CUSD Board of Education
Regular Meeting Agenda

Chico City Council Chambers
June 24, 2015
CLOSED SESSION – 5:00 P.M.
REGULAR BOARD MEETING – 6:00 P.M.

Board Members
Elizabeth Griffin, President
Eileen Robinson, Vice President
Linda Hovey, Clerk
Dr. Kathleen Kaiser, Member
Gary Loustale, 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: 06/18/15
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 §4954.2) 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](http://www.chicousd.org)
- Available for inspection in the Superintendent’s Office prior to the meeting
- Copies may be obtained after payment of applicable copy fees

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

Pursuant to Government Code 54957.5, if documents are distributed to board members concerning an agenda item within 72 hours of a regular board meeting, at the same time the documents will be made available for public inspection at the Chico Unified School District, Superintendent’s Office located at 1163 East Seventh Street, Chico, CA 95928 or may be viewed on the website: [www.chicousd.org](http://www.chicousd.org).
CHICO UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION
Regular Meeting – June 24, 2015
Closed Session – 5:00 p.m.
Regular Session – 6:00 p.m.
Chico City Council Chambers
421 Main Street, Chico, CA 95928

AGENDA

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

2. CLOSED SESSION
   2.1. **Update on Labor Negotiations**
       Employee Organizations:
       CUTA
       CSEA, Chapter #110
       CUMA
       Representatives:
       Kelly Staley, Superintendent
       Bob Feaster, Asst. Superintendent
       Dave Scott, Asst. Superintendent
       Kevin Bul tema, Asst. Superintendent
       Jim Hanlon, Principal

   2.2. **Public Employee Appointments**
       Per Government Code §54957
       Title: Principal, Chico High School

   2.3. **Public Employee Performance Evaluation**
       Per Government Code §54957
       Title: Superintendent

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

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

4. RETIREE RECOGNITION

5. ANNOUNCEMENTS

6. ITEMS FROM THE FLOOR

7. CONSENT CALENDAR
   7.1. GENERAL
       7.1.1. Consider Approval of Minutes of Regular Session on June 17, 2015
       7.1.2. Consider Approval of Items Donated to the Chico Unified School District

   7.2. EDUCATIONAL SERVICES
       7.2.1. Consider Approval of the Consultant Agreement with Foley Jones & Associates for Services Provided for the CCLC and ASES After-School Programs
       7.2.2. Consider Approval of the Consultant Agreement with Club Z Tutoring Service to Provide Tutoring to Students That Have Requested State-Required Supplemental Services
       7.2.3. Consider Approval of the Amended Consultant Agreements (2) with Tom Enns and Daniel Gardner for Services Provided for the YouthBuild Program for the 2014-15 School Year
       7.2.4. Consider Approval of the Consultant Agreements (4) with Tom Enns, Dan Gardner, Sandra Waterhouse, and Lyman Hagen for Services Provided for the YouthBuild Grant for the 2015-16 School Year
7.2.5. Consider Approval of the Consultant Agreement with Abeo School Change for On-Site Consultation, Facilitation, Design and Coaching Support for K-12 Teachers and Administrators

7.2.6. Consider Approval of the Inspire Memorandum of Understanding


7.2.8. Consider Approval of Changes to Support Secondary Math and 6th Grade Transition

7.2.9. Consider Approval of Agricultural Vocational Education Incentive Grant

7.2.10. Consider Approval of Charter School Annual Site Visit Reports

7.3. BUSINESS SERVICES

7.3.1. Consider Approval of Preauthorization – Reroof Unit 500 at Chico Jr. High School

7.3.2. Consider Bid Approval for Safety and Security Window Coverings at Citrus, Emma Wilson, Hooker Oak, McManus, Neal Dow, Parview and Rosedale

7.4. HUMAN RESOURCES

7.4.1. Consider Approval of Certificated Human Resources Actions

7.4.2. Consider Approval of Classified Human Resources Actions

8. DISCUSSION/ACTION CALENDAR

8.1 EDUCATIONAL SERVICES

8.1.1. Discussion/Action: Adoption of 2015-16 Local Control Accountability Plan (Educational Services Team)

8.2. BUSINESS SERVICES

8.2.1. Discussion/Action: Approval of the 2015-16 Original Budget (Kevin Bultema)

8.2.2. Discussion/Action: Approval of the 2015-16 Original Budget – Reserves Disclosure (Kevin Bultema)

8.2.3. Information: Summer Maintenance and Facility Projects Report (Kevin Bultema)

9. ITEMS FROM THE FLOOR

10. ANNOUNCEMENTS

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

Present: Griffin, Robinson, Hovey, Kaiser, Loustale

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
CUMA

Representatives:
Kelly Staley, Superintendent
Bob Feaster, Asst. Superintendent
Dave Scott, Asst. Superintendent
Kevin Bultema, Asst. Superintendent

2.2. Public Employee Appointments
Per Government Code §54957
Title: Principal, Citrus Elementary
Title: Program Specialist, Special Education

2.3. Conference with Legal Counsel - Existing Litigation
Per Subdivision (a) of Government Code §54956.9
Name of case: Shawna Downs
Mitigation Bank and Bert Garland

Present:
Kelly Staley, Superintendent
Bob Feaster, Asst. Superintendent
Dave Scott, Asst. Superintendent
Kevin Bultema, Asst. Superintendent
Julie Kistle, Director
Addison Covert, Attorney at Law

2.4. Conference with Legal Counsel – Anticipated Litigation
Per Subdivision (b) of Government Code §54956.9 (one case)

Present:
Kelly Staley, Superintendent
Bob Feaster, Asst. Superintendent
Dave Scott, Asst. Superintendent
Kevin Bultema, Asst. Superintendent
Julie Kistle, Director
Addison Covert, Attorney at Law

2.5. Conference with Real Property Negotiators
Per Government Code §54956.8
APN # 006-220-008-000, Price and Terms of Payment
Agency’s Negotiator: Kevin Bultema

Present:
Kelly Staley, Superintendent
Bob Feaster, Asst. Superintendent
Dave Scott, Asst. Superintendent
Kevin Bultema, Asst. Superintendent
Julie Kistle, Director

2.6. Public Employee Performance Evaluation
Per Government Code §54957
Title: Superintendent
3. RECONVENE TO REGULAR SESSION

3.1. Call to Order
At 6:06 p.m. Board President Griffin called the Regular Meeting to Order.

3.2. Report Action Taken in Closed Session
Board President Griffin announced the Board had been in Closed Session and had unanimously (Griffin, Robinson, Hovey, Kaiser, Loustale) approved the appointment of Rachel Tadeo as the Principal at Citrus Elementary School.

3.3. Flag Salute
At 6:07 p.m. Board President Griffin led the salute to the flag.

4. STUDENT REPORTS
At 6:08 p.m. Superintendent Staley introduced Chico High School Principal Jim Hanlon, who presented information on the four Skills USA students who had placed first in interactive game and programming at the state competition in San Diego and would be traveling to Kentucky next week for the National competition. Three of the four students: Eden Fuchs, Jackson Leach, and Eduardo Zamora spoke about their experiences and their future plans. Gary Loustale was recognized for leading students to the nationals for two years in a row. Board Member Kaiser recognized the International Educators from 20 different countries who were present at the Board meeting. They each introduced themselves and stated what county they were from.

5. RETIREE RECOGNITION
At 6:29 p.m. Superintendent Staley introduced BCOE Superintendent Tim Taylor and the First 5 Commission Executive Director Yvonne Nenadal. Dave Scott was recognized with a certificate for his work with the First 5 Commission and Bob Feaster was recognized for his work on SELPA. Both were told how much they would be missed. A PowerPoint was presented listing the 2015 CUSD Retirees. Certificates and an appreciation gift were handed out to those who were present.

6. SUPERINTENDENT'S REPORT AND RECOGNITION
At 6:40 p.m. Board President Griffin thanked Dave Scott and Bob Feaster for their years of hard work and dedication to CUSD students and congratulated all CUSD retirees. Superintendent Staley presented Assistant Superintendents Dave Scott and Bob Feaster with the Superintendent's Award and thanked them for their years of service. At 6:42 p.m. Chico High School Principal Jim Hanlon talked about the Chico High's partnership with China and noted that four teachers were planning trips to China in July and would return to the Board in the fall with a report. Director John Bohannon introduced the new Inspire Principal, Ms. Jerry Crosby.

7. ANNOUNCEMENTS
At 6:47 p.m. There were no announcements.

8. ITEMS FROM THE FLOOR
There were no items from the floor.

9. REPORTS FROM EMPLOYEE GROUPS REGARDING NEGOTIATIONS
There were no negotiation reports from employee groups.

10. CONSENT CALENDAR
At 6:48 p.m. Board President Griffin asked if anyone would like to pull a consent item for further discussion. Board President Griffin pulled items 10.1.1. and 10.2.5. Board Member Kaiser moved to approve the remaining Consent Items; seconded by Board Clerk Hovey.

10.1. GENERAL
10.1.1. This item was pulled for further discussion.
10.1.2. Approved the Items Donated to the Chico Unified School District

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<th>Item</th>
<th>Recipient</th>
<th>Amount</th>
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<td>Emma Wilson Elementary</td>
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<td>Donor: Tino Nava</td>
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<tr>
<td>MJHS Basketball Club</td>
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<td>Wells Fargo Community</td>
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<td>North Valley Ag Services</td>
<td>Ag Products @ $56.08</td>
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<td>Fantastic</td>
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<td>Tory Zellick</td>
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<td>Bernard Vigallon</td>
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<td>Sally &amp; Dave Scott</td>
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<td>Fair View High</td>
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</table>

10.2. EDUCATIONAL SERVICES

10.2.1. Approved the Expulsion of Students with the following IDs: 56256, 57540, 63892, 71743, 74181

10.2.2. Approved the Expulsion Clearance of Students with the following IDs: 57439, 79562

10.2.3. Approved the Field Trip Request for Pleasant Valley High Student Government to Attend an Event Planning Retreat at Marin Headlands Institute in Marin, CA from 08/05/15 to 08/07/15

10.2.4. Approved the Consultant Agreement with Foley Jones and Associates for work on the CCLC and ASES After School Programs

10.2.5. This item was pulled for further discussion

10.2.6. Approved the Consultant Agreement with the Chico Area Recreation District (CARD) to Provide Services for the After School Grants

10.2.7. Approved the New Textbook: Medical Terminology for Online Medical Terminology Class

10.2.8. Approved the New Textbook: Biotechnology – Science for the New Millennium for Medical Pathway
10.2.9. Approved the New Textbook: American History: Connecting with the Past for AP US History

10.3. BUSINESS SERVICES

10.3.1. Approved the Accounts Payable Warrants
10.3.2. Approved the Notice of Completion for Bidwell Jr. High School Modernization Increment 1
10.3.3. Approved the Notice of Exemption of the California Environmental Quality Act – Solar Projects at Bidwell Jr., Emma Wilson, Neal Dow, Rosedale, and Sierra View Schools
10.3.4. Approved the Contract with Lozano Smith, LLP for Legal Services

9.4. HUMAN RESOURCES

9.4.1. Approved the Certificated Human Resources Actions

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<tr>
<th>Employee</th>
<th>Assignment</th>
<th>Effective</th>
<th>Comment</th>
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<td>Baber, Darcy</td>
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<td>8/13/15</td>
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<td>Holbrook, Marylyn</td>
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<td>8/13/15</td>
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Administrative/CUMA Appointments 2015/16

Olsen, Diane  Coordinator  7/1/15  1.0 FTE
Rodgers, Jack  Project Specialist  7/1/15  1.0 FTE
Vigallon, Bernard  Project Specialist  7/1/15  0.66 FTE

Leave Requests 2015/16

Anzalone, Merrill  Elementary  2015/16  0.2 FTE CUTA Leave
Clements, Katelyn  Elementary  2015/16  1.0 FTE Personal Leave
Crawford, Theresa  Elementary  2015/16  0.4 FTE Personal Leave
(HR Reduced Workload)
Hartman, Jill  Elementary  2015/16  0.2 FTE Child Care Leave
Metzger, Elizabeth  Secondary  2015/16  0.2 FTE Personal Leave
(STRS Reduced Workload)
Peacock, Michelle  Psychologist  2015/16  0.6 FTE Personal Leave
Quinto, Terry  Psychologist  2015/16  0.2 FTE Personal Leave
Beebe, Mary  Elementary  6/5/15  Retirement
Hoffmann, Laura  Elementary  6/2/15  Resignation
King, Kelly  Elementary  6/5/15  Resignation
Leen, Candais  Elementary  6/5/15  Retirement
Quackenbush, Darelynn  Special Education  6/5/15  Retirement
Ritcher, Nancy  Secondary  6/5/15  Retirement
Robinson, Delbert  Speech  6/5/15  Retirement
Stupey, Robert  Elementary  8/1/15  Resignation

10.4.2. Approved the Classified Human Resources Actions

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<tr>
<th>ACTION NAME</th>
<th>CLASS/LOCATION/ASSIGNED HOURS</th>
<th>EFFECTIVE</th>
<th>COMMENTS</th>
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<td>Instructional Assistant/Neal Dow/3.0</td>
<td>5/26/2015</td>
<td>New Position</td>
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<td>Anderson, Orieta</td>
<td>Administrative Assistant/Business Office/8.0</td>
<td>5/26/2015</td>
<td>Vacated Position</td>
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<td>Avalos Huerta, Mayra</td>
<td>IA-Bilingual/Chapman/4.0</td>
<td>5/18/2015</td>
<td>New Position</td>
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<td>Bonneau, Stacey</td>
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<td>5/4/2015</td>
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<td>Coletti, Ryan</td>
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**PROMOTION**

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<tr>
<td>Carver, John</td>
<td>Director-M/O/T/M &amp; O/8.0</td>
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**LEAVE OF ABSENCE**

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<tr>
<td>Kaufmann, Savannah</td>
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<td>5/7/2015- 5/15/2015</td>
<td>Per CBA 5.11</td>
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<td>Kaufmann, Steven</td>
<td>IPS-Healthcare/McManus/6.0</td>
<td>5/18/2015- 5/29/2015</td>
<td>Per CBA 5.11</td>
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<td>Martin, Theresa</td>
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<td>5/11/2015- 8/17/2015</td>
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**RESIGNATION/TERMINATION**

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<td>Lyons, Sharon</td>
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### RESIGNED ONLY POSITION LISTED

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<th>Name</th>
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<tr>
<td>Alken, Holly</td>
<td>Instructional Assistant/Citrus/3.3</td>
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<td>Voluntary Resignation</td>
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<td>Hudson, Nathan</td>
<td>Custodian/CHS/8.0</td>
<td>5/17/2015</td>
<td>Promotion</td>
</tr>
</tbody>
</table>

(Consent Vote)

AYES: Griffin, Robinson, Hovey, Kaiser, Loustale
NOES: None
ABSENT: None
11. DISCUSSION/ACTION CALENDAR

ITEMS REMOVED FROM CONSENT FOR FURTHER DISCUSSION

10.1.1. Consider Approval of the Minutes of Regular Session on May 20, 2015, and Special Session on June 1, 2015

Board President Griffin noted there was a typo and asked for FVHS Principal Mall to be corrected to Moll. Board President Griffin moved to approve the Minutes with the correction noted; seconded by Board Member Kaiser.

AYES: Griffin, Robinson, Hovey, Kaiser, Loustale
NOES: None
ABSENT: None

10.2.5. Consider Approval of Consultant Agreement with Skyway House to Provide Services for the Byrne JAG Grant

Board President Griffin questioned whether the years had been presented correctly and asked for clarification. Directors John Bohannon and Janet Brinson noted the dates would be corrected for clarification. Board President Griffin moved to approve the Consultant Agreement; seconded by Board Member Kaiser.

AYES: Griffin, Robinson, Hovey, Kaiser, Loustale
NOES: None
ABSENT: None

11.1. EDUCATIONAL SERVICES

11.1.1. Information: Update on California Assessment of Student Performance and Progress (CAASPP); Smarter Balanced Assessments Consortium (SBAC) and California Alternate Assessment Field Test (CAA)

At 6:53 p.m. Director Michael Morris presented an update on assessments and thanked the IT department for the work they accomplished in a short period of time to make the assessments possible and all the coordinators and site employees for their work.

11.1.2. Information/Public Hearing: Public Hearing of Draft 2015-16 Local Control Accountability Plan

At 6:59 p.m. Assistant Superintendent David Scott, Directors John Bohannon, Joanne Parsley, Janet Brinson, and Coordinator Christi Bangsund, presented information and a PowerPoint of the Draft Local Control Accountability Plan. It was noted that this was the Public Hearing for the Draft and the Board and the public are encouraged to present recommendations about the LCAP. The Public Hearing was open at 8:05 p.m. and closed at 8:06 p.m. with no comments. The Board made several suggestions and Assistant Superintendent Scott noted changes would be incorporated and the new DRAFT LCAP would be brought back to the Board on June 24 for approval.

At 8:06 p.m. Board President announced the Board would take a break.
At 8:18 p.m. The meeting was called back to order.

11.2. BUSINESS SERVICES


At 8:18 p.m. Assistant Superintendent Kevin Bultema, and Directors Connie Cavanaugh and Jaclyn Kruger presented information and a PowerPoint on the
2015-16 Original Budget. The Public Hearing was open at 8:52 p.m. and closed at 8:53 p.m. with no comments. Assistant Superintendent Bultema noted the budget would be brought back to the Board on June 24 for approval.

11.2.2. **Public Hearing/Discussion/Action:** Public Hearing of the 2015-16 Original Budget – Reserves Disclosure
At 8:54 p.m. Assistant Superintendent Kevin Bultema presented information on the Reserves Disclosure. The Public Hearing was open at 8:56 p.m. and closed at 8:57 p.m. with no comments. The Disclosure will be brought back to the Board on June 24 for approval.

11.2.3. **Discussion/Action:** Education Protection Account
At 8:58 p.m. Assistant Superintendent Kevin Bultema presented information on the Education Protection Account. Board Clerk Hovey moved to approve the expenditures; seconded by Board Member Kaiser.

AYES: Griffin, Robinson, Hovey, Kaiser, Loustate
NOES: None
ABSENT: None

11.2.4. **Discussion/Action:** Closure of Cash Fund 3400 at Butte County Treasury
At 8:59 p.m. Assistant Superintendent Kevin Bultema presented information on Cash Fund 3400. Board Clerk Hovey moved to approve the closure; seconded by Board Member Loustate.

AYES: Griffin, Robinson, Hovey, Kaiser, Loustate
NOES: None
ABSENT: None

11.3. **HUMAN RESOURCES**

11.3.1. **Discussion/Action:** Changes to the Salary Schedule for Certificated Substitutes
At 9:01 p.m. Assistant Superintendent Bob Feaster presented information about the Salary Schedule for Certificated Substitutes and made a recommendation for changes. Board Member Kaiser moved to approve the recommended changes; seconded by Board Vice President Robinson. Board Member Loustate noted he was abstaining from the vote as his wife works as a Substitute.

AYES: Griffin, Robinson, Hovey, Kaiser
NOES: None
ABSENT: None
ABSTAIN: Loustate

11.3.2. **Discussion/Action:** Declaration of Need for Fully Qualified Educators
At 9:06 p.m. Assistant Superintendent Bob Feaster presented information on the Declaration of Need for Fully Qualified Educators. Board Vice President Robinson moved to approve the Declaration; seconded by Board Member Kaiser.

AYES: Griffin, Robinson, Hovey, Kaiser, Loustate
NOES: None
ABSENT: None

11.4 **BOARD**

11.4.1. **Discussion:** Review of Board Bylaw 9250, Remuneration, Reimbursement and Other Benefits
At 9:07 p.m. Superintendent Staley presented information on Board Bylaw 9250, Remuneration, Reimbursement and Other Benefits and noted this was for Discussion only. Board members made suggestions for changes to the
current CUSD Board Bylaw. Superintendent Staley noted the CUSD Board Bylaw would be brought back with changes to a later Board meeting for final approval and will include a cost analysis of said changes.

12. **ITEMS FROM THE FLOOR**
   At 9:39 p.m. There were no items from the floor.

13. **ANNOUNCEMENTS**
   At 9:40 p.m. There were no announcements.

14. **ADJOURNMENT**
   At 9:41 p.m. Board President Griffin adjourned the meeting.

:nnm

APPROVED:

________________________________________
Board of Education

________________________________________
Administration
<table>
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<tr>
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<th>Item</th>
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<td>Ejaz Hussain</td>
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<td>Sylvia Accetta</td>
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<tr>
<td>Mike Christian</td>
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Donations: June 24, 2015
AGENDA ITEM: Consultant Agreement with Foley Jones and Associates

Prepared by: Janet Brinson, Director

X Consent   Board Date June 24, 2015

☐ Information Only

☐ Discussion/Action

Background Information

Foley Jones & Associates will provide assistance in the management of evaluation and Data collection for each school site participating in the ASES/21st CCLC programs; Technical assistance, and monthly site reviews and annual performance reports. In addition, a Foley Jones’ representative will attend monthly collaborative planning meetings and develop, write, and submit annual reports for ASES and 21st Century After School Programs. An evaluator is required for the ASES/21st CCLC programs.

Educational Implications

Provide academic, enrichment, and recreation activities for students. Provide a safe and healthy environment conducive to learning.

Fiscal Implications

No impact to the General Fund.
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 W-9 "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: Foley Jones & Associates, LLC
Street Address/POB: PO Box 8661
City, State, Zip Code: Woodland, CA 95697
Phone: (530) 908-4804
Taxpayer ID/SSN: 27-4556161

This agreement will be in effect from: July 1, 2015 to: 6/30/2016

Location(s) of Services:
Chico Unified School District (various sites)

3. Scope of Work to be performed: (attach separate sheet if necessary)
   Manage annual evaluation and data collection plan; provide technical assistance, monthly reviews; annual performance reports; attend monthly collaborative planning meetings; and develop, write & submit annual reports for CCLC and ASES programs. Participate in grant re-writes for existing programs.

4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:
   Provide academic, enrichment, and recreation activities for students. Provide a safe and healthy environment conducive to learning.

5. Funding/Programs Affected: (corresponding to accounts below)
   1) After School Education and Safety Programs (ASES)
   2) 21st Century Community Learning Center After School Programs (21st CCLC)
   3) 

   Pct. (%) Fund Resource Proj/Yr Goal Function Object Site Manager
   1) 23 01 6010 0 1032 1000 5800 570 6700
   2) 45 01 4124 0 1037 1000 5800 570 6700
   3) 32 01 4124 0 1039 1000 5800 570 6700

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:

   $ 33,000.00 Per Unit, times 1.00 #Units = $ 33,000.00 Total for Services

   $ 0.00 Total of Additional Expenses
   $ 33,000.00 Grand Total

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

Approved by: ____________________________ Date: ________________
CONSULTANT TERMS AND CONDITIONS
(Applicable, unless determined to be Contract Employee-See BS 10a)

Consultant Name: Foley Jones & Associates, LLC

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

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

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

4. If applicable, the Consultant will certify in writing, using Administration Form #3515.6., that criminal background checks have been completed as per Board Policy #3515.6 prior to commencement of services. This requirement also applies to any subcontractors or employees utilized by the Consultant.

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

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

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

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

9. The District will determine whether the Consultant will be paid by vendor check as a Consultant or payroll check as a Contract Employee [with taxes withheld] by reviewing the completed Certificate of Independent Consultant Agreement (a blank sample may be viewed at:
   http://www.chicoused.org/documents/BUSINESS/Consultant_Agreement/BS_10a_x1_04_rev.pdf - IRS publication SWR 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.)

MaryEllen Foley Bergh

[Signature]

(Printed Name)

Date

Janet Brinson, Dir Ed Serv

[Signature]

(Printed Name)

Date

David Scott, Asst. Sup

[Signature]

(Printed Name)

Date

Kevin J. Bultema

[Signature]

(Printed Name)

Date

13. RECOMMENDED:

[Signature]

Janet Brinson

[Signature]

(Printed Name)

Date

14. APPROVED:

[Signature]

(Printed Name)

Date

(APPROVED:

[Signature]

(Printed Name)

Date

Consultant  Contract Employee

[Signature]

Date

[Signature]

Date

15. Authorization for Payment:

CHECK REQUIRED (Invoice to accompany payment request):

☐ Partial Payment through: 

☐ Full or Final Payment

[Amount]  $33,000.00

Originating Administrator Signature- Use Blue Ink

(Date Check Required)

DISPOSITION OF CHECK by Accounts Payable:

☐ Send to Site Administrator:

☐ Mail to Consultant

(Date Check Required)
AGENDA ITEM: Consultant Agreement with Club Z Tutoring Service

Prepared by: John Bohannon, Director

☐ Consent       Board Date       June 24, 2015
☐ Information Only
☐ Discussion/Action

Background Information

The board previously approved a consultant agreement for Club Z Tutoring Services, on October 17, 2014 in the amount of $35,165.60. Due to the unexpected increase of students this year utilizing Club Z’s services, it has been determined that an increase in the total amount of their Consultant Agreement needs to be amended by $21,705.50. Other Tutoring Services were not utilized to their full capacity thusly leaving money available in their accounts, example being Boys 2 Men and Girls 2 Woman were budgeted $17,582.80 and only expensed $2,775.00 total for the year. We request your approval for the amended consultant agreement based on this information.

Education Implications

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

Fiscal Implications

None to the General Fund.
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 W-9 "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: Club Z In-Home Tutoring Services, Inc.
Street Address/POB: 17425 Bridge Hill Ct., Suite 200
City, State, Zip Code: Tampa, Florida 33647
Phone: (813) 931-5516
Taxpayer ID/SSN: 65-1262940

This agreement will be in effect from: 9/17/14 to: 05/30/15

Location(s) of Services:
In-Home or Public Library

3. Scope of Work to be performed: (attach separate sheet if necessary)
   Provide tutoring to students who have requested state-required Supplemenal Services. Provider will pre- & post-test students and provide services based on students' assessed needs. Provider will issue ongoing progress reports to parents and Chico Unified School District per this Agreement.

4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:
   Title I requirement to provide individual tutoring services for program-qualified students.

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 1012 1000 5800 570 6700
   2) 
   3) 5800 5800

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:

   $ 879.14 Per Unit, times 40.00 #Units = $ 35,165.60 Total for Services

9. Additional Expenses
   56.60 per hour up to $879.14 per student
   Amended Amount for additional students $21,705.70 Total of Additional Expenses
   $ 56,871.30 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: Club Z In-Home Tutoring Services, Inc.

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

[Signatures of Consultant and Originating Administrator]

13. RECOMMENDED:

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

14. APPROVED:

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

15. Authorization for Payment:

CHECK REQUIRED (Invoice to accompany payment request):

☐ Full or Final Payment through: Date
☐ Partial Payment through: Date

$ (Amount)

DISPOSITION OF CHECK by Accounts Payable:
(check released upon completion of services)
☐ Send to Site Administrator: (Date Check Required)
☐ Mail to Consultant: (Date Check Required)

[Signature of Originating Administrator- Use Blue Ink]
AGENDA ITEM: Amended Consultant Agreements (2) with Tom Enns and Daniel Gardner for 2014-15

Prepared by: John Bohannon, Director

☑ Consent  Board Date June 24, 2015

☐ Information Only

☐ Discussion/Action

Background Information

The board previously approved a consultant agreement for Tom Enns and Daniel Gardner on July 16, 2014 in the amount of $18,000. To properly support the YouthBuild Program additional time was needed for the remaining fiscal year to provide the required instructor to student ratio of 7:1 and to allow for more instruction time. Mr. Enns increase was by $5833.00 and Mr. Gardners was by $5964.00. This increase in time has been budgeted in the grant. We request your approval for the amended consultant agreement.

Educational Implications

This will allow the consultant more time on site to give hands-on support to the YouthBuild staff.

Fiscal Implications

None 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 W-9 "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: Tom Enns  
Street Address/POB: 3201 Chico Ave  
City, State, Zip Code: Chico, CA 95938  
Phone:  
Taxpayer ID/SSN:

This agreement will be in effect from: 7/1/14 to: 6/30/15

Location(s) of Services:  
Various locations

3. Scope of Work to be performed: (attach separate sheet if necessary)
   Consultant will provide technical construction assistance to YouthBuild students who will help build 
   one house per year through the YouthBuild Grant and Habitat for Humanity. Consultant will ensure 
   that the adult to trainee ratio remains at the required 1:7 ratio.

4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:  
   YouthBuild students will attain academic and hands-on skills for the purpose of entering 
   post-secondary or school-to-work.

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

6. Pct. (%) Fund Resource Proj/Yr Goal Function Object Site Manager  
   1) 100 01 5826 0 3800 1000 5800 030 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:

   $ 15.00 Per Unit, times 1,200.00  #Units = 
   $ 18,000.00 Total for Services

9. Additional Expenses
   Increase amount to provide additional instructor to student ratio/increased instructor time $ 5,833.00

Total of Additional Expenses $ 5,833.00

Grand Total $ 23,833.00

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

revised 7/2012 me
CONSULTANT TERMS AND CONDITIONS
(Applicable, unless determined to be Contract Employee—See BS 10a)

Consultant Name: Tom Enns

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.G., that criminal background checks have been completed as per Board Policy #3515.G 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 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.chicouisd.org/documents/BUSINESS/Consultant_Agreement/BS_10a_11_04_rev.pdf. IRS publication SWR 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 CUSO 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)

Tom Enns
(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, Asst Superintendent
(Printed Name)

Consultant ☑ Contract Employee ☐

Date

(Jacelyn Kruger, Director, Fiscal Services)

(Printed Name)

7/9/14

15. Authorization for Payment:

CHECK REQUIRED (Invoice to accompany payment request):

☐ Partial Payment through: Date

☐ Full or Final Payment

($ Amount)

Disposition of Check by Accounts Payable:

☐ Send to Site Administrator: (Date Check Required)

☐ Mail to Consultant

(Originating Administrator Signature - Use Blue Ink)

(Date)
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 W-9 “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: Dan Gardner  
Street Address/POB: 2226 Dixon Street  
City, State, Zip Code: Chico, CA 95926  
Phone:  
Taxpayer ID/SSN:  

This agreement will be in effect from: 7/1/14 to: 6/30/15  
Location(s) of Services:  
Various locations  

3. Scope of Work to be performed: (attach separate sheet if necessary)  
Consultant will provide technical construction assistance to YouthBuild students who will help build one house per year through the YouthBuild Grant and Habitat for Humanity. Consultant will ensure that the adult to trainee ratio remains at the required 1:7 ratio.  

4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:  
YouthBuild students will attain academic and hands-on skills for the purpose of entering post-secondary or school-to-work.  

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

6. Pct. (%) Fund Resource Proj/Yr Goal Function Object Site Manager  
1) 100% 01 5826 0 3800 1000 5800 030 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:  
   $15.00 Per Unit, times 1,200.00 #Units =  
   $18,000.00 Total for Services  

9. Additional Expenses  
   Increase amount to provide additional instructor to student ratio/increased instructor time $5,964.00  

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

Revised 7/20/12
CONSULTANT TERMS AND CONDITIONS
(Applicable, unless determined to be a Contract Employee-See BS 10a)

Consultant Name: Dan Gardner

1. The Consultant will perform the services independently, not as an employee of the District; therefore, the District is not liable for the 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 #355.6(a), that criminal background checks have been completed as per Board Policy #355.6 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 or 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 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.cisd.edu/documents/BUSINESS/Consultant_Agreement/08.10a.11.04.pdf). IRS publication 525 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.)

(Dan Gardner)

(Printed Name)

(Original Administrator Signature- Use Blue Ink)

13. RECOMMENDED:

(Janet Brinson, Director)

(Printed Name)

(Date)

14. APPROVED:

(Dave Scott, Asst Superintendent)

(Printed Name)

(Date)

15. Authorization for Payment:

CHECK REQUIRED (Invoice to accompany payment request):

☐ Partial Payment through:

☐ Full or Final Payment

DATE

DISPOSITION OF CHECK by Accounts Payable:

☐ Send to Site Administrator:

☐ Mail to Consultant

DATE

AMOUNT

(Original Administrator Signature- Use Blue Ink)

(Date)
AGENDA ITEM: Consultant Agreements (4) for YouthBuild Grant Personnel

Prepared by: John Bohannon, Director

X Consent  Board Date June 24, 2015

Information Only

Discussion/Action

Background Information

The Chico Unified School District is beginning year two of a two-year, $1.1 million YouthBuild grant from the U.S. Department of Labor. YouthBuild is a well-established model that has proven highly successful in communities across the country. YouthBuild programs share the following features:

- Provides a community-based alternative education program for youth between the ages of 16 and 24 who are high school dropouts, adjudicated youth, youth aging out of foster care, youth with disabilities, and other at-risk youth populations.
- Simultaneously addresses several core issues facing low-income communities: affordable housing, education, employment, crime prevention, and leadership development.
- Balances in-school learning and occupational skills training to prepare at-risk youth for career placement.
- The in-school component is an alternative education program that assists youth who are often significantly behind in basic skills to obtain the goal of a high school diploma or GED credential.
- The occupational skills training component prepares at-risk youth to achieve the goal of career placement, and also supports the goal of increasing affordable housing by teaching youth construction skills learned by building or significantly renovating homes for low-income or homeless families or individuals.
- Occupational skills training also may include other demand industries in addition to construction for grantees that have been previously funded by the Department of Labor.

YouthBuild Chico serves up to 30 youth (ages 16-24) per year. The population being recruited and enrolled in this program is highly at-risk, and will require support and skills training by personnel that individually and collectively possess experience in meeting their specialized needs. In addition to current staff who will be working with the program, we are contracting with four individuals who have this necessary experience: Sandra Waterhouse, who was director of a YouthBuild Program in Yuba City for a year and a half; and has also served as a federal project officer for YouthBuild will continue to provide technical assistance for the program. Dan Gardner, Tom Enns, and Lyman Hagen will provide technical construction assistance while students are engaged in building activities.

Educational Implications

75% of the students recruited for this program must have dropped out of school or be a dropout who has re-enrolled in an alternative program. Those who are not dropouts or at-risk (as measured by the criteria listed above) must be basic skills deficient and referred by their local secondary school. These are students who might not otherwise attain a GED or a diploma. As a result of this program, our goal is that 60 students will be re-enrolled and provided the assistance to complete their secondary education. This clearly has positive educational implications for these students and their families and will ripple out to benefit the community as a whole.

Fiscal Implications

These consultants will be funded through the YouthBuild grant and, thus, will not be paid through 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: Tom Enns  
Street Address/POB: 3201 Chico Ave  
City, State, Zip Code: Chico, Ca. 95928  
Phone:  
Taxpayer ID/SSN:  

This agreement will be in effect from: 07/01/2015 to: 11/30/15

Location(s) of Services:  
Fair View High School and various locations

3. Scope of Work to be performed: (attach separate sheet if necessary)  
   Consultant to supervise students who will help build one house per year through the YouthBuild Grant and Habitat for Humanity. Consultant will ensure that adults to trainee ratio remains at the required 7:1 ratio

4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:  
   YouthBuild students will attain academic and hands-on skills for the purpose of entering post-secondary or school-to-work.

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

6. Pct. (%) Fund Resource Proj/Yr Goal Function Object Site Manager
   1) 100 01 5826 0 3800 1000 5800 030 6700
   2) 0 0 5800
   3) 5800

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:

   $ 17.50  Per Unit, times 500.00  #Units =  
   $ 8,750.00  Total for Services

9. Additional Expenses  
   $ 0.00  Total of Additional Expenses
   $ 8,750.00  Grand Total

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

revised 7/2012
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: Tom Enns
Street Address/POB: 3201 Chico Ave
City, State, Zip Code: Chico, Ca. 95928
Phone: Taxpayer ID/SSN: 

This agreement will be in effect from: 12/01/2015 to: 06/30/2016
Location(s) of Services:
Fair View High School and various locations

3. Scope of Work to be performed: (attach separate sheet if necessary)
   Consultant to supervise YouthBuild students who will help build one house per year through Habitat for Humanity. Funding will be provided by the Byrne Jaq Grant.
   Consultant will ensure that adults to trainee ratio remains at therequired 7:1 ratio.

4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:
   YouthBuild students will attain academic and hands-on skills for the purpose of entering post-secondary or school-to-work.

5. Funding/Programs Affected: (corresponding to accounts below)
   1) Byrne Jaq Grant
   2) 
   3) 

6. Pct. (%)  Fund Resource Proj/Yr Goal Function Object Site Manager
   1) 100 01 9150 0 3800 2490 5800 570 6700
   2) 0 0 0 5800
   3) 5800

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:
   $ 17.50 Per Unit, times 700.00 #Units = 
   $ 12,250.00 Total for Services

9. Additional Expenses
   $ 
   $ 
   $ 0.00 Total of Additional Expenses
   $ 12,250.00 Grand Total

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

revised 7/2012
CONSULTANT TERMS AND CONDITIONS

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

Consultant Name: Tom Enns

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

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

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

4. If applicable, the Consultant will certify in writing, using Administration Form #3515.6, that criminal background checks have been completed as per Board Policy #3515.6 prior to commencement of services. This requirement also applies to any subcontractors or employees utilized by the Consultant.

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

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

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

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

9. The District will determine whether the Consultant will be paid by vendor check as a Consultant or payroll check as a Contract Employee (with taxes withheld) by reviewing the completed Certificate of Independent Consultant Agreement (a blank sample may be viewed at: http://www.chicovisual.com/documents/BUSINESS/Consultant_Agreement/BS_10a_11_06_rev.pdf). IRS Publication 497 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.)

Tom Enns  
Date: 5/11/15

13. RECOMMENDED:

Janet Brinson, Director  
Date: 5/11/15

14. APPROVED:

Dave Scott, Asst. Superintendent  
Date: 5/11/15

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  

Kevin Butland, Director Bus. Ser.  
Date: 5/12/15

Signature of District Admin, Business Services

($Amount)  
(Originating Administrator Signature- Use Blue Ink)  
(Date)
CHICO UNIFIED SCHOOL DISTRICT  
Business Services  
1163 E. 7th Street, Chico, CA 95928  
(530) 891-3000  

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: Dan Gardner  
   Street Address/POB: 2226 Dixon Street  
   City, State, Zip Code: Chico, Ca. 95926  
   Phone:  
   Taxpayer ID/SSN:  

This agreement will be in effect from: 07/01/2015 to: 11/30/2015  

Location(s) of Services:  
Fair View High School and various locations  

3. Scope of Work to be performed: (attach separate sheet if necessary)  
Consultant to supervise students who will help build one house per year through the YouthBuild Grant and Habitat for Humanity. Consultant will ensure that adults to trainee ratio remains at the required 7:1 ration  

4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:  
YouthBuild students will attain academic and hands-on skills for the purpose of entering post-secondary or school-to-work.  

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

   6. Pct. (%)  Fund  Resource  Proj/Yr  Goal  Function  Object  Site  Manager  
      1) 01  5826  0  3800  1000  5800  030  6700  
      2) 01  0  5800  
      3) 5800  

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:  

   $ 17.50  Per Unit, times 500.00  #Units =  
   $ 8,750.00  Total for Services  

9. Additional Expenses  
   $  
   $  
   $ 0.00  Total of Additional Expenses  
   $ 8,750.00  Grand Total  

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

revised 7/2012 me
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: Dan Gardner  
   Street Address/POB: 2226 Dixon Street  
   City, State, Zip Code: Chico, Ca. 95926  
   Phone:  
   Taxpayer ID/SSN:

This agreement will be in effect from: 12/01/2015 to: 06/30/2016

Location(s) of Services:
Fair View High School and various locations

3. Scope of Work to be performed: (attach separate sheet if necessary)
   Consultant to supervise YouthBuild students who will help build one house per year through
   Habitat for Humanity. Funding will be provided by the Byrne Jaq Grant.
   Consultant will ensure that adults to trainee ratio remains at therequired 7:1 ratio.

4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:
   YouthBuild students will attain academic and hands-on skills for the purpose of entering
   post-secondary or school-to-work.

5. Funding/Programs Affected: (corresponding to accounts below)
   1) Byrne Jaq Grant
   2)  
   3)  

6. Pct. (%)  Fund  Resource  Proj/yr  Goal  Function  Object  Site  Manager
   1)  100  01  9150  0  3800  2490  5800  570  6700
   2)   0  0  0  5800
   3)   5800

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:

   $ 17.50 Per Unit, times 700.00 #Units =  

   $ 12,250.00 Total for Services

9. Additional Expenses

   $  
   $  

   $ 0.00 Total of Additional Expenses
   $ 12,250.00 Grand Total

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

revised 7/2012 me
CONSULTANT TERMS AND CONDITIONS
(Applicable, unless determined to be Contract Employee-See BS 10a)

Consultant Name: Dan Gardner

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

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

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

4. If applicable, the Consultant will certify in writing, using Administration Form #3515.6., that criminal background checks have been completed as per Board Policy #3515.6 prior to commencement of services. This requirement also applies to any subcontractors or employees utilized by the Consultant.

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

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

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

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

9. The District will determine whether the Consultant will be paid by vendor check as a Consultant or payroll check as a Contract Employee (with taxes withheld) by reviewing the completed Certificate of Independent Consultant Agreement (a blank sample may be viewed at: http://www.chesavisd.org/documents/BUSINESS5/Consultant_Agreement/BS_10a_11_04_rev.pdf). IRS publication SWR 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

Dan Gardner

(Printed Name)

Date

5/11/15

13. RECOMMENDED:

Signature of Originating Administrator

Janet Brinson, Director

(Printed Name)

Date

5/11/15

14. APPROVED:

Signature of District Administrator, or Director of Categorical Programs

Dave Scott, Asst. Superintendent

(Printed Name)

Date

5/11/15

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)
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: Sandra Waterhouse
Street Address/POB: 14004 Hannum Court
City, State, Zip Code: Walnut Grove, CA 95690
Phone: 916-477-0535
Taxpayer ID/SSN:

This agreement will be in effect from: 7/1/15 to: 6/30/16
Location(s) of Services:
Various Locations

3. Scope of Work to be performed: (attach separate sheet if necessary)
   Provide guidance and technical assistance to the YouthBuild program. Ensure that the scope of work, including benchmarks and evaluation deliverables are completed. Provides guidance on the MIS reporting system per grant requirements.

4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:
   To meet the specific requirements of the YouthBuild grant.

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

6. Pct. (%)  Fund  Resource  Proj/Yr  Goal  Function  Object  Site  Manager
   1) 100%  01  5826  0  4000  5800  030  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:

   $ 274.40 Per Unit, times 73.00 #Units =  $ 20,031.20 Total for Services

9. Additional Expenses
   To be paid in 12 monthly installments of $1,669.27 $ 
   $ $ 

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

[Signature]
CONSULTANT TERMS AND CONDITIONS
(Applicable, unless determined to be Contract Employee—See BS 10a)

Consultant Name  Sandra Waterhouse

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/hers 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 #315-6, that criminal background checks have been completed as per Board Policy #315-6 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.chicagolandplaud.org/documents/BUSINESS/Consultant_agreement/BS_10a_11_01_10.pdf). IRS publication SWR 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.)

Sandra Waterhouse  6-2-15
(Printed Name)  Date

13. RECOMMENDED:

Janet Brinson, Director  6/3/15
(Printed Name)  Date

14. APPROVED:

Dave Scott, Asst Superintendent  06/03/15
(Printed Name)  Date

(1) Consultant  ( ) Contract Employee

15. Authorization for Payment:

CHECK REQUIRED (Invoice to accompany payment request):
□ Partial Payment through:  ___________  Date
□ Full or Final Payment  ___________  Date

DISPOSITION OF CHECK by Accounts Payable:
□ check released upon completion of services  Send to Site Administrator:
□ Mail to Consultant  (Date Check Required)

$  __________________________  (Originating Administrator Signature- Use Blue Ink)  ___________  (Date)
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: Lyman Hagen
Street Address/POB: 2277 Bloomington Ave
City, State, Zip Code: Chico, Ca. 95928
Phone:
Taxpayer ID/SSN:

This agreement will be in effect from: 07/01/2015 to: 06/30/2016

Location(s) of Services:
Fair View High School and various locations

3. Scope of Work to be performed: (attach separate sheet if necessary)
   Consultant to supervise students who will help build one house per year through the YouthBuild
   Grant and Habitat for Humanity. Consultant will ensure that adults to trainee ratio remains a the
   required 7:1 ratio.

4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:
   YouthBuild students will attain academic and hands-on skills for the purpose of entering
   post-secondary or school-to-work.

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

6. Pct. (%) Fund Resource Proj/Yr Goal Function Object Site Manager
   1) 100 01 5800 0 3800 4500 5800 0 6700
   2) 9150 2490 5800 570
   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:

   $ 17.50 Per Unit, times 1,200.00 #Units = $ 21,000.00 Total for Services

9. Additional Expenses
   $ 
   $ 

   $ 0.00 Total of Additional Expenses
   $ 21,000.00 Grand Total

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

RECEIVED JUN 09 2015

APPROVED JUN 13 2015
CONSULTANT TERMS AND CONDITIONS
(Applicable, unless determined to be Contract Employee See BS 10a)

Consultant Name: Lyman R. Hagen

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

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

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

4. If applicable, the Consultant will certify in writing, using Administration Form #3515.6, that criminal background checks have been completed as per Board Policy #3515.6 prior to commencement of services. This requirement also applies to any subcontractors or employees utilized by the Consultant.

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

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

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

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

9. The District will determine whether the Consultant will be paid by vendor check as a Consultant or payroll check as a Contract Employee (with taxes withheld) by reviewing the completed Certificate of Independent Consultant Agreement (a blank sample may be viewed at: http://www.chicoutmd.org/documents/BUSINESS/Consultant_Agreement/BS 10a 11 04 rev.pdf). IRS publication SWR 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.)

Lyman R. Hagen

(Printed Name)

Date

13. RECOMMENDED:

Janet Brinson, Director

(Printed Name)

Date

14. APPROVED:

Dave Scott, Asst. Superintendent

(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)

(Origining Administrator Signature - Use Blue Ink)

Date

Kevin Bulmera, Asst. Superintendent

(Printed Name)

Date

Kevin Bulmera, Asst. Superintendent

(Printed Name)

Date

Certificate of insurance:

(Amount)

(Origining Administrator Signature - Use Blue Ink)

Date

revised 7/2012
AGENDA ITEM: Consultant Agreement with Abeo School Change

Prepared by: Michael Morris, Director

Consent  Board Date June 24, 2015

Information Only

Discussion/Action

Background Information
Abeo School Change is a not-for-profit coaching and consulting group with expertise in adult learning. Abeo has worked with CUSD for the past four academic years, building the capacity of teachers and administrators to do high level task and instructional design. This work supports high quality instruction at the rigor level of the common core, measured against well-researched standards for college-readiness.

This proposed consultant agreement continues that work providing 9 days with two facilitators for on-site consultation, facilitation, design and coaching support for K-12 teachers and administrators. Additionally, the plan includes building internal capacity to facilitate instructional rounds.

Educational Implications
This work will assist teachers and administrators with actively building their capacity to examine, support and refine rigorous tasks and instruction. Using a research lens to critically examine instructional tasks and instruction assists with meeting common core expectations. The central focus is continually improving instruction to improve student learning. This work also provides opportunities for more teachers and administrators to collaborate around their work, sharing insights, challenges, and practices, while building cohesion with the overarching student achievement goals of CUSD.

Fiscal Implications
No impact 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: Coalition of Essential Schools Northwest dba Abeo School Change  
   Street Address/POB: 2226 Eastlake Ave E. #43  
   City, State, Zip Code: Seattle, WA 98102  
   Phone: 253-886-0671  
   Taxpayer ID/SSN: 31-1652434

This agreement will be in effect from: 07/01/2015  to: 06/30/2016

Location(s) of Services:
Chico Unified School District

3. Scope of Work to be performed: (attach separate sheet if necessary)
   Provide professional development related to supporting high quality, rigorous instruction, including the development and facilitation of an instructional rounds process. Build internal capacity to lead/facilitate the instructional rounds. Collaboratively develop a performance metric for teacher growth.

4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:
   Board Goal 1: To provide every student with the opportunity to attain increasing levels of individual achievement that prepares them for success in the 21st Century.

5. Funding/Programs Affected: (corresponding to accounts below)
   1) Common Core Implementation Program
   2)  
   3)

6. Pct. (%)      Fund      Resource      Proj/Yr      Goal      Function      Object      Site      Manager
   1)  100   01   4035   0   1110   2100   5800   570   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:

   $ 37,870  Per Unit, times 1  #Units =  $ 37,870.00  Total for Services

9. Additional Expenses
   $  
   $  Total of Additional Expenses  $ 37,870.00  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: Abeo School Change

1. The Consultant will perform said services independently, not as an employee of the District; therefore, the District is not liable for worker’s compensation or unemployment benefits in connection with this Consultant Agreement. Consultant shall assume full responsibility for payment of all Federal, State and Local taxes or contributions, including Unemployment Insurance, Social Security, and Income Taxes with respect to Consultant’s employees.
2. Consultant shall furnish, at his/her own expense, all labor, materials, equipment and other items necessary to carry out the terms of this Agreement, unless agreed upon under Additional Expenses on page 1 of this Agreement.
3. In the performance of the work herein contemplated, Consultant is an independent contractor, with the authority to control and direct the performance of the details of the work, the District being interested in the results obtained.
4. If applicable, the Consultant will certify in writing, using Administration Form #3515.6, that criminal background checks have been completed as per Board Policy #3515.6 prior to commencement of services. This requirement also applies to any subcontractors or employees utilized by the Consultant.
5. Consultant agrees to defend, indemnify and hold harmless the District, its Board of Trustees, employees and agents from any and all liability or loss arising in any way out of Consultant’s negligence in the performance of this Agreement, including, but not limited to, any claim due to injury and/or damage sustained by Consultant, and/or the Consultant’s employee or agents.
6. Consultant will provide to Assistant Superintendent, Business Services, upon request, a Certificate of Insurance showing a minimum $1,000,000 combined single limits of general liability and automobile coverage as required by the District.
7. Neither party shall assign nor delegate any part of this Agreement without the written consent of the other party.
8. The work completed herein must meet the approval of the District and shall be subject to the District’s general right of inspection to secure the satisfactory completion thereof. Consultant agrees to comply with all Federal, State, Municipal and District laws, rules and regulations that are now, or may in the future become applicable to Consultant, Consultant’s business, equipment and personnel engaged in operations covered by this Agreement or occurring out of the performance of such operations.
9. The District will determine whether the Consultant will be paid by vendor check as a Consultant or payroll check as a Contract Employee (with taxes withheld) by reviewing the completed Certificate of Independent Consultant Agreement (a blank sample may be viewed at: http://www.chippsisd.org/documents/BUSINESS/Consultant_Agreement/BS_10a_11_04_rev.pdf). IRS publication 87-41 and IRS Ruling 40 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)  
Holli Hansen  
(Date)  
06/17/2015

13. RECOMMENDED:

(Signature of Originating Administrator)  
Michael Morris, Director  
(Date)  
06/18/2015

14. APPROVED:

(Signature of District Administrator, or Director of Categorical Programs)  
John Bohannon, Director  
(Date)  
06/18/2015

15. Authorization for Payment:

CHECK REQUIRED (Invoice to accompany payment request):

☐ Partial Payment through:  
☐ Full or Final Payment  

Date  

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

☐ Send to Site Administrator:  
☐ Mail to Consultant  

(Date Check Required)  

☐ Amount  

(Originating Administrator Signature - Use Blue Ink)  

(Date)
AGENDA ITEM: Inspire Memorandum of Understanding

Prepared by: John Bohannon, Director

X Consent Board Date June 24, 2015

Information Only Discussion/Action

Background Information
The Memorandum of Understanding (MOU) between the Chico Unified School District and Inspire School of Arts and Sciences was originally set to expire on June 30, 2014. With a financial team newly in place for Chico Unified in 2013-2014, CUSD and Inspire agreed to extend the MOU to June 30, 2015. This extension allowed CUSD and Inspire to spend the 2014-2015 school year evaluating and reconstructing the financial elements of the MOU. This collaborative process took place through several meetings throughout the school year.

The changes in the MOU help show cost drivers for services provided to Inspire by CUSD. This change will support discussions regarding services provided by CUSD to Inspire that arise throughout the year.

Fiscal Implications
Inspire pays CUSD directly for several support services delineated in the MOU.

Additional Information
The Inspire School of Arts and Sciences board approved the MOU at a special meeting on Monday, June 15.

Prepared by: Deanna Holen

☐ Consent  Board Date  June 24, 2015

☐ Information Only

☐ Discussion/Action

Background Information
In 2014-15, the high schools implemented the first level of the CPM Integrated Math pathway. During that same year, the Independent Study Programs continued with the traditional pathway (Algebra I, Geometry, Algebra II) because the CPM textbooks were not well-suited to the independent learning model of their programs. To be consistent with the pathways taught at the comprehensive sites (PV and CHS), the Independent Study teachers identified an integrated series that would support the instructional model needed for student success in their programs.

Educational Implications
Students will have access to a textbook that is aligned with the curriculum pathway of the comprehensive sites as well as to the California Common Core State Standards for Mathematics. This will make a student’s transition into Independent Study easier to facilitate with fewer content area gaps since the curriculum of the two programs will be more closely aligned (in sequence). The textbook is plentiful in its examples and explanations of concepts, which will better support students as they work independently between appointments with their ISP teachers. Students and teachers will also have access to online support materials through the Dynamic Student and Teaching Resources.

Fiscal Implications
The costs associated with implementation of Integrated Math levels 1 and 2 for all three sites (PV, CHS, and Oakdale) is approximately $46,500 (plus shipping and tax). An additional expense of approximately $25,000 will be incurred next summer with the purchase of the level 3 texts.
A. New Adoption

1. Proposed Text

Title: Big Ideas Math - Integrated Math I
Author: Ron Larson, Laurie Boswell
Publisher: Big Ideas Learning (Houghton, Mifflin, Harcourt)
Copyright Date: 2016
Current List Price: $104

Material is on the California Legal Compliance List? x YES □ NO

2. Approximately how many classes will be using this text? 6
   How many copies of the text will be purchased? 205

3. List other districts using this text: unknown - just printed

4. List other textbooks considered in the selection and their current list price:
   Integrated Mathematics I, (Houghton Mifflin Harcourt) 2015
   Student edition (volumes 1&2) $140/student

5. The proposed text for all courses that have state approved standards must align with those standards. Indicate areas that are supported by the proposed text and areas where supplementary material will be needed. Attach a list of those standards and the corresponding text correlation.

<table>
<thead>
<tr>
<th>Check each criterion that applies in terms of the course and ability level to which the material is to be submitted</th>
<th>Excellent</th>
<th>Good</th>
<th>Average</th>
<th>Poor</th>
<th>Does not apply</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. How well does the material align with Chico Unified School District Standards and Benchmarks?</td>
<td>x</td>
<td></td>
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</tr>
<tr>
<td>2. How well does the material align with California State Standards?</td>
<td>x</td>
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<tr>
<td>3. How well does the material cover the scope of student and teacher needs at the grade level for which it is being considered?</td>
<td>x</td>
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<tr>
<td>4. How well does material employ a variety of pedagogical methods of instruction?</td>
<td>x</td>
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</tr>
<tr>
<td>5. How well are the assessment tools linked to the content and instructional methodology?</td>
<td>x</td>
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<tr>
<td>6. How successfully are formal, informal and alternative assessment systems incorporated into the teacher resource guide?</td>
<td>x</td>
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<tr>
<td>7. How well does the material provide for the needs of English language learners?</td>
<td>x</td>
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<tr>
<td>8. How appropriate are the supplementary materials in supporting the effective use of the text?</td>
<td>x</td>
<td></td>
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<tr>
<td>9. To what degree does the teacher resource material provide support and guidance?</td>
<td>x</td>
<td></td>
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</tr>
</tbody>
</table>
10. Classify the ease of use of the teachers' manual?

CHICO UNIFIED SCHOOL DISTRICT
REQUEST FOR TEXTBOOK APPROVAL
Page 2 of 3

6. Is supplementary material available for the adoption? X YES □ NO
   Is it necessary for instructional purposes? □ YES X NO
   If yes, why?
   What costs are involved?

7. Textbook previously used

   Title: Algebra 1, Concept and Skills
   Author: Larson, Boswell, Kanold, Stiff
   Publisher: McDougal Littell
   Copyright Date: 2001

   a. Date of initial adoption: ____ May, 2004

   b. State reason for the previous text no longer serving the purpose for which it was originally adopted:

      1. Not aligned to California Common Core State Standards
      2. Our old books are not aligned to the Integrated Math approach recently adopted by the high schools.
      3. The new CPM Integrated Math series is not user friendly to the Independent Study environment. CPM is based on a student group setting. ISP, students work individually.
CHICO UNIFIED SCHOOL DISTRICT
REQUEST FOR TEXTBOOK APPROVAL
Page 3 of 3

STEP 1 – DISTRICT OFFICE APPROVAL

Review by CUSD Director of Curriculum

Date 6/12/15

ONLY PROCEED TO STEP 2 AFTER COMPLETING STEP 1.

STEP 2 – DEPARTMENT CHAIRPERSON APPROVAL TO USE TEXTBOOK

Chico High School Department Chairperson

Date 6/3/15

Pleasant Valley High School Department Chairperson

Date 6/2/15

Fair View High School Department Chairperson

Date

Oakdale High School Department Chairperson

Date

STEP 3 – CAMPUS PRINCIPAL APPROVAL

Chico High School Principal

Date 6/3/15

Pleasant Valley High School Principal

Date 6/2/15

Fair View High School Principal

Date 6/4/15

Oakdale High School Principal

Date

Appropriate consideration in the above Steps 2 and 3 above must be made within 10 days of receipt.
Consideration may be: approval or rejection. If rejected, it must be returned to originator with rationale.

Task Force Approval (if appropriate)

Date 6/12/15

CUSD Educational Services Approval

Date

Governing Board Approval

Date
CHICO UNIFIED SCHOOL DISTRICT
REQUEST FOR TEXTBOOK APPROVAL
Page 1 of 3

Department: Mathematics - Independent Study
Course: Integr. Math II ISP
Grade Level: 9-12
Deanna Holen - PVHS
PVHS, CHS,
Campus: Oakdale

***Please include six copies of the text or instructional materials when submitting this form.***

A. New Adoption
1. Proposed Text
   Title: Big Ideas Math- Integrated Math II
   Author: Ron Larson, Laurie Boswell
   Publisher: Big Ideas Learning (Houghton, Mifflin, Harcourt)
   Copyright Date: 2016
   Current List Price: $104
   Material is on the California Legal Compliance List? x YES □ NO

2. Approximately how many classes will be using this text? 6
   How many copies of the text will be purchased? 205

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6. Is supplementary material available for the adoption?  x YES  _NO
   Is it necessary for instructional purposes?  □ YES  x NO
   If yes, why?
   What costs are involved?

7. Textbook previously used

   Title: Geometry, Concept and Skills
   Author: Larson, Boswell, Stiff
   Publisher: McDougal Littell
   Copyright Date: 2001

   a. Date of initial adoption: ___May, 2004__________________________

   b. State reason for the previous text no longer serving the purpose for which it was originally adopted:

       1. Not aligned to California Common Core State Standards
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CHICO UNIFIED SCHOOL DISTRICT
REQUEST FOR TEXTBOOK APPROVAL
Page 3 of 3

STEP 1 – DISTRICT OFFICE APPROVAL

Review by CUSD Director of Curriculum

Date

ONLY PROCEED TO STEP 2 AFTER COMPLETING STEP 1.

STEP 2 – DEPARTMENT CHAIRPERSON APPROVAL TO USE TEXTBOOK

Chico High School Department Chairperson

Date

Pleasant Valley High School Department Chairperson

Date

Fair View High School Department Chairperson

Date

Oakdale High School Department Chairperson

Date

STEP 3 – CAMPUS PRINCIPAL APPROVAL

Chico High School Principal

Date

Pleasant Valley High School Principal

Date

Fair View High School Principal

Date

Oakdale High School Principal

Date

Appropriate consideration in the above Steps 2 and 3 above must be made within 10 days of receipt. Consideration may be: approval or rejection. If rejected, it must be returned to originator with rationale.

Task Force Approval (if appropriate)

Date

CUSD Educational Services Approval

Date

Governing Board Approval

Date
CHICO UNIFIED SCHOOL DISTRICT
REQUEST FOR TEXTBOOK APPROVAL
Page 1 of 3

Department: Mathematics- Independent Study
Course: Integr. Math III ISP
Grade Level: 9-12
Contact Person: Deanna Holen-PVHS
Campus: PVHS, CHS, Oakdale

***Please include six copies of the text or instructional materials when submitting this form.***

A. New Adoption

1. Proposed Text
   - Title: Big Ideas Math- Integrated Math III
   - Author: Ron Larson, Laurie Boswell
   - Publisher: Big Ideas Learning (Houghton, Mifflin, Harcourt)
   - Copyright Date: 2016
   - Current List Price: $104
   - Material is on the California Legal Compliance List? x YES □ NO

2. Approximately how many classes will be using this text? 6
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6. Is supplementary material available for the adoption? x YES _NO
   Is it necessary for instructional purposes? □ YES x NO
   If yes, why?
   What costs are involved?

7. Textbook previously used

   Title: Algebra 2
   Author: Larson, Boswell, Kanold, Stiff
   Publisher: McDougal Littell
   Copyright Date: 2001

   a. Date of initial adoption: May, 2004

   b. State reason for the previous text no longer serving the purpose for which it was originally adopted:

      1. Not aligned to California Common Core State Standards
      2. Our old books are not aligned to the Integrated Math approach recently adopted by the high schools.
      3. The new CPM Integrated Math series is not user friendly to the Independent Study environment. CPM is based on a student group setting. ISP, students work individually.
CHICO UNIFIED SCHOOL DISTRICT
REQUEST FOR TEXTBOOK APPROVAL

Page 3 of 3

STEP 1 – DISTRICT OFFICE APPROVAL

Review by CUSD Director of Curriculum

Date

6 - 12 - 15

ONLY PROCEED TO STEP 2 AFTER COMPLETING STEP 1.

STEP 2 – DEPARTMENT CHAIRPERSON APPROVAL TO USE TEXTBOOK

Chico High School Department Chairperson

Date

6 / 3 / 15

Pleasant Valley High School Department Chairperson

Date

6 / 2 / 15

Fair View High School Department Chairperson

Date

6 / 1 / 15

Oakdale High School Department Chairperson

Date

6 / 1 / 15

STEP 3 – CAMPUS PRINCIPAL APPROVAL

Chico High School Principal

Date

6 / 3 / 15

Pleasant Valley High School Principal

Date

6 / 2 / 15

Fair View High School Principal

Date

6 / 1 / 15

Oakdale High School Principal

Date

6 / 1 / 15

Appropriate consideration in the above Steps 2 and 3 above must be made within 10 days of receipt. Consideration may be: approval or rejection. If rejected, it must be returned to originator with rationale.

Task Force Approval (if appropriate)

Date

6 - 12 - 15

CUSD Educational Services Approval

Date

Governing Board Approval

Date
AGENDA ITEM: Changes to Support Secondary Math and 6th Grade Transition

Prepared by: John Bohannon, Director

Consent

Board Date June 24, 2015

Information Only

Discussion/Action

Background Information
In May 2013, the CUSD Board approved the adoption of College Prep Mathematics (CPM) Course 2 for Math B (7th grade California Common Core Math Standards). This started the process of transforming curriculum in CUSD secondary schools to match the California Common Core State Standards.

In March 2014, the CUSD Board approved the switch to Integrated Math classes and that Integrated Math I would meet the Algebra I high school graduation requirement. Math C (Common Core Math 8) was also approved as the official 8th grade math course. In addition, textbook adoptions of College Prep Mathematics was approved for Math C and Integrated Math I.

The secondary math teachers have been collaborating and meeting to work on building the Integrated Math Pathway, supporting students in meeting the three-year requirement and accelerating advanced students in the Integrated Pathway.

The Kindergarten through 5th grade programs moved to an updated Common Core aligned Everyday Math program. The 6th grade program will be transitioning to the junior high schools in 2016-2017.

Action needed: Approval of CPM Core Connections Course 1 for sixth grade math.

Educational Implications
The CPM curriculum was preferred because of the investigative process that students are asked to use and the need to apply mathematics to solve problems. These are two key components that meet the expectations of the CCSSM and the Standards for Mathematical Practice. This curriculum focuses on understanding the process of mathematics and not just providing a right or wrong answer as well as the appropriate mathematical literacy to explain one's thinking.

Moving to CPM for 6th grade will allow for a consistent program from 6th grade through Integrated Math III courses at the high schools.

Fiscal Implications
The estimated cost is $40,000.
AGENDA ITEM: Agricultural Vocational Education Incentive Grant

Prepared by: John Bohannon

Consent Board Date June 24, 2015

Information Only

Discussion/Action

Background Information
The Agricultural Vocational Education Incentive Grant provides local educational agencies (LEAs) with funds to be used to improve the quality of their agricultural vocational education programs. The goal is to maintain a high-quality, comprehensive agricultural vocational program in California's public school system to ensure a constant source of employable, trained, and skilled individuals.

Educational Implications

Benefits of agricultural education programs are:
- Collaboration, articulation, and networking with all levels of delivery systems (elementary through postsecondary) for instructors
- Supervised entrepreneurial and workplace learning experiences for students
- Linkages and partnerships with business and industry for instructors and students
- Professional development opportunities for teachers, administrators, and counselors
- Curriculum development based on performance and content standards for instructors On-site technical assistance in programs for instructors and students
- A foundation for students in the academic and technical skills necessary for career and personal success
- Student leadership and interpersonal skills
- An authentic assessment of knowledge, skills, and abilities through on-demand demonstrations and portfolios

Fiscal Implications
None to the general fund. Expenses will be covered by Agricultural Vocational Education Incentive Grant.
California Department of Education

AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT
2015-16 APPLICATION FOR FUNDING
(Due Date: To be received in Regional Supervisor’s Office by June 30, 2015)

DATES OF PROJECT DURATION - JULY 1, 2015, TO JUNE 30, 2016

Chico High School
(School Site)

Chico Unified School District
(District)

Certification: I hereby certify that all applicable state and federal rules and regulations will be observed; that to the best of my knowledge, the information contained in this application is correct and complete; and that the attached assurances are accepted as the basic conditions of the operations in this project/program for local participation and assistance.

Signature of Authorized Agent

Signature of Agriculture Teacher Responsible for the Program

Date of Approval of Local Agency Board: June 24, 2015

Funds Requested - Part I

<table>
<thead>
<tr>
<th>Part</th>
<th>Amount</th>
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<tbody>
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<td>I</td>
<td>$5,000.00</td>
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<tr>
<td>II</td>
<td>$2,696.00</td>
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<td>III</td>
<td>$6,000.00</td>
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<td>IV</td>
<td>$0.00</td>
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<td>Total</td>
<td>$13,696.00</td>
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Number of Different Agriculture Teachers at Site: 3

PART I - QUALITY CRITERIA 1-9 (REQUIRED) ALLOCATION

<table>
<thead>
<tr>
<th>Quality Criteria</th>
<th>Will Meet Criteria</th>
<th>Variance Requested</th>
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<tbody>
<tr>
<td>1. Curriculum and Instruction</td>
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<tr>
<td>2. Leadership and Citizenship Development</td>
<td>x</td>
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<tr>
<td>3. Practical Application of Occupational Skills</td>
<td>x</td>
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<tr>
<td>4. Qualified and Competent Personnel</td>
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<tr>
<td>5. Facilities, Equipment, and Materials</td>
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<tr>
<td>6. Community, Business, and Industry Involvement</td>
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<td>7. Career Guidance</td>
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<td>8. Program Promotion</td>
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<tr>
<td>9. Program Accountability and Planning</td>
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</tbody>
</table>

Formal Variance Request must be included if requesting a variance. A variance is a proposed plan for bringing the program into compliance with required quality criteria. Variances should result in compliance prior to the following year’s application. All variances must be approved with the application. Non-compliance with the terms of the approved variance will result in a loss of funds.
PART I - CONTINUED

Departmental Allocation: Meeting the criteria in PART I makes the program eligible for the following amounts based on the number of teachers in the program.

<table>
<thead>
<tr>
<th>Total Number of Teachers</th>
<th>Amount Eligible</th>
<th>Amount Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>One Teacher or Less</td>
<td>$4,000</td>
<td></td>
</tr>
<tr>
<td>Two Teachers</td>
<td>$4,500</td>
<td></td>
</tr>
<tr>
<td>Three Teachers or More</td>
<td>$5,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

PART II - PROGRAM ENROLLMENT ALLOCATION

<table>
<thead>
<tr>
<th>Total Number of Students</th>
<th>2014-15 R2 Number</th>
<th>Amount Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>List Number from R2 Report ($8/Member)</td>
<td>337</td>
<td>$2,696.00</td>
</tr>
</tbody>
</table>

PART III - QUALITY CRITERIA 10-11 (OPTIONAL) ALLOCATION

Schools which qualify for a Departmental Allocation may apply for additional amounts for each specific Quality Criteria (10 and 11) met.

* Amounts requested in Quality Criterion 10 will be the indicated amount for that criterion, multiplied by the full-time equivalent (FTE). To count a preparation period, the teacher must be teaching Career Technical Education courses in Agriculture for 50 percent or more of their teaching periods.

* Amounts requested in Quality Criterion 11A will be the indicated amount for each teacher who was compensated a minimum of $2,000 for year-round employment.

* Amounts requested in Quality Criterion 11B will be the indicated amount for each teacher who is provided a project supervision period. Project periods will be counted if the teacher has a preparation period as part of the regular teaching day.

Number of FTE Agriculture Teachers at Site:

<table>
<thead>
<tr>
<th>Ronnie Cockrell</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.</td>
</tr>
<tr>
<td>Kevin Payne</td>
</tr>
<tr>
<td>5.</td>
</tr>
<tr>
<td>New hire-TBD</td>
</tr>
<tr>
<td>6.</td>
</tr>
</tbody>
</table>

List the Names of the Agriculture Teachers:

<table>
<thead>
<tr>
<th>Number Meeting Criteria</th>
<th>Amount Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>Criterion 10 - Student/Teacher Ratio</td>
<td>$0.00</td>
</tr>
<tr>
<td>Criterion 11A - Year-Round Employment</td>
<td>3</td>
</tr>
<tr>
<td>Criterion 11B - Project Supervision Period</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL FUNDS REQUESTED PART IV

$6,000.00

PART IV - QUALITY CRITERION 12 (OPTIONAL) ALLOCATION

Quality Criterion 12 Form is attached and all criteria has been met. If the answer is yes, list $7,500 (funds requesting) in space to the right.
## PART V - FINANCIAL SCHEDULE

### Part A

<table>
<thead>
<tr>
<th>Line</th>
<th>Acct. No.</th>
<th>Classification</th>
<th>Description of Item for Which Funds Will be Expended</th>
<th>B</th>
<th>Incentive Grant Funds</th>
<th>C</th>
<th>Matching Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>4000</td>
<td>Books &amp; Supplies</td>
<td></td>
<td></td>
<td>11,196.00</td>
<td></td>
<td>11,196.00</td>
</tr>
<tr>
<td>2</td>
<td>5000</td>
<td>Services and Other Operating Expenses such as: Services of Consultants, Staff Travel, and Conference; Rentals, Leases, and Repairs; Bus Transportation</td>
<td>Subtotal for 4000</td>
<td></td>
<td>$11,196.00</td>
<td>$11,196.00</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>5000</td>
<td>Capital Outlay: Includes Sites and Improvements of Sites; Buildings and Improvement of Buildings; Equipment</td>
<td>1.</td>
<td></td>
<td>2,500.00</td>
<td>2,500.00</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>5000</td>
<td></td>
<td>2.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>5000</td>
<td></td>
<td>3.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>5000</td>
<td></td>
<td>4.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>5000</td>
<td></td>
<td>5.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>6000</td>
<td>Subtotal for 5000</td>
<td></td>
<td></td>
<td>$2,500.00</td>
<td>$2,500.00</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>6000</td>
<td>Capital Outlay: Includes Sites and Improvements of Sites; Buildings and Improvement of Buildings; Equipment</td>
<td>1.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>6000</td>
<td></td>
<td>2.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>6000</td>
<td></td>
<td>3.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>6000</td>
<td></td>
<td>4.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>6000</td>
<td>Subtotal for 6000</td>
<td></td>
<td></td>
<td>$0.00</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td></td>
<td>Total for 4000–6000 Lines 2, 8, 13</td>
<td></td>
<td>$13,696.00</td>
<td>$13,696.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

TOTAL 2015–16 Incentive Grant Allocation: $13,696.00

### Part B - Complete this portion if a waiver of the matching requirement is requested:

<table>
<thead>
<tr>
<th>Line</th>
<th>Acct. No.</th>
<th>Classification</th>
<th>Description of Item for Which Funds Were Expended</th>
<th>Incentive Grant Funds</th>
<th>Amount of Salary and Benefits</th>
</tr>
</thead>
<tbody>
<tr>
<td>15</td>
<td>1000</td>
<td>Salaries</td>
<td>Teachers' Summer Service Salaries</td>
<td></td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>1000</td>
<td>Salaries</td>
<td>Teachers' Salaries for Project Supervision Period</td>
<td></td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>3000</td>
<td>Benefits</td>
<td>Benefits for the Above Items (1000)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>18</td>
<td></td>
<td>TOTAL</td>
<td></td>
<td></td>
<td>$0.00</td>
</tr>
</tbody>
</table>

TOTAL Amount of Waiver Requested:
AGENDA ITEM: Charter School Annual Site Visit Reports

Prepared by: John Bohannon

☑ Consent Board Date June 24, 2015

□ Information Only

□ Discussion/Action

Background Information
As the chartering agency, Chico Unified School District is responsible for Oversight of the charter schools we authorize. Per Education Code 47604.32, an annual visit to each charter school is specified. Site Visit Team Members conducted visits and the compiled reports are presented tonight for board approval.

Education Implications
As one part of Oversight responsibility, CUSD is responsible for monitoring the educational quality of the schools we charter.

Fiscal Implications
As one part of Oversight responsibility, CUSD is responsible for monitoring the fiscal health of the schools we charter.

Additional Information
Per previous board direction, drafts of the Site Visit reports were shared with the respective administrators for each of the charter schools. Those administrators had the opportunity to review the reports and suggest edits, if necessary. Those edits have been incorporated into the reports presented tonight.
AGENDA ITEM: Preauthorization- Reroof Unit 500 at Chico Jr. High School

Prepared by: Julia Kistle, Director Facilities & Construction

☐ Consent  Board Date June 24, 2015

☐ Information Only

☐ Discussion/Action

Background Information
On March 27, 2013 the Board of Education directed staff to proceed with four Deferred Maintenance Projects which addressed immediate Health and Safety concerns. Three of these projects were completed in the summer of 2013. However, the reroofing Unit 500 project at Chico Jr. High was postponed due to budget restraints. It was originally bid as an alternate project for $63,000.

On June 16th the Facilities Department issued an informal bid notice for this project. Informal sealed bids for the Reroof Unit 500 at Chico Jr. High will be opened on June 30, 2015.

Educational Implications
The District’s Strategic Plan states: “A safe, nurturing and inspiring environment is essential for individuals to thrive.”

Fiscal Implications
This project will be paid of the General Fund Reserves.

Recommendation
Bids for this project will be opened Tuesday, June 30, 2015. The project is scheduled to be completed during the summer of 2015. It is requested that the Board of Education grant pre-authorization to the Superintendent or designee to award the project to the lowest responsive bidder not to exceed $72,450 ($63,000 + 15% allowance for escalation), in order to allow the project to be completed during the summer break.
AGENDA ITEM: Bid Approval for Safety and Security Window Coverings at Citrus, Emma Wilson, Hooker Oak, McManus, Neal Dow, Parkview and Rosedale

Prepared by: Julia Kistle, Director Facilities & Construction

Consent

Information Only

Discussion/Action

Board Date June 24, 2015

Background Information
On December 11, 2013, the CUSD Board of Education directed Staff to proceed with Phase 1 Quickstart Safety and Security Projects identified in the Facilities Master Plan (FMP). The Facilities and Construction Department issued an informal bid notice on May 21, 2015 for new window coverings and installation at Citrus, Emma Wilson, Hooker Oak, McManus, Neal Dow, Parkview and Rosedale.

All bids were received by May 30, 2015. The lowest responsive bidder for this project is listed below.

<table>
<thead>
<tr>
<th>School Site</th>
<th>Bid Amount</th>
<th>Contractor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Citrus</td>
<td>$9,699.00</td>
<td>North State Blinds &amp; Draperies</td>
</tr>
<tr>
<td>Hooker Oak</td>
<td>$5,260.00</td>
<td>North State Blinds &amp; Draperies</td>
</tr>
<tr>
<td>Parkview</td>
<td>$5,700.00</td>
<td>North State Blinds &amp; Draperies</td>
</tr>
<tr>
<td>Rosedale</td>
<td>$4,315.00</td>
<td>North State Blinds &amp; Draperies</td>
</tr>
<tr>
<td>McManus</td>
<td>$7,672.06</td>
<td>Redding Blinds and Draperies</td>
</tr>
<tr>
<td>Emma Wilson</td>
<td>$6,701.13</td>
<td>Redding Blinds and Draperies</td>
</tr>
<tr>
<td>Neal Dow</td>
<td>$9,701.96</td>
<td>Redding Blinds and Draperies</td>
</tr>
</tbody>
</table>

Educational Implications
The District’s Strategic Plan states: “A safe, nurturing and inspiring environment is essential for individuals to thrive.”

Fiscal Implications
Facilities Master Plan Projects identified by the Board of Education will be funded with Measure E Bond funds. The use of these funds may facilitate leverage to gain additional funding from the State of California.

The proposed projects qualify as projects defined in the voter approved Measure E ballot language.

Recommendation
It is recommended that the Board of Education authorize the Superintendent or designee to enter into an agreement with the lowest responsive bidder for window coverings and installation at Citrus, Emma Wilson, Hooker Oak, McManus, Neal Dow, Parkview and Rosedale.
DATE: June 24, 2015  
MEMORANDUM TO: Board of Education  
FROM: Kelly Staley, Superintendent  
SUBJECT: Certificated Human Resources Actions

**Temporary Appointments 2015/16**

<table>
<thead>
<tr>
<th>Employee</th>
<th>Assignment</th>
<th>Effective</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Barry, Erin</td>
<td>Elementary</td>
<td>8/13/15</td>
<td>0.4 FTE</td>
</tr>
<tr>
<td>Champlin, Courney</td>
<td>Secondary</td>
<td>8/13/15</td>
<td>1.0 FTE</td>
</tr>
<tr>
<td>Joachim, Macy</td>
<td>Elem Fine Arts</td>
<td>8/13/15</td>
<td>1.0 FTE</td>
</tr>
<tr>
<td>Olson, Russell</td>
<td>Special Education</td>
<td>8/13/15</td>
<td>0.5 FTE</td>
</tr>
<tr>
<td>Reale, Janine</td>
<td>Elementary</td>
<td>8/13/15</td>
<td>0.2 FTE</td>
</tr>
</tbody>
</table>

**Probationary Appointments 2015/16**

<table>
<thead>
<tr>
<th>Employee</th>
<th>Assignment</th>
<th>Effective</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Callihan, Hillary</td>
<td>Elementary</td>
<td>8/13/15</td>
<td>1.0 FTE Probationary 2</td>
</tr>
<tr>
<td>Carriere, Luke</td>
<td>Elem PE</td>
<td>8/13/15</td>
<td>0.78 FTE Probationary 2</td>
</tr>
<tr>
<td>Del Fava, Jonna</td>
<td>Elementary</td>
<td>8/13/15</td>
<td>1.0 FTE Probationary 1</td>
</tr>
<tr>
<td>Matthews, Synda</td>
<td>Special Education</td>
<td>8/13/15</td>
<td>1.0 FTE Probationary 1</td>
</tr>
<tr>
<td>Mays, Jessica</td>
<td>Elementary</td>
<td>8/13/15</td>
<td>1.0 FTE Probationary 1</td>
</tr>
<tr>
<td>Miller, Marie</td>
<td>Elementary</td>
<td>8/13/15</td>
<td>1.0 FTE Probationary 1</td>
</tr>
<tr>
<td>Roza, Carol</td>
<td>Special Education</td>
<td>8/13/15</td>
<td>1.0 FTE Probationary 1</td>
</tr>
<tr>
<td>Schupp, Matthew</td>
<td>Elementary</td>
<td>8/13/15</td>
<td>1.0 FTE Probationary 2</td>
</tr>
<tr>
<td>Wion, Nathaniel</td>
<td>Elementary</td>
<td>8/13/15</td>
<td>1.0 FTE Probationary 1</td>
</tr>
</tbody>
</table>

**Leave Requests 2015/16**

<table>
<thead>
<tr>
<th>Employee</th>
<th>Assignment</th>
<th>Effective</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gagne, Michelle</td>
<td>Elementary</td>
<td>2015/16</td>
<td>0.6 FTE Child Care Leave</td>
</tr>
<tr>
<td>Moretti, Kevin</td>
<td>Secondary</td>
<td>2015/16</td>
<td>1.0 FTE CUTA President's Leave</td>
</tr>
</tbody>
</table>
MEMORANDUM TO: Board of Education  
FROM: Kelly Staley, Superintendent  
SUBJECT: Classified Human Resources Actions

<table>
<thead>
<tr>
<th>ACTION</th>
<th>NAME</th>
<th>CLASS/LOCATION/ASSIGNED HOURS</th>
<th>EFFECTIVE</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>APPOINTMENT</td>
<td>Arnold, Anne</td>
<td>IA-Special Education/Blue Oak/5</td>
<td>8/31/2015</td>
<td>Vacated Position</td>
</tr>
<tr>
<td></td>
<td>Cook, Rosalyn</td>
<td>Cafeteria Assistant/Bakery/3</td>
<td>8/17/2015</td>
<td>Vacated Position</td>
</tr>
<tr>
<td></td>
<td>Diaz, Patricia</td>
<td>Parent Classroom Aide-Restr/LCC/2</td>
<td>8/17/2015</td>
<td>Vacated Position</td>
</tr>
<tr>
<td></td>
<td>Gooderham, Taylor</td>
<td>IPS-Classroom/LCC/3</td>
<td>8/17/2015</td>
<td>Vacated Position</td>
</tr>
<tr>
<td></td>
<td>Novak, Deborah</td>
<td>Office Assistant/PVHS/4</td>
<td>8/3/2015</td>
<td>Vacated Position</td>
</tr>
<tr>
<td></td>
<td>Wallace, Diana</td>
<td>IPS-Classroom/Chapman/6</td>
<td>8/17/2015</td>
<td>Vacated Position</td>
</tr>
<tr>
<td>PROMOTION</td>
<td>Bell-Corona, Denise</td>
<td>Cafeteria Cook Mgr 2/BJHS/8</td>
<td>8/14/2015</td>
<td>Vacated Position</td>
</tr>
<tr>
<td>RESIGNATION/TERMINATION</td>
<td>Dale, Susan</td>
<td>IPS-Healthcare/CHS/6.5</td>
<td>6/1/2015</td>
<td>Voluntary Resignation</td>
</tr>
<tr>
<td></td>
<td>Garrison, Grant</td>
<td>Custodian/PVHS/8</td>
<td>8/4/2015</td>
<td>Voluntary Resignation</td>
</tr>
<tr>
<td></td>
<td>Richer, Haley</td>
<td>IPS-Classroom/Emma Wilson/6</td>
<td>6/10/2015</td>
<td>Voluntary Resignation</td>
</tr>
<tr>
<td></td>
<td>Whitman-Hall, Brittany</td>
<td>IPS-Classroom/Loma Vista/6</td>
<td>6/12/2015</td>
<td>Voluntary Resignation</td>
</tr>
<tr>
<td></td>
<td>Zambello, Giancarlo</td>
<td>Campus Supervisor/MJHS/1</td>
<td>6/5/2015</td>
<td>Voluntary Resignation</td>
</tr>
<tr>
<td>RESIGNED ONLY POSITION LISTED</td>
<td>Arnold, Anne</td>
<td>IA-Special Education/EWE/3</td>
<td>8/16/2015</td>
<td>Increase in Hours</td>
</tr>
<tr>
<td></td>
<td>Bell-Corona, Denise</td>
<td>Cafeteria Satellite Mgr/Rosedale/8</td>
<td>8/13/2015</td>
<td>Promotion</td>
</tr>
<tr>
<td></td>
<td>Wallace, Diana</td>
<td>IPS-Classroom/Head Start/3.2</td>
<td>8/16/2015</td>
<td>Increase in Hours</td>
</tr>
</tbody>
</table>
CHICO UNIFIED SCHOOL DISTRICT  
1163 E. 7th Street  
Chico, CA 95928-5999

DATE: June 24, 2015
MEMORANDUM TO: Board of Education
FROM: Kelly Staley, Superintendent
SUBJECT: Classified Human Resources Actions

<table>
<thead>
<tr>
<th>Name</th>
<th>Classification/Location/Assigned Hours</th>
<th>Effective</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>cook, rosalyn</td>
<td>Cafeteria Assistant/BJHS-McManus/Neal Dow/3</td>
<td>6/9/2015 - 6/28/2015</td>
<td>Amend Summer Assignment</td>
</tr>
<tr>
<td>Filippi, Janice</td>
<td>Cafeteria Assistant/BJHS-McManus/Neal Dow/3</td>
<td>7/27/2015 - 8/7/2015</td>
<td>Amend Summer Assignment</td>
</tr>
<tr>
<td>Stratton, Marin</td>
<td>Cafeteria Assistant/CJHS-Rosadale/3</td>
<td>6/9/2015 - 6/28/2015</td>
<td>Amend Summer Assignment</td>
</tr>
<tr>
<td>Stratton, Marin</td>
<td>Cafeteria Assistant/CJHS-Rosadale/3</td>
<td>7/27/2015 - 8/7/2015</td>
<td>Amend Summer Assignment</td>
</tr>
<tr>
<td>cook, rosalyn</td>
<td>Cafeteria Assistant/CJHS-Citrus/2</td>
<td>7/27/2015 - 8/7/2015</td>
<td>Amend Summer Assignment</td>
</tr>
<tr>
<td>simmons, katrina</td>
<td>Cafeteria Assistant/CJHS-Citrus/3.5</td>
<td>6/19/2015 – 7/8/2015</td>
<td>Summer Assignment</td>
</tr>
<tr>
<td>Chamberlin, Elizabeth</td>
<td>Cafeteria Assistant/Chapman/2</td>
<td>6/9/2015 - 6/26/2015</td>
<td>Amend Summer Assignment</td>
</tr>
<tr>
<td>O'Kelley, Maryann</td>
<td>IPS-Healthcare/Loma Vista/4.5</td>
<td>6/15/2015 - 7/10/2015</td>
<td>Amend Extended Year Assignment</td>
</tr>
<tr>
<td>davis, happl</td>
<td>IPS-Healthcare/McManus/4.5</td>
<td>6/15/2015 - 7/10/2015</td>
<td>Amend Extended Year Assignment</td>
</tr>
<tr>
<td>Swanson, Michael</td>
<td>Passenger Van Driver/Transportation/2.7</td>
<td>6/15/2015 - 7/17/2015</td>
<td>Summer Assignment</td>
</tr>
<tr>
<td>Budgett, Cheryl</td>
<td>School Bus Driver 1/Transportation/4.5</td>
<td>6/15/2015 - 7/10/2015</td>
<td>Summer Assignment</td>
</tr>
<tr>
<td>Aistad, Mark</td>
<td>School Bus Driver 2/Transportation/5.3</td>
<td>6/15/2015 - 7/10/2015</td>
<td>Summer Assignment</td>
</tr>
<tr>
<td>Cox, Susan</td>
<td>School Bus Driver 2/Transportation/6</td>
<td>6/15/2015 - 7/10/2015</td>
<td>Summer Assignment</td>
</tr>
<tr>
<td>Miller, Charlotte</td>
<td>School Bus Driver 2/Transportation/4.3</td>
<td>6/15/2015 - 7/10/2015</td>
<td>Summer Assignment</td>
</tr>
<tr>
<td>Decker, Tamala</td>
<td>School Bus Driver 2/Transportation/5</td>
<td>6/15/2015 - 7/10/2015</td>
<td>Summer Assignment</td>
</tr>
<tr>
<td>Hightman, Rebecca</td>
<td>School Bus Driver 2/Transportation/5.4</td>
<td>6/15/2015 - 7/10/2015</td>
<td>Summer Assignment</td>
</tr>
<tr>
<td>Leckenby, Dian</td>
<td>School Bus Driver 2/Transportation/4</td>
<td>6/15/2015 - 7/10/2015</td>
<td>Summer Assignment</td>
</tr>
<tr>
<td>Day, Doris</td>
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<td>6/15/2015 - 7/10/2015</td>
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<td>6/15/2015 - 7/10/2015</td>
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<tr>
<td>Name</td>
<td>Position</td>
<td>Start/End</td>
<td>Details</td>
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<td>Hoyt, Cheryl</td>
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<td>Brasier, Patricia</td>
<td>Transportation Spec Ed Aide/Transportation/5.5</td>
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<tr>
<td>Critchfield, Pamela</td>
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<td>6/15/2015 - 7/10/2015</td>
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<td>O'Kelley, Maryann</td>
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<tr>
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AGENDA ITEM: Adoption of 2015-16 Local Control Accountability Plan

Prepared by: Educational Services Staff

☐ Consent  Board Date 06/24/2015

☐ Information Only

☒ Discussion/Action

Background Information

Funding for K-12 public education in California is allocated through the Local Control Funding Formula (LCFF). The LCFF requires school districts to develop a Local Control Accountability Plan (LCAP) which delineates the manner in which the district proposes to meet annual goals for all students in addition to specific activities to address state and local priorities.

The District LCAP Advisory Committee held five meetings during the 2014-15 school year. The LCAP Advisory Committee is comprised of parents, teachers, classified staff, administrators, interested community members and students. A draft of the LCAP was developed by the LCAP Advisory Committee and posted on the District website after the final LCAP Advisory Committee Meeting held on May 19th. The LCAP Advisory Committee worked collaboratively to address the District’s LCAP Goals and the Eight State priorities: Student Achievement, Implementation of California Content Standards, Basic Services, Parent Involvement, Student Engagement, School Climate and Other Student Outcomes.

The LCAP approval process requires the presentation of the plan and the 2015-16 Budget in two public meetings. A public hearing regarding the proposed LCAP was conducted at the Board’s regularly scheduled meeting held on June 17, 2015. The LCAP and the 2015-16 Budget are presented this evening for final adoption by the Board.

Educational Implications:

The LCAP is a three year plan that addresses numerous elements of the District's educational programs. It also informs the District’s Mission and the Goals adopted by the Board of Education each year.

Fiscal Implications:

The LCAP is required by California Education Code 52060 in order for the District to expend funds allocated through the Local Control Funding Formula (LCFF).
AGENDA ITEM: Approval of 2015-16 Original Budget

Prepared by: Kevin Bulthea, Assistant Superintendent Business Services

Consent Board Date June 24, 2015

Information Only

Discussion/Action

Background Information
Chico Unified School District is required to adopt an annual budget for 2015-16 before July 1, 2015. This budget is referred to as the 2015-16 Original Budget. The new Local Control Accountability Plan (LCAP) requires the district hold a public hearing for the budget and the LCAP at a meeting prior to board adoption of both documents. Board approval of the LCAP and budget must be done at a regularly scheduled board meeting after the public hearings. CUSD complied with this requirement at its board meeting held June 17, 2015 where both the LCAP and 2015-16 Original Budget public hearings were conducted.

Educational Implications
The 2015-16 Original Budget is the financial planning document for the Chico Unified School District. It supports the educational program by allocating resources to meet the districts goals.

Fiscal Implications
The 2014-15 Estimate Actual (EA) budget estimates a positive change in fund balance of $593,519 in unrestricted programs and a negative change of (-$2,267,956) in restricted programs. The positive change in unrestricted fund balance is largely due to carryover estimates of $686,664 in unrestricted programs.

CUSD's General Fund ending balance as of June 30, 2015 is projected to be $12,401,638. The unrestricted ending fund balance is estimated to be $9,374,429 and the restricted ending fund balance estimated is $3,027,209.

The 2015-16 Original Budget estimates a positive change in unrestricted fund balance of $6,665,006 and a negative change in fund balance for restricted programs of (-$1,574,127). The change in the unrestricted fund balance is due to the proposed one-time dollars in the Governor's May revise in the amount of $6,654,188.

CUSD's General Fund ending balance for June 30, 2016 is projected to be $17,492,517. The unrestricted ending fund balance is estimated to be $16,039,435 and the restricted ending fund balance is estimated to be $1,453,082.

*A detailed report of the 2015-16 Original Budget was presented on June 17, 2015.
Chico Unified School District

2015-16 ORIGINAL BUDGET NARRATIVE

June 17, 2015

OVERVIEW

The California state economy performed at a high level in 2014-15 and is expected to continue its expansion in 2015-16. The growth is certainly fueled by record-level returns on stock, bonds and capital gains taxes. However, the growth does contain real growth in personal income taxes and sales taxes. Proposition 30 which enacted temporary sales taxes is a factor in the increased revenues. Furthermore, a reinvigorated California real estate market and lower gas prices are not pulling the economy down.

The Governor’s budget proposal as adjusted at the May Revise, provides $3.1 billion for education funding from 2014-15 which Local Education Agencies (LEA’s) will see as one-time dollars in 2015-16. The state budget contains an increase of $6.1 billion for the Local Control Funding Formula (LCFF) in 2015-16. This increase moves LEA’s closer to the fully funded target in the LCFF calculator ahead of the original timeline of 2020-21. K-12 education is benefitting from the proposition 98 funding guarantee with maintenance factor. Education is receiving the largest share of increased state revenues as our funding is restored to levels before the deficits experienced in the great recession.

The 2015-16 Original Budget and corresponding 2014-15 Estimated Actual budget contained in this annual report show Chico Unified School District (CUSD) has a balanced budget for each year. The estimated positive change in unrestricted programs for 2014-15 of $593,519 is directly related to estimated carryovers in site budgets, district-wide discretionary budgets, and Local Control Accountability Plan (LCAP) budgets of $686,664. The 2015-16 budget shows a positive change in fund balance of $6,655,006 due to the one-time proposed dollars for CUSD in the amount of $6,654,188. One of the greatest challenges this budget presents is how to effectively use the one-time dollars. The 2015-16 budget represents one the best budgets for increased funding to education in many years.

2nd INTERIM BUDGET ASSUMPTIONS

Revenues

- Unrestricted Revenue based on Local Control Funding Formula (LCFF)
8.2.1.
Page 3 of 5

- Prior year Average Daily Attendance (ADA) used, since CUSD is declining enrollment district
  - Gap funding percentage equal to estimate provided in May Revise of 53.08%
  - Unduplicated count percentage average equal to 48.29%
  - Projected $6,654,188 in one-time discretionary revenue
    - Did not budget any expenditures as input for use needed from stakeholders
    - Assigned these dollars in ending fund balance to be used for specific purposes to be determined in 2015-16

- Restricted Revenues budgeted as follows:
  - Federal programs revenue estimated to decrease related to declining enrollment and re-allocation of revenues statewide
  - State programs revenue estimated based on trend analysis and expected apportionment letters

Expenditures

- Salaries and benefit costs generated from position control
  - Reviewed and verified all open or vacant positions will be filled
  - Budget increased for negotiated settlements with all bargaining units
    - 6% salary increase - mid-year implementation
    - Increase in district contribution for health benefits - mid-year implementation
  - Budget increased for step & column costs
  - Budget decreased related to retirees or changes in staffing
  - Benefits estimated at payroll percentage rates and contractual health & welfare district contribution amounts
    - State Teachers Retirement System (STRS) and Public Employee Retirement System (PERS) estimated at 10.73% and 11.847% respectively

- Supplies and equipment expense budgeted based on meetings with Directors, trend analysis, and balancing restricted program budgets

- Services expense based on meetings with Directors, trend analysis, and balancing restricted program budgets

- Capital outlay expenditures estimated based on planned equipment purchases over $5,000
  - Total capital outlay is projected to be $80,000 in unrestricted programs
  - Total capital outlay is projected to be $1,267,889 in restricted programs related to increases in Routine Restricted Maintenance Account (RRMA) and development of deferred maintenance program

- Transfers In equal to amount of former Re-Development Area (RDA) pass-through dollars

- Transfers Out represents the amount of contribution from the General Fund to support the Nutrition Services Fund

- Contributions to Restricted Programs represents contributions to the Special Education Program and RRMA largely
The Original Budget has been updated with the most current information available. LCFF gap funding estimates are based on the Department of Finance (DOF) projecting 37.4% and 36.7% gap increases in 2016-17 and 2017-18 respectively. Using the DOF estimates is a departure from CUSD’s practice of using School Services of California (SSC) estimates. CUSD administration is recommending this change in source information with the improved state budget outlook. We will continue to evaluate this assumption in the out years as we expect the state economy to slow down or even correct in future years.

The MYP uses assumptions to determine the financial impact for the two future years. The current MYP continues to show a decline in enrollment for 2015-16 and 2016-17. We back out the one-time money in 2016-17. We project increases in salaries and benefits in 2016-17 related to the 2nd half of the mid-year compensation increase added in 2015-16. We reduce the certificated and classified Full-Time Equivalent (FTE) staff corresponding to declining enrollment. STRS costs are increased to 12.58% and 14.43% and PERS costs are increased to 13.05% and 16.6% in 2016-17 and 2017-18 respectively. We estimate increased costs in worker’s compensation premiums of $50,000 and $100,000. We also increase costs for adding Regional Occupational Programs (ROP) sections as Butte County Office of Education reduces its support for these programs. 2016-17 has increased costs for the third year of additional LCAP four hour support staff in the amount of $273,562. CUSD will make its final payment in the amount of $245,000 in 2016-17 related to a STRS golden handshake offering in prior years. The district estimates the first year of the California Energy Commission (CEC) 0% loan payment in 2017-18. Contributions to special education are estimated to increase $820,352 in 2016-17 and $653,390 in 2017-18.

Although the budgets in 2014-15 and 2015-16 are balanced, the MYP shows the district will deficit spend in 2016-17 and 2017-18. The challenge will be the effective use of one-time dollars and evaluate the impact of realizing a fully funded LCFF. Once the LCFF reaches its target level, future revenue increases will solely be from Cost of Living Adjustments (COLA) which is approximately 2% and not enough to cover projected increased costs in retirement contributions and consumer price index increases in supplies and services.

**FINAL THOUGHTS**

The 2014-15 Estimated Actual budget and the 2015-16 Original Budget represent balanced budgets. The district had been deficit spending the last three years as the deficits in state funding continued. The budget is estimated to be balanced with expenditure equal to revenues for the first time in many years. The budget is balanced even with increases in costs related to negotiated compensation increases, STRS and PERS increases, increases in maintenance costs related to the RRMA required 3%, and increases in LCAP expenditures.

CUSD offers a robust education program with many supplemental services including alternative education, counseling, athletics, Response To Intervention (RTI) special education services, Reading Pals, and diverse site level intervention services. The district’s supplemental service offerings already meet the proportionality requirement in the LCAP. CUSD is pleased the increased funding from the state is sufficient to continue these services and add additional site support services identified in the 2014-15 LCAP. This budget directly accounts for the programs identified in the
LCAP in resource code 0500 of the district’s finances. We have worked directly with the Ed Services division to accurately reflect the costs of meeting the goals outlined in the LCAP.

The financial challenge for CUSD will be the future years as we get closer to reaching the LCFF target and future funding dramatically decreases from levels experienced in 2014-15 and 2015-16. 2015-16 will be an exciting year to collaborate on how to best use the financial resources provided to the district to support the students of Chico Unified. The large one-time allocation will be specifically important to determine the best use and get the most from these dollars.

Chico Unified School District continues to provide quality education programs and services to the students of Chico through the hard work and dedication of classified staff, teachers, and administrators. We look forward to working together and engaging our community in the education of the youth in our community.

Kevin J. Bul tema
Assistant Superintendent, Business Services
AGENDA ITEM: Approval of Reserves Disclosure of 2015-16 Original Budget

Prepared by: Kevin Bultema, Assistant Superintendent Business Services

☐ Consent  Board Date  June 24, 2015
☐ Information Only
☐ Discussion/Action

Background Information
Senate Bill (SB) 858, Chapter 32/2014, establishes cap on district reserve levels if certain conditions are met, such as:

1. Proposition 98 maintenance factor must be fully repaid.

2. Proposition 98 must be funded based upon Test 1.

3. Proposition 98 provides sufficient funds to support enrollment growth and the statutory Cost Of Living Adjustment (COMA).

4. A deposit must be made into Proposition 98 reserve when capital gain revenues exceed eight of the General fund revenues.

All four conditions will not be met in 2015-16, thus the trigger for CUSD to implement a cap on reserves is not in effect. The district held a public hearing of both the Original Budget and district reserve designation on Wednesday June 17th per Education Code (EC) 42127(a)(2)(B). Enclosed please find a disclosure of the reserve amounts in a template provided by Butte County Office of Education complying with the new reserve disclosure requirement. Administration is asking for Board approval of the district reserve designations.

Educational Implications

N/A

Fiscal Implications

Maintaining appropriate levels of reserves is prudent in public fund management for education. There is no fiscal impact related to SB 858 for the 2015-16 fiscal year.
Substantiation of Need for Assigned and Unassigned Ending Fund Balances in Excess of Minimum Recommended Reserves

Education Code Section 42127(a)(2)(B) requires a statement of the reasons that substantiate the need for assigned and unassigned ending fund balances in excess of the minimum reserve standard for economic uncertainties.

<table>
<thead>
<tr>
<th>Combined and Unassigned/Unappropriated Fund Balances (Resources 0000-1999, Objects 9780, 9789 and 9790)</th>
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<tbody>
<tr>
<td><strong>Form</strong></td>
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<tr>
<td>----------</td>
</tr>
<tr>
<td>01</td>
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<table>
<thead>
<tr>
<th>Substantiation of Need for Fund Balances in Excess of Minimum Recommended Reserve for Economic Uncertainties</th>
<th>Amount</th>
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<tbody>
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<td>01 Revolving Cash</td>
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<tr>
<td>01 Stores Inventory</td>
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<td>01 Prepaid Expenditures</td>
<td>$184,812.00</td>
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<tr>
<td>01 Additional 2% Board Reserve</td>
<td>$2,325,488.00</td>
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<td>01 Unrestricted Programs Carryover Budgets</td>
<td>$686,664.00</td>
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<tr>
<td>01 One-time Money Proposed in Governor’s May Revise</td>
<td>$6,654,188.00</td>
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<tr>
<td>01 Restricted Programs Carryover Budgets</td>
<td>$1,453,102.00</td>
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</table>

Total of Substantiated Needs: $11,459,596.00

Remaining Unsubstantiated Balance: $2,544,688.00
AGENDA ITEM: Summer, 2015 Maintenance & Facilities Projects Report

Prepared by: Kevin Bul tema, Assistant Superintendent Business Services

☐ Consent Board Date June 24, 2015

☑ Information Only

☐ Discussion/Action

Background Information

The summer break provides the opportunity for several maintenance projects to be completed during a time when students and staff are not present on school campuses. Chico Unified School District (CUSD) has developed a summer projects maintenance budget within the Restricted Routine Maintenance Account (RRMA). As a reminder, the 2015-2016 budget requires the district to allocate 3% of total expenditures towards building maintenance. A project list has been generated based upon safety, high priority and needed repairs, as well as projects providing most substantial long-term benefits. We have focused our work has in the following categories:

- Roof Repair
- Carpet Replacement
- Playground/parking lot paving/resealing
- Heating/Ventilation/Air Conditioning (HVAC)
- Painting

In addition, our Facilities Department is busy with the construction and modernization of school buildings. We will present a brief report on the maintenance and facilities projects we are working on this summer.

Educational Implications

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

Fiscal Implications

The 2014-15 RRMA budget estimated summer maintenance projects in the amount of $359,690 to be completed before June 30, 2015. The 2015-16 RRMA budget includes summer projects in the amount of $340,615 to be completed before school starts.

Recommendation:

N/A
### CUSD M&O Summer Projects

**FISCAL YEAR** | **PROJECT** | **SCHOOL NAME** | **AREAS** | **COST PER AREA** | **SUB-TOTAL** | **CONTINGENCIES** | **TOTAL** | **Progress** |
---|---|---|---|---|---|---|---|---|
14/15 | HVAC | Little Chico Creek | Cooling Tower Replacement | $52,490.00 | $52,490.00 | | | Completed |
14/15 | Roofing | Chico High | Gym Roof | $4,800.00 | $4,800.00 | | | Completed |
14/15 | Roofing | Chico Jr | Gym addition, roof issue | $4,800.00 | $4,800.00 | | | Completed |
14/15 | Painting | Parkview | Under side of overhangs | $687 | $687 | 10% | $745.80 | Paint purchased/In House |
14/15 | Painting | Sierra View | Under side of overhangs | $687 | $687 | 10% | $745.80 | Paint purchased/In House |
14/15 | Painting | District Office | Exterior | $2,500 | $2,500 | 10% | $2,750.00 | In Progress |
14/15 | General | Gym Floor Refinishing | Secondary | $12,275 | $12,275 | 10% | $12,275.60 | Wax purchased/In House |
14/15 | Mechanical | Corp Yard | Fuel Dispenser | $6,720 | $6,720 | 10% | $7,392.00 | Completed |
14/15 | HVAC | Pleasant Valley High | Controllers in Yale | $6,720 | $6,720 | 10% | $23,075.80 | Completed |
14/15 | Carpet | Neal Dow | 6 Rooms + 2 Kindergarten | $2,097.80 | $2,097.80 | 10% | $4,455.00 | Completed |
14/15 | Carpet | Chapman | 2 Kindergarten | $4,050.00 | $4,050.00 | 10% | $13,553.30 | Start 6/22 |
14/15 | Paving/Seal | Shasta | 24000 sq. ft | $12,323.00 | $12,323.00 | 10% | $12,705.00 | Start 6/22 |
14/15 | Paving/Seal | Little Chico Creek | 64000 sq. ft | $11,550.00 | $11,550.00 | 10% | $20,793.30 | In Progress |
14/15 | Roofing | Chico Jr | Roof Drainage Repair | $18,903.00 | $18,903.00 | 10% | $30,492.00 | In Progress |
14/15 | Roofing | Parkview | Quad Overhangs | $27,720 | $27,720 | 10% | $45,170.00 | In Progress |
14/15 | Roofing | Chapman | Quad Overhangs | $44,700.00 | $44,700.00 | 10% | $59,499.60 | Completed |
14/15 | Roofing | Hooker Oak | Entry Overhangs | $8,636.00 | $8,636.00 | 10% | $9,800.00 | Completed |
14/15 | General | Bleacher Inspection | Secondary | $9,800 | $9,800 | 10% | $88,000.00 | In Progress |
14/15 | Roofing | Chico High | A-Wing Overhangs | $80,000.00 | $80,000.00 | 10% | $88,000.00 | In Progress |
14/15 | General | Bidwell | Bleacher Modifications | | | | | Completed |

**Total** | **$359,669.60**

### July/August Projects

**FISCAL YEAR** | **PROJECT** | **SCHOOL NAME** | **AREAS** | **COST PER AREA** | **SUB-TOTAL** | **CONTINGENCIES** | **TOTAL** | **Progress** |
---|---|---|---|---|---|---|---|---|
15/16 | Carpet | Emma Wilson | 8 rooms + 2 Kindergarten | $3,000.00 | $30,000.00 | 10% | $33,000.00 | Quote Pending |
15/16 | Carpet | Citrus | 2 Kindergarten | $3,000.00 | $6,000.00 | 10% | $6,600.00 | Quote Pending |
15/16 | Carpet | Shasta | 2 Kindergarten | $3,000.00 | $6,000.00 | 10% | $6,600.00 | Quote Pending |
15/16 | Carpet | Sierra View | 2 Kindergarten | $3,000.00 | $6,000.00 | 10% | $6,600.00 | Quote Pending |
15/16 | General | Bidwell | Bleacher Modification | $8,100.00 | $8,100.00 | 10% | $8,100.00 | Quote in process |
15/16 | HVAC | Hooker Oak | 10 Units | $8,000.00 | $80,000.00 | 10% | $88,000.00 | Requesting Quotes |
15/16 | Mechanical | Corp Yard | New Lift | $90,000 | $90,000 | 10% | $99,000.00 | Requesting Quotes |
15/16 | Mechanical | Corp Yard/Grounds | Truck Loader | $22,297.00 | $22,297.00 | 10% | $24,526.70 | Requesting Quotes |
15/16 | Painting | Chico Junior | Under side of overhangs | $2,003 | $2,003 | 10% | $2,203.30 | In House |
15/16 | Painting | District Office | Exterior | $2,500 | $2,500 | 10% | $2,750.00 | In House |
15/16 | Painting/Seal | Chapman | 13500 sq. ft | $6,750.00 | $6,750.00 | 10% | $7,425.00 | In House |
15/16 | Painting/Seal | McManus | 16000 sq. ft | $5,000.00 | $5,000.00 | 10% | $5,800.00 | In House |
15/16 | Painting/Seal | Marigold | 16,000 sq. ft | $8,000.00 | $8,000.00 | 10% | $8,800.00 | Quote Pending |
15/16 | Roofing | Marsh | Overhangs | $7,000.00 | $22,000.00 | 10% | $24,200.00 | Requesting Quotes |
15/16 | Carpet | Little Chico Creek | 2 Kindergarten | $3,000.00 | $6,000.00 | 10% | $6,600.00 | Quote Pending |
15/16 | Carpet | Parkview | 2 Kindergarten | $3,000.00 | $6,000.00 | 10% | $6,600.00 | Quote Pending |

**Total** | **$340,615.00**