

The Board of Education of the Chico Unified School District met in a Regular Meeting at 7:00 p.m. in the Chico City Council Chambers.

The following were present:

**BOARD MEMBERS:**

Rick Anderson, President  
Steve O'Bryan, Vice President  
Rick Rees, Clerk  
Scott Huber, Member  
Anthony Watts, Member  
Amy English, Student Board Member

**ADMINISTRATION:**

Dr. Scott Brown, Superintendent  
Jim Sands, Deputy Superintendent  
Kelly Mauch, Assistant Superintendent – Educational Services  
Randy Meeker, Assistant Superintendent – Business Services  
Janet Brinson, Director II – Educational Services  
Bob Feaster, Director – Educational Services  
Vikki Gillett, Director – Information Technology  
Dr. Cynthia Kampf, Director – Educational Services  
Alan Stephenson, Director – Educational Services  
Bernard Vigallon, Director – Educational Services  
Mike Weissenborn, Manager – Facilities/Construction  
Greg Einhorn, Attorney at Law  
Kim Hutchison, Executive Secretary to the Superintendent

**OTHERS:**

Association representatives, news media, and visitors.

**1. CALL TO ORDER**

- 1.1 Mr. Anderson called the meeting to order at 7:02 p.m. and welcomed visitors.
- 1.2 Amy English led the flag salute.

**2. SUPERINTENDENT'S REPORT**

Dr. Brown deferred his report to Item 5.8 on the Discussion Calendar.

**3. HEARING SESSION/PUBLIC FORUM**

At 7:05 p.m. the Hearing Session/Public Forum was opened. There were no comments and the Hearing Session/Public Forum was closed.

**4. CONSENT CALENDAR**

*Mr. Anderson announced that on Item 4.4, a revision had been made. Frances Anderson has accepted employment elsewhere and will be removed from the Exhibit.*

- 4.1 The Board approved the minutes of the 12/11/02 Regular Meeting. MSC O'Bryan/Rees
- 4.2 The Board approved the minutes of the 12/18/02 Special Meeting. MSC O'Bryan/Rees

- 4.3 The Board approved the following **Certificated** Personnel changes: MSC O'Bryan/Rees

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>
<b><u>Appointments According to Board Policy</u></b>			
Kaser, Catalin	Secondary	2 <sup>nd</sup> Semester 2002/03	1.0 FTE Temporary Appointment
Hooker-Apel, Debra K.	Elementary	2 <sup>nd</sup> Semester 2002/03	1.0 FTE Temporary Appointment
<b><u>Increase in Assigned Time for 2002/03</u></b>			
Henderson, Donna	Elementary	2 <sup>nd</sup> Semester 2002/03	From 0.2 FTE to 0.5 FTE Temporary
<b><u>Decrease in Assigned Time for 2002/03</u></b>			
Stadtmiller, Rhonda	Secondary	2 <sup>nd</sup> Semester 2002/03	From 0.6 FTE to 0.4 FTE Temporary
<b><u>Full-Time Leave Request for 2002/03</u></b>			
Pronsolino, Cynthia	Elementary	2 <sup>nd</sup> Semester 2002/03	0.2 FTE Personal Leave
Sinatra, Charles	Secondary	2002/03 School Year	1.0 FTE Personal Leave
<b><u>Part-Time Leave Request for 2002/03</u></b>			
Claverie, Monique	Secondary	2 <sup>nd</sup> Semester 2002/03	0.6 FTE Professional Leave
<b><u>Terminations/Resignations</u></b>			
Hamett, Judy	Elementary	June 30, 2003	Resignation/Pursuant to Agreement
Williams, Roger	Administrative	June 12, 2003	Retirement




- 4.4 The Board approved the following **Classified** Personnel changes: MSC O'Bryan/Rees

<u>NAME</u>	<u>CLASS/LOCATION/ASSIGNED HOURS</u>	<u>EFFECTIVE</u>	<u>COMMENTS/FUND</u>
<b><u>Appointments</u></b>			
Anderson, Frances	Academic Mentor Program Coordinator/Chico High/6.4	1/16/03	New Position Grant Funds
Apodaca, Danny	IPS-Clsrm/Loma Vista/2.0	1/16/03	Position from BCOE Special Ed
Balakshin, Mariann	IA-Special Ed/Hooker Oak/2.0	1/16/03	New Position Special Ed
Bates-Fisher, Mary Elizabeth	Limited Term IA-Special Ed/Ed Services(CCDS)/ 4.5	1/16-5/29/03	New Limited Term Special Ed
Bushard, Paul	School Bus Driver T1/Transp/5.4	1/16/03	Vacated Position
Frost, Catherine	IA-Elementary/Partridge/2.0	1/16/03	New Position Categorical Funds
Gutman, Deborah	Sr. Office Asst-Confidential/Personnel/8.0	1/16/03	New Position

Hawkins, Samantha	IPS-Clstrm/Loma Vista/2.0	1/16/03	Position from BCOE Special Ed
Martin, Linda	Limited Term Parent Clstrm Aide/Partridge/1.0	1/16-2/28/03	Limited Term
McKeon, Denise	OA/Elem Attend/Hooker Oak/4.0	1/16/03	Vacated Position
Puterbaugh, Skylar	IPS-Clstrm/Loma Vista/1.2	1/16/03	New Position Special Ed
Runnells, Marina	Limited Term Parent Clstrm Aide- Rest/ McManus/1.0	12/2/02 – 5/30/03	Limited Term Special Ed
Shaffer, Jayci	I A-Special Ed/Chico High/5.0	1/16/03	New Position Special Ed
Smith, Bette	IPS-Clstrm/Loma Vista/2.0	1/16/03	Position from BCOE Special Ed
Stephens, James	School Bus Driver T1/Transp/4.6	1/16/03	Vacated Position
<b><u>Reclassification</u></b>			
Alstad, Mark	From Passenger Van Driver to School Bus Driver T2/Transp/7.6	12/17/02	Existing Position
<b><u>Transfer with Increased Hours</u></b>			
Galland, Carol	IPS-Clstrm/Marigold/5.5	1/16/03	Vacated Position Special Ed
Province, Tara	IPS-Clstrm/Marigold/5.5	1/16/03	New Position Special Ed
<b><u>Increase in Hours</u></b>			
Akin, Donna	Cafe Assistant/Partridge/2.0 to 2.5	1/6/03	CBA 3.5.1 & 3.5.2
<b><u>Voluntary Transfer with Reduction in Hours</u></b>			
Rollins, Keith	I A-Alt Ed/C A L/4.0	1/16/03	Vacated Position
<b><u>Voluntary Reduction in Hours</u></b>			
Gillespie, Rachelle	Parent Clstrm Aide- Rest/Partridge/ from 4.0 to 1.6	12/12/02	Categorical Funds
<b><u>Leave of Absence</u></b>			
Carr, Jeffrey	IPS-Clstrm/Chico High/3.0	1/20-5/29/03	Without Pay
Hardy, Nancy	Café Assistant/Bidwell Jr/2.5	1/6-5/29/03	Without Pay
Wescoatt, Sarah	IPS-Clstrm/L C C/3.0	11/6/02-2/2/03	Without Pay
<b><u>Resignation/Termination</u></b>			
Cushman, Francis	Café Assistant/Marsh Jr/1.0	1/6/03	Resignation
Hooker-Apel, Debra	I A-Elementary/Cohasset/3.5	1/5/03	Resignation
Johnson, Robyn	Parent Clstrm Aide-Rest./Neal Dow/ 2.0	12/4/02	Resignation
Weil, Meredith	IPS-Clstrm/Sierra View/3.0	12/20/02	Resignation

4.5 The Board approved payment of the following warrants: MSC O'Bryan/Rees

<u>FUND #:</u>	<u>FUND DESCRIPTION:</u>	<u>WARRANT #'S:</u>	<u>AMOUNT</u>
01	General Fund	305062 - 305271	\$221,528.16
13	Nutrition Services	305272 - 305274	\$1,061.06
14	Deferred Maintenance	305275 - 305276	\$621.72
24	BLDG FD - Measure A (P & I)	305277 - 305281	\$17,455.49
25	Capital Facilities FD - State CAP	305282 - 305283	\$8,368.00
29	BLDG FD - 1988 Ser. C - INT	305284 - 305285	\$3,014.86
35	County School Facilities Fund	305286 - 305288	\$13,617.18
CURRENT WARRANT TOTAL:			\$265,666.47
PREVIOUS WARRANT TOTAL:			\$0.00
<b>TOTAL WARRANTS TO BE APPROVED:</b>			<b>\$265,666.47</b>

- 4.6 The Board approved the expulsions of the following students: Student No.: 18756; Student No.: 50785; Student No.: 50664; Student No.: 10771; Student No.: 50661; Student No.: 26214  
MSC O'Bryan/Rees
- 4.7 The Board approved the consultant agreement between CUSD and Data Works to perform a curriculum calibration of student work to measure the alignment of classroom student work to the California Content Standards. MSC O'Bryan/Rees
- 4.8 The Board approved the consultant agreement between CUSD and Rosa G. Molina to provide staff development for the Spanish/English Immersion Teachers. MSC O'Bryan/Rees
- 4.9 The Board approved the consultant agreement between CUSD and the Center for Evaluation and Research, LLC to provide an evaluation of the Learn and Serve program as per Cal Serve requirements.  
MSC O'Bryan/Rees
- 4.10 The Board approved the consultant agreement between CUSD and CAVE to provide Americorps worker 75-80% time to do mentor recruitment for Academic and Volunteer Mentor Service Program AVMSPP. MSC O'Bryan/Rees
- 4.11 The Board approved the API Expenditures for the following schools: MSC O'Bryan/Rees  
 Sierra View  
 Marigold  
 Citrus
- 4.12 The Board approved the major field trip request by PVHS to participate in an educational exchange opportunity in Japan. MSC O'Bryan/Rees
- 4.13 The Board approved the major field trip request by PVHS to attend the Tech Museum of Innovation in San Jose, CA May 1, 2003. MSC O'Bryan/Rees
- 4.14 The Board denied claim no. 159-103. MSC O'Bryan/Rees
- 4.15 The Board approved the Visual and Performing Arts Grant Program application for 2003-04.  
MSC O'Bryan/Rees
- 5. DISSUCCION CALENDAR**
- 5.1 The review of the new textbook proposal, *Economics: Principles in Action*, which is in alignment with state standards was tabled to a future meeting.

- 5.2 Vikki Gillett, Director - Information Technology reviewed the Educational Technology Plan. In the past, CUSD maintained a district-wide Educational Technology Plan, which was updated approximately every two years but not officially approved by the Board of Education. Currently, new State regulations require each California school district to have a state-approved technology plan in order to receive Federal and State funding. CUSD's newly adopted Strategic Plan (Goals 2020) also calls for an approved technology plan.

This new plan must show improvement in several areas:

- ?? student and teacher access to educational technology
- ?? use of educational technology to support academic achievement
- ?? staff development (technology)
- ?? system maintenance
- ?? monitoring and evaluation
- ?? funding and budget

The plan-in-progress is online for review at: [www.chicousd.org/%7Efgair/EdTechRev.html](http://www.chicousd.org/%7Efgair/EdTechRev.html)

- 5.3 Kelly Mauch, Assistant Superintendent - Educational Services provided information regarding military access to student information.

On January 8, 2002, President Bush signed into law the No Child Left Behind Act of 2001 (Public Law 107-110). This Act institutes significant reforms in federal education programs and established new requirements for districts receiving federal funds. CUSD currently receives approximately \$4.7 Million in federal funds.

One such requirement is the Release of Directory Information. Section 9528 requires the district to disclose names, addresses and telephone numbers of high school students to military recruiters upon request, unless parents request that information not be released without prior written parental consent.

The district must notify parents of the option to make such a request. In CUSD this is done via the Parents' Rights and Responsibilities handbook that is sent home to parents at the beginning of each school year. Parents are also requested to sign an Acknowledgement of Rights form and return it to the school to further ensure parental awareness of the Rights and Responsibilities. In addition, sites have recently been requested to remind parents of their right to request that student directory information not be released via the school newsletter.

The law also requires that any district receiving funds under the No Child Left Behind provide military recruiters the same access to students as is provided to postsecondary educational institutions and prospective employers. In CUSD, the high schools allow military recruiters to schedule time on campus to meet with interested students. As is the case with college recruiters and prospective employers, military recruiters contact the school to schedule the date and time that they will be on campus; these visits are held during the lunch hour and limited to a specific location, usually the Career Center or Library. Recruiters are not free to walk the campus or meet with students who do not voluntarily seek them out. The school regularly publicizes who will be on campus; students who choose to meet with recruiters do so voluntarily by reporting to the assigned location.

California School Boards Association (CSBA) has published the following recommendations:

- 1) The district should be prepared to release the names, addresses and telephone numbers of high school students to military recruiters upon request.

- 2) The district should ensure that military recruiters are provided the same access to students as is provided to postsecondary institutions and prospective employers
- 3) Beginning in the 2002-2003 school year, the district should notify parents of their option to withhold consent to such disclosure. Parents should be directed to respond promptly if they wish to withhold consent.

CUSD has already met all of these recommendations.

Release of Student Directory Information is currently covered in CUSD Board Policy 5500, which was adopted by the Board in January of 1986 and reviewed in February of 1998. Policy 5500 reads:

The members of the Chico Unified School District Board of Education recognize the need for accurate student records and will provide the resources to support the District's student records system. The records may reflect the physical, emotional, social and academic aspects of the student's development in the educational process.

As the Custodian of Records for the District, the Superintendent is directed to develop appropriate administrative procedures which include classification, modification, security, disclosure and transfer of student records. The administrative procedures will ensure the rights of parents/students and will meet all applicable federal and state laws and regulations.

CUSD Student Records Procedures are further defined in Administrative Procedure 5502.1. Items of relevance in this procedure include:

The definition of "Directory Information": one or more of the following items: student's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous public or private school attended by the student.

The procedure for the release of Directory Information: Directory Information may be released at the discretion of the school principal to the PTA, recruiting officers for the Armed Services, prospective employers or representatives of the news media. The District retains the right to deny the release of directory information if it is considered contrary to the best interests of the student. The parent shall be given an annual opportunity to prohibit the release of directory information to any otherwise eligible recipient. Directory information regarding former students may be released without meeting specified conditions.

- 5.4 Alan Stephenson, Director – Educational Services provided a review of the revisions made to Board Policy #5120 – Schools of Choice/Intra-District Attendance.
- 5.5 Mike Weissenborn, Manager – Facilities/Construction provided the monthly facilities update.

#### Chico High School Gymnasium

The Chico High Gymnasium project is nearing completion. There are a lot of little details that are being followed up on right now. One of the key milestones with this project is the refinishing of the gym floor. This task is started after all other major work in the gym is complete. This task is underway. The gym floor has just received its first coat of sealant after being sanded down. The finishing and striping of the floor will continue through this week. Our objective is to have the gym prepared for the basketball games scheduled for the 28<sup>th</sup> and 29<sup>th</sup> of this month.

Another milestone will occur next Wednesday, the 22<sup>nd</sup>. The CSHS modernization project is on the State Allocation Board agenda. We have utilized the appropriate dollars from our capital facility funds to meet the District's 20% match obligation. We are currently working with Chico High staff and District staff to develop the scope of the next phase of the modernization project.

Marsh Gymnasium

Construction on the Marsh Gymnasium is moving along well.

Canyon View High School

The District's consultants are continuing to work with the Army Corps of Engineers and the USFWS to secure a wetland permit on the BRA property on the west side of Bruce Road.

- 5.6 Mrs. Mauch provided an review of the School Accountability Report Card (SARC). The reports will be available to the public on February 1, 2003 at school sites and located on the CUSD website at: [www.chicousd.org](http://www.chicousd.org)

- 5.7 Jim Sands, Deputy Superintendent reviewed the Chico High School Principal selection process:

Time line

1. Announcement of Opening through ACSA in the Job Information Survey.
  - A) New Listing Advertisement runs January 20 and 27.
  - B) Bulletin Board Advertisement runs January 20, 27, February 3, 13, 24, and March 3.
  - C) Applications close March 21.
2. Paper Screen Applications: March 24-28.
  - A) Paper screening committee – Kelly Mauch, Jim Sands, Bob Feaster.
3. Interview Candidates – Week of April 21
  - A) Interview Committee – Two Chico High teachers, one Chico High counselor, Chico High clerical representative, PTA representative, student representative, secondary administrator, Kelly Mauch, Bob Feaster, and Jim Sands.
  - B) Reference checks.
4. Recommend candidate(s) to Superintendent: April 28
5. Superintendent interviews: May 2-5
6. Site visitation: May 12-16
7. Employment offer: May 19-23
8. Report to work: July 1

- 5.8 Dr. Brown reported on the District response to the State Budget Crisis.

The State of California faces an unprecedented budgetary shortfall. For fiscal years 2002-03 and 2003-04, state officials estimate the budget deficit to be \$34.6 Billion. In recent years the state committed unrealistically high revenues to ongoing obligations within the budget. Reliance on these revenues caused the state to make commitments it cannot keep. In responding to this shortfall, Governor Gray Davis has proposed \$6.2 Billion in revenue reductions to K-12 school districts and Community Colleges.

The Governor of California is required by the Constitution to present a balanced budget to the state legislature. To accomplish this the governor has proposed \$20 billion in program cuts, \$8.3 in revenue increases and \$6.3 in funding shifts, loans, and transfers. These proposed cuts are in addition to the \$1.8 million the CUSD slashed last spring, from the current year's budget. This is a very serious situation and one in which the district will be forced to use fund balances to get through the 2002-2003 school year. Simply stated, the CUSD Board of Education does not have control over the district's revenue. Therefore,

the challenge is to insure the district's solvency in the years ahead by reducing expenditures. Some experts have estimated that it will not be until 2005-2006 that school districts see relief from the state. Outlined below are four steps necessary to create an effective CUSD response to the state's current budget crisis.

### **Step 1**

Our first obligation is to inform the district and community just where the district stands. This will be accomplished through a series of meetings, with staff, union representatives and community members, held at convenient hours. School site newsletters and other media will also be used to help stakeholders understand the issues. Input will be sought at each opportunity.

### **Step 2**

The second step is to continue to communicate with elected representatives regarding the need for greater flexibility with things like class-size reduction and special programs funding.

### **Step 3**

In February, a series of options will be presented to the Board on the likelihood that revenue reductions will require the elimination of programs, the reduction of staff and/or salary adjustments (a negotiable item).

### **Step 4**

Not later than March 5, 2003, the board will consider the issuance of preliminary notices of termination to impacted district employees. By May, the Board must decide which programs will be eliminated or reduced for 2003-2004.

## **6. ACTION CALENDAR**

- 6.1 After discussion, the Board tabled the appointment of Board members to standing committees to a future meeting.
- 6.2 The Board accepted the CUSD Educational Technology Plan. MSC Watts/Huber
- 6.3 The Board approved the Federal Renovation Grant Funds recommendations. MSC O'Bryan/Watts
- 6.4. The Board accepted the 2001/02 independent audit report. MSC Watts/Huber
- 6.5 The Board approved the continued implementation of a spending freeze imposed, administratively, in December, 2002. MSC Watts/Huber

In order to reduce the total amount of cuts necessary for 03-04, the following list of cost containment measures has now been implemented. District staff will:

- ☞☞ Review the regulations on revenue received from the Federal Government and relax the current controls as appropriate.
- ☞☞ Review the regulations on Restricted Revenue received from State and local sources and relax the current controls as appropriate.
- ☞☞ Grant instructional supply requests from the CUSD warehouse.
- ☞☞ Grant custodial supply requests from the CUSD warehouse
- ☞☞ Restock the CUSD warehouse with only essential instructional and custodial supplies during the 2002-2003 fiscal year.
- ☞☞ Continue to do health and safety related maintenance and repair.
- ☞☞ Continue the prohibition on the use of Unrestricted Funds for Travel and Conference, Personnel, Consultants, Equipment and non-essential supplies.
- ☞☞ Delay placing the 2003-2004 "bulk" supply order until late spring.



7. **ANNOUNCEMENTS**

Dr. Brown announced there would be a special Board Workshop on Monday, January 27, 2003 at Little Chico Creek Elementary beginning at 7:00 p.m. regarding the budget.

8. **BOARD ITEMS FOR NEXT AGENDA**

There were no items for the next agenda.

9. **CLOSED SESSION**

At 10:44 p.m. the Open Session of the Regular Meeting was adjourned and the Board recessed into Closed Session for the purpose of a conference with labor negotiators and public employee evaluation.

10. **ADJOURNMENT**

At 11:10 p.m., the Board reconvened. There were no announcements and the meeting was adjourned.

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NEXT REGULAR MEETING:       Wednesday, February 5, 2003  
  7:00 p.m., Chico City Council Chambers

APPROVED:

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Board of Education

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Administration