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

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

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

**OTHERS:**
Association representatives, news media, and visitors.

1. **CALL TO ORDER**
1.1 Mr. Anderson called the meeting to order at 7:02 p.m. and welcomed visitors.

1.2 Amy English led the flag salute.

2. **SUPERINTENDENT'S REPORT**
Dr. Brown deferred his report to Item 5.8 on the Discussion Calendar.

3. **HEARING SESSION/PUBLIC FORUM**
At 7:05 p.m. the Hearing Session/Public Forum was opened. There were no comments and the Hearing Session/Public Forum was closed.

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

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

4.2 The Board approved the minutes of the 12/18/02 Special Meeting. MSC O'Bryan/Rees
The Board approved the following Certificated Personnel changes: MSC O'Bryan/Rees

### Appointments According to Board Policy

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Effective</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kaser, Catalin</td>
<td>Secondary</td>
<td>2nd Semester 2002/03</td>
<td>1.0 FTE Temporary Appointment</td>
</tr>
<tr>
<td>Hooker-Apel, Debra K.</td>
<td>Elementary</td>
<td>2nd Semester 2002/03</td>
<td>1.0 FTE Temporary Appointment</td>
</tr>
</tbody>
</table>

**Increase in Assigned Time for 2002/03**

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Effective</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Henderson, Donna</td>
<td>Elementary</td>
<td>2nd Semester 2002/03</td>
<td>From 0.2 FTE to 0.5 FTE Temporary</td>
</tr>
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</table>

**Decrease in Assigned Time for 2002/03**

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Effective</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stadtmiller, Rhonda</td>
<td>Secondary</td>
<td>2nd Semester 2002/03</td>
<td>From 0.6 FTE to 0.4 FTE Temporary</td>
</tr>
</tbody>
</table>

**Full-Time Leave Request for 2002/03**

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Effective</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pronsolino, Cynthia</td>
<td>Elementary</td>
<td>2nd Semester 2002/03</td>
<td>0.2 FTE Personal Leave</td>
</tr>
<tr>
<td>Sinatra, Charles</td>
<td>Secondary</td>
<td>2002/03 School Year</td>
<td>1.0 FTE Personal Leave</td>
</tr>
</tbody>
</table>

**Part-Time Leave Request for 2002/03**

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Effective</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Claverie, Monique</td>
<td>Secondary</td>
<td>2nd Semester 2002/03</td>
<td>0.6 FTE Professional Leave</td>
</tr>
</tbody>
</table>

**Terminations/Resignations**

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Effective</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hamett, Judy</td>
<td>Elementary</td>
<td>June 30, 2003</td>
<td>Resignation/Pursuant to Agreement</td>
</tr>
<tr>
<td>Williams, Roger</td>
<td>Administrative</td>
<td>June 12, 2003</td>
<td>Retirement</td>
</tr>
</tbody>
</table>

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

### Appointments

<table>
<thead>
<tr>
<th>Name</th>
<th>CLASS/LOCATION/ASSIGNED HOURS</th>
<th>EFFECTIVE</th>
<th>COMMENTS/FUND</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anderson, Frances</td>
<td>Academic Mentor Program/Chico High/6.4</td>
<td>1/16/03</td>
<td>New Position Grant Funds</td>
</tr>
<tr>
<td>Apodaca, Danny</td>
<td>IPS-Clsrm/Loma Vista/2.0</td>
<td>1/16/03</td>
<td>Position from BCOE</td>
</tr>
<tr>
<td>Balakshin, Mariann</td>
<td>IA-Special Ed/Hooker Oak/2.0</td>
<td>1/16/03</td>
<td>New Position</td>
</tr>
<tr>
<td>Bates-Fisher, Mary Elizabeth</td>
<td>Limited Term IA-Special Ed/Ed Services(CCDS)/ 4.5</td>
<td>1/16-5/29/03</td>
<td>New Limited Term Special Ed</td>
</tr>
<tr>
<td>Bushard, Paul</td>
<td>School Bus Driver T1/Transp/5.4</td>
<td>1/16/03</td>
<td>Vacated Position</td>
</tr>
<tr>
<td>Frost, Catherine</td>
<td>IA-Elementary/Partridge/2.0</td>
<td>1/16/03</td>
<td>New Position Categorical Funds</td>
</tr>
<tr>
<td>Gutman, Deborah</td>
<td>Sr. Office Asst-Confidential/Personnel/8.0</td>
<td>1/16/03</td>
<td>New Position</td>
</tr>
</tbody>
</table>
**Regular Meeting**  
Board of Education – Chico Unified School District  
January 15, 2003

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Start Date</th>
<th>Position Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hawkins, Samantha</td>
<td>IPS-Clsrm/Loma Vista/2.0</td>
<td>1/16/03</td>
<td>Position from BCOE Special Ed</td>
</tr>
<tr>
<td>Martin, Linda</td>
<td>Limited Term Parent Clsrm Aide/Partridge/1.0</td>
<td>1/16-2/28/03</td>
<td>Limited Term</td>
</tr>
<tr>
<td>McKeon, Denise</td>
<td>OA/Elem Attend/Hooker Oak/4.0</td>
<td>1/16/03</td>
<td>Vacated Position</td>
</tr>
<tr>
<td>Puterbaugh, Skylar</td>
<td>IPS-Clsrm/Loma Vista/1.2</td>
<td>1/16/03</td>
<td>New Position Special Ed</td>
</tr>
<tr>
<td>Runnells, Marina</td>
<td>Limited Term Parent Clsrm Aide- Rest/ McManus/1.0</td>
<td>12/2/02 - 5/30/03</td>
<td>Limited Term Special Ed</td>
</tr>
<tr>
<td>Shaffer, Jayci</td>
<td>IA-Special Ed/Chico High/5.0</td>
<td>1/16/03</td>
<td>New Position Special Ed</td>
</tr>
<tr>
<td>Smith, Bette</td>
<td>IPS-Clsrm/Loma Vista/2.0</td>
<td>1/16/03</td>
<td>Position from BCOE Special Ed</td>
</tr>
<tr>
<td>Stephens, James</td>
<td>School Bus Driver T1/Transp/4.6</td>
<td>1/16/03</td>
<td>Vacated Position</td>
</tr>
<tr>
<td>Alstad, Mark</td>
<td>From Passenger Van Driver to School Bus Driver T2/Transp/7.6</td>
<td>12/17/02</td>
<td>Existing Position</td>
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</table>

**Transfer with Increased Hours**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Start Date</th>
<th>Position Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Galland, Carol</td>
<td>IPS-Clsrm/Marigold/5.5</td>
<td>1/16/03</td>
<td>Vacated Position Special Ed</td>
</tr>
<tr>
<td>Province, Tara</td>
<td>IPS-Clsrm/Marigold/5.5</td>
<td>1/16/03</td>
<td>New Position Special Ed</td>
</tr>
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</table>

**Increase in Hours**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Start Date</th>
<th>Position Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Akin, Donna</td>
<td>Cafe Assistant/Partridge/2.0 to 2.5</td>
<td>1/6/03</td>
<td>CBA 3.5.1 &amp; 3.5.2</td>
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</tbody>
</table>

**Voluntary Transfer with Reduction in Hours**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Start Date</th>
<th>Position Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rollins, Keith</td>
<td>IA-Alt Ed/C A L/4.0</td>
<td>1/16/03</td>
<td>Vacated Position</td>
</tr>
</tbody>
</table>

**Voluntary Reduction in Hours**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Start Date</th>
<th>Position Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gillespie, Rachelle</td>
<td>Parent Clsrm Aide- Rest/Partridge/ from 4.0 to 1.6</td>
<td>12/12/02</td>
<td>Categorical Funds</td>
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</tbody>
</table>

**Leave of Absence**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Start Date</th>
<th>Position Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carr, Jeffrey</td>
<td>IPS-Clsrm/Chico High/3.0</td>
<td>1/20-5/29/03</td>
<td>Without Pay</td>
</tr>
<tr>
<td>Hardy, Nancy</td>
<td>Café Assistant/Bidwell Jr/2.5</td>
<td>1/6-5/29/03</td>
<td>Without Pay</td>
</tr>
<tr>
<td>Wescoatt, Sarah</td>
<td>IPS-Clsrm/L C C/3.0</td>
<td>11/6/02-2/2/03</td>
<td>Without Pay</td>
</tr>
</tbody>
</table>

**Resignation/Termination**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Start Date</th>
<th>Position Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cushman, Francis</td>
<td>Café Assistant/Marsh Jr/1.0</td>
<td>1/6/03</td>
<td>Resignation</td>
</tr>
<tr>
<td>Hooker-Apel, Debra</td>
<td>IA-Elementary/Cohasset/3.5</td>
<td>1/5/03</td>
<td>Resignation</td>
</tr>
<tr>
<td>Johnson, Robyn</td>
<td>Parent Clsrm Aide-Rest./Neal Dow/ 2.0</td>
<td>12/4/02</td>
<td>Resignation</td>
</tr>
<tr>
<td>Weil, Meredith</td>
<td>IPS-Clsrm/Sierra View/3.0</td>
<td>12/20/02</td>
<td>Resignation</td>
</tr>
</tbody>
</table>

4.5 The Board approved payment of the following warrants: MSC O’Bryan/Rees
The Board approved the expulsions of the following students: Student No.: 18756; Student No.: 50785; Student No.: 50664; Student No.: 10771; Student No.: 50661; Student No.: 26214. MSC O'Bryan/Rees

The Board approved the consultant agreement between CUSD and Data Works to perform a curriculum calibration of student work to measure the alignment of classroom student work to the California Content Standards. MSC O'Bryan/Rees

The Board approved the consultant agreement between CUSD and Rosa G. Molina to provide staff development for the Spanish/English Immersion Teachers. MSC O'Bryan/Rees

The Board approved the consultant agreement between CUSD and the Center for Evaluation and Research, LLC to provide an evaluation of the Learn and Serve program as per Cal Serve requirements. MSC O'Bryan/Rees

The Board approved the consultant agreement between CUSD and CAVE to provide Americorps worker 75-80% time to do mentor recruitment for Academic and Volunteer Mentor Service Program AVMSP. MSC O'Bryan/Rees

The Board approved the API Expenditures for the following schools: MSC O'Bryan/Rees

- Sierra View
- Marigold
- Citrus

The Board approved the major field trip request by PVHS to participate in an educational exchange opportunity in Japan. MSC O'Bryan/Rees

The Board approved the major field trip request by PVHS to attend the Tech Museum of Innovation in San Jose, CA May 1, 2003. MSC O'Bryan/Rees

The Board denied claim no. 159-103. MSC O'Bryan/Rees

The Board approved the Visual and Performing Arts Grant Program application for 2003-04. MSC O'Bryan/Rees

The review of the new textbook proposal, Economics: Principles in Action, which is in alignment with state standards was tabled to a future meeting.

5.

DISSUCCION CALENDAR

5.1
5.2 Vikki Gillett, Director - Information Technology reviewed the Educational Technology Plan. In the past, CUSD maintained a district-wide Educational Technology Plan, which was updated approximately every two years but not officially approved by the Board of Education. Currently, new State regulations require each California school district to have a state-approved technology plan in order to receive Federal and State funding. CUSD’s newly adopted Strategic Plan (Goals 2020) also calls for an approved technology plan.

This new plan must show improvement in several areas:

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

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

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

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

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

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

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

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

1) The district should be prepared to release the names, addresses and telephone numbers of high school students to military recruiters upon request.
2) The district should ensure that military recruiters are provided the same access to students as is provided to postsecondary institutions and prospective employers.

3) Beginning in the 2002-2003 school year, the district should notify parents of their option to withhold consent to such disclosure. Parents should be directed to respond promptly if they wish to withhold consent.

CUSD has already met all of these recommendations.

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

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

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

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

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

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

5.4 Alan Stephenson, Director - Educational Services provided a review of the revisions made to Board Policy #5120 - Schools of Choice/Intra-District Attendance.

5.5 Mike Weissenborn, Manager - Facilities/Construction provided the monthly facilities update.

Chico High School Gymnasium
The Chico High Gymnasium project is nearing completion. There are a lot of little details that are being followed up on right now. One of the key milestones with this project is the refinishing of the gym floor. This task is started after all other major work in the gym is complete. This task is underway. The gym floor has just received its first coat of sealant after being sanded down. The finishing and striping of the floor will continue through this week. Our objective is to have the gym prepared for the basketball games scheduled for the 28th and 29th of this month.
Another milestone will occur next Wednesday, the 22nd. The CSHS modernization project is on the State Allocation Board agenda. We have utilized the appropriate dollars from our capital facility funds to meet the District's 20% match obligation. We are currently working with Chico High staff and District staff to develop the scope of the next phase of the modernization project.

**Marsh Gymnasium**

Construction on the Marsh Gymnasium is moving along well.

**Canyon View High School**

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

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

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

**Time line**

1. Announcement of Opening through ACSA in the Job Information Survey.
   - A) New Listing Advertisement runs January 20 and 27.
   - C) Applications close March 21.

   - A) Paper screening committee - Kelly Mauch, Jim Sands, Bob Feaster.

3. Interview Candidates - Week of April 21
   - A) Interview Committee - Two Chico High teachers, one Chico High counselor, Chico High clerical representative, PTA representative, student representative, secondary administrator, Kelly Mauch, Bob Feaster, and Jim Sands.
   - B) Reference checks.

4. Recommend candidate(s) to Superintendent: April 28

5. Superintendent interviews: May 2-5

6. Site visitation: May 12-16

7. Employment offer: May 19-23

8. Report to work: July 1

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

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

The Governor of California is required by the Constitution to present a balanced budget to the state legislature. To accomplish this the governor has proposed $20 billion in program cuts, $8.3 in revenue increases and $6.3 in funding shifts, loans, and transfers. These proposed cuts are in addition to the $1.8 million the CUSD slashed last spring, from the current year's budget. This is a very serious situation and one in which the district will be forced to use fund balances to get through the 2002-2003 school year. Simply stated, the CUSD Board of Education does not have control over the district's revenue. Therefore,
the challenge is to insure the district’s solvency in the years ahead by reducing expenditures. Some experts have estimated that it will not be until 2005-2006 that school districts see relief from the state. Outlined below are four steps necessary to create an effective CUSD response to the state’s current budget crisis.

**Step 1**
Our first obligation is to inform the district and community just where the district stands. This will be accomplished through a series of meetings, with staff, union representatives and community members, held at convenient hours. School site newsletters and other media will also be used to help stakeholders understand the issues. Input will be sought at each opportunity.

**Step 2**
The second step is to continue to communicate with elected representatives regarding the need for greater flexibility with things like class-size reduction and special programs funding.

**Step 3**
In February, a series of options will be presented to the Board on the likelihood that revenue reductions will require the elimination of programs, the reduction of staff and/or salary adjustments (a negotiable item).

**Step 4**
Not later than March 5, 2003, the board will consider the issuance of preliminary notices of termination to impacted district employees. By May, the Board must decide which programs will be eliminated or reduced for 2003-2004.

6. **ACTION CALENDAR**

6.1 After discussion, the Board tabled the appointment of Board members to standing committees to a future meeting.

6.2 The Board accepted the CUSD Educational Technology Plan. MSC Watts/Huber

6.3 The Board approved the Federal Renovation Grant Funds recommendations. MSC O'Bryan/Watts

6.4. The Board accepted the 2001/02 independent audit report. MSC Watts/Huber

6.5 The Board approved the continued implementation of a spending freeze imposed, administratively, in December, 2002. MSC Watts/Huber

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

- Review the regulations on revenue received from the Federal Government and relax the current controls as appropriate.
- Review the regulations on Restricted Revenue received from State and local sources and relax the current controls as appropriate.
- Grant instructional supply requests from the CUSD warehouse.
- Grant custodial supply requests from the CUSD warehouse.
- Restock the CUSD warehouse with only essential instructional and custodial supplies during the 2002-2003 fiscal year.
- Continue to do health and safety related maintenance and repair.
- Continue the prohibition on the use of Unrestricted Funds for Travel and Conference, Personnel, Consultants, Equipment and non-essential supplies.
- Delay placing the 2003-2004 “bulk” supply order until late spring.
7. **ANNOUNCEMENTS**
   Dr. Brown announced there would be a special Board Workshop on Monday, January 27, 2003 at Little Chico Creek Elementary beginning at 7:00 p.m. regarding the budget.

8. **BOARD ITEMS FOR NEXT AGENDA**
   There were no items for the next agenda.

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

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

kh

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

APPROVED:

____________________________________
Board of Education

____________________________________
Administration