CUSD Board of Education
Regular Meeting Agenda

Chico City Council Chambers
November 7, 2012
CLOSED SESSION – 5:00 P.M.
REGULAR BOARD MEETING – 6:00 P.M.

Board Members
Dr. Andrea Lerner Thompson, President
Elizabeth Griffin, Vice President
Eileen Robinson, Clerk
Dr. Kathleen Kaiser, Member
Jann Reed, Member

Kelly Staley, Superintendent

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

Posted: 11/02/12
The Chico Unified School District Board of Education welcomes you to this meeting and invites you to participate in matters before the Board.

INFORMATION, PROCEDURES AND CONDUCT
OF CUSD BOARD OF EDUCATION MEETINGS

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

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

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

PUBLIC PARTICIPATION FOR ITEMS ON THE AGENDA (Regular and Special Board Meetings)
The Board shall give members of the public an opportunity to address the Board either before or during the Board’s consideration of each item of business to be discussed at regular or special meetings.

- Speakers will identify themselves and will direct their comments to the Board.
- Each speaker will be allowed three (3) minutes to address the Board.
- In case of numerous requests to address the same item, the Board may select representatives to speak on each side of the item.

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

- Public comments for items not on the agenda will be limited to one hour in duration (15 minutes at the beginning of the meeting and 45 minutes at the end of the meeting).
- Initially, each general topic will be limited to 3 speakers.
- Speakers will identify themselves and will direct their comments to the Chair.
- Each speaker will be given three (3) minutes to address the Board.
- Once 2 speakers have shared a similar viewpoint, the Chair will ask for a differing viewpoint. If no other viewpoint is represented then a 3rd 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
- 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.
CHICO UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Regular Meeting – November 7, 2012
Closed Session – 5:00 p.m.
Regular Session – 6:00 p.m.
Chico City Council Chambers
421 Main Street, Chico, CA 95928

AGENDA

1. CALL TO ORDER
   1.1. Public comment on closed session items

2. CLOSED SESSION
   2.1. Update on Labor Negotiations
        Employee Organizations:
        CUTA
        CSEA, Chapter #110
       Kelly Staley, Superintendent
        Bob Feaster, Asst. Superintendent
        Maureen Fitzgerald, Asst. Superintendent
        Representatives:
   2.2 Conference with Legal Counsel
        Anticipated Litigation
        Significant exposure to litigation pursuant
        to Government Code §54956.9(b)
        (one case)
        Attending:
        Kelly Staley, Superintendent
        Bob Feaster, Asst. Superintendent
        Maureen Fitzgerald, Asst. Superintendent
        Dave Scott, Asst. Superintendent
        Paul Gant, Attorney at Law

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

3. RECONVENE TO REGULAR SESSION
   3.1. Call to Order
   3.2. Report Action Taken in Closed Session
   3.3. Flag Salute

4. STUDENT REPORTS

5. SUPERINTENDENT'S REPORT AND RECOGNITION

6. ITEMS FROM THE FLOOR

7. REPORTS FROM EMPLOYEE GROUPS REGARDING NEGOTIATIONS
   7.1. District
   7.2. CSEA
   7.3. CUMA
   7.4. CUTA

8. CONSENT CALENDAR
   8.1. GENERAL
   8.1.1. Consider Approval of Minutes of Regular Session on October 17, 2012
   8.1.2. Consider Approval of Items Donated to the Chico Unified School District
   8.2. EDUCATIONAL SERVICES
   8.2.1. Consider Expulsion of Students with the following IDs: 50479, 63061, 63364,
           71754, 72353
   8.2.2. Consider Approval of Expulsion Clearance of Student with the following ID:
           51607
   8.2.3. Consider Approval of the Field Trip Request for Neal Dow's 6th Graders to go to
           Environmental Camp at Shady Creek from 04/29/13 to 05/02/13
8.2.4. Consider Approval of the Field Trip Request for Sierra View 6th Graders to go to Butte Meadows Outdoor School at Camp Lassen in Butte Meadows from 05/15/13 – 05/17/13

8.2.5. Consider Approval of the Field Trip Request for the Chico High A Cappella Choir to sing at a Heritage Music Festival, attend a musical, and visit museums and Great America in the San Francisco/Bay Area.

8.2.6. Consider Approval of the Consultant Agreement with Kevin Clark Consulting and Training to build the capacity of veteran ELD teachers, develop foundational methods and behaviors for new ELD teachers, assist district coaches in supporting ELD teachers and enhance the role of district administrators in ELD instruction and program design.

8.2.7. Consider Approval of the Consultant Agreement with Butte County Probation Department to provide an on-campus probation officer at various schools.

8.2.8. Consider Approval of the Consultant Agreement with Butte County Probation Department to provide a probation officer for Fair View High.

8.2.9. Consider Approval of the Quarterly Report on Williams Uniform Complaints.

8.3. BUSINESS SERVICES
8.3.1. Consider Approval of Accounts Payable Warrants
8.3.2. Consider Approval of Monthly Enrollment and ADA Report

8.4. HUMAN RESOURCES
8.4.1. Consider Approval of Certificated Human Resources Actions
8.4.2. Consider Approval of Classified Human Resources Actions

9. DISCUSSION/ACTION CALENDAR
9.1. EDUCATIONAL SERVICES
9.1.1. Discussion/Action: Consider Approval of the Field Trip Request for the CHS FFA Well Drilling Team (4 Juniors and Seniors) to travel to Tanzania, Africa to provide potable water to an African village from 11/15/12 to 11/27/12

9.2. BUSINESS SERVICES
9.2.1. Information: Nutrition Services Healthy Hunger Free Kids Act 2010, Impact, Supper Program and Summer Feeding Program Update (Vince Enserro and Tanya Harter)


9.3. GENERAL
9.3.1. Discussion/Action: Setting Date of Annual Organizational Meeting of the Governing Board of the Chico Unified School District – Proposed Date: December 7, 2011

9.3.2. Discussion/Action: Approval of Board Policy 3585, Electronically Stored Information (ESI) and Electronic Mail Policy (Jason Gregg)

10. ITEMS FROM THE FLOOR

11. RECESS
During the Recess, the Annual Meeting of the Board of Directors of the Chico Unified School Financing Corp. will be held in accordance with that Agenda (Maureen Fitzgerald)

12. RECONVENE TO REGULAR SESSION

13. ANNOUNCEMENTS

14. ADJOURNMENT

Posted: 11/02/12
:mm
1. **CALL TO ORDER**
At 5:00 p.m. Board President Thompson called the meeting to order at the Chico City Council Chambers, East Fourth and Main Streets and announced the Board was moving into Closed Session

Present: Thompson, Griffin, Robinson, Kaiser
Absent: Reed was absent until arrival at 8:04 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: CUTA
CSEA, Chapter #110
Representatives:
Kelly Staley, Superintendent
Bob Feaster, Assistant Superintendent
Maureen Fitzgerald, Assistant Superintendent
Dave Scott, Asst. Superintendent

3. **RECONVENE TO REGULAR SESSION**
3.1 **Call to Order**
At 6:06 p.m. Board President Thompson called the Regular Meeting to Order.

3.2 **Closed Session Announcements**
Board President Thompson announced the Board had been in Closed Session and there was nothing to report.

**Board President Thompson noted the following changes were being made to the Agenda:**
- Item 9.2.1. Nutrition Services Healthy Hunger Free Kids Act 2010, Impact, Supper Program and Summer Feeding Program Update was being pulled from tonight's agenda and moved to the November 7 Board meeting;
- Item 9.1.6. Inspire Facilities Use Agreement was being moved for discussion after Item 9.1.1.; and
- Item 9.1.5. was being moved for discussion after item 9.1.3. and before Item 9.1.4.

3.3 **Flag Salute**
At 6:08 p.m. Board President Thompson led the salute to the Flag.

4. **STUDENT REPORTS**
At 6:09 p.m. the Board received student reports from Julianna Coppock for CHS and Phoenix Lacque and Katie Finney for PVHS regarding beginning of year activities

5. **SUPERINTENDENT’S REPORT**
At 6:18 p.m. PVHS staff member Claudia Anderson and CHS staff member Mary Sours were recognized by Board President Andrea Lerner Thompson with the CUSD Board President's Award for their enthusiastic, professional, and welcoming approach to their jobs. Superintendent Staley introduced teacher Mary Anne Donnelly who introduced Khunanon Wongrueang, “Daniel” head of the Math Department at Srinagarindra the Princesss Mother School, in the Phayao Province of northern Thailand. Mary Anne is hosting Mr. Wongrueang while participating in a project of the Fulbright Commission; the American Councils Educational Seminars Program. “Daniel” will observe classes at the following sites: Chico Junior, Parkview Elementary, Citrus Elementary, Inspire, Chico High, and Pleasant Valley High. Director Michael Weissenborn presented a quick overview of how Measure A funds have been utilized since first approved on April 18, 1998. Projects completed include: elementary traffic safety improvements; new parking lots at Chapman, Cohasset, Hooker Oak, Loma Vista, Marigold, Neal Dow, Parkview Rosedale and Fair View High School; modernization of classrooms at BJHS and CHS; and the new English classroom at PVHS. Recent projects include: the
the Center for the Arts at PVHS; new classrooms at CHS for Career Tech including Ag and Arts, Media, and Entertainment and the Building Trades, Welding, and Career Tech projects at PVHS; Lincoln Hall and a fitness lab at CHS; 24 additional classrooms at PVHS; the Construction Academy at FVHS; and the Inspire campus at CHS. Funds have been leveraged from $40,725,000 into $74,970,702 and there are currently $9,500,000 additional funds pending. Board Member Kaiser stated the 19 teachers from Pakistan introduced at the last Board meeting had bid farewell on Sunday after a powerful six-week experience.

6. **ITEMS FROM THE FLOOR**
   At 6:34 p.m. There were no items from the floor.

7. **REPORTS FROM EMPLOYEE GROUPS REGARDING NEGOTIATIONS**
   At 6:34 p.m. the Board received reports from employee groups regarding negotiations from Kevin Moretti for CUTA, Bob Feaster for the District, Susie Cox for CSEA, and John Bohannon for CUMA.

8. **CONSENT CALENDAR**
   At 6:45 p.m. Board President Thompson asked if anyone would like to pull a Consent Item for further discussion. Board Vice President Griffin pulled Items 8.2.6., 8.3.2. and 8.2.13. Board Clerk Robinson moved to approve the remaining Consent Items; seconded by Board Member Kaiser.

8.1. **GENERAL**


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

<table>
<thead>
<tr>
<th>Donor</th>
<th>Item</th>
<th>Recipient</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wells Fargo Bank</td>
<td>$500.00</td>
<td>Citrus</td>
</tr>
<tr>
<td>Target</td>
<td>$138.95</td>
<td>Citrus</td>
</tr>
<tr>
<td>Tom &amp; Mary Wisdom</td>
<td>$25.00</td>
<td>Emma Wilson</td>
</tr>
<tr>
<td>Richard Mootz</td>
<td>$50.00</td>
<td>Emma Wilson</td>
</tr>
<tr>
<td>Carl &amp; Carol Kistler</td>
<td>$100.00</td>
<td>Emma Wilson</td>
</tr>
<tr>
<td>William &amp; Carol Ann Richardson</td>
<td>$100.00</td>
<td>Hooker Oak</td>
</tr>
<tr>
<td>Mark Steele</td>
<td>$100.00</td>
<td>Neal Dow</td>
</tr>
<tr>
<td>Tejas &amp; Ranjan Patel</td>
<td>$300.00</td>
<td>Parkview</td>
</tr>
<tr>
<td>Eagle Auxiliary 218</td>
<td>Classroom Items @ $150.00</td>
<td>Rosedale</td>
</tr>
<tr>
<td>Anna Rushton</td>
<td>$75.00</td>
<td>Sierra View</td>
</tr>
<tr>
<td>Kelly Winch</td>
<td>$50.00</td>
<td>Sierra View</td>
</tr>
<tr>
<td>Brad &amp; Karin Gossaway</td>
<td>$50.00</td>
<td>Sierra View</td>
</tr>
<tr>
<td>Navtej &amp; Samandeep Tatla</td>
<td>$50.00</td>
<td>Sierra View</td>
</tr>
<tr>
<td>Lowell &amp; Kelly Moural</td>
<td>$50.00</td>
<td>Sierra View</td>
</tr>
<tr>
<td>Michael &amp; Rafaela Perry</td>
<td>$100.00</td>
<td>Sierra View</td>
</tr>
<tr>
<td>Heidi Houlihan and Gilbert Herrera</td>
<td>$113.00</td>
<td>Sierra View</td>
</tr>
<tr>
<td>Anonymous</td>
<td>$900.00</td>
<td>Chico Jr. High</td>
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<tr>
<td>Lilia Diaz</td>
<td>$10.00</td>
<td>Chico Jr. High/Art Dept</td>
</tr>
<tr>
<td>Gary &amp; Tawny Cleveland</td>
<td>$10.00</td>
<td>Chico Jr. High/Art Dept</td>
</tr>
<tr>
<td>Jodi &amp; Brian Youngblood</td>
<td>$10.00</td>
<td>Chico Jr. High/Art Dept</td>
</tr>
<tr>
<td>Ken Greminger/Valley Rubber and Gasket</td>
<td>$150.00</td>
<td>Chico Jr. High/I Tech Dept</td>
</tr>
<tr>
<td>Artie &amp; Tiffany Cathcart</td>
<td>Various Supplies @ $65.00</td>
<td>Chico Jr. High/I Tech Dept</td>
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<tr>
<td>Westgate Hardwoods</td>
<td>Multi-Dimensional Hardwoods</td>
<td>Chico Jr. High/I Tech Dept</td>
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<tr>
<td>Gerry &amp; Marylynn Pahlow</td>
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<td>Chico Jr. High/I Tech Dept</td>
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<td>Seth &amp; Eunice Derish</td>
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<td>Chico Jr. High/I Tech Dept</td>
</tr>
<tr>
<td>Waheed &amp; Rasha Saleh</td>
<td>$50.00</td>
<td>Chico Jr. High/I Tech Dept</td>
</tr>
</tbody>
</table>
MINUTES

PG&E Corporation / James McLain $90.00 Marsh Jr. High
Carol Ann Gardner $10.00 Marsh Jr. High
Target Take Charge of Education $670.99 Chico High
Bruce Dillman Various Supplies @ $1,767.64 Chico High
**James & Terri Burns $736.00 Chico Unified School District

**PLEASE NOTE: Notification was received after the Board meeting that the donation listed for James & Terri Burns of $736.00 was not a donation to the Chico Unified School District; the check has been deposited to the proper account at the district office.

8.2. EDUCATIONAL SERVICES

8.2.1. The Board approved the Expulsion of Students with the following IDs: 50324, 52516, 56153

8.2.2. The Board approved the Expulsion Clearance of Students with the Following IDs: 71654, 74565

8.2.2. The Board approved the Field Trip Request for Fifth Grade GATE class to attend the Age of Sail/Explorer at Hyde Street Pier in San Francisco from 5/2/13 to 5/3/13

8.2.3. The Board approved the Field Trip Request for the Senior AP English class at Chico High School to attend performances of Shakespeare Plays in Ashland, Oregon from 4/20/13 to 4/21/13

8.2.4. The Board approved the Consultant Agreement with Advance Kids to provide behavioral consultant services for students with autism

8.2.5. This item was pulled for further discussion

8.3 BUSINESS SERVICES

8.3.1. The Board approved the Accounts Payable Warrants

8.3.2. This item was pulled for further discussion

8.3.3. The Board approved the Monthly Enrollment (2nd School Month)

8.3.4. The Board approved the Notice of Completion – Portable Classroom Buildings and Toilet Building at Chico High School

8.3.5. This item was pulled for further discussion

8.4 HUMAN RESOURCES

8.4.1. The Board approved the Certificated Human Resources Actions

Temporary Appointments 2012/13

<table>
<thead>
<tr>
<th>Employee</th>
<th>Assignment</th>
<th>Effective</th>
<th>Comment</th>
<th>Estimated Annual District</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dace, Jennifer</td>
<td>Elementary</td>
<td>10/01/12-06/06/13</td>
<td>0.7 FTE Temporary Appointment</td>
<td></td>
<td>$43,022</td>
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<tr>
<td>Firth, Jennifer</td>
<td>Elementary</td>
<td>100/1/120-6-06/13</td>
<td>0.7 FTE Temporary Appointment</td>
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<td>$40,776</td>
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<tr>
<td>Lynn, Charles</td>
<td>Secondary</td>
<td>10/01/12-06/06/13</td>
<td>0.4 FTE Temporary Appointment</td>
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<tr>
<td>Root, David</td>
<td>Elementary</td>
<td>10/04/12-06/06/13</td>
<td>1.0 FTE Temporary Appointment</td>
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<td>$71,837</td>
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<tr>
<td>Root, Stephanie</td>
<td>Elementary</td>
<td>09/24/12-06/06/13</td>
<td>0.2 FTE Temporary Appointment (in addition to current 0.2 FTE Temporary assignment)</td>
<td></td>
<td>$14,214</td>
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<tr>
<td>Rose, Michelle</td>
<td>Special Education</td>
<td>10/01/12-06/06/13</td>
<td>0.4 FTE Temporary Appointment</td>
<td></td>
<td>$32,336</td>
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</tbody>
</table>
Rescind Leave Request 2012/13
Price, Maya Secondary 09/17/12 Rescind .2 FTE Child Care Leave Request

Resignations
Boles, Kathleen Elementary 09/14/12 Resignation

Coaching Resignations
Dering, Joriah Freshman Boys Basketball Resignation

Coaching Appointments
Name Position School Season
Wisdom, Kevin Freshman Boys Basketball Chico High Winter

7.4.2. The Board approved the following Classified Human Resources Actions:

<table>
<thead>
<tr>
<th>ACTION NAME</th>
<th>CLASS/LOCATION/ASSIGNMENT</th>
<th>EFFECTIVE</th>
<th>COMMENTS/PRF #</th>
<th>POSITION COST @ Step 1 + Red Plan Medical + Qualifying Dental/Vision</th>
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</thead>
<tbody>
<tr>
<td>Bushnell, Gwen</td>
<td>Cafeteria Cook Small School/Forest Ranch/4.0</td>
<td>10/9/2012</td>
<td>New Position/9/Nutrition/5310</td>
<td>$9,949</td>
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<tr>
<td>Hess, Lesley</td>
<td>Office Asst Elementary Attendance/Parkview/4.0</td>
<td>9/13/2012</td>
<td>Vacated Position/1/General/0000</td>
<td>$11,881</td>
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<tr>
<td>Krause, Michelle</td>
<td>IPS-Classroom/MJHS/6.0</td>
<td>10/22/2012</td>
<td>Vacated Position/63/Special Ed/6500</td>
<td>$18,267</td>
</tr>
<tr>
<td>Mallory, Charlotte</td>
<td>School Office Manager/PVHS/8.0</td>
<td>11/5/2012</td>
<td>Vacated Position/98/General/0000</td>
<td>$32,825</td>
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<tr>
<td>Morrissey, Matthew</td>
<td>IPS-Classroom/MJHS/6.5</td>
<td>10/15/2012</td>
<td>Vacated Position/56/Special Ed/6500</td>
<td>$19,707</td>
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<tr>
<td>Nelson, Jay</td>
<td>Campus Supervisor/CJHS/1.0</td>
<td>10/10/2012</td>
<td>Vacated Position/40/General/0000</td>
<td>$2,579</td>
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<tr>
<td>Rappa, Lynn</td>
<td>Sr Office Assistant/CJHS/2.0</td>
<td>10/10/2012</td>
<td>Vacated Position/22/General/0000</td>
<td>$6,224</td>
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<tr>
<td>Rappa, Lynn</td>
<td>Sr Office Assistant/BJHS/2.5</td>
<td>10/10/2012</td>
<td>Vacated Position/21/General/0000</td>
<td>$7,838</td>
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<td>Trulock, Ashley</td>
<td>IPS-Healthcare/Loma Vista/6.0</td>
<td>9/24/2012</td>
<td>Vacated Position/42/Special Ed/6500</td>
<td>$18,267</td>
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<tr>
<td>Wahl, Sheila</td>
<td>Parent Classroom Aide-Restr/LCC/2.0</td>
<td>9/18/2012</td>
<td>New Position/145/Categorical/3010</td>
<td>$3,744</td>
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<tr>
<td>Wolfenbarger, Kristy</td>
<td>Parent Classroom Aide-Restr/LCC/2.0</td>
<td>9/18/2012</td>
<td>New Position/146/Categorical/3010</td>
<td>$3,744</td>
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### PROMOTIONS

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<tr>
<th>Name</th>
<th>Position</th>
<th>Date</th>
<th>Position Details</th>
<th>Date End</th>
<th>Code Details</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Duggins, Deborah</td>
<td>Cafeteria Cook Small School/Nord Country School/5.5</td>
<td>10/25/2012</td>
<td>New Position/10/Nutrition/5310</td>
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<td>$14,635</td>
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<td>Patrick, Beverly</td>
<td>Administrative Assistant- Conf/Business Office/8.0</td>
<td>9/17/2012</td>
<td>New Position/327/General/0000</td>
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<td>$37,401</td>
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### LEAVES OF ABSENCE

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<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Date Start</th>
<th>Date End</th>
<th>Reason for Leave</th>
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</thead>
<tbody>
<tr>
<td>Hunter, Katie</td>
<td>IA-Special Education/Chapman/3.0</td>
<td>10/3/2012-11/5/2012</td>
<td>Per CBA 5.12</td>
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<tr>
<td>Maroeste, Summer</td>
<td>IA-Special Education/CJHS/5.0</td>
<td>10/8/2012-4/8/2013</td>
<td>Per CBA 5.12</td>
<td></td>
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</tbody>
</table>

### RESIGNATION/TERMINATION

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Date</th>
<th>Reason for Leave</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adams, Molly</td>
<td>IPS-Classroom/Marigold/6.0</td>
<td>8/28/2012</td>
<td>Voluntary Resignation</td>
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<tr>
<td>Boone, Joy</td>
<td>IPS-Healthcare/Chapman/6.0</td>
<td>8/28/2012</td>
<td>Voluntary Resignation</td>
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<tr>
<td>Daggett, David</td>
<td>Sr Custodian/BJHS/8.0</td>
<td>9/28/2012</td>
<td>PERS Retirement</td>
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<tr>
<td>Letcher, Kristina</td>
<td>Parent Classroom Aide-Restr/Marigold/2.0</td>
<td>8/19/2012</td>
<td>Voluntary Resignation</td>
</tr>
</tbody>
</table>

### RESIGNED ONLY THIS POSITION

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Date</th>
<th>Reason for Leave</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anderson, Sheila</td>
<td>Parent Classroom Aide-Restr/Citrus/2.5</td>
<td>9/17/2012</td>
<td>Voluntary Resignation</td>
</tr>
<tr>
<td>Duggins, Deborah</td>
<td>Cafeteria Assistant/CJHS/6.0</td>
<td>10/24/2012</td>
<td>Promotion</td>
</tr>
<tr>
<td>Hamlyn-Burton, Shannon</td>
<td>Transportation Special Education Aide/Transportation/1.0</td>
<td>9/21/2012</td>
<td>Voluntary Resignation</td>
</tr>
<tr>
<td>Krause, Michelle</td>
<td>IPS-Classroom/Sierra View/3.0</td>
<td>10/21/2012</td>
<td>Increase in Hours</td>
</tr>
<tr>
<td>Krause, Michelle</td>
<td>IA-Special Education/MJHS/2.0</td>
<td>10/21/2012</td>
<td>Voluntary Resignation</td>
</tr>
<tr>
<td>Mallory, Charlotte</td>
<td>School Office Manager/BJHS/8.0</td>
<td>11/4/2012</td>
<td>Increase in Work Year</td>
</tr>
<tr>
<td>Maroeste, Summer</td>
<td>Campus Supervisor/MJHS/1.0</td>
<td>10/8/2012</td>
<td>Voluntary Resignation</td>
</tr>
<tr>
<td>Morrissey, Matthew</td>
<td>IPS-Classroom/BJHS/3.5</td>
<td>10/14/2012</td>
<td>Increase in Hours</td>
</tr>
<tr>
<td>Patrick, Beverly</td>
<td>School Office Manager/PVHS/8.0</td>
<td>9/16/2012</td>
<td>Promotion</td>
</tr>
<tr>
<td>Trulock, Ashley</td>
<td>IPS-Healthcare/Loma/4.0</td>
<td>9/23/2012</td>
<td>Increase in Hours</td>
</tr>
</tbody>
</table>

(Consent Vote)

AYES: Thompson, Griffin, Robinson, Kaiser
NOES: None
ABSENT: Reed
9. **DISCUSSION/ACTION CALENDAR**

**ITEMS REMOVED FROM CONSENT FOR FURTHER DISCUSSION**

8.2.6. **Consider Approval of Obsolete Textbooks**

At 6:45 p.m. Board Vice President Griffin’s questions were addressed by Teacher Zach Kincheloe. Board Vice President Griffin moved to approve the Obsolete Textbooks; seconded by Board Clerk Robinson.

AYES: Thompson, Griffin, Robinson, Kaiser
NOES: None
ABSENT: Reed

8.3.2. **Consider Approval of Declaration of Surplus Property**

At 6:47 p.m. Board Vice President Griffin’s questions regarding surplus property were addressed by Director Janet Brinson. Board Vice President Griffin moved to approve the Declaration of Surplus Property; seconded by Board Member Kaiser.

AYES: Thompson, Griffin, Robinson, Kaiser
NOES: None
ABSENT: Reed

8.3.5. **Consider Approval of the Consultant Agreement with JM King and Associates for District Demographic Analysis**

At 6:52 p.m. Board Vice President Griffin’s questions were addressed by Director Michael Weissenborn. Director Weissenborn noted that the per hour box should have been marked on the Consultant Agreement and would be corrected. Board Vice President Griffin moved to approve the Consultant Agreement with JM King and Associates; seconded by Board Member Kaiser.

AYES: Thompson, Griffin, Robinson, Kaiser
NOES: None
ABSENT: Reed

9.1. **EDUCATIONAL SERVICES**

9.1.1. **Discussion/Action: Resolution 1196-12, Red Ribbon Week Proclamation**

At 6:55 p.m. Coordinator Ann Brodsky presented information on Red Ribbon Week activities and Resolution 1196-12. Board Clerk Robinson moved to approve Resolution 1196-12; seconded by Board Member Kaiser.

AYES: Thompson, Griffin, Robinson, Kaiser
NOES: None
ABSENT: Reed

9.1.6. **Discussion/Action: Inspire Facilities Use Agreement**

At 7:05 p.m. Director John Bohannon presented information regarding the Inspire Facilities Use Agreement and Memorandum of Understanding. Principals Hanlon and Nilsson shared information regarding meetings with staff, parents and students. Teachers Susan Delgado and Richard Kemp shared their concerns. It was suggested teachers form a committee with members from both schools to address concerns. At 8:04 p.m. Board Member Reed joined the Board meeting. Board Vice President Griffin moved to approve the Facilities Use Agreement and Memorandum of Understanding; seconded by Board Member Kaiser. President Thompson suggested a friendly amendment to delete from the FUA the use of the extra classroom and change the term of the FUA from ten years to five years. Board Vice President Griffin stated that due to the fact that the terms of the FUA allow for amendments such as these, the friendly amendment was rejected.

AYES: Griffin, Robinson, Reed, Kaiser
NOES: Thompson
ABSENT: None
At 8:15 p.m. Board President Thompson called for a recess.
At 8:27 p.m. Board President Thompson called the meeting back to order.

9.1.2. Information: Safe School Plans (SB 187)
At 8:28 p.m. Rhonda Odlum presented information on the Safe School Plans (SB 187) and discussed current and planned activities.

9.1.3. Information: Grants and Resource Development Update
At 8:38 p.m. Teacher on Special Assignment Liz Metzger presented an update on Grants and Resource Development.

9.1.5. Information: Accountability Progress & STAR Results Update
At 8:57 p.m. Director Michael Morris and Analyst Jennifer Bevers presented information on the accountability progress and STAR results.

9.1.4. Information: LEA Plan Evidence of Progress Report
At 9:28 p.m. Assistant Superintendent Dave Scott presented information on the LEA Plan Evidence of Progress Report.

9.2. BUSINESS SERVICES
This item was removed from the Agenda and will be placed on the November 7, 2012, Board Agenda.

At 9:45 p.m. Director Michael Weissenborn presented information on the Consultant Agreement with Newcomb Anderson McCormick Energy Engineers and addressed questions. Board Member Reed moved to approve the Consultant Agreement; seconded by Board Member Kaiser.

AYES: Thompson, Griffin, Robinson, Reed, Kaiser
NOES: None
ABSENT: None

9.2.3. Information: 2012-13 Monthly Cash Flow Report
At 10:11 p.m. Assistant Superintendent Fitzgerald presented information on the budget and addressed questions. This report will be presented monthly.

9.3. HUMAN RESOURCES
9.3.1. Discussion/Action: Approval of Resolution #1197-12, Elimination of Classified Services and Ordering Layoffs in the Classified Service for the 2012-2013 School Year
At 10:14 p.m. Assistant Superintendent Feaster presented information on Resolution No. 1197-12. Board Member Kaiser moved to approve Resolution 1197-12; seconded by Board Member Reed.

AYES: Thompson, Griffin, Robinson, Reed, Kaiser
NOES: None
ABSENT: None

10. ITEMS FROM THE FLOOR
At 10:16 p.m. there were no items from the floor.

11. ANNOUNCEMENTS
At 10:16 p.m. CUTA President Kevin Moretti invited participation in the following CUTA activities: the Torres Shelter Dinner, held during the fourth Sunday of every month; helping Rotary members guide children across streets during Chico’s downtown Treat Street on October 31; and a Pancake Breakfast at Sierra View on November 3, to help raise funds for the sixth grade Science Camp.
12. **ADJOURNMENT**
   
   At 10:18 p.m. Board President Thompson announced the meeting was adjourned.

   :mm

   APPROVED:

   ___________________________________________
   Board of Education

   ___________________________________________
   Administration
### DONATIONS/GIFTS

<table>
<thead>
<tr>
<th>Donor</th>
<th>Item</th>
<th>Recipient</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arlyne Hazel</td>
<td>$100.00</td>
<td>Chico Reads</td>
</tr>
<tr>
<td>Anonymous</td>
<td>$10.00</td>
<td>Chico Unified</td>
</tr>
<tr>
<td>Chad Vieira</td>
<td>$600.00</td>
<td>Chapman Elementary</td>
</tr>
<tr>
<td>Gage Acain / PG&amp;E Corp.</td>
<td>$120.00/monthly</td>
<td>Marigold Elementary</td>
</tr>
<tr>
<td>Elizabeth Devereaux</td>
<td>Stained Glass @ $450.00</td>
<td>Chico High/Art Dept.</td>
</tr>
<tr>
<td>Sharon &amp; Cliff Minor</td>
<td>$100.00</td>
<td>Chico High/Library</td>
</tr>
<tr>
<td>Jeff Fleming</td>
<td>$2,000.00</td>
<td>Chico High/Wrestling</td>
</tr>
<tr>
<td>Hupp Signs &amp; Lighting</td>
<td>$750.00</td>
<td>Chico High/Wrestling</td>
</tr>
<tr>
<td>Wayne Cook</td>
<td>$5,000.00</td>
<td>Chico High/Wrestling</td>
</tr>
<tr>
<td>Sharon Elliott Fox</td>
<td>1 Hardcover @ $12.50</td>
<td>Pleasant Valley/Library</td>
</tr>
<tr>
<td>Camille Panighetti</td>
<td>Books @ $39.00</td>
<td>Pleasant Valley/Library</td>
</tr>
<tr>
<td>Charlie Copeland/Sally Foltz</td>
<td>Books @ $199.00</td>
<td>Pleasant Valley/Library</td>
</tr>
<tr>
<td>Reta Rickmers</td>
<td>Book @ $7.00</td>
<td>Pleasant Valley/Library</td>
</tr>
<tr>
<td>Bill &amp; Mary Bock</td>
<td>Garden Tools @ $100.00</td>
<td>Pleasant Valley/Special Ed.</td>
</tr>
<tr>
<td>Irwin Tools/J. Frankel</td>
<td>Tools @ $300.00</td>
<td>Fair View/Construction Program</td>
</tr>
<tr>
<td>Tractor Supply</td>
<td>Tools @ $500.00</td>
<td>Fair View/Construction Program</td>
</tr>
</tbody>
</table>

Donations: November 7, 2012
PROPOSED AGENDA ITEM: Neal Dow Environmental Camp trip to Shady Creek

Prepared by: Kelly King

☐ Consent  Board Date  November 7, 2012

☐ Information Only

☐ Discussion/Action

Background Information
This is a field trip for the 6th grade Neal Dow students. It is an extension to our science unit on ecology and geology. It is a four night trip to Shady Creek Environmental School.

Education Implications
This field trip is in line with the California State Standards for 6th grade science. At 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 monies used to finance this trip were generated by fundraising and donations.

Additional Information
We plan to take a district bus on April 29th, 2013 and return on May 2nd, 2013. There will be about 64 students on the trip and two teachers. Student to adult ratio is 6:1 with student counselors provided by CUSD High Schools.
CHICO UNIFIED SCHOOL DISTRICT  
1163 East Seventh Street  
Chico, CA 95928-5999  
(530) 891-3000  
8.2.3.  
Page 2 of 2

FIELD TRIP REQUEST

TO:   CUSD Board of Education  
Date:  
10/10/12

FROM: Kelly King  
School/Dept.: Neal Dow

SUBJECT: Field Trip Request

<table>
<thead>
<tr>
<th>Request is for</th>
<th>Neal Dow’s 6th Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Destination</td>
<td>Shady Creek</td>
</tr>
<tr>
<td>Activity</td>
<td>Environmental Camp</td>
</tr>
<tr>
<td>from</td>
<td>April 29, 2013 / 8:00am</td>
</tr>
<tr>
<td>to</td>
<td>May 2, 2013 / 3:00pm</td>
</tr>
</tbody>
</table>

Rationale for Trip: Supplement and enrichment to the sixth grade science curriculum and is in form with the California state standards.

Number of Students Attending: 64  
Teachers Attending: 3  
Parents Attending: 0

Student Counselors: 10  
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:

<table>
<thead>
<tr>
<th>Fees $12,600.00</th>
<th>Substitute Costs $ 0.00</th>
<th>Meals $ 0.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lodging $ 0.00</td>
<td>Transportation $1800.00</td>
<td>Other Costs $ 1000.00 stipend</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Neal Dow PTA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acct. #: Tri Counties 06412003</td>
<td>$15,400.00</td>
</tr>
</tbody>
</table>

Requesting Party  
Date 10/11/12

Site Principal  
Date 10/11/12

Director of Transportation  
Date 10/17/12

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

IF MAJOR FIELD TRIP

Director of Educational Services  
Date 10-29-12

[ ] Recommend  
[ ] Not Recommended

[ ] Approved  
[ ] Not Approved

Board Action  
Date
**Title:** Field Trip Request from Sierra View Elementary

Action: 
Consent: √
Information:

Date: November 7, 2012

Prepared by: Debbie Aldred, Principal

**Background Information**
Sierra View 6th grader will be traveling to Butte Meadows to attend Environmental Camp. This will be Sierra View's 23rd year offering this environmental camp experience. The trip will start on Wednesday, May 15, 2013 and returning on Friday, May 17, 2013. The students will be traveling by a District bus.

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

**Fiscal Implications**
No impact on the general fund. Funds for this field trip will be earned through fund raising activities and parent donations.
FIELD TRIP REQUEST

TO: CUSD Board of Education  Date: October 10, 2012
FROM: Daryl Bender, Dean Passanisi, School/Dept.: SIERRA VIEW ELEMENTARY
       Greg Bishop
SUBJECT: Field Trip Request

Request is for 6th Grade Environmental Camp
(grade/class/group)

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

from May 15, 2013 / 10:00 AM to May 17, 2013 / 1:00 PM
(dates) / (times)

Rationale for Trip: Science camp covering 6th grade standards

Number of Students Attending: 75 Teachers Attending: 3 Parents Attending: 18
Student/Adult Ratio: 75:20
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 $ _______ 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):
Name 6th Grade Camp Acct. #: 01-9024-0-1110-1000-5800-$280-1280
Name _______ Acct. #: _______

[Signatures and dates]

Revised 8/04 White Copy: Ed Services  Yellow Copy: Transportation  Pink Copy: Returned to Site after approval
PROPOSED AGENDA ITEM: Approve the field trip request for the Chico High A Cappella Choir

Prepared by: Susan Delgado

☐ Consent
☐ Information Only
☐ Discussion/Action

Board Date November 7, 2012

Background Information

The Chico High School A Cappella would like to attend a Nationally Ranked Music Festival in the San Francisco Bay Area called World Strides Heritage Performance Festival. This gives us the opportunity to perform for nationally ranked adjudicators, receive a ranking and comments. We would be competing against schools with similar enrollments. We would leave early May 3, arrive in San Francisco, check in to our hotel, eat a nice dinner and go see a show (TBA.) On Saturday, we would perform at the festival, get to see other choirs, then spend the day in Great America, with an awards ceremony and a dinner/dance provided for all musicians in attendance. On Sunday, we would like to sing in a church, head to Chinatown, and head to the science museum at Golden Gate Park. Hopefully we could do some break out performances at other venues along our way.

Education Implications

Performing to the best of our ability and receiving authentic and immediate feedback from adjudicators in invaluable. Attending a museum and a musical are very educational and not to be forgotten experiences.

Fiscal Implications

All money for this trip is being raised with various fund raisers by the students. We would like to thank the Chico Community for supporting our concerts and fund raisers.

Additional Information

I have 45 strong in the a Cappella Choir at Chico High. I would hope that you can all come to at least one of our many performances during the year. Within this group, we have formed a boys quartet, a girls quartet, a girls jazz group and a madrigal group. These students are worth hearing and representing the Chico community in other venues.
EDUCATIONAL SERVICES

TO: CHICO Unified School District Board of Education
FROM: Susan Delgado

SUBJECT: Field Trip Request

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

Request is for ___A Cappella Choir 10-12___

(grade/class/group)

Destination: ___San Francisco/Bay Area__ Activity: Sing at a Heritage Music Festival/Museums/Great America

from ___May 3, 2013___ / ___6:00am___ to ___May 5, 2013___ / ___9:00pm___

(dates) / (times)

Rationale for Trip: ___To sing in a nationally ranked music festival, attend a musical in San Francisco, go to a museum or two and have fun at Great America___

Number of Students Attending: 45 Teachers Attending: 1 Parents Attending: 4

Student/Adult Ratio: 1/11

Transportation: Private Cars ___ CUSD Bus ___ Charter Bus Name ___

Mt. Lassen Motor Transit

Other: ___Will be arranged by World Strides Heritage Performance___

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

ESTIMATED EXPENSES:

Fees $___1,250.00___ Substitute Costs $___70.00___ Meals $___2,500.00___

Lodging $___6000.00___ Transportation $___4,000.00___ Other Costs $___2,000.00___

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

Name ___Choral Music-ASB__ Acct. #: ___401___ $___15,000___

Susan Delgado
Requesting Party

10-2-12
Date

Jennifer
Site Principal

10/2/12
Date

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

(If transporting by bus or Charter)

Director of Transportation

10/25/12
Date

IF MAJOR FIELD TRIP

Recommend

Not Recommended

Director of Educational Services

Date

Approved

Not Approved

Board Action

Date
PROPOSED AGENDA ITEM: Kevin Clark Consulting and Training

Prepared by: Janet Brinson

☑ Consent

☐ Information Only

☐ Discussion/Action

Board Date November 7, 2012

Background Information

As part of an ongoing effort for Chico Unified to support teachers of English learners, Kevin Clark Consulting and Training will build the capacity of veteran ELD teachers, develop foundational methods and behaviors for new ELD teachers, assist district coaches in supporting ELD teachers and enhance the role of district administrators in ELD instruction and program design.

Educational Implications

This agreement’s goal is to increase acquisition and academic learning skills of English language learners per program improvement requirements.

Fiscal Implications

There is no impact to the general fund.
CONSULTANT AGREEMENT

1. A completed 8510a. "Certificate of Independent Consultant Agreement" guideline is:
   ○ On File (click to view)   ○ Attached if not on file

2. A completed W9 "Request for Taxpayer Identification Number and Certification" form is:
   ○ On File (click to view)   ○ Attached if not on file

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

   Name: Clark Consulting and Training
   Street Address/POB: 772 Omaha Avenue, Suite C
   City, State, Zip Code: Clovis, CA 93619
   Phone: 559-299-5855
   Taxpayer ID/SSN:

This agreement will be in effect from: 10/18/12 to: 06/30/13

Location(s) of Services:
   Chapman, Citrus, McManus, Parkview and Rosedale

3. Scope of Work to be performed: (attach separate sheet if necessary)
   Build capacity of veteran ELD teachers, develop foundational methods and behaviors for new ELD teachers, assist district coaches in supporting ELD teachers and enhance the role of district administrators in ELD instruction and program design.

4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:
   To increase language acquisition and academic learning skills of English Language learners per program improvement requirements. (Supports LEA, Title I and Title III plans.)

5. Funding/Programs Affected: (corresponding to accounts below)
   1) Title II Teacher Quality Training
   2) 
   3) 

6. Pct. (%) Fund Resource Proj/Yr Goal Function Object Site Manager
   1) 100 01 4035 0 1110 1000 5800 510 6700
   2) 
   3) 

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

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

   $ 9,260.55 Per Unit, times 11.00 #Units = $ 101,866.05 Total for Services

9. Additional Expenses
   Cost includes materials, travel and training $0.00 Total of Additional Expenses
   for eleven equal payments of $9,260.55 per mo. $101,866.05 Grand Total

Amounts of $5,001.00 or more require Board Approval: (date to Board)
CONSULTANT TERMS AND CONDITIONS
(Applicable, unless determined to be Contract Employee See RS 10a)

Consultant Name: Clark Consulting and Training

1. The Consultant will perform said services independently, not as an employee of the District; therefore, the District is not liable for worker's compensation or unemployment benefits in connection with this Consultant Agreement. Consultant shall assume full responsibility for payment of all Federal, State and Local taxes or contributions, including Unemployment Insurance, Social Security, and income Taxes with respect to Consultant's employees.

2. Consultant shall furnish, at its/his own expense, all labor, materials, equipment and other items necessary to carry out the terms of this Agreement, unless agreed upon under Additional Expenses on page 1 of this Agreement.

3. In the performance of the work herein contemplated, Consultant is an independent contractor, with the authority to control and direct the performance of the details of the work, the District being interested in the results obtained.

4. If applicable, the Consultant will certify in writing, using Administration Form #5/56.0., that criminal background checks have been completed as per Board Policy #5/56.0 prior to commencement of services. This requirement also applies to any sub-contractors or employees utilized by the Consultant.

5. Consultant agrees to defend, indemnify and hold harmless the District, its Board of Trustees, employees and agents from and against all liability or loss arising in any way out of Consultant's negligence in the performance of this Agreement, including, but not limited to, any claim due to injury and/or damage sustained by Consultant, and/or the Consultant's employees or agents.

6. Consultant will provide to Assistant Superintendent, Business Services, upon request, a Certificate of Insurance showing a minimum $1,000,000 combined single limits of general liability and automobile coverage as required by the District.

7. Neither party shall assign nor delegate any part of this Agreement without the written consent of the other party.

8. The work completed herein must meet the approval of the District and shall be subject to the District's general right of inspection to ensure the satisfactory completion thereof. Consultant agrees to comply with all Federal, State, Municipal and District laws, rules and regulations that are now, or may in the future become applicable to Consultant, Consultant's business, equipment and personnel engaged in operations covered by this Agreement or occurring out of the performance of such operations.

9. The District will determine whether the Consultant will be paid by vendor check as a Consultant or payroll check as a Contract Employee (with taxes withheld) by reviewing the completed Certificate of Independent Contractor Agreement (a blank sample may be viewed at: http://www.hbon.org/Documents/BUSINESS/Consultant Agreement/BNP 155.00.00.rps.pdf). IRS Publication 462 and IRS Ruling 87-41 will assist in determining the payment method applied to this Agreement.

10. Consultant shall provide an original invoice to the Originating Administrator. Consultant shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.

11. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.

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

   [Signature of Consultant]

   [Printed Name]

   [Date]

13. RECOMMENDED:

   [Signature of Originating Administrator]

   [Printed Name]

   [Date]

14. APPROVED:

   [Signature of District Administrator, or Director of Categorical Programs]

   [Printed Name]

   [Date]

15. Authorization for Payment:

   CHECK REQUIRED (Invoice to accompany payment request):

   [ ] Partial Payment through: [ ] Date

   [ ] Full Final Payment

   [ ] DISPOSITION OF CHECK by Accounts Payable:

   (check released upon completion of services)

   [ ] Send to Site Administrator:

   [Date Check Required]

   [ ] Mail to Consultant

   [Signature of Originating Administrator-Use Blue Ink]

   [Date]
PROPOSED AGENDA ITEM: Butte County Probation Department

PREPARED BY: Janet Brinson

☑ Consent
☐ Information Only
☐ Discussion/Action

Board Date: November 7, 2012

Background Information

The ongoing collaborative between the Title I program and Butte County Probation Department provides an on-campus probation officer at various schools to work with delinquent and pre-delinquent youth and their families to improve school attendance and behavior.

Education Implications

The active engagement between the Probation Officer, families and community will help our students achieve academic and personal success.

Fiscal Implications

There is no cost to the general fund.
CHICO UNIFIED SCHOOL DISTRICT
Business Services
1163 E. 7th Street, Chico, CA 95928
(530) 891-3000

CONSULTANT AGREEMENT

1. A completed BS10a. "Certificate of Independent Consultant Agreement" guideline is:
   ○ On File (click to view)  ○ Attached if not on file

2. A completed W9 "Request for Taxpayer Identification Number and Certification" form is:
   ○ On File (click to view)  ○ Attached if not on file

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

Name: Butte County Probation Department
Street Address/POB: 42 County Center Dr.
City, State, Zip Code: Oroville, CA 95965
Phone: 530-538-7309 Fax: 530-538-6826
Taxpayer ID/SSN: 94-6000506

This agreement will be in effect from: 09-06-12 to: 06-30-13

Location(s) of Services:
Various School sites

3. Scope of Work to be performed: (attach separate sheet if necessary)
   An on-campus probation officer will work at various schools with delinquent and pre-delinquent youth and their families to improve school attendance, behavior and support District K-12 truancy office.

4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:
   Strategic Plan Strategy 3: We will actively engage families and community to help our students achieve academic and personal success.

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

6. Pct. (%) Fund Resource Proj/Yr Goal Function Object Site Manager
   1) 100 01 3010 0 1110 1000 5800 510 6700
   2) 
   3) 

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

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

   $ 3,990.10 Per Unit, times 10.00 #Units =  $ 39,901.00 Total for Services

9. Additional Expenses
   $ 
   $ 
   $ 39,901.00 Grand Total

Amounts of $5,001.00 or more require Board Approval: (date to Board)
CONSULTANT TERMS AND CONDITIONS
(Applicable, unless determined to be Contract Employee—See BS 10a)

Consultant Name: Butte County Probation Department

1. The Consultant will perform said services independently, not as an employee of the District; therefore, the District is not liable for worker’s compensation or unemployment benefits in connection with this Consultant Agreement. Consultant shall assume full responsibility for payment of all Federal, State and Local taxes or contributions, including Unemployment Insurance, Social Security, and Income Taxes with respect to Consultant’s employees.

2. Consultant shall furnish, at his/her own expense, all labor, materials, equipment and other items necessary to carry out the terms of this Agreement, unless agreed upon under Additional Expenses on page 1 of this Agreement.

3. In the performance of the work herein contemplated, Consultant is an independent contractor, with the authority to control and direct the performance of the details of the work, the District being interested in the results obtained.

4. If applicable, the Consultant will certify in writing, using Administration Form #5151.6., that criminal background checks have been completed as per Board Policy #3151.6 prior to commencement of services. This requirement also applies to any subcontractors or employees utilized by the Consultant.

5. Consultant agrees to defend, indemnify and hold harmless the District, its Board of Trustees, employees and agents from any and all liability or loss arising in any way out of Consultant’s negligence in the performance of this Agreement, including, but not limited to, any claim due to injury and/or damage sustained by Consultant, and/or the Consultant’s employee or agents.

6. Consultant will provide to Assistant Superintendent, Business Services, upon request, a Certificate of Insurance showing a minimum $1,000,000 combined single limits of general liability and automobile coverage as required by the District.

7. Neither party shall assign nor delegate any part of this Agreement without the written consent of the other party.

8. The work completed herein must meet the approval of the District and shall be subject to the District’s general right of inspection to secure the satisfactory completion thereof. Consultant agrees to comply with all Federal, State, Municipal and District laws, rules and regulations that are now, or may in the future become applicable to Consultant, Consultant’s business, equipment and personnel engaged in operations covered by this Agreement or occurring out of the performance of such operations.

9. The District will determine whether the Consultant will be paid by vendor check as a Consultant or payroll check as a Contract Employee (with taxes withheld) by reviewing the completed Certificate of Independent Consultant Agreement (a blank sample may be viewed at: http://www.chicagosd.org/Documents/BUSINESS/Consultant_Agreement/BS_10a_11_04_rev.pdf). IRS publication SW-40 and IRS Ruling 87-41 will assist in determining the payment method applied to this Agreement.

10. Consultant shall provide an original invoice to the Originating Administrator. Consultant shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.

11. Either party may terminate this agreement, with or without cause, upon 30 days’ written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.

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

   [Signature of Consultant]

   Steven K. Bordin, Director

   [Printed Name]

   [Date]

13. RECOMMENDED:

   [Signature of Originating Administrator]

   Janet Brinson, Director

   [Printed Name]

   [Date]

14. APPROVED:

   [Signature of District Administrator, or Director of Categorical Programs]

   Dave Scott, Director

   [Printed Name]

   [Date]

   APPROVED:

   [Signature of District Admin, Business Services]

   Peter VanBuskirk

   [Printed Name]

   [Date]

15. Authorization for Payment:

   CHECK REQUIRED (Invoice to accompany payment request):

   [ ] Partial Payment through: _______ Date

   [ ] Full or Final Payment

   DISPOSITION OF CHECK by Accounts Payable:

   [ ] Send to Site Administrator: _______ (Date Check Required)

   [ ] Mail to Consultant

   [ ] [Amount]

   [Originating Administrator Signature—Use Blue Ink]

   [Date]
PROPOSED AGENDA ITEM: Consultant Agreement with Butte County Probation Department

PREPARED BY: Janet Brinson

☐ Consent
☐ Information Only
☐ Discussion/Action

Board Date: November 7, 2012

Background Information

The Title I program has had an on-going collaboration with the Butte County Probation Department for several years. The probation officer assists staff in monitoring students who are on probation. They also support the Title I staff providing school-based counseling, probation checks, on site investigation, staff trainings and supervision on field trips.

Education Implications

The collaboration between Butte County Probation and the Title I program for high-risk youth allows students who may otherwise be expelled to remain in school. These additional support services assist students in meeting the requirements of their probation.

Fiscal Implications

There is no cost to the general fund.
CHICO UNIFIED SCHOOL DISTRICT  
Business Services  
1163 E. 7th Street, Chico, CA 95928  
(530) 891-3000

CONSULTANT AGREEMENT

1. A completed BS10a. “Certificate of Independent Consultant Agreement” guideline is:  
   ○ On File (click to view)  ○ Attached if not on file

2. A completed W9 “Request for Taxpayer Identification Number and Certification” form is:  
   ○ On File (click to view)  ○ Attached if not on file

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

   Name: Butte County Probation Department  
   Street Address/POB: 42 County Center Dr.  
   City, State, Zip Code: Oroville, CA 95965  
   Phone: 530-538-7309 Fax: 530-538-6826  
   Taxpayer ID/SSN: 94-6000506

   This agreement will be in effect from: 09-06-12 to: 06-30-13

   Location(s) of Services:  
   Fair View High School

3. Scope of Work to be performed: (attach separate sheet if necessary)  
   Probation Officer will be available for school-based counseling, investigations, staff trainings/meetings and supervision on field trips when appropriate, as approved by the supervising Probation Officer.  
   The primary focus is to work with youth on their terms and conditions of probation.

4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:  
   Strategic Plan Strategy 3: We will actively engage families and community to help our students achieve academic and personal success.

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

6. Pct. (%) Fund Resource Proj/Yr Goal Function Object Site Manager  
   1) 100 01 3010 0 1110 1000 5800 510 6700  
   2)  
   3)

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

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

   $ 7,980.10 Per Unit, times 10.00 #Units = $ 79,801.00 Total for Services

9. Additional Expenses  
   $  
   $  

   Total of Additional Expenses $ 79,801.00 Grand Total

Amounts of $5,001.00 or more require Board Approval: (date to Board)
CONSULTANT TERMS AND CONDITIONS
(Applicable, unless determined to be Contract Employee-See BS 10a)

Consultant Name: Butte County Probation Department

1. The Consultant will perform said services independently, not as an employee of the District; therefore, the District is not liable for worker's compensation or unemployment benefits in connection with this Consultant Agreement. Consultant shall assume full responsibility for payment of all Federal, State and Local taxes or contributions, including Unemployment Insurance, Social Security, and Income Taxes with respect to Consultant's employees.
2. Consultant shall furnish, at his/her own expense, all labor, materials, equipment and other items necessary to carry out the terms of this Agreement, unless agreed upon under Additional Expenses on page 1 of this Agreement.
3. In the performance of the work herein contemplated, Consultant is an independent contractor, with the authority to control and direct the performance of the details of the work, the District being interested in the results obtained.
4. If applicable, the Consultant will certify in writing, using Administration Form #3515.6., that criminal background checks have been completed as per Board Policy #3515.6 prior to commencement of services. This requirement also applies to any subcontractors or employees utilized by the Consultant.
5. Consultant agrees to defend, indemnify and hold harmless the District, its Board of Trustees, employees and agents from any and all liability or loss arising in any way out of Consultant's negligence in the performance of this Agreement, including, but not limited to, any claim due to injury and/or damage sustained by Consultant, and/or the Consultant's employee or agents.
6. Consultant will provide to Assistant Superintendent, Business Services, upon request, a Certificate of Insurance showing a minimum $1,000,000 combined single limits of general liability and automobile coverage as required by the District.
7. Neither party shall assign nor delegate any part of this Agreement without the written consent of the other party.
8. The work completed herein shall meet the approval of the District and shall be subject to the District's general right of inspection to secure the satisfactory completion thereof. Consultant agrees to comply with all Federal, State, Municipal and District laws, rules and regulations that are now, or may in the future become applicable to Consultant, Consultant's business, equipment and personnel engaged in operations covered by this Agreement or occurring out of the performance of such operations.
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11. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.

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

Steven K. Bordin, Director
[Printed Name]
[Signature of Consultant]
[Date]

Janet Brinson, Director
[Printed Name]
[Signature of Originating Administrator]
[Date]

Dave Scott, Director
[Printed Name]
[Signature of District Administrator, or Director of Categorical Programs]
[Date]

Peter VanBuskirk
[Printed Name]
[Signature of District Admin, Business Services]
[Date]

13. RECOMMENDED:

[Signature of Originating Administrator]

14. APPROVED:

[Signature of District Administrator, or Director of Categorical Programs]

[Signature of District Admin, Business Services]

15. Authorization for Payment:

CHECK REQUIRED (Invoice to accompany payment request):

☐ Partial Payment through: [Date]

☐ Full or Final Payment

DISPOSITION OF CHECK by Accounts Payable:
(check released upon completion of services)

☐ Send to Site Administrator:
[Date Check Required]

☐ Mail to Consultant

[Amount]
[Originating Administrator Signature- Use Blue ink]
[Date]

released 7/22/12 rev
PROPOSED AGENDA ITEM: Quarterly Report on Williams Uniform Complaints

Prepared by: Janet Brinson

☑ Consent

Board Date November 7, 2012

☐ Information Only

☐ Discussion/Action

Background Information

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

Educational Implications

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

Fiscal Implications

None
District: Chico Unified School District

Person completing this form: Janet Brinson               Title: Director

Quarterly Report Submission Date:  
(check one)  □ April 2013  
               □ July 2013  
               □ October 2012  
               □ January 2013

Date for information to be reported publicly at governing board meeting: November 7, 2012

Please check the box that applies:

☑ No complaints were filed with any school in the district during the quarter indicated above.

☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

<table>
<thead>
<tr>
<th>General Subject Area</th>
<th>Total # of Complaints</th>
<th># Resolved</th>
<th># Unresolved</th>
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<td>Textbooks and Instructional Materials</td>
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<td>Teacher Misassignments or Vacancies</td>
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<td>Facilities Conditions</td>
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<td>CAHSEE Intensive Instruction and Services</td>
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PROPOSED AGENDA

ITEM: Warrant Authorization

Prepared by: Pete Van Buskirk, Director, Fiscal Services

☑ Consent

Board Date 11/07/12

☐ Information Only

☐ Discussion/Action

Background Information

Warrants in the amount of $2,256,205.64 for the period of October 12, 2012 through October 31, 2012 have been reviewed and are ready for Board approval.

Educational Implications

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

Fiscal Implications

The issuing of warrants affects all accounts and funds in the district and is supported by the district's approved budget.
### Checks Dated 10/12/2012 through 10/31/2012

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<th>Description</th>
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<td>n/a Net Payroll Warrants</td>
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Total Number of Checks: 556
Less Unpaid Sales Tax Liability: 5,322.48
Net (Check Amount): 2,256,205.64
PROPOSED AGENDA ITEM:       Monthly Enrollment (3rd School Month)

Prepared by:  Maureen Fitzgerald, Assistant Superintendent, Business Services

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

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

**Fiscal Implications/Analysis of Attached Reports:**
The attached document shows that the district enrollment is up slightly from projections.
Chico Unified School District

2012-13
Total Monthly Enrollment and ADA By School

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BJHS  
CJHS  
MJHS  
CHS  
PVHS  
Fair View  
CAL  
AFC  
Oakdale 7-12  
Loma Vista 7-12  
NPS

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**CURRENT YEAR**

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

DATE: November 7, 2012
MEMORANDUM TO: Board of Education
FROM: Kelly Staley, Superintendent
SUBJECT: Certificated Human Resources Actions

Temporary Appointments 2012/13

<table>
<thead>
<tr>
<th>Employee</th>
<th>Assignment</th>
<th>Effective</th>
<th>Comment</th>
<th>Estimated Annual District Cost</th>
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Employees moving from Temporary to Probationary/Permanent Status

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<tr>
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Coaching Appointments

<table>
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<th>Name</th>
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<tr>
<td>Volt, Stephanie</td>
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Coaching Resignations

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<td>Najera, Merced</td>
<td>JV Girls Soccer</td>
<td>Resignation</td>
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**DATE:** NOVEMBER 7, 2012  
**MEMORANDUM TO:** BOARD OF EDUCATION  
**FROM:** KELLY STALEY, SUPERINTENDENT  
**SUBJECT:** CLASSIFIED HUMAN RESOURCES ACTIONS

<table>
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<th>ACTION NAME</th>
<th>CLASS/LOCATION/ASSIGNED HOURS</th>
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<td>Bingham, Debera</td>
<td>Cafeteria Satellite Manager/LCC/7.8</td>
<td>10/19/2012</td>
<td>Existing Position/117/Nutrition/5310</td>
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<td>Clark, Elizabeth</td>
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<tr>
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<td>Jarjour, Ragheda</td>
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<td>Stimac, Lorrie</td>
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| **PROMOTION** | |
| Duggins, Deborah | Cafeteria Cook Small School/Nord Country School/5.5 | 10/25/2012 | Correct Start Date/10/Nutrition/5310 13669.33 |
## REINSTATEMENT

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## VOLUNTARY REDUCTION IN HOURS

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## LEAVES OF ABSENCE

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<td>McEntee-Choo, Misty</td>
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## RESIGNED ONLY THIS POSITION

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<tr>
<td>Bingham, Debera</td>
<td>Cafeteria Satellite Manager/LCC/7.5</td>
<td>10/18/2012</td>
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<td>Davis, Happi</td>
<td>Transportation Special Ed Aide/Transportation/1.6</td>
<td>10/18/2012</td>
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<td>Deome, Gale</td>
<td>School Bus Driver-Type 2/Transportation/5.0</td>
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<td>Hagar, Bernadette</td>
<td>School Bus Driver-Type 2/Transportation/3.3</td>
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<td>Hightman, Rebecca</td>
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<td>Cafeteria Assistant/LCC/2.9</td>
<td>10/18/2012</td>
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PROPOSED AGENDA ITEM: CHS FFA Well Drilling Team’s Trip to Africa

Prepared by: Ronnie Cockrell

☐ Consent  Board Date November 7, 2012
☐ Information Only
☒ Discussion/Action

Background Information

Last January, the CHS FFA Welding students took on an ambitious project of building a portable well drilling rig with the help of local Chicoan Ron Reed. Reed is founder of Kilolo Star Well Drillers. The goal of Kilolo Star Well Drillers is to help the people of the Kilolo District of Tanzania, Africa by providing water wells and training young men and women to become water well drillers. The CHS FFA students demonstrated the rig at their Henshaw Farm and displayed it at the Silver Dollar Fair and the California State Fair. The rig placed second in each.

Education Implications

The students have been given the opportunity to take their drilling rig to Africa, to drill a much needed well and to train local men and women to use the drilling rig. In addition they would also train several African men and women to weld in an effort to improve their daily lives. This is an outstanding opportunity for these students to see their hard work make a difference in other lives as well as experience the Tanzanian culture.

Fiscal Implications

The only cost to CUSD will be $546.00 to cover the cost of the substitute for Mr. Cockrell. The students have been fund-raising for their airfare and spending money. They have successfully raised $14,000.00.

Additional Information

Although the students will be gone thirteen days, they will only miss seven days of school (due to the Thanksgiving Break).
TO: CUSD Board of Education
FROM: Ronnie Cockrell
SUBJECT: Field Trip Request

Date: October 24, 2012
School/Dept.: Chico High/AG

Request is for: Chico High Well Drilling Team (Juniors and Seniors)

Destination: Tanzania, Africa Activity: Well Drilling

From November 15th, 2012 3:45PM to November 27, 2012 / 5:00PM

Rationale for Trip: To provide potable water to an African village.

Number of Students Attending: 4 Teachers Attending: __
Student/Adult Ratio: 4:1
Transportation: Private Cars CUSD Bus Charter Bus Name
Other: Emirates Airlines

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

ESTIMATED EXPENSES:
(CUSD EXPENSES)
Fees $ Substitute Costs $546.00 Meals $
Lodging $ Transportation $ Other Costs $

ACCOUNT NAME(S), NUMBER(S) and AMOUNT(S): $546.00
Name: Carl Perkins Ag Account Acct. #: 01-3550-0-3812-1000-xxxx-010-2010

Requesting Party
Date 10-30-12
Site Principal
Date 10/30/12
Director of Transportation
Date

IF MAJOR FIELD TRIP
Date 11-2-12
Recommend

Board Action
Date

Approved
Not Approved

ES-7
Revised 8/04
AGENDA ITEM: Nutrition Services Healthy Hunger Free Kids Act 2010, Impact, Supper Program and Summer Feeding Program Update

Prepared by: Vince Enserro, Director of Nutrition Services and Tanya Harter, Nutrition Specialist

[ ] Consent  [X] Information Only  [ ] Discussion/Action

Board Date  November 7, 2012

Background Information
- School Lunch
  - More kids are participating in National School Lunch Program (NSLP)
  - 5,466 children served daily
  - 23 Chico schools participate in NSLP, including Charter Schools
- Supper Program
  - More kids are participating in Supper Program
  - 822 children served daily
  - 8 Chico schools participate in NSLP, including Nord Country School
- Summer Feeding Program
  - More kids are participating in Summer Feeding Program
  - 37,101 meals were served Summer 2012 to children ages 2-18
  - 8 feeding sites throughout Chico participated in SFSP

Educational Implications
School meals help students to do better in school
- Research has shown that students who eat school meals perform their best academically.
- Students who eat school breakfast have greater gains in standardized test scores and show improvements in math, reading and vocabulary scores.
- Healthy eating correlates with less trips to the school nurse and less absenteeism.
- Providing nutritious school breakfast on testing days leads to improved test scores.

Fiscal Implications
School meals offer a critical service to our communities
The NSLP and SBP help ensure that no child will go hungry during the school day.
- Children from families with incomes at or below 185 percent of the poverty level are eligible for free or reduced price meals.
- For some children, a free school meal is the only meal they will have all day.
**Additional Information**
School meals have come a long way! Today, kids are offered healthy, tasty and appealing choices:
- Fresh fruits and vegetables
- Whole grains
- Reduced TransFats
- Salad
- Pizza with whole wheat crust, low-fat cheese, low-sodium sauce
- Whole grain pasta
- Baked items rather than fried
- Healthful cooking/preparation techniques

School meals are balanced and healthy! NSLP lunches must meet federal nutrition guidelines. These meals must:
- limit fat and saturated fat,
- provide one-third of the Recommended Dietary Allowance (RDA) of protein, calcium, iron, and vitamins A and C,
- contain age-appropriate portion sizes,
- provide the right balance of protein, dairy, grains, fruits and vegetables.

School meals help kids maintain a healthy weight
- Students who eat school meals provided through the NSLP and the SBP are more likely to be at a healthy weight.
- NSLP participants are more likely than non-participants to consume vegetables, milk and milk products, and meat and other protein-rich foods, both at lunch and over 24 hours; they also consume less soda and/or fruit drinks.
- Students are less likely to gain weight during the school year when in school then during the summer when school is out.

School meals are safe
- School nutrition professionals have rigorous training in food safety and have implemented a HACCP Plan.
- School kitchens are subject to two health inspections annually conducted by the local health department.
- According to the Food and Drug Administration, school kitchens are among the safest of commercial and institutional foodservice establishments.
PROPOSED AGENDA ITEM:          2012-13 Monthly Cash Flow Report

Prepared by:    Maureen Fitzgerald, Assistant Superintendent, Business Services

<table>
<thead>
<tr>
<th>Consent</th>
<th>Board Date</th>
<th>November 7, 2012</th>
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</thead>
<tbody>
<tr>
<td>X</td>
<td>Information</td>
<td></td>
</tr>
<tr>
<td>Discussion/Action</td>
<td></td>
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</tr>
</tbody>
</table>

**Background Information:**
With more than 30% of revenues (cash) deferred into the next fiscal year, monitoring the districts cash position has become a priority. The uncertainty of the State’s ability to continue to fund schools at current levels and the State’s poor cash flow position has made many districts throughout the State seek temporary borrowing to manage cash flow needs. Currently, CUSD has not had to borrow cash. Monthly Cash Flow reports will begin coming for board review as information to update the district’s current cash flow position.

**Fiscal Implications/Analysis of Attached Reports:**
Assuring Cash is available to cover district obligations including payroll is critical. Monitoring this monthly will assure the district remains fiscally healthy and able to meet all financial obligations.
LEA Name: CHICO UNIFIED

2012-13 Cash Flow at Adoption

<table>
<thead>
<tr>
<th>July</th>
<th>August</th>
<th>September</th>
<th>October</th>
<th>November</th>
<th>December</th>
<th>January</th>
<th>February</th>
<th>March</th>
<th>April</th>
<th>May</th>
<th>June</th>
<th>Total</th>
<th>Accrual</th>
</tr>
</thead>
<tbody>
<tr>
<td>142,299</td>
<td>11,395,536</td>
<td>12,955,347</td>
<td>7,581,426</td>
<td>12,524,343</td>
<td>17,337,555</td>
<td>23,788,190</td>
<td>26,330,903</td>
<td>20,335,690</td>
<td>12,901,435</td>
<td>14,690,475</td>
<td>7,181,508</td>
<td>142,299</td>
<td>65.54%</td>
</tr>
</tbody>
</table>

**RECEIPTS**

- **Revenue Limit Sources**
  - 6% 0.00%
  - 12% 0.00%
  - 9% 0.00%
  - 10% 0.00%
  - 10% 0.00%
  - 15% 0.00%
  - 9% 0.00%
  - 4% 0.00%
  - 13% 0.00%
  - 13% 0.00%
  - 6% 0.00%
  - 0% 100.00%
  - 11% 12% Deferrals

- **Total CY** 34.46%

- **Estimated Totals** 100.00%

**DISBURSEMENTS**

- **Salaries & Benefits**
  - 1,048,259 6,092,366 7,449,540 7,833,856 8,755,497 8,796,127 7,418,395 8,747,375 8,428,293 8,428,293 8,299,053 8,903,620 86,217,998 88,217,998

- **Operating Expenditures**
  - 1,429,267 310,874 856,007 974,282 898,939 982,062 1,389,438 702,372 710,554 770,554 1,150,000 11,004,923

- **Capital Outlay**
  - 0

- **Other Outgo**
  - 7,944 681,952 3,972 3,972 18,070 33,642 13,370 228,593 52,110 3,889 (665,924) 365,522

- **Cash Waiving Deposit**
  - 13,568

- **Other (County Cash Outgoing)**
  - 15,907,526 6,851,025 460,639 0.00%

- **Liabilities**
  - 49,274 (1,048,720) (795,225) (665,747) (850,000) (327,001)

- **Other (County Cash Outgoing)**
  - 1,789,698 49,487 3,265,522

- **TOTAL DISBURSEMENTS**
  - 2,485,576 7,985,191 8,369,526 8,812,119 9,680,318 9,788,279 8,801,479 9,463,117 9,407,459 9,250,587 6,073,496 7,396,166 93,588,443

**ASSETS/LIABILITIES/OTHER**

- **AR**
  - 2,544 253,356 1,024,743 0 18,505,500

- **State Aid - FY Rec'd in Jul/Aug/Sep**
  - 6,042,192

- **Other State Incr WA/Incrt - FY Rec'd Jul/Aug/Sep**
  - 1,293,021

- **Cash Waiving Deposit**
  - 13,568

- **Other (County Cash Outgoing)**
  - 15,907,526 6,851,025 460,639 0.00%

- **Liabilities**
  - 49,274 (1,048,720) (795,225) (665,747) (850,000) (327,001)

- **Other (County Cash Outgoing)**
  - 1,789,698 49,487 3,265,522

- **TOTAL LIABILITIES**
  - 13,728,554 7,875,705 (1,736,735) 9,148,951 1,874,743 327,051 0 0 0 0 0 0 14,672,468 18,505,500

**NET MONTHLY CHANGE**

- **Net Ending Cash**
  - 11,295,536 12,955,247 7,581,426 12,524,343 17,337,555 23,788,190 26,330,903 20,335,690 12,901,435 14,690,475 7,181,508 14,663,477

- **Cash Value of Note**
  - 0

- **Cash Without Note**
  - 11,295,536 12,955,247 7,581,426 12,524,343 17,337,555 23,788,190 26,330,903 20,335,690 12,901,435 14,690,475 7,181,508 2,891,229

- **Treasurer Cash**
  - 7,673,615 11,833,711 7,810,978

- **Varience**
  - 3,515,921 1,122,536 635,552
PROPOSED AGENDA ITEM: Setting Date of Annual Organizational Board Meeting

Prepared by: Kelly Staley, Superintendent

☐ Consent

☐ Information Only

☒ Discussion/Action

Board Date November 7, 2012

Background Information

Ed Code requires that the governing board of each school district hold an annual organizational meeting. The meeting shall be held on a day within a 15-day period that commences with the date upon which a governing board member elected at the election takes office. The date and time of the annual meeting shall be selected by the board at its regular meeting held immediately prior to the first day of such 15-day period, and the board shall notify the County Superintendent of Schools of the date and time selected.

Education Implications
None

Fiscal Implications
None
TO: District Superintendent's Secretaries
FROM: Mia Osborne-Ng, Sr. Executive Assistant to
Tim Taylor, County Superintendent
Butte County Office of Education
DATE: October 19, 2012

SUBJECT: Date of Annual Organizational Board Meeting

Education Code § 35143 The governing board of each school district shall hold an
annual organizational meeting. In a year in which a regular election for governing board
members is conducted, the meeting shall be held on a day within a 15-day period that
commences with the date upon which a governing board member elected at that election takes
office. Organizational meetings in years in which no such regular election for governing board
members is conducted shall be held during the same 15-day period on the calendar. Unless
otherwise provided by rule of the governing board, the day and time of the annual meeting
shall be selected by the board at its regular meeting held immediately prior to the first day of
such 15-day period, and the board shall notify the county superintendent of schools of the day
and time selected. The clerk of the board shall, within 15 days prior to the date of the annual
meeting, notify in writing all members and members-elect of the date and time selected for the
meeting.

Education Code § 72000(c)(2)(A) makes the same provision for a community
college district.

To comply with this requirement, please note the action of your district
governing board by completing the statement that appears below. So indicate
if local charter provisions or other rules prevail relative to such an
organizational meeting. Please return one copy to Tim Taylor, County
Superintendent, within 10 days of the organizational meeting, retaining a copy
for your district files.

Pursuant to § 35143 and § 72000(c)(2)(A) of the Education Code the
Governing Board of the __________________________ School
District, at its meeting on November 7, 2012, has selected
December 5, 2012, as the date of the annual organizational
meeting of said board.

The meeting will be held at the Chico City Council Chambers
beginning at 6:00 p.m.

Secretary/Clerk

Date

"WHERE CHILDREN COME FIRST"

SF I / October 19, 2012
AGENDA ITEM: Approval of Board Policy 3585, Electronically Stored Information (ESI) and Electronic Mail Policy

Prepared by: Jason Gregg, Director

☐ Consent

☐ Information Only

☒ Discussion/Action

Board Date November 7, 2012

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

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

Fiscal Implications
ELECTRONICALLY STORED INFORMATION (ESI) AND ELECTRONIC MAIL POLICY

It shall be the policy of the Chico Unified School District to retain all Electronically Stored Information (ESI), as defined in AR 3585, for a period of four years.

It shall be the policy of the District that the District’s Electronic Mail ("e-mail") system is intended to be a medium of communication, and not to be used for the electronic storage of District records. For the District’s e-mail system to function as intended, employees must ensure that any District records created or transmitted by e-mail are developed, maintained, and/or disposed of in accordance with applicable law. It shall be the policy of the District that ESI and Electronic Mail shall only be considered to be retained in the ordinary course of business if retained in accordance with BP 3585 and AR 3585. Electronic Mail, as defined in AR 3585, shall be retained in the ordinary course of business for a period of one year after which time such records may be expunged.

However, ESI and Electronic Mail shall be retained for a period longer than those stated above if required by applicable law, regulation or policy. ESI and Electronic mail shall be retained for a longer duration if so required under 5 C.C.R. Section 16020 et seq. or as potential evidence in litigation.

Education Code §35253
5 C.C.R. §§16020 – 16027
Federal Code of Civil Procedure, Rule 26
Federal Code of Civil Procedure, Rule 37(f)
California Code of Civil Procedure, § 1985.8, §2016 et seq; §2031 et seq.; Cal. Rule of Court 3.724

All District records, including ESI and Electronic Mail, shall be developed, maintained, and disposed of in accordance with law and California Department of Education regulations. [Government Code Sections 6250-6270; EC §§ 35145, 35163, 35250-35255, 44031, 49065; 5 CCR §§16020-16027]

Inspection of District disclosable public records must be available to members of the public upon request during office hours. [GC 6252-6253]. The public agency can adopt reasonable rules of access to protect the safety of the records from theft or damage and to prevent inspection from disrupting the operation of the agency (Bruce v. Gregory (1967) 65Cal.2d 666)).

Questions concerning Electronic Records should be directed to the Director of Information Technology. Title 5, CCR provides that record retention procedures are to ensure the efficient, reliable and economical management of information. The management of information should be designed to ensure that information is accessible and available while at the same time minimizing the costs and burdens to taxpayers associated with the expense of retaining records that are no longer necessary to the discharge of official business.

Originators and recipients of records are responsible for identifying and saving documents that must be retained in order to comply with Federal, state, or local laws, CUSD policies or directives, or upon notice of possible litigation or E-Discovery.

NEW BP