

CUSD Board of Education

Regular Meeting Agenda

Chico City Council Chambers

January 23, 2008

CLOSED SESSION – 6:15 P.M.

REGULAR BOARD MEETING – 7:00 P.M.



Board Members

Jann Reed, President

Rick Anderson, Vice President

Dr. Andrea Lerner Thompson, Clerk

Dr. Kathy Kaiser, Member

Rick Rees, Member

Kelly Staley, Interim 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: 01/18/08

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 PARTICIPATON FOR ITEMS ON THE AGENDA

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 five (5) 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 PARTICIPATON FOR ITEMS NOT ON THE AGENDA

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

- Public comments for items not on the agenda will be limited to one hour in duration.
- 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 five (5) minutes to address the Board.
- Once 2 speakers have shared a similar viewpoint, the Chair will ask for a differing viewpoint. If no other viewpoint is represented then a 3rd speaker may present.
- Speakers will not be allowed to yield their time to other speakers.
- After all topics have been heard, the remainder of the hour may be used by additional speakers to address a previously raised issue.

WRITTEN MATERIAL:

The Board is unable to read written materials presented during the meeting. If any person intends to appear before the Board with written materials, they should be delivered to the Superintendent's Office or delivered via e-mail to the Board and Superintendent 10 days prior to the meeting date.

COPIES OF AGENDAS AND RELATED MATERIALS:

- Available at the meeting
- Available on the website: www.chicousd.org
- Available for inspection in the Superintendent's Office prior to the meeting
- Copies may be obtained after payment of applicable copy fees

AMERICANS WITH DISABILITIES ACT

Please contact the Superintendent's Office at 891-3000 ex. 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.

CHICO UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Regular Session Meeting – January 23, 2008

Closed Session – 6:15 p.m.

Regular Session – 7:00 p.m.

**Chico City Council Chambers
421 Main Street, Chico, CA 95928**

AGENDA

1. CALL TO ORDER

2. CLOSED SESSION

2.1 Public Employee Performance Evaluation per Ed Code §54957

Title: Interim Superintendent

2.2 Closed Session Pursuant to Government Code §54957

Public Employment: Terms of Contract

Title: Assistant Superintendent-Human Resources

2.3 Closed Session Pursuant to Government Code §54957 and Education Code §49070

Continued from January 16, 2008

Board Deliberations

If Closed Session is not completed before 7:00 p.m., it will resume immediately following the regular meeting.

3. RECONVENE TO REGULAR SESSION

3.1 Call to Order

3.2 Closed Session Announcements

3.3 Flag Salute

4. STUDENT REPORTS

5. SUPERINTENDENT'S REPORT

6. CONSENT CALENDAR

A. GENERAL

1. Consider approval of minutes of regular session on December 5, 2007, and special session on December 12, 2007.
2. Consider approval of Items donated to Chico Unified School District.

B. EDUCATIONAL SERVICES

1. Consider approval of Field Trip Request from PVHS-Yearbook & Newspaper to attend National Convention in Anaheim, CA, from 04/16/08-04/20/08.
2. Consider approval of Field Trip Request from PVHS-Varsity Baseball to attend Tournament in San Diego, CA, from 03/17/08-03/20/08.
3. Consider approval of Field Trip Request from PVHS-Varsity Baseball to attend Tournament in Tucson, AZ from 03/05/08-03/08/08.
4. Consider approval of Part II of the Consolidated Application for Funding Categorical Aid Programs.
5. Consider approval of Waiver of Test Passage for Students with a Disability on California High School Exit Examination (CAHSEE)

C. BUSINESS SERVICES

1. Consider approval of Consultant Agreement with PTL Nursing Registry for \$21,127.95 to provide specialized nursing supervision of an aide to a student and provide payment for the aide assigned.
2. Consider acceptance of obsolete materials and authorize the District to dispose of them in a manner specified in Ed Code.

7. DISCUSSION/ACTION CALENDAR

A. EDUCATIONAL SERVICES

1. Information: Receive information on School Accountability Report Cards (SARC). Copies are available at the District Office or they can be viewed on our website at www.chicousd.org by going to each site. (Kelly Staley)
2. Action: Consider approval of Prop 1D applications by PVHS for Hospitality, Tourism and Recreation program and by CHS for Agriculture and Natural Resources program . (Liz Metzger, Priscilla Burns, Kevin Payne)
3. Action: Consider approval of 21st Century application grants for Chapman, Citrus, Rosedale and McManus. (Dr. Cynthia Kampf)

B. HUMAN RESOURCES

1. Action: Consider approval of Resolution #1007-08 – elimination of classified services and ordering layoffs in the classified service for the 2007-2008 school year.

C. BUSINESS SERVICES

1. Information/Discussion: Budget Update with Sheila Vickers (Jan Combes)

8. ITEMS FROM THE FLOOR

9. ANNOUNCEMENTS

10. BOARD DEVELOPMENT DISCUSSION

11. ADJOURNMENT

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1. CALL TO ORDER

At 4:30 p.m. the Board convened and announced they would recess into closed session to discuss Items 2.1, 2.2, 2.3, 2.4 and 2.5 below.

Present: Rick Rees, Jann Reed, Dr. Kathleen Kaiser, Rick Anderson, Dr. Andrea L. Thompson

Absent: None

2. CLOSED SESSION**2.1 Public Employee Performance Evaluation**

Title: Interim Superintendent

2.2 Public Employee Performance Evaluation

Title: Assistant Superintendent – Human Resources

Title: Assistant Superintendent – Business Services

2.3 Conference with Labor Negotiator

Employee Organization:

CUTA

CSEA, Chapter #110

Other Representatives:

Kelly Staley, Interim Superintendent

Bob Feaster, Assistant Superintendent

Jan Combes, Assistant Superintendent

2.4 Conference with Legal Counsel – Existing Litigation

Pursuant to subdivision (a) of Section 54956.9. Name of Case: Crews v. CUSD

2.5 Public Employee Dismissal/Discipline/Release pursuant to Government Code 54957**3. RECONVENE TO REGULAR SESSION**

Present: Rick Rees, Jann Reed, Dr. Kathleen Kaiser, Rick Anderson, Dr. Andrea L. Thompson

Absent: None

3.1 Board President Rees called the Regular Session Meeting to Order in the City Council Chambers at 7:03 p.m.

3.2 Announcements on Closed Session

Board President Rees stated that the Board had been in closed session since 4:30 p.m. regarding the items 2.1, 2.2, 2.3, 2.4 and 2.5 and will return to closed session after the regular meeting. Rees indicated that the Board will not be continuing a superintendent search at this time and will bring back in public session the extension of the Interim Superintendent's contract for one year, bringing it to two years. The Board will be completing evaluation tools and continuing conversation about the goals for the District and the goals for the Superintendent to complete that evaluation process as quickly as possible.

3.3 Board President Rees led the salute to the Flag.

4. ORGANIZATIONAL MEETING

4.1 Jann Reed was elected President.

4.2 Rick Anderson was elected Vice President.

4.3 Andrea Lerner Thompson was elected Clerk.

Jann Reed presented a thank you gift to Rick Rees for his role as President of the Board from 2005-2007.

4.4 Kelly Staley was appointed Secretary to the Board.

4.5 Board Vice President Anderson made a motion to hold the board meetings on the third Wednesday of every month, starting at 7:00 p.m. in the Chico City Council Chambers. Board Member Kaiser requested that the motion include changing the January 16 meeting to January 23, as she would be out of town on the 16th. Board Vice President Anderson adjusted the motion that the 16th meeting would be held the 23rd only if the City

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Council Chambers were available. The motion was seconded by Rick Rees.

AYES: Reed, Anderson, Thompson, Kaiser, Rees

NOES: None

Board Member Kaiser suggested the Board ask the audience at the start of future meetings if there are any students who would like to address the Board. The Board discussed changing the format of the Agenda to move item 9, Items from the Floor, to the front of the Agenda. Board Clerk Thompson made a motion, seconded by Board Member Kaiser, commencing with the January 2008 meeting to move Item 9 to before the Superintendent's Report on the Agenda, with a 30-40 minute time limit, allowing for the remainder of comments at the end of the Agenda. Board President Reed asked for public comment. George Young, CUTA President, voiced his opinion. The motion did not pass.

AYES: Kaiser, Thompson

NOES: Reed, Anderson, Rees

Board President Reed indicated that the Agenda should have a Board Development section in future regular meetings. Board Vice President Anderson made a motion to add after Announcements and prior to Adjournment the opportunity for Board Development Discussion. The motion was seconded by Board Member Kaiser. At 7:37p.m., Board President Reed asked for public comment. There was none. The motion was passed.

AYES: Reed, Anderson, Thompson, Kaiser, Rees

NOES: None

Board President Reed asked that a procedure be in place at the next and subsequent meetings for the public to leave their name and contact information for further information.

Board President Reed suggested adding a section to the Agenda on Board Development. A motion was made by Vice President Anderson and seconded by Board Member Kaiser, to add a section after announcements and prior to adjournment, entitled Board Development Discussion. At 7:37 p.m., Board President Reed asked for public comment. There was none. The motion was passed.

AYES: Reed, Anderson, Thompson, Kaiser, Rees

NOES: None

4. STUDENT REPORTS

At 7:40 p.m., Interim Superintendent Staley asked that the CUSD Elementary Choir, directed by Kim Gimbal, be first with their presentation. At 7:44 p.m., Chico High School's Jocelyn Allen, ASB President, presented activities at CHS. Members of the Leadership class at Fair View High School, Pedro Quintana, Natalie Eggleston, Yasmine Piceno, and Kena Vigil, presented the activities and fund raising events at Fair View High School. Preet Kaur, ASB Secretary, and Vincent Walker, Sr. Class – Spirit Coordinator, reported on the activities at Pleasant Valley High School.

5. SUPERINTENDENT'S REPORT

At 7:12 p.m. Les Heringer, representing Friends of Ag, provided a handout, which outlined some of the current activities in the CHS Agriculture Department and introduced Sheena Zweigel, a new teacher in the department.

At 7:25 p.m. Principal Diane Bird and teacher Laurie DeBock, McManus Elementary, reported on the \$450,000.00 Healthy Start Grant.

Interim Superintendent Staley presented Terry Unsworth, Aero Union, who spoke of their vocational training and partnership with CUSD now and in the future.

Interim Superintendent Staley introduced PVHS principal, Steve Connelly, and FVHS Dave McKay, who gave recognition to teachers Patty Moriarity and Rita Rickmers for receiving special recognition by the California Art Education State Conference in Pasadena for their annual middle and high school art show.

Interim Superintendent Staley introduced Kathy Barrett, Executive Director of Big Brothers, Big Sisters of Chico, who presented a check to Board Clerk Thompson for a percentage of contributions received while

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running for Big Citizen.

Interim Superintendent Staley announced the collaboration on two grants over a three year period: \$1.623 million for math and \$1.079 million for science. CUSD would be applying for two more grants; one in Agriculture and one for Culinary Arts. Congratulations to Miles Peacock, Ron Pope and Liz Metzger.

Board Vice President Anderson provided a handout outlining what printed items he had available from CSBA's annual conference that he and Board Member Rees attended in November. Board Member Rees spoke of the unique diversity of California and the lack of funds to support this diversity.

6. CONSENT CALENDAR

At 8:32 p.m., Board President Reed asked if the public or Board wanted to pull any consent items for future discussion. There was none. Board Member Rees made a motion to approve the Consent Calendar, seconded by Board Member Kaiser.

A. GENERAL

1. The Board approved Minutes of Special Session 11/03/07 and Regular Session on 11/07/07.
2. The Board accepted the items donated to Chico Unified School District.

Donor	Item	Recipient
Anonymous	9 Books	CHS - Library
Lyon's Books	Books	CHS - Library
Impact Marketing & Media	\$100.00	CHS - Prom
Target	\$51.20	CJHS - Admin
Anonymous	\$75.00	CJHS - Art Dept
Brooke Mundy	\$25.00	CJHS - Art Dept
Mimai Buroz	\$30.00	CJHS - Art Dept
Deshawn Dean	\$10.00	CJHS - Art Dept
Addie Trausch	\$20.00	CJHS - Art Dept
United Way	\$27.50	CJHS - Art Dept
Taylor Nilsson	\$25.00	CJHS - Art Dept
Shasta Cascade Slow Food	\$1,500.00	CJHS - Garden Project
Sierra Nevada Brewing Co.	\$200.00	CJHS - Music Dept
Mark Rodriguez	\$25.00	CJHS - Music Dept
H. LeRoy Thomas, DDS	Slapstick	CJHS - Music Dept
Anthony Watts	One Computer, Four Monitors	Computers for Classrooms
Lisa Willett & Don Dickenson	\$5,000.00	DO - Special Education Programs
Ken & Karen Krause	Panasonic DVD/CD Player	Emma Wilson
Butte Rose Society	\$100.00	Emma Wilson - School Garden
Soroptimist International	\$200.00	FVHS - Thanksgiving Lunch
Carl Carlson	\$100.00	Loma Vista
Sandra Stoner	\$500.00	McManus - G.Schwarz' Room
PG&E	\$168.00	MJHS - Math
Lash's Glass	1 Sheet Plexiglas	MJHS - Golf Cart
Target	\$83.39	MJHS - Home Ec
PG&E	\$168.00	MJHS - Home Ec
Raley's	\$45 Gift Cards	MJHS - PE Dept
Save Mart	4 Turkeys	MJHS - PE Dept
Safeway	\$75 Gift Cards	MJHS - PE Dept
PG&E	\$168.00	MJHS - Science

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Michele Miller	\$27.00	Neal Dow
Ramona Wagner	\$50.00	Neal Dow - 4th Grade Field Trips
Arthur & Cindy Cay	\$50.00	Neal Dow - 4th Grade Field Trips
Sharon & James McCracken	\$100.00	Neal Dow - 4th Grade Field Trips
Karen Michalizio	\$50.00	Neal Dow - 4th Grade Field Trips
Michael & Andrea Dempsey	\$50.00	Neal Dow - 4th Grade Field Trips
Flint Drywall	\$50.00	Neal Dow - Dillman/Goldman Trip
Erin Radford	\$600.00	Neal Dow - Dillman/Goldman Trip
Dani Leiber	\$50.00	Neal Dow - Dillman/Goldman Trip
Monica Terrell	\$150.00	Neal Dow - Dillman/Goldman Trip
Jon & Janet Peterson	\$50.00	Neal Dow - Dillman/Goldman Trip
Scott & Carole Carnwell	\$50.00	Neal Dow - Dillman/Goldman Trip
Erin Sweet	\$50.00	Neal Dow - Dillman/Goldman Trip
Kevin & Heidi Vandervelden	\$50.00	Neal Dow - Dillman/Goldman Trip
Tiffany Dugan	Canvases, Frames, Art Supplies	PVHS - Art Dept
Sonrise Productions - P.Morgan	\$260.00	PVHS - Athletics
Lee & Susan Hunt	\$65.00	PVHS - Athletics - Boys Volleyball
Paul E. Lehman	\$50.00	PVHS - Athletics - Boys Volleyball
Barbara & Bryon Wolfe	\$100.00	PVHS - Athletics - Boys Volleyball
R. Paul Montz	\$100.00	PVHS - Athletics - Boys Volleyball
Michael Zadra	\$50.00	PVHS - Athletics - Boys Volleyball
Suzanne & Colin Boggs	\$250.00	PVHS - Athletics - Boys Volleyball
Kim & Chris Nicodemus	\$50.00	PVHS - Athletics - Boys Volleyball
Allan & Allison Bee	\$10.00	PVHS - Athletics - Boys Volleyball
Anonymous	\$60.00	PVHS - Athletics - Boys Volleyball
Linda Rolls	27 Books, 1 CD	PVHS - Library
Charlie Copeland & Sally Foltz	5 Books	PVHS - Library
Heather Lyon/Lyon's Books	2 Books	PVHS - Library
Linda Elliott	One Desk Chair	PVHS - Library
Kay Kohen	2 Books	PVHS - Library
Greg & Helen Wheeler	Spirit Beads	PVHS - Ski & Snowboard Team
Shasta PTO	\$500.00	Shasta - Admin Support
Mark & Kim Nelson	Computer Desk & Printer Table	Shasta - Room 10

B. EDUCATIONAL SERVICES

1. The Board approved expulsions of students with ID's: 25380, 34810, 38054, 43318, 56422, 57998, 58590, 58637, 59254, 59464, 63010 and 65094.
2. The Board approved the Fund Raising Request from PVHS-ASB to sell ASB cards from 08/01/07-06/10/08.
3. The Board approved the Fund Raising Request from PVHS-ASB to sell tickets to PVHS dances from 10/01/07-06/10/08.
4. The Board approved the Field Trip Request from CHS-ACT Senior Class to go to Los Angeles, CA, 01/16/08-01/19/08.
5. The Board approved the Field Trip Request from Neal Dow 4th grade to go to Bay Area from 05/21/08-05/23/08.

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6. The Board approved the Waiver of Algebra 1 Graduation Requirements for Pupils with Disabilities.

7. The Board approved the Waiver of Test Passage on CAHSEE for students with a Disability.

C. BUSINESS SERVICES

1. The Board approved the authorization of the Assistant Superintendent-Business Services as designee for participation and approval of ERATE contracts.

2. The Board approved the Notice of Completion for CJHS Gymnasium Restrooms.

3. The Board approved the Consultant Agreement with JM King & Associates for \$15,625.00 from 12/06/07-06/30/08 to maximize facilities needs planning.

D. HUMAN RESOURCES

1. The Board approved the Certificated Human Resources actions:

Name	Assignment	Effective	Comment
<u>Probationary Appointment(s) 2007/08 According to Board Policy</u>			
Specchierla, Michael	1.0 FTE Librarian	2007/08 (Effective 12/20/07)	Probationary Appointment
<u>Temporary Re-Appointment(s) 2nd Semester 2007/08</u>			
Aguilar, Juan	0.86 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Armstrong, Douglas	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Ball, Cynthia	0.07 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Barnum, Andrew	1.0 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Black, Ashley	0.8 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Bochi-Galli, Christine	0.21 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Brunemeyer, Angie	1.0 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Burton, Beth	0.2 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Campfield, Brent	1.0 FTE Counselor	2 nd Semester 2007/08	Temporary Re-Appointment
Camy, Loyce	0.2 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Carter, Tammara	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Cawthon, Brandi	1.0 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Chapin, Katherine	0.4 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Clarke, Kelly	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Coppage, Denise	0.17 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Correa, Jada	1.0 FTE Counselor	2 nd Semester 2007/08	Temporary Re-Appointment
Crowe, Marsha	0.5 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Curiel, Daisy	0.21 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
De la Torre-Escobedo, Marysol	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
de la Torre-Stuart, Idalia	1.0 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Dunsmoor, Jeanine	0.2 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment

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Eller Alisha	0.4 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Elsen, Renee	0.6 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Fairon, Wendy	1.0 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Ford, Karen	1.0 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Ford, Matt	0.4 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Foster, Olympia	0.6 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Frain, Mary "Shannon"	0.2 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Gallivan, Lois	0.2 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Gilliam, Jon	0.8 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Grant, Allison	0.6 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Hamilton, Ellen	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Hankins, Elizabeth	0.5 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Hansen, Annalisa	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Happ, Jaime	0.2 FTE Special Education	2 nd Semester 2007/08	Temporary Re-Appointment
Harris, Caty	0.85 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Hass, Judy	0.4 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Hollie, Karin	0.2 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Holman, Melissa	1.0 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Huck, Sophy	0.6 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Jackson, Jennie	0.7 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Jarmush, Nicole	0.4 FTE Speech Therapist	2 nd Semester 2007/08	Temporary Re-Appointment
Joiner, Gerald	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Keene, Kristine	1.0 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Kelly, William	0.2 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
King, Kelly	0.61 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Knox, Marlo	0.75 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
LaFollette, Corrine	0.8 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
LaGrave, Nicole	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Lashbrook, Cassandra	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Lourenco, Vickie	0.2 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Matthews, Rebecca	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Mayr, Martha	0.8 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
McCoy, Susan	0.4 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
McMahon, Heather	0.4 FTE Speech Therapist	2 nd Semester 2007/08	Temporary Re-Appointment

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Moretti, Susan	0.8 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Musso, Melissa	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Myers, Carie	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Netherton, Danielle	0.2 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Netterville, Karen	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Nevens, Gretchen	0.2 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
O'Laughlin, Paula	1.0 FTE Counselor	2 nd Semester 2007/08	Temporary Re-Appointment
Olson, Malina	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Payne, Shanon	1.0 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Phillips, Lori	0.6 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Presnall, DeAnne	1.0 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Pulgarin, Alma	0.21 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Reggi-Bruchler, Gina	0.8 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Reginelli, Peter	1.0 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Resendez, Jr., Roland	1.0 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Riedlinger, Katherine	0.1 FTE Speech Therapist	2 nd Semester 2007/08	Temporary Re-Appointment
Roberts, Cathleen	1.0 FTE Counselor	2 nd Semester 2007/08	Temporary Re-Appointment
Sasaki, Joshua	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Schwarz, Gwen	1.0 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Sheridan, Erica	0.15 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Sherwin, Rachel	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Simmons, Abraham	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Simone-Letcher, Victoria	0.2 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Smyth, M. Lynn	0.21 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Snyder, Charles	1.0 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Stoffel, Lauri	0.4 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Sullivan, Kelly	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Sunderland, Janice	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Tefs, Suzanne	.36 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Telegan, Jessica	0.7 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Telegan, Jessica	0.2 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Thayer, Kathleen	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Triplett, Vickie	0.10 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Umpleby, Abby	0.7 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Vandewater, Diane	0.10 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
VanDover-Bruch,	0.2 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment

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Mary

Vang, Sheng	0.2 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Vang, Sheng	0.2 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Vang, Shoa	0.7 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
von der Mehden, Alan	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Waddell, Amy	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Whipple, Bonnie	0.57 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Whittaker, Shelley	0.25 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Whittaker, Shelley	0.40 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Xiong, Ja Pao	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Zweigle, Sheena	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment

Part-Time Leave Request(s) for 2007/08

Calhoon, Lee-Anne	Secondary	2 nd Semester 2007/08	0.4 FTE Leave
Godbold, Vanessa	Elementary	2 nd Semester 2007/08	0.5 FTE Leave
Reed, Barbara	Speech Therapist	2 nd Semester 2007/08	0.2 FTE Leave Policy #4475 STRS Reduced Workload)

Full-Time Leave Request(s) for 2007/08

Lower, Kristin	Secondary	2 nd Semester 2007/08	1.0 FTE Leave
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Retirement(s)/Resignation(s)

Kincheloe, Louise	Elementary	03/17/08	Retirement
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2. The Board approved the Classified Human Resources actions:

<u>Name</u>	<u>Class/Location/Hours Assigned</u>	<u>Effective</u>	<u>Comments/Fund</u>
<u>Appointments</u>			
Barrett, Keith	Instructional Assistant/Neal Dow/3.0	11/26/07	New Position/ Grant Fund
Carlsen, Kristy	IA-Bilingual/McManus/4.0	11/27/07	New Position/ Categorical Funds
Collado, Josh	Campus Supervisor/CJHS/.5	10/30/07	New Position/ Grant Fund
Donnelson, Constance	IPS-Healthcare/Loma Vista/4.0	11/13/07	Vacated Position/ Special Education
Eisenman, Celeste	Library Media Assistant/Shasta/1.6	11/27/07	Vacated Position
Fune, Lisa	IA-Sr Elementary Guidance/Cohasset	11/15/07	Vacated Position/ Categorical Fund
Garcia, Monita	Parent Library Aide-Restr/CHS/1.3	11/26/07	New Position/ Grant Fund
Gray, Elaine	Library Media Assistant/McManus/1.5	11/26/07	New Position/ Categorical Fund
Greminger, Lucretia	LT Instructional Asst/Parkview/.8	10/24/07-02/24/08	New LT Position
Gudmundson, Dee	LT School Office Manager/ Parkview/8.0	10/30/07-03/14/08	During Absence of Incumbent
Haskins, Kelly	Parent Classroom Aide-Restr/ McManus/1.3	11/09/07	New Position/ Grant Fund
Jackson, Joel	Campus Supervisor/CJHS/1.5	10/30/07	New Position/

MINUTES

Mary

Vang, Sheng	0.2 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Vang, Sheng	0.2 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Vang, Shoa	0.7 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
von der Mehden, Alan	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Waddell, Amy	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Whipple, Bonnie	0.57 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Whittaker, Shelley	0.25 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Whittaker, Shelley	0.40 FTE Elementary	2 nd Semester 2007/08	Temporary Re-Appointment
Xiong, Ja Pao	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment
Zweigle, Sheena	1.0 FTE Secondary	2 nd Semester 2007/08	Temporary Re-Appointment

Part-Time Leave Request(s) for 2007/08

Calhoon, Lee-Anne	Secondary	2 nd Semester 2007/08	0.4 FTE Leave	
Godbold, Vanessa	Elementary	2 nd Semester 2007/08	0.5 FTE Leave	
Reed, Barbara	Speech Therapist	2 nd Semester 2007/08	0.2 FTE Leave STRS Reduced Workload)	(Polic

Full-Time Leave Request(s) for 2007/08

Lower, Kristin	Secondary	2 nd Semester 2007/08	1.0 FTE Leave
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Retirement(s)/Resignation(s)

Kincheloe, Louise	Elementary	03/17/08	Retirement
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2. The Board approved the Classified Human Resources actions:

<u>Name</u>	<u>Class/Location/Hours Assigned</u>	<u>Effective</u>	<u>Comments/Fund</u>
<u>Appointments</u>			
Barrett, Keith	Instructional Assistant/Neal Dow/3.0	11/26/07	New Position/ Grant Fund
Carlsen, Kristy	IA-Bilingual/McManus/4.0	11/27/07	New Position/ Categorical Funds
Collado, Josh	Campus Supervisor/CJHS/.5	10/30/07	New Position/ Grant Fund
Donnelson, Constance	IPS-Healthcare/Loma Vista/4.0	11/13/07	Vacated Position/ Special Education
Eisenman, Celeste	Library Media Assistant/Shasta/1.6	11/27/07	Vacated Position
Fune, Lisa	IA-Sr Elementary Guidance/Cohasset	11/15/07	Vacated Position/ Categorical Fund
Garcia, Monita	Parent Library Aide-Restr/CHS/1.3	11/26/07	New Position/ Grant Fund
Gray, Elaine	Library Media Assistant/McManus/1.5	11/26/07	New Position/ Categorical Fund
Greminger, Lucretia	LT Instructional Asst/Parkview/.8	10/24/07-02/24/08	New LT Position
Gudmundson, Dee	LT School Office Manager/ Parkview/8.0	10/30/07-03/14/08	During Absence of Incumbent
Haskins, Kelly	Parent Classroom Aide-Restr/ McManus/1.3	11/09/07	New Position/ Grant Fund
Jackson, Joel	Campus Supervisor/CJHS/1.5	10/30/07	New Position/

MINUTES

Johnston, Joseph	LT Sr Custodian/MJHS-Forest Ranch/8.0	11/13/07-03/18/08	Grant Fund New Limited Term Position
Jones, Brett	Instructional Assistant/Parkview/3.0	11/27/07	New Position/ Grant Fund
Lemos, Mario	LT Custodian/Parkview/8.0	11/26/07-02/04/08	New Limited Term Position
McKinzie, Monica	IA-Special Education/Citrus/2.5	10/16/07	Vacated Position/ Special Education
Nelson, Lindsey	IPS-Classroom/PVHS/5.0	11/27/07	Vacated Position/ Special Education
Nevel, Stephen	LT IA-Special Education/BJHS/1.0	11/26/07-12/19/07	New LT Position/ Special Education
Rodgers, Robin	IPS-Classroom/Rosedale/3.5	11/13/07	Vacated Position/ Special Education
Sherwood, Judy	IA-Special Education/Citrus/5.0	10/22/07	Vacated Position/ Special Education
Sinnott, Kathleen	IA-Vocational Education/FVHS/1.0	11/05/07	New Position/ Grant Fund
Taber, Christine	LT Computer Technician/ Information Services/1.0	10/30/07-12/11/07	Vacated LT Position/ Grant Fund
Tarrago, Stephanie	IA-Bilingual/MJHS-BJHS/4.0	11/26/07	Vacated Position/ Categorical Funds
Tiner, Kayci	Parent Clerical Aide-Restr/ Sierra View/.5	10/22/07	Vacated Position/ Categorical Fund
Vincent, John	Computer Technician/BJHS/1.8	11/30/07	New Position/ Grant Fund
Wood, Cheryl	LT IPS-Healthcare/Chapman/4.0	11/14/07-02/14/08	During Absence of Incumbent/ Special Education
<u>Increase in Hours</u>			
Varicelli, Anthony	IPS-Classroom/Rosedale/6.0	11/26/07	Vacated Position/ Special Education
<u>Transfer w/Increased Hours</u>			
Batti, Jenna	Instructional Assistant/Neal Dow/4.0	11/26/07	Vacated Position/ Categorical Fund
Olson, Kathryn	IPS-Healthcare/Loma Vista/3.5	10/29/07	Vacated Position/ Special Education
<u>Transfer w/Voluntary Decrease in Hours</u>			
Jones, Brett	Instructional Assistant/Rosedale/3.8	11/27/07	Vacated Position/ Categorical Fund
<u>Re-employ from Layoff</u>			
Penne, Danielle	IA-Special Education/Chapman/6.0	01/10/08	New Position/ Special Education
<u>Promotion</u>			
Balasek, Tina	IA-Read Right/BJHS/4.0	10/24/07	New Position/ Categorical Fund
<u>Layoff to Re-Employment</u>			
Mosher, Abraham	Trans Special Education Aide/ Transportation/.5	01/08/08	Lack of Work
Penne, Danielle	IA-Special Education/Chapman/3.0	01/10/08	Lack of Work
Penne, Danielle	IPS-Classroom/Chapman/3.5	01/10/08	Lack of Work
<u>Resignations</u>			
<u>Resigned Only Position Listed</u>			
Batti, Jenna	IPS-Classroom/Marigold/2.0	11/25/07	Transfer w/Increase in

MINUTES

Jones, Brett	IA-Special Education/PVHS/5.0	11/26/07	Hours Transfer w/Decrease in Hours
Martin, Sandra	Parent Computer Lab Aide-Restr/ Shasta/2.0	11/27/07	Voluntary Resignation
Varicelli, Anthony	IPS-Classroom/Rosedale/5.5	11/25/07	Increase in Hours
<u>Resignation/Termination</u>			
Klingbeil, Joshua	IPS-Healthcare/Chapman/6.0	11/16/07	Voluntary Resignation
Taber, Christine	LT Computer Technician/ Information Services/1.0	11/09/07	Voluntary Resignation

(Consent Vote)

AYES: Reed, Anderson, Thompson, Kaiser, Rees

NOES: None

7. DISCUSSION/ACTION CALENDAR

A. HUMAN RESOURCES

1. Action: Approval of Subsequent Variable Term Waiver Request

Assistant Superintendent Feaster requested that CUSD extend the expiration date beyond the ending date of the School Term, Track or Year in order for Steve Sheridan to teach driver's education to July 27, 2008, covering summer session. At 8:35 p.m., Board President Reed asked if there was any public comment. There was none. A motion was made by Board Member Kaiser, seconded by Board Vice President Anderson, to approve the subsequent variable waiver for Steve Sheridan.

AYES: Reed, Anderson, Thompson, Kaiser, Rees

NOES: None

B. BUSINESS SERVICES

1. Information Only: Offer to Purchase Real Property

Assistant Superintendent Combes notified the Board of an offer Chico Unified received for the purchase of CUSD property known as the Corporation Yard. The Business Office would evaluate the offer, taking into consideration selling versus leasing, and return to the Board at a later date with their analysis, based on what will be best for the district. No other information would be released at this time until a proper evaluation could be made.

2. Information/Action: Facilities Update & Recommendations from Staff on Next Steps for Measure A Bond Funds

Construction Planning Supervisor, Michael Weissenborn, reviewed the process to date through a power point presentation and handout; the district held a series of meetings with City, County, School Sites, staff and general public to cull feedback on what were the needs of the community. Paramount throughout this process was the opportunity for the public to express their opinion or ask questions through contact with board members, the interim superintendent and staff. The recommendations of the staff, supported by the Interim Superintendent, were: Phase I – complete build out of PVHS campus as per 1991 Board adopted educational specifications, utilizing existing bond balance; Phase II – complete permanent classrooms at CHS, funded by issuing additional Measure A bonds; and Phase III – complete high school projects as identified and prioritized through the as yet completed Facility Master Plan, using issued Measure A bonds.

At 9:10 p.m., Board President Reed asked for public comments. There were none. Board Member Kaiser made a motion, seconded by Board Member Rees, to approve the recommendations of the staff and interim superintendent to move forward with Phase I with the current funds that are available and for Phase II to issue funds already authorized but not yet issued, and that Phase III might be the area CUSD would have a more cautious look at as it gets a better handle on Phase I & II.

In further discussions, Board Vice President Anderson stressed the need for a good facilities master plan as well

MINUTES

as an asset management plan. Board Clerk Thompson stated she was not at all convinced that she was ready to go down the road with Phase II and III - the public voted for Measure A to build a third high school and anything else should go back to the voters for approval. Board Member Rees indicated that CUSD has been at this point before and had either made no decision or chosen the less expensive route. He didn't want that here and said he supported the motion. Board Member Anderson reminded the Board that the District was losing buying power at a rate of \$125,000 per month. Board President Reed brought up six points she thought important: 1) The number of projected students did not materialize and the district did not have the funds to support three comprehensive high schools. 2) The district needed a comprehensive Facilities Master Plan which included FVHS. 3) The district needed to address the portable issue at PVHS as well as CHS. 4) The district has the opportunity to complete the PAC at PVHS and it should take advantage of that. 5) The surrounding districts that had better athletic facilities were able to provide those due to specific bonds passed for those improvements. 6) The CUSD bond language did not encompass the use of these funds for ECHS.

At this point, Board President Reed asked for a restatement of the motion as she thought it was not yet clear after hearing from all the Board Members.

Board Member Kaiser made a motion to approve Phase I and Phase II as identified in the presentation/handout and to have Phase III be "in process" since they were not at a point to identify projects as fiscal projections play out on Phase II.

Board Vice President Anderson offered a friendly amendment for clarity. Board Vice President Anderson made a motion to approve Phase I and Phase II as earlier stated and Phase III, which includes the expenditure of remaining Measure A bond dollars, will be focused on high school facilities within Chico Unified School District only.

Board President Reed asked for a vote. The motion was passed.

AYES: Reed, Anderson, Kaiser, Rees

NOES: Thompson

At 9:50 p.m., the Board recessed.

At 9:55 p.m., the Board returned from recess.

3. Information/Action: Acceptance of 1st Interim Budget Report

Assistant Superintendent Combes presented the 1st Interim Budget Report which included the changes in income and expenses since the September 2007 report. The reserve level had improved and is now projected to be \$22,823 above the 3% requirement. The 2008-09 year shows a \$3 million deficit, \$0.5 million higher than previous estimates. The deficit depletes the reserve to a level necessitating the Board to self-certify a negative budget. Assistant Superintendent Combes indicated there would be a budget update at every future meeting.

At 10:26 p.m., Board Member Kaiser left the meeting.

At 10:35 p.m., Board President Reed asked for public comment. CUTA President George Young asked for clarification on ADA and assumptions made.

At 10:40 p.m., Board Member Rees made a motion, seconded by Board Vice President Anderson, to approve the 1st Interim Budget Report as presented.

AYES: Reed, Anderson, Thompson, Rees

NOES: None

ABSENT: Kaiser

9. ITEMS FROM THE FLOOR

None.

10. ANNOUNCEMENTS

Board President Reed indicated that Tony Symes was selected to receive the Hank Marsh award at the March 12 dinner.

Interim Superintendent Staley stated that CHS would hold its winter concert at Laxson on December 6 at 7:00 p.m. and CJHS on December 13 at 7:00 p.m. in their gym.

MINUTES

CUTA President George Young announced that Zack Kincheloe, CHS teacher, and Lynn Schmidt, Chapman teacher, were selected as teachers of the year.

Board Vice President Anderson indicated that they were moving into Superintendent and School Board Self Evaluation relative to Professional Governance and that CSBA had a document to assist in this.

At 10:42 p.m. the Board recessed into closed session.

11. **ADJOURNMENT**

At 11:16 p.m. the Board adjourned.

:mga

APPROVED:

Board of Education

Administration

MINUTES

1. CALL TO ORDER

At 3:30 p.m. Board President Reed called the Special Session Meeting to order in the Large Conference Room at the CUSD District Office.

Present: Jann Reed, Dr. Andrea Lerner Thompson, Dr. Kathy Kaiser, Rick Rees

Absent: Rick Anderson

2. CONSENT CALENDAR

At 3:32 p.m., Board President Reed asked if the public or Board wanted to pull any consent items for discussion. Board Clerk Thompson requested Items 2.1 and 2.2 be pulled for further discussion.

- 2.1 Board Member Thompson questioned selling chocolate in view of the New Board Policy 5030 – Student Wellness, encouraging healthy foods. Educational Services Director for elementary education, Carolyn Adkisson, indicated that the PTA works with the school and principal in developing fund raisers and would look for healthy alternatives. Laura Willman, parent rep, indicated that it was hard to find a fund raiser that was as profitable as these.
- Board President Reed asked if there was any public comment. There being none, a motion to approve item 2.1 was made by Board Member Kaiser, seconded by Board Clerk Thompson.

AYES: Reed, Thompson, Kaiser, Rees

NOES: None

ABSENT: Anderson

- 2.2 Board Clerk Thompson asked for clarification. The Cover Sheet and the Consultant Agreement did not agree on the schools listed.

A motion was made by Board Member Kaiser to approve the Consultant Agreement with an amendment to change Location of Services from Chapman, McManus and Shasta to one day training at Neal Dow and a follow up at Chapman, Citrus, Hooker Oak, McManus, Rosedale, Shasta and Sierra View, seconded by Board Clerk Thompson.

AYES: Reed, Thompson, Kaiser, Rees

NOES: None

ABSENT: Anderson

3. DISCUSSION/ACTION CALENDAR**3.1 Information: 1st Reading of Board Policy 5030.**

Interim Superintendent Staley addressed the need for a Student Wellness policy. In this policy, the language is very restrictive and specific covering allowable foods, physical activity and curriculum integration. Once the policy is approved and in place, the District will communicate these requirements to the schools.

Board Vice President Reed indicated that this was an information only item and to send any questions or concerns on it to Interim Superintendent Staley or Interim Director Harter.

3.2 PUBLIC HEARING and Approval of Tentative CUTA Agreement

Assistant Superintendent Feaster reviewed the tentative agreement with CUTA dealing with Articles 3 – Recognition; Article 6 – Hours of Employment; Article 8 – Wages; Article 9 – Health & Welfare Benefits; Article 14 – Procedures for Processing Grievances; Article 19 – Term; and Article 22 Peer Assistance & Review; as well as language dealing with online teachers. The tentative agreement includes a 0.16% salary increase to be effective 01/01/08. This combined with the 2.84% increase already effective will put CUTA at 3% on that date. This will be an ongoing increase but will not cost additional funds as the District had budgeted funds for the possible mitigation of the increase in changes to the health plan for CUTA.

At 4:55 p.m. Board President Reed asked for public comment. Parent Rep, Laura Willman, spoke of the upbeat attitude brought by CUTA President George Young.

At 4:59 Board Member Kaiser made a motion, seconded by Board Clerk Thompson to approve the Tentative Agreement between CUSD and CUTA, as presented.

AYES: Reed, Thompson, Kaiser, Rees

NOES: None

MINUTES

ABSENT: Anderson

11. ADJOURNMENT

At 5:00 p.m. the Board adjourned.

:mga

APPROVED:

Board of Education

Administration

DONATIONS/GIFTS

6.A.2
Page 1 of 1

Donor	Item	Recipient
Chico Outlaws & Wal-Mart	403 Tickets @\$2,418	Little Chico Creek
Chico Outlaws & Wal-Mart	825 Tickets @ \$4,950	Shasta
Chico Outlaws & Wal-Mart	390 Tickets @ \$2,340	Chapman
David & Kelly Zeichick	\$5,000.00	Parkview - School Supplies
Lori Terrebrod	\$50.00	Neal Dow - Trip Account
George & Jennie Marsh Jackson	\$50.00	Neal Dow - Trip Account
Harry Ellis	\$50.00	Neal Dow - Trip Account
Douglas Thomson	\$150.00	Neal Dow - Trip Account
Christine & William Johnson	\$25.00	Neal Dow - Trip Account
Dani Lieber	\$100.00	Neal Dow - Trip Account
Andrea Dempsey	\$100.00	Neal Dow - Trip Account
Erin Sweet	\$100.00	Neal Dow - Trip Account
Karen Micalizio	\$100.00	Neal Dow - Trip Account

Title: Field Trip Request to Spring National Journalism JEA/NSPA Convention in Anaheim California

Action: _____
Consent: X
Information: _____

Board: 01/23/08

Prepared by: Cindy Hopkins and Brent Manuel
Pleasant Valley High School Yearbook and Newspaper Programs

Background Information

PV Yearbook and Newspaper (The Saga) – Grades 9-12

Attending the national convention has been an integral part of the journalism program at PV for the last eleven years. Yearbook has not missed a Spring National Convention since 1998 and Saga has not missed it for the past ten years. In addition we have attended fall conventions occasionally. National convention is important for many reasons. 1) It is the largest national convention of its kind therefore providing innumerable opportunities for our students to network and learn. 2) The best speakers in journalism are at this convention. 3) This is where we compete at the national level both as individuals and as an entire staff/program. 4) At Nationals we learn the latest in trends in journalism both with regard to writing and design. 5) It has become tradition.

Educational Implications

Students will attend workshops on topics in all areas in journalism. They will include: writing workshops, leadership workshops, design workshops, computer workshops and many others. Academic standards will be reinforced in various areas of curriculum including, but not limited to, English and Fine Arts.

Fiscal Implications

This field trip will be funded in part by the yearbook and newspaper budgets and in part by students. Our fundraising is done through ad sales and yearbook sales. Therefore, all students will be provided the same opportunities to be a part of this trip.

Additional Information

The advisers, Ms. Hopkins, and Mr. Manuel will supervise the trip. We may have one additional parent attend. We will be departing on April 16th and returning on April 20th. Both the advisers and parents will transport students in private vehicles to the airport. We will fly to Anaheim. Approximately 15 students will be attending. Therefore, the supervision ratio is 7.5 to 1.

Recommendation

Please approve this trip, as the students involved have devoted a year of their extra-curricular lives to prepare for this Nationally recognized academic event, one which puts Chico Unified on the map as one of the premier Districts in the state.

CHICO UNIFIED SCHOOL DISTRICT

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

6.B.1

Page 2 of 2

FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: 1/11/2008

FROM: Cindy Hopkins & Brent Manuel

School/Dept.: PVHS ~ Yearbook & Newspaper

SUBJECT: Field Trip Request

Request is for: 9-12 / Advanced Journalism / Yearbook & Production Journalism/Newspaper
(grade/class/group)

Destination: Anaheim, CA Activity: National Convention

from 04/16/2008 / all day to 04/20/2008 / all day
(dates) / (times) (dates) / (times)

Rationale for Trip: Attendance at national convention will provide students an opportunity to receive further training in writing, design, photography and various other areas of scholastic journalism. Additionally students will compete in write-off competitions.

Number of Students Attending: 16 Teachers Attending: 2 Parents Attending: 1?

Student/Adult Ratio: 8/1

Transportation: Private Cars X CUSD Bus Charter Bus Name
Other: Airplane

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

ESTIMATED EXPENSES:

Fees \$ 80/person Substitute Costs \$ 240/person Meals \$ 160/person

Lodging \$ 850/adviser Transportation \$ 150/person Other Costs \$ 25/person

\$230/student

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

Name Yearbook Acct. #: 01-0000-0-1232-100-000 \$ 7,350

Name Saga Acct. #: \$ 7,350

Cindy Hopkins & Brent Manuel

Requesting Party

1/11/08

Date

Site Principal

1/15/08

Date



Approve/Minor



Do not Approve/Minor

or
Recommend/Major

or
Not Recommended/Major

(If transporting by bus or Charter)

Director of Transportation

Date

IF MAJOR FIELD TRIP

Director of Educational Services

1-16-08

Date



Recommend



Not Recommended



Approved



Not Approved

Board Action

Date

Title: Proposed Agenda Item - FIELD TRIP REQUEST PVHS

Action: _____
Consent: X
Information: _____

Board: 01/23/08

Prepared by: Ron Souza
Pleasant Valley High School

Background Information

P.V.H.S baseball team has been invited to play in the second largest baseball tournament in the country, located in San Diego, CA. The tournament will take place from March 17-March 20(Spring Break).

Educational Implications

- A guided tour of San Diego State
- Playing At University of San Diego, and a tour of the university

Fiscal Implications

No fiscal impact of the general fund, trip is paid for by several businessmen in the community.

CHICO UNIFIED SCHOOL DISTRICT

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

FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: 01/17/08

FROM: Ron Souza

School/Dept.: Pleasant Valley HS

SUBJECT: Field Trip Request

Varsity Baseball

Request is for Varsity Baseball

(grade/class/group)

Destination: San Diego, California Activity: Baseball Tournament

from 03/17/08 / to 03/20/08 /
(dates) / (times) (dates) / (times)

Rationale for Trip: Participate in Baseball Tournament during Spring Break

Number of Students Attending: 18 Teachers Attending: 2 Parents Attending: 12

Student/Adult Ratio: 2:1

Transportation: Private Cars x CUSD Bus Charter Bus Name
Other: airlines

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

ESTIMATED EXPENSES: Sponsored by two Chico businessmen who wish to remain

Fees \$ Substitute Costs \$ Meals \$ anonymous.

Lodging \$ 2,200.00 Transportation \$ 4,500.00 Other Costs \$

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

Name Two anonymous donors Acct. #: \$ 6,700.00

Name Acct. #: \$

Ron Souza
Requesting Party

1-17-08
Date

[Signature]
Site Principal

01/17/08
Date



Approve/Minor
or
Recommend/Major



Do not Approve/Minor
or
Not Recommended/Major

(If transporting by bus or Charter)

Director of Transportation

Date

IF MAJOR FIELD TRIP

[Signature]
Director of Educational Services

1-17-08
Date



Recommend



Not Recommended



Approved



Not Approved

Board Action

Date



PLEASANT VALLEY HIGH SCHOOL
1475 East Avenue
Chico, CA 95926
(530) 879-5213
(530) 879-5263 FAX

Randy Gilzean
Athletic Director

January 10, 2008

Chico Unified School District
Board of Education

Dear Board Members,

Hello, my name is Ron Souza. I am a teacher and Head Baseball Coach at Pleasant Valley High School. I would like to request permission to participate in two Baseball Tournaments. One tournament is in Tucson, Arizona, March 5-8, 2008. The other tournament is in San Diego, March 17-19, 2008 during Spring Break.

Both of these requests will not cost the district any money. Our student athletes will have the opportunity to play in two of the top prep tournaments on the west coast. These tournaments are invitation only which is a tremendous honor for Chico Unified School District and Pleasant Valley High School.

This request for our student athletes is not limited to tournament baseball. In Tucson, we are scheduled to tour the University of Arizona campus, Tucson Aviation Museum, Arizona Diamondback Major Baseball Facility and be in attendance at a Diamondback Spring Training game. Evan McLane, a former P.V.H.S. baseball player and graduate is a member of the Diamondback major league team. Evan will provide the tour with other major league players and coaches. We will also attend a University of Arizona Baseball game vs. U.N.L.V. This game will feature our very own Thomas Whitsett, a right handed pitcher who received a baseball scholarship to U.N.L.V. Thomas graduated in 2007 from P.V.H.S.

Our trip to San Diego during Spring Break will include a tour of San Diego State campus, a field trip to the San Diego Zoo and an evening on the beach.

This is a once in a lifetime opportunity for our student athletes. There will be ten to twelve parents and four coaches traveling on both trips. Fundraising, business people and donations have paid for hotels and flights. These trips will not cost the district any money.

Thank you for your time,

A handwritten signature in cursive script that reads "Ron Souza".

Ron Souza
864-5541
Varsity Baseball Coach

Title: Proposed Agenda Item -FIELD TRIP REQUEST PVHS

Action: _____
Consent: X
Information: _____

Board: 01/23/08

Prepared by: Ron Souza
Pleasant Valley High School

Background Information

The PVHS Baseball team has traveled to Arizona to play in a tournament and visited Arizona State University campus twice in the past. This will be our fourth trip to Arizona, and our second trip to Tucson.

Educational Implications

This trip will allow students the opportunity to experience:

- Guided tour at a major university,
- Professional coaching and instruction from a major league baseball staff
- Tucson Aviation Museum an Aztec Indian museum
- Participate in a highly competitive baseball tournament with teams
- From Arizona and as far away as Arkansas
- Tour Of University Of Arizona

Fiscal Implications

No Fiscal Impact to the general Fund. Students and parents have been fund raising all year. The expenses will be paid out of the Dugout Club, sports boosters.

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

6.B.3
Page 2 of 3

FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: January 16, 2008

FROM: Ron Souza

School/Dept.: Pleasant Valley HS
Varsity Baseball

SUBJECT: Field Trip Request

Request is for Varsity Baseball

(grade/class/group)

Destination: Tucson, Arizona

Activity: Baseball Tournament

from 03/05/08

(dates) / (times)

to 03/08/08

(dates) / (times)

Rationale for Trip: participate in a highly competitive baseball tournament

Number of Students Attending: 18

Teachers Attending: 2

Parents Attending: 10-12

Student/Adult Ratio: 2:1

Transportation: Private Cars ☒

CUSD Bus

Charter Bus Name

Other: airlines

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

ESTIMATED EXPENSES:

Fees \$

Substitute Costs \$

Meals \$

Lodging \$ 2,700.00

Transportation \$ 5,500.00

Other Costs \$

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

Name Viking Dugout Club

Acct. #:

\$ 8,200.00

Name

Acct. #:

\$

Requesting Party

Date

1-17-08

Site Principal

Date



Approve/Minor



Do not Approve/Minor

or

Recommend/Major

or

Not Recommended/Major

Director of Transportation

Date

(If transporting by bus or Charter)

IF MAJOR FIELD TRIP

Director of Educational Services

Date



Recommend



Not Recommended



Approved



Not Approved

Board Action

Date



PLEASANT VALLEY HIGH SCHOOL
1475 East Avenue
Chico, CA 95926
(530) 879-5213
(530) 879-5263 FAX

Randy Gilzean
Athletic Director

January 10, 2008

Chico Unified School District
Board of Education

Dear Board Members,

Hello, my name is Ron Souza. I am a teacher and Head Baseball Coach at Pleasant Valley High School. I would like to request permission to participate in two Baseball Tournaments. One tournament is in Tucson, Arizona, March 5-8, 2008. The other tournament is in San Diego, March 17-19, 2008 during Spring Break.

Both of these requests will not cost the district any money. Our student athletes will have the opportunity to play in two of the top prep tournaments on the west coast. These tournaments are invitation only which is a tremendous honor for Chico Unified School District and Pleasant Valley High School.

This request for our student athletes is not limited to tournament baseball. In Tucson, we are scheduled to tour the University of Arizona campus, Tucson Aviation Museum, Arizona Diamondback Major Baseball Facility and be in attendance at a Diamondback Spring Training game. Evan McLane, a former P.V.H.S. baseball player and graduate is a member of the Diamondback major league team. Evan will provide the tour with other major league players and coaches. We will also attend a University of Arizona Baseball game vs. U.N.L.V. This game will feature our very own Thomas Whitsett, a right handed pitcher who received a baseball scholarship to U.N.L.V. Thomas graduated in 2007 from P.V.H.S.

Our trip to San Diego during Spring Break will include a tour of San Diego State campus, a field trip to the San Diego Zoo and an evening on the beach.

This is a once in a lifetime opportunity for our student athletes. There will be ten to twelve parents and four coaches traveling on both trips. Fundraising, business people and donations have paid for hotels and flights. These trips will not cost the district any money.

Thank you for your time,

Ron Souza
864-5541
Varsity Baseball Coach

Agenda Item: _____
(DO Use Only)

PROPOSED AGENDA ITEM: CON APP PART II

- ☒ Consent
☐ Information Only
☐ Discussion/Action

Board Date: January 23, 2008

Background Information

Part II of the Consolidated Application for Funding Categorical Aid Programs (Con App) for 2007-08 primarily contains information related to entitlements, allocations, and numbers of participants in specified programs. The Con App includes both state and federal funding sources. Program entitlements are determined by formulas contained in the laws that created the programs. Out of each state and federal program entitlement, districts allocate funds for indirect costs of administration, for programs operated by the district office, and for programs operated at schools.

Educational Implications

The entitlements and allocations funded through the Con App are used to supplement core curricular activities that support student learning in such areas as reading, math, school safety and violence prevention, and support for English Learners.

Fiscal Implications

No impact on the general fund. All expenditures of categorical program funds must be described and budgeted in each school's *Single Plan for Student Achievement*. These plans must be presented to and be approved by the *School Site Council*.

Additional Information

Recommendation

The Consolidated Application, Part II is recommended for approval.

Janet Brinson 1/14/08

TITLE: Proposed Agenda Item - CAHSEE WAIVER

Action: _____
Consent: X
Information: _____

Agenda Item:
January 23, 2008
Page 1

Prepared by: Cynthia Kampf, Ed.D.

Background Information

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

A waiver is ONLY required for students who:

- (1) Took one or both portions of the CAHSEE with a **modification(s)**; AND,
- (2) Attained the "equivalent of a passing score" (350 or more points) on the CAHSEE.

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

Educational Implications

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

Fiscal Implications

None.

Recommendation

It is recommended that the board approve the waivers for the students indicated on the attached list.

Agenda Item #: _____

PROPOSED AGENDA ITEM: PTL Nursing RegistryPrepared by: David Scott, Director, Student Support Services☒ Consent☐ Information OnlyBoard Date: 01/23/08☐ Discussion/Action**Background Information**

- Provide specialized nursing supervision of an aide assigned to a student with medical needs currently enrolled at Chico Country Day School (Charter School).
- Provide payment for the aide assigned to student.

Education Implications

To support the student's educational progress.

Fiscal Implications

Funding will be paid by the Special Education – BCOE Transferred Programs – Extraordinary Costs budget.

Additional Information

DO Recommendation: Approval 

CONSULTANT AGREEMENT

1. A completed BS10a. "Certificate of Independent Consultant Agreement" guideline is:
☐ On File (click to view) ☒ Attached
2. A completed W9 "Request for Taxpayer Identification Number and Certification" form is:
☐ On File (click to view) ☒ Attached

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

Name: PTE Nursing Registry
Street Address/POB: 1890 Bedford Drive
City, State, Zip Code: Chico, California 95928
Phone: (530) 343-8344
Taxpayer ID/SSN: _____

This agreement will be in effect from: 01/24/08 to 06/05/08
Location(s) of Services: (site) Chico County Day School

3. Scope of Work to be performed: (attach separate sheet if necessary)

a. Provide specialized nursing supervision of an aide assigned to a student with medical needs currently enrolled at Chico County Day School (Charter School)
b. Provide payment for the aide assigned to student

4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant services:

To support the student's (ID# 62203) educational progress

5. Funding/Programs Affected: (corresponding to accounts below)

- 1) SPED - BCOE Transferred Programs - Extraordinary Costs
2) _____
3) _____

6. Account(s) to be Charged:

	Pct (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Expense	Sch/Dept
1)	100.00	01	6505	0	5750	1110	5800	14	510
2)							5800	14	
3)							5800	14	

7. Is there an impact to General Fund, Unrestricted funding? ☒ Yes ☐ No

8. Payment to Consultant: (for the above services, District will pay Consultant as follows)

\$ 242.85 Per Unit, times 87.00 # Units = \$ 21,127.95 Total for Services
(Unit: ☐ Per Hour ☒ Per Day ☐ Per Activity)

9. Itemized Expenses:

1	Aide costs: \$20 x 7hrs./day x 87 school days	\$ 12,180.00	
2	Employed costs	\$ 1,288.47	
3	Nurse consultant: \$65/hr. x 2hrs./wk x 20 weeks	\$ 2,600.00	
4	Travel: 10 miles/wk x 24 wks @ \$0.435/mile	\$ 1,044.00	
5	Liability Insurance costs	5,273.07	
	(Items 2-5 prorated for 87 days)		
		\$ 21,127.95	Total for Addit'l Expenses
			Grand Total

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

01/23/08 mja
(to be completed by Business Services)

CONSULTANT TERMS AND CONDITIONS(Applicable, unless determined to be Contract Employee - See BS10a)

Business Services Use Only

CA# _____

V# _____

RCF# _____

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.chicousd.org/_dept/business/documents/Consultant_Agreement.pdf). IRS publication SWR 40 and IRS Ruling 87-41 will assist the District in determining the payment method applied to this Consultant Agreement.

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

Cynthia D. Vasquez Burns
(Signature of Consultant)

Cynthia D. Vasquez Burns
(Print Name) PTL Nursing Registry

01/17/2008
(Date)

12. RECOMMENDED:

David G. Scott
(Signature of Originating Administrator)

David G. Scott
(Print Name)

01/17/08
(Date)

13. APPROVED:

Kelly Staley
(Signature of District Administrator, or
Director of Categorical Programs)

Kelly Staley
(Print Name)

1-17-08
(Date)

APPROVED:

Scott Jones
(Signature of Asst. Sup. - Business Services)

☒ Consultant ☐ Contract Employee
Scott Jones
(Print Name)

1/17/08
(Date)

14. Authorization for Payment:**CHECK REQUIRED** (Invoice to accompany payment request):

- ☐ Partial Payment thru: _____
(Date)
- ☐ Full or Final Payment

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

- ☐ Send to Site Administrator: _____
(Date check required)
- ☐ Mail to Consultant

\$

(Amount)

(Originating Administrator Signature - Use Blue Ink)

(Date)

Agenda Item #: _____
(DO Use Only)

PROPOSED AGENDA ITEM: DECLARATION OF SURPLUS PROPERTY

Prepared by: SCOTT JONES, DIRECTOR, FISCAL SERVICES 

X Consent

_____ Information Only

Board Date: 1/23/08

_____ Discussion/Action

Background Information

QUARTERLY DISPOSAL OF SURPLUS PROPERTY

Education Implications

NONE

Fiscal Implications


NONE

Additional Information

Recommendation:

I recommend consent to dispose of surplus property

MEMORANDUM

To: CHICO UNIFIED SCHOOL BOARD
From: SCOTT JONES, DIRECTOR, FISCAL SERVICES 
Date: 1/23/08
Re: DECLARATION OF SURPLUS PROPERTY

In accordance with the California Ed Code, Chico Unified School District's property may be disposed of by any of the following methods:

1. The Superintendent may advertise for bids and either sell the property to the highest responsible bidder or reject all bids. Timely notice for bids shall be posted or published. The Superintendent or designee may sell property for which no qualified bid has been received, without further advertising.
2. The Superintendent may authorize the sale of the property by public auction.
3. Without advertisement for bids, the County Superintendent may sell or lease the property to government agencies, other school districts, or to any agency eligible under the federal surplus property law. In such cases, the sale price shall be equal to the value of the property plus estimated cost of purchasing, storing, and handling. Excess equipment with a value of less than one hundred dollars may be sold directly to an agency without advertising with the approval of the Assistant Superintendent of Business Services or designee.
4. If the Superintendent or Designee agrees that the property is worth no more than \$2,500, the Superintendent may designate any employee to sell the property without advertising.
5. If the Superintendent or Designee finds that the value of the property is insufficient to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the Superintendent or may be disposed of by dumping. If any equipment contains universal waste, it will be disposed of in a legal manner.

Useable Surplus Property 1/23/08

BO#	Description	Cond.	Transfer/ Sold	Rec'd From	Value	Universal Waste
6049	2 WELDING TANKS WITH CART	1	WHSE	BJHS	10	Y
6050	QUASAR TV	1	WHSE	MCMANUS	75	Y
6050	19 MISC STUDENT CHAIRS	1	WHSE	MCMANUS	10	N
6050	METAL TABLE - 4'	1	WHSE	MCMANUS	25	N
6051	7 TABLES	1	WHSE	SIERRA VIEW	2	N
6052	ORGANIZER W/ 36 SLOTS (2.5" X 9")	1	WHSE	DISTRICT OFC	5	N
6052	MARTIN YALE AUTO-FOLDER	1	WHSE	DISTRICT OFC	30	Y
6057	2 LG BOXES OLD SOAP DISPENSERS	1	WHSE	NEAL DOW	2	Y
6057	PAPERCUTTER	1	WHSE	NEAL DOW	5	N
6057	CLOTHES RACK	1	WHSE	NEAL DOW	5	N
6057	PEGBOARD/SHELF	1	WHSE	NEAL DOW	5	N
6057	2 BOXES & 1 SPOOL COAXIAL CABLE	1	WHSE	NEAL DOW	10	N
6057	CEILING TILE (1 CS)	1	WHSE	NEAL DOW	10	N
6057	1 LOBBY CHAIR	1	WHSE	NEAL DOW	10	N
6057	1 RECTANGULAR TABLETOP	1	WHSE	NEAL DOW	5	N
6057	2 ROUND TABLETOPS	1	WHSE	NEAL DOW	10	N
6057	ROUND TABLE TOB WITH BASE	1	WHSE	NEAL DOW	10	N
6057	LG AMT OF TABLE LEGS	1	WHSE	NEAL DOW	10	N
6060	200 MISC. SIZE STUDENT CHAIRS	1	WHSE	MCMANUS	10	N
6063	50 MISC STUDENT DESKS	1	WHSE	MCMANUS	15	N
6050	6 OVERHEAD PROJECTORS	2	WHSE	MCMANUS	50	Y
6050	SHARP COMPUTER PROJECTOR PANEL	2	WHSE	MCMANUS	25	Y
6050	METAL BOOK CASE- 4'	2	WHSE	MCMANUS	10	N
6051	2 TALL METAL CABINETS	2	WHSE	SIERRA VIEW	5	N
6051	1 STUDENT DESK W/SIDE CUBBIE	2	WHSE	SIERRA VIEW	1	N
6057	2 OVERHEAD PROJECTORS	2	WHSE	NEAL DOW	5	Y
6057	WALL CLOCK	2	WHSE	NEAL DOW	1	Y
6057	CAMCORDER	2	WHSE	NEAL DOW	20	Y
6057	ROLLING WHITE BOARD	2	WHSE	NEAL DOW	5	N
6057	7 AV SCREENS	2	WHSE	NEAL DOW	10	N
6057	WORLD MAP	2	WHSE	NEAL DOW	5	N
6057	PAPER ROLL HOLDER	2	WHSE	NEAL DOW	1	N
6057	2 FOLDING TABLES	2	WHSE	NEAL DOW	5	N
6057	2 METAL FRAMES	2	WHSE	NEAL DOW	5	N
6064	WOOD SHELVES	2	WHSE	HOOKER OAK	50	N
6068	APOLLO OVERHEAD PROJECTOR	2	WHSE	SIERRA VIEW	25	Y
6082	LARGE DESK	1	WHSE	BUSINESS OFC	50	N
6082	WORK TABLE	1	WHSE	BUSINESS OFC	50	N

Condition:

1. Useable but no longer needed
2. Needs Minor Repair
3. Unrepairable

Unrepairable Surplus Property 1/23/08

BO#	Description	Cond.	Transfer /Sold	Rec'd From	Value	Universal Waste
6053	2 CLARINETS	3	WHSE	DISTRICT OFC	N/A	N
6053	TROMBONE	3	WHSE	DISTRICT OFC	N/A	N
6056	LASER JET 4 PRINTER	3	CFC	MJHS	N/A	Y
6057	4 OVERHEAD PROJECTORS	3	WHSE	NEAL DOW	N/A	Y
6057	RECORD PLAYER	3	WHSE	NEAL DOW	N/A	Y
6057	12 CLASSROOM CHAIRS	3	WHSE	NEAL DOW	N/A	N
6062	BROTHER TYPEWRITER	3	WHSE	HOOKE OAK	N/A	Y
6070	PANASONIC 27" TV	3	WHSE	SIERRA VIEW	N/A	Y
6083	PANASONIC VHS CAMCORDER	3	WHSE	PVHS	N/A	Y
6083	PHILLIPS VCR	3	WHSE	PVHS	N/A	Y

Condition:

1. Useable but no longer needed
2. Needs Minor Repair
3. Unrepairable

**Surplus Property 1/23/08 to Computers for Classrooms for
refurbishing to current technology standards and
reallocating back to schools**

BO#	Description	Cond.	Rec'd From
6055	9 COMPUTERS FROM CFC	2	AFC
6072	3 COMPLETE COMPUTERS	3	LOMA VISTA
6073	COMPUTER	2	ROSEDALE
6073	4 COMPAQ DESKPRO'S	2	ROSEDALE
6073	DELL OPTIPLEX COMPUTER	2	ROSEDALE
6073	5 MONITORS	2	ROSEDALE
6073	GATEWAY COMPUTER	2	ROSEDALE
6073	MITSUBISHI MONITOR	2	ROSEDALE
6073	2 OVERHEAD PROJECTORS	2	ROSEDALE
6073	MAGNAVOX STEREO SYSTEM	2	ROSEDALE
6073	EPSON STYLUS PRINTER	2	ROSEDALE
6073	HEWLETT DESKJET	2	ROSEDALE
6073	PHONE ANSWER SYSTEM W/ FAX	2	ROSEDALE
6073	SYSTEM CONTROL CENTER	2	ROSEDALE
6073	GATEWAY COMPUTER	2	ROSEDALE
6073	2 DELL OPTIPLEX COMPUTERS	2	ROSEDALE
6074	3 CPU'S	3	SIERRA VIEW
6074	2 MONITORS	3	SIERRA VIEW
6075	APPLE COMPUTER	1	MJHS
6076	3 GATEWAY SOLO LAPTOPS	1	CHS
6077	FUJITSU KEYBOARD	3	PVHS
6077	2 SAMSUNG MONITORS	2	PVHS
6077	7 COMPAQ CPU'S	2	PVHS
6078	5 GATEWAY COMPUTERS	1	CHAPMAN
6078	2 COMPAQ DESKPRO'S	1	CHAPMAN
6078	MULTIWAVE	1	CHAPMAN
6078	DELL OPTIPLEX COMPUTER	1	CHAPMAN
6078	DELL FLAT SCREEN MONITOR	3	CHAPMAN
6078	DELL MONITOR TRINITRON	3	CHAPMAN
6079	DELL PRECISION 650 COMPUTER	3	INFO SERVICES
6079	VALLEY VIEW MICROSYSTEMS TOWER	3	INFO SERVICES
6080	COMPUTERS PLUS CPU	1	CHAPMAN
6080	COMPAQ DESKPRO	1	CHAPMAN
6080	DELL OPTIPLEX GX1	1	CHAPMAN
6084	10 GATEWAY CPU'S	2	PVHS
6084	GATEWAY EV-700 MONITOR	2	PVHS
6084	2 HP SCANJET 4400C PRINTERS	1	PVHS

Condition:

1. Useable but no longer needed
2. Needs Minor Repair
3. Unrepairable

Agenda Item: _____

PROPOSED AGENDA ITEM: School Accountability Report Cards (SARCs)

Prepared by: Kelly Staley

☐ Consent

Board Date 01/23/08

☒ Information Only

☐ Discussion/Action

Background Information

As a result of Proposition 98 (passed in November 1988) and subsequent legislation, California Public Schools are required to provide information about themselves to the community in the form of an annual School Accountability Report Card or SARC. These report cards provide a variety of data to allow the public to evaluate and compare schools in terms of student achievement, environment, resources and demographics.

Educational Implications

The SARC not only provides general information regarding each school, but also provides data specific to academic performance, school completion, school safety, class size, and post-secondary preparation.

Fiscal Implications

None

Additional Information

SARCs will be available to the public at individual school sites and via the CUSD website on 2/1/07. In addition, the SARCs can be obtained at the California Department of Education website: <http://www.cde.ca.gov/ta/ac/sa/>

Agenda Item: _____
(DO Use Only)

PROPOSED AGENDA ITEM: Career Technical Education Facilities Applications

Prepared by: Liz Metzger

- ☐ Consent
- ☒ Information
- ☒ Discussion/Action

Board Date: January 23, 2008

Background Information

Under Proposition 1D, the Career Technical Education (CTE) Facilities Program provides state general obligation bond funding to help LEA's reconfigure, construct, or modernize CTE facilities, or to purchase equipment (with a minimum 10-year life expectancy) for CTE programs. Pleasant Valley High School and Chico High School are each submitting proposals to modernize existing CTE facilities. In both cases, the modernization would allow the development of additional career pathway programs and the expansion of existing career pathway programs.

Educational Implications

Ultimately, this reconstruction and expansion will increase student academic achievement and connection to school. CTE programs are required to integrate academic standards into career-technical courses. For many students, the hands-on application makes the math or English that they are learning relevant, and thus boosts their achievement and their motivation to learn.

Fiscal Implications

This grant requires a 100% cash match (not in-kind from private business and industry partners, the LEA, ROCP, Perkins funds, or other funds if they are not restricted for any other purpose).

Additional Information

Recommendation

Recommended for approval.

JB 1/15/08



CALIFORNIA DEPARTMENT OF EDUCATION

CAREER TECHNICAL EDUCATION FACILITIES APPLICATION

FORM A – COVER PAGE (Rev. 11/07)

Local Educational Agency Contact

Local Educational Agency (LEA) Chico Unified School District	CDS Code 04 61424 0437558
--	-------------------------------------

Printed Name and Title of Contact
Janet Brinson, Director of Categorical Programs

Address
1163 East Seventh Street

City Chico	Zip Code 95928	County Butte
----------------------	--------------------------	------------------------

Telephone Number (530) 891-3000 x105	Fax Number (530) 891-3220	E-mail Address jbrinson@chicousd.org
--	-------------------------------------	--

Project Information

Type of Project: ☐ New Construction (including equipment) ☒ Modernization/Reconfiguration (including equipment) ☐ Equipment Only

School Name
Pleasant Valley High School

Name of Project
Pleasant Valley High School Hospitality, Culinary and Tourism Modernization

Career Technical Education Industry Sector Hospitality, Tourism and Recreation	Estimated Total Cost of Project (See Form C) \$967,447
--	--

Number of Teaching Stations 2	Annual Number of Students Served 400	Square Footage of Project 3,936	Total Amount of State Funds Requested (See Form C) \$473,447
---	--	---	--

Approval

Date Governing Board Approved CTE Application (Board must approve project no later than April 30, 2008):

Date Advisory Committee (Element 1, Item B) and Feeder Groups and Partners (Element 3) approved the CTE Plan for this project: District CTEAC approval 1/9/08; Feeder Groups and Partners.

Certification

The local educational agency (LEA) certifies that the Advisory Committee pursuant to Education Code Section 8070 has met and approved the CTE Plan, and the other requirements contained in Education Code Section 17078.72, including sections (i) (1 thru 7) have been accomplished, and minutes and other supporting documentation are on file at the LEA's Office. Further, the LEA certifies that the project is on a comprehensive high school site that meets the requirements of Education Code sections 51224, 51225.3, and 51228.

Mary Leary

Print Name of Authorized LEA Representative

Signature of Authorized LEA

Date

For California Department of Education Use Only

Application Log Number	Reviewer Number	Received By	<input type="checkbox"/> Original Application and Three Copies <input type="checkbox"/> Floppy Disk <input type="checkbox"/> CD Backup
------------------------	-----------------	-------------	---

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Pleasant Valley Hospitality, Food Service and Tourism Modernization ABSTRACT

Pleasant Valley High School's Home Economics Careers and Technology (HECT) Department has seven separate career pathway programs in four related industry sectors. Our HECT department has received Citations of Honor from the CDE for four career pathway programs, including Food Service and Hospitality. Student enrollment in the department has steadily increased, as has student, parent and community involvement in our CTE programs. Our current culinary lab facility is at capacity (6 sections a day of 36-38 students), yet ROP student surveys indicate that the student demand in Hospitality, Food Service and Tourism outstrips our ability to accommodate students.

Our goal with this funding is to convert an existing 1960's traditional home economics classroom and adjoining classroom into introductory and advanced commercial kitchens, bakery area, and training restaurant/classroom. The classroom would also house the tourism and hospitality courses. The current classroom holds 6 home kitchens including sinks and stoves, double-door rolling refrigerators, one triple sink, one small entrance, and a small storage area. This remodel would provide space for 12 courses, 2 classrooms and industry relevant lab spaces. We propose remodeling the underused classroom adjacent to the current lab and creating a transition space so the program can work together as exists in real-world operations. We are also working through food services to create a potential cooperative facility. This facility will also house the student-run enterprise "Creative Catering", a co-curricular integrated academic business that provides students with real-world experience operating and managing a food service business. Over the last 5 years, students have consistently written over \$15,000 in contracts for outside catering. This remodel will give them the opportunity to work in an industry-relevant setting.

Over the last 10 years a lot of work has been done to upgrade the current labs, including electrical and plumbing minor upgrades; business partner alliances have helped us acquire many thousands of dollars worth of equipment from the private sector in the past year. We need an extensive remodel to install the anseal systems, increase gas-line and electrical capacities for commercial equipment and increasingly large refrigeration, storage and food preparation / cooking / serving / storage and receiving needs. We are also increasing the breadth and depth of our program by offering more hospitality and tourism standards and courses. Many are currently embedded in the Culinary Art courses and we look forward to those developing into stand alone capstones. We are concurrently applying for a California Partnership Academy grant, since the CTE pathway, CTE teachers and group of academic teachers supporting the pathway is very strong.

The labor market is crying out for trained students and can support this facility on a short and long-term basis. Local, regional, state, national and worldwide labor markets make this industry sector one of the world-wide employers. The modernization will allow us to create the only state of the art commercial kitchen facility from Sacramento to the Oregon border for secondary-training use. This facility will allow us to better prepare graduates and increasing numbers of students for the fast paced and dynamic industry sector of Hospitality, Food Services and Tourism.

Project Elements

Element 1: CAREER TECHNICAL EDUCATION PLAN

Part A:

Rationale and Industry Sector: Pleasant Valley High School's career pathway in Hospitality, Food Service and Tourism has a tradition of excellence and expansion over the last 12 years. Section numbers are at capacity and student interest, according to an ROP survey administered spring of 2007, is huge: 800 sophomores and juniors showed high interest in this career pathway. Over the last few years all 6 sections of the culinary art II programs and I are full (36-40 per section), while the nutrition, core and other courses rotate into the labs. Industry partners have made generous donations of some equipment including a 20 qt. mixer and stand, bakery racks and can racks, but we lack the space for the equipment to be placed within the lab. The existing facility is too small for the all of the workstations that we need to effectively deliver our standards-based curriculum and the much of the industry-specific equipment needs a hood and ansel system.

Our graduates are in demand not just locally and regionally, but state and worldwide. The industry sector Hospitality, Tourism and Recreation is the largest employer in the world, the largest by volume in Butte County and second largest in the state of California. There is a tremendous demand for graduates with the entry-level skills. Course enrollments and interest surveys conducted this year indicate that student interest has increased, yet our current facility is too small for the number of students in the program. The department sees the need to incorporate more Hospitality, Nutrition and Tourism into the curriculum. This is arrived through our advisory group, student focus groups and labor analysis. The addition these skills will improve the quality and depth of our program while also making our graduates much more desirable to the entire industry sector. These factors—increased student demand, coupled with an industry-driven need to incorporate more hospitality, nutrition and tourism skills into our curriculum—requires moving our current facility into an existing classroom which has more storage, has street access for receiving, and has access to the existing facility.

Our proposed modernization project will enhance CTE opportunities and improve academic achievement for students by converting an underused classroom and old traditional 6-kitchen classroom into an introductory and advanced lab and front of the house/classroom area. This remodeling will allow us to increase the number of workstations and the quality of the equipment we are able to use to better prepare our students for high-wage, high-skill professions in the industry areas of Hospitality, Food Services, Nutrition, and Tourism; while allowing more access for our core and introductory classes within this same career pathway.

Labor Market: Industry demand in the Hospitality, Food Service and Tourism sector is helping drive this application. According to the Butte County and Chico Chamber statistics there are 67 restaurants, 24 hospitality providers, 11 catering companies and 10 tourism properties within twenty miles of Pleasant Valley High School, constantly advertising for employees at all levels of Hospitality, Food Services and Tourism. Pleasant Valley High CTE instructors have developed professional working relationships with business partners that develop rigorous and relevant skills sets students need to be successful. Between career pathway alumni (over the last 6 years) and current students we have over 600 students we have identified as working in

this industry sector. Employers regularly call the CTE teachers in this pathway to advertise a job, ask for applicants and seek entry level and mid level employees. According to the local chamber of commerce, over 10% of employees in Chico are within this industry sector.

The table below, based on California Employment Development Department data, show that Food Services and Hospitality is one of the top 10 growth industries in California, contributing over 53,600 new jobs in 2006-2008. It is also one of the fastest growing industries at 5% growth annually. The labor market projections within several occupations from 2004-2014 are shown below. According to a 2007 California Labor Report Hospitality and Tourism is one of the most important industry sectors to the California economy. As a whole this job sector is huge, booming and will continue to grow. The skills learned in this industry sector are incredibly transferable and dynamic across many labor forces sectors and career pathways. As a colleague pointed out, you can't outsource food service and hospitality.

Occupational Title	Employment 2004		Employment 2014		Percentage Change		Annual Job Openings	
	Butte	Calif.	Butte	Calif.	Butte	Calif.	Butte	Calif.
Accommodations and Food Services Sector Overall	6,900	1.2 million	8,400	1.4 million	21.7	18.1%	1,500	217,800
Accommodations	1000	199,200	1,700	231,000	70%	16.4%	700	32,700
Food Services	5900	1,003 million	6,700	1,188 million	13.6%	18.5%	800	185,000
Full Service Dining		478,400		567,700		18.7%		89,300
Limited-Service Eating Places		452,100		539,600		18.7%		89,300
Specialized Food Services		48,300		55,400		14.7%		7,100
Misc		24,,500		25,600		4.5%		1,100
From the California Employment Projections statistics								

Part B: Advisory Committee

As required by California *Education Code* Section 8070, Pleasant Valley's Hospitality, Food Service and Tourism program has an active career technical education committee, which offers program recommendations and acts as a liaison between the district and potential employers. This industry-based committee includes representatives from the food services, nutrition services, hospitality and tourism industries as well as parents, teachers, site administration, counselors, ROP, and students. Many industry sites also serve as work-based learning sites for the ROP students.

PV High School Hospitality, Tourism and Recreation Advisory Committee/Industry Partners

Member	Affiliation	Title/Role	Phone
James Johnson	Sicilian Café and Market	Owner	530-345-2233
Kris Fischer	Sicilian Café and Market	Line Cook and Alumni Program Alumni	530-345-2233
Jon and Karen Meyers	Jedidiahs	Owner/Operator	530-899-1105
	Safeway	Manager	530-899-2320
Elizabeth Ruby	Nash's Restaurant	Food and Bev Manager	530-896-1147
Peter Horylev	Brooklyn Bagel Works	Owner/Operator	530-345-3433
Melissa Peters	Mim's Bakery	Owner/Pastry/Operator	530-345-3331
Brian Knirk	5 th Street Steakhouse	Owner/Chef	530-891-6328
Nina and Mike Shabbar	Original Pete's	Owner/hosts	530-891-0611
Sal Corona	Melvina's	Owner/Chef	530-895-1614
John Rubino	The Courtyard at Little Chico Creek	Senior Food Services	530-342-0707
Craig and Marie Thomas and Steve	Red Tavern	Owner/ Partner and Head Chef	530-894-3463
Frank Marken	GrilaBites	Owner-Franchise	
Carol Iams-Wetz	Opt for Fit Kids	Nutritionist	
Tim Colbie	Great Escapes Travel	Owner	530-345-6126
Curtis DeBerg	Professor at CSU-Chico	Founder of Students for the Advancement of Global Entrepreneurship and Professor at CSU-Chico College of Business	530-898-4824
Vasant Lad	Holiday Inn	General Manager	530-345-2491
Hobart Vogel	Rolling Hills Food Services	Executive Chef, Prostart Mentor	530-209-6883
Wendy Armour	California Restaurant Association	Foundation Manager for California Restaurant Association Education Foundation	916-431-2728
Steve Connolly	PVHS	Principal	(530) 879-5100
Mark Brown	PVHS	Vice Principal	(530) 879-5100
Amanda Ellis	PVHS	Counselor	(530) 879-5100
Sue Mieske	PVHS	Counselor	(530) 879-5100
Machell Tucker	PVHS	English Teacher-Integrated Academics Partner	(530) 879-5100
Priscilla Burns	PVHS/Butte County Office of Education	Instructor Culinary II ROP/ Department Chair PVHS	(530) 879-5100
Alan von der Mehden	PVHS	Instructor – HECT Culinary I	(530) 879-5100

Chico Unified School District has an additional CTE advisory committee which provides oversight to all the different CTE in programs in the district. Membership of

this committee is comprised of district administration, CTE teachers, a site administrator, students, and business owners. The purpose of this committee is to address the needs of existing CTE programs while focusing on improvement, and expansion of programs to meet the needs of students and industry sectors. The roster for the district's advisory committee, including each member's affiliation and contact information, is shown below.

District Career Technical Education Advisory Committee:

Name	Affiliation	Contact Information
Kelly Staley	Interim Superintendent	kstaley@mail.chicousd.org
Sara Simmons	Director II, Innovative Programs	ssimmons@mail.chicousd.org
Mary Leary	Director, M&O/Transportation	mleary@mail.chicousd.org
Michael Weissenborn	Facilities Planner	mweisse@mail.chicousd.org
Janet Brinson	Director, Categorical Programs	jbrinson@mail.chicousd.org
Jocelyn Allen	CHS Student	
Miles Peacock	PVHS Industrial Arts Teacher	mpeacock@pvchico.org
Vance Jarrard	PVHS Student	vjarrard@yahoo.com
Sheri Zeno	FVHS Teacher	szeno@mail.chicousd.org
Joanne Parsley	BJHS Principal	jparsley@mail.chicousd.org
Linda Zorn	ROP	zornli@butte.edu
Fred Davis	CEPCO	FD6724@aol.com
John Pereira	CEPCO	johnp@rush-personnel.com
TBD	Employment Development Dept.	
Norm Nielsen	Chico Chamber of Commerce	NNielsen@chicoelectric.com
Darci Bruggman	PVHS Parent	dbruggma@mail.chicousd.org

Part C: Administrative Support of Career Pathway Programs

Pleasant Valley High School administration continues to be supportive of CTE courses. In fall of 2007 out of 500 freshmen at Pleasant Valley High enrolled in CTE courses, including 175 within our own introduction/core classes for this pathway. Approximately 50% of PVHS students enroll in at least one CTE course during their 4-year high school career. According to both WASC surveys and staff surveys for Smaller Learning Communities, the Pleasant Valley High School staff believes that preparing all students with the academic and technical skills they need for postsecondary education and the workplace is a vital challenge. Administrators attend advisory meetings and are active advocates for the career and technical programs.

The Pleasant Valley High School staff is committed to ensuring that all students are given the opportunity to participate in CTE programs, activities, and experiences. Teacher teams work across curriculum boundaries to tie standards together, helping students understand that classes do not operate in isolation, and skills taught in one course can be applied in others. Of the fifteen PVHS courses articulated with Butte College, thirteen are CTE courses. All of the sophomore, junior and senior courses within the Hospitality and Food Service pathway are articulated with a community college. This career pathway also is applying for California Partnership Academy Status and links academic and career standards together in seamless integrated lessons.

Guidance and counseling staff are critical to ensuring that students have the opportunity to set high goals and help them select courses from among the many career pathways offered. Counselors meet with each student and parent to design a four-year plan with an articulated, sequenced series of courses leading students to their postsecondary goals. Students' programs are revisited annually during PV's two-day advising and registration sessions. The CTE staff in the department also works closely with guidance and counseling from freshman to senior year, providing career testing, career pathway development and transition strategies to postsecondary institutions. This CTE pathway also works closely with many special needs students as they gain entry level employment, CTE and academic skills to transition to colleges and careers.

The Home Economics Careers and Technology Department has a freshman core transition class and an introduction sophomore course that is open to all students. The pathway has a clear sequence of courses has been developed that takes a student from an introductory course to a capstone course, training students for high-skill high-wage professions. All courses in the pathway sophomore, junior and senior years are articulated receiving dual credit. The courses within this department are open to all students, and accommodations are made for students with special needs, statistically our program has more special needs than other CTE courses. The staff works closely with resource specialists to assure special needs and high risk students are monitored and helped with essential career and academic standards attainment.

Part D:

Industry-Validated Certifications: This program is an active and long standing member of Prostart, a certification training program sponsored by the National Restaurant Association. Students receive certification in Prostart and have the opportunity to compete for scholarships. Students are also networked with the California Restaurant Association for job-links. ServSafe is a fundamental certification for this industry sector. All students in the pathway are ServSafe trained and many become fully certified. This training is the national certification for safety and sanitation. Students also receive mastery certification in skill sets from Regional Occupational Training within the advanced Culinary Art II course.

State Board Adopted CTE Standards: The entire Home Economics Careers and Technology Department has spent numerous hours collaborating to create common pacing guides, course outlines, and common assessments and shared instructional practices. Courses are aligned to meet the California Career Technical Education Model Curriculum Standards. Teachers within this department are recognized secondary leaders in statewide curriculum for CTE and have provided assistance for over 20 years with curriculum development and implementation at the local, regional and state level.

Course Sequences and Career Pathways for the Food Service pathway within the Hospitality, Tourism and Recreation industry is shown below and follows the guidelines and course titles suggested by the HECT unit at the CDE.

	Food Service
8 th	Feeder Program in Food Preparation at Bidwell or Marsh Junior

	High
9 th	Life Management or Teen Topics
10 th	Nutrition and Food Science
11 th	Culinary I Or ROP Culinary II
12 th	ROP Culinary II

Element 2: PROJECTIONS OF STUDENT ENROLLMENT

Part A: Projected Enrollment

The Hospitality and Food Service career pathway enrolled 280 students in 2006-07; that number is expected to increase to 320 students in 2007-08 (including ROP sections). With the addition of a Hospitality and Tourism career pathway the enrollment for this career pathway sequence is anticipated to be between 450-500 students in the next two to three years. That would include core through capstone. The estimate is based on annual surveys (800 students with high interest), student focus groups, and increased enrollment interest and growth in the introduction courses, which are currently at maximum capacity.

Based on this information, we have created a five-year projected enrollment chart.

Projected Enrollment 2008-2013

Year	Number of Students	Method/Rationale Used to Project Enrollments
Year One (2008-09)	320	Modernization just beginning; we anticipate similar number of students as currently enrolled
Year Two (2009-10)	320	Equipment purchased; some modernization begun;
Year Three (2010-11)	380	New lab completed; addition of another section New Capstone courses developed with cooperation of ROP
Year Four (2011-12)	380	Pathways continue to develop; existing sections enroll more students
Year Five (2012-13)	400	Pathways continue to develop; existing sections enroll more students

Part B: Meeting our Enrollment Goals

A number of procedures school-wide have been implemented to ensure that these enrollment goals will continue to be met. Guidance and counseling staff, teachers, and students are an essential component of these procedures. The process begins with working closely with feeder programs at both Marsh and Bidwell Junior High. Those instructors help facilitate understanding and importance of career pathways to their students. An eighth grade parent night at PV is designed to give parents of incoming freshmen a comprehensive overview and a chance to ask specific questions of department chairs and program coordinators. Counselors visit eighth grade classrooms twice before course selection to provide information and an

introduction to PV. Representatives of programs make presentations to acquaint middle school students with the range of options open to them in high school. Our program also utilizes direct mail and on site visits to junior highs.

Each of our high school counselors is assigned to be a liaison to certain departments. The Home Economics Careers and Technology department inclusive of this industry sector monthly meets with our counseling liaison to keep her informed of current classes and curriculum as well as upcoming changes within the department. Department chairs also meet within instructional council to discuss new courses. Department Chairs also meet with the entire counseling department bi-annually to discuss changes in courses, curriculum or schedule conflicts. This department publishes brochures to use with counseling, parents and students that depict potential careers the course can lead to, scholarship opportunities, articulations, and course goals.

The greatest growth in this industry sector pathway program are the dynamic, rigorous and relevant projects that students, staff, parents, community and business partners are involved. Gourmet cooking teams, individual culinary competitions, operating a \$15,000 annual student-run enterprise, involvement in the CTSO FHA-HERO leadership organization, writing annual reports for the business and competing in SAGE, Students for the advancement of global entrepreneurship" make this program tie together academic, career technical, real world applications and cutting edge methods to help students understand the standards. One student said, "This is my sport... this is my passion for coming to school, but I know I can always get a job in "Anytown" USA with my skills". Our students, alumni and business partners will continue to be our biggest reasons that students take our career pathway. Branching out into hospitality and tourism will make the project a larger network, include more partners and market our program to a broader audience.

Element 3: IDENTIFICATION OF FEEDER SCHOOLS AND PARTNERS

The development, articulation, reviews and approval of our CTE plan was a joint effort among many stakeholders. Our advisory committee, listed in 1B above, discussed and approved the expansion proposal at its January meeting. In addition, the individuals listed below have provided significant input into the development of the plan for facilities expansion and the creation of our new pathway:

Wendy Armour – California Restaurant Association	Betty Wells – Bidwell Junior Consumer and Family Studies instructor
Jerry Chesser – Professor at CSU-Pomona for technical skills development	Darci Bruggman, Culinary ROP Parent Representative – 2 student completers through program
Tanya Harter- CUSD Nutrition Services	Steve Connolly, Principal PVHS
Alan von Der Mehden – HERO Culinary I instructor	Mark Brown, Vice Principal PVHS
Priscilla Burns – Department Chair for HECT and ROP Culinary II instructor	Paul Watters, Director ROP
Hobart Vogel – Executive Chef –	James Johnson Owner and Executive

Rolling Hills Food Services and Prostart Mentor	Chef at Sicilan Café
Craig Thomas – Red Tavern Proprietor and Chef	Kris Fischer – Alumni and Grill cook at Sicilian Café
Jeremy Blankenship – Alumni and Garni Manger	Elizabeth Ruby – Restaurant Manager Nash's
Melissa Peters – Bakery Owner	Cody Bruggman – Student
Erin White – Alumni and working in bakery	Chondra Spaeth – Student
John Valine – Safeway Technology Specialist and Alumni	Chris Gill - Student

The two primary schools that feed into Pleasant Valley High School are Marsh Jr. High and Bidwell Jr. High. There are also a small number of students who come to PVHS from Chico Junior High, Chico Christian, and Notre Dame (two private schools). Our program is already so marketable that we have had students from 4 other school districts transfer to Pleasant Valley High School to attain this valuable skill/standard set. The Butte County Office of Education funds an ROP Culinary II course that is offered on our high school campus. The majority of the new and donated equipment has been brought into the PVHS facility because of the ROP program and through private donations.

Geographic proximity of other similar programs:

The remodelization will help to create a magnet program in this immediate geographic area, while complementing other feeder and articulation programs. We are the only Food Service, Hospitality and Tourism Career Pathway program in this district of 4500 high school students. There are two excellent feeder Junior High Programs at Marsh Junior High and Bidwell Junior High. There is no program at Chico High and students will be encouraged to come to Pleasant Valley High School for this career pathway. This project will complement other CTE offerings in our immediate area. ROP chef prep program exists at Oroville High, twenty miles away. Many Chico High School students come over to Pleasant Valley High School because they are interested in getting the career pathway skills within the culinary and hospitality courses. This emphasizes the need to create a large facility that will serve more students. The proposed expansion will benefit not only PVHS Students, but students from Chico High, Durham, and Private local schools that may choose to enroll in this dynamic career pathway program.

The only other CTE industry related courses is an ROP "stand alone" Food Service class at the alternative education high school, a career pathway at Oroville High 20 miles away and at Las Plumas, 16 miles away. There are no other high school programs within this county.

ELEMENT 4. THE ACCOUNTABILITY PLAN

Part A: The Accountability Plan

During the regular school year, the department estimates that 30 students receive certificates annually through our current ROP program. Commonly 35% of the culinary students go on to either work in a related industry, join an apprenticeship program or join the military. The Home Economics Careers and Technology Department estimates that 40-45% of program completers go on to postsecondary institutions for more advanced study in the applicable industry or other areas of study.

The Pleasant Valley HECT Department and the ROP program routinely conduct postgraduate surveys to gather information about program completers. These surveys are completed by telephone and e-mail to try and find where students are, what they are doing, and how well the department prepared these graduates for post secondary education, advanced training and professional careers. The counseling department at PVHS does post graduate surveys as well. Surveys are done by mail, e-mail and telephone in an attempt to account for all students.

Information gathered from these surveys is analyzed and assessed. Instructors share this information with advisory members, industry partners and school administrators. The data collected is combined with input from industry partners to try and improve future curriculum within the program.

Part B: Meeting our obligations pursuant to Education Code Section 51228(b)

The Chico Unified School District has long been committed to a "head, heart and hands" approach to education. The power of engaging students with programs that are rigorous and relevant, and at the same time personalize the educational environment for them, has been reinforced by the success of California Partnership Academies at Pleasant Valley High School (in Education) and at Chico High School (in media communications). More recently, this commitment has led to the receipt of a federal smaller learning communities grant for both schools, currently in its third year. Through these grants, administrators, teachers and local businesses are working together to support existing smaller learning communities and to create new similar communities, most of which are dedicated to a "rigorous academic curriculum that integrates academic and career skills, incorporates applied learning in all disciplines, and prepares all pupils for high school graduation and career entry." (*Ed Code Section 51228(b)*).

In addition, the Food Service and Hospitality curriculum is designed to train students for entry-level employment in a variety of career pathways in the industry. This curriculum is designed to address the new industry sector career pathways and the academic foundation standards. Advisory committee members analyze curriculum and give feedback to ensure that the program is adequately preparing students with the necessary skills to obtain entry-level employment within the career pathway.

The academic foundation standards are all embedded within the program curriculum. This ensures that the program maintains adequate academic rigor, but truly allows students to see where and how the core academics can be applied. This incorporation of applied academics makes the subject much more real, relevant and comprehensible.

ELEMENT 5. EDUCATIONAL SPECIFICATION AND EQUIPMENT/SPACE REQUIREMENTS SHEET

See Attached: Form B. Also see attached schematic drawings of proposed space.

ELEMENT 6. BUDGET JUSTIFICATION/DETAIL SHEET

See Attached: Form C

Part A: The capital cost per pupil \$2,418. This cost was derived by dividing the total budget for the project (\$967,447) by the total number of students to be served (400).

Part B: Financial participation of our industry partners in building and equipping the facilities

Industry partners have been generous and will continue as we work toward the implementation of this facility. The following equipment and services, with an estimated value of \$40,175, have been donated by industry partners and ROP, with another \$60,000 committed from ROP.

Butte County ROP

One 6' curved glass refrigerated display cabinet	\$4,000
One 6' hot hold serving unit with heat sources on wheels with sneeze guard	\$3540
One 6' refrigerated serving unit on wheels with sneeze guard	\$2350
One 24" gas restaurant range with 4 burners	\$1200
Two cambro hot hold containers and transport wheels	\$ 450
One can rack	\$ 200
Two 8' food storage racks	\$ 400
One commercial wrapping machine and sealer	\$ 300
2 plexyglas display bakery cabinets \$80 each	\$ 160
4 stainless steel prep tables with 2 nd shield @ \$200 each	\$ 800
One 6 item carbonated drink dispenser and signs	\$1200
2 speed racks \$150 each	\$ 300
One Commercial Panini press	\$ 500
One triple rack stainless steel bench and drawers	\$ 400
Two hardwood backers benches	\$ 600
One commercial can opener and blades	\$ 175
One commercial grade microwave oven	\$ 500
Digital Scale 40# capacity	\$ 350
50 commercial grade plastic food storage containers and lids \$40 each	\$2000

Other Partners

One 10 gal commercial mixer (Safeway)	\$2800
Extra bowl and blades for mixer	
2 bakery racks and 30 full sheet pans (Safeway)	\$ 800
One countertop 2 basket deep fryer (District)	\$ 900
6 stainless steel benches	\$1200
One 9' commercial triple sink	\$ 600
2 double door commercial refrigerators on wheels	\$7000

One double door freezer on wheels	\$3500
3 commercial food bins	\$ 600
One under counter icemaker	\$ 500
Two capacity double drop fryer	\$ 4,000
Commitment from Regional Occupation Program (ROP) to purchase new small tools supplies to support the course and to expand the hospitality and tourism program	\$60,000

ELEMENT 7: UNIQUE CONDITIONS

Part A:

This modernization project will result in a facility that houses two separate labs and one hospitality/lecture area. The labs will focus on food services/bakery/receiving and the classroom will focus on hospitality services and tourism. This career pathway has a long history of sustainability and integration with academics. The courses are dual enrollment and provide both rigor and relevancy. The program has received numerous local, state and national awards for both student performance, and as a department of excellence. Without this modernization we are stagnant. We need the remodernization to provide our students with the industry relevant skills. We are also concurrently applying for a California Partnership Academy grant since our integration with academics in this pathway is unique and will add to sustainability for the continued excellence in student academic and career skill set attainment.



CALIFORNIA DEPARTMENT OF EDUCATION

CAREER TECHNICAL EDUCATION FACILITIES APPLICATION FORM B – EDUCATIONAL SPECIFICATIONS AND EQUIPMENT/SPACE REQUIREMENTS SHEET (Rev. 11/07)

Use additional sheets as necessary.

Type of Project: <input type="checkbox"/> New Construction (including equipment) <input checked="" type="checkbox"/> Modernization/Reconfiguration (including equipment) <input type="checkbox"/> Equipment Only		
County	Number of Teaching Stations for this Project	Number of students occupying teaching station(s) or using equipment (per class period)
Butte	2	30-35 per class period (400 total)
Local Education Agency		Name of Project
Chico Unified School District		The PV High School Culinary and Hospitality Modernization
Name of School		Proposed Schematic Drawing Attached? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Pleasant Valley High School		School Site Plan Drawing Attached? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Project Summary

Summarize the scope of this project and its CTE educational goals and outcomes.

We plan to remodel an existing culinary/food service and hospitality lab and lecture facility, and expand into an underutilized adjacent classroom to provide additional lab space for program expansion. Increased academic and career standard rigor and relevance can be attained by creating an industry standard and CTE framework standard based facility. The facility can train students for the entire industry sector of food services, hospitality and tourism pathways. These careers also include nutrition and related human services. The educational goals also include increasing academic and career standards rigor through more academic integration and real-world applications.

Program and Space Functionality

Explain the program activities and how this CTE teaching station/equipment will support those activities. Include the number of students expected to occupy various spaces or work stations (i.e. lecture, lab, equipment areas) at one time.

The program will expand the course content in the Food Services, Hospitality and Tourism pathways. More teaching, culinary and hospitality stations will be added that contain state of the art equipment. Hospitality and Tourism will be included in the curriculum for a larger number of our students. The surveys, student interest and earning capacity within this industry sector supports this remodelization. This modernization will create a functional, safe and sanitary production facility for teaching and performance of hospitality, culinary, nutrition and tourism. It will integrate the student run business with relevant industry-level equipment and materials. All students will be better prepared and trained. Students that are high risk and those with special needs will especially benefit from being trained on the actual equipment they will use when placed on a jobsite. 30-35 students will occupy the lab space and classroom at one time.

Space and Equipment Requirements

Identify square footage of areas used for equipment, lecture space and hands-on teaching spaces. Label equipment and all spaces (teaching station, storage, office, lab, lecture area, etc.) on schematic drawing. If possible, provide dimensions of the spaces.

Square Footage Requirements: 3,935 ft²

Includes two food services lab spaces and hospitality lecture teaching area, 1 bathroom, storage and teacher office.

Equipment to be purchased/installed:

Hoods and ansel system, commercial stoves, ovens, mixers, fryers, salamanders, grills, walk-in refrigeration and freezer, commercial dish wash area, and other equipment as specified on attachment C.

Functional Relationship to Site

Describe how the location of the new construction or modernized building will integrate with educational programs on the site. Please label applicable buildings related to the industry sector on the school site plan.

Currently the adjoining classroom is only used 2 periods per day for an art class. Proper sequencing of the project will allow for a seamless transition so that current enrollments and the current culinary and hospitality program can be maintained. The installation of hoods and ansel systems will allow for the commercial installation of industry caliber equipment. The 2 classroom/ lab areas for the remodelization also have access to the street for easy delivery of perishables. The current classroom is fully utilized and the adjoining classroom is only used 2 periods a day. The art department will need more storage, since some of this remodelization will affect an art storage area. Modernization is an extreme improvement and staff is ready to work hard during this transition to help coordinate program and remodeling.

Site Development Considerations

Provide, if any, additional site development needs associated with the career technical project.

Adequate power, gas, water and fire protection must be installed into the 2 lab areas in order to support the necessary industry relevant food service and hospitality equipment to support 30-38 students per section in the 2 areas. This will include increasing power, gas, water and installation of an hood/ansel system to support the other commercial culinary equipment. This project provides for an already robust and existing CTE program which has reached capacity within the current facility.



CALIFORNIA DEPARTMENT OF EDUCATION

CAREER TECHNICAL EDUCATION FACILITIES APPLICATION

FORM C – BUDGET JUSTIFICATION/DETAIL SHEET

(Rev. 11/07)

Use additional sheets as necessary.

Local Education Agency Chico Unified School District	Project Name PV Hospitality, Culinary and Tourism Modernization
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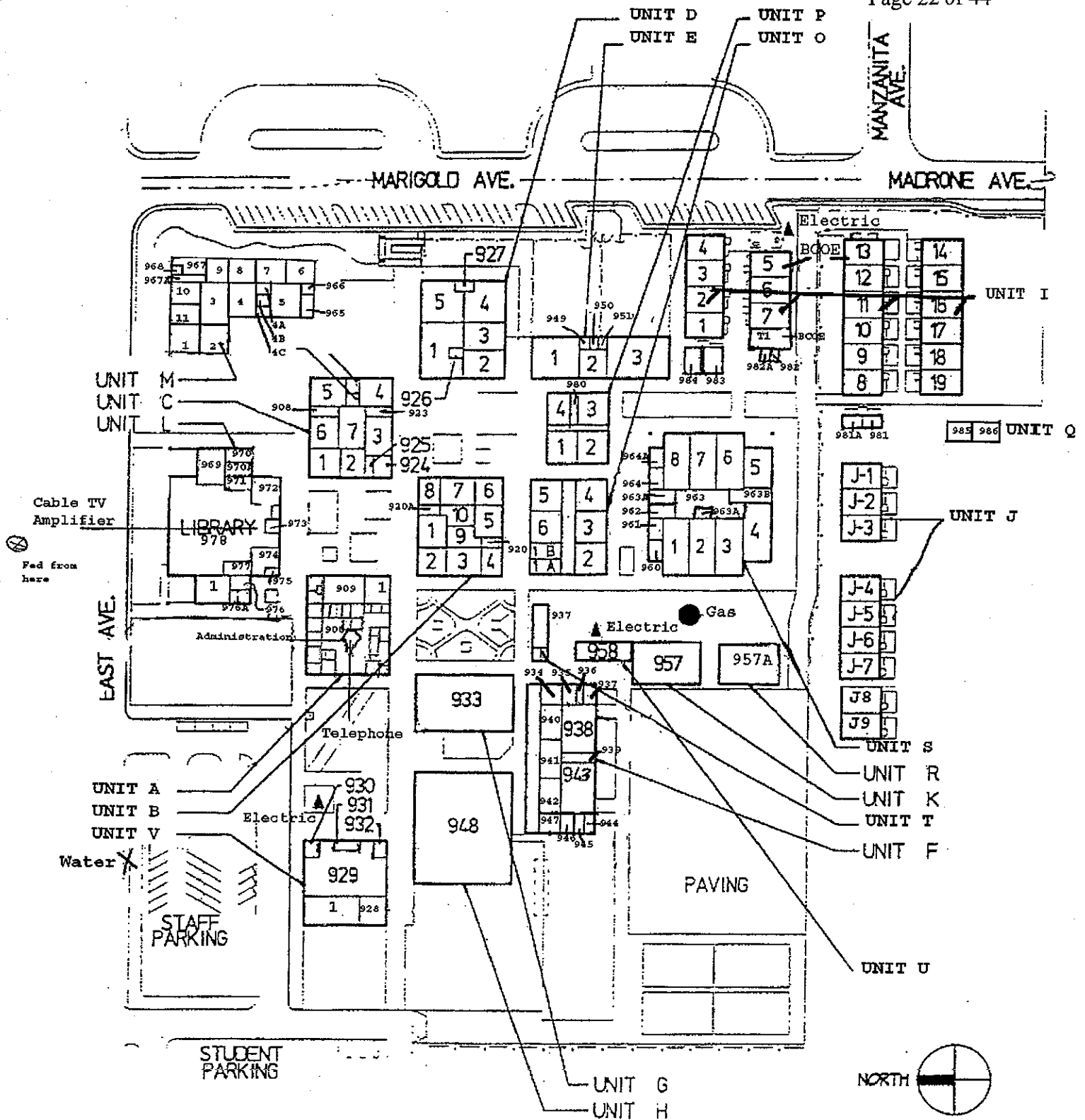
Provide sufficient detail to justify the budget. The budget justification page(s) must provide all required information even if the items have already been identified and discussed in another section. For each project or equipment description, list the associated costs. The scope and budget in this application must be consistent with the funding application submitted to Office of Public School Construction. Equipment without a ten year life span and supplies are not eligible to participate in the CTEFP.

Project/Equipment Description	Subtotal Each Item
Supplying increased gas lines into facility to accommodate commercial grade equipment to operate the following equipment: Commercial gas stoves, grills, salamander, ovens and dryer	\$23,600
Supply increased electricity into the Culinary and Hospitality building both circuits and panels. This is necessary in order to operate the industry-level equipment required to adequately train and prepare students. <u>Note:</u> Because there was not sufficient power in the existing panel to meet these needs, additional underground work will be required to upgrade the panel. Modernization of all electrical to current work stations.	\$130,000
Supply increased water and hot water Increase water supply to facility providing for adequate water needs for sanitizing and cleaning. Increase hot water capacity with additional water heater. Will require underground work for grease traps. Installation of required hand wash sinks in prep areas of culinary and hospitality facility.	\$45,800
Commercial stainless steel countertops and workstations , including backsplash and installation.	\$150,000
2 Ansel Systems and Hoods required for commercial equipment installation and blowers. Includes work on roof, supports, ductwork, firework, installation of hood, lights, ansels and electrical to support operation	\$83,700
Replace 2 existing doorways with larger doors and doorways to accommodate larger equipment.	\$6500

Concrete to pour slabs for refrigeration and freezer	\$1500
Replace ceiling and lighting in culinary and hospitality facilities:	\$34,600
Installation of all commercial equipment.	\$8,000
Project Management Costs	\$40,000
Possible lead/asbestos abatement (all floors and walls): due to the age of the building, it is probable that asbestos and lead will be a factor requiring abatement. If so, estimated costs are <ul style="list-style-type: none"> • Abatement project (\$54,600) • Abatement project management (\$2,000) • Air samples (\$520) 	\$57120
Construction costs for future technology applications, wiring and Wireless applications and storage for technologies	\$3,000
Flooring for culinary labs and hospitality area to accommodate equipment, cleaning, equipment and meet health codes.	\$22,200
Modernization of lecture and hospitality area to include new teacher storage, host station, cash register area, lecture area, installation of an existing donated demonstration station and projection system to allow maximum student visibility and interaction.	\$18,000
Storage Units to house equipment and supplies during construction	\$2400
Construction costs for removal of existing cabinets and demolition of some cabinets	\$8400
Modernize existing bathroom facility and confirm to current health codes for culinary facility	\$3,000
Drywall/Painting facility	\$17,500
Subtotal Construction Costs	\$635,320
Architects' fees (calculated at 25% of total construction cost)	158,830
Inspectors' Fees (calculated at \$45/hour)	4500
Department of State Architect (DSA) Fees for structural and ADA compliance requirement; calculated at .007% of total construction cost)	\$4,450
Advertising: Because project total cost exceeds \$100,000, it must be advertised	\$2,000

for a formal bid.		
Contingencies: Calculated at 10% of construction cost		\$6353
Equipment:		\$135,994
<ul style="list-style-type: none"> • 3 Commercial Vulcan 6 burner ranges/grills (3 X \$7900 = \$23,700) • 3 Commercial Vulcan gas double convection ovens (\$8,500 X 3 = \$25,500) • 1 Commercial Jackson Single Rack Dishwasher with grease interceptors, and dish tables (\$13,500) • 5 Commercial Stainless Steel Prep stations (\$2000) • 1 under counter refrigerated prep stations (\$3500) • 3 Commercial Salamanders attaches to ranges (3 X \$2500= \$7500) • 1 Commercial Charbroiler (\$2360) • 1 Walk – In refrigerator Unit including shelving packages, thermometers, and refrigeration system (\$8200) • 1 Walk-In freezer unit including shelving packages, thermometers, and freezer system (\$9200) • 1 Globe 20 Qt. Commercial Mixer, stand, Base and Attachments (\$4500) • 1 commercial manuel Globe meat slicer, base and attachments (\$1500) • 1 chemical storage box and cleaning area rack (\$2400) • 20' of open storage racks (\$4,000) • 40' of wall mount racks (\$2000) • Overhead Merco heating element food warmers including wall mount brackets/chains and cord set (\$530) • 6' locking storage box (\$1500) • 1 cash register and inventory system (\$1200) • Cambrio Dish storage, storage cart and service carts (\$2500) • Safety disconnect systems for all appliances 12 x \$200 = \$2400) • Connection cords for appliances \$42 each X 12 = (\$504) • Castors for all commercial equipment to aide in cleaning and sanitation \$219 per castor X 48 = (\$10,500) • Equipment for hospitality area of classroom, new tables and chairs to seat 40 students (\$5500) • Beverage Service and expendite area equipment including donated drink dispenser, new coffee service (\$1500) 		
Estimated Total Cost of Project:		\$967,447
Project Cost Breakdown		
<u>State Funding Guidelines:</u> Under <i>Education Code</i> Section 17078.72, the state grant maximum is \$3 million for new construction and \$1.5 million for modernization CTE projects. <u>Loan From the State:</u> Under <i>State Allocation Board Regulations</i> Section 1859.194, LEAs may request a loan up	a. LEA Cash Match:	\$ <u> \$473,447 </u>
	b. State Funding:	\$ <u> \$473,447 </u>
	c. Loan from State:	\$ <u> -0- </u>

<p>to \$3 million for new construction and \$1.5 million for modernization CTE projects from the Office of Public School Construction.</p>	<p>d. Total Amount of State Funds Requested Total (b + c)</p>	<p>\$ 473,447</p>
<p>Will the LEA request a loan from the state? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide the amount in section c.</p>	<p>Estimated Total Cost of Project Total (a + d)</p>	<p>\$ 967,447</p>



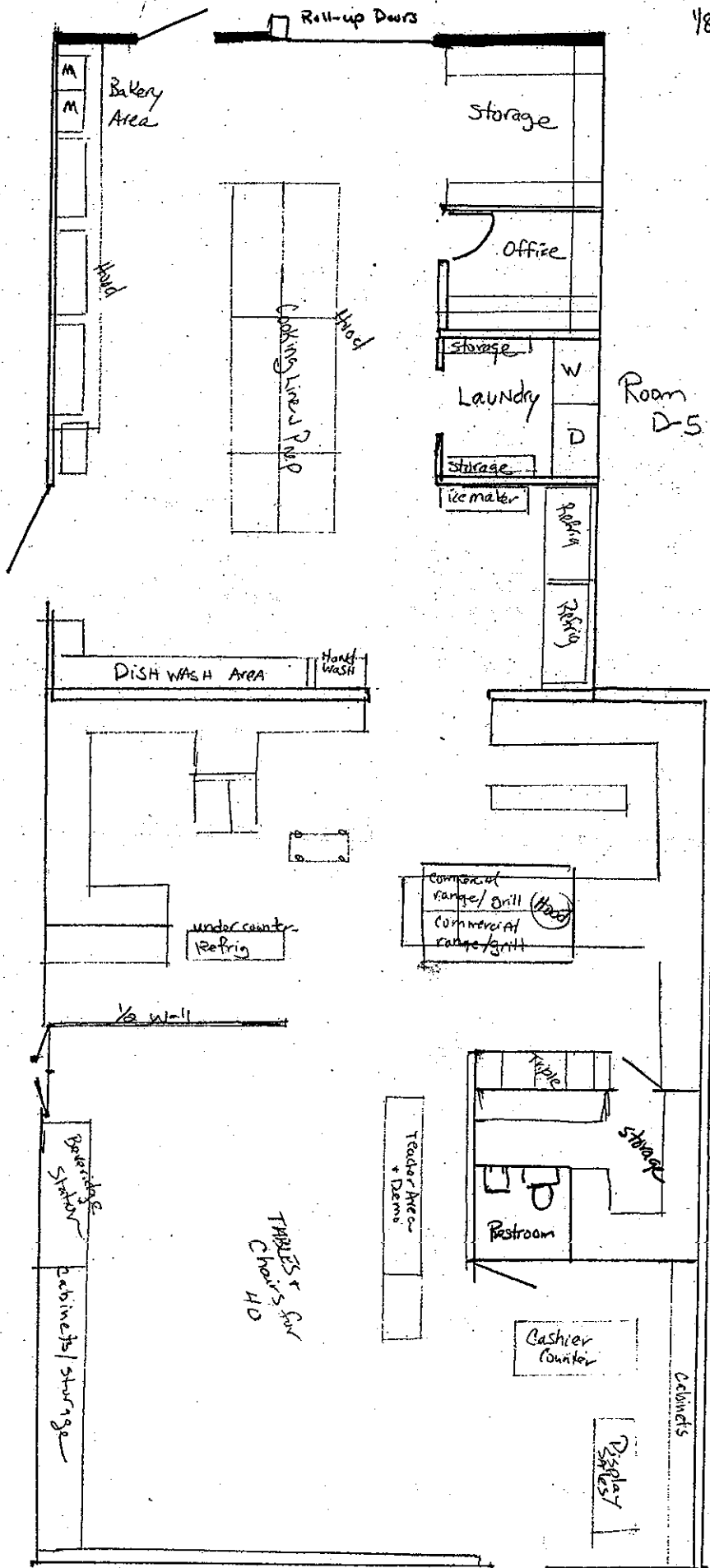
PLEASANT VALLEY HIGH SCHOOL

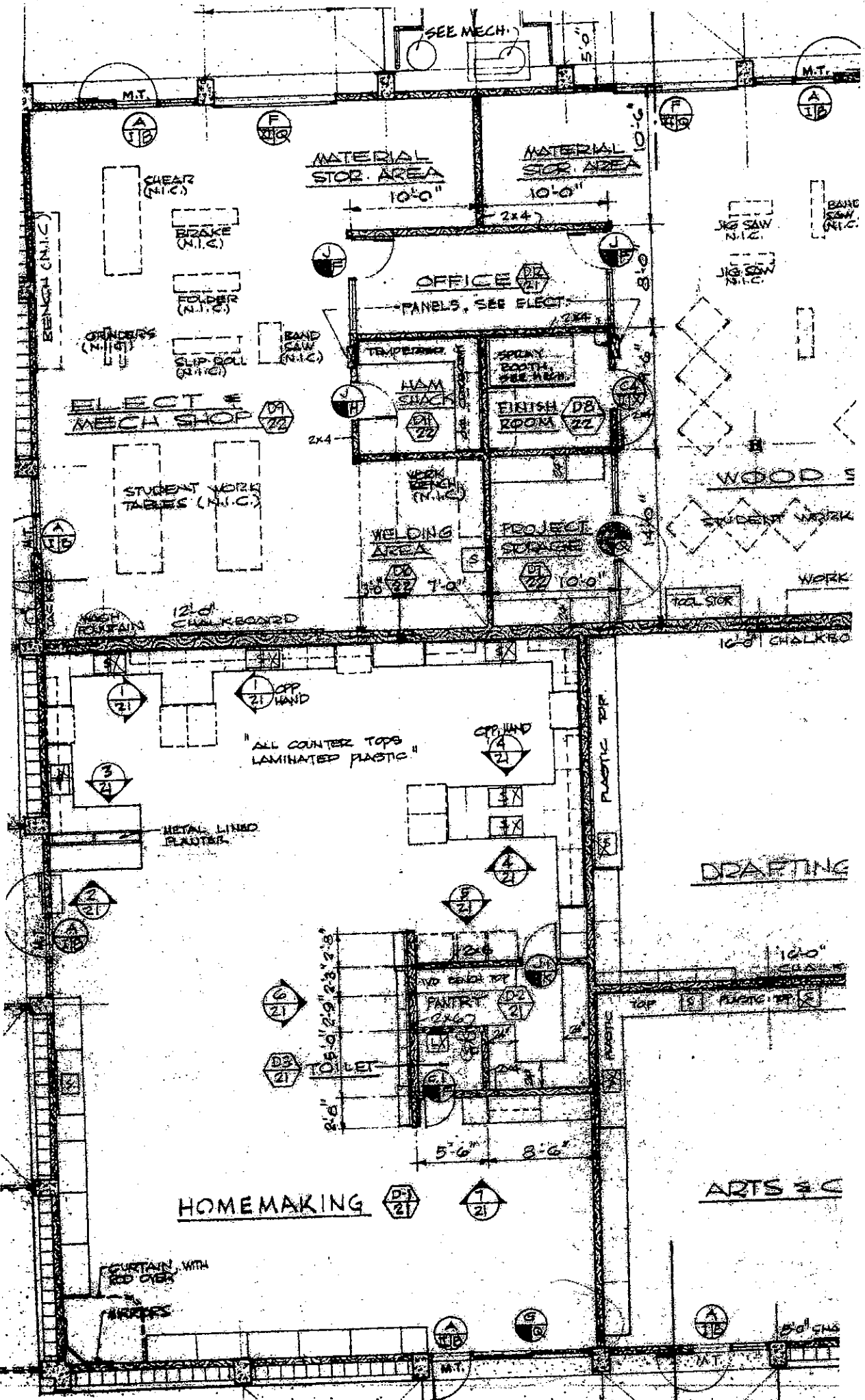
Updated 9/2006

WATER in Kettle +
Freezer
Outside

Draft 1
1/8" = 1' scale

7.A.2
Page 23 of 44





**CAREER TECHNICAL EDUCATION FACILITIES APPLICATION
FORM A – COVER PAGE** (Rev. 11/07)**Local Educational Agency Contact**

Local Educational Agency (LEA) Chico Unified School District		CDS Code 04 61424 0437558	
Printed Name and Title of Contact Janet Brinson, Director of Categorical Programs			
Address 1163 East Seventh Street			
City Chico		Zip Code 95928	County Butte
Telephone Number (530) 891-3000 x105	Fax Number (530) 891-3220	E-mail Address jbrinson@chicousd.org	

Project InformationType of Project: ☐ New Construction (including equipment) ☒ Modernization/Reconfiguration (including equipment) ☐ Equipment Only

School Name

Chico High School

Name of Project

The Chico High School Agriculture and Natural Science Modernization

Career Technical Education Industry Sector

Agriculture and Natural Resources

Estimated Total Cost of Project (See Form C)

\$1,663,745Number of Teaching Stations
3Annual Number of Students Served
345Square Footage of Project
18,500¹Total Amount of State Funds Requested (See Form C)
\$831,872**Approval**

Date Governing Board Approved CTE Application (Board must approve project no later than April 30, 2008):

Date Advisory Committee (Element 1, Item B) and Feeder Groups and Partners (Element 3) approved the CTE Plan for this project: District CTEAC approval 1/9/08; Feeder Groups and Partners 12/20/07.

Certification

The local educational agency (LEA) certifies that the Advisory Committee pursuant to Education Code Section 8070 has met and approved the CTE Plan, and the other requirements contained in Education Code Section 17078.72, including sections (i) (1 thru 7) have been accomplished, and minutes and other supporting documentation are on file at the LEA's Office. Further, the LEA certifies that the project is on a comprehensive high school site that meets the requirements of Education Code sections 51224, 51225.3, and 51228.

Mary Leary

Print Name of Authorized LEA Representative

Signature of Authorized LEA

Date

For California Department of Education Use Only

Application Log Number	Reviewer Number	Received By	<input type="checkbox"/> Original Application and Three Copies <input type="checkbox"/> Floppy Disk <input type="checkbox"/> CD Backup
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¹ Square footage for new construction is an estimated 1,500 as plans are still in development.

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CHS Agriculture Sciences Laboratory, Welding Classroom, Facilities Upgrade and Equipment Modernization

ABSTRACT

Chico High's Agriculture Department has been an important part of Chico High since the school's founding in 1902; today, the CHS Agriculture and Natural Resource (ANR) program serves more than 300 students and enjoys strong parental, community, and business support. The program offers full career pathway programs in Agricultural Mechanics, Animal Science, and Ornamental Horticulture, as well as courses in Agriscience, Plant Science, and Agricultural Business.

Student interest in Agriculture has grown, mirroring a trend across the state and nation. Unfortunately, however, we are currently trying to prepare students for 21st century agricultural occupations using equipment and facilities that date back to the mid-20th century. To best meet student needs, we propose a modernization that includes updating our facilities, creating new classroom and lab space, and replacing our obsolete equipment with industry-standard equipment that will allow us to better prepare our students for 21st century careers.

Our overall goal through this project is to restructure our existing Agriculture program into six fully developed career pathway programs (in Agriscience, Plant Science, Agricultural Business, Agricultural Mechanics, Animal Science, and Ornamental Horticulture). In each of these pathways we will integrate academic content standards with CTE foundation and career path standards. To move us toward this goal, we propose to meet the following objectives with this funding:

- Reconfigure existing classroom space to teach Agriculture Mechanics, Ornamental Horticulture, Animal Science, and Agribusiness courses.
- Add a covered work area behind the Ag shop to enhance instruction in the Agriculture Mechanics pathway.
- Increase storage space so that equipment and supplies can be securely and safely stored.
- Build a new CTE Agriscience lab in close proximity to the CTE ANR and welding facilities. District monies will be used for the first stages of our reconstruction plan; CTE facilities funds will allow us to equip this lab with high-quality teaching stations for students in Ag Biology, plant science and animal science.
- Expand and modernize teaching stations, particularly in the Agriculture Mechanics lab and the greenhouse.
- Purchase industry-standard equipment to support instruction in all career pathways and better prepare students for certification.

We have taken the first steps toward our goals. Over the past several years we have installed a new ventilation system in the Ag Shop and began to replace obsolete equipment. We have had district and community support in replacing greenhouse tables and re-siding the entire greenhouse at a cost of over \$30,000.

Long-standing industry and community partnerships and a strong local labor market are helping to drive this application. Our proposed modernization project will enhance CTE opportunities and improve academic achievement for students, and will allow us to better prepare our graduates in the Agriculture and Natural Resources industry sector.

Project Elements**Element 1: CAREER TECHNICAL EDUCATION PLAN****Part A:**

Rationale: Agriculture is the leading industry in California, one which brings in almost \$32 billion in products annually to the state each year, as well as generating more than \$125 billion through related industries (agriculture marketing, business, research, and education).² Ten percent of all jobs in the state are related to the agriculture industry.³ Chico High's Agriculture Department has been an important part of Chico High since the school's founding in 1902; today, the CHS Agriculture and Natural Resource (ANR) career pathway program serves more than 300 students and enjoys strong parental, community, and business support. Our FFA program—which has consistently won state and national competitions since its charter in 1928—has helped students expand their knowledge in many areas of agriculture while developing leadership skills they can take with them throughout their lives.

Although we live in an agricultural community, ours is the only high school agricultural program in the area. Local families have seen several generations go through Chico High's Ag program; thus, when a portion of our funding was threatened by a severe district budget crisis, our local business community and parents rallied to provide the financial support to continue operation. Student interest in the program has grown, mirroring a trend across the state and nation. Unfortunately, however, we are currently trying to prepare students for 21st century agricultural occupations using equipment and facilities that date back to the mid-20th century. To best meet student needs, we propose a modernization that includes updating our facilities, creating new classroom and lab space, replacing our obsolete equipment with industry-standard equipment that will allow us to better prepare our students for 21st century careers, and restructuring our existing Agriculture program into six distinct career pathway programs, each one incorporating the student leadership component of FFA that has proven successful for the Agriculture program over the last century.

Industry Sector: Our overall goal through this project is to restructure our existing Agriculture and Natural Resources Industry Sector program into six fully developed career pathway programs: Agriscience, Plant Science, Agricultural Business, Agricultural Mechanics, Animal Science, and Ornamental Horticulture). In each of these pathways we will integrate academic content standards with CTE foundation and career path standards. To move us toward this goal, and to enhance CTE opportunities and improve academic achievement for students, we propose to do the following:

1. Reconfigure the existing classrooms to teach Agriculture Mechanics and Agribusiness courses. This will involve increasing electrical and multimedia capabilities, demolishing inadequate and dilapidated storage areas and replacing them with new cabinets, and installing new computer stations.

2. Add a covered work area behind the Ag shop. We will convert an existing area of dirt and rocks into an all-weather student work area. This will increase student productivity and reduce potentially hazardous ventilation issues indoors. The resulting facility will support instruction in the Agriculture Mechanics pathway.

3. Increase storage space. We will remove storage sheds that are in disrepair and replace them with new secure storage sheds for greenhouse tools and supplies and Ag Mechanics tools and supplies.

4. Build a new CTE Agriscience lab in close proximity to the CTE ANR and welding facilities. Currently, students wanting to take a UC-approved science course must leave the Ag

² California Department of Education, *Career Technical Education Framework*, June 2007 (p. 139).

³ *Ibid.*

Department. Offering a UC-approved course will increase enrollment in the Ag program by keeping Ag students in Ag courses. District monies have funded the first stages of our reconstruction plan: refurbishing our CTE and Ag facilities. A new CTE Agriscience lab is being designed as part of a new construction project funded by local bond money and developer's fees. CTE facilities funds will allow us to equip this lab with high-quality teaching stations for students in Ag Biology, plant science and animal science.

5. Expand and modernize teaching stations by:

- Creating a covered work area behind the existing shop to allow more students to utilize the existing equipment as well as allow room for additional equipment found in industry. The addition of this covered work area is critical to create a safe and productive work environment in which students will work towards industry certification.
- Adding a downdraft system to the computerized plasma cutter to eliminate hazardous particles in the air.
- Removing existing asphalt driveway, regrade and repave. The existing asphalt driveway is inundated with potholes and crumbling concrete. This limits forklift use and poses hazards to students working in the driveway area.
- Replacing siding on greenhouse as well as update the electricity and irrigation systems from the original construction in 1952.
- Providing soil and amendment bins for greenhouse production and student SAE projects.

6. Address the need for industry-standard equipment to better prepare students for certification by:

- Purchasing standard Machining equipment (2 Lathes and 2 Mills). Ag Mechanics students will learn to operate and maintain the equipment addressing the shortage of qualified machinists.
- Purchasing 2 new plasma cutters and 2 new Oxy-Ace Cutting setups.
- Purchasing sheet metal and bending/forming equipment, thus enabling Ag Mechanics instructors to address a number of production skills not currently taught in the Ag Mechanics program.
- Installing an air-drying system to protect pneumatic equipment and enable students to produce high quality paint jobs on fabricated projects.
- Purchasing new metal finishing equipment (listed in budget detail)
- Purchasing soil sterilizer to ensure quality greenhouse products are produced.
- Purchasing equipment to furnish our new Agriscience Laboratory (listed in budget detail)

Labor market employment opportunities: Nationally, employment of agricultural workers is expected to undergo little or no change in the next decade⁴. However, the *Occupational Outlook Handbook* goes on to predict that job opportunities in the sector "should be abundant" as current workers—particularly those who work in crops, nurseries, and greenhouses—leave their jobs. This positive job outlook also exists in California, which employs by far the largest number of agricultural workers in the nation. According to the *CTE Framework for California Public Schools*, "because the demand for agricultural specialists throughout the state in both urban and rural areas is high, there are more job openings than there are qualified applicants."⁵

The table below, based on California Employment Development Department data, shows state and local (county) labor market projections in selected agriculture-related occupations from 2004-2014. Although the category "farmworkers and laborers, crops, greenhouse and nursery"

⁴ Bureau of Labor Statistics, U.S. Department of Labor, *Occupational Outlook Handbook, 2008-09 Edition*, Agricultural Workers, <http://www.bls.gov/oco/ocos285.htm> (visited January 15, 2008).

⁵ California Department of Education, *Career Technical Education Framework*, June 2007 (p. 139).

shows a decline of 1.7% statewide and 6.8% locally, this occupation still has a high number of annual job openings. In addition, because our proposed modernization would allow us to expand and improve our programs in Agricultural Mechanics, Agriscience, Ornamental Horticulture and Animal Science, we have included projections for occupations that students might enter from those career pathways. Overall, the data indicate that the job prospects for our graduates in ANR will continue to be very good both statewide and locally. Moreover, by offering our students instruction in several different career pathways in conjunction with leadership training, we ensure that they will graduate with the tools necessary for satisfying and rewarding careers in Agriculture and Natural Resources.

Occupational Title	Employment 2004		Employment 2014		Percentage Change		Annual Job Openings	
	Butte	Calif	Butte	Calif	Butte	Calif	Butte	Calif
Farmworkers and laborers, crops, nurseries, greenhouse	1,630	241,800	1,520	237,700	-6.8%	-1.7%	46	6,850
Agricultural workers, all others	100	3,600	110	3,900	8.3%	10%	4	120
Floral designer	40	7,500	40	7,700	0%	2.7%	1	120
Veterinarian	30	5,400	40	6,100	33.3%	13%	2	200
Veterinary Assistant	90	9,200	130	10,700	44.4%	16.3%	6	320
Machinists	120	34,200	130	37,300	8.3%	9.1%	4	1110
Welders, Cutters, Solders, Brazers	170	29,800	200	33,100	17.6%	11.1%	8	1170

Part B: Agriculture and Natural Resources Advisory Committee:

As required by *California Education Code* Section 8070, Chico High's Agriculture and Natural Resources program has an active advisory committee, which offers program recommendations and acts as a liaison between the district and potential employers. This industry-based committee includes representatives from the production farming community, agricultural equipment fabricators, florists and nurserymen, agriculture lending institutions, as well as parents, teachers, site administration, students, and representatives from our local IHEs (Butte Community College and California State University, Chico).

Agriculture Advisory Committee:

Name	Affiliation	Contact Information
Ben Bertagna	Bertagna Farms	530 891-4806
Doug Bentz	Dean, Butte College Ag.	530 891-0878
Steve Stallions	Commercial Tire Warehouse	530 343-1939
Dr. Patrick Doyle	CSU Chico, College of Ag.	530 898-6586
Robin Bicocca	CHS Counselor	530 891-3026
Brad Henman	Clear Creek Sports Club	530 520-9464
John Kassel	Ag Parent Booster	530 343-6941
Krista Knecht	Chico Florist	530 345-1855
Melissa Heringer	Christian & Johnson	530 891-1881
Alex Dubose	Guy Rents/Tink	530 343-0219
Barry Jones	PBM Manufacturing	530 345-1334
Tera McGowan	Golden West Nuts	530 345-3352
Jim Hanlon	CHS Principal	530 891-3026
Shane Strickler	Animal Health	530 570-6634

Jeanette Sturzen	CDE Regional Supervisor	530 342-7541
Kevin Payne	Ag. Dept. Chair	530 891-3026

In addition, the Chico Unified School District has a CTE advisory committee, which provides oversight to all the different CTE programs in the district. Membership of this committee is comprised of district administration, CTE teachers, a site administrator, students, and business owners. The purpose of this committee is to address the needs of existing CTE programs while focusing on improvement and expansion of programs to meet the needs of students and industry sectors. The rosters for the district's advisory committees, including each member's affiliation and contact information, is shown below.

District Career Technical Education Advisory Committee:

Name	Affiliation	Contact Information
Kelly Staley	Interim Superintendent	kstaley@mail.chicousd.org
Sara Simmons	Director II, Innovative Programs	ssimmons@mail.chicousd.org
Mary Leary	Director, M&O/Transportation	mleary@mail.chicousd.org
Michael Weissenborn	Facilities Planner	mweisse@mail.chicousd.org
Janet Brinson	Director, Categorical Programs	jbrinson@mail.chicousd.org
Jocelyn Allen	CHS Student	
Miles Peacock	PVHS Industrial Arts Teacher	mpeacock@pvchico.org
Vance Jarrard	PVHS Student	vjarrard@yahoo.com
Sheri Zeno	FVHS Teacher	szeno@mail.chicousd.org
Joanne Parsley	BJHS Principal	jparsley@mail.chicousd.org
Linda Zorn	ROP	zornli@butte.edu
Fred Davis	CEPCO	FD6724@aol.com
John Pereira	CEPCO	johnp@rush-personnel.com
TBD	Employment Development Dept.	
Norm Nielsen	Chico Chamber of Commerce	NNielsen@chicoelectric.com
Darci Bruggman	PVHS Parent Rep	dbruggma@mail.chicousd.org

Part C: School Commitment to Providing CTE Programs and Experiences:

Chico High School is committed to ensuring that all students are given the opportunity to participate in CTE programs, activities, and experiences. The Chico High School administration has demonstrated this commitment in the following specific ways:

Dissemination of information about CTE programs, activities and experiences to all students: The CHS administration organizes visitations to feeder schools where CTE teachers share information about their programs with prospective CHS freshmen. In addition, the school organizes an annual parent night designed to allow CTE and other instructors and students to share their programs with parents of incoming freshmen. The administration is also supporting special Agriculture recruitment visits to all the junior highs, including the one that is not our regular feeder, as a result of strong interest. Monthly email newsletters highlighting Agriculture program activities go out to all CHS staff; in addition, the PTA newsletter also contains CTE program news and updates.

Administrative and counseling support: The CHS Principal and CHS head counselor both serve as members of the Agriculture Advisory Committee, and are supportive of all CTE programs on campus, including ANR. Guidance and counseling staff are also key to ensuring that students have the opportunity to set high goals and help them select courses from among the many career pathways offered. Counselors meet with each student and parent to design a four-year plan with an articulated, sequenced series of courses leading students to their

postsecondary goals. Students' programs are revisited annually during Chico High's advising and registration sessions.

Multiple entry points: The Agriculture and Natural Resources Department makes its entry level courses open to all grade levels, and a clear sequence of courses has been developed that takes a student from an introductory course to a capstone course. The courses within the ANR department are open to all students, and accommodations are made for students with special needs.

Master scheduling accommodations: CHS provides common preps to CTE career path instructors whenever possible. When building the master schedule, CHS also takes into account that some courses need to be offered at specific times of the day (e.g., Supervised Agricultural Experiences class needs to be offered at the end of the day to permit students to engage in projects that will continue after school hours).

Space considerations: CTE career path instructors are assigned rooms that allow close proximity to their fellow team teachers. In addition, the CHS principal has committed a classroom in a planned new construction project—adjacent to the existing Ag facilities—to the Agriculture program as a lab for Ag Biology, plant science, and animal science.

Part D:

Industry-validated certifications: At this time, most certification in the Ag Mechanics (welding, contractors' license) pathways are done through certified training schools and test centers such as Butte College, Shasta College, and Hobart School of Welding Technology. The modifications to our facilities will provide our staff and students with first-rate labs and facilities capable of supporting the level of training required to obtain certification in welding, greenhouse management or those associated with the animal sciences including artificial insemination or Veterinary Tech certifications. Our goal is to teach ANR students to a level that will prepare them for success if they elect to attend such schools or centers and seek certification. We will continue to train our students in the use of state-of-the-art equipment and industry-standard equipment, and assist those students interested in obtaining industry certification.

State Board Adopted CTE Standards: Presently, Agriculture instructors are working to align our curriculum with academic foundation standards and career pathway standards for Agriculture and Natural Resources as identified in the *California Career Technical Education Model Curriculum Standards*. Both high schools in our district have implemented weekly collaboration time this year, allowing ANR staff regular weekly time to devote to this task.

Course Sequences and Career Pathways: The following chart illustrates the sequence of courses in each career pathway in the ANR program.

	Introductory	Concentration	Capstone	Related Courses
Agricultural Mechanics	<ul style="list-style-type: none"> • Intro to Agriculture 	<ul style="list-style-type: none"> • Welding 1A • Welding 1B 	<ul style="list-style-type: none"> • ROP Ag Welding and Fabrication 	<ul style="list-style-type: none"> • Ag Econ./Government • Drafting (CAD, CAM) • Geometry • Physics
Agriscience	<ul style="list-style-type: none"> • Intro to Agriculture 	<ul style="list-style-type: none"> • Plant Science • Animal Science 	<ul style="list-style-type: none"> • Agricultural Biology* 	<ul style="list-style-type: none"> • Ornamental Hort. • Chemistry • Physics • Earth Science
Ornamental Horticulture	<ul style="list-style-type: none"> • Intro to Agriculture 	<ul style="list-style-type: none"> • Floral Design • Ag Biology* • Ornamental Horticulture 1 	<ul style="list-style-type: none"> • Ornamental Horticulture 2 	<ul style="list-style-type: none"> • Chemistry • Drafting (CAD, CAM) • Ag Econ/Gov

Plant and Soil Science	<ul style="list-style-type: none"> • Intro to Agriculture 	<ul style="list-style-type: none"> • Plant Science • Ornamental Horticulture 1 	Ag Biology*	<ul style="list-style-type: none"> • Earth Science • Chemistry
Animal Science	<ul style="list-style-type: none"> • Intro to Agriculture 	Animal Science	Ag Biology*	<ul style="list-style-type: none"> • Ag Economics • Chemistry
Agricultural Business	<ul style="list-style-type: none"> • Intro to Agriculture 	<ul style="list-style-type: none"> • Ag Biology* • Ornamental Horticulture • Plant Science • Animal Science 	Ag Economics	<ul style="list-style-type: none"> • Work experience • Speech \ debate • Chemistry • Ag Government

*proposed

All ANR CTE courses are aligned to the California Career Technical Education Model Curriculum Standards, supported by related integrated instruction in career path academic courses.

Element 2: PROJECTIONS OF STUDENT ENROLLMENT

Part A: Projected Enrollment

The Ag program presently serves more than 300 students in twelve sections of Agriculture courses (eight academic courses and four shop courses). Thus, the average class size is currently 25. District-wide, classes are moving to a minimum size of 35; the smaller class size in Ag is offset in part by funding through the Ag Vocational Incentive Grant and ROCP. However, our goal is to increase the enrollment in Ag courses to an average of 30 students in academic courses and 25 students in shop courses (where the numbers need to be smaller for safety reasons). Based on that formula, and on the current staffing level of three Agriculture/Natural Resources teachers teaching four classes each, the maximum ANR program capacity would be 340-345. As modernization of classrooms, purchase of new equipment, and finally the construction of a new science lab is completed, we anticipate that existing sections will enroll increasingly more students. We also anticipate that the development of our career pathway programs and the incorporation of more rigorous courses (e.g., Agricultural Biology) that carry academic credit will further serve to draw students into the program. Based on this information, we have created the following five-year projected enrollment chart.

Projected Enrollment 2008-2013

Year	Number of Students	Method/Rationale Used to Project Enrollments
Year One (2008-09)	300	Modernization just beginning; we anticipate similar number of students as currently enrolled
Year Two (2009-10)	315	Equipment purchased; some modernization begun; addition of another section
Year Three (2010-11)	325	New lab completed; addition of another section
Year Four (2011-12)	335	Pathways continue to develop; existing sections enroll more students
Year Five (2012-13)	345	Pathways continue to develop; existing sections enroll more students

Part B: Meeting our Enrollment Goals

CHS ANR instructors take an active role in the guidance, counseling, recruitment, and enrollment of incoming 8th and 9th grade students. The procedure described below, currently used by the Ag program, has ensured that we have met and exceeded our enrollment goals each year.

The ANR instructors work closely with parents and directly with counselors who meet each spring with incoming freshmen to develop their four-year plan and schedules. Communications is key in assisting students and parents in making educational program decisions. To that end, the instructors spend countless hours each year in direct contact with parents and students, assisting in the development of their educational plans.

Counselors are kept apprised of all program matters by the instructors, and work with them to help identify students, especially at-risk students, that would benefit from the SLC characteristics, career theme, and teacher collaboration that is built into the ANR program structure.

In addition, ANR staff and students disseminate information to students and parents through feeder school and public presentations, parent nights, flyers, and newsletters as described in Element 1, Part C.

Element 3: IDENTIFICATION OF FEEDER SCHOOLS AND PARTNERS

The development, articulation, review and approval of our CTE plan was a joint effort among many stakeholders. Our Advisory Committee discussed and approved the plan for equipment purchases and facilities expansion and modification in its December meeting. Representatives from that committee have signed a statement indicating their approval for the plan (attached at the end of the grant application). Those listed below not on our advisory committee have contributed significant input into our plan for both equipment acquisition and facilities modifications/additions:

Name	Affiliation	Contact Information
Ron Cockrall	Chico Junior High	rcockrel@chicousd.org
Jerry Joiner	ROP Instructor	jjoiner@pvchico.org
Mike Bruggman	CHS Drafting Instructor	mbruggem@chicousd.org
Tim Atkins	MJB Welding	tadkins@mjbwelding.com
Doug Bentz	CTE Dean, Butte College	dbentz@butte.edu
Eric Nilsson	SLC Coordinator	enilsson@chicousd.org
Ron Pope	ACT Instructor	rpope@chicousd.org
Shelle Hord	ROP Secretary	shord@bcoe.org
Jim Hanlon	Principal, CHS	jhanlon@chicousd.org
Paul Watters	ROP Director	pwaqtters@bcoe.org
Zack West	Student	
Doug Wion	CHS Counselor	(530) 891-3026 ext. 111
Quinn Mendez	CHS ANR instructor	(530) 891-3026 ext.
Sheena Zweigle	CHS ANR instructor	(530) 891-3026 ext.
Liz Metzger	CHS academic instructor	emetzger@chicousd.org
Barry Jones	PBM Supply	(530) 345-1334
Dan Mathern	Aero Union	(530) 230-1542
Les Heringer	M & T Ranch	(530) 342-2954

Geographic proximity of other similar programs:

Our sister high school, Pleasant Valley, offers a beginning class in welding along with an ROP Manufacturing class. While the course does offer similar instruction in many basic welding skills, the course does not include the ANR foundation standards and would not be able to meet the demand of students if it were only offered at one high school.

Other than somewhat similar programs in welding, Chico High is the only secondary school within 25 miles to offer a complete Agriculture and Natural Resources program. In fact, many students will form 10 specifically to take classes from the ANR program. Both Butte

College and CSU Chico offer extensive Agriculture programs. Plant Science and Ornamental Horticulture have recently been approved as UC Elective courses, and three of our classes are articulated with Butte Community College (Animal Science, Ornamental Horticulture, and Beginning Welding). We are in the process of applying for UC approval for both our Floral Design and Agricultural Biology courses.

ELEMENT 4. THE ACCOUNTABILITY PLAN

Part A: The CHS ANR Program Accountability Plan

Commonly 19% of Agriculture and Natural Resources students go on to either work in a related industry, join an apprenticeship program or join the military. The ANR Department estimates that 47% of program completers go on to postsecondary institutions for more advanced study in the applicable industry or other areas of study.

The Chico High Agriculture Department and the ROP program routinely conduct postgraduate surveys to gather information about program completers. These surveys are completed by telephone and e-mail to try and find where students are, what they are doing, and how well the department prepared these graduates for post secondary education, advanced training and professional careers. The counseling department at CHS does postgraduate surveys as well. Surveys are done by mail, e-mail and telephone in an attempt to account for all students. This work has been facilitated recently as CHS is currently in the third year of a five-year Smaller Learning Communities grant, which also requires the collection of post-graduate data.

Information gathered from these surveys is analyzed and assessed. Instructors share this information with advisory members, industry partners and school administrators. The data collected is combined with input from industry partners to try and improve future curriculum within the program.

As indicated in Element 1 Part D, certification on equipment and software taught in CHS ANR programs is performed at authorized training and testing centers. The modifications we propose will provide our staff and students with the facilities capable of supporting the level of training required to obtain certification in welding, greenhouse management, or animal-sciences related certifications such as veterinary technician. The improvements we propose to the greenhouse will help the CHS ANR program receive a High School Horticulture certification from Cal Poly, San Luis Obispo.

Part B: Meeting our obligations pursuant to Education Code Section 51228(b)

Chico High and Chico Unified School District administrations have long been committed to a "head, heart and hands" approach to education that resulted in Chico High, and ultimately CUSD, receiving two Smaller Learning Communities federal grants. Through these grants, administrators, teachers and local businesses are working together to support existing smaller learning communities and to create new similar communities, most of which are dedicated to a "rigorous academic curriculum that integrates academic and career skills, incorporates applied learning in all disciplines, and prepares all pupils for high school graduation and career entry." (*Ed Code Section 51228(b)*).

In addition, the Agriculture and Natural Resources curriculum is designed to train students for entry-level employment in all ANR career pathways. This curriculum is designed to address the new industry sector career pathways and the academic foundation standards. Advisory committee members analyze curriculum and give feedback to ensure that the program is adequately preparing students with the necessary skills to obtain entry-level employment within the career pathway.

The academic foundation standards are all embedded within the program curriculum. This ensures that the program maintains adequate academic rigor, but truly allows students to

see where and how the core academics can be applied. This incorporation of applied academics makes the subject much more real, relevant and comprehensible.

ELEMENT 5. EDUCATIONAL SPECIFICATION AND EQUIPMENT/SPACE REQUIREMENTS SHEET Part A -

See Attached: Form B. Also see attached schematic drawings (pp. 19-21) of proposed space.

ELEMENT 6: BUDGET JUSTIFICATION/DETAIL SHEET

See attached: form C.

Part A: The capital cost per pupil \$4,902 This cost was derived by dividing the total budget for the project (\$1,691,389) by the total number of students to be served (345).

Part B: Industry and community partners provide tremendous financial and in-kind support to our program. In the past year alone, industry partners have donated a total of \$38,269: \$30,000 from Friends of Agriculture, and \$8,269 raised by our parent boosters. Industry partners also donate their time as members of our Advisory Committee, which meets 6 times per year, and our Friends of Agriculture group, which meet weekly. This in-kind donation of professional time is worth \$13,192, based on the Independent Sector's most recent value of volunteer time for California (\$20.36/hour, from Bureau of Labor Statistics 2005 data).⁶

Agriculture Advisory Committee: 14 members x 6 meetings x 2 hours x \$20.36 = \$3,420..

Friends of Agriculture: 10 members x 24 meetings x 2 hours x \$20.36 = \$9,773.

ELEMENT 7: UNIQUE CONDITIONS

We are in the unique position that the district has local bond money to use for improving facilities at the existing high school sites. The cost of building a lab is higher than building a classroom, but by accessing these CTE Facilities funds for equipment and furniture, we are able to afford the construction of a lab for our CTE Agriscience lab which we might not have been able to do otherwise. In turn, this enables us to modernize and reconfigure space in our existing facilities to better address the needs of a 21st century Agriculture and Natural Resources program.

We are also part of a school where smaller learning communities exist and are valued for their ability to provide both rigor and relevance to students, as well as personalizing the learning environment. The Agriculture department chair meets with the coordinators of other smaller learning communities to share successes and challenges related to student recruitment and delivering a standards-based curriculum in a personalized environment.

Finally, we have the advantage of a relatively young teaching staff who are eager and able to design a CTE-standards-based series of career pathway programs. Chico High's ANR staff recognizes that careers in agriculture are changing and demand increasingly sophisticated skill sets and technological knowledge. We stand ready to design programs that integrate both academic and technical skills and knowledge with leadership skills, to enhance academic achievement for all our students.

⁶ Independent Sector website, 2008. <http://www.independentsector.org/about/contact.htm>



CALIFORNIA DEPARTMENT OF EDUCATION

CAREER TECHNICAL EDUCATION FACILITIES APPLICATION FORM B – EDUCATIONAL SPECIFICATIONS AND EQUIPMENT/SPACE REQUIREMENTS SHEET (Rev. 11/07)

Use additional sheets as necessary.

Type of Project: <input type="checkbox"/> New Construction (including equipment) <input checked="" type="checkbox"/> Modernization/Reconfiguration (including equipment) <input type="checkbox"/> Equipment Only		
County Butte	Number of Teaching Stations for this Project 3	Number of students occupying teaching station(s) or using equipment (per class period) 25 (shop) - 30 (academic classrooms)
Local Education Agency Chico Unified School District		Name of Project The Chico High School Agriculture and Natural Science Modernization
Name of School Chico High School		Proposed Schematic Drawing Attached? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No School Site Plan Drawing Attached? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Project Summary

Summarize the scope of this project and its CTE educational goals and outcomes.

The CHS Agriculture and Natural Science Modernization has established an overall goal to restructure our Agriculture program into six fully developed career pathway programs accommodating 345 students. The objectives we intend to meet with this funding are 1. to reconfigure existing classroom space to teach Agriculture Mechanics, Ornamental Horticulture, Animal Science, and Agribusiness; 2. to add a covered work area behind the Ag shop to enhance instruction in Ag Mechanics; 3. to increase storage space so equipment and supplies can be safely stored; 4. to build a state-of-the-art Agriscience lab that will facilitate more rigorous ag science courses, including a proposed Agriculture Biology course; 5. to expand and modernize teaching stations, particularly in the Ag Mechanics lab and greenhouse; 6. to purchase industry-standard equipment to support instruction in all ANR career pathways and better prepare students for certification.

Program and Space Functionality

Explain the program activities and how this CTE teaching station/equipment will support those activities. Include the number of students expected to occupy various spaces or work stations (i.e. lecture, lab, equipment areas) at one time.

Classroom changes will enable Ag Mechanics students to learn and visualize concepts using the latest in multimedia learning tools rather than in a shop. The removal of desks from the shop will also increase square footage, allowing for more equipment and space for student learning and SAE projects. Changes and modification to the Ag yard and greenhouse facilities will support and improve instruction in Plant Science and Ornamental Horticulture pathways. A new building (district construction) will include a brand new lab dedicated to Agriscience classes. Currently, ag science classes are taught in a traditional classroom with little to no lab equipment. We expect that 30-32 students will occupy academic classrooms (labs, lecture halls) at any given time, and 25 students will be in shop areas.

Space and Equipment Requirements

Identify square footage of areas used for equipment, lecture space and hands-on teaching spaces. Label equipment and all spaces (teaching station, storage, office, lab, lecture area, etc.) on schematic drawing. If possible, provide dimensions of the spaces.

Square Footage Requirements: 18,500 ft²

Existing Ag Mechanics shop and teaching area total = 7000 Ft²

To be used for equipment, lecture space, and hands-on teaching spaces.

Covered work area behind shop (student work area, concrete and storage) 4500 ft²

To be used for equipment and hands-on teaching spaces.

Existing greenhouse = 5500 ft²

To be used for equipment and hands-on teaching spaces.

New Construction (Agriscience lab) = 1500 ft² (estimate; final square footage pending final plans)

To be used for equipment, lecture space, and hands-on teaching spaces.

Ag Yard: remove and replace concrete driveway

Equipment to be purchased/installed:

Ag Mechanics lab:

3 XMT pulsed power systems to bring boom welders up to industry standard. Machining equipment (mill, Lathe), Downdraft system for PlasmaCam system, 2 new plasma cutters, 2 new portable OXY-ACE stations, 4 new metal finishing stations (pedestal grinders), 72" box & Pan Brake, Beverly Shear, English wheel and metal forming station, Air Drying system for pneumatic tools, Tubing Bender, Metalworking tool locker, 20 weld positioners for existing Arc and Oxy Ace stations, one trailblazer engine driven CC/CV welding power source w/suitcase welder, Quincy engine powered compressor.

Greenhouse:

Rolling greenhouse tables, soil sterilizer, steel worktop bench, heating and cooling systems,

New Agriscience classroom:

Lab stations, projectors, fume hood, lab supplies (see budget detail sheet)

Functional Relationship to Site

Describe how the location of the new construction or modernized building will integrate with educational programs on the site. Please label applicable buildings related to the industry sector on the school site plan.

The expansion of Ag Mechanics facility will utilize an area in the Ag Department that is currently not utilized. The proposed expansion will have no impact on the campus. The addition of portable storage sheds will replace ones currently that are in disrepair and again, have no impact on the campus. The inclusion of an Agriscience lab in Chico High's new building (in design stage) will have no added impact on the campus.

Site Development Considerations

Provide, if any, additional site development needs associated with the career technical project.

No additional site development is necessary.



CALIFORNIA DEPARTMENT OF EDUCATION

CAREER TECHNICAL EDUCATION FACILITIES APPLICATION FORM C – BUDGET JUSTIFICATION/DETAIL SHEET (Rev. 11/07)

Use additional sheets as necessary.

Local Education Agency
Chico Unified School District

Project Name
CHS ANR Facilities Upgrade and
Equipment Modernization Plan

Provide sufficient detail to justify the budget. The budget justification page(s) must provide all required information even if the items have already been identified and discussed in another section. For each project or equipment description, list the associated costs. The scope and budget in this application must be consistent with the funding application submitted to Office of Public School Construction. Equipment without a ten year life span and supplies are not eligible to participate in the CTEFP.

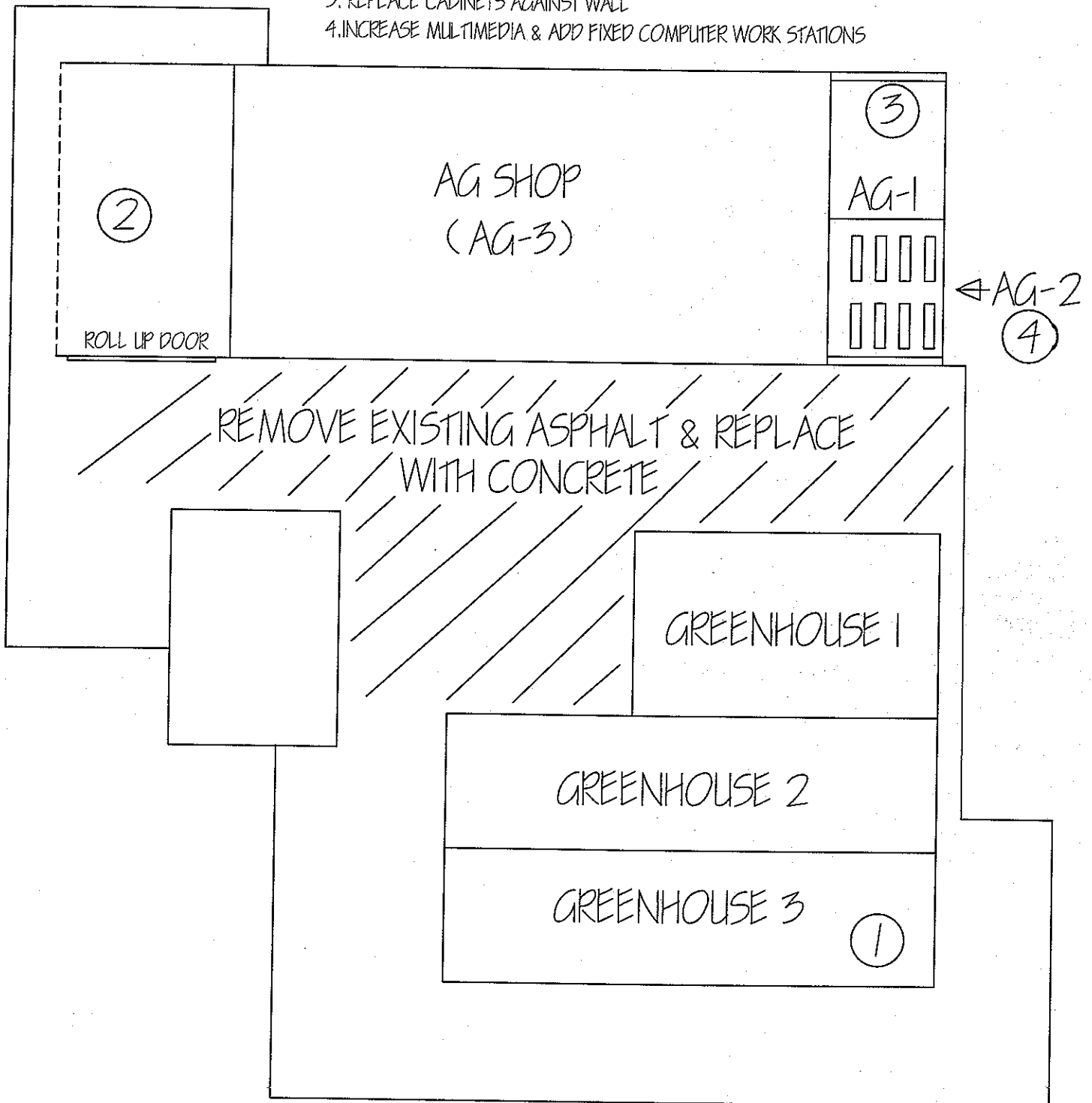
Project/Equipment Description	Subtotal Each Item
CONSTRUCTION	
Ag Mechanics Facility	
<u>Add a covered student work area to west side of existing shop, including concrete, lighting and electrical. Approximately 4500 ft² of additional all weather work area. Cost calculated at \$50 ft²</u>	\$225,000
Greenhouse	
<u>Re-side Greenhouse 3 – Greenhouse one and two were re-sided with the help of the district two years ago at a cost of \$30,000.</u>	\$20,000
<u>Remove and replace original electrical and irrigation systems (existing systems are circa 1952).</u>	\$20,000
<u>Purchase and install heating and cooling systems</u>	\$8,000
Ag Yard/Student Work Area Renovation	
<u>Remove approximately 10,000 ft² of asphalt in disrepair and replace with concrete</u>	\$50,000
<u>Add two portable storage sheds for greenhouse supplies and tools</u>	\$40,000
Classroom Renovation	
<u>Remove and replace cabinets and flooring in existing ag classrooms.</u>	\$30,000

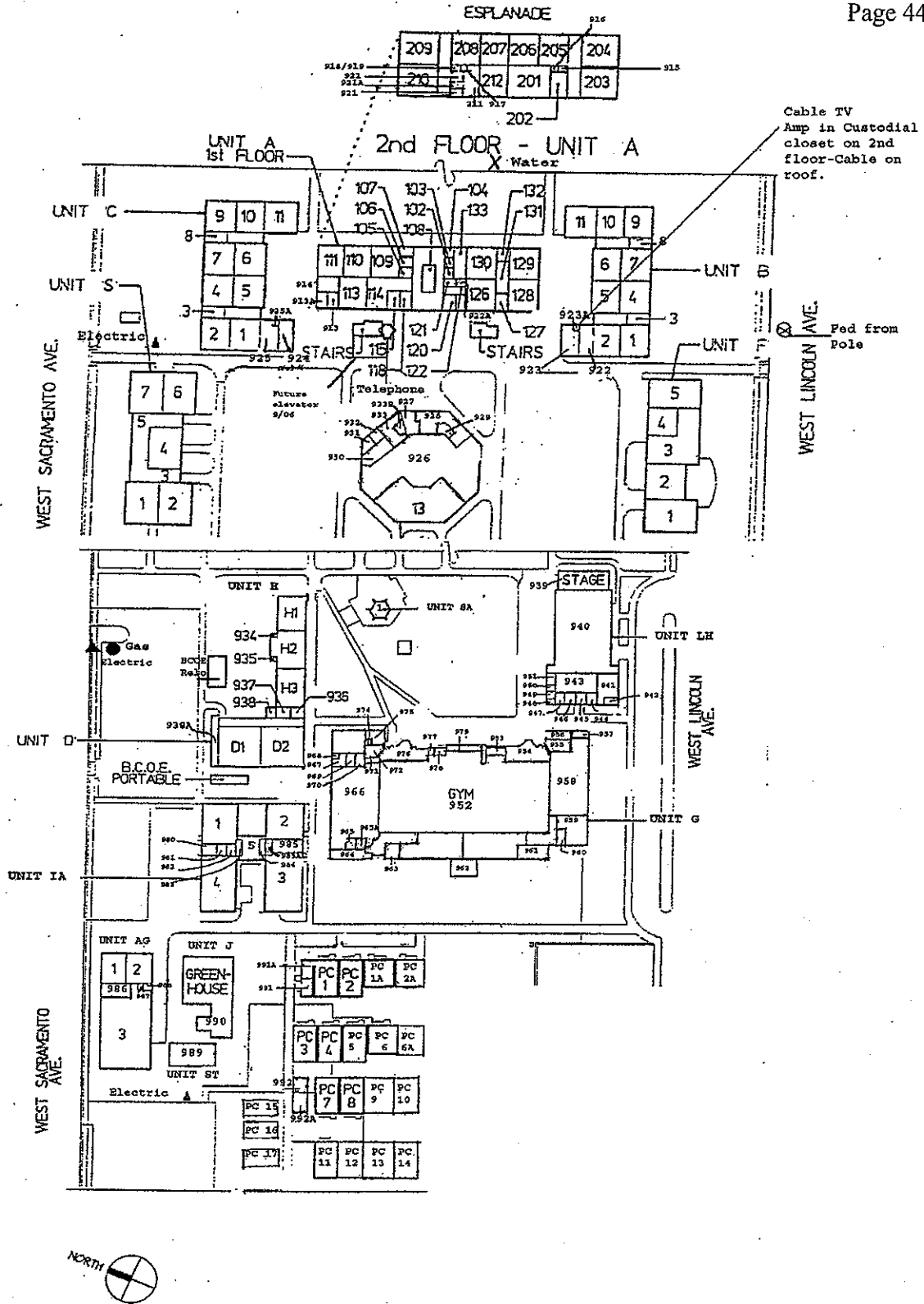
<u>Increase multimedia capabilities in existing classrooms. Add power strips, increase networking capabilities, purchase 2 smartboards and 2 LCD projectors for classrooms.</u>	\$10,000
New Construction: <u>Construction of Agriscience lab – 1500 square ft. X \$500.00 per sq. ft. -</u>	\$750,000
Subtotal Construction Costs	\$1,153,000
<u>Construction Costs applied to covered work area:</u>	\$113,037
Architect's fee for plans: \$45,250 OSA Plan Check fee: \$2,275 Access Compliance: \$750 Dept. of Education Plan Check fee: \$213 Construction Tests (1% of new construction): \$6,464 Inspection: \$9,500 Contingencies(10%): \$48,585	
<u>Construction Costs applied to new Agriscience lab:</u>	\$187,338
Architect's fee for plans: \$67,500 OSA Plan Check fee: \$5,250 Access Compliance: \$1,500 Dept. of Education Plan Check fee: \$375 Preliminary Tests: \$6,000 Other costs: \$9,000 Construction Tests (1% of new construction): \$7,500 Inspection: \$5,000 Contingencies (10%): \$85,213	
<u>EQUIPMENT</u>	
Ag Mechanics Facility: <u>Replace existing CV power sources on boom welders with XMT pulsed power sources with remote wire feeders. Pulsed power sources are rapidly replacing older short circuit welding processes due to increased travel speeds, decreased post weld cleanup and ability to complete several welding processes with one power source.</u>	\$21,000
<u>Purchase machining equipment – 2 lathes and 2 mills with DRO's (Digital Read-Outs). The machining equipment will allow instruction in machining that was unavailable to students due to the lack of funds for the equipment and tooling. The ability to teach students skills in Machining will address the concerns over an aging machining workforce (average age of Machinist= 56 years) and lack of entry- level machinists.</u>	\$30,000

<u>Purchase downdraft System for PlasmaCam</u> – installation of a downdraft system will ensure that students and Instructors are not exposed to potentially harmful metal dust produced by the plasma cutting process.	\$7,000
<u>Purchase 2 new plasma cutters and 2 new portable Oxy-Ace cutting systems.</u> The addition of these pieces of equipment will reduce downtime in the shop experienced by students due to lack of equipment.	\$9,000
<u>Purchase three new Metal grinders on pedestals and two sanding /finishing stations.</u>	\$8,000
<u>Purchase and install additional layout and work tables, storage racks and feeder tables for fabrication processes.</u>	\$10,500
<u>Purchase sheet metal equipment</u> – 72" Box & Pan brake, Beverly shear, Metal forming station (English wheel, planishing hammer, hammerforming block)	\$25,000
<u>Purchase air drying system</u> to protect pneumatic tools and enable students to produce high quality paint jobs on SAE projects.	\$4,000
<u>Purchase tubing/Pipe bender and Dies</u> – the addition of this piece of equipment will equip students with an additional skill to make them more marketable as prospective employees. Additionally, student SAE projects will be more likely to be done completely in the Ag. Shop.	\$8,500
<u>Purchase a trailblazer gas powered welder and suitcase mig welder, gas powered compressor for portable welding trailer.</u> This will give students real life experience working on school,district and community projects outside of the shop.	\$7,200
<u>Purchase 20 weld positioners</u> to add to existing oxy-Ace and Arc welding stations. This would enable students to advance their welding skills by allowing them to practice "out-of-postion" welds, again preparing them for certification at the next level.	\$4,000
<u>Purchase a new Forklift for material handling</u>	\$8,000
Greenhouse:	
<u>Purchase and install steel top work bench</u>	\$400

<u>Purchase and install rolling greenhouse benches – these 36" high work surface and 5" swivel casters with brakes make it possible to move to any work area needed. 10 X \$814.5</u>	\$8,145
<u>Purchase basket hanger rack - Accommodates approximately 24 hanging baskets for display at student plant sales. 10 X \$195</u>	\$1,950
<u>Purchase a frame display rack – Displays up to 45 flats to be used at student plant sales and for instructional purposes. 5 X \$460</u>	\$2,300
Ag Biology Lab Equipment	
<u>Purchase the following equipment for Ag Biology lab</u>	
<ul style="list-style-type: none"> • 4 student lab stations 	\$38,000
<ul style="list-style-type: none"> • Fume hood 	\$4,000
<ul style="list-style-type: none"> • Lab Stools 	\$1,500
<ul style="list-style-type: none"> • Set of Microscopes 	\$4,000
<ul style="list-style-type: none"> • Digital incubator 	\$700
<ul style="list-style-type: none"> • Micro Centrifuge 	\$275
<ul style="list-style-type: none"> • Electrophoresis 	\$1,900
<ul style="list-style-type: none"> • Miscellaneous Glassware and Lab equipment 	\$5,000
Total Construction Costs	\$1,453,375
Total Equipment Costs	\$210,370
<div style="text-align: right; padding-right: 50px;"> Estimated Total Cost of Project: </div>	
\$1,663,745	
<u>State Funding Guidelines:</u> Under Education Code Section 17078.72, the state grant maximum is \$3 million for new construction and \$1.5 million for modernization CTE projects.	<div style="text-align: center; border-bottom: 1px solid black; margin-bottom: 5px;"> Project Cost Breakdown </div>
<u>Loan From the State:</u> Under State Allocation Board Regulations Section 1859.194, LEAs may request a loan up to \$3 million for new construction and \$1.5 million for modernization CTE projects from the Office of Public School Construction.	a. LEA Cash Match: \$ <u>831,873</u>
Will the LEA request a loan from the state? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please provide the amount in section c.	b. State Funding: \$ <u>831,872</u>
	c. Loan from State: \$ <u>-0-</u>
	d. Total Amount of State Funds Requested Total (b + c) \$ <u>831,872</u>
	Estimated Total Cost of Project Total (a + d) \$ <u>1,633,745</u>

1. RESIDE GREENHOUSE
2. ADDITION OF COVERED WORK AREA APPROX. 4500 SQ.FT.
3. REPLACE CABINETS AGAINST WALL
4. INCREASE MULTIMEDIA & ADD FIXED COMPUTER WORK STATIONS





CHICO SR. HIGH SCHOOL

Updated 9/2006

TITLE: Proposed Agenda Item - 21st Century Grant Application

Action: X
Consent:
Information:

Agenda Item:
January 23, 2008

Prepared by: Cynthia Kampf, Ed.D.

Background Information

This is the last year of the federally funded 21st Century Community Learning Center After School Program at Chapman, Citrus, McManus, and Rosedale Elementary Schools. Chico Unified School District would like to apply for continuing funds in collaboration with CARD and the Boys and Girls Club. The need for funding continues to be high. There is a waiting list at most schools. Receipt of this grant will allow 84 students at each school to continue to receive quality after school programs of academic tutoring, enrichment and recreational activities.

Educational Implications

The goals of the 21st Century Community Learning Center After School Program are to increase student achievement and to provide a safe and healthy environment conducive to learning.

Fiscal Implications

The grant is funded by the federal 21st Century Community Learning Center Program. There are no general fund matching requirements.

Recommendation

Recommend authorization to reapply for the federal 21st Century Community Learning Center Program.

For CDE Use Only

Agency Name	CDS/FEIN	Application ID	Application Status	Date/Time Stamp	FY	Cohort	Vendor	Suffix

Application for Funding California 21st Century Community Learning Centers Program for Elementary and Middle/Junior High Schools

Faxed copies or e-mail copies will not be accepted.
Mail signed original and **three** copies to:

After School Programs Office
California Department of Education
1430 N Street, Suite 6408
Sacramento, CA 95814-5901

Due:
February 15, 2008

E-mail for questions:
afterschool@cde.ca.gov

In addition to the above, is this application for:

21st CCLC Equitable Access Grant?

Yes ☒

21st CCLC Family Literacy Grant?

Yes ☐

Amount Requested: \$25,000


Amount Requested: \$ _____

All of schools to be served have been identified as Title 1, Section 1116?

Yes ☒

Is application submitted jointly by LEA receiving funds under Title I, Part A and
at least one CBO and/or other public or private entity?

Yes ☒

Agency Name (to serve as fiscal agent for collaborative)		Chico Unified School District	
CDS/FEIN		04-61424	
Agency Type* (Check one box. Refer to Section XIV of Application for definitions.)	<input type="checkbox"/> City or City Agency <input type="checkbox"/> Community-based Organization (CBO) <input type="checkbox"/> County or County Agency <input type="checkbox"/> County Office of Education	<input type="checkbox"/> Faith-based Organization (FBO) <input type="checkbox"/> Other Public Entity (e.g., State University/College) <input type="checkbox"/> Private For-Profit Organization or School <input type="checkbox"/> Private Nonprofit Organization or School <input checked="" type="checkbox"/> Public School District	
Name of Authorized Executive: (e.g., Superintendent of LEA, University President, Executive Director of CBO/FBO)		Kelly Staley	
Professional Title of Authorized Executive:		Superintendent	
Address:		1163 E. Seventh Street	
City, State, Postal Code:		Chico, CA 95928	
Phone Number:		(530) 891-3000	
Fax Number:		(530) 891-3220	
E-mail Address:		kstaley@chicousd.org	
Grant Contact as Liaison to CDE (e.g., Local leader and liaison for all grant-related business)		Cynthia Kampf, Ed.D.	
Professional Title of Grant Contact:		Director	
Agency Name of Grant Contact:		Chico Unified School District	
Address:		1163 E. Seventh Street	
City, State, Postal Code:		Chico, CA 95928	
Phone Number:		(530) 891-3000 Ext. 170	
Fax Number:		(530) 891-3220	
E-mail Address:		ckampf@chicousd.org	
Annual Grant Amount Requested:		\$718,515	
Number of Schools Included in this Request:		4	
Signature of Authorized Executive			

PROPOSED AGENDA ITEM: **Resolution # 1007-08 / Elimination of Classified Services**

Prepared by: Bob Feaster, Assistant Superintendent, Human Resources

- ☐ Consent
☐ Information Only
☒ Discussion/Action

Board Date: January 23, 2008

Background Information:

For various reasons these seven (7) classified services positions are no longer needed. After consultation with CSEA, Chapter #110 leadership it was agreed that these positions can and should be eliminated. Five of these positions are currently vacant. Of the remaining two employees, one will be losing 36 minutes per day of work and has another 6hr/day position with the District. The other employee (2.7 hours/day) is still within their probationary period.

Educational Implications:

None, given that the work associated with most of these positions no longer exists. The work completed by the loss of the 36 minute position can be done by others.

Fiscal Implications:

The District will save the cost of these positions.

Recommendation:

Approval of resolution #1007-08

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

RESOLUTION #1007-08
RESOLUTION OF THE GOVERNING BOARD
OF THE CHICO UNIFIED SCHOOL DISTRICT

ELIMINATION OF CLASSIFIED SERVICES AND
ORDERING LAYOFFS IN THE CLASSIFIED SERVICE
FOR THE 2007-2008 SCHOOL YEAR

WHEREAS Education Code section 45308 provides for the layoff and reemployment of classified employees due to a lack of work and/or lack of funds, and,

WHEREAS the Superintendent of the Chico Unified School District (District) has advised the District's Governing Board (Board) that there is a lack of work to maintain the following position(s) and that the Board should consider the elimination of the following position(s):

Classification	Full-Time Equivalent	Site/Program	Reason
IPS-Classroom	.7500	LCC/Special Ed	Lack of Work
IPS-General	.1250	CJHS/Grant	Lack of Work
IPS-General	.0500	CJHS/Grant	Lack of Work
IPS-General	.0750	CJHS/Grant	Lack of Work
IA-Bilingual	.0750	CJHS/Title I	Lack of Funds
Child Care Center Assistant	1.000	FVHS/Grant	Lack of Work
Transportation Special Education Aide	.3375	Transp/Transportation Special Ed	Lack of Work

WHEREAS the District and the California School Employees Association, Chico Chapter 110 (CSEA) executed a Collective Bargaining Agreement (Agreement) effective July 1, 2004 through June 30, 2007. The CSEA's covered unit members, as defined in the Agreement, include those holding the positions described herein.

WHEREAS Article 1, Section 1.5.1 of the Agreement recognizes the authority of the District to make decisions to eliminate services and layoff therefrom.

WHEREAS Article 4 of the aforesaid Agreement covers layoff and reemployment and specifically provides that said Article includes all of the impact and effects of any layoff, demotion and/or reemployment for unit members and is thus a waiver to further bargain the effects of any specific decision to eliminate services and layoff therefrom, except as provided therein.

WHEREAS CSEA has been apprised of the contemplated elimination of services described herein in order to afford it the opportunity to exercise its rights under the Agreement.

NOW, therefore, be it resolved the Board has this date adopted the Superintendent's recommendations and ordered a reduction of classified services, and it appears to the Board that due to a lack of funds or work it is necessary to eliminate certain classified position(s) and to layoff affected employee(s) hereinabove set forth.

BE IT FURTHER RESOLVED that the Board authorizes the District Superintendent to give notice to the affected classified employee(s) of the layoff in accordance with Education Code Sections 45117 and 45308 and pursuant to Article 4 of the current collective bargaining agreement and pursuant to Merit System rules, such notice to be given at least forty-five (45) working days prior to the effective date of each layoff as set forth above.

The Board authorizes and directs the Superintendent to carry forth all layoff proceedings resulting from the elimination of position(s) ordered herein above, including proceedings for layoff provided by the exercise of displacement rights and to service layoff notices to employees affected thereby. Where an employee displaces an employee holding a position in another class, the Superintendent is hereby authorized and directed to carry forth layoff proceedings resulting therefrom and to serve layoff notices to employees affected thereby. All such layoffs shall be as of the designated effective date, forty-five (45) working days from notices of layoff.

In the event that an employee affected by the layoff proceedings authorized by this resolution chooses to retire or resign from District service, or other appropriate resolution is made, the Superintendent is authorized to rescind the layoff.

PASSED AND ADOPTED at a meeting of the Governing Board of the Chico Unified School District of Butte County on Board Meeting Date.

AYES:
NOES:
ABSTENTIONS:
ABSENT:

DATED this 23rd day of January, 2008.

Clerk of the Governing Board of the
Chico Unified School District

Agenda Item #: _____

PROPOSED AGENDA ITEM: 2007-08 Budget Workshop

Prepared by: Jan Combes
Business Services

☐ Consent
☒ Information Only
☐ Discussion/Action

Board Date: 01/23/2008

Background Information

On December 5, 2007 the Board took action to self-certify a negative budget certification. A negative certification indicates that the district is not sure it will be able to meet its obligations in the current and subsequent fiscal year.

The Board has the First Period Interim Report review letter from the Butte County Office of Education. The county concurs with the district's negative status and identifies what steps the district must now follow. Butte County Office of Education is the oversight agency for district budgets and is required by law to put certain things into place to help ensure that Chico Unified School District returns to fiscal solvency. One of the actions of the County Superintendent is the appointment of a fiscal advisor.

The fiscal condition of the district worsened this month when the Governor declared a fiscal emergency, calling the Legislature back into session early to deal with the severe shortfall in 2007-08 state revenues. Midyear cuts are expected and 2008-09 is projected to fall far short of our previous expectations. The district's \$3 million dollar deficit has grown to well over \$7 million, creating a dire emergency for Chico USD.

As a result of these issues the Board will hear three presentations at this Budget Workshop:

1. Representatives from Butte County Office of Education will discuss the letter to the Board on January 10, 2008. They will also share the terms of the contract that they have entered into with Sheila Vickers from School Services of California, Inc. to serve in the capacity of fiscal advisor.
2. Sheila Vickers will discuss the Fiscal Recovery Plan.
3. Jan Combes will discuss the Budget Subcommittees that have been formed to provide recommendations to Kelly Staley regarding the 2008-09 Budget development process. These subcommittees are working to align staffing to projected enrollment and to make recommendations for budget cuts. These committees will also be reviewing over 200 budget suggestions that have come in from parents, community members and employees of the district regarding ways that the district might be able to increase income or reduce costs.
4. Jan Combes will provide a brief overview of the Governor's Budget Proposal and updated multi year projections that take into account the new factors.

Education Implications:

School districts that maintain a balanced budget and have adequate reserves are able to provide a broad range of educational programs for their students.

To: Board
cc: Cabinet

RECEIVED

JAN 16 2008

SUPERINTENDENT'S OFFICE
CHICO UNIFIED SCHOOL DISTRICT

BUTTE COUNTY OFFICE OF EDUCATION

DON McNELIS
SUPERINTENDENT

Administrative Services

1859 Bird Street
Oroville, CA 95965
(530) 532-5727
Fax (530) 532-5759
www.bcoe.org

Randy Meeker
Assistant Superintendent
rmeeker@bcoe.org

Gina Wilson
Executive Assistant
gwilson@bcoe.org

Board of Education

Bessie R. Hironimus
Dr. Ladd Johnson
Jeannine MacKay
Brenda J. McLaughlin
Dr. Robert W. Purvis
Pat Matthews Spear
Betty Vassar

An Equal Opportunity
Employer

January 10, 2008

Ms. Jann Reed, Board President
Chico Unified School District
1163 East Seventh Street
Chico, CA 95928-5903

Subject: 2007-08 First Interim Budget Report

Dear Ms. Reed:

In accordance with the provisions of Education Code Section 42131, a review of Chico Unified School District's First Interim Budget Report for 2007-08 has been completed by the Butte County Office of Education (BCOE). Based on the multi-year projection which indicates a lack of economic reserves for 2008-09, and assumptions provided by the district as of October 31, 2007, we concur with the district's negative certification indicating that the district will not be able to meet its financial obligations for the subsequent fiscal year.

Background

In the Original Budget Report letter dated July 25, 2007, several areas of concern were addressed:

- Failure to maintain reserves
- Deficit spending
- Declining enrollment
- General fund encroachment

At that time, the County Office invoked the provisions of Education Code Section 42127.6 (a) (1) based on the district's inability to meet the 3% minimum reserve requirement in the current fiscal year.

The July 25th letter stated several specific actions required of the district:

- Meet and work with the County Office immediately to resolve financial difficulties. The BCOE team has met with Chico Unified Administration on two occasions to date.
- Submit a proposal by September 15th to the County Office addressing the fiscal conditions resulting in the determination the district may not be able to meet its financial obligations. Mrs. Jan Combes, Assistant Superintendent, Business Services wrote a letter to the County Office, dated August 24, 2007, addressing the circumstances that led to the deterioration of the district's financial condition.
- Maintain awareness of year-to-year trends.
- Close the books by October 1st; this deadline was met.
- Submit a list of specific cuts with the First Interim budget. In lieu of a specific list, the current budget was closely scrutinized and updated. Whereas the Original Budget report reflected the General Fund ending

balance below reserves, the First Interim Budget report reflects the General Fund ending balance above the 3% reserve requirement. A cabinet level budget advisory team was formed in August in an effort to begin identifying savings, cuts, etc.

Negative Certification and Debt Issuance

Because the district filed a Negative First Interim Report certification, this letter is also a reminder of the statutory requirements for debt issuance for school districts with this type of certification. These requirements are specifically addressed in Education Code Section 42133 (a), which reads:

"A school district that has a qualified or negative certification in any fiscal year may not issue, in that fiscal year or in the next succeeding fiscal year, certificates of participation, tax anticipation notes, revenue bonds, or any other debt instruments that do not require the approval of the voters of the district, nor may the district cause an information report regarding the debt instrument to be submitted pursuant to subdivision (e) of Section 149 of Title 26 of the United States code, unless the county superintendent of schools determines, pursuant to criteria established by the Superintendent of Public Instruction, that the district's repayment of that indebtedness is probable. A school district is deemed to have a qualified or negative certification for purposes of this subdivision if, pursuant to this article, it files that certification or the county superintendent of schools classifies the certification for that fiscal year to be qualified or negative."

Annual Report

Pursuant to the provisions of Education Code Section 1240 (e), the county superintendent is required to present an annual report to a school district's governing board and the Superintendent of Public Instruction regarding the fiscal solvency of any school district with a disapproved budget, a qualified or negative interim certification, or that has been determined at any time during the year to be in a position of fiscal uncertainty pursuant to Education Code Section 421276. The County Office will make their presentation in Spring 2008.

Submission of Studies, Reports, Evaluations and/or Audits

Also, Education Code Sections 42127 and 42127.6 now require districts to submit to the county office any studies, reports, evaluations or audits done of the district containing evidence the district is showing fiscal distress. These sections also require the county office to incorporate that information into the analysis of budgets, interim reports and the district's overall financial condition. We request the district submit to this office any such documents commissioned by the District, or by the State Superintendent of Public Instruction and or a state control agency any time they are received by your district.

California's Fiscal Emergency

The Governor has stated that a fiscal emergency will be declared in January. The state's budget condition has deteriorated to the point such action is necessary. The Legislature will be called to a special session to address the crisis. Legislation must

be proposed by the Governor and the Legislature then must either adopt the Governor's plan or an alternate plan. K-12 education expenditures are subject to review and potential mid-year reductions. The 2008-09 COLA may be deficated or possibly eliminated. Across-the-board reductions for next year are also a possibility.

We recommend a proactive approach in response to this crisis. Cutting back on discretionary spending, reviewing purchase orders and validating the need for filling unrestricted FTE's that become vacant are just a few of the ways the district can save money.

Implications of Negative Certification

Relevant sections of the Education Code are following for your information. Per Education Code Section 42127.6 (e):

"...the county superintendent, in consultation with the Superintendent of Public Instruction, shall, take at least one of the actions described in paragraphs (1) to (5), inclusive, and all actions that are necessary to ensure the district meets its financial obligations and shall make a report to the Superintendent about the financial condition of the district and remedial actions proposed by the county superintendent.

- (1) Develop and impose, in consultation with Superintendent of Public Instruction and the school district governing board, a budget revision that will enable the district to meet its financial obligations in the current fiscal year.
- (2) Stay or rescind any action that is determined to be inconsistent with the ability of the school district to meet its obligations for the current or subsequent fiscal year. This includes any actions up to the point that the subsequent year's budget is approved by the county superintendent of schools. The county superintendent of schools shall inform the school district governing board in writing of his or her justification for any exercise of authority under this paragraph.
- (3) Assist in developing, in consultation with the governing board of the school district, a financial plan that will enable the district to meet its future obligations.
- (4) Assist in developing, in consultation with the governing board of the school district, a budget for the subsequent fiscal year. If necessary, the county superintendent of schools shall continue to work with the governing board of the school district until the budget for the subsequent year is adopted.
- (5) As necessary, appoint a fiscal advisor to perform any or all of the duties prescribed by this section on his or her behalf."

Also, the County Office wishes to remind the district per Education Code Section 42127.6 (a) (1) (F), should the district fail to provide requested information, compensation could be withheld from the members of the governing board and the district superintendent.

Cash Balance

The focus of the district's finances is typically on fund balance and the reserve requirement. When a district begins to experience financial difficulty, the focus

shifts to cash. Although fund balance and the reserve requirement are important, "cash is king." If the general fund runs out of cash, interfund borrowing is an option. However, the total cash position of the district would not be allowed to fall into a negative status by the county treasurer.

Chico Unified is currently participating in Tax Revenue Anticipation Notes (TRANS). Because the district has certified as negative, participation in TRANS is not available next year.

Should the district completely run out of cash and not be able to meet payroll, a loan would have to be obtained from the State of California. At that point in time, the board would assist in an advisory capacity only and an administrator would be appointed by the Superintendent of Public Instruction. To emphasize this key point, there would be a loss of local control and the current superintendent would lose her job.

The administration has indicated that, absent any budget reductions, the district may be out of cash in the Spring of 2009. This is of utmost concern to our office, and given the impact of the Governor's proposals on the district, it is possible that the district may run out of cash before Spring 2009.

Future Actions Required of the District

- Prepare and submit monthly cash flow reports by the 10th of each month to the County Office. Because the district is on a different financial system, a printout of general fund cash activity should be submitted with the cash flow report.
- Continue to meet and work with the County Office immediately to resolve financial difficulties.
- Maintain awareness of year-to-year trends.
- Maintain vigilant communication with our office in regards to all proposed collective bargaining agreement settlements, including the AB 1200/AB 2756 public disclosure with multi-year projection. Per Government Code Section 3540.2 (a) (c), the county superintendent of schools has ten working days to review and comment on a district proposed collective bargaining agreement, to determine if the proposed agreement would endanger the fiscal well-being of the school district.

Actions of the County Superintendent

- At the district/county meeting on August 24th, the County Office recommended Chico Unified work with Sheila Vickers of School Services of California to assist Mrs. Combes in the development of a recovery plan. BCOE will pay for twenty hours and CUSD will pay for the remaining ten hours of the agreed-upon thirty hours needed to write the plan. The district has begun working with Ms. Vickers; the first draft will be reviewed in mid-January and the plan is expected to be finalized by January 23rd.
- Appoint a fiscal advisor to assist the district.
- Assist the district in monitoring cash flow.

Our office will continue to be in close communication with the district. We are committed to restoring the financial condition of Chico Unified with the help of the governing board, the administration and the staff. We recognize that you have the same level of commitment. If our office can be of further assistance, please contact me, Kevin Bultema at 532-5617 or Lisa Anderson at 532-5687.

Sincerely,



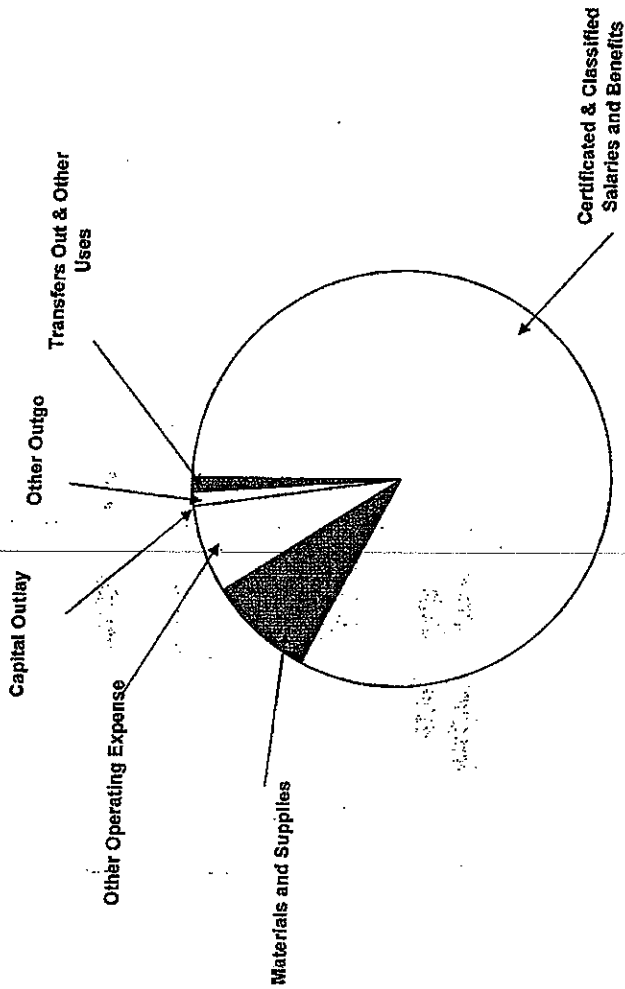
Randy Meeker
Assistant Superintendent
Administrative Services

gw:AS590708

cc: Jack O'Connell, Superintendent of Public Instruction
John Chiang, California State Controller
Cassandra Moore-Hudnall, California State Controller's Office
Stel Cordano, California Department of Education
Sheila Vickers, Vice President, School Services of California
Don McNelis, Butte County Superintendent of Schools
Kevin Bultema, Director of Fiscal Services
Lisa Anderson, Financial Analyst
✓ Kelly Staley, Chico Unified School District Interim Superintendent
Jan Combes, Assistant Superintendent of Business Services
Scott Jones, Director of Fiscal Services
Heidi Coppin, Tittle and Company

AB1200 Data Analysis - General Fund									
Chico Unified	2005-06 Actuals			2006-07 Actuals			2007-08 First Interim		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
Revenues									
State Aid	41,679,793		41,679,793	50,590,258		50,590,258	48,588,237		48,588,237
State Aid - Prior Year	(17,830)		(17,830)	319,228		319,228	24,725,825		24,725,825
Local Taxes	24,329,638		24,329,638	21,474,921		21,474,921	(1,594,562)		(1,594,562)
R.L. Transfers/PERS Reduction	(271,045)	664,380	393,335	(653,011)	1,102,121	449,110	704,321		(890,241)
Total Revenue Limit	65,720,556	664,380	66,384,936	71,731,396	1,102,121	72,833,517	71,718,500		72,833,517
Federal Revenue	67,478	8,492,950	8,560,428	515,063	7,204,536	7,719,599	250,000	9,180,663	9,430,663
Other State	5,606,251	10,467,806	16,074,057	6,252,038	14,909,889	21,161,927	6,084,579	14,889,459	20,974,038
Other Local	3,459,459	3,963,417	7,422,876	2,075,715	3,884,117	5,959,832	1,449,620	3,739,431	5,189,051
Total Revenues	74,853,744	23,588,553	98,442,297	80,574,213	27,080,663	107,654,876	79,503,699	28,513,874	108,017,573
Expenditures									
Certificated Salaries	37,780,455	10,801,977	48,582,432	39,530,499	11,863,541	51,394,040	40,649,005	13,546,421	54,195,426
Classified Salaries	7,011,533	6,908,031	13,919,564	7,493,040	7,892,296	15,385,337	7,776,646	8,865,097	16,641,743
Employee Benefits	17,079,231	6,284,092	23,363,323	19,204,104	6,811,040	26,015,144	17,883,197	7,671,029	25,554,226
Total Salaries & Benefits	61,871,219	23,994,100	85,865,319	66,227,643	26,566,877	92,794,521	66,308,848	30,082,547	96,391,395
Books and Supplies	1,102,934	3,341,551	4,444,485	1,489,549	4,386,980	5,876,529	1,355,955	8,470,556	9,826,511
Other Operating Expense	4,534,798	2,318,240	6,853,038	4,694,549	2,724,696	7,419,245	4,667,351	3,290,600	7,957,951
Capital Outlay	64,104	98,554	162,658	13,700	186,050	199,750	57,089	177,529	234,618
Other Outgo	1,726,178	564,264	2,290,442	1,749,376	651,291	2,400,666	611,964	712,037	1,324,001
Direct Support/Indirect Costs	(1,193,245)	1,193,245	0	(1,368,023)	1,213,084	(154,939)	(1,705,814)	1,558,654	(147,160)
Total Expenditures	68,105,988	31,509,954	99,615,942	72,806,794	35,528,978	108,335,772	71,295,393	44,231,923	115,527,316
Operating Deficit or Surplus	6,747,756	(7,921,401)	(1,173,645)	7,767,419	(8,448,314)	(680,895)	8,208,306	(15,778,049)	(7,569,743)
Transfers In									
Transfers Out	3,626,741		3,626,741	1,682,508	0	1,682,508	1,918,170	0	1,918,170
Other Sources	2,254,575	778,137	3,032,712	353,792	1,016,124	1,369,916	365,260	793,222	1,158,482
Other Uses	254,675	0	254,675	2,619,328	0	2,619,328	0	0	0
Contributions to Rest. Program	(9,806,067)	9,806,067	0	(10,783,672)	10,783,672	0	(12,023,015)	12,023,015	0
Total Transfers and Other Uses	(8,179,226)	9,027,930	848,704	(6,835,628)	9,767,546	2,931,920	(10,470,105)	11,229,793	759,688
Total Outgo	76,285,214	22,482,024	98,767,238	79,642,421	25,761,430	105,403,851	81,765,498	33,062,130	114,827,628
Net Inc.(Dec.) to Fund Balance	(1,431,470)	1,106,529	(324,941)	931,791	1,319,233	2,251,025	(2,261,789)	(4,548,256)	(6,810,055)
Beginning Balance	6,603,308	2,198,187	8,801,495	5,171,839	3,357,401	8,529,240	6,103,630	4,676,634	10,780,264
Audit Adjustments/Restatements		52,684	52,684			0			0
Adjusted Beginning Balance	6,603,308	2,250,871	8,854,179	5,171,839	3,357,401	8,529,240	6,103,630	4,676,634	10,780,264
Ending Balance	5,171,838	3,357,400	8,529,238	6,103,630	4,676,634	10,780,264	3,841,831	128,378	3,970,209
For Economic Uncertainties	3,079,460	0	3,079,460	3,291,171	0	3,291,171	3,513,174	0	3,513,174
Other Available Reserves	1,839,249		1,839,249	1,686,095		1,686,095	22,823		22,823
Dedicated reserves	253,129	3,357,400	3,610,529	1,126,365	4,676,634	5,802,999	305,834	128,378	434,212
Other Funds	0		0	11,545		11,545	11,545		11,545
Required Reserves - 3%			3,079,460			3,291,171			3,502,374
Reserves as a %			4.98%			4.73%			3.09%

Where is the money spent?



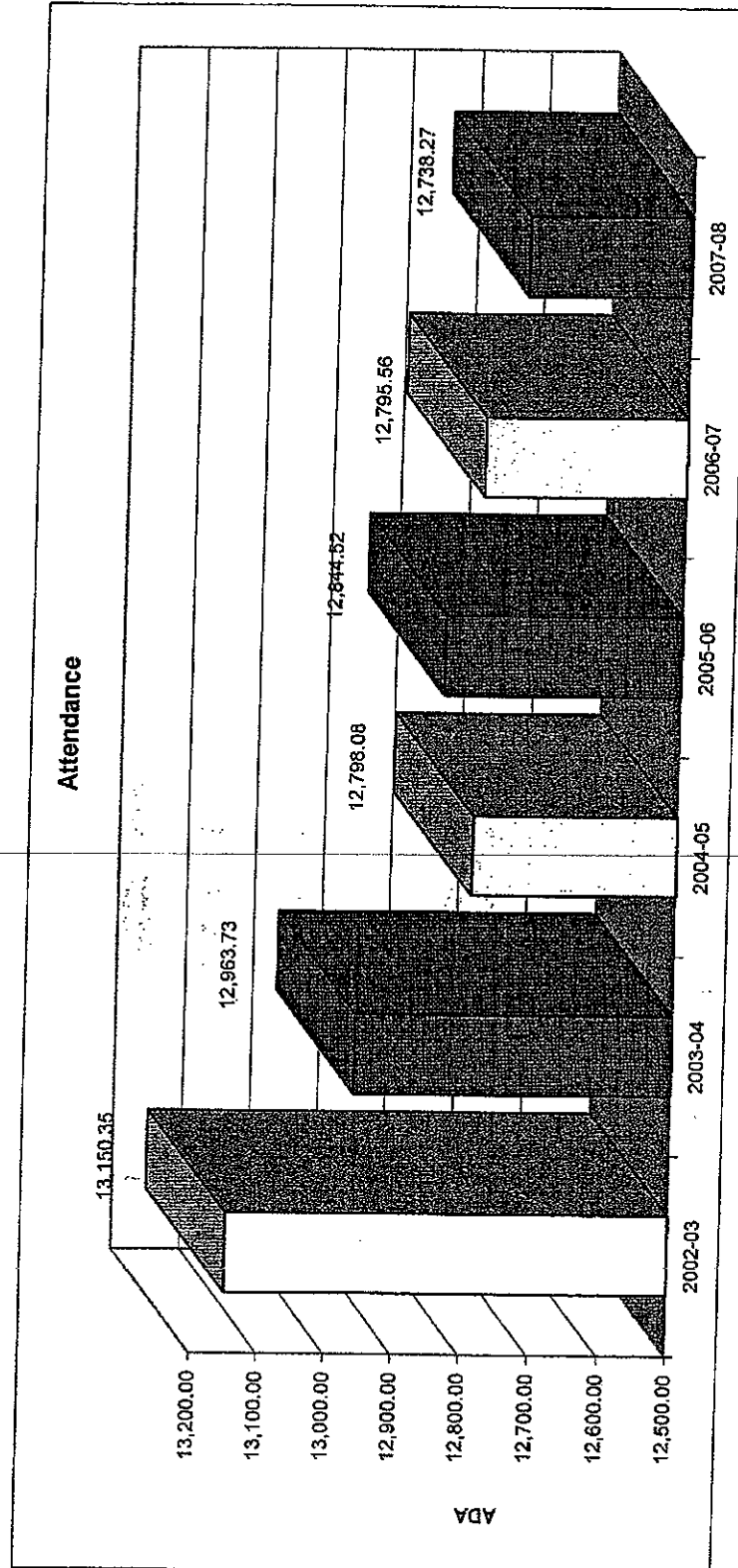
2007/08 First Interim Budget

Certificated/Classified Salaries and Benefits	96,391,395	82.46%
Materials and Supplies	9,826,511	8.41%
Other Operating Expense	7,957,951	6.81%
Capital Outlay	234,618	0.20%
Other Outgo	1,324,001	1.13%
Transfers Out & Other Uses	1,158,482	0.99%
Total	116,892,958	100.00%

Chico Unified School District

P-2 ADA

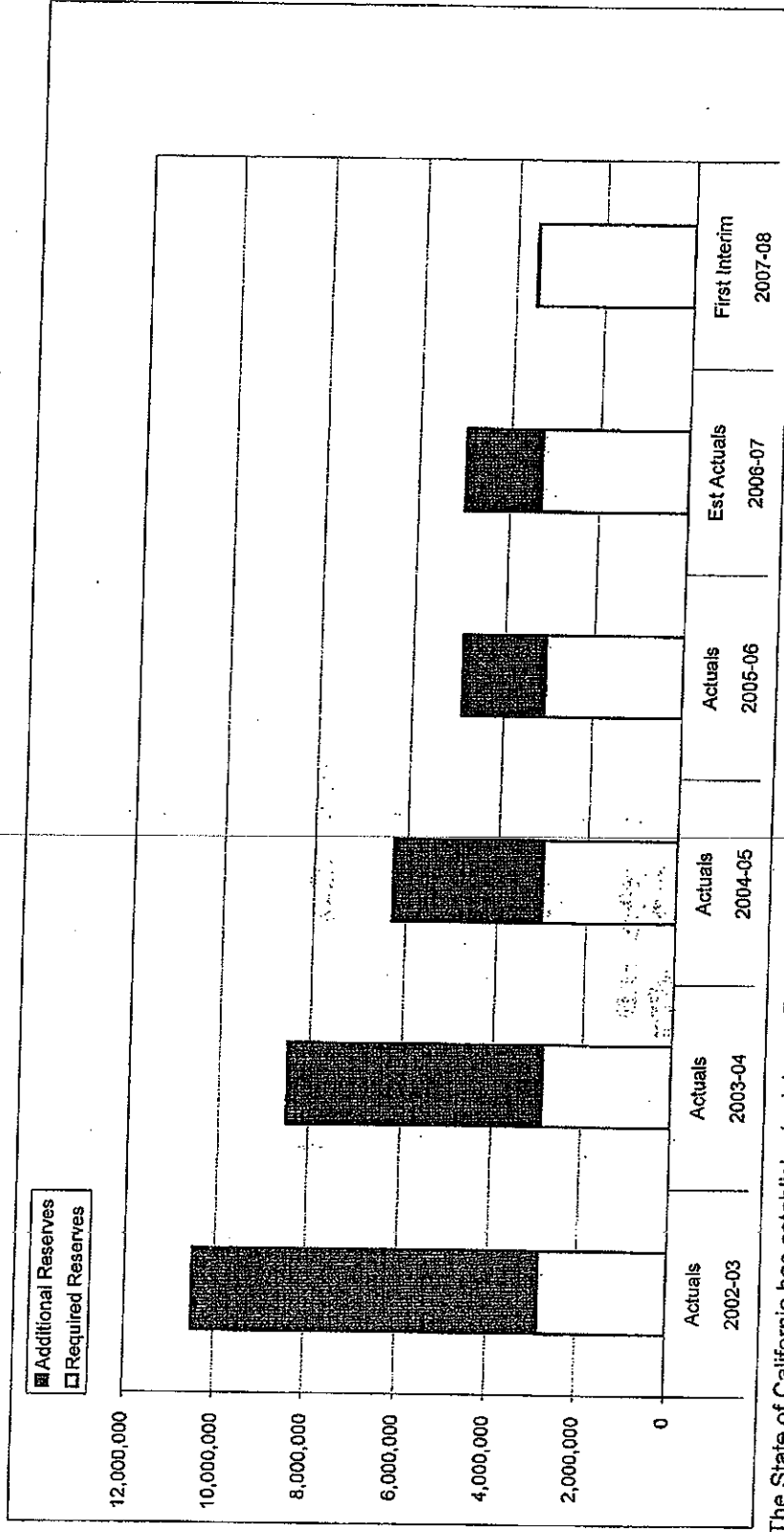
	2002-03 P-2	2003-04 P-2	2004-05 P-2	2005-06 P-2	2006-07 P-2	2007-08 Est. P-2
P-2 ADA	13,150.35	12,963.73	12,798.08	12,844.52	12,795.56	12,738.27



ADA is the driving force of district funding. A pattern of declining ADA needs to be addressed and followed with declining expenditures. A pattern of increasing ADA allows for increased expenditures.

Reserves Above Requirement

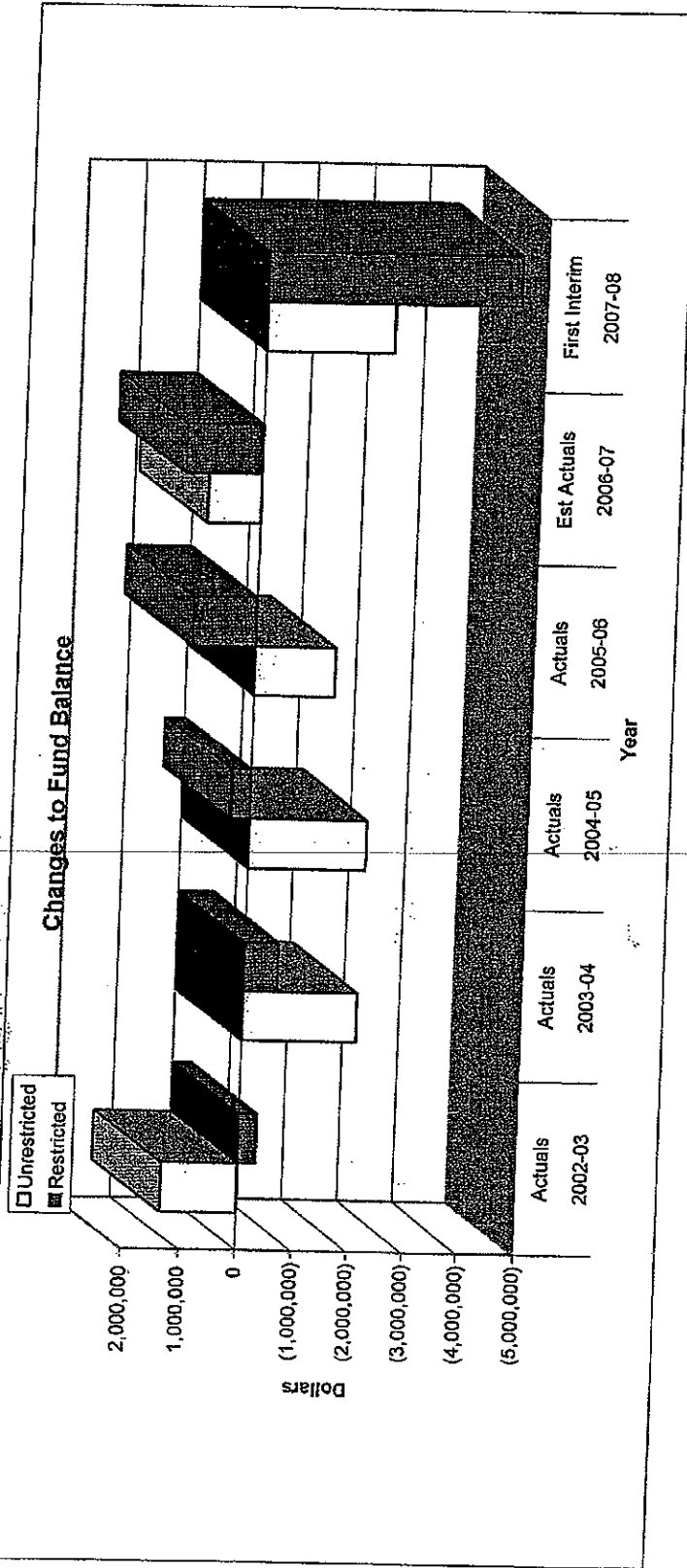
	2002-03 Actuals	2003-04 Actuals	2004-05 Actuals	2005-06 Actuals	2006-07 Est Actuals	2007-08 First Interim
Required Reserves	2,854,433	2,872,094	2,985,213	3,079,460	3,291,171	3,513,174
Additional Reserves	7,641,467	5,610,813	3,310,756	1,839,249	1,697,640	34,368
Total	10,495,900	8,482,907	6,295,969	4,918,709	4,988,810	3,547,542



The State of California has established minimum Fund Balance reserve levels for School Districts. This reserve is for Economic Uncertainties. It is usually designated in the Fund Balance of the District, or may be kept in several Special Reserve Funds. This graph represents additional reserves above the minimum level that is required by the State of California.

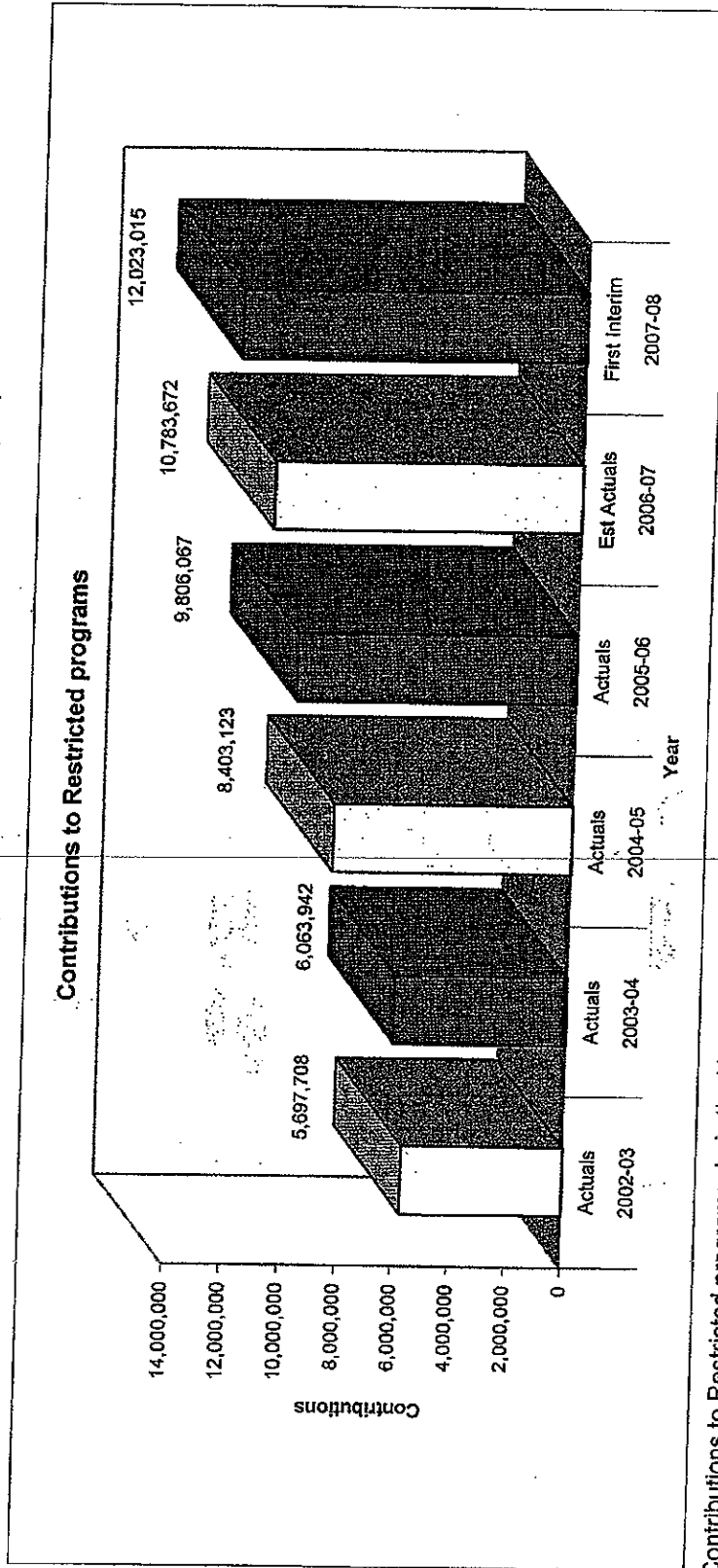
Changes to Fund Balance - General Fund

	2002-03 Actuals	2003-04 Actuals	2004-05 Actuals	2005-06 Actuals	2006-07 Est Actuals	2007-08 First Interim
Unrestricted	1,334,633	(2,046,483)	(2,109,205)	(1,431,470)	931,791	(2,261,799)
Restricted	(319,304)	(602,825)	334,502	1,106,529	1,319,233	(4,548,256)



Contributions to Restricted Programs - General Fund

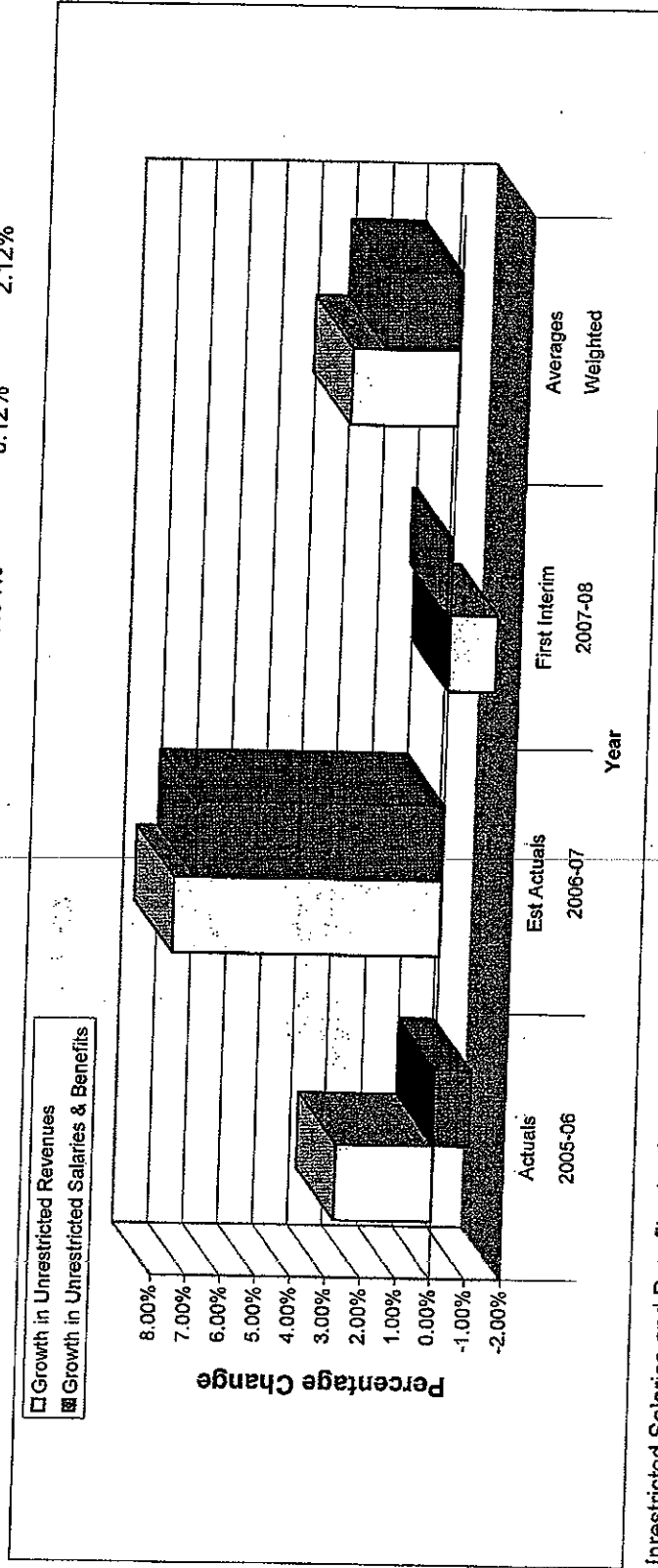
	2002-03 Actuals	2003-04 Actuals	2004-05 Actuals	2005-06 Actuals	2006-07 Est Actuals	2007-08 First Interim
Contribution	5,697,708	6,063,942	8,403,123	9,806,067	10,783,672	12,023,015



Contributions to Restricted programs drain the Unrestricted side of the budget. Unfortunately, Special Education and Transportation almost always need contributions. Routine Restricted Maintenance will always require a contribution, as there is never any income. However, other restricted programs should strive to be self supporting.

Growth of Unrestricted Revenues vs. Unrestricted Salaries and Benefits

Unrestricted Revenues	2004-05 Actuals	2005-06 Actuals	2006-07 Est Actuals	2007-08 First Interim	Weighted Averages
Unrestricted Salaries and Benefits	72,827,130	74,853,744	80,574,213	79,503,699	
Growth in Revenues between years	62,504,171	61,871,219	66,227,643	66,308,848	
Growth in Salaries/Benefits between years		2.78%	7.64%	-1.33%	3.06%
		-1.01%	7.04%	0.12%	2.12%



Unrestricted Salaries and Benefits should not grow faster than Unrestricted revenues unless the District Board consciously changes the priorities of the district.

Client # 0003400/ S65

P.O.# _____

AGREEMENT FOR SPECIAL SERVICES
Consultation Services

This is an agreement between the **BUTTE COUNTY OFFICE OF EDUCATION**, hereinafter referred to as "Client," and **SCHOOL SERVICES OF CALIFORNIA, INC.**, hereinafter referred to as "Consultant," entered into as of January 17, 2008.

RECITALS

WHEREAS, the Client needs assistance to provide fiscal advisor services to the Chico Unified School District; and

WHEREAS, SCHOOL SERVICES OF CALIFORNIA, INC., is professionally and specially trained and competent to provide these services; and

WHEREAS, the authority for entering into this agreement is contained in Section 53060 of the Government Code and such other provisions of California law as may be applicable;

NOW, THEREFORE, the parties to this agreement do hereby mutually agree as follows:

1. The Consultant agrees to assist the Client with fiscal advisor services to the Chico Unified School District. (See attachment A "Specification of Duties")
2. ~~The Client agrees to pay the Consultant the amount of \$190 per hour, plus expenses, upon receipt of billing from Consultant.~~
 - a. "Hours" are defined as hours of direct service to the Client, as well as reasonable travel time to and from the Client's site.
 - b. "Expenses" are defined as actual, out-of-pocket expenses, such as transportation, lodging, meals, duplicating services, long-distance telephone charges, fax charges, postage, and duplication.
3. This Agreement shall be for the period commencing January 18, 2008, and terminating June 30, 2008. It may be terminated at any time prior to June 30, 2008, by either party on thirty (30) days written notice. In case of cancellation, the Client shall be liable for any costs accrued to date of cancellation.
4. It is expressly understood and agreed to by both parties that Consultant, while carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and is not an employee of the Client.

IN WITNESS WHEREOF, the parties have caused this agreement to be executed as indicated below:

BY: _____ DATE: _____
RANDY MEEKER
Assistant Superintendent, Administrative Services
Butte County Office of Education

BY: _____ DATE: _____
MAUREEN EVANS
Associate Vice President
School Services of California, Inc.

BUTTE COUNTY OFFICE OF EDUCATION

FISCAL ADVISOR WITH "STAY AND RESCIND" AUTHORITY

Specification of Duties

As the representative of the Butte County Office of Education (County Office), the Fiscal Advisor, within the context of having "stay and rescind" authority in consultation with the County Office, will do the following:

- Provide "big picture" guidance and advice to the district.

Short-term fiscal problems and concerns must not be allowed to destroy the long-term goals and stability of the district. Leadership in this area is critical.

- Attend all board meetings, including closed sessions, pertaining to all issues that may have a fiscal impact, and/or review all board agenda items and supporting documentation before being posted. Review board agenda with County Office contact person before board meeting takes place.

This will: (1) keep the Fiscal Advisor and the County Office up-to-date; (2) allow the Fiscal Advisor's presence and assistance to be known, acknowledged, and utilized; and, (3) keep the board focused on its objective of getting the district fiscally sound. This teamwork concept keeps everyone out in front.

- Remain neutral and objective.

The Fiscal Advisor will not align himself/herself with one faction (i.e., superintendent, board, unions, community groups) over the other, but work with all proactively and objectively.

- Serve as a resource to the superintendent and board. The Fiscal Advisor does not work for the board nor does he/she fill the role of superintendent.

-
- Influence expenditure patterns and advise superintendent and board on expenditures (review all warrants and make recommendations on holding all nonessential warrants, keeping in mind how much cash is available to pay warrants, and what payments are essential/nonessential as it relates to the "big picture" recovery strategy).
 - Provide a preliminary assessment of the district's organizational structure, and determine whether a full study is warranted. This includes major departments, staffing levels, and whether staff is appropriately classified and assigned.
 - Take an advisory role in assisting the district to develop a multiyear fiscal recovery plan. This should be in consultation with the County Office so that all items necessary are addressed and all necessary analyses have been done.
 - Understand and monitor all collective bargaining agreements and implement recommendations to superintendent and board as appropriate.
 - Maintain a close working relationship with the County Office via the County Office contact person. Prepare verbal and written briefings on a regular basis to the County Office.
 - Develop a clear understanding of district's short- and long-term obligations to other entities and implement recommendations via superintendent and board as appropriate (for example, the State Allocation Board and sale of site or real property proceeds or deferred maintenance payments).
 - Take an advisory role in the development and administration of the district budget.

Fiscal Advisor With "Stay and Rescind" Authority

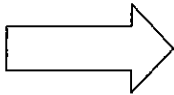
2

- Prospectively review all information and data that is submitted to County Office or other agencies and ensure that validation of data has occurred. This may need to be assigned to the auditor depending upon the circumstances.
 - Review past years' audits and establish a good working relationship with the district's current independent auditor.
 - Prepare briefings to the District Board of Education.
-

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OVERVIEW AND TIMELINE

List of Budget Subcommittees	Team Leader	Meeting
Elementary Programs/Staffing	Ted Sullivan	January - March
Middle School Programs/Staffing	Rob Williams	January - March
High School Programs/Staffing	Jim Hanlon	January - March
Pupil Services and Special Education	Dave Scott	January - March
Overhead/Administrative Costs	Janet Brinson/David Koll	January - March
Technology/On Line Forms/Print Shop	Vikki Gillett	January- June
Maintenance Operations Transportation	Mary Leary	January - June
Asset Management	Mike Weissenborn	January - June
Sustainability	Kip Hansen/Mary Leary	January - June
Improving Public Relations	Sara Simmons	January - June
Nutrition Services - Quality Circle	Tanya Harter	Ongoing



CRITICAL TIMELINE MARCH 15 NOTICES TO CERTIFICATED
CRITICAL TIMELINE APRIL 2 NOTICES TO CLASSIFIED STAFF*

Team Leader: Solicit Membership from key stakeholders and set up Meeting schedule
Goal: Meet 3-5 times to develop a list of recommendations to Kelly Staley

Before 1st Meeting

Collect necessary data (work with resource personnel at district office as necessary)

Example: staffing committees will need
projected enrollment by grade and school site
loading formulas
application of current program needs to staffing (i.e. immersion, open structure, GATE)
list of temporary teachers by schools site
list of retirees by school site (to the extent known)

Resource Personnel: are identified on subcommittee assignment: these folks will attend all meetings and will work with the Team Leader in advance of first meeting to prepare

Coordinator: Mary Anderson

*depending on position.

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ELEMENTARY PROGRAMS/STAFFING	
Tasks-----	By March 1 recommend program changes, reductions, consolidations By March 1 determine number of FTE by K-6 by school site (loading) Respond to Budget Suggestions Listed Below
Team Leader	Ted Sullivan
Coaches	Carolyn Adkisson, Bob Feaster and Jan Combes
Resource Personnel	Pat Bigler, Julie Meriwether, Heather Deaver, Kim Hernandez and Lynn Kamph
Proposed Meeting Dates	
MEMBERSHIP	
Name	Contact Information
Bob Clark	PTA LCC
Claudia de la Torre	Rosedale (Immersion)
Item Number	Suggestion - Respond To
11	realign boundaries (Carolyn)/SES/Class Size
26	eliminate K-3 CSR at K or 3 or both
27	review K loading 20:1 for AM/PM
31	redesign elementary prep time
48	XXXX emailed Jan suggesting we review staffing at Cohasset Elementary School
51	Load K-3 CSR with 21 students and push for average at 20.44:.. Penalty if we go over is not great. Load other grades at 33 and be serious about it

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ELEMENTARY PROGRAMS/STAFFING	
53	Anonymous: Close Rosedale and reopen Partridge; move alternative ed to Rosedale
77	Review costs of pull-out GATE vs. revenue
79	Eliminate some programs: Prep-time - Fine Arts; Music; P.E. Specialists
83	Review grade configurations (i.e. K-5; 6-8; K-8; K-3; 4-6)
105	XXXX recommends we review the cost of operating small schools
106	XXXX recommends we look at the pull out music program, offering it before or after school instead
107	XXXX recommends looking at CSR; encourages us to leave it in place at PI schools
108	XXXX recommends we review pull out GATE program; teachers assigned with students only half day?
109	XXXX recommends we review EL teachers since most have their CLAD and do their own AVENUES
110	XXXX says look at Hooker Oak 3/4 combo with 14 students?
113	XXXX asks that we consider moving 6th graders to Middle Schools
114	XXXX suggests we provide preschool to help draw students into CUSD early
115	XXXX suggests we offer full day Kindergarten using the FTE K salaried teacher
118	Parent XXXX is concerned about having close Partridge school and about the need to adjust boundaries on the south end of town. Also suggests that we create true middle schools, like Gridley and Live Oak with 6-8th and 5-8th, respectively
126	Parent suggests volunteer grandparents be used as classroom aides
139	XXXX suggests we reopen Partridge move the 6th graders back to Elementary schools and move 9th grade to middle schools
140	XXXX suggests we consolidate immersion programs onto one campus
141	XXXX suggests that we move the GATE program from Marigold to Chapman to lessen the overcrowding at Marigold but still keep the GATE programs together
143	XXXX suggests we review elementary teachers use of bringing in outside substitute teachers in order to hold parent conferences and have those conferences on minimum days instead
156	From DCC Combine Optional Programs on one site
157	From DCC "Overflow Issues"
158	From DCC set primary and intermediate classes at 25-28 per room
160	From DCC combine immersion programs into one campus
168	From DCC Not K-3 numbers increase, not enough time to tell - will it keep kids in the system (not in Alt Ed)
177	From DCC Limiting Form 10's is Good
180	From DCC Kindergarten Fair for all elementary schools to market us
218	Close Cohasset Schools (too small)
219	redraw boundaries so our "inner city schools" have a better balance
228	match up job share teachers K-6 district wide

Tasks-----	By March 1 recommend program changes, reductions, consolidations
	By March 1 determine number of FTE by 6-8 by school site (loading)
	Respond to Budget Suggestions Listed Below

Resource Personnel	Pat Bigler, Julie Meriwether, Heather Deaver, Kim Hernandez, Lynn Kamph and Marsha McLean
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MEMBERSHIP

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MIDDLE SCHOOL PROGRAMS/STAFFING	
109	XXXX recommends we review EL teachers since most have their CLAD and do their own AVENUES
113	XXXX asks that we consider moving 6th graders to Middle Schools
118	Parent is concerned about having close Partridge school and about the need to adjust boundaries on the south end of town. Also suggests that we create true middle schools, like Gridley and Live Oak with 6-8th and 5-8th, respectively
133	XXXX suggests "freezing schedules" so that teachers can be shared between schools (we need a curriculum person to study what this means)
139	XXXX suggests we reopen Partridge move the 6th graders back to Elementary schools and move 9th grade to middle schools
145	From DCC: Eliminate Rotating Schedules
158	From DCC: set primary and intermediate classes at 25-28 per room
177	From DCC: Limiting Form 10's is Good
219	redraw boundaries so our "inner city schools" have a better balance
Added	Stop mailing home report cards

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HIGH SCHOOL PROGRAMS/STAFFING	
Tasks----- By March 1 recommend program changes, reductions, consolidations <div style="margin-left: 100px;">By March 1 determine number of FTE by 9-12 by school site (loading)</div> <div style="margin-left: 100px;">Respond to Budget Suggestions Listed Below</div>	
Team Leader	Jim Hanlon
Coaches	Carolyn Adkisson, Bob Feaster and Jan Combes
Resource Personnel	Pat Bigler, Julie Meriwether, Heather Deaver, Kim Hernandez and Lynn Kamph
Proposed Meeting Dates	
MEMBERSHIP	
Name	Contact Information
Mike Morris	
Marsha McLean	
Item Number	Suggestion - Respond To
55	Anonymous: High School Books: disparate between PV and CH; save money by using the same books;
59	XXXX at CH suggests that both high schools take advantage of funding intervention classes with CAHSEE push in dollars for 11th and 12th graders
82	Examine electives at secondary schools
111	XXXX asks that we keep sports and electives and that we prioritize changes based on affecting the least number of students possible

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HIGH SCHOOL PROGRAMS/STAFFING	
161	from DCC: what does sports cost at secondary schools?
215	from DCC: reduce extracurricular activities (sports, drama)
216	from DCC: evaluate need for extra assignment positions
Added	Stop mailing home report cards

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PUPIL SERVICES AND SPECIAL EDUCATION

Tasks----- By March 1 determine staffing for special education programs based on projected enrollment counts (teacher FTE and classified FTE)
By March 1 determine counseling and psychologist staffing based on ratios in contract language
Work directly with fiscal advisor and outside resources to evaluate special education encroachment and identify ways to reduce encroachment of general fund dollars
Respond to budget suggestions, below

Team Leader

Dave Scott

Coaches

Bob Feaster, David Koll, Jan Combes

Resource Personnel

Heather Deaver, Rhonda Kaufman, Lynn Kamph, SSC Inc

Proposed Meeting Dates

MEMBERSHIP

Name	Contact Information
Dr. Cynthia Kampf	
Item Number	Suggestion - Respond To
6	special education aides - balance with needs/IEP
12	reduce Workers Comp rate by reducing employee injuries
23	how can we provide special ed transportation for less cost?
52	Anonymous: Counselors may be contracted for an optional extra 10 days per site to be ready for school; have counselors flex these days off during the less busy time (Like Feb)
76	Counseling - Replace with classified guidance specialists
98	XXXX asks that we not reduce counseling services and that it should, in fact, be increased
135	XXXX suggests we review interdistrict transfers and not accept any incoming special education students
138	XXXX suggests that we centralize sepcail education aide time at the district and allow them to "rove" to where needed when another aide calls in sick; right now they report to their home site and some sites are overstaffed and others are unders
146	From DCC: Accurate designation of special education students
179	From DCC: Special Ed kids are bussed

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PUPIL SERVICES AND SPECIAL EDUCATION	
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181	From DCC: Use RTI model to reduce special ed expenses
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REDUCING THE COST OF OVERHEAD/ADMINISTRATION	
Tasks-----	Review Administrative Support Costs at District Office and Schools Note: includes management, confidential and clerical support Determine if reductions/shifts to categorical are possible Respond to Budget Suggestions Listed Below
Team Leader	Janet Brinson and David Koll
Coaches	Bob Feaster, Jan Combes, Mike Morris
Resource Personnel	Lynn Kamph, Scott Jones, Peter VanBuskirk
Proposed Meeting Dates	
MEMBERSHIP	
Name	Contact Information
Mary Anderson	
Item Number	Suggestion - Respond To
7	reduce legal costs
30	aggressive grant writing
32	eliminate any grant that cost money to operate
56	XXXX has offered to draft some preliminary ideas for grants to replace supplemental type services, saving general fund dollars
71	Review administrative overhead
72	Charge other districts for staff development activities
84	would a 4 day work week for selected summer staff save money?
86	Consolidate positions at the district office (anonymous)
101	XXXX recommends that we have principals share school assignments
102	XXXX recommends as a sigh a good faith cabinet level administrators be assigned to school sites for their work
120	Anonymous caller suggests not to hire new people at the DO
123	XXXX suggests we have principals meetings outside the school day to avoid cost of TIC
125	XXXX says teachers took a prep time cut back; administrators should reduce their work year by one day
127	XXXX suggests we have new employees pay their own fingerprint and TB test costs of employment if it is legal to charge them
128	XXXX recommends staff development be scheduled on student minimum days rather than out of town
130	XXXX asks that the district adhere strictly to contract limitations in regards to staffing

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REDUCING THE COST OF OVERHEAD/ADMINISTRATION	
131	XXXX asks that the district freeze all unnDCCessary spending
132	XXXX suggests all staff give up one day of pay
134	XXXX suggests volunteerism as a way to have less administrative, health, recreational and education staff (brining in "outside experts" to volunteer their time)
136	XXXX suggests that we increase the time a name sits on an eligibility list for classified service from 6 mo to a year; this would mean less time spent on testing
148	From DCC: Eliminate or Limit DCC Meetings
149	From DCC: Eliminate or Limit Textbook Adoption Meetings
150	From DCC: Eliminate or Limit DO Administration
159	From DCC: could DCC volunteer its time
162	From DCC: what is the cost of administrative interns?
183	From DCC: Re-evaluate salary bonuses to attract top admin (car budget, bonus, etc)
203	From DCC: Eliminate use of City Council for Board meetings if it costs us money

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TECHNOLOGY, ON LINE FORMS AND PRINT SHOP	
Tasks----- Determine if all forms can be on line by July 1 <div style="text-align: center;"> Consolidate mailing/distribution system using technology capability Network copiers: seek out CMAS vendors to consolidate our copier equipment at all schools and DO by July 1 2009 if it proves a savings Determine if print shop can be eliminated by July 1, 2009 Meet with CSU and Butte to discuss consolidation of printing services Determine if warehousing of non-food items can be eliminated by July 1, 2009 using on line purchasing and PO's Respond to budget suggestions, below </div>	
Team Leader	Vikki Gillett
Coaches	Jan Combes
Resource Personnel	Scott Jones, Melinda Edgecomb
Proposed Meeting Dates	
MEMBERSHIP	
Name	Contact Information
Ray Quinto	
Item Number	Suggestion - Respond To
19	reduce district paid cell phone plans
21	is operating a warehouse outdated?
42	look for grants to support Computers for Classrooms
46	Examine the print shop and how it functions
62	Reduce the number of papers distributed at schools
63	Working copy machines - not jamming
88	List on line inventory of unused supplies and equipment so that sites for sharing, reduces expenses for new
89	"At any site at least 50 computers are left on or on hibernate"
90	XXXX Read tech websites like Cnet about school districts and by switching over to Linux save hundreds of dollars in licensing fees -- refers us to k12linus.org/contents.html
91	centralize copier contracts (XXXX)
103	XXXX recommends that all communication be electronic, avoiding mail runs

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TECHNOLOGY, ON LINE FORMS AND PRINT SHOP	
124	XXXX suggests administrators should pay for their own cell phones
151	From DCC: Stop mailing progress reports and/or report cards
154	From DCC: Streamline business practices (on line forms, etc)
184	From DCC: Eliminate wasted supplies
207	From DCC: More efficient copying (one person trained per site/grade)
209	From DCC: get a district wide copy machine contract
224	put purchase orders on line

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MAINTENANCE / OPERATIONS / TRANSPORTATION	
Tasks----- By April 15 Review custodial staffing against industry standards By April 15 Determine rotation of custodial and maintenance staff to improve efficiency and effectiveness Respond to budget suggestions, below	
Team Leader	Mary Leary
Coaches	Jan Combes
Resource Personnel	Lynn Kamph, Scott Jones
Proposed Meeting Dates	
MEMBERSHIP	
Name	Contact Information
Item Number	Suggestion - Respond To
22	reshuffle transportation hours annually
64	Recycle
78	Eliminate home-to-school transportation
81	Contract out for custodial services
116	XXXX suggest students recycle plastic bottles
129	XXXX suggests reorganization of custodial services for better efficiencies; team cleaning
155	From DCC Work with City of Chico to consolidate transportation services
163	From DCC have less transportation cost by changing radius, fees or both
206	From DCC Use smaller busses and fill busses
208	From DCC Recycle
225	return roving crew to regular custodial -- they were started to accommodate year round schools, we don't need them now

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ASSET MANAGEMENT	
Tasks-----	<p>By June 1 Long Term Asset Management Plan that increases General Fund operating income from rental of unused property to the extent allowed by law</p> <p>By June 1 Develop Preliminary Recommendation Regarding Sale or Lease of Corp Yard and/or DO property</p> <p>Respond to Budget suggestions, below</p>
Team Leader	Michael Weissenborn
Coaches	Mary Leary, Jan Combes
Resource Personnel	As needed: Government Financial Strategies
Proposed Meeting Dates	
MEMBERSHIP	
Name	Contact Information
Item Number	Suggestion - Respond To
8	corporation yard - possible leased income source?
41	Look at cell towers for leased land income
43	Review facility use requests and application of fee structure to community groups/organizations (cover costs)
47	Chico ER editorial: use bond funds to make each campus energy self-sufficient
74	Fixed assets - consider leasing properties
92	look at the cost of the corp yard warehouse and be sure it wouldn't be better to do business like CSUC (XXXX)
189	From DCC: Increase facility use fees
199	From DCC: Lease out unused district property
230	XXXX suggests we offer year round school again to help minimize vandalism during the summer months

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SUSTAINABILITY	
Tasks-----	Develop recycling policy Review and recommend energy efficiencies including lighting and solar projects Draft communications to sites relative to energy related issues and establish process to ensure compliance using custodial staff Respond to Budget suggestions, below
Team Leader	Mary Leary and Kip Hansen
Coaches	Jan Combes
Resource Personnel	Outside consultants and our PGE representative
Proposed Meeting Dates	
MEMBERSHIP	
Name	Contact Information
Anthony Watts	
Item Number	Suggestion - Respond To
9	eliminate unessential energy using devices in classrooms and offices
10	investigate free standing AC units in unused portables
45	XXXX suggest we research solar energy to help finance our utility costs
49	XXXX emailed Jan and suggested we use a work order system to assign classified staff, eliminating the Nextels
50	Removal of "comfort items" in classrooms including new and old refrigerators, coffee makers, microwaves, toaster ovens -- have custodial services implement this (XXXX)
58	XXXX and XXXX both suggested we change the school year to Sept - June to save utility costs
67	Energy efficient lightbulbs
85	Monitor HVAC usage and district standards for use
94	review our energy management system to be sure it is operating efficiently and effectively (XXXX)
95	Look for additional ways to harness solar energy (XXXX)

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SUSTAINABILITY	
137	XXXX a parent of a Parkview student who works at Bell Carter, suggests that we have our lighting reviewed to save energy, improve the amount of light, and make use of PGE rebates
142	Tip Line says start school after Labor Day to save \$70-90,000 in savings (per previous study)
204	From DCC: Turn off all computers at night
205	From DCC: Turn out lights when not in the classroom
211	From DCC: eliminate personal use fans and heaters
212	From DCC: re-evaluate controlled thermostats
214	From DCC: lights off in 1/2 the classrooms

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IMPROVING PUBLIC RELATIONS	
Tasks-----	<p>As the district budget decisions move forward, it will be vital that decisions and impact on students, schools, parents and the community are well communicated. This group will help frame the communications with our interest groups and stakeholders, and press.</p> <p style="text-align: center;">Respond to Budget suggestions, below</p>
Team Leader	Sara Simmons
Coaches	Kelly Staley, Bob Feaster, Jan Combes
Resource Personnel	??
Proposed Meeting Dates	
MEMBERSHIP	
Name	Contact Information
Item Number	Suggestion - Respond To
15	change public perception - reduce student outgo
16	draw students to district with competitive programs
24	help from North Valley Education Foundation?
169	From DCC: Losing kids to charter schools - why?
170	From DCC: More PR - what is really good about CUSD?
171	From DCC: improve mechanics of technology grants and partnerships
172	From DCC: get businesses involved, make a commitment
178	From DCC: If we closed Cohasset or Forest Ranch will they go to charters?
182	From DCC: Establish "focus schools" to attract families to CUSD

Fiscal Recovery Plan Items Being Addressed by Sheila Vickers

Enrollment and Attendance Practices

- Enrollment projections
- Declining enrollment pattern
- Percentage of attendance to enrollment
- Attendance incentives
- Special education student population

Position Control and Hiring Practices

- Automated systems used
- Hiring process and authorizations
- Staffing formulas
- Staffing reductions
- Special education program staffing

Budgeting Practices

- Timing of budget updates and reports
 - Budget development process
 - Encumbrances
 - Funding postemployment benefits
 - Other programs and funds (i.e., Cafeteria Fund)
-
- Budget committees

Collective Bargaining Practices

- Total compensation approach
- Early retirement incentives
- Class sizes
- Health plans
- Provisions affecting the District's financial flexibility