluation. Based upon these evaluations we are recommending that the District enter into an agreement with SolarCity to complete the proposed solar systems on a design – build basis.

**Educational Implications**

The development of more photovoltaic systems within the District has positive educational implications. The systems provide opportunities for curriculum integration in terms of basic science; mathematics, environmental, engineering/electrical and hands-on opportunities with monitoring and PV systems.

**Fiscal Implications**

The District has a number of opportunities to utilize financing mechanisms to fund the proposed solar projects including tax-exempt lease purchase financing, certificates of participation, California Energy Commission loans and Qualified Zone Academy Bonds or a combination of these mechanisms.

**Recommendation**

Staff recommends that the Board authorize the Superintendent or designee to negotiate a design build contract with SolarCity to construct, maintain and operate, to be owned by the District, photovoltaic solar installations as per the 2013 Solar RFP. The agreement would be contingent upon the District securing appropriate financing.



# **Chico Unified School District**

## **Design-Build Services for Solar Electric Systems**

### ***Proposal Evaluation Results***

**PREPARED BY:**

Newcomb | Anderson | McCormick

**December 10, 2013**



## 1. Background and Introduction

11.2.1.  
Page 4 of 22

Chico Unified School District (CUSD) issued a Request for Proposal (RFP) for design-build services for solar electric systems on July 15<sup>th</sup>, 2013. After conducting a campus bid walk of the potential sites on August 30<sup>th</sup>, 2013 with 14 prospective firms, CUSD received three proposals on August 23<sup>rd</sup>, 2013. Proposals were received from Enfinity, SolarCity, and the paired team of Pacific Power Renewables and Cupertino Electric.

Newcomb Anderson McCormick (NAM), in collaboration with District staff, conducted an evaluation of the three proposals, the results of which are presented below. This report is organized in the following sections:

- Methodology
- Evaluation Process
- Summary of Proposals and Vendor Alternatives
- Summary of Results
- Recommendation

In addition, a technical comparative summary of the proposed systems and summary of the final project savings cash flow analysis are included in Appendix A and B, respectively.

The purpose of this analysis is to document the evaluation process, provide a fact-based comparison of proposals, and to assist CUSD in their decision making. The analysis conducted by NAM is only part of the overall selection process. **NAM's role is that of a third party advisor to provide an independent opinion for CUSD's decision making.** In this role, NAM consulted with District staff at each step in the evaluation process.

## 2. Methodology

Proposers were asked to propose solar systems at nine District sites and supply pricing for both direct purchase of systems and purchase of the energy generated through a Power Purchase Agreement (PPA)

In assessing the merits of the three proposals, NAM looked at each proposal in terms of financial benefits, proposal package completeness, technical strengths, implementation approach, the amount of solar PV experience of the company and proposed team, use of local contractors, and track record of the proposer in delivering similar projects.

From a financial standpoint, NAM evaluated the total 25 year net benefit to the District resulting from each proposal, along with the net present value (NPV) of each cash flow model to account for the time value of money. Both the District ownership pricing and PPA pricing were evaluated.

## 3. Evaluation Process

The process that NAM undertook in the evaluation of the four proposals can be broken into four sections. The four section of the evaluation are described here.

**Initial Proposal Review and Package Completeness Check:** NAM first evaluated the four proposals for their completeness. The proposal packages were checked for inclusion of all of the sections requested in the RFP and that these components were submitted in the requested format.

NAM then performed technical due diligence on the solar energy production models submitted. NAM spot-checked the submitted production models using PVSyst, an industry standard software package, to estimate the 25 year electricity output of the proposed systems.

**Proposer Interviews:** Following the initial analysis, all four companies that submitted proposals were invited for interviews and final evaluations. USD and NAM met with Enfinity, SolarCity, and Pacific Power/Cupertino Electric on October 3<sup>rd</sup>, 2013 for interviews. Members of the interview panel are shown in Table 1.

**Table 1. Interview Panel**

Panelist	Organization
Michael Weissenborn	CUSD
Julie Kistle	CUSD
Kevin Bultema	CUSD
Russell Driver	Newcomb Anderson McCormick
Simon Olivieri	Newcomb Anderson McCormick

During the interview, proposers were given the opportunity to present their offers and were asked to clarify where there was missing or unclear information. The information provided in the interview was taken into account in the Non-financial proposal scoring.

**Non-Financial Proposal Scoring:** The next stage of the evaluation included a detailed review of the proposals and non-financial scoring to evaluate compliance with the RFP requirements and the relative strengths of the proposals in the following areas:

- Respondent Background, References and Experience
- Approach (Recommended Technical Solution and Ability to Meet Project Schedule)
- Respondent's Financial Information
- Use of Local Contractors

**Financial Proposal Scoring:** Using each of the proposals and their guaranteed production models, NAM performed a financial analysis of the proposed systems. A summary of key financial analysis results for each proposal is discussed in Section 5. All nine sites proposed for PV installation purchase electricity from PG&E, so the economic analysis assumed a rate change to PG&E's A-6 rate schedule. The financial score was determined using each system's cumulative net present value (NPV) net benefit over the 25-year analysis period, weighted by its relative magnitude compared to the proposal with maximum benefit, as described in the RFP.

The weighted scoring from the non-financial categories was added to the financial score to achieve the final proposal score.

## 4. Summary of Proposals and Vendor Alternatives

11.2.1.

Page 6 of 22

Enfinity, Pacific Power/Cupertino Electric, and Solar City all provided base case layouts and pricing. SolarCity prepared an alternate design with associated pricing in addition to their base pricing. All vendors provided systems at all nine District sites. All vendors included ownership and PPA pricing.

Enfinity provided a solution at all nine sites that aligned with the identified locations from the RFP. The Enfinity Proposal offsets roughly 82% of the targeted sites annual electrical load. The equipment specified by Enfinity met all criteria specified by the RFP. Enfinity's ownership proposal had the lowest cost on a per watt basis for the ownership scenario. Enfinity does not specify a designer or contractor that would be performing the design or construction. Rather, in their interview, Enfinity gave a list of designers and contractors that they prefer to use.

SolarCity provided two system layouts for each site with associated pricing. The base proposal layouts maximized the use of "T" carport structures to lower the total cost of installation. The base proposal layouts did not align exactly with the location specified in the RFP; however, they represented equally viable alternates for the solar arrays. The alternate proposal restricted the layouts to the RFP specified locations, substituting "T" carport structures for "L" carport structures in some locations. The substitution of "L" structures for "T" structures increased the price for the Alternate proposal. Both SolarCity options offset roughly 84% of the targeted sites annual electrical load. The equipment specified in the SolarCity proposal met all criteria specified by the RFP. The SolarCity proposal discussed their local warehouse in the City of Chico. SolarCity would self perform much of the work and specified subcontractors for electrical and civil work met the District criteria. SolarCity would complete the system designs in-house, as well.

The Pacific Power/Cupertino Electric Proposal represented a joint partnership between the two entities. Pacific Power represents the finance portion of the partnership if the District chooses to proceed with the PPA option. Cupertino Electric is the design-builder in both the PPA and Ownership options. The partnership's proposal offsets roughly 84% of the targeted sites annual electrical load. The technical proposal and layouts met all of the criteria specified in the RFP. The proposed layouts aligned with those specified at each site. In the interview, Cupertino Electric stated that they use local union labor for their construction work. All of the design would be completed by Cupertino Electric in-house resources. This Pacific Power/Cupertino Electric Proposal had the highest prices on both a cost per watt basis and cost per kWh basis.

The equipment specified in the three proposals is summarized in Appendix A. The financial summaries of the three proposals are shown in Appendix B. Of the two SolarCity layouts, the base proposal provides a greater net benefit to the District than the alternate; therefore the alternate was not modeled in detail.

## 5. Summary and Results

This section includes a discussion of the non-financial scoring of each proposal followed by a discussion of the financial scoring each proposal. The total score for each vendor is the sum of the two. All three vendors supplied proposals that complied with the RFPs technical and pricing requirements. All three vendors have provided extensive qualifications that demonstrate their abilities to successfully complete PV projects at K-12 schools under DSA rules. Table 2

provides a summary of the vendors' system sizes, generation, initial proposal cost per watt, starting PPA price and annual PPA escalation rate. In regards to technical approach and industry experience, Appendix A provides a side-by-side comparison of each vendor's proposed PV system characteristics and relevant information on company background.

**Table 2. Summary of Proposals**

	<b>Enfinity</b>	<b>Pacific Power/ Cupertino Electric</b>	<b>SolarCity</b>
<b>Total System Size (kW DC)</b>	1,304	1,459	1,408
<b>Estimated Year 1 Generation (kWh)</b>	1,957,170	2,010,474	2,010,716
<b>Proposal Cost per Watt (\$/W)</b>	\$3.60	\$5.53	\$4.17
<b>Initial PPA Price (\$/kWh-generated)</b>	\$0.1530	\$0.2197	\$0.1748
<b>PPA Price Escalation Rate</b>	3%	4%	1.9%

### **Non-Financial Scoring**

The Non-financial evaluation of each proposal was completed by both NAM and the District staff. Each party developed independent scoring of the non-financial portions of the three proposals. Both the written proposal and responses given in the interviews were taken into account when developing the scores. The scores were then averaged to reach the final non-financial score for each vendor. Table 3 shows the results of the non-financial evaluation process. The table provides the score each vendor received for the non financial categories outlined in the RFP. A description explaining the basis for each score is provided.

**Table 3. Non Financial Evaluation Scores and Comments**

	<b>Enfinity</b>	<b>Pacific Power/ Cupertino Electric</b>	<b>SolarCity</b>
<b>Background References and Experience</b> <b>250 points</b>	130.5 Lower reference project quantity and relevance	165 Strong experience in electrical contracting and solar construction	194.5 Strongest experience in multiple school site solar construction
<b>Approach (Technical Solution and Schedule)</b> <b>200 points</b>	101 Identified design and closeout process but did not detail construction activities	92 Lacked clarity on design and close out phases of project, in-house design and electrical labor	133.4 Explicitly identified all phases of District design process, identified sub-contractors
<b>Company Financial Information -</b> <b>150 points</b>	61.6 Only brief summary information regarding company history and organization	93.7 Lacked information relevant to the PPA financier	115.7 Strong portfolio of existing financiers
<b>Use of Local Labor</b> <b>50 Points</b>	15 Not explicit about proposed labor use	35 Uses local union labor pool	35 Has local warehouse in Chico
<b>Total Non-Financial Score</b>	<b>308.1</b>	<b>386.2</b>	<b>478.6</b>

## Financial Scoring

NAM conducted a detailed economic analysis based on utility information obtained from the District and proposed PV output and pricing information from the vendors. The life-cycle inputs to the financial model are shown in Table 4 below. Both PPA pricing and Ownership pricing were evaluated and compared.



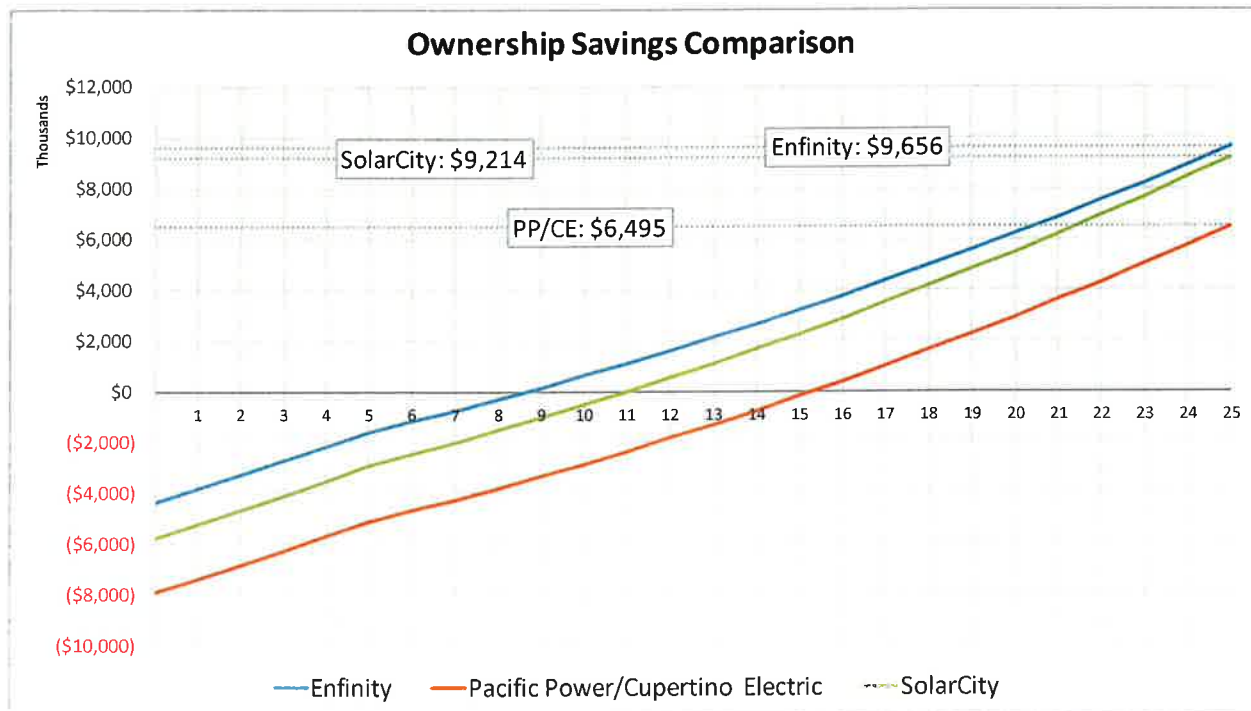
**Table 4. Key Assumptions for Economic Modeling**

11.2.1.  
Page 9 of 22

Financial Modeling Assumptions	
Overhead, Management, & Contingency Costs	10%
CSI Utility Rebate	\$0.088/kWh
PV Annual Degradation (SolarCity)	0.80%
Utility Rate Escalation	3.85%
Demand Savings	0%
Cash Flow Discount Rate	3.00%

The economic analysis assumed that the overhead, management, and contingency costs associated with the project would be 10% of the solar contract cost.

The 25-year cumulative cash flows of the ownership options for each proposal are presented below in Figure 1. Figure 1 shows that the proposed Enfinity system has a 9 year simple payback period, the Pacific Power/Cupertino Electric System has a 15 year simple payback period, and the SolarCity system has an 11 year simple payback period. The net benefit for the three proposals is \$9.6 million, \$5.6 million, and \$9.2 million for the Enfinity, Pacific Power/Cupertino Electric, and SolarCity proposals, respectively. Figure 1 shows a comparison of the 25 year NPV ownership option totals for each proposal.

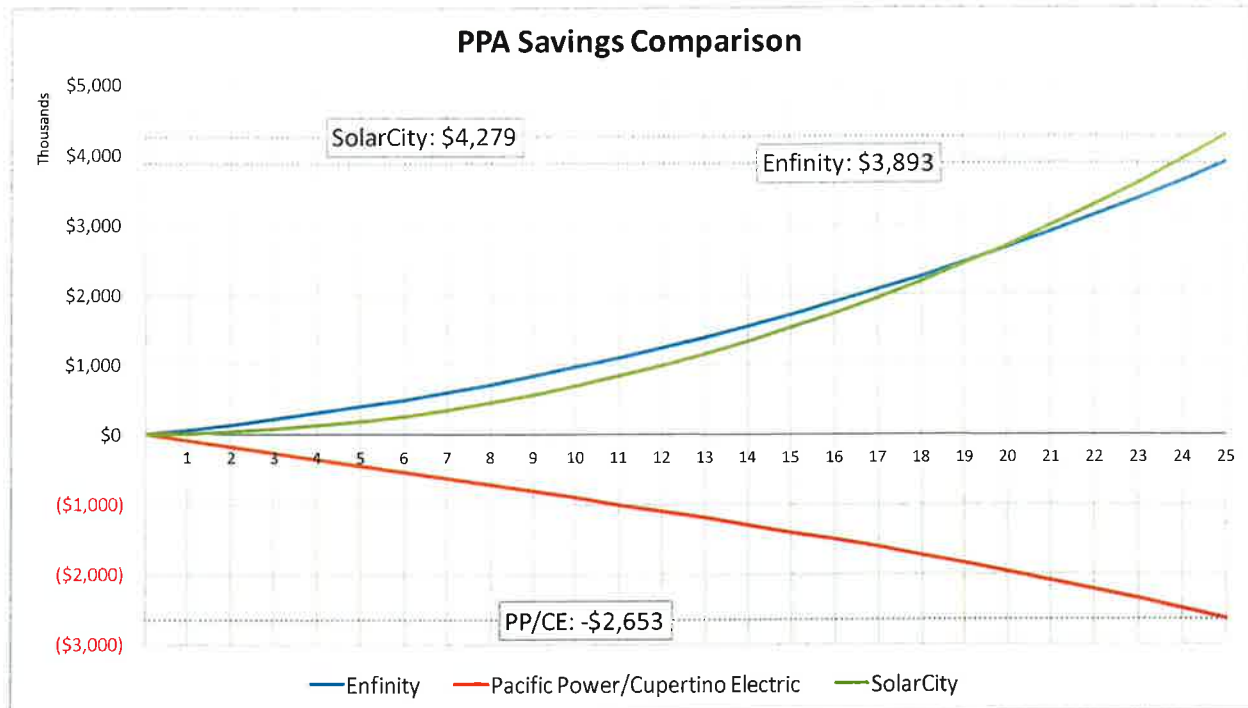


**Figure 1. Ownership cash flow savings comparison showing the sum of each Proposer's savings from their initial system cost**

**Table 5. NPV cash flow summary for each Proposer's purchased system option**

	Enfinity		Pacific Power/Cupertino Electric		SolarCity	
	NPV	Sum	NPV	Sum	NPV	Sum
<i>Utility Expenditures</i>						
Bill No Solar	(\$10,748,930)	(\$16,348,696)	(\$10,748,930)	(\$16,348,696)	(\$10,748,930)	(\$16,348,696)
Bill with Solar	(\$1,238,041)	(\$2,073,647)	(\$879,821)	(\$1,498,587)	(\$737,845)	(\$1,291,632)
<i>Project Revenue</i>						
Bill Savings	\$9,510,889	\$14,275,048	\$9,869,109	\$14,850,108	\$10,011,085	\$15,057,063
Utility Rebate	\$776,616	\$847,485	\$797,767	\$870,567	\$797,863.55	\$870,672
<b>Total Revenue</b>	<b>\$10,287,505</b>	<b>\$15,122,534</b>	<b>\$10,666,876</b>	<b>\$15,720,676</b>	<b>\$10,808,948</b>	<b>\$15,927,735</b>
<i>Project Costs</i>						
Construction Costs	(\$3,892,299)	(\$3,892,299)	(\$6,693,234)	(\$6,693,234)	(\$5,284,011)	(\$5,284,011)
PeGu Costs	(\$95,744)	(\$95,744)	(\$525,831)	(\$525,831)	\$0	\$0
PM, Contingency	(\$398,804)	(\$398,804)	(\$721,906)	(\$721,906)	(\$528,401)	(\$528,401)
O&M Costs	(\$719,054)	(\$1,080,107)	(\$854,949)	(\$1,284,237)	(\$600,318)	(\$901,751)
<b>Total Costs</b>	<b>(\$5,105,902)</b>	<b>(\$5,466,955)</b>	<b>(\$8,795,921)</b>	<b>(\$9,225,210)</b>	<b>(\$6,412,731)</b>	<b>(\$6,714,164)</b>
<b>Net Benefit</b>	<b>\$5,181,603</b>	<b>\$9,655,579.03</b>	<b>1,870,954.88</b>	<b>\$6,495,466</b>	<b>\$4,396,217</b>	<b>\$9,213,571</b>

The 25-year cumulative cash flows for the PPA option of each proposal are presented below in Figure 2. As shown in the figure, the Enfinity and SolarCity proposal pricing results in cash flow positive projects for the life-cycle of the project. The PPA pricing for the Pacific Power/Cupertino Electric Proposal is higher than the District's base utility rate and therefore results in a both an annual negative cash flow and net negative savings. Enfinity and SolarCity proposals result in a net benefit of \$3.8 million and \$4.2 million over 25 years, respectively. Table 6 shows a comparison of the 25 year NPV PPA option totals for each proposal.



**Figure 2. PPA cash flow savings comparison showing the sum of each proposer's savings projection**

**Table 6. NPV cash flow summary for each Proposer's PPA system option**

	Enfinity		Pacific Power/Cupertino Electric		SolarCity	
	NPV	Sum	NPV	Sum	NPV	Sum
<i>Utility Expenditures and Revenue</i>						
Bill No Solar	(\$10,748,931)	(\$16,348,696)	(\$10,748,931)	(\$16,348,696)	(\$10,748,931)	(\$16,348,696)
Bill with Solar	(\$1,238,041)	(\$2,073,648)	(\$879,822)	(\$1,498,587)	(\$737,845)	(\$1,291,633)
<b>Total Revenue</b>	<b>\$9,510,890</b>	<b>\$14,275,048</b>	<b>\$9,869,109</b>	<b>\$14,850,109</b>	<b>\$10,011,085</b>	<b>\$15,057,063</b>
<i>Project Costs</i>						
PPA Costs	(\$6,611,363)	(\$9,809,946)	(\$10,935,338)	(\$16,467,004)	(\$6,864,618)	(\$10,019,440)
PM, Contingency	(\$398,804)	(\$572,562)	(\$721,907)	(\$1,036,439)	(\$528,401)	(\$758,624)
<b>Total Costs</b>	<b>(\$7,010,167)</b>	<b>(\$10,382,508)</b>	<b>(\$11,657,244)</b>	<b>(\$17,503,443)</b>	<b>(\$7,393,019)</b>	<b>(\$10,778,063)</b>
<b>Net Benefit</b>	<b>\$2,500,722</b>	<b>\$3,892,541</b>	<b>(\$1,788,135)</b>	<b>(\$2,653,335)</b>	<b>\$2,618,066</b>	<b>\$4,279,000</b>

As part of the economic analysis, NAM determined the interest rate at which the District could borrow funding for the purchase of the systems that resulted in the same financial benefit as entering into a PPA. The analysis shows that if the District can borrow funds at a simple interest rate lower than 6%, the resulting financed project will have a larger net benefit over 25 years than if the District utilized the vendor's PPA pricing. The equivalent interest rate analysis

suggests that the NPV of the project’s net benefit is the appropriate metric on which to base the financial scoring. One added benefit of the District purchasing the systems is the ability to realize greater General Fund savings for the project. Table 7 shows the financial scores for each vendor using the NPV of the cash flow resulting from system ownership.

**Table 7. Financial scoring results**

Criteria	Points Available	Enfinity	Pacific Power/ Cupertino Electric	SolarCity
Production Model and Economic Evaluation	350	350	126	297

## Final Proposal Scoring

To attain the final scores for each Proposer, the non-financial and financial scores are summed. The total scores for each Proposer are shown in Table 8.

**Table 8. Final proposal scoring results**

Criteria	Points Available	Enfinity	Pacific Power/ Cupertino Electric	SolarCity
Subtotal Non-Financial Score	650	308.1	386.2	478.6
Subtotal Financial Score	350	350	126	297
<b>Total Score</b>	<b>1000</b>	<b>658.1</b>	<b>512.2</b>	<b>775.6</b>

## 6. Recommendation

NAM believes that all three vendors are capable of delivering the specified PV solar system to CUSD. However, NAM is recommending SolarCity’s proposal to the District for several reasons:

- SolarCity has strong qualifications and provided a long list of projects in a California school setting. They have deep DSA experience and expertise doing similar pre-approved carport projects.
- Of the three proposals, SolarCity’s proposal presented low risk of future changes to pricing due to local labor and in-house design and installation capabilities.
- SolarCity is assigning high-level individuals to the project and have submitted quality individual resumes.

NAM’s recommendation is meant to advise CUSD’s final decision and should be viewed as a third party opinion to assist in the final choice made by the District.

**Appendix A: Technical Breakdown of Proposed Systems**

	<b>Enfinity</b>	<b>Pacific Power/Cupertino Electric</b>	<b>Solar City</b>
<b>System Characteristics</b>			
<i>Mounting (Design Company)</i>	DSA Pre-checked Steel parking canopy structures	DSA Pre-checked Carport	Blymyer DSA Pre-Check Solar Shade Structures (Provided by MBL Energy)
<i>Modules: Manufacturer - Nominal Wattage (Efficiency STC or PTC) - Quantity</i>			
Bidwell Junior High	SOLARWORLD - 270 (16.1%) - 1092	Canadian Solar - 250 (15.54%) - 1218	Yingli - 295 (15.1%) - 1044
Chico Junior High	SOLARWORLD - 270 (16.1%) - 420	Canadian Solar - 250 (15.54%) - 518	Yingli - 295 (15.1%) - 900
Emma Wilson	SOLARWORLD - 270 (16.1%) - 672	Canadian Solar - 250 (15.54%) - 742	Yingli - 295 (15.1%) - 648
Hooker Oak	SOLARWORLD - 270 (16.1%) - 168+252	Canadian Solar - 250 (15.54%) - 210	Yingli - 295 (15.1%) - 756
Marigold Elementary	SOLARWORLD - 270 (16.1%) - 378	Canadian Solar - 250 (15.54%) - 490	Yingli - 295 (15.1%) - 816
Neal Dow Elementary	SOLARWORLD - 270 (16.1%) - 420	Canadian Solar - 250 (15.54%) - 504	Yingli - 295 (15.1%) - 864
Parkview Elementary	SOLARWORLD - 270 (16.1%) - 504	Canadian Solar - 250 (15.54%) - 560	Yingli - 295 (15.1%) - 468
Rosedale Elementary	SOLARWORLD - 270 (16.1%) - 546	Canadian Solar - 250 (15.54%) - 672	Yingli - 295 (15.1%) - 1140
Sierra View Elementary	SOLARWORLD - 270 (16.1%) - 378	Canadian Solar - 250 (15.54%) - 448	Yingli - 295 (15.1%) - 384
<i>Inverters: Manufacture (Efficiency) - Quantity</i>			
Bidwell Junior High	SMA 15000TL-US/20000TL-US (97.5%/97.5%) - 9/6	Solectria 100kW (97%) - 1	Solectria 100kW/75kW (97%/96.5%) - 2/1
Chico Junior High	SMA 15000TL-US (97.5%) - 6	Solectria 80kW/50kW (96.6%/96%) - 1/1	Solectria 100kW/75kW/50kW (97%/96.5%/96%) - 1/1/1
Emma Wilson	SMA 20000TL-US (97.5%) - 7	Solectria 75kW (97%) - 2	Solectria 85kW (97%) - 2
Hooker Oak	SMA 20000TL-US (97.5%) - 5	Solectria 50kW (96%) - 1	Solectria 50kW/Fronius 11.4 (96%/96%) - 2/9

Marigold Elementary	SMA 20000TL-US (97.5%) - 4	Fronius 11.4kW (96%) - 9	Solectria 100kW (97%) - 2
Neal Dow Elementary	SMA 15000TL-US (97.5%) - 6	Solectria 100kW (97%) - 1	Solectria 100kW (97%) - 2
Parkview Elementary	SMA 12000TL-US/15000TL-US (97.5%/97.5%) - 3/5	Solectria 60kW (96%) - 2	Solectria 75kW/50kW (96.5%/96%) - 1/1
Rosedale Elementary	SMA 20000TL-US (97.5%) - 6	Solectria 85kW/50kW (96.6%/96%) - 1/1	Solectria 100kW/75kW/50kW (97%/96.5%/96%) - 1/2/1
Sierra View Elementary	SMA 15000TL-US/20000TL-US (97.5%/97.5%) - 9/6	Solectria 100kW (97%) - 1	Solectria 100kW (97%) - 1
<i>Performance monitoring</i>	Draker Labs PV Monitor web-based system	SolarWatch web-based system	PVMET Weather Station
<i>Warranty</i>	-Modules: Solarworld 25-year linear performance guarantee, 89.3% capacity at year 11 and 83% capacity at year 20. 10 year workmanship warranty. Inverter: 10 year	-Modules: 10 year product warranty, 25 year performance warranty. 80% of min rated power for 25 years -Fronius inverter: 10 year warranty or 15 year extended warranty Solectria inverter: 5 year warranty with possible 5 year extension	-Modules: 91.2% of min rated power for 10 years, 80.7% of rated power for 25 years -Fronius inverter: 10 year warranty or 15 year extended warranty Solectria inverter: 5 year warranty with possible 5 year extension
<i>Operations and Maintenance</i>	Standard (included in PPA price, or extra cost for design-build option)	Standard (panel cleaning at least 2 times/yr)	Standard (panel cleaning 2 times/yr)
<b>Proposed Schedule</b>			
<i>Anticipated duration of Design phase (business days)</i>	122	89	77
<i>Anticipated duration of Construction phase (business days)</i>	60	77	67
<i>Date of Last System to Come Online</i>	Oct 14 2014	Sep 12 2014	Sep 14 2014
<b>Solar Experience</b>			
<i>Number of years in business</i>	5.5 years as a	59 years as a business	7 years in business

	<b>business</b>		
<i>Number of projects completed/total MW installed</i>	21 installed, 59 MW (18 installed, 15 MW in government and K-12)	71 installed, 513 MW (20 installed, 15 MW in government and K-12)	387 MW deployed (200 projects, 32.8 MW completed for DSA )
<i>Has or intends to establish a local office</i>	San Francisco, Sacramento	San Jose	San Mateo & Chico Operations Center
<i>C-10 (electrical) and/or C-46 (solar) California contractor license</i>	Not explicit	C-10	C-46 (solar); C-10 (electrical); C-20 (HVAC)
<i>Class B California contractor license</i>	Yes	Class A	Yes

**Appendix B: Proposal Cash Flow Summaries**

11.2.1.  
Page 16 of 22



**Site Information**

Meter Number	Various
Annual Site Load (kWh/year)	2,383,472
Rate Prior to Solar	Various
Recommended Rate with Solar	Various

**System Information**

System Size (kW)	1304.10
First Year Solar Production (kWh)	1,957,170
Annual System Yield (kWh/kW)	1,501

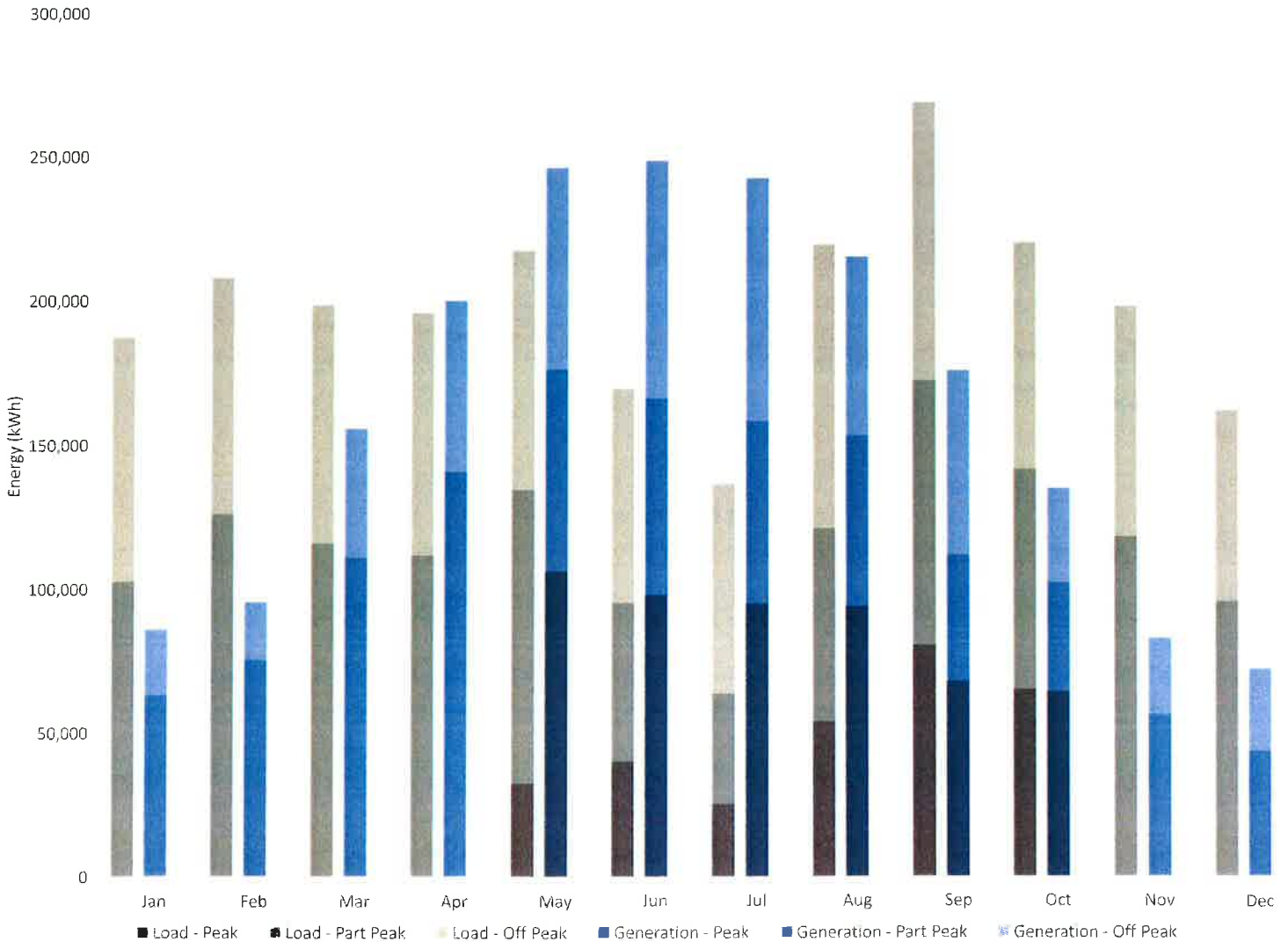
**Model Assumptions**

Utility Escalation Rate (%/year)	3.85%
PV Degradation Rate (%/year)	0.80%
NPV Discount Rate (%/year)	3.00%
Analysis Lifecycle (years)	25
Incentive Rate (\$/kWh-generated)	0.088
Ownership PM, Contingency (% of Capital Costs)	10.00%
PPA PM, Contingency (% of Capital Costs)	10.00%

**System Metrics**

Year One Load Offset	82%
25 Year Bill Offset	88%
<b>PPA</b>	
Initial PPA Price (\$/kWh-generated)	Various
PPA Escalation Rate (%/year)	Various
<b>Ownership</b>	
Total Cost per Watt	\$3.92
Payback (Yrs)	9
Savings per Dollar of Investment	\$2.77

Fist Year Site Load and System Generation



**Utility Expenditures**

	NPV	SUM	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	...	Year 25
Bill No Solar	(\$10,748,931)	(\$16,348,696)	(\$400,561)	(\$415,983)	(\$431,998)	(\$448,630)	(\$465,902)	(\$483,839)	...	(\$991,802)
Bill with Solar	(\$1,238,041)	(\$2,073,648)	(\$9,048)	(\$11,445)	(\$14,782)	(\$18,808)	(\$23,093)	(\$27,651)	...	(\$202,097)
<b>Bill Savings</b>	<b>\$9,510,890</b>	<b>\$14,275,048</b>	<b>\$391,514</b>	<b>\$404,538</b>	<b>\$417,216</b>	<b>\$429,822</b>	<b>\$442,809</b>	<b>\$456,189</b>	...	<b>\$789,705</b>

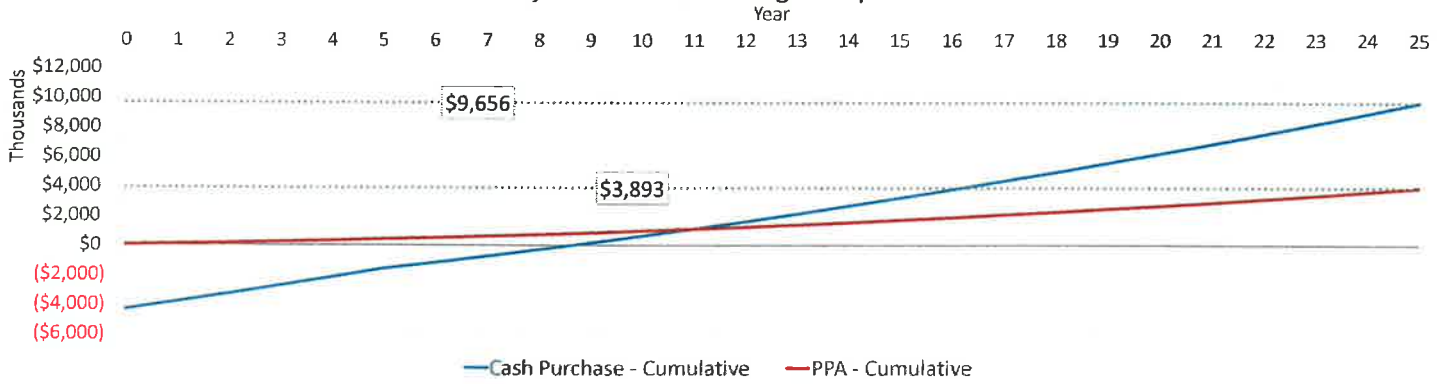
## Ownership Cash Flow

Revenue	NPV	SUM	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	...	Year 25
Bill Savings	\$9,510,890	\$14,275,048	\$391,514	\$404,538	\$417,216	\$429,822	\$442,809	\$456,189		\$789,705
Utility Rebate	\$776,616	\$847,486	\$172,231	\$170,853	\$169,486	\$168,130	\$166,785	\$0		\$0
<b>Total Revenue</b>	<b>\$10,287,506</b>	<b>\$15,122,534</b>	<b>\$563,744</b>	<b>\$575,391</b>	<b>\$586,702</b>	<b>\$597,953</b>	<b>\$609,595</b>	<b>\$456,189</b>		<b>\$789,705</b>
<b>Costs</b>										
Construction	(\$3,892,299)	(\$3,892,299)	\$0	\$0	\$0	\$0	\$0	\$0		\$0
PeGu	(\$95,744)	(\$95,744)	\$0	\$0	\$0	\$0	\$0	\$0		\$0
PM, Contingency	(\$398,804)	(\$398,804)	\$0	\$0	\$0	\$0	\$0	\$0		\$0
O&M	(\$719,055)	(\$1,080,108)	(\$29,625)	(\$30,514)	(\$31,429)	(\$32,372)	(\$33,343)	(\$34,344)		(\$60,222)
<b>Total Costs</b>	<b>(\$5,105,902)</b>	<b>(\$5,466,955)</b>	<b>(\$29,625)</b>	<b>(\$30,514)</b>	<b>(\$31,429)</b>	<b>(\$32,372)</b>	<b>(\$33,343)</b>	<b>(\$34,344)</b>		<b>(\$60,222)</b>
<b>Net Benefit</b>	<b>\$5,181,603</b>	<b>\$9,655,579</b>	<b>\$534,119</b>	<b>\$544,877</b>	<b>\$555,273</b>	<b>\$565,580</b>	<b>\$576,251</b>	<b>\$421,845</b>		<b>\$729,483</b>

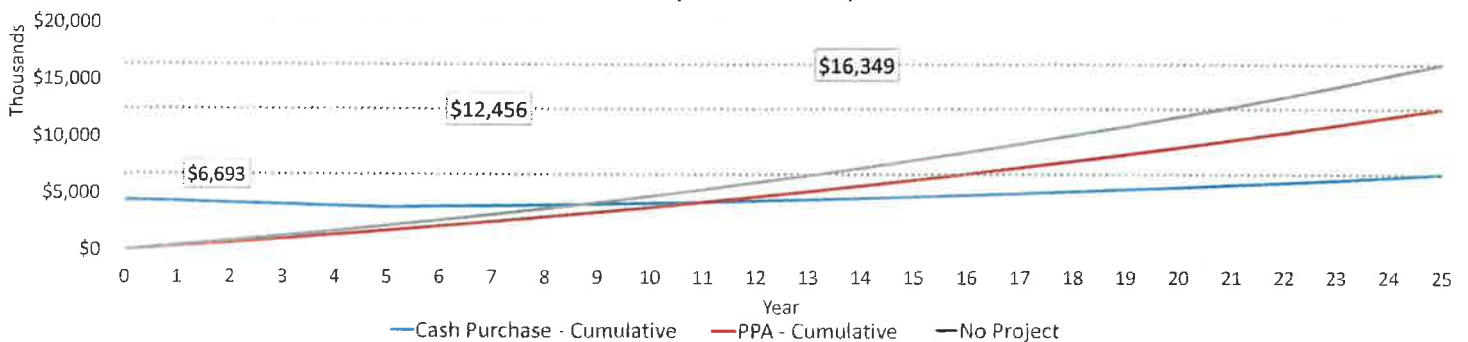
## Power Purchase Agreement Cash Flow

Revenue	NPV	SUM	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	...	Year 25
Bill Savings	\$9,510,890	\$14,275,048	\$391,514	\$404,538	\$417,216	\$429,822	\$442,809	\$456,189		\$789,705
<b>Costs</b>										
PPA Costs	(\$6,611,363)	(\$9,809,946)	(\$299,447)	(\$305,963)	(\$312,621)	(\$319,423)	(\$326,374)	(\$333,476)		(\$501,988)
PM, Contingency	(\$398,804)	(\$572,562)	(\$22,902)	(\$22,902)	(\$22,902)	(\$22,902)	(\$22,902)	(\$22,902)		(\$22,902)
<b>Total Costs</b>	<b>(\$7,010,167)</b>	<b>(\$10,382,508)</b>	<b>(\$322,349)</b>	<b>(\$328,865)</b>	<b>(\$335,523)</b>	<b>(\$342,326)</b>	<b>(\$349,276)</b>	<b>(\$356,378)</b>		<b>(\$524,891)</b>
<b>Net Benefit</b>	<b>\$2,500,722</b>	<b>\$3,892,541</b>	<b>\$69,164</b>	<b>\$75,672</b>	<b>\$81,693</b>	<b>\$87,496</b>	<b>\$93,533</b>	<b>\$99,810</b>		<b>\$264,814</b>

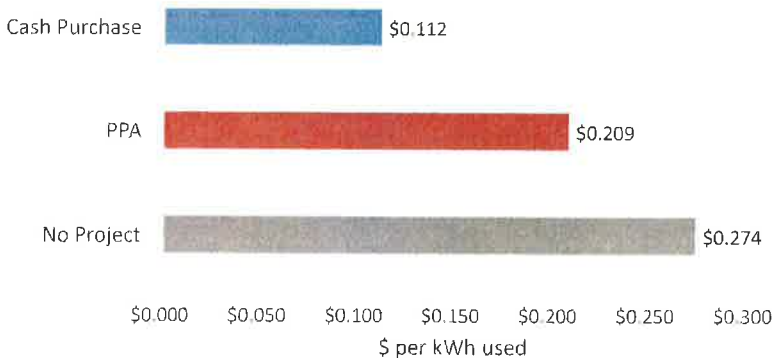
### Project Cumulative Savings Comparison



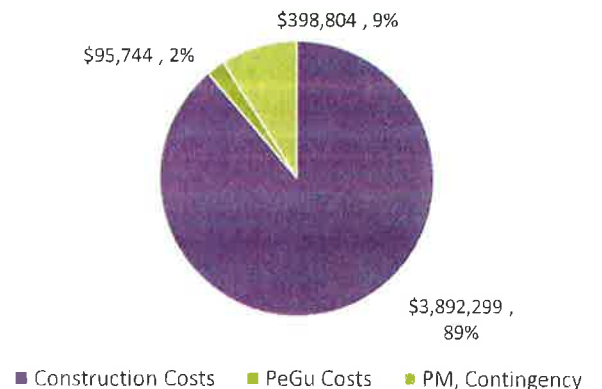
### Cumulative Expenditure Comparison



### Lifecycle Cost of Energy



### Cost Breakdown



**Site Information**

Meter Number	Various
Annual Site Load (kWh/year)	2,383,472
Rate Prior to Solar	Various
Recommended Rate with Solar	Various

**System Information**

System Size (kW)	1459.50
First Year Solar Production (kWh)	2,010,474
Annual System Yield (kWh/kW)	1,378

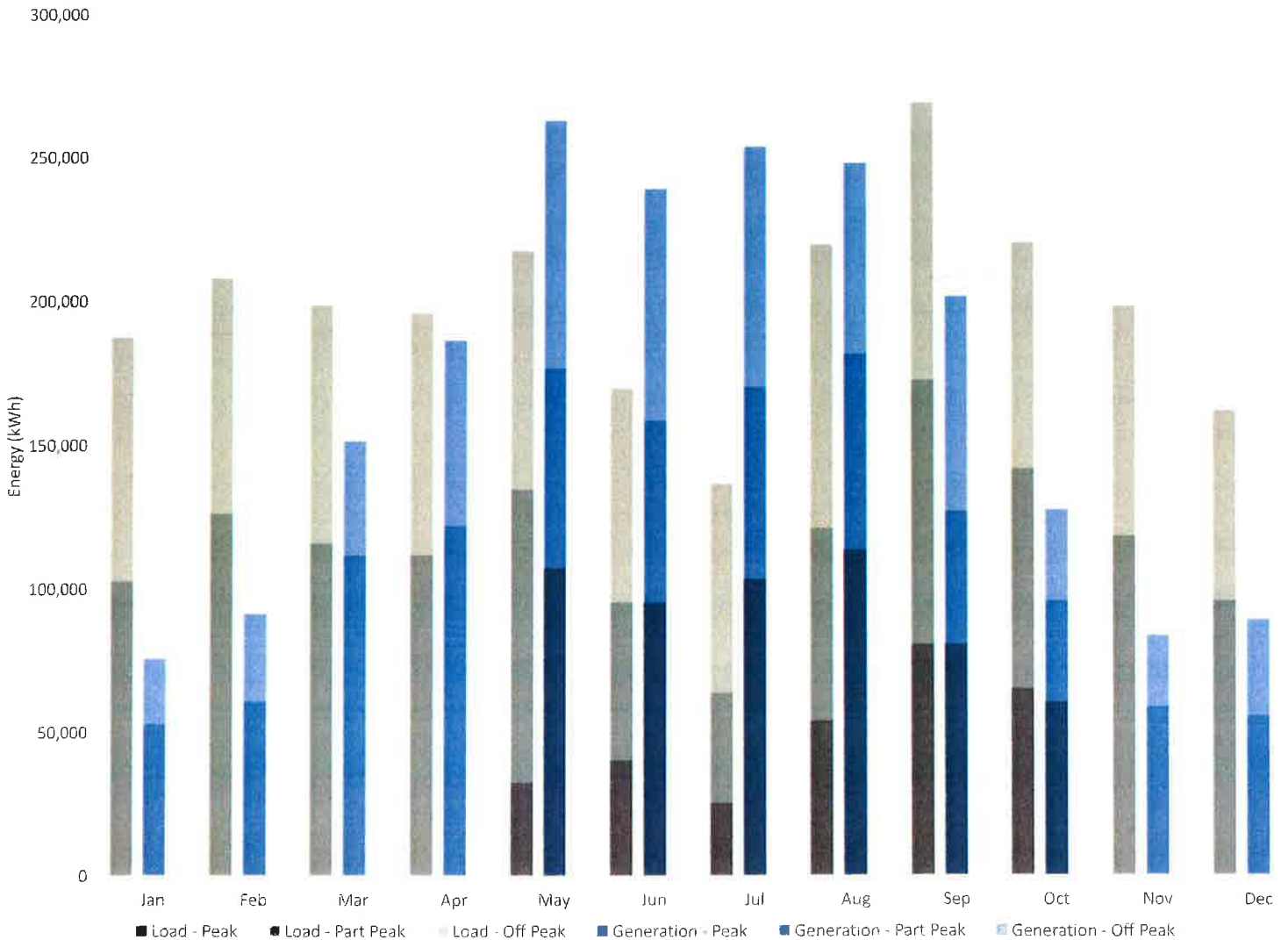
**Model Assumptions**

Utility Escalation Rate (%/year)	3.85%
PV Degradation Rate (%/year)	0.80%
NPV Discount Rate (%/year)	3.00%
Analysis Lifecycle (years)	25
Incentive Rate (\$/kWh-generated)	0.088
Ownership PM, Contingency (% of Capital Costs)	10.00%
PPA PM, Contingency (% of Capital Costs)	10.00%

**System Metrics**

Year One Load Offset	84%
25 Year Bill Offset	92%
<b>PPA</b>	
Initial PPA Price (\$/kWh-generated)	Various
PPA Escalation Rate (%/year)	Various
<b>Ownership</b>	
Total Cost per Watt	\$6.03
Payback (Yrs)	16
Savings per Dollar of Investment	\$1.70

**Fist Year Site Load and System Generation**



**Utility Expenditures**

	NPV	SUM	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	...	Year 25
Bill No Solar	(\$10,748,931)	(\$16,348,696)	(\$400,561)	(\$415,983)	(\$431,998)	(\$448,630)	(\$465,902)	(\$483,839)	...	(\$991,802)
Bill with Solar	(\$879,822)	(\$1,498,587)	(\$6,624)	(\$8,062)	(\$9,622)	(\$11,617)	(\$13,737)	(\$15,989)	...	(\$164,287)
<b>Bill Savings</b>	<b>\$9,869,109</b>	<b>\$14,850,109</b>	<b>\$393,937</b>	<b>\$407,921</b>	<b>\$422,376</b>	<b>\$437,013</b>	<b>\$452,166</b>	<b>\$467,851</b>	...	<b>\$827,515</b>

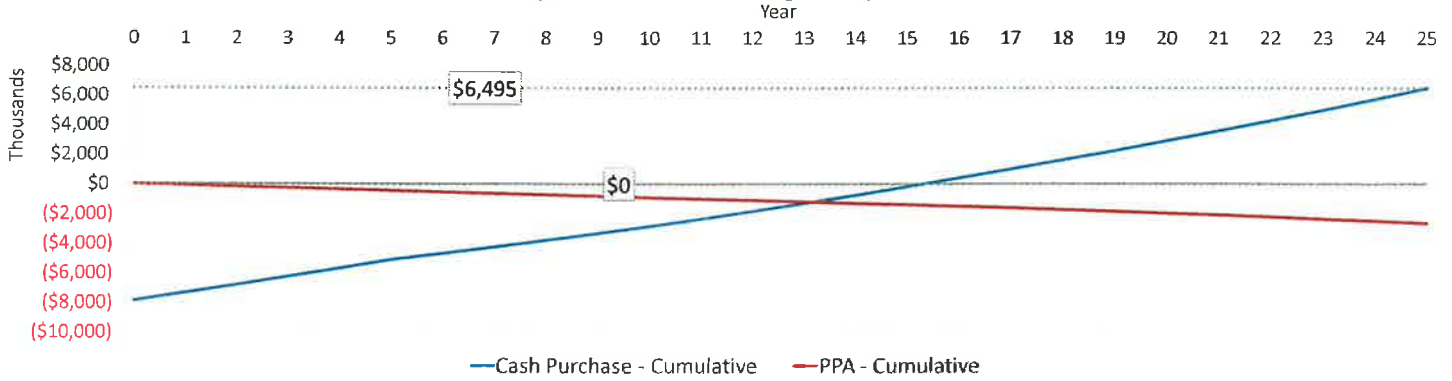
**Ownership Cash Flow**

Revenue	NPV	SUM	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	...	Year 25
Bill Savings	\$9,869,109	\$14,850,109	\$393,937	\$407,921	\$422,376	\$437,013	\$452,166	\$467,851		\$827,515
Utility Rebate	\$797,767	\$870,568	\$176,922	\$175,506	\$174,102	\$172,709	\$171,328	\$0		\$0
<b>Total Revenue</b>	<b>\$10,666,876</b>	<b>\$15,720,676</b>	<b>\$570,859</b>	<b>\$583,427</b>	<b>\$596,478</b>	<b>\$609,723</b>	<b>\$623,493</b>	<b>\$467,851</b>		<b>\$827,515</b>
<b>Costs</b>										
Construction	(\$6,693,234)	(\$6,693,234)	\$0	\$0	\$0	\$0	\$0	\$0		\$0
PeGu	(\$525,832)	(\$525,832)	\$0	\$0	\$0	\$0	\$0	\$0		\$0
PM, Contingency	(\$721,907)	(\$721,907)	\$0	\$0	\$0	\$0	\$0	\$0		\$0
O&M	(\$854,949)	(\$1,284,237)	(\$35,224)	(\$36,281)	(\$37,369)	(\$38,490)	(\$39,645)	(\$40,834)		(\$71,603)
<b>Total Costs</b>	<b>(\$8,795,922)</b>	<b>(\$9,225,210)</b>	<b>(\$35,224)</b>	<b>(\$36,281)</b>	<b>(\$37,369)</b>	<b>(\$38,490)</b>	<b>(\$39,645)</b>	<b>(\$40,834)</b>		<b>(\$71,603)</b>
<b>Net Benefit</b>	<b>\$1,870,955</b>	<b>\$6,495,466</b>	<b>\$535,635</b>	<b>\$547,147</b>	<b>\$559,109</b>	<b>\$571,233</b>	<b>\$583,849</b>	<b>\$427,016</b>		<b>\$755,912</b>

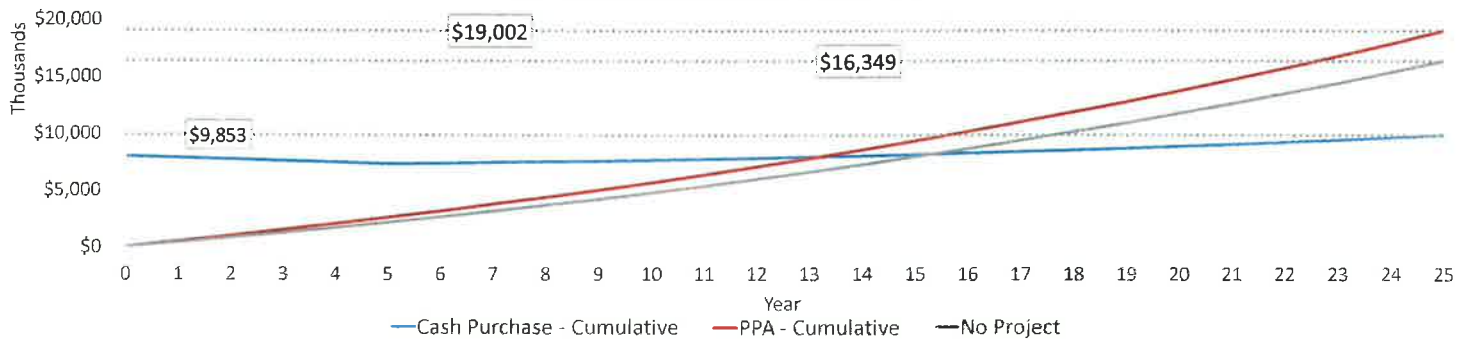
**Power Purchase Agreement Cash Flow**

Revenue	NPV	SUM	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	...	Year 25
Bill Savings	\$9,869,109	\$14,850,109	\$393,937	\$407,921	\$422,376	\$437,013	\$452,166	\$467,851		\$827,515
<b>Costs</b>										
PPA Costs	(\$10,935,338)	(\$16,467,004)	(\$441,780)	(\$455,776)	(\$470,214)	(\$485,111)	(\$500,479)	(\$516,334)		(\$933,870)
PM, Contingency	(\$721,907)	(\$1,036,439)	(\$41,458)	(\$41,458)	(\$41,458)	(\$41,458)	(\$41,458)	(\$41,458)		(\$41,458)
<b>Total Costs</b>	<b>(\$11,657,244)</b>	<b>(\$17,503,443)</b>	<b>(\$483,237)</b>	<b>(\$497,233)</b>	<b>(\$511,672)</b>	<b>(\$526,568)</b>	<b>(\$541,937)</b>	<b>(\$557,792)</b>		<b>(\$975,327)</b>
<b>Net Benefit</b>	<b>(\$1,788,135)</b>	<b>(\$2,653,335)</b>	<b>(\$89,300)</b>	<b>(\$89,312)</b>	<b>(\$89,296)</b>	<b>(\$89,555)</b>	<b>(\$89,771)</b>	<b>(\$89,941)</b>		<b>(\$147,812)</b>

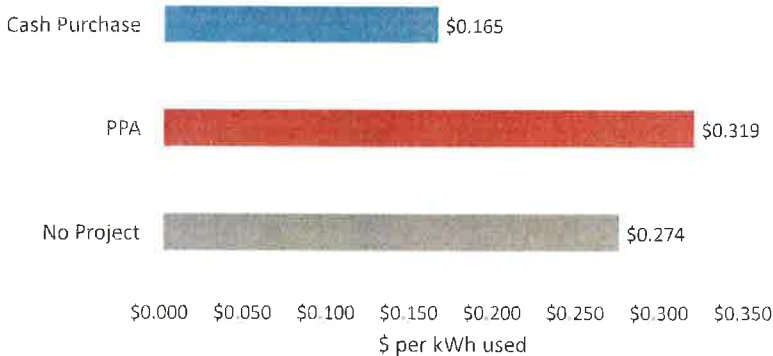
Project Cumulative Savings Comparison



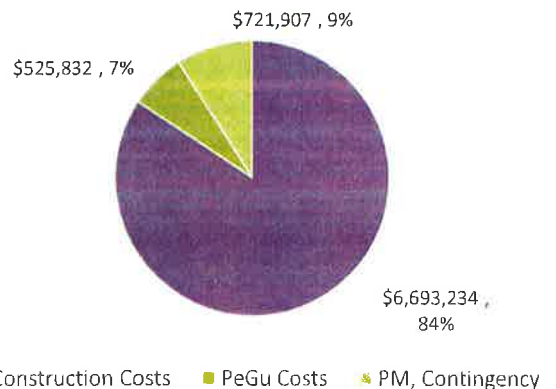
Cumulative Expenditure Comparison



Lifecycle Cost of Energy



Cost Breakdown



# CUSD - SolarCity Solar Project Summary

11.2.1.

Page 21 of 22

## Site Information

Meter Number	Various
Annual Site Load (kWh/year)	2,383,472
Rate Prior to Solar	Various
Recommended Rate with Solar	Various

## System Information

System Size (kW)	1408.92
First Year Solar Production (kWh)	2,010,716
Annual System Yield (kWh/kW)	1,427

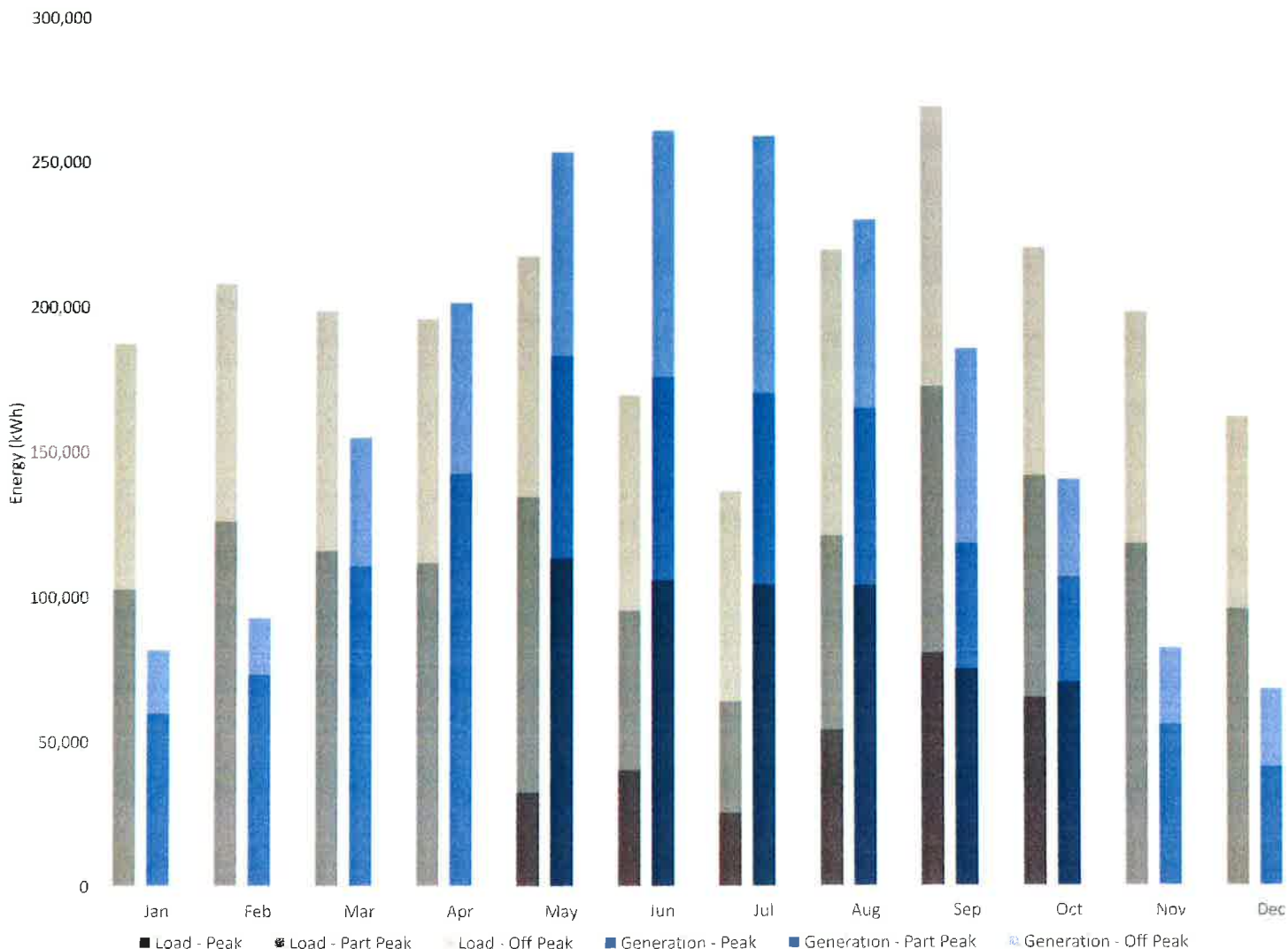
## Model Assumptions

Utility Escalation Rate (%/year)	3.85%
PV Degradation Rate (%/year)	0.80%
NPV Discount Rate (%/year)	3.00%
Analysis Lifecycle (years)	25
Incentive Rate (\$/kWh-generated)	0.088
Ownership PM, Contingency (% of Capital Costs)	10.00%
PPA PM, Contingency (% of Capital Costs)	10.00%

## System Metrics

Year One Load Offset	84%
25 Year Bill Offset	93%
<b>PPA</b>	
Initial PPA Price (\$/kWh-generated)	Various
PPA Escalation Rate (%/year)	Various
<b>Ownership</b>	
Total Cost per Watt	\$4.55
Payback (Yrs)	12
Savings per Dollar of Investment	\$2.37

Fist Year Site Load and System Generation



## Utility Expenditures

	NPV	SUM	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	...	Year 25
Bill No Solar	(\$10,748,931)	(\$16,348,696)	(\$400,561)	(\$415,983)	(\$431,998)	(\$448,630)	(\$465,902)	(\$483,839)	...	(\$991,802)
Bill with Solar	(\$737,845)	(\$1,291,633)	(\$4,514)	(\$4,840)	(\$5,184)	(\$5,545)	(\$6,043)	(\$6,917)	...	(\$155,854)
<b>Bill Savings</b>	<b>\$10,011,085</b>	<b>\$15,057,063</b>	<b>\$396,047</b>	<b>\$411,143</b>	<b>\$426,814</b>	<b>\$443,085</b>	<b>\$459,859</b>	<b>\$476,922</b>	...	<b>\$835,948</b>

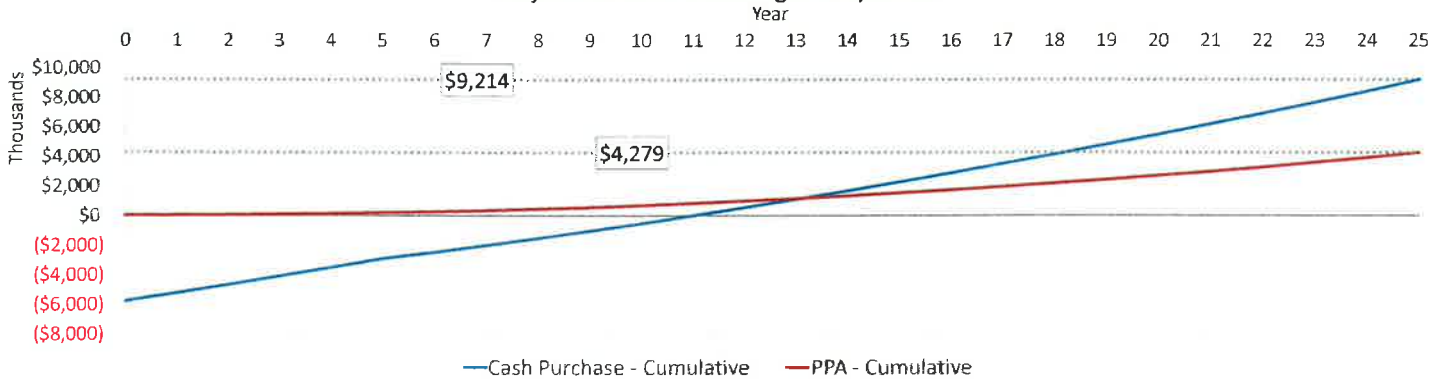
**Ownership Cash Flow**

Revenue	NPV	SUM	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	...	Year 25
Bill Savings	\$10,011,085	\$15,057,063	\$396,047	\$411,143	\$426,814	\$443,085	\$459,859	\$476,922	...	\$835,948
Utility Rebate	\$797,864	\$870,672	\$176,943	\$175,527	\$174,123	\$172,730	\$171,348	\$0	...	\$0
<b>Total Revenue</b>	<b>\$10,808,949</b>	<b>\$15,927,736</b>	<b>\$572,991</b>	<b>\$586,670</b>	<b>\$600,938</b>	<b>\$615,815</b>	<b>\$631,207</b>	<b>\$476,922</b>	...	<b>\$835,948</b>
<b>Costs</b>										
Construction	(\$5,284,012)	(\$5,284,012)	\$0	\$0	\$0	\$0	\$0	\$0	...	\$0
PeGu	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	...	\$0
PM, Contingency	(\$528,401)	(\$528,401)	\$0	\$0	\$0	\$0	\$0	\$0	...	\$0
O&M	(\$600,319)	(\$901,752)	(\$24,733)	(\$25,475)	(\$26,239)	(\$27,027)	(\$27,837)	(\$28,672)	...	(\$50,277)
<b>Total Costs</b>	<b>(\$6,412,732)</b>	<b>(\$6,714,165)</b>	<b>(\$24,733)</b>	<b>(\$25,475)</b>	<b>(\$26,239)</b>	<b>(\$27,027)</b>	<b>(\$27,837)</b>	<b>(\$28,672)</b>	...	<b>(\$50,277)</b>
<b>Net Benefit</b>	<b>\$4,396,217</b>	<b>\$9,213,571</b>	<b>\$548,257</b>	<b>\$561,195</b>	<b>\$574,698</b>	<b>\$588,788</b>	<b>\$603,370</b>	<b>\$448,250</b>	...	<b>\$785,670</b>

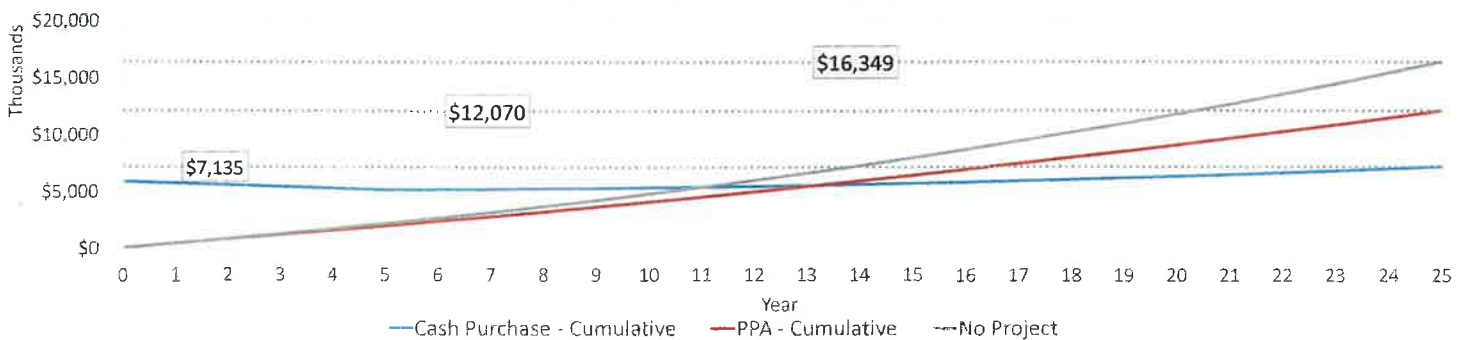
**Power Purchase Agreement Cash Flow**

Revenue	NPV	SUM	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	...	Year 25
Bill Savings	\$10,011,085	\$15,057,063	\$396,047	\$411,143	\$426,814	\$443,085	\$459,859	\$476,922	...	\$835,948
<b>Costs</b>										
PPA Costs	(\$6,864,618)	(\$10,019,440)	(\$351,042)	(\$354,850)	(\$358,700)	(\$362,591)	(\$366,524)	(\$370,500)	...	(\$454,799)
PM, Contingency	(\$528,401)	(\$758,624)	(\$30,345)	(\$30,345)	(\$30,345)	(\$30,345)	(\$30,345)	(\$30,345)	...	(\$30,345)
<b>Total Costs</b>	<b>(\$7,393,019)</b>	<b>(\$10,778,063)</b>	<b>(\$381,387)</b>	<b>(\$385,195)</b>	<b>(\$389,045)</b>	<b>(\$392,936)</b>	<b>(\$396,869)</b>	<b>(\$400,845)</b>	...	<b>(\$485,144)</b>
<b>Net Benefit</b>	<b>\$2,618,066</b>	<b>\$4,279,000</b>	<b>\$14,660</b>	<b>\$25,947</b>	<b>\$37,769</b>	<b>\$50,149</b>	<b>\$62,990</b>	<b>\$76,077</b>	...	<b>\$350,803</b>

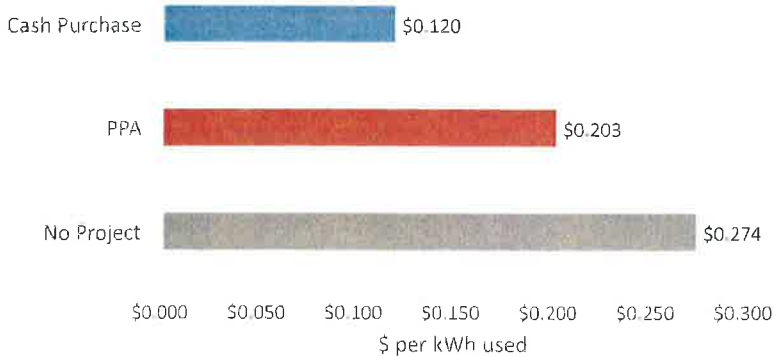
Project Cumulative Savings Comparison



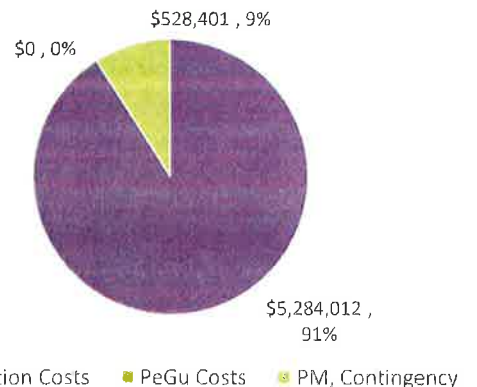
Cumulative Expenditure Comparison



Lifecycle Cost of Energy



Cost Breakdown



**AGENDA ITEM: 2013 Solar RFP – Financial Advisory Services – Government Financial Strategies, Inc.**

---

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

Consent

Board Date December 18, 2013

Information Only

Discussion/Action

**Background information**

Chico Unified School District (CUSD) received responses to a Request for Proposal (RFP) additional photovoltaic (PV) solar systems at nine different school sites on August 23, 2013. Proposals were received from Enfinity, SolarCity and the paired team of Pacific Power Renewables and Cupertino Electric. The RFP called for two different scenarios; ownership of the systems by the District and Power Purchase Agreements with ownership of the system to remain with the system providers. Preliminary financial analysis of the responses to the RFP indicates that the ownership scenario has the best payback and highest benefit to the District.

The District contacted Government Financial Services, Inc. (GFSI) for an analysis of different financing alternatives appropriate for this project. GFSI was also involved with the analysis of the Phase 1 Solar RFP which resulted in the placement of PV solar systems at CHS, PVHS, Mars, Chapman and the Corporation Yard.

GFSI analyzed four financing scenarios: 1) tax-exempt lease-purchase financing; 2) tax-exempt certificates of participation ("COP") financing; 3) California Energy Commission ("CEC") loan + tax-exempt lease-purchase; and 4) qualified zone academy bond ("QZAB") financing. The maximum CEC loan is \$3 million, so we'd need to augment with a tax-exempt lease-purchase. The results of this analysis indicate positive savings to the general fund. The net present values of the savings generated by the projects over a 25 year period using the financing alternatives are: 1) \$3,458,281; 2) \$2,043,326; 3) \$4,333,409; and 4) \$4,439,922 respectively.

District staff has received a proposal from Government Financial Strategies, Inc. to provide the District with financial advisory services in connection with financing the proposed solar projects. Each of the financing alternatives has advantages and disadvantages associated with putting that alternative in place. The District is still in the process of completing the analysis of which alternative best meets our needs contingent upon Board approval with moving ahead with negotiations for the Solar project.

**Educational Implications**

The District's Strategic Plan states: "A safe, nurturing and inspiring environment is essential for individuals to thrive." Generating savings for the General Fund furthers the ability to meet this objective.

**Fiscal Implications**

This scope of the work performed by Government Financial Strategies, Inc. will be funded out of Fund 42, Redevelopment Funds, and will not have an impact upon the General Fund.

The cost of the specific financial advisory services varies dependent upon the financing mechanism selected. A proposed scope of work is described in a Memorandum dated December 9, 2013 titled: Scope of Work to Provide Financial Advisory Services in Connection with Financing Solar Projects. Before the specific approach is chosen GFSI would provide advisory services on an hourly basis.

**Recommendation**

It is requested that the Board of Education authorize the Superintendent or designee to enter into a Financial Advisory Services Agreement with Government Financial Strategies, Inc.



## MEMORANDUM

To: Mike Weissenborn  
From: Jonathan Edwards *JE*  
Date: December 9, 2013  
Re: Scope of Work to Provide Financial Advisory Services in Connection with Financing Solar Projects

---

Mike, as you know, we have analyzed four alternate scenarios for financing solar projects. These are:

1. Qualified Zone Academy Bond ("QZAB") (Issued as Lease-Purchase Financing)
2. California Energy Commission ("CEC") Loan + Tax-Exempt Lease-Purchase Financing
3. Stand-Alone Tax-Exempt Lease-Purchase Financing
4. Stand-Alone Tax-Exempt Certificates of Participation Financing

The particular financing scenario to be implemented has yet to be determined, as it will depend on further discussion with the District and the results of applications submitted to the California Department of Education for authorization to issue a QZAB and/or the California Energy Commission for their loan program. However, depending on the scenario chosen, the financial advisory services we would provide in connection with implementing the financing would include some or all of the following as appropriate:

- Developing and managing the issuance schedule of events
- Assisting with identifying and retaining other professional services (e.g. bond counsel, etc.)
- Assisting with QZAB and/or CEC loan applications drafted by District staff and/or Newcomb Anderson McCormick
- Assisting with obtaining credit rating(s)
- Drafting preliminary and final official statements
- Reviewing all legal documents
- Based on market research and other relevant factors, advising the District regarding the best approach to identifying the lender(s)/investor(s)/underwriter(s) in order to obtain the most favorable terms possible for the District
- Implementing the approach to identify the lender(s)/investors/underwriter(s), which could include, as appropriate, conducting a competitive bidding process, soliciting proposals, etc.
- Managing closing of financing
- Providing memorandum summarizing financing process and results

- In connection with the above, providing Board presentation(s), attending meetings, coordinating with staff, other members of the team (e.g. bond counsel), and outside entities as needed

Regardless of the type of financing, we propose to work on a fixed fee (including expenses) basis, payable when the financing closes, as set forth below. Depending on the type of financing, it may be possible to include the fee in the borrowing amount so it is payable from financing proceeds.

1. Qualified Zone Academy Bond (Issued as Lease-Purchase Financing) - \$28,000
2. California Energy Commission Loan + Tax-Exempt Lease-Purchase Financing - \$28,000
3. Stand-Alone Tax-Exempt Lease-Purchase Financing - \$19,000
4. Stand-Alone Tax-Exempt Certificates of Participation Financing - \$64,250

Consistent with our fiduciary duty to the District, and in order to be able to provide independent advice to the District, if the financing process is not completed (e.g. the District changes its mind and decides to not move forward), then our fee would be based on the hours worked (at our rate of \$225) and expenses incurred to that point, but not to exceed the relevant financing budget amount per the above.

Mike, our commitment to our clients is "100 percent satisfaction guaranteed, 100 percent of the time". It is our goal to provide the best financial advisory services in the most economical fashion. We look forward to continuing to provide the Chico Unified School District with this same high level of service.

If the scope of work is acceptable, please sign and date below, and return a copy to me. Thank you.

JSE/abm

Accepted By:

---

Mike Weissenborn  
Director - Facilities and Construction  
Chico Unified School District

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



**GOVERNMENT FINANCIAL STRATEGIES  
FINANCIAL ADVISORY SERVICES AGREEMENT**

THIS AGREEMENT ("Agreement") is made this December 9, 2013 between Government Financial Strategies inc., a financial advisory firm ("Government Financial Strategies") and the Chico Unified School District ("Client") who agree as follows:

**1. Scope of Work.** Government Financial Strategies shall perform the services described in the scope(s) of work attached hereto as Exhibit A (the "Work"). Modifications, deletions and additions to the Work described in Exhibit A may be made, from time to time, upon the subsequent written agreement by both parties.

**2. Payment.**

a. In consideration for the Work to be provided by Government Financial Strategies under this Agreement, Client agrees to pay fees and expenses as set forth in Exhibit A.

b. For Work performed on a time and materials basis, Government Financial Strategies shall submit invoices to the Client on a monthly basis. For Work performed for a fixed fee, Government Financial Strategies shall submit invoices to the Client upon the completion of the Work or as otherwise identified in Exhibit A.

**3. Term.**

a. This Agreement shall terminate upon the later of the completion of the Work or June 30, 2015, unless earlier terminated as provided in subsection (b).

b. This Agreement may be terminated by either party upon thirty (30) days advance written notice to the other party.

c. Upon termination of this Agreement by either party, Client shall compensate Government Financial Strategies for all Work performed prior to termination. If the compensation identified in Exhibit A was on a time and materials basis, such compensation shall be based on time and materials incurred prior to termination. If the compensation identified in Exhibit A was on a fixed fee basis, such compensation shall be the greater of: 1) the percentage of services completed through the termination date multiplied by the fixed fee, or 2) the amount based on a time and materials basis, not to exceed the fixed fee. "Payment," "Ownership of Documents," "Indemnification," "Severability," "Governing Law and Venue," and "Entire Agreement" shall survive the termination of this Agreement.

**4. Professional Ability and Loyalty.** Government Financial Strategies represents that it possesses the skill to competently perform the Work, that it shall perform that Work in a manner equal to or exceeding generally accepted professional practices and standards for firms performing similar work, and that it will act in a manner it believes to be in the best interest of the Client rather than any third party.

**5. Ownership of Documents.** Every report, study, memo, letter, spreadsheet, worksheet, plan, graph, diagram, map, photograph, computer model, computer disk, computer software and other document or item prepared by Government Financial Strategies under this Agreement and

provided to and paid for by the Client (the "Work Product") shall be the property of Client, and Client shall have the right to use, reuse, reproduce, publish, display, broadcast and distribute the Work Product and to prepare derivative and additional documents or works based on the Work Product without further compensation to Government Financial Strategies. Government Financial Strategies may retain a copy of any Work Product and use, reproduce, publish, display, broadcast and distribute any Work Product and prepare derivative and additional documents or works based on any Work Product; provided, however, that Government Financial Strategies shall not provide any Work Product not previously made available to the public to any third party without Client's prior approval, unless compelled to do so by legal process. If Client reuses or modifies any Work Product for a use or purpose other than that intended by the Work under this Agreement, then Client shall hold Government Financial Strategies harmless against all claims, damages, losses and expenses arising from such reuse or modification.

**6. Indemnification.** Both parties shall indemnify, defend, protect, and hold harmless the other party, its officers, employees, volunteers and agents from and against any and all liability, losses, claims, damages, expenses, demands, and costs (including, but not limited to, attorney's fees) directly arising from any negligent act or omission, willful misconduct or violation of law of the other party.

**7. Insurance.**

a. Government Financial Strategies, at its sole cost and expense, shall procure and maintain for the duration of this Agreement workers compensation insurance in the amount required by statute, comprehensive general liability insurance with coverage of at least one million dollars (\$1,000,000) per occurrence and aggregate, automobile liability insurance with coverage of at least one million dollars (\$1,000,000) per accident, and professional errors and omissions insurance with coverage of at least one million dollars (\$1,000,000) per occurrence and aggregate.

b. Upon request, Government Financial Strategies shall provide to Client the evidence of such insurance.

**8. Independent Contractor.** Government Financial Strategies shall be an independent contractor in performing the Work and shall not act as an agent or employee of Client. The employees of Government Financial Strategies and its subcontractors are not employees of Client within the meaning or application of any federal or state unemployment insurance laws, social security law or any worker's compensation, industrial accident law or other industrial or labor law.

**9. Non-Discrimination.** Government Financial Strategies will not discriminate in any way against any person on the basis of race, color, religious creed, national origin, ancestry, sex, sexual orientation, age, physical handicap, medical condition or marital status in connection with, or related to, the performance of this Agreement.

**10. Successors and Assigns.** This Agreement shall bind and inure to the benefit of the successors and assigns of the parties; however, Government Financial Strategies shall not assign its rights and obligations under this Agreement without the prior written consent of Client, which consent shall not be unreasonably withheld.

**11. No Waiver of Rights.** Any waiver at any time by either party of its rights as to a breach or default of this Agreement shall not be deemed to be a waiver as to any other breach or default.

**12. Severability.** If any provision of this Agreement is held to be illegal, invalid or unenforceable, the legality, validity, and enforceability of the remaining provisions of this Agreement shall not in any way be affected or impaired.

**13. Governing Law and Venue.** This Agreement will be governed by and construed in accordance with the laws of the State of California. The county and federal district court where the Client's

main office is located shall be venue for any state and federal court litigation concerning the enforcement or construction of this Agreement.

**14. Notice.** All notices that are required or permitted to be given under this Agreement shall be in writing and sent by either personal delivery, nationally recognized overnight courier service or prepaid, first class United States postal mail. Notices shall be sent to the addresses listed below, or to such other address as either party may specify in writing:

Government Financial Strategies:

Client:

Government Financial Strategies  
Attn: Lori Raineri, President  
1228 N Street, Suite 13  
Sacramento, CA 95814-5609

Chico Unified School District  
Attn: Kevin Bultema  
Assistant Superintendent, Business Services  
1163 East 7<sup>th</sup> Street  
Chico, CA 95928

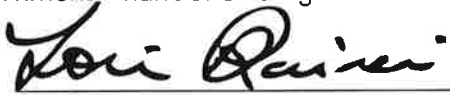
**15. Entire Agreement.** This Agreement represents the sole, final, complete, exclusive and integrated expression and statement of the terms between the parties concerning the Work, and supersedes all prior oral and/or written negotiations, representations or contracts. This Agreement may be amended only by written agreement by both parties.

IN WITNESS HEREOF, the parties have caused this Agreement to be signed by their duly authorized representatives.

Government Financial Strategies inc.

Chico Unified School District

By:



By: \_\_\_\_\_

Lori Raineri  
President

Kevin Bultema  
Assistant Superintendent, Business Services

## **EXHIBIT A**

### **SCOPE(S) OF WORK**

Government Financial Strategies will provide general financial planning and advisory services to Chico Unified School District which include but are not limited to the following: a review of facilities needs and costs, a review of short term and long term cash flow schedules, identification and classification of existing and potential revenue sources, assistance with the production of a comprehensive financial plan, financial advisory services in connection with any debt issues, participation in real estate negotiations, general background information on real estate acquisition and lease agreements, allocation of revenues to expenditures, development of financial strategies, reviews of documents, and presentations to the governing board.

In consideration of the services provided, Chico Unified School District will pay Government Financial Strategies hourly fees of \$225 for services, plus out-of-pocket expenses (such as mileage, meals, etc.). For travel time, Chico Unified School District will pay Government Financial Strategies hourly fees of \$112.50.

**AGENDA ITEM:** Resolution No. 1236-13, California Energy Commission's Energy Conservation Assistance Act (ECAA) Loan

---

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

Consent

Board Date December 18, 2013

Information Only

Discussion/Action

**Background Information**

The California Energy Commission (CEC) provides Energy Conservation Assistance Act loans to schools, hospitals, local governments, special districts and public care institutions to finance energy efficiency improvements. The maximum loan amount is \$3,000,000. It is Staff's intent to apply for a CEC loan to fund the installation of photovoltaic solar systems at nine additional school sites within the District.

In order to apply for this program the District must provide a signed resolution from the Board of Education.

**Educational Implications**

The District's Strategic Plan states: "A safe, nurturing and inspiring environment is essential for individuals to thrive."

**Fiscal Implications**

None

**Recommendation**

The Facilities Staff recommends the Board to authorize the Assistant Superintendent to apply for the California Energy Commission's ECAA Loan.

RESOLUTION OF THE GOVERNING BOARD  
OF THE CHICO UNIFIED SCHOOL DISTRICT

**RESOLUTION NO. 1236-13**  
**CALIFORNIA ENERGY COMMISSION'S ENERGY CONSERVATION ASSISTANCE**  
**ACT (ECAA) LOW INTEREST LOAN**

**WHEREAS**, the California Energy Commission provides loans to schools, hospitals, local governments, special districts, and public care institutions to finance energy efficiency improvements;

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Education authorizes Chico Unified School to apply for energy efficiency measures.

**BE IT ALSO RESOLVED**, that in compliance with the California Environmental Quality Act (CEQA), the Board of Education finds that the activity funded by the loan is a project that is Categorical Exempt under Article 19, 15301. Existing Facilities (a) because the project is an alteration to an existing facility that involves the addition of an electrical conveyance and adds an accessory (appurtenant) structure to an existing facility.

**BE IT ALSO RESOLVED**, that if recommended for funding by the California Energy Commission, the Board of Education authorizes the Chico Unified School District to accept a loan up to \$3,000,000.

**BE IT FURTHER RESOLVED**, that the Assistant Superintendent of Business Services is hereby authorized and empowered to execute in the name of the Chico Unified School District all necessary documents to implement and carry out the purpose of this resolution, and to undertake all actions necessary to undertake and complete the energy efficiency projects.

**APPROVED, PASSED AND ADOPTED** by the Board of Education of the Chico Unified School District on this \_\_\_\_\_ of \_\_\_\_\_, 2013 by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

---

Board President



**AGENDA ITEM:     Announcement of the Appointee to the Personnel Commission by the Appointee of Chico Unified School District Board of Education and the Appointee of the Classified School Employees Association of the Chico Unified School District**

**Prepared by:**     Bob Feaster, Assistant Superintendent, Human Resources

Consent

Board Date December 18, 2013

Information Only

Discussion/Action

**Background Information**

Chico Unified School District is a Merit System District. This requires a Personnel Commission which, in our District, consists of three (3) members. One member of the personnel commission shall be appointed by the governing board of the district and one member, nominated by the classified employees of the district, shall be appointed by the governing board of the district. Those two members shall, in turn, appoint the third member. The term of each Commissioner is three (3) years. The term of one Commissioner expires each year.

The Personnel Commission Appointee of Chico Unified School District Board of Education and Appointee of the Classified School Employees Association of the Chico Unified School District have appointed and are publicly announcing the appointment of Scott Jones as the third member of the Personnel Commission. The Personnel Commission recently met and selected their appointment.

**Educational Implications**

Having a fully functioning and complete Personnel Commission will maintain the flow of decisions regarding issues such as recruitments, eligibility lists, seniority lists, and other issues related to the employment of classified staff.

**Fiscal Implications**

None.

**AGENDA ITEM:      Public Disclosure Document and Approval of a Tentative Agreement  
between CUSD and CUTA**

---

**Prepared by:**      Kevin Bultema, Assistant Superintendent of Business Services  
Bob Feaster, Assistant Superintendent of Human Resources

---

Consent

Board Date      December 18, 2013

Information Only

Discussion/Action

**Background Information**

In accordance with Assembly Bill 1200 Statutes of 1991, Assembly Bill 2756 Statutes of 2007, Chapter 1213 and with Government Code Sections, 3547.5 and 3540.2, the District is required to disclose the financial implications of collective bargaining agreements. The Board of Education (District) is also required to approve the tentative agreement, as is the Chapter, prior to the agreement being implemented.

**Discussion**

On Thursday, December 5, 2013, the District and the Chico Unified Teachers Association (CUTA) reached a tentative agreement regarding negotiations for the 2012/13 and the 2013/14 school years. That agreement was ratified on December 9, 2013 by a vote of the membership of CUTA. Some of what is included in the agreement is as follows;

- Clarification of how elementary teachers can be called back to work when there are not enough substitute teachers at the school they work at on a day when they are taking a preparation day using a substitute
- Provides an additional option for the use of the additional 60 minutes per day that they work beyond the time with the students in their class. This option allows them to work that time with the students in their class.
- Allows a school to modify the class schedule, once per year, within an existing school day to accommodate a school wide assembly/presentation that provides for class periods that vary within the day.
- Modifies the time line for changing the start and end time for students.
- Specifies that all secondary teachers will use the AERIES grade book.
- Clarifies the distinction between an extra pay position and an extra pay assignment.
- Provides a process for teachers to receive extra pay outside the contract year at a rate agreed to by the District, the employee and CUTA.
- Changes the percentage of K-3 and 4-6 classes that can be above the maximum class size.
- Provides language regarding maximum class sizes for K-3 classes.
- Provides for a procedure to break ties in seniority.
- Creates a new article (29) dealing with funds from Medi-Cal Administrative Activities.
- Provides criteria for extra pay positions/assignments (Appendix M)
- Provides CUTA with \$1,290,281 in one time funds for the 2013/14 school year to distribute as they determine
- The parties agree to discuss the possible use for employee compensation of any new funds that the District receives from the State through the Local Control Funding Formula for the 2013/14 school year.

**Educational Implications:**

The agreement puts maximum class size limits in place for K-3 classes makes some minor adjustments to the maximum class size for 4-6 grades and provides for a larger number of classes that can exceed those limits. The agreement insures that secondary teachers will use the AERIES grade book which should provide more consistency with respect to providing students and parents with current and accurate information regarding grades.

**Financial Implications:**

The District is providing \$1,290,281 in one time funds for the 2013/14 school year to CUTA. This is coming from the District's fund balance (reserves). There is not an ongoing commitment of District funds. There will be an increase in costs when an elementary teacher taking substitute preparation time is called back to work due to a lack of substitutes. The cost will be 2 hours at their hourly rate when this occurs.

**Recommended Action:**

Approve the disclosure document as presented and approve the tentative agreement between the District and CUTA dated December 5, 2013.

The disclosure document must be signed by the district Superintendent and Chief Business Officer at the time of public disclosure.

In accordance with the requirements of Government Code Section 3547.5, the Superintendent and Chief Business Officer of Chico Unified School District hereby certify that the District can meet the costs incurred under the Collective Bargaining Agreement between the District and the Chico Unified Teachers Association Bargaining Unit, during the term of the agreement from 2012-13 to 2013-14.

The budget revisions necessary to meet the costs of the agreement in each year of its term are as follows:

Increase budget for retiree health benefit contribution for 2013-14 budget only  
Increase budget for health benefit costs related to difference in maximum out of pocket expense of Butte Schools Self-funded Programs' (BSSP) red vs. blue plans for retirees for 2013-14 budget only  
Increase budget for health benefit costs for active employees for 2012-13 and 2013-14 in the 2013-14 budget only

Increase budget for one-time payment for the 2013-14 budget only

Total Cost of these budget increases will be \$1,290,281 for the 2013-14 budget only

N/A  (No budget revisions necessary)



\_\_\_\_\_  
District Superintendent  
(Signature)

12-11-1

\_\_\_\_\_  
Date



\_\_\_\_\_  
Chief Business Officer  
(Signature)

12-6-13

\_\_\_\_\_  
Date

The disclosure document must be signed by the district Superintendent or designee at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Section 3547.5.

\_\_\_\_\_  
District Superintendent (or Designee)  
(Signature)

\_\_\_\_\_  
Date

Kevin J. Bultema, Assistant Supt., Business Services  
Contact Person

(530) 891-3000 x112  
Phone

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on December 18, 2013, took action to approve the proposed Agreement with the Chico Unified Teachers Association Bargaining Unit.

\_\_\_\_\_  
President (or Clerk), Governing Board  
(Signature)

\_\_\_\_\_  
Date

**Special Note:** The Butte County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

**PUBLIC DISCLOSURE FORM**

In Accordance with AB 1200 (Statutes of 1991, Chapter 1213) and GC 3547.5 and 3540.2

Bargaining/Represented Unit: Chico Unified Teachers Association

Certificated

The proposed agreement covers the period beginning July 1, 2012 and ending June 30, 2014  
It will be acted upon by the District Governing Board at the meeting on December 18, 2013

**A. Proposed Change in Compensation**

Compensation	Cost prior to Proposed Agreement	Fiscal Impact of Proposed Agreement		
		Current Year Increase/Decrease to cost	Year 2 Increase/Decrease to cost	Year 3 Increase/Decrease to cost
1. <b>Salary Schedule</b> (This is to include Step and Column.)	52,346,022			
2. <b>Other Compensation</b> Changes to Stipends, Bonuses, Longevity, O/T, Differential, etc.		1,290,281	0	0
<b>Description of "Other Compensation"</b>				
3. <b>Statutory Benefits</b> STRS,PERS,FICA,WC,UI, Medicare, etc.				
4. <b>Health and Welfare Plans</b>				
5. <b>Total Compensation</b> (Add Items 1 thru 4)	52,346,022	1,290,281	0	0
<b>Percentage Change</b>		<b>2.46%</b>	<b>0.00</b>	<b>0.00</b>

**B. Average Cost of Compensation per Employee**

6. <b>Total Number of Represented Employees</b> (Use FTE's if appropriate)	641.7	641.7	641.7	641.7
7. <b>Total compensation Cost for Average Employee</b>	81,575	2,011	0	0

**C. Change to Fund Balance**

8. <b>Fund Balance Prior to Agreement</b>	<b>16,577,592</b>	
9. <b>Fund Balance Following Agreement</b>		15,287,311
10. <b>Change to Fund Balance</b>		1,290,281
11. <b>Economic Reserve Requirement</b>		3,025,374

12. What was the negotiated percentage increase approved? For example, if the increase in "Year 1" was for less than a full year, what was the percentage increase given, what is the effective date of the increase, and what is the annualized percentage increase? This is a one-time, off-schedule allocation of dollars to the bargaining unit in the amount of 1,290,281. This amounts to an approximate increase of 2.46% compared to total compensation for the bargaining unit.

13. Were any additional steps, columns, or ranges added to the schedules? (If yes, please explain)  
No.

14. Proposed negotiated changes in non-compensation items (e.g., class size adjustments, staff development days, teacher prep time, etc.)  
Change in language regarding teacher prep time and call-in. Notification requirements regarding changes in student schedules. Language that all teachers will use Aeries student information system gradebook. Language regarding duty free lunch and emergencies. Language regarding involuntary appointment restrictions. Work outside the contract year procedures. Clarification on class-size requirements with district-wide percentages and combo-classes. Student-to-Nurse ratio language adding percentage increase allowed before adding nurse time. Nurses can participate in District's phone stipend policy. Clarification language regarding ties in district seniority.

15. What contingency language is included in the proposed agreement (i.e., re-openers, etc.)?  
If the Local Control Funding Formula (LCFF) produces more than \$3.3 million that is already in the budget, any dollars over that \$3.3 million would be available for discussion for increased compensation for 2013-14.

**Source of Funding for Proposed Agreement**

**Current Year:**

- Funding was included in adopted budget
- Funding will come from designated reserves
- Funding will come from: General fund reserves.

**Second Year:**

- Funding was included in adopted budget
- Funding will come from designated reserves
- Funding will come from: Not applicable.

**Third Year:**

- Funding was included in adopted budget
- Funding will come from designated reserves
- Funding will come from: Not applicable.