

**CHICO UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION**

**Regular Session Meeting – June 20, 2007**

**7:00 P.M.**

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

**AGENDA**

**1. REGULAR SESSION – City Council Chambers - 7:00 P.M.**

- 1.1 Call to Order
- 1.2 Flag Salute

**2. INTERIM SUPERINTENDENT'S REPORT**

**3. CONSENT CALENDAR**

**A. GENERAL**

- 1. Consider approval of Minutes of Regular Session 05/16/07, Special Session 05/22/07, Special Session 06/09/07 and Special Session 06/13/07.
- 2. Consider acceptance of Donations.
- 3. Consider denial of claim #0607-003.

**B. EDUCATIONAL SERVICES**

- 1. Consider approval of expulsions of students with ID's: 28838, 33207, 36764, 51926, 54233, 61298, 61698, 61828, and 64895.
- 2. Consider approval of expulsion clearances of students with ID's: 18658, 21720, 27658, 29364, 29600, 42892, 52553, and 62923.
- 3. Consider approval of Field Trip Request by PVHS Yearbook to attend Yearbook camp from 07/30/07 – 08/02/07 at Moraga, CA.
- 4. Consider approval of Field Trip Request by PVHS Yearbook to attend Yearbook camp from 08/05/07 – 08/09/07 at Moraga, CA.
- 5. Consider approval of Fund Raising Request by CHS ASB-Football from 07/16/07 – 08/11/07.
- 6. Consider approval of Fund Raising Request by CJHS ASB-Yearbook from 08/01/07 – 06/15/08.
- 7. Consider approval of Fund Raising Request by MJHS ASB-Yearbook from 08/01/07 – 06/15/08.
- 8. Consider approval of Consolidated Application for Funding Categorical Aid Programs for 2007-2008.
- 9. Consider approval of Community-Based English Tutoring (CBET) Program to provide free/subsidized adult English language programs for the 2007-2008 fiscal year.
- 10. Consider acceptance of Nord Country School's application for new construction under Prop 1D.

**C. HUMAN RESOURCES**

1. Consider approval of Certificated Human Resources actions.
2. Consider approval of Classified Human Resources actions.

**D. BUSINESS SERVICES**

1. Consider approval of consultant agreement for \$19,550.00 with Kumon Math & Reading Center for tutoring from 07/01/07 – 06/30/08.
2. Consider approval of consultant agreement for \$69,600.00 with Solution Tree for coaching/staff development from 07/01/07 – 06/30/08.
3. Consider approval of consultant agreement for \$133,400.00 with CSU, Chico for subcontract for Teaching American History Grant from 07/01/07 – 06/30/08.
4. Consider approval of consultant agreement for \$40,128.00 with John Siebal for prevention/intervention work with staff & students from 07/01/07 – 06/30/08.
5. Consider approval of consultant agreement for \$40,086.00 with Butte County Probation Department for probation officer to assist staff as part of Focus on the Future program during the 2007-2008 fiscal year.
6. Consider approval of consultant agreement for \$39,617.00 with Butte County Probation Department for an on-campus probation officer during the 2007-2008 fiscal year.
7. Consider approval of granting authorization to the Superintendent/Designee to award Entry Access Walkway Renovations at Bidwell Jr. High School to the lowest responsive bidder, Associated Building Contractors.
8. Consider approval of granting authorization to the Superintendent/Designee to award Loma Vista Sewer Hook-Up to the lowest responsive bidder.

**4. DISCUSSION/ACTION CALENDAR**

**A. GENERAL**

1. Information & 1<sup>st</sup> Reading: 1<sup>st</sup> reading of Board Policy Series 0000 – Philosophy, Goals, Objectives and Comprehensive Plans:
  - BP 0400 – Comprehensive Plans
  - BP 0410 – Nondiscrimination in District Programs and Activities
  - BP 0420 – School Plans/Site Councils
  - BP 0420.1 – School-Based Program Coordination
  - BP 0430 – Comprehensive Local Plan for Special Education
  - BP 0440 – District Technology Plan
  - BP 0440.1 – Internet Acceptable Use Policy Statement
  - BP 0450 – Comprehensive Safety Plan
  - BP 0500 – Accountability
  - BP 0510 – School Accountability Report Card
  - BP 0520.1 – High Priority Schools Grant Program
  - BP 0520.2 – Title 1 Program Improvement Schools
  - BP 0520.3 – Title 1 Program Improvement District
  - BP 0520.4 – Quality Education Investment SchoolsAnd additional policies from the 5000 Series – Students:

BP 5142 – Safety  
BP 5142.2 – Safe Schools  
BP 5145.7 – Sexual Harassment  
(Kelly Staley)

2. Information: Report from Ag Boosters.

**B. EDUCATIONAL SERVICES**

1. Action: Consider approval of Resolution #988-97: Extended Day Kindergarten at Cohasset Elementary School.
2. Information: Presentation on suspensions/expulsions. (Bernard Vigallon)

**C. HUMAN RESOURCES**

1. Action: Consider approval of Resolution #989-07: Elimination of Classified Services. (Bob Feaster)
2. Action: Consider adoption of a "Declaration of Need for Fully Qualified Educators" through June 30, 2008, for Emergency Credential and/or Limited Assignment Permits based on previous year's needs. (Bob Feaster)
3. Information: Applications for Waiver of the Collective Bargaining Agreements at Chico High School, Pleasant Valley High School and Marsh Jr. High School for schedule changes to allow for teacher collaboration. (Bob Feaster)

**D. BUSINESS SERVICES**

1. Discussion/Action: Consider approval to submit the Allowance of Attendance Because of Emergency Conditions. (Randy Meeker)
2. Discussion/Action: Consider approval of 2007-2008 Final Budget. (Randy Meeker)

**5. ITEMS FROM THE FLOOR**

**6. ANNOUNCEMENTS**

**7. CLOSED SESSION**

**7.1 Update on Labor Negotiations**

Employee Organizations: CUTA

CSEA, Chapter #110

Other Representatives: Kelly Staley, Interim Superintendent

Bob Feaster, Assistant Superintendent

**7.2 Public Employee Performance Evaluation pursuant to Government Code §54957**

Title: Superintendent

**8. ADJOURNMENT**

Next Regular Meeting: July 18, 2007

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MINUTES

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**1. CLOSED SESSION**

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

Absent: None

**1.1 Update on Labor Negotiations**

Employee Organizations:

CUTA

CSEA, Chapter #110

Other Representatives:

Dr. Chet Francisco, Superintendent

Bob Feaster, Assistant Superintendent

Kelly Staley, Assistant Superintendent

Randy Meeker, Assistant Superintendent

**1.2 Public Employee Performance Evaluation pursuant to Government Code §54957**

Title: Superintendent

**1.3 Public Employee Discipline/Dismissal/Release Pursuant to Government Code §54957****2. REGULAR SESSION**

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

Absent: None

2.1 Board President Rees called the Regular Session Meeting to Order in the City Council Chambers at 7:06 p.m.

**2.2 Announcements on Closed Session**

Board President Rees stated that the Board had been in closed session since 6:15 p.m. regarding items so listed on the agenda and there were no announcements. Item 1.3 was pulled prior to the meeting.

2.3 Board President Rees led the salute to the Flag.

**3. STUDENT REPORTS**

There were no student reports.

**4. SUPERINTENDENT'S REPORT**

Carolyn Adkisson, Principal at Little Chico Creek Elementary, introduced Bob Clark, LCC PTA President, who provided information about the independent reading program, Paving Through Pages, and presented awards to students in the program who excelled in the number of minutes read: MacKenzie Hutler, Bryson Bowen, David Rue, Ericha Prusse, Chris Rue, Benji Whitmore, Emily Bomactao, Julia Nevers, Zane Harper, Alex Anderson, Qoua Xiong, Hannah Hutler, and Seema Shokooh.

Mark Rodriguez and Jim Baumgartner introduced the Federal Jr. Duck Stamp winners, Ashley Casey, Mary Hanley and Emily McKalip from Marigold Elementary School; and from Chico Jr. High School Daniel Staechelin, Anais Alexich-Duran, Skyler Sun, Austin Anderson and Georgia Parrish, who displayed their winning entries.

Superintendent Francisco, assisted by Assistant Superintendents Kelly Staley and Bob Feaster, presented certificates of appreciation to the certificated retirees who were present: Merrieta Beveridge, Jill Circo, Jean Delgado, Sharon Delgado, Craig Fellner, Diane Fellner, Norna Ferrera, Elizabeth Fisher, Janice Goodes, Roxanne Iddings, Vicki Lindeman, Leslie Mahon-Russo, Priscilla Montgomery, Christina Nichols, Dewey Paul (accepted by Lynda Paul), Lynda Paul, Michael Rupp, Russell Slankard, Gwyneth Stephenson, and Alan Stephenson.

**5. CONSENT CALENDAR**

At 7:39 p.m., Board President Rees read the following amendments into the minutes: Agenda, page 2 item 5.B.1, amend to correct typo on last ID number from 59768 to 59468; 04/18/07 Minutes, pages 46-48, amend to correct typos on votes taken from NOES to ABSENT for Kathy Kaiser; Agenda, Exhibit 5.A.3, page 1 of 1, Under Donations, change Global Impact (N.Overton Donor), \$200.00, PVHS to Nancy Overton, on behalf of Valerie Peplow, \$100.00, PVHS – Cheerleading and USB Financial Services, on behalf of Valerie Peplow,

## MINUTES

Matching \$100.00, PVHS - Cheerleading. Board President Rees asked if there were any public comments on any consent items or any items to be removed for further discussion. Board Member Thompson pulled items 5.B.2 and 5.B.3. See *Item 6. Discussion/Action* below for action on these items. Board Member Anderson made a motion, seconded by Board Clerk Kaiser, to approve the remaining items with the amendments as read into the minutes by Board President Rees without 5.B.2 and 5.B.3.

## A. GENERAL

1. The Board approved Minutes of Special Meeting held 05/03/07; and Regular Meeting 04/18/07, with amendments.
2. The Board accepted the Donations/Gifts to the District.

Donor	Item	Recipient
Samantha Gale	\$200.00	BJHS - Art Dept.
Little Red Hen Nursery	\$750.00	BJHS - Ms. Tharpe's Class
Target Stores	\$288.38	Chapman
Trudy Bacon	\$200.00	Chapman - Woodleaf Trip
Exchange Club of Chico	\$500.00	CHS - Band
Joni & William Hill	\$250.00	CHS - Football
Francine Carreira & David Ruiz	\$275.00	CHS - Football
Christopher & Peggy Fischer	\$250.00	CHS - Football
DPR Construction, Inc.	\$2,500.00	CHS - Football
Betty & David Nopel	Six Books	Citrus - Library
Betty & David Nopel	Five Books	Citrus - Library
Kristina Carter	35 Virtues Posters	Emma Wilson
Chico Horticultural Society	\$170.00	Emma Wilson - Kindergarten
Lyon Books	\$5 Gift Certificate & a Book	Hooker Oak - Silent Auction
Jenkins Family	\$40.00	Neal Dow - 2nd grade field trip
Jenkins Family	\$100.00	Neal Dow - 6th grade field trip
Main Street Tours	\$180.50	Neal Dow - Trip to Shasta Caverns
Theresa Sanders	\$50.00	Neal Dow - Yosemite Trip
David & Kelly Zeichick	\$2,500.00	Parkview
Target	\$357.90	PVHS
Soroptimist International	\$500.00	PVHS
John & Eleanor Gavazza	\$200.00	PVHS - Academic Decathlon
Beta Chapter of Omega Nu	\$250.00	PVHS - Library
Kayla Isler	5 books	PVHS - Library
Elaine Ellsmore	1 Paperback	PVHS - Library
Stott Outdoor Advertising	\$200.00	PVHS - Mock Trial
Larry Demmer & Jim Stanfield	Press Brake, Metal Shear, Misc.	PVHS - Itech

3. The Board approved the amended donation to the 03/21/07 minutes.

## B. EDUCATIONAL SERVICES

1. The Board approved expulsions of students with ID's: 25956, 28900, 33137, 33972, 34012, 36782, 41315, 54374 and 59748, as amended.
2. Consider approval of Fund Raising Request from Chico Jr. High School ASB to sell PE uniforms for the 2007/2008 school year. See *Item 6. – Discussion/Action* below.
3. Consider approval of Fund Raising Request from Marsh Jr. High School ASB to sell PE clothing for the 2007/2008 school year. See *Item 6. – Discussion/Action* below.

## MINUTES

4. The Board approved the Fund Raising Request from McManus PTA to hold jog-a-thon on May 18, 2007.
5. The Board approved the Carl D. Perkins grant application for vocational and technical education programs.
6. The Board approved the designation of California Interscholastic Federation (CIF) representatives to the CIF leagues.
7. The Board approved the Field Trip Request by Hooker Oak 5<sup>th</sup>/6<sup>th</sup> grade class to go to San Jose, CA from 05/31/07 to 06/01/07.
8. The Board approved the Field Trip Request by Rosedale 5<sup>th</sup> graders to go to Whiskeytown Environmental Camp from 05/29/07 to 06/01/07.
9. The Board approved waivers for students with disabilities who have taken the CAHSEE with modifications and obtained the equivalent of a passing score.

## C. HUMAN RESOURCES

1. The Board approved the Certificated Human Resources Actions:

Name/Employee Number	Assignment	Effective	Comment
<b><u>Administrative Appointment(s)/Change in Assignment(s) 2007/08</u></b>			
Besnard, Bruce	1.0 FTE Assistant Principal-Junior High	2007/08	Appointment
Brown, Ross M. (Mark)	1.0 FTE Assistant Principal Senior High	2007/08	Appointment

**Summer Session Appointment(s) 2007****Alternative Education**

Kortie, Jill	Lascano, Librado	McGuire, Matt
Shockley, David	Williams, Don	

**Senior High**

Allen, Michael	Henneman, Amy	Matthews, Rebecca	Rix, Julie
Anderson, Galen	Jackson, Pamela	McCutcheon, Lesli	Sasaki, Joshua
Brooks, Mike	Jackson, Sterling	McKay, David	Taylor, Natalie
Carter, Tammara	Jones, Leslie	Milton, Kelly	Traulsen, Andrew
Chatkara, Manju	Kemp, Rich	Morette, Susan	Tucker, Machell
Chinchay, Marco	Krause, Michelle	Moua, Ellen	VanderHeiden, Jill
Fisher, Christina	Manuel, Brent	Peck, Michael	Webb, Danny

Greer, Antawn-Driver Education Grades 9-12 (Appointment based on Credential Waiver)

Sheridan, Steven-Driver Education Grades 9-12 (Appointment based on Credential Waiver)

**Junior High**

Armstrong, Karen	Denney, Rochelle	Myers, Carie	Rix, Kurt
Bateman, Ryan	Flory, Jennifer	O'Laughlin, Zane	Runyan, John
Burton, Beth	Grant, Allison	Pasillas, Amber	Sawley, Julie

**MINUTES****Special Education**

Bonavito, Sally	Farrell-Shaw, Robert	Marschall, Kim	Robinson, Delbert
Carr, Jeff	Feingold, Dana	Martini, Mike	Senor, Angela
Carr, Christina	Happ, Jaime	Morrison, Jeana	Valim, Sarah
Childs, Jennifer	Hilton, Jill	Ramey, Kathleen	
Davis, Cateena	Holden, Christine	Ringo, Maria	

**Full-Time Leave Request(s) for 2006/07**

Pratt, Toni	Elementary	2 <sup>nd</sup> Semester 2006/07 (Effective 6/1 – 6/7/07)	1.0 FTE Leave
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**Full-Time Leave Request(s) for 2007/08**

Pratt, Toni	Elementary	2007/08	1.0 FTE Leave
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**Part-Time Leave Request(s) for 2007/08**

Goldsmith, Charlotte	Elementary	2007/08	0.4 FTE Leave (Policy #4475 STRS Reduced Workload)
Janke, Sybil	Elementary	2007/08	0.5 FTE Leave (Policy #4475 STRS Reduced Workload)
Price, Maya	Secondary	2007/08	0.4 FTE Leave
Pronsolino, Cynthia	Elementary	2007/08	0.2 FTE Leave
Sprotte, Karen	Elementary	2007/08	0.6 FTE Leave

**Rescission/Change Leave Request(s) for 2007/08**

Koch, Lynn	School Nurse	2007/08	Rescind .20 FTE Leave Request (work 1.0 FTE)
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**Non-reelection of Long-Term Substitutes**

10523	Long-term Substitute	June 7, 2007
02231	Long-term Substitute	June 7, 2007
10272	Long-term Substitute	June 7, 2007
02893	Long-term Substitute	June 7, 2007

**Retirement(s)/Resignation(s)**

Barsuglia, Elizabeth	June 8, 2007	Retirement
Bertaina, Vicki	June 8, 2007	Retirement
Tozier, Katie	June 30, 2007	Resignation

2. The Board approved the Classified Human Resources Actions:

<u>Name</u>	<u>Class/Location/Assigned</u>	<u>Effective</u>	<u>Comments/Fund</u>
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## MINUTES

<u>Appointments</u>		<u>Hours</u>	
Bhojak, Deborah	IA-Special Education/Marigold/6.0	04/10/07	New Position/ Special Education
Brewer, Jeralyn	LT IA-Special Education/CJHS/6.0	05/01/07-06/07/07	New LT Position/ Special Education
Dominguez-Calkin, Debra	IA-Special Education/McManus/2.5	05/01/07	Vacated Position/ Special Education
Gray, Elaine	Library Media Assistant/McManus/2.0	04/10/07	New Position/ Grant Fund
Jaramillo, Timothy	Campus Supervisor/MJHS/1.0	04/24/07	Vacated Position
Kohen, Jesse	IPS-Classroom/Loma Vista/4.0	03/29/07	Vacated Position/ Special Education
Lopez, Sarah	Campus Supervisor/CJHS/1.5	04/23/07	Vacated Position
Medearis, Tamara	School Office Manager/Rosedale/8.0	04/02/07	Vacated Position
Reyes, Rosa	IA-Bilingual/Rosedale/2.8	04/10/07	Vacated Position/ Special Education
Steadman, Sonya	Temp Health Assistant/McManus/5.5	06/11/07-06/29/07	New Position/ Temp Summer Work
Stornetta, Karen	Temp Health Assistant/Parkview/5.5	06/11/07-06/29/07	New Position/ Temp Summer Work
Taggart, Errin	Health Assistant/AFC/2.0	04/24/07	Vacated Position
Valdivia, Vanesa	Temp Health Assistant/Rosedale/5.5	06/11/07-06/29/07	New Position/ Temp Summer Work
Vincent, John	Computer Technician/Sierra View/1.0	04/20/07	Vacated Position/ Categorical Fund
Wagner, Karen	Library Media Assistant/Hooker Oak/2.5	04/16/07	Vacated Position
Weaton, Theodore	Sr Equipment Mechanic/ Transportation/8.0	04/04/07	Vacated Position
Williamson, Andrea	Parent Classroom Aide-Restr/ Sierra View/1.0	04/23/07	Vacated Position/ Categorical Fund
<u>Increase in Hours</u>			
Machado, Mary	Transportation Special Education Aide/ Transportation/4.4	04/19/07	Existing Position/ Special Education
O'Kelley, Maryann	Transportation Special Education Aide/ Transportation/1.5	04/27/07	Existing Position/ Special Education
<u>Transfer w/Increased Hours</u>			
Jenkins, Ronald	IPS-Healthcare/PVHS/6.5	04/10/07	Existing Position/ Special Education
<u>Voluntary Reduction in Hours</u>			
Vincent, John	LT Computer Technician/ Information Services/7.0	04/20/07	Existing Position
<u>Promotion</u>			
Hunt, Daniel	Maintenance Worker/M & O/8.0	04/02/07	New Position
Mugley, Corinne	Payroll Coordinator/Business Office/8.0	04/26/07	Vacated Position
<u>Leave of Absence</u>			
Dean, Sandra	Custodian/MJHS/8.0	04/27/07-07/30/07	Per CBA 5.3.3
LuAllen, Terrie	Cafeteria Satellite	04/10/07-05/10/07	Per CBA 5.2.9



## MINUTES

	Manager/Rosedale/6.0		
Xiong, Bao	IA-Elementary	04/10/07-06/07/07	Per CBA 5.12
	Guidance/McManus/3.0		
Xiong, Bao	IA Elementary Guidance/ Neal Dow/2.0	04/10/07-06/07/07	Per CBA 5.12
<b><u>Layoff to Re-employment</u></b>			
Lo, Pahoua	Impacted Language Liaison- Hmong, Lao/ CHS/3.0	05/09/07	Lack of Work
<b><u>Resignations</u></b>			
<b><u>Resigned Only Position Listed</u></b>			
Bhojak, Deborah	LT IA-Special Education/CHS/6.5	04/09/07	Appointment
Hunt, Daniel	Sr Grounds Worker/M & O/8.0	04/01/07	Promotion
Jenkins, Ronald	IPS-Classroom/BJHS/6.0	04/09/07	Transfer w/Increased Hours
Machado, Mary	Transportation Special Education Aide/ Transportation/4.2	04/18/07	Increase in Hours
O'Kelly, Maryann	Transportation Special Education Aide/ Transportation/.5	04/26/07	Increase in Hours
Partain, Kendra	Parent Classroom Aide- Restr/McManus/1.0	04/09/07	Voluntary Resignation
<b><u>Resignation/Termination</u></b>			
Carrasquel, Cristina	IA-Bilingual/McManus/3.0	06/01/07	Voluntary Resignation
Carrasquel, Cristina	IA-Bilingual/CJHS/3.0	06/01/07	Voluntary Resignation
Gonzalez, Nelly	IA-Bilingual/Chapman/5.0	06/01/07	Voluntary Resignation from LOA
Hutchison, Kim	Executive Secretary to Superintendency/ Superintendent's Office/8.0	04/30/07	Voluntary Resignation
McNeille, Robin	IPS-Classroom/Loma Vista/3.0	05/18/07	Voluntary Resignation
Mutscheller, Kacie	IPS-Healthcare/Chapman/6.0	04/18/07	Voluntary Resignation from LOA
Witcher, Patrece	Campus Supervisor/BJHS/2.0	01/23/07	To 39-Month Re-employment List

## D. BUSINESS SERVICES

1. The Board approved the Consultant Agreement in the amount of \$8,490.00 with Learning for Living, Inc. to provide assembly and workshops for Pleasant Valley High School students to create a more safe campus environment.
2. The Board approved the Consultant Agreement in the amount of \$9,500.00 with Solution Tree to provide staff development for Administrators.
3. The Board approved the Consultant Agreement in the amount of \$9,500.00 with Solution Tree to provide staff development for Teachers and follow up consultation for Administrators.
4. The Board approved granting authorization to the Superintendent/Designee to award Sitework and Installation of a Relocatable Restroom for Nord Country School project to the lowest responsive bidder, United Building Contractors.

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5. The Board approved granting authorization to the Superintendent/Designee to award Sitework and Installation of a Relocatable Classroom for Hooker Oak Elementary School project to the lowest responsive bidder, United Building Contractors.
6. The Board approved granting authorization to the Superintendent/Designee to award Metal Fascia Installation at Pleasant Valley High School project to the lowest responsive bidder.
7. The Board approved granting authorization to the Superintendent/Designee to award HVAC Replacement Unit 100 Chico High School to the lowest responsive bidder.
8. The Board approved granting authorization to the Superintendent/Designee to award Reroofing of building A at Neal Dow Elementary to the lowest responsive bidder.
9. The Board approved granting authorization to the Superintendent/Designee to award Chico Jr. High School Gymnasium Restroom Replacement project to the lowest responsive bidder.
10. The Board approved granting authorization to the Superintendent/Designee to award Sierra View Exterior Painting project to the lowest responsive bidder, Bella Painting.
11. The Board denied claim 0607-002.
12. The Board approved the consultant agreement with CARD and Boys & Girls Club for the state funded after school program.

(Consent Agenda Vote)

AYES: Rees, Reed, Kaiser, Anderson, Thompson

NOES: None

**6. DISCUSSION/ACTION CALENDAR**

*ITEMS REMOVED FROM CONSENT FOR FURTHER DISCUSSION:*

*Item: 5.B.2 & 5.B.3. – after discussion, Board Member Thompson moved to approve 5.B.2 and 5.B.3, seconded by Board Vice President Reed.*

AYES: Rees, Reed, Kaiser, Anderson, Thompson

NOES: None

**A. GENERAL**

1. Board President Rees reported that there had been a request by a member of the Board to review the position of Items from the Floor section on the Agenda. Board Member Thompson reviewed the idea of moving Items from the Floor to a place at the beginning of the Agenda and allowing 30-40 minutes for this section. At 7:48 p.m., Board President Rees asked for public comments. George Young gave his support for bringing the Public Comments section to the front of the agenda. A motion was made by Board Clerk Kaiser and seconded by Board Member Anderson to have the professional staff gather some historical data about the aspects of the length and frequency of the meetings and timing of public comment so that there would be a data set to look at when it is discussed.

AYES: Rees, Reed, Kaiser, Anderson

NOES: Thompson

**B. EDUCATIONAL SERVICES**

## MINUTES

1. Annual Site Visit Reports

Sara Simmons, Director, reported on the additional rounds of discussions with Chico Country Day School and Nord Country School regarding the Site Visits. The Board expressed strong concern about CCDS's continual lack of student diversity, especially since this was the cornerstone of their charter 11 years ago. At 8:25 p.m., Board President Rees asked for public comments. Bob Hennigan, Chairman of the Board at Nord and Paul Weber, Principal at CCDS, responded to questions by the Board. A parent gave her support for CCDS. Board Clerk Kaiser made a motion to accept the Site Visit Reports, seconded by Board Vice President Reed.

AYES: Rees, Reed, Kaiser, Anderson, Thompson

NOES: None

2. CCDS – Prop 1D

Sara Simmons, Director, reported on her discussions with Chico Country Day School on their proposal to apply for rehabilitation funds under Prop 1D. She recommended denial. Her reasons for denial were twofold: if CUSD went forward with this proposal, it would limit future student housing options for the District and the District would be liable for the loan portion of this program should CCDS cease paying. Facilities Construction Supervisor, Mike Weissenborn and legal representative, Kristin Lindgren of Pinnell & Kingsley, presented information on a hypothetical mortgage package and answered questions by the Board. At 9:18 p.m. Board President Rees asked for public comment. Paul Weber, Zane Schreder, Amy Michaelson, Mike Dunbar, Karen Rose and Robin Fox spoke in support of the proposal. Board Vice President Reed made a motion to approve the one page document entitled Agreement Between Chico Unified School District and Chico Country Day School, Proposition 1D State School Facilities Program Rehabilitation Funds. Board Clerk Kaiser seconded the motion.

AYES: Rees, Reed, Kaiser, Anderson, Thompson

NOES: None

***Board President Rees stated that he was going to allow the FFA students to come forward and address the Board after a short recess rather than wait for the Items from the Floor section at the end of the agenda.***

***The Board recessed at 10:15 p.m.***

***The Board returned at 10:37 p.m.***

Derek Ellen, Andrew Mendonca, Victoria McGowan, Maddie Kassel and Briana Ellis, Ag students and Members of the Chico High School FFA, gave their support of a three teacher, agriculture department to maintain the same level of classes, teacher support and events they have had in the past.

***Board President Rees indicated that they would take Item #4 next.***

4. New Textbook ELL

CHS teacher, Karen Netterville, gave information on the selection by the Secondary ELD Task Force for the English Language Learners textbooks for grades 9-12. Edge – Reading, Writing, and Language. At 10:36 p.m. Board President Rees asked for public comment. There being none, Board Member Thompson made a motion, seconded by Board Member Anderson, to approve the new textbooks for English Language Learners.

AYES: Rees, Reed, Kaiser, Anderson, Thompson

NOES: None

3. Nord – Prop 1D

Sara Simmons, Director, indicated that Nord had pulled their proposal and were going to proceed to apply for new construction funds under Prop 1D, which did not require Board approval. Nord Board Member Ernie

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Dalton presented their plan to the District. At 10:45, Board President Rees asked for public comment. There being none, the Board moved to the next item. No action was taken.

5. Career Technical Education Advisory Committee

Assistant Superintendent Feaster provided information on the need per Ed Code §8070 and 17070.95 to appoint a CTEAC to develop recommendations for projects, especially when new construction is involved. Individuals for this committee were sought based on state guidelines. At 10:55 p.m. Board President Rees asked for public comment. Gene Lucas, Jeanette Sturzen and Dr. Martin Portillo came forward. A motion was made by Board Clerk Kaiser and seconded by Board Member Anderson to accept the list of names and include a member of the Chamber of Commerce.

AYES: Rees, Reed, Kaiser, Anderson, Thompson

NOES: None

C. HUMAN RESOURCES

1. Resolution 986-07: Classified Employees Week

Assistant Superintendent Feaster announced that the California Department of Education has designated May 20 – 26, 2007, as Classified Employees Week and that CUSD joins CDE in honoring classified employees with this resolution. Board President Rees asked for public comment. There being none, a motion was made by Board Member Anderson and seconded by Board Clerk Kaiser to approve Resolution 986-07.

AYES: Rees, Reed, Kaiser, Anderson, Thompson

NOES: None

2. Resolution 987-07: Golden Handshake for Classified Employees

Assistant Superintendent Feaster stated that CUSD was offering the golden handshake to classified employees per contract and that this resolution would establish the window period within in which classified employees could apply for the golden handshake. At 11:12 p.m. Board President Rees asked for public comment. There being none, a motion was made by Board Member Thompson and seconded by Board Vice President Reed to approve Resolution 987-07.

AYES: Rees, Reed, Kaiser, Anderson, Thompson

NOES: None

3. Variable Term Waiver – Antwan T. Geer

&

4. Variable Term Waiver – Steven S. Sheridan

Assistant Superintendent Feaster presented variable terms waivers for Antwan T. Geer and Steven S. Sheridan to teacher driver's education this summer. At 11:15 p.m. Board President Rees asked for public comment. There was none. Board President Rees asked to combine both waivers at one vote. Board Vice President Reed made a motion, seconded by Board Member Thompson, to approve the waivers.

AYES: Rees, Reed, Kaiser, Anderson, Thompson

NOES: None

7. ITEMS FROM THE FLOOR

At 11:17 p.m. Board President Rees asked if there were any items from the floor. Teacher Jan Doney spoke in support of music programs. Kim Gimball, teacher, spoke in support of band pullout. Dave Lupton, parent, spoke in support of fine arts, band and choir. Liz Mosher, teacher, spoke in support of the fine arts program. Todd Kimmelshoe, agribusiness, spoke in support of the Agriculture Program. Teacher Penny Oster spoke in support of the Fine Arts Program. The President of the FFA Boosters, Randall Nelums, spoke in support of

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MINUTES

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the current FFA program. Les Herringer, rancher, spoke in support of the Agriculture program. Andy Bertagna spoke in support of the Agriculture program. Supervisor Jane Dolan spoke in support of the Agriculture program. Ed McLaughlin spoke in support of the Agriculture program. Bruce Enyeart, Butte College, spoke in support of the Agriculture program.

8. ANNOUNCEMENTS

None.

9. ADJOURNMENT

There being no further business, the meeting was adjourned by Board President Rees at 11:50 p.m.

.mga

APPROVED:

\_\_\_\_\_  
Board of Education

\_\_\_\_\_  
Administration

MINUTES**1. CALL TO ORDER**

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

- 1.1 Board President Rees called the Special Session Meeting to Order in the Large Conference Room of the CUSD District Office at 1163 E. 7<sup>th</sup> Street, Chico, CA, at 5:17 p.m. He asked if there were any public comments before going into closed session on the item listed below. Two members of the public, Lyla Gregg and Bev Patrick, had no comment.

**2. CLOSED SESSION**

- 2.1 Public Employee Performance Evaluation pursuant to Government Code §54957.  
Title: Superintendent

**3. ADJOURNMENT**

At 7:50 p.m. Board President Rees adjourned the meeting. There were no announcements.

.mga

APPROVED:

\_\_\_\_\_  
Board of Education

\_\_\_\_\_  
Administration

**MINUTES****1. CALL TO ORDER**

Present: Rick Rees, Jann Reed, Dr. Kathy Kaiser, Rick Anderson, Dr. Andrea Thompson.  
Molly McGee Hewitt, CSBA

Board President Rees called the Special Session Meeting to Order in the Large Conference Room at 9:00 a.m. and asked if there was any public comment on the item on closed session. Jeff Sloan provided his input. Board President Rees recessed the Board into Closed Session on the item listed below.

**2. CLOSED SESSION**

- 2.1 Public Employee Performance Evaluation & Contract pursuant to Government Code 54957.

**3. ANNOUNCEMENTS**

Board President Rees reconvened into Open Session at 1:00 p.m. and announced that the Board would be making an official announcement on Monday, June 11, 2007, but that the Board regretfully accepted the resignation of Superintendent Francisco.

**4. ADJOURNMENT**

Board President Rees adjourned the meeting.

:mga

APPROVED:

\_\_\_\_\_  
Board of Education

\_\_\_\_\_  
Administration

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MINUTES

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**1. CALL TO ORDER**

Board President Rees called the June 13, 2007, Special Session Meeting to order at the Chico Unified School District, Large Conference Room, at 1163 E. 7<sup>th</sup> Street, Chico, CA, at 4:06 p.m.

Present: Rick Rees, Dr. Kathy Kaiser, Rick Anderson, Dr. Chet Francisco

Absent: Jann Reed, Dr. Andrea Thompson

**2. CONSENT**

At 4:08 p.m. Board President Rees asked if there was any public comment on the consent items, or any items to be removed for further discussion. A motion was made by Board Clerk Kaiser and seconded by Board Member Anderson to approve the consent calendar.

- 2.1 The Board approved the declaration of surplus property (textbooks) pursuant to Education Code Sections 17545, 17546 and 60510 and directed staff to dispose of said property pursuant to the methods set forth in the Declaration, as staff deems most appropriate

- 2.2 The Board approved the 2007 GATE plan.

(Vote on Consent Items)

AYES: Rick Rees, Kathy Kaiser, Rick Anderson

ABSENT: Jann Reed, Dr. Andrea Thompson

**3. DISCUSSION/ACTION**

- 3.1 Public Hearing & Information: Assistant Superintendent Meeker reviewed the 2007-2008 Preliminary Budget. Mr. Meeker indicated that the total fund balance is projected to begin the 2007-2008 fiscal year with \$3,763,166 and end the year with \$2,383,943 for a decrease of (\$1,379,223). Undesignated Reserves are projected to be negative by (\$1,120,000). The \$2,075,000 Reserve for Economic Uncertainty is less than the State's statutory 3% limit. This negative undesignated fund balance means the District must make cuts during the 07/08 fiscal year in the amount of (\$1,120,000) and begin planning for adjustments of (\$1,900,000) in the 08/098 adopted budget. The Final Budget will be returned to the Board for approval at the June 20, 2007, regular meeting. At 5:08 p.m., Board President Rees asked for public comment. Sue Kamrar, substitute teacher, asked that the Board review the substitute teacher pay scale. George Young, CUTA President, encouraged this request.

At 6:01 p.m. Board President Rees announced that they would be retiring to closed session on the item listed below.

**3. CLOSED SESSION.**

Personnel – Interim Superintendent (Ed Code 54957)

**4. ANNOUNCEMENTS**

At 6:15 p.m. Board President Rees reconvened Open Session and announced that Assistant Superintendent, Kelly Staley, was selected by the Board as Interim Superintendent, effective immediately.

**5. ADJOURNMENT**

There being no further business, the meeting was adjourned.

:mga

APPROVED:

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Board of Education

---

Administration



## DONATIONS/GIFTS

Donor	Item	Recipient
Poni Mosher	Misc. Art Supplies	AFC
Foor Foundation	\$2,000.00	AFC - Fast Camp
VistaNet	\$1,271.56	BJHS - Yosemite Trip
Cathy Mueller	\$142.50	CHS - Band
Cathy Mueller	\$141.00	CHS - Band
Chan Pheng's Mandarin Cuisine	\$50.00	CHS - Rotary Interact/Empty Bowls
Jonah Hirschbein	\$25.00	CHS - Science Dept.
David & Betty Nopel	Five Books	Citrus - Library
Dan & Cathy Boutwell	Two Clarinets	CJHS - Music
Cohasset PTA	\$459.36	Cohasset
EWE PTA	Spelling Programs Software	Emma Wilson
Jeff Roelofson	47 Books	Forest Ranch - Library/Classrooms
Dave & Sally Scott	\$250.00	FVHS - Class of 2007
Beulah Rebekah Lodge #60	\$75.00	FVHS - Grad Night
Philip O'Neill	\$3,000.00	FVHS - Scholarships
CCEA District	\$250.00	FVHS/AFC - Scholarships
Marc Siegall	Bee Photo & Cordless Mic	Hooker Oak - Room 18
LCC PTA	\$2,000.00	LCC - Environmental Camp
LCC PTA	\$3,328.00	LCC - Field Trips
Riverbend Cabinets	\$1,500.00	Loma Vista - Ms. Reed's Class
Marigold PTA	\$2,000.00	Marigold - Library Books Reimb.
Shirley & Jeff Farrar	\$125.00	MJHS - Home Ec
Marta Powell	\$40.00	Neal Dow - Yosemite Trip
Raley's - East Avenue	Four Cases Aquafina	Neal Dow - Yosemite Trip
Matt Eller Physical Therapy	Athletic Taping Table	PVHS - Athletics
Matt Eller Physical Therapy	Stationary Exercise Bicycle	PVHS - Athletics
Viking Wrestling Boosters' Club	\$2,400.00	PVHS - Athletics - Wrestling
Viking Wrestling Boosters' Club	\$1,578.93	PVHS - Athletics - Wrestling
Silver Dollar Fair	\$500.00	PVHS - Fine Arts
Kelly Houser & Ilene Gravison	\$150.00	PVHS - Itech
Jean Delgado	Five Books	PVHS - Library
Jean Delgado	4 Mass Market Books	PVHS - Library
Cherish Razenbach	Hardbound Book	PVHS - Library
Beta Chapter of Omega Nu	\$500.00	PVHS - Sue Wilson's Class
Safeway- Mangrove	\$25 Gift Card	Shasta
Mark & Kim Nelson	HP Printer	Shasta - Grandparents' Day
Laura D. Mullen	Glass Tray	Shasta - Grandparents' Day
Jill Blevins	Baby Quilt	Shasta - Grandparents' Day
Rheta's Antiques - Dean & Rita Burns	Crock/Utensils & Dish	Shasta - Grandparents' Day
Debra Dunbar	Picture & 12 cards	Shasta - Grandparents' Day
Catherine Henley	Three Cookbooks	Shasta - Grandparents' Day
Gates Resale - Mike Lynch	Hiking Backpack	Shasta - Grandparents' Day
Shasta PTO	\$118.00	Shasta - Music Fund

**TITLE: Proposed Agenda Item**  
**Field Trip Request to Yearbook Camp in**  
**Moraga CA, St. Mary's College**

Action: \_\_\_\_\_  
Consent:   X    
Information: \_\_\_\_\_

Board Date: 06/20/07

Prepared by: Cindy Hopkins

### **Background Information**

PV Yearbook – Grades 9-12

Attending yearbook camp has been an integral part of the journalism program at PV for the last nine years. Yearbook has not missed a camp over the past nine years. Attending yearbook camp is important for many reasons. 1) It is where my staff is trained for creating the next year's book. 2) The best teachers in journalism are at this camp. 3) This is where we create the "blue print" for the next year's book; we call it a concept package. 4) It is where we bond as a staff for the first time. 5) When you play sports, the way to improve it to play teams that are better than you, this is where we meet those "teams" and begin to amp up our program. 6) This is where we learn the latest in trends in journalism both with regard to writing and design. 7) It has become tradition.

### **Educational Implications**

Students will attend classes designed to teach them at their level. Some will be in yearbook 101 while others attend advanced design courses. Additionally we meet in "home groups" where we work as a staff on our concept package, while learning from and networking with other schools. Finally we compete in a camp wide concept package competition.

### **Fiscal Implications**

This field trip will be funded by the yearbook class. 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 adviser, Ms. Hopkins will supervise the trip. We will be departing the morning of July 30<sup>th</sup> and returning the evening of August 2<sup>nd</sup>. Both the adviser and parents will transport students in private vehicles. Approximately 2 students will be attending. Therefore, the supervision ratio is 2 to 1. At the camp, there are directors, counselors and other advisers who all will take part in supervising all camp attendees.

### **Recommendation**

"I recommend approval of the proposed field trip."



RECEIVED

MAY 25 2007

EDUCATIONAL  
SERVICES

CHICO UNIFIED SCHOOL DISTRICT

1163 East Seventh Street

Chico, CA 95928-5999

(530) 891-3000

3.B.3

Page 2 of 2

FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: May 14, 2007

FROM: Cindy Hopkins

School/Dept.: PVHS

SUBJECT: Field Trip Request

Request is for: Yearbook

(grade/class/group)

Destination: St. Mary's College

Activity: Yearbook Camp

(I have students going to 2 different camps due to date conflicts. I will be attending both)

from July 30<sup>th</sup> to August 2<sup>nd</sup> 2007

Rationale for Trip: Camp is where my students get training for the next year and planning of theme/concept and cover design. It is critical to the development of our staff and program.

Number of Students Attending: 2 Teachers Attending: 1 Parents Attending: 0

Student/Adult Ratio: 2/1

Transportation: Private Cars X CUSD Bus \_\_\_\_\_ Charter Bus Name \_\_\_\_\_  
Other: \_\_\_\_\_

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

ESTIMATED EXPENSES:

Fees \$ \$525/student Substitute Costs \$ 0 Meals \$ Included

Lodging \$ Included Transportation \$ 250 Other Costs \$ 0

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

Name: Yearbook Acct. #: \_\_\_\_\_ \$ 1500

Name \_\_\_\_\_ Acct. #: \_\_\_\_\_ \$ \_\_\_\_\_

Requesting Party

Date

Site Principal

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

Date



Recommend



Not Recommended



Approved



Not Approved

Board Action

Date

**TITLE: Proposed Agenda Item**  
**Field Trip Request to Yearbook Camp in**  
**Sacramento CA,**

Action: \_\_\_\_\_  
Consent:   X    
Information: \_\_\_\_\_

Board Date: 06/20/07

Prepared by: Cindy Hopkins

### **Background Information**

PV Yearbook – Grades 9-12

Attending yearbook camp has been an integral part of the journalism program at PV for the last nine years. Yearbook has not missed a camp over the past nine years. Attending yearbook camp is important for many reasons. 1) It is where my staff is trained for creating the next year's book. 2) The best teachers in journalism are at this camp. 3) This is where we create the "blue print" for the next year's book; we call it a concept package. 4) It is where we bond as a staff for the first time. 5) When you play sports, the way to improve it to play teams that are better than you, this is where we meet those "teams" and begin to amp up our program. 6) This is where we learn the latest in trends in journalism both with regard to writing and design. 7) It has become tradition.

### **Educational Implications**

Students will attend classes designed to teach them at their level. Some will be in yearbook 101 while others attend advanced design courses. Additionally we meet in "home groups" where we work as a staff on our concept package, while learning from and networking with other schools. Finally we compete in a camp wide concept package competition.

### **Fiscal Implications**

This field trip will be funded by the yearbook class. 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 adviser, Ms. Hopkins will supervise the trip. We will be departing the morning of August 5<sup>th</sup> and returning the evening of August 9<sup>th</sup>. Both the adviser and parents will transport students in private vehicles. Approximately 7 students will be attending. Therefore, the supervision ratio is 7 to 1. At the camp, there are directors, counselors and other advisers who all will take part in supervising all camp attendees.

### **Recommendation**

"I recommend approval of the proposed field trip."



**FIELD TRIP REQUEST**

**TO: CUSD Board of Education**

**Date:** May 14, 2007

**FROM: Cindy Hopkins**

**School/Dept.: PVHS**

**SUBJECT: Field Trip Request**

Request is for: Yearbook

(grade/class/group)

Destination: Sacramento

Activity: Yearbook Camp

(I have students going to 2 different camps due to date conflicts. I will be attending both)

from August 5<sup>th</sup> to August 9<sup>th</sup> 2007

Rationale for Trip: Camp is where my students get training for the next year and planning of theme/concept and cover design. It is critical to the development of our staff and program.

Number of Students Attending: 7 Teachers Attending: 1 Parents Attending: 0

Student/Adult Ratio: 7-1

Transportation: Private Cars X CUSD Bus \_\_\_\_\_ Charter Bus Name \_\_\_\_\_  
Other: \_\_\_\_\_

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

**ESTIMATED EXPENSES:**

Fees \$ \$350/student Substitute Costs \$ 0 Meals \$ 400  
Lodging \$ Included Transportation \$ 250 Other Costs \$ 350

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

Name: Yearbook Acct. #: \_\_\_\_\_ \$ 4000

Name \_\_\_\_\_ Acct. #: \_\_\_\_\_ \$ \_\_\_\_\_

Requesting Party

Date

Site Principal

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

Date



Recommend



Not Recommended



Approved



Not Approved

Board Action

Date

**TITLE:** FUND RAISING REQUEST - ASB FOOTBALL

Action: \_\_\_\_\_  
Consent:   X    
Information: \_\_\_\_\_

Board Date: 06/20/07

Prepared by: MICHEAL W. COOPER, HEAD FOOTBALL COACH/TEACHER-CHICO HIGH

**Background Information**

THIS WILL BE THE FOURTH YEAR DOING OUR "PANTHER NATION" SPONSOR PROGRAM. EACH PLAYER IN OUR FOOTBALL PROGRAM ATTEMPTS TO GET RELATIVES & CLOSE FAMILY FRIENDS TO SPONSOR THEM FOR A TOTAL OF \$100.00. IN RETURN THE SPONSORS RECEIVE SEVERAL OF OUR "PANTHER NATION" CLOTHING ITEMS.

**Educational Implications**

THIS IS OUR BIGGEST FUNDRAISER OF THE YEAR. WE USE THE FUNDS TO SEND KIDS TO CAMPS AND PURCHASE NEW UNIFORMS & EQUIPMENT. THE LAST COUPLE OF YEARS WE HAVE MADE BETWEEN \$15, 000 TO \$20,000. IT IS ALSO A GREAT WAY TO PROMOTE SCHOOL PRIDE & SPIRIT FOR OUR FOOTBALL PROGRAM.

**Fiscal Implications :**

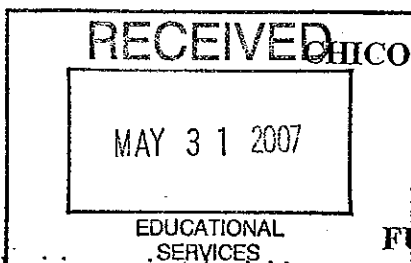
THE CHICO HIGH FOOTBALL PROGRAM WILL INCUR ALL COSTS & RECEIVE ALL OF THE REVENUE.

**Additional Information**

NONE AT THIS TIME. THANK YOU FOR YOUR TIME!!!

**Recommendation**

*Approve - K. Haley*



# CHICO UNIFIED SCHOOL DISTRICT

1163 East Seventh Street  
Chico, CA 95928-5999

## Chico High School FUND RAISING REQUEST

All fund raising projects/activities are to be approved by the school principal (minor) or the Board of Education (major) prior to initiating the project/activity. The principal/designee shall maintain a written financial record of each approved fund raising project/activity. Funds generated from the projects/activities shall be deposited in the Associated Student Body account.

SCHOOL Chico High School

CLUB OR ORGANIZATION ASB - Football

ADVISOR

Michael W. Cooper

PURPOSE OF THE FUND RAISING PROJECT/ACTIVITY

Raise Funds for our program: uniforms, spirit packs, travel bags, jerseys, etc.

FINANCIAL GOAL OF THE PROJECT: (Major = more than \$5,000 gross)

☐ Minor: Estimated Gross \$ \_\_\_\_\_  
Estimated Net \$ \_\_\_\_\_

☒ Major: Estimated Gross \$ 20,000 - 25,000  
Estimated Net \$ 15,000 - 20,000

NATURE OF PROJECT/ACTIVITY (i.e., car wash)

Sponsorship Program - see attachment

☐ Class I - A project or series of activities that will be restricted to a school's student and parent population.

☒ Class II - A project or series of activities that will extend beyond a school's population and will involve students, parents and members of the general community population in the fund raising effort.

BEGINNING/ENDING DATE(S) AND TIME OF PROPOSED FUND RAISING ACTIVITY(IES):

BEGINNING DATE July 16

ENDING DATE Aug 11th

BEGINNING TIME 1:00

ENDING TIME 3:00

LOCATION Chico High & Chico Community

NUMBER OF STUDENTS TO BE INVOLVED \_\_\_\_\_

### RECOMMENDED

Date

5-17-07

Student Officer's Signature (if applicable)

[Signature]

Date

5/23/07

Advisor's Signature

[Signature]

Date

5/23/07

CHS Director of Activity Signature

[Signature]

Date

5-25-07

Principal's Signature

[Signature]

Date

Assistant Superintendent's Signature

[Signature]

Approved by Council:

(Date of Minutes)

Club: \_\_\_\_\_

By: \_\_\_\_\_

(Secretary)

ASB: [Signature]

By: 5/22/07

(Secretary)

Approval Recommend

Minor Major

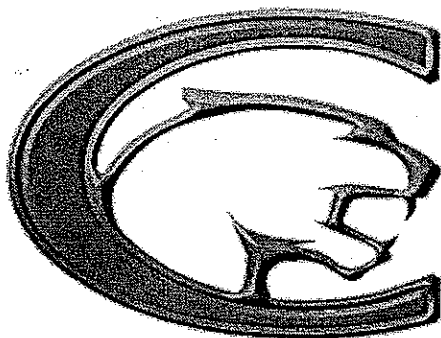
Yes No Yes No

☐ ☐ ☒ ☐

Recommend: Major

Yes ☐ No ☐

Date - Approved by Board of Education



**CHICO HIGH SCHOOL FOOTBALL**  
**MICHAEL W. COOPER, HEAD COACH**  
901 ESPLANADE CHICO, CA 95926  
mcooper@chicousd.org / 864-1742

---

**PANTHER NATION-SPONSOR A PLAYER PROGRAM**

IN AN EFFORT TO CONTINUE TO STRIVE TO BE THE TOP FOOTBALL PROGRAM IN NORTHERN CALIFORNIA, THE CHICO HIGH SCHOOL FOOTBALL PROGRAM WOULD LIKE ASK FOR YOUR HELP. WE ARE ASKING OUR FAMILIES AND COMMUNITY TO SPONSOR A FOOTBALL PLAYER. EACH OF OUR PLAYERS WILL ATTEMPT TO GET 10 PEOPLE TO SPONSOR THEM FINANCIALLY. HOWEVER, WE WANT TO MAKE THIS A FAMILY/COMMUNITY EVENT. NOT ONLY CAN YOU HELP THE KIDS WITH YOUR WALLET, BUT WITH YOUR HEART AND VOICE DURING THE SEASON!!!

THE SPONSORS RANGE FROM \$25.00 TO \$200.00 AND ARE TAX-DEDUCTIBLE. IN RETURN, YOU WILL RECEIVE SOME OF OUR PANTHER NATION CLOTHING TO WEAR AROUND TOWN AND TO OUR GAMES! WE WANT THERE TO BE A SEA OF RED AT BOTH HOME AND AWAY GAMES THROUGHOUT THE SEASON!!!

**FOR YOUR SPONSORSHIP HERE IS A SMALL WAY TO SAY THANK YOU!**

\$25.00: A RED "PANTHER NATION" T-SHIRT

\$50.00: A RED "PANTHER NATION" T-SHIRT & A FOOTBALL HAT

\$100.00: ALL OF THE ABOVE & A HOODED SWEATSHIRT

\$200.00: ALL OF THE ABOVE & A COLLARED COACHES SHIRT.

\*PLEASE INDICATE THE PLAYER THAT YOU WOULD LIKE TO SPONSOR AND HE WILL DELIVER YOUR "PANTHER NATION" PACKAGE BY THE FIRST GAME!

-----  
NAME \_\_\_\_\_ PHONE # \_\_\_\_\_ SIZE/S \_\_\_\_\_

ADDRESS \_\_\_\_\_

PLAYER YOU WOULD LIKE TO SPONSOR \_\_\_\_\_

AMOUNT YOU WOULD LIKE TO SPONSOR \_\_\_\_\_

\*MAKE CHECKS AVAILABLE TO CHICO HIGH FOOTBALL

\*\*PLEASE RETURN THIS TO:

\*\*\* **BY AUGUST 10TH**

COACH COOPER

400 CHESTNUT ROSE LN.

CHICO, CA 95973



Agenda Item #: \_\_\_\_\_  
(DO Use Only)

PROPOSED AGENDA ITEM: FUND RAISING REQUEST - YEARBOOKS

Prepared by: BRUCE DUNCAN, TEACHER

- ☒ Consent  
☐ Information Only  
☐ Discussion/Action

Board Date: 06/20/07

Background Information

The students at Chico Junior High School who are a part of the yearbook committee put together a yearbook on an annual basis. This is an ongoing project throughout the school year. This fund raising request is for the 07/08 school year. This fund raiser is supported by the parents and the community through business ads purchased for the yearbook.

Education Implications

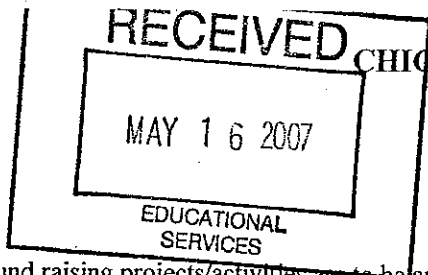
The students, through their creativity and hard work, run this yearbook project with my guidance. By being a part of the yearbook committee some of the tasks involved are graphic layout, advertising sales in the community, photography, photo editing, teamwork, etc.

Fiscal Implications

There is no impact on general funds. The ASB Yearbook account is responsible for all costs for the yearbooks

Additional Information

DO Recommendation: \_\_\_\_\_



# CHICO UNIFIED SCHOOL DISTRICT

1163 East Seventh Street  
Chico, CA 95928-5999

3.B.6  
Page 2 of 2

## Chico Junior High School FUND RAISING REQUEST

All fund raising projects/activities are to be approved by the school principal (minor) or the Board of Education (major) prior to initiating the project/activity. The principal/designee shall maintain a written financial record of each approved fund raising project/activity. Funds generated from the projects/activities shall be deposited in the Associated Student Body account.

SCHOOL Chico Junior High School

CLUB OR ORGANIZATION ASB Yearbook

ADVISOR Bruce Duncan

### PURPOSE OF THE FUND RAISING PROJECT/ACTIVITY

CJHS has a Yearbook class which works very hard each year to put together an amazing yearbook for all students. The cost of the yearbooks is approximately \$30 - \$33 and they are sold for different prices throughout the year. Those prices start at \$30 and then increase to \$35 and finally increase to \$40. The profits are used to purchase additional yearbook supplies and equipment and to help other ASB accounts and clubs with their school activities. A small portion of the profits are used for pizzas, nutritional snacks, etc. while the students are working on the yearbook throughout the school year.

FINANCIAL GOAL OF THE PROJECT: (Major = more than \$5,000 gross)

[ ] Minor: Estimated Gross \$ \_\_\_\_\_ [X] Major: Estimated Gross \$16,000.00  
Estimated Net \$ \_\_\_\_\_ Estimated Net \$2,000.00

NATURE OF PROJECT/ACTIVITY (i.e., car wash)

Selling yearbooks at Chico Junior High School for all student body for the 07/08 school year.

[ ] Class I - A project or series of activities that will be restricted to a school's student and parent population.

[X] Class II - A project or series of activities that will extend beyond a school's population and will involve students, parents and members of the general community population in the fund raising effort.

BEGINNING/ENDING DATE(S) AND TIME OF PROPOSED FUND RAISING ACTIVITY(IES):

BEGINNING DATE August 1, 2007

ENDING DATE June 15, 2008

BEGINNING TIME Various

ENDING TIME Various

LOCATION Chico Junior High School

NUMBER OF STUDENTS TO BE INVOLVED 500 - 600

### RECOMMENDED

5/16/07  
Date

[Signature]  
Student Officer's Signature (if applicable)

5-16-07  
Date

[Signature]  
Advisor's Signature

5-16-07  
Date

[Signature]  
CJHS Director of Activity Signature

5-16-07  
Date

[Signature]  
Principal's Signature

5-18-07  
Date

[Signature]  
Assistant Superintendent's Signature

Approved by Council:

Date of Minutes: \_\_\_\_\_

Club: \_\_\_\_\_

By: \_\_\_\_\_  
(Secretary)

ASB: \_\_\_\_\_

By: \_\_\_\_\_  
(Secretary)

Approval Recommend  
Minor Major

Yes No Yes No

[ ] [ ] [X] [ ]

Recommend

Major

Yes No

[ ] [ ]

Date - Approved by Board of Education

Agenda Item #: \_\_\_\_\_  
(DO Use Only)

PROPOSED AGENDA ITEM: FUND RAISING REQUEST

Prepared by: KOREY WILLIAMS, TEACHER



Consent



Information Only

Board Date: 06/20/07



Discussion/Action

Background Information

This fund raising request is for the Marsh Jr. High School yearbook sales for the 07/08 school year. It is an ongoing annual project and has widespread support amongst the students, parents and the community.

Education Implications

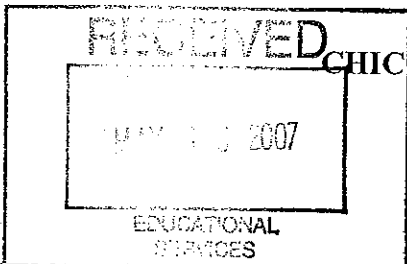
This fund raiser is a student run project which involves ad sales, photography, graphic layout, videography and photo & video editing.

Fiscal Implications

There is no financial impact on general funds. All costs are funded by the MJHS ASB Yearbook Account.

Additional Information

DO Recommendation: \_\_\_\_\_

**CHICO UNIFIED SCHOOL DISTRICT**

1163 East Seventh Street  
Chico, CA 95928-5999

3.B.7  
Page 2 of 2

**Marsh Junior High School  
FUND RAISING REQUEST**

All fund raising projects/activities are to be approved by the school principal (minor) or the Board of Education (major) prior to initiating the project/activity. The principal/designee shall maintain a written financial record of each approved fund raising project/activity. Funds generated from the projects/activities shall be deposited in the Associated Student Body account.

SCHOOL Marsh Junior High School

CLUB OR ORGANIZATION ASB Yearbook

ADVISOR Korey Williams

**PURPOSE OF THE FUND RAISING PROJECT/ACTIVITY**

MJHS has a Yearbook class which works very hard each year to put together an amazing yearbook for all students. The cost of the yearbooks are approximately \$30 - \$33 and they are sold for \$35. The profits are used to purchase additional yearbook supplies and equipment and to help other ASB accounts and clubs with their school activities. A small portion of the profits are used for pizzas, nutritional snacks, etc. while the students are working on the yearbook throughout the school year.

FINANCIAL GOAL OF THE PROJECT: (Major = more than \$5,000 gross)

☐ Minor: Estimated Gross \$ \_\_\_\_\_ Estimated Net \$ \_\_\_\_\_  
☒ Major: Estimated Gross \$27,000.00  
Estimated Net \$3,800.00

NATURE OF PROJECT/ACTIVITY (i.e., car wash)

Selling yearbooks at Marsh Junior High School for all student body for the 07/08 school year.

☐ Class I - A project or series of activities that will be restricted to a school's student and parent population.

☒ Class II - A project or series of activities that will extend beyond a school's population and will involve students, parents and members of the general community population in the fund raising effort.

BEGINNING/ENDING DATE(S) AND TIME OF PROPOSED FUND RAISING ACTIVITY(IES):

BEGINNING DATE August 1, 2007

ENDING DATE June 15, 2008

BEGINNING TIME Various

ENDING TIME Various

LOCATION Marsh Junior High School

NUMBER OF STUDENTS TO BE INVOLVED 600 - 700

**RECOMMENDED**

5/15/07 \_\_\_\_\_  
Date Student Officer's Signature (if applicable)

5/15/07 Korey Williams  
Date Advisor's Signature

5/15/07 Rita Reynolds  
Date MJHS Director of Activity Signature

5/15/07 Steph J. Palmer  
Date Principal's Signature

5-16-07 Vicky Guley  
Date Assistant Superintendent's Signature

Approved by Council:

Date of Minutes: \_\_\_\_\_

Club: \_\_\_\_\_

By: \_\_\_\_\_  
(Secretary)

ASB: \_\_\_\_\_

By: \_\_\_\_\_  
(Secretary)

Approval Recommend

Minor		Major	
Yes	No	Yes	No
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Recommend

Major

Yes No

☐ ☐ ☐ ☐

Date - Approved by Board of Education

Agenda Item: \_\_\_\_\_  
(DO Use Only)

**PROPOSED AGENDA ITEM: Consolidated Application**

- ☒ Consent  
☐ Information Only  
☐ Discussion/Action

Board Date: June 20, 2007

**Background Information**

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**

Recommended for approval.

B  
6/6/07

# 2007-08 Consolidated Application for Funding Categorical Aid Programs (Part I)

California Department of Education

Consolidated Application

**Purpose:** To declare the agency's intent to apply for 2007-08 funding of Consolidated Categorical Aid Programs.

Agency:

Chico Unified

CD code:

0 | 4 | 6 | 1 | 4 | 2 | 4

**CDE Contact:** Anne Daniels - (916) 319-0295 - ADaniels@cde.ca.gov

**Dates of project duration:**

July 1, 2007 -- June 30, 2008

**Legal status of agency:**

☒ School District

☐ County Office of Education

☐ Direct Funded Charter

**Date of approval by local governing board:** 6/20/07

**Date of LEA Plan approval by State Board of Education:** 07/11/2003

Do not return the paper copy of this form to the California Department of Education.

The ConApp must be submitted electronically using the ConApp Data System (CADS).

**Advisory Committees:** The undersigned certify that they have been given the opportunity to advise on the pages in this application related to compensatory education programs for English learners.

Signature-District Advisory Committee (DAC)\*  
(Required if the LEA operates a state Compensatory Education program.)

*Sarah M. Lopez*

Signature-District English Learner Advisory Committee (DELAC)\*  
(Required if the LEA has 51 or more identified English learners.)

OR  
for each committee, check the appropriate box to the right

Date

6/16/07

☐

Committee is N/A

☐

Committee refused to sign

Date

Committee is N/A

Committee refused to sign

**Certification:** I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to have the use of these funds reviewed and/or audited according to the standards and criteria set forth in the California Department of Education's Categorical Program Monitoring (CPM) Manual. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this page are on file.

*Janet L. Brinson*  
Signature of authorized representative

*Janet L. Brinson*  
Printed name of authorized representative

Director

Title

6/17/07

Date

☐ Electronic certification HAS been completed.

☒ Electronic certification has NOT been completed.

\* Signatures of appropriate committee chairpersons certifying opportunity to review and advise in the development of this application will be required in Part II.

Part I, page 1

Date: 06/01/2007

# 2007-08 Participation in Consolidated Programs

California Department of Education

Consolidated Application

**Purpose:** To declare that the LEA is applying for specified categorical funds for the 2007-08 school year.

Agency:

Chico Unified

CD code:

0 | 4 | 6 | 1 | 4 | 2 | 4

CDE Contact: Anne Daniels - (916) 319-0295 - ADaniels@cde.ca.gov

Note: Shaded areas ( ) indicate Federal programs.

1*	3010	3010	3025	4035	4201	4203
1*	Title I, Part A (Basic Grant) NCLB Sec. 101	Title I, Part A (Neglected) NCLB Sec. 101	Title I, Part D (Delinquent) NCLB Sec. 1401	Title II, Part A (Teacher Quality) NCLB Sec. 2101	Title III, Part A (Immigrant) NCLB Sec. 301	Title III, Part A (LEP Students) NCLB Sec. 301
2*	YES	YES	YES	YES	YES	YES
3*	YES	YES	YES	YES	YES	YES
1*	3710	4110			5810	4126
2*	Title IV, Part A (SDFSC) NCLB Sec. 4001	Title V, Part A (Innovative) NCLB Sec. 5101		Title VI Subpart 1 REAP Flexibility NCLB Sec. 6211	Title VI, Subpart 1 Small Rural School Achievement NCLB Sec. 6211	Title VI, Subpart 2 Rural and Low-Income Grant NCLB Sec. 6221
3*	YES	YES				
1*	6405	6091, 6092, 6093	7090, 7091	7271	6660	7080
2*	School Safety and Violence Prevention AB1113, 1999 EC 32228	Cal-SAFE EC 54740 - EC 54749.5	Economic Impact Aid EC 54000	Peer Assistance Review EC 44500	TUPE H&S 104350	Middle and High School Supplemental Counseling Program EC 52378 - EC 52380
3*	YES	YES	YES	YES	YES	YES

\* Rows within each type of program: 1. SACS Resource Code 2. Program Title 3. "Yes" if participating, "No" if not participating

Part I, page 2 Date: 06/06/2007

Agenda Item: \_\_\_\_\_  
(DO Use Only)

**PROPOSED AGENDA ITEM: Community-Based English Tutoring Grant**

- ☒ Consent  
☐ Information Only  
☐ Discussion/Action

Board Date: June 20, 2007

**Background Information**

The purpose of the Community-Based English Tutoring (CBET) Program is for local educational agencies (LEAs) to provide free or subsidized programs of adult English language instruction to parents or other members of the community who pledge to provide personal English language tutoring to English learners. The funds may be used for direct program services, community notification processes, transportation services, and background checks required of the tutors who volunteer in public school settings.

The CSU, Chico Research Foundation, (Foundation) at California State University, Chico, through Professor Hilda Hernandez and Graduate Students in the Teaching International Languages M.A. Degree Program, will provide Chico Unified School District (CUSD) with adult English as a Second Language (ESL) services for parents of English Language Learners attending district schools.

**Education Implications**

The end goal of the CBET program is to assist adults who are learning English with their English acquisition skills so that they, in turn, may support CUSD students who are learning English.

**Fiscal Implications**

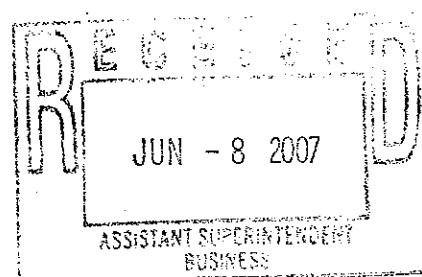
None to the general fund. The CBET funding will cover all expenses.

**Additional Information**

**Recommendation**

Recommended for approval.

6/7/07





California Department of Education

Language Policy and Leadership Office

## Community-Based English Tutoring Program Application Form, Fiscal Year 2007-08

**Submission Postmark Deadline: June 1, 2007**

Please complete the following information to request Community-Based English Tutoring (CBET) program funds:

### Local Educational Agency (LEA) Information

Name of LEA Chico Unified School District County/District Code 04161424  
Charter School No. \_\_\_\_\_

Mailing Address 1163 East 7th Street  
City Chico State CA Zip Code 95928 - \_\_\_\_\_

Program Contact Person  
Name Janet Brinson  
Title/Office Director

Telephone Number (530) 891-3000 x105 FAX Number (530) 891-3220

E-mail Address jbrinson@chicousd.org

The LEA listed above hereby **requests** allocation of funds from the California Department of Education (CDE) to participate in the CBET Program for fiscal year (FY) 2007-08.

### Assurances

The signature of the superintendent or designee of this form acknowledges that the following general assurances will be observed.

1. The conditions established pursuant to California Education Code (EC) sections 300-340, and California Code of Regulations (CCR), Title 5, sections 11300-11315.5 will be met by the LEA in the administration of this program.
2. The LEA will use fiscal control and accounting procedures that will ensure proper disbursements and accounting of state funds paid to that agency under the program. The LEA will make all records available for audit when requested.
3. Funds may be used for direct program services, community notification processes, transportation services, and background checks related to the adults participating in the tutoring program.
4. The LEA will be responsible for expending these funds to provide free or subsidized adult English-language instruction for parents or community members who have pledged to provide personal English-language tutoring to English learners kindergarten through grade twelve.

5. Pledge records will consist of the following information: name of school district, name of school, and the name and signature of parent or community member committed to tutor English learners. These records will be maintained for audit.
6. A CBET plan will be adopted by the local governing board and include elements of instruction and achievement information as described by *EC* Section 317. The data collected shall be used, by the governing board, to review and revise the plan as necessary, not less than once every three years, and be made available to the state as requested.

### Certification and Signature

I certify that: (1) the planned allocation and expenditures of funds for the CBET program are for educational services for eligible participants; (2) the expenditures of funds and the programmatic activities will be conducted in accordance with federal and state statutes and regulations, including the assurances contained in this application; (3) full records of program activities and expenditures will be maintained and made available for review and/or audit by the CDE and/or the representatives or designees of the Department; and (4) a CBET plan has been written in accordance with California *EC* sections 315-317, and *CCR*, Title 5, sections 11315 and 11315.5.

I hereby certify that I have read the conditions contained in this document and agree to comply with all requirements as a condition of funding and that to the best of my knowledge the information contained in this CBET application form is complete and correct.

Janet Brinson, Director

Print Name of Superintendent or Designee

Janet O. Brannon  
Signature of Superintendent or Designee

Date 5/31/07

### Board Approval

Rick Rees, President

Print Name of Presiding Officer of Governing Board

June 20, 2007

Board Approval Date

Signature of Presiding Officer of Governing Board

Date \_\_\_\_\_

This CBET Application Form, FY 2007-08 is to be submitted to the CDE and postmarked on or before June 1, 2007. Return this form to:

Veronica Aguila, Administrator  
Language Policy and Leadership Office  
California Department of Education  
1430 N Street, Suite 4309  
Sacramento, CA 95814-5901

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

3.C.1  
Page 1 of 1

June 20, 2007

MEMORANDUM TO: Board of Education  
FROM: Kelly Staley, Interim Superintendent  
SUBJECT: Certificated Human Resources Actions

Name	Assignment	Effective	Comment
<u>Summer Session Appointment(s) 2007</u>			
<u>Senior High</u>			
Paquette, Marie			
<u>Junior High</u>			
Bruch, Mary	Ford, Matt	Sullivan, Kelly	
<u>Full-Time Leave Request(s) for 2007/08</u>			
O'Donoghue, Ingrid		2007/08	1.0 FTE Leave
<u>Part-Time Leave Request(s) for 2007/08</u>			
Clemens, Cathelin	Secondary	2007/08	0.4 FTE Leave
Foster, Ann	Elementary	2007/08	0.8 FTE Leave
Parisotto, Katherine	Secondary	2007/08	0.2 FTE Leave (Policy #4475 STRS Reduced Workload)
Stephens, Anne	Secondary	2007/08	0.4 FTE Leave
<u>Rescission/Change Leave Request(s) for 2007/08</u>			
Anderson-Nilsson, Julie	Elementary	2007/08	Rescind .0714 FTE of Leave Request (work .5714 FTE)
<u>Retirement(s)/Resignation(s)</u>			
Begault, Beth		June 5, 2007	Resignation of .8 FTE of current full-time position
jm-6/14/07			

CHICO UNIFIED SCHOOL DISTRICT  
1163 EAST 7th STREET  
CHICO, CA 95928-5999

June 20, 2007

MEMORANDUM TO: Board of Education  
FROM: Kelly Staley, Interim Superintendent  
SUBJECT: Classified Human Resources Actions

Appointments - Summer School, Day-to-Day, Contingent Upon Enrollment

<u>Name</u>	<u>Classification/Location/Assigned Hours</u>	<u>Effective</u>	<u>Comments</u>
MOSHER, ABE	IPS: Classroom/MJHS/5	6/18/2007 - 7/13/2007	Summer School
DE LA TORRE, ABRA	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
DE LA TORRE, ABRA	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
DAHROUJ, AFTONIA	IPS: Classroom/Chapman/5	6/18/2007 - 7/13/2007	Summer School
DAHROUJ, AFTONIA	IPS: Classroom (Extended Day)/Chapman/1.5	6/18/2007 - 7/13/2007	Summer School
SMITH, ALICE	IPS: Classroom/Marigold/5	6/18/2007 - 7/13/2007	Summer School
HYDE, ALICIA	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
HYDE, ALICIA	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
ALDEN, AMANDA	IPS: Classroom/Marigold/5	6/18/2007 - 7/13/2007	Summer School
CONLAN, AMY	IPS: Classroom/Marigold/5	6/18/2007 - 7/13/2007	Summer School
CONLAN, AMY	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
KOCH, ANNALISA	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
KOCH, ANNALISA	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
ROBINSON, ANNE	IPS: Classroom/Marigold/5	6/18/2007 - 7/13/2007	Summer School
ROBINSON, ANNE	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
VARICELLI, ANTHONY	IPS: Classroom/Rosedale/5	6/18/2007 - 7/13/2007	Summer School
BOCK, BIDA	IPS: Classroom/MJHS/5	6/18/2007 - 7/13/2007	Summer School
CHAMBERS, BILL	IPS: Classroom/CHS/5	6/18/2007 - 7/13/2007	Summer School
PAHLKA, CARMEN	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
SOMMER, CAROL	IPS: Classroom/Hooker Oak/5	6/18/2007 - 7/13/2007	Summer School
MEYER, CATHERINE	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
LEWIS, CHRISTINA	IPS: Classroom/PVHS/5	6/18/2007 - 7/13/2007	Summer School

GORE-ZABALA, CHRISTINE	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
GORE-ZABALA, CHRISTINE	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
LANGSETH, CHRISTINE	IPS: Classroom/Marigold/5	6/18/2007 - 7/13/2007	Summer School
LITTLEFIELD, CHRISTINE	IPS: Classroom/Marigold/5	6/18/2007 - 7/13/2007	Summer School
LITTLEFIELD, CHRISTINE	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
HAZZARD, CHUCK	IPS: Classroom/PVHS/5	6/18/2007 - 7/13/2007	Summer School
JOLLIFF, CRYSTAL	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
JOLLIFF, CRYSTAL	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
MATLIN, DANA	IPS: Classroom/PVHS/5	6/18/2007 - 7/13/2007	Summer School
FELTMAN, DAWN	IPS: Classroom/MJHS/5	6/18/2007 - 7/13/2007	Summer School
BRIGGS, DEBORAH	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
BRIGGS, DEBORAH	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
WOODWARD, DONNA	IPS: Classroom/CHS/5	6/18/2007 - 7/13/2007	Summer School
CALLISTER, HEIDI	IPS: Classroom/Hooker Oak/5	6/18/2007 - 7/13/2007	Summer School
CALLISTER, HEIDI	IPS: Classroom (Extended Day)/Hooker Oak/1.5	6/18/2007 - 7/13/2007	Summer School
BROWN, JENNA	IPS: Classroom (Extended Day)/Hooker Oak/1.5	6/18/2007 - 7/13/2007	Summer School
QUINTANA, JENNIFER	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
QUINTANA, JENNIFER	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
KOHEN, JESSE	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
KOHEN, JESSE	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
KOCH, JESSICA	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
KEENER, JOANNE	IPS: Classroom/Marigold/5	6/18/2007 - 7/13/2007	Summer School
O'BRIEN, JOHN	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
POLLARD, JORDAN	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
KLINGBEIL, JOSHUA	IPS: Classroom/Chapman/5	6/18/2007 - 7/13/2007	Summer School
KLINGBEIL, JOSHUA	IPS: Classroom (Extended Day)/Chapman/1.5	6/18/2007 - 7/13/2007	Summer School
KLEIN, JUDY	IPS: Classroom/PVHS/5	6/18/2007 - 7/13/2007	Summer School
TATUM, JUDY	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
TATUM, JUDY	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School

SHERRILL, JULIE	IPS: Classroom/MJHS/5	6/18/2007 - 7/13/2007	Summer School
MAXWELL, JUSTIN	IPS: Classroom/Hooker Oak/5	6/18/2007 - 7/13/2007	Summer School
MAXWELL, JUSTIN	IPS: Classroom (Extended Day)/Hooker Oak/1.5	6/18/2007 - 7/13/2007	Summer School
OLSON, KATHY	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
GREEN, KATIE	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
GREEN, KATIE	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
STEWART-REIBLEIN, KATIE	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
HEINLEY-CULLEN, KAY	IPS: Classroom/Marigold/5	6/18/2007 - 7/13/2007	Summer School
MANICCI, KELLY	IPS: Classroom/Marigold/5	6/18/2007 - 7/13/2007	Summer School
MANICCI, KELLY	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
MAXWELL, KERI	IPS: Classroom/Chapman/5	6/18/2007 - 7/13/2007	Summer School
KNIGHT, KRISTAN	IPS: Classroom/Chapman/5	6/18/2007 - 7/13/2007	Summer School
KNIGHT, KRISTAN	IPS: Classroom (Extended Day)/Chapman/1.5	6/18/2007 - 7/13/2007	Summer School
HERSHEY, LINDA	IPS: Classroom/PVHS/5	6/18/2007 - 7/13/2007	Summer School
SCAMMON, MARGUERITE	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
SAYRE, MARIA	IPS: Classroom/MJHS/5	6/18/2007 - 7/13/2007	Summer School
PARKER, MARTY	IPS: Classroom/Marigold/5	6/18/2007 - 7/13/2007	Summer School
SHIPPEN, MARY	IPS: Classroom/Marigold/5	6/18/2007 - 7/13/2007	Summer School
SHIPPEN, MARY	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
VESTNYS, MARY	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
VESTNYS, MARY	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
O'KELLEY, MARYANN	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
O'KELLEY, MARYANN	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
MORRISSEY, MATTHEW	IPS: Classroom/CHS/5	6/18/2007 - 7/13/2007	Summer School
LABRADO, MELISSA	IPS: Classroom/CHS/5	6/18/2007 - 7/13/2007	Summer School
ROBINSON, MITCHELL	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
KEMPER, NANCY	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
BOELEN, NICHOLAS	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
BOELEN, NICHOLAS	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School

CLEMENT, NICOLE	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
HOBSON, NICOLE	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
HOBSON, NICOLE	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
SILVA, NICOLE	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
SILVA, NICOLE	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
LARIOS, PATTY	IPS: Classroom/Marigold/5	6/18/2007 - 7/13/2007	Summer School
LARIOS, REBECCA	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
WOOTTEN, REBECCA	IPS: Classroom/CHS/5	6/18/2007 - 7/13/2007	Summer School
MAHLING, RHONDA	IPS: Classroom/PVHS/5	6/18/2007 - 7/13/2007	Summer School
MAHLING, RHONDA	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
FEINGOLD, ROD	IPS: Classroom/CHS/5	6/18/2007 - 7/13/2007	Summer School
O'NEILL, SANDRA	IPS: Classroom/Hooker Oak/5	6/18/2007 - 7/13/2007	Summer School
KLINGENER, SARAH	IPS: Classroom/Chapman/5	6/18/2007 - 7/13/2007	Summer School
WESCOATT, SARAH	IPS: Classroom/Marigold/5	6/18/2007 - 7/13/2007	Summer School
WESCOATT, SARAH	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
KENNEDY, SEAN	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
KENNEDY, SEAN	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
HAMLYN, SHANNON	IPS: Classroom/Marigold/5	6/18/2007 - 7/13/2007	Summer School
KENNEDY, SHERYL	IPS: Classroom/PVHS/5	6/18/2007 - 7/13/2007	Summer School
RAUSCH-CLARK, SHERYL	IPS: Classroom/Rosedale/5	6/18/2007 - 7/13/2007	Summer School
PUTERBAUGH, SKYLAR	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
PUTERBAUGH, SKYLAR	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
HARRISON, STACEY	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
HARRISON, STACEY	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
GALL, SUZANNE	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
GALL, SUZANNE	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
HORN, TA'SHANNE	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
MORALEZ, TERRIE	IPS: Classroom/PVHS/5	6/18/2007 - 7/13/2007	Summer School
RIDENOUR, TERRY	IPS: Classroom/PVHS/5	6/18/2007 - 7/13/2007	Summer School

MELDRUM, TIFFANY	IPS: Classroom/Chapman/5	6/18/2007 - 7/13/2007	Summer School
MELDRUM, TIFFANY	IPS: Classroom (Extended Day)/Chapman/1.5	6/18/2007 - 7/13/2007	Summer School
MCINTOSH, TONI	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
STROUD, TRISTAN	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
STROUD, TRISTAN	IPS: Classroom (Extended Day)/Loma Vista/1.5	6/18/2007 - 7/13/2007	Summer School
STORY, WANDA	IPS: Classroom/Marigold/5	6/18/2007 - 7/13/2007	Summer School
YOUNG, YOLANDA	IPS: Classroom/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
CHEAL, JYL	Health Care Asst/Spec/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
PINCKNEY, MONICA	Health Care Asst/Spec/Loma Vista/5	6/18/2007 - 7/13/2007	Summer School
O'BRIEN, CONRAD	IPS: Classroom/Marigold/5	6/18/2007 - 7/13/2007	Summer School



CHICO UNIFIED SCHOOL DISTRICT  
1163 EAST 7th STREET  
CHICO, CA 95928-5999

June 20, 2007

MEMORANDUM TO: Board of Education  
FROM: Kelly Staley, Interim Superintendent  
SUBJECT: Classified Human Resources Actions

**Appointments - Summer School, Day-to-Day, Contingent Upon Enrollment**

<u>Name</u>	<u>Classification/Location/Assigned Hours</u>	<u>Effective</u>	<u>Comments</u>
ALEXANDER, JENNIFER	Instructional Assistant/Alt Ed/5.5	6/11/2007 - 7/6/2007	Summer School
ALSTAD, MARK	Custodian/PVHS/4	6/18/2007 - 7/27/2007	Summer School
BEAM, DAVID	Instructional Assistant/PVHS-ROP/5	6/8/2007 - 7/20/2007	Summer School
BEAS, MARIA	Instructional Assistant/PVHS/5	6/18/2007 - 7/27/2007	Summer School
BEEBE, BILL	Custodian/Alt Ed/8	6/11/2007 - 7/6/2007	Summer School
BOWEN, BARBARA	Instructional Assistant/PVHS/5	6/18/2007 - 7/27/2007	Summer School
BOWMAN, JUDY	IA-Special Education/Marigold/5	6/18/2007 - 7/13/2007	Summer School/ Special Ed
CERRATO, DAVID	Campus Supr/PVHS/5	6/18/2007 - 7/27/2007	Summer School
COLENZO, CYNTHIA	Cafeteria Assistant/MJHS/1.5	6/18/2007 - 7/6/2007	Summer School
CONDON, SUSAN	Sr. Library Media Assistant/MJHS/4.5	6/18/2007 - 7/6/2007	Summer School
COOGAN, MATT	Campus Supr/MJHS/5	6/18/2007 - 7/6/2007	Summer School
DAVIS, KIM	Instructional Assistant/PVHS/5	6/18/2007 - 7/27/2007	Summer School
ELTON, DIANA	Instructional Assistant/MJHS/5	6/18/2007 - 7/6/2007	Summer School
EVANS, KIM	Cafeteria Satellite Manager/ Marigold-Loma Vista/4	6/11/2007 - 7/27/2007	Summer School
GIVENS, HERMAN	Campus Supr/PVHS/5	6/18/2007 - 7/27/2007	Summer School
HALVORSON, REYLYNN	School Office Manager/PVHS/6.5	6/18/2007 - 7/27/2007	Summer School
HAYS, JAN	Custodian/MJHS/8	6/18/2007 - 7/6/2007	Summer School
HILL, KATHY	Office Assistant/Alt Ed/7.5	6/25/2007 - 7/6/2007	Summer School
HOSTICK, MARY	Custodian/MJHS/4	6/18/2007 - 7/6/2007	Summer School
HOSTICK, MARY	Cafeteria Assistant/PVHS-AFC/3.5	6/18/2007 - 7/27/2007	Summer School
JACKSON, JOEL	Campus Supr/PVHS/5	6/18/2007 - 7/27/2007	Summer School
JARAMILLO, TIMOTHY	IA-Special Education/Marigold/5	6/18/2007 - 7/13/2007	Summer School/ Special Ed

JESSEE, KATHRYN	IA-Special Education/Marigold/5	6/18/2007 - 7/13/2007	Summer School/ Special Ed
KELLER, LESLIE	Sr. Library Media Assistant/PVHS/5	6/18/2007 - 7/6/2007	Summer School
LAUFFER, PAT	IA-Special Education/Marigold/5	6/18/2007 - 7/13/2007	Summer School/ Special Ed
LEFFLER, NICHOLAS	Computer Technician/Alt Ed/4	6/11/2007 - 7/6/2007	Summer School
LEMONS, MARIO	Custodian/PVHS/8	6/18/2007 - 7/27/2007	Summer School
LOTZE, LYNN	Cafeteria Satellite Manager/MJHS/4	6/18/2007 - 7/6/2007	Summer School
LUALLAN, TERRIE	Cafeteria Satellite Manager/PVHS-AFC/6	6/11/2007 - 7/27/2007	Summer School
MALLORY, CHARLOTTE	School Office Manager/MJHS/6	6/18/2007 - 7/6/2007	Summer School
MARSICOLA, SANDRA	Health Assistant/MJHS/4	6/18/2007 - 7/6/2007	Summer School
MARTINEZ, ELIZABETH	Instructional Assistant-Special Ed/PVHS/5	6/18/2007 - 7/27/2007	Summer School/ Special Ed
MCNAIR, NICOLE	Campus Supr/MJHS/5	6/18/2007 - 7/6/2007	Summer School
MELVIN, PENNY	Sr. Office Assistant/MJHS/6	6/18/2007 - 7/6/2007	Summer School
MELVIN, PENNY	Sr. Office Assistant/PVHS/6	7/9/2007 - 7/27/2007	Summer School
MOLINA, TERI	Custodian/PVHS/8	6/18/2007 - 7/27/2007	Summer School
MONTAGUE, MICHELLE	Sr. Office Assistant/PVHS/6	6/18/2007 - 7/27/2007	Summer School
NEVEL, STEPHEN	Instructional Assistant-Special Ed/MJHS/5	6/18/2007 - 7/6/2007	Summer School/ Special Ed
PETERS, SUZANNE	Sr Library Media Asst/PVHS/5	7/9/2007 - 7/27/2007	Summer School
ROBINSON, MITCHELL	Custodian/Loma Vista/2	6/18/2007 - 7/13/2007	Summer School
RODRIGUEZ-MEDINA, NANCY	Instructional Assistant/MJHS/5	6/18/2007 - 7/6/2007	Summer School
SCHNEIRSOHN, CYNTHIA	Campus Supr/Alt Ed/7.3	6/11/2007 - 7/6/2007	Summer School
SCHOLAR, MICHELE	Instructional Assistant/MJHS/5	6/18/2007 - 7/6/2007	Summer School
SCHULTZ, NATHANIEL	Computer Technician/PVHS/5	6/18/2007 - 7/27/2007	Summer School
SEIG, APRIL	Instructional Assistant/MJHS/5	6/18/2007 - 7/6/2007	Summer School
SINNOTT, KATHY	Instructional Assistant/PVHS/5	6/18/2007 - 7/27/2007	Summer School
SLOCOMB, DENISE	Instructional Assistant/Alt Ed/5.5	6/11/2007 - 7/6/2007	Summer School
STANDLEY, PATTY	Sr. Office Assistant/PVHS/6	6/18/2007 - 7/6/2007	Summer School
TALERICO, LYNDIA	Instructional Assistant/PVHS/5	6/18/2007 - 7/27/2007	Summer School

**CHICO UNIFIED SCHOOL DISTRICT  
1163 EAST SEVENTH STREET  
CHICO, CA 95928-5999**

3.C.2  
Page 8 of 10

June 20, 2007

MEMORANDUM TO: Board of Education

FROM: Kelly Staley, Interim Superintendent

SUBJECT: Classified Human Resources Actions

<u>NAME</u> <u>APPOINTMENTS</u>	<u>CLASS/LOCATION/ASSIGNED HOURS</u>	<u>EFFECTIVE</u>	<u>COMMENTS/FUND</u>
Bobinger, Minerva	Temp Health Assistant/Citrus/5.5	06/11/07- 06/29/07	Temp Summer Work/ Grant Fund
Carroll, Druscilla	Temp Maintenance Worker/M & O/8.0	06/11/07- 08/10/07	Temp Summer Work
Cooke, Jodie	Temp Cafeteria Satellite Manager/Chapman/3.0	06/12/07- 06/29/07	Temp Summer Work/ Grant Fund
Drouillard, Patsylee	Temp Custodian/Rosedale/5.0	06/11/07- 06/29/07	Temp Summer Work/ Grant Fund
Duggins, Debbie	Temp Cafeteria Satellite Manager/McManus/5.0	06/12/07- 06/29/07	Temp Summer Work/ Grant Fund
Frost, Catherine	Temp IA-Computers/McManus/5.0	06/11/07- 06/29/07	Temp Summer Work/ Grant Fund
Glass, JoAnn	Temp Instructional Assistant/Citrus/5.0	06/11/07- 06/29/07	Temp Summer Work/ Grant Fund
Green, Kathryn	IPS-Classroom/Loma Vista/3.0	05/17/07	Vacated Position/ Special Education
Hardy, Denise	Library Media Assistant/Shasta/1.6	05/21/07	Vacated Position
Hassett, Debra	Temp Custodian/McManus/5.0	06/11/07- 06/29/07	Temp Summer Work/ Grant Fund
Henderson, Karen	Temp Instructional Assistant/Citrus/5.0	06/11/07- 06/29/07	Temp Summer Work/ Grant Fund
Heuvelhorst, Stephen	Temp Maintenance Worker/M & O/8.0	06/11/07- 08/10/07	Temp Summer Work
Horn, Ray	Campus Supervisor/CJHS/1.5	05/08/07	Vacated Position
Jeffers, Thomas	Temp Cafeteria Satellite Manager/Rosedale/2.0	06/12/07- 06/29/07	Temp Summer Work/ Grant Fund
Johnson, Glen	IA-Special Education/CHS/5.0	05/22/07	Vacated Position/ Special Education
Kingori, Miriam	Instructional Assistant/Neal Dow/1.5	05/08/07	New Position
Lopez, Danielle	IA-Special Education/CCDS/2.0	05/14/07	New Position/ Special Education
McClain, John	Temp Maintenance Worker/M & O/8.0	06/11/07- 08/10/07	Temp Summer Work
McNair, Jeffrey	Temp Custodian/Citrus/5.0	06/11/07- 06/29/07	Temp Summer Work/ Grant Fund
Murgia, Sylvia	Temp Custodian/Parkview/5.0	06/12/07- 06/29/07	Temp Summer Work/ Grant Fund
Nahalea, Lynsey	IPS-Classroom/Loma Vista/2.0	06/06/07	New Position/ Special Education
Ortega, Anthony	Temp Custodian/Chapman/3.0	06/11/07- 06/29/07	Temp Summer Work/ Grant Fund
Pahlka, Carmen	IPS-Healthcare/Loma Vista/3.0	05/24/07	Vacated Position/ Special Education
Parsons, Mary	LT Office Assistant/Education Services/8.0	05/08/07- 08/13/07	New LT Position

Reise, Marcy	Parent Classroom Aide-Restr/ Emma Wilson/2.0	05/04/07	New Position/ Categorical Fund
Rhyans, Nicole	Parent Classroom Aide- Restr/McManus/2.6	05/18/07	Vacated Position/ Categorical Fund
Roberts, Kenny	Temp Maintenance Worker/M & O/8.0	06/11/07- 08/10/07	Temp Summer Work
Simmons, Katrina	Temp Cafeteria Satellite Manager/Citrus/5.0	06/12/07- 06/29/07	Temp Summer Work/ Grant Fund
Stratton, Marla	Temp Cafeteria Satellite Manager/Parkview/5.0	06/12/07- 06/29/07	Temp Summer Work/ Grant Fund
Sullwold, Teresa	IPS-Classroom/Rosedale/3.5	05/16/07	Vacated Position/ Special Education
Van Gilder, Jon	LT Computer Technician/Information Services/8.0	06/11/07- 10/11/07	New LT Position/ Grant Funds
Vincent, John	LT Computer Technician/Information Services/7.0	05/22/07- 06/07/07	New LT Position/ Grant Funds
Vincent, John	LT Computer Technician/Information Services/7.0	08/14/07- 10/11/07	LT Position/ Grant Funds
Vincent, John	LT Computer Technician/Information Services/8.0	06/08/07- 08/13/07	LT Position/ Grant Funds
<b><u>Increase in Hours</u></b>			
Anderson, Tyson	IA-Special Education/Rosedale/6.0	05/08/07	New Position/ Special Education
Kohen, Jessee	IPS Classroom/Neal Dow/3.0	05/29/07	New Position/ Special Education
Macarthy, Michael	Trans Special Education Aide/ Transportation/2.7	06/04/07	New Position/ Special Education
Smallhouse, Hannah	Instructional Assistant/Rosedale/3.0	05/22/07	Existing Position/ Categorical Fund
Snyder, Robin	Health Assistant/LCC/6.0	05/21/07	Existing Position
Tritchler, Stacy	School Bus Driver-Type 2/Transportation/7.8	06/19/07	Vacated Position/ Special Education
<b><u>Transfer w/Increased Hours</u></b>			
Beas, Maria	Office Assistant Elementary Attendance/Rosedale/6.0	06/08/07	Vacated Position
<b><u>Voluntary Reduction in Hours</u></b>			
Beas, Maria	Bicultural Liaison/Rosedale/1.5	06/08/07	Existing Position/ Categorical Fund
Hardy, Denise	Parent Liaison Aide-Restr/Rosedale/3.0	05/21/07	Existing Position/ Categorical Fund
<b><u>Promotion</u></b>			
Belcher, Brenda	Sr Custodian/Neal Dow/8.0	05/21/07	Vacated Position
<b><u>Leave of Absence</u></b>			
Donnelly, Judith	Cafeteria Assistant/Shasta/2.3	03/28/07- 06/07/07	Per CBA 5.1
Jeffers, Thomas	Cafeteria Assistant Cook Manager/CJHS/8.0	05/01/07- 05/31/07	Per CBA 5.3.3
Jones, Cynthia	Parent Classroom Aide- Restr/Marigold/2.0	02/10/07- 06/07/07	Per MS Rule 1101
Marschall, Kim	IPS-Healthcare/BJHS/6.0	04/12/07- 06/07/07	Per CBA 5.12
Sherman, Emily	IPS-Classroom/Chapman/4.0 & 2.0	08/14/07- 02/14/08	Per CBA 5.12

**RESIGNATIONS**

**Resigned Only Position Listed**

Anderson, Tyson	IA-Special Education/Chapman/3.0	05/07/07	Increase in Hours
Beas, Maria	IA-Bilingual/Rosedale/4.0	06/07/07	Transfer w/Increased Hours
Belcher, Brenda	Custodian/Hooker Oak/8.0	05/20/07	Promotion
Kohen, Jesse	IPS-Classroom/Loma Vista/2.0	05/28/07	Increase in Hours
Kohen, Jesse	IPS-Classroom/Loma Vista/4.0	05/28/07	Voluntary Resignation
Macarthy, Michael	Trans Special Education Aide/Transportation/2.5	06/03/07	Increase in Hours
Reise, Marcy	Parent Computer Lab Aide-Restr/Emma Wilson/2.0	05/03/07	Lateral Transfer
Smallhouse, Hannah	Instructional Assistant/Rosedale/2.9	05/21/07	Increase in Hours
Snyder, Robin	Health Assistant/Rosedale/4.0	05/20/07	Increase in Hours
Snyder, Robin	Instructional Assistant/Rosedale/1.7 & 1.3	05/20/07	Voluntary Resignation
Tritchler, Stacy	School Bus Driver-Type 2/Transportation/7.6	06/18/07	Increase in Hours
Whitehead, Sofia	IA-Bilingual/MJHS/2.0	08/13/07	Voluntary Resignation
<b><u>Resignation/Termination</u></b>			
Amos, Kayla	IPS-Classroom/LCC/3.5 & 3.0	06/07/07	Voluntary Resignation
Carresquel, Lynda	IA-Bilingual/PVHS/4.0	06/01/07	Voluntary Resignation
Collado, Shari	Sr Library Media Assistant/BJHS/6.0 & 2.0	04/28/07	Deceased
Harrington, Christi	Parent Classroom Aide-Restr/Sierra View/2.0	05/21/07	Voluntary Resignation
Maxwell, Keri	IPS-Classroom/Citrus/3.5	07/31/07	Voluntary Resignation

Agenda Item: \_\_\_\_\_  
(DO Use Only)

**PROPOSED AGENDA ITEM: Kumon Math and Reading Learning Center**

- ☒ Consent  
☐ Information Only  
☐ Discussion/Action

Board Date: June 20, 2007

**Background Information**

All schools that receive Title I funding and local educational agencies (LEAs) that do not make Adequate Yearly Progress (AYP) are identified for Program Improvement (PI). PI schools and LEAs must implement required program components and interventions. The District must notify students attending PI schools in years 3-5 of Supplemental Services opportunities. Supplemental Educational Services are tutoring or other supplemental enrichment activities beyond the regular school day. Services are to be high quality, research-based, and designed to improve the students' academic achievement. Students are eligible for services if they are in Title I schools in PI status and 1) not meeting State Standards in reading and math, and 2) from low income families. All supplemental services must be rendered by a State Board of Education (SBE) approved provider.

**Education Implications**

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

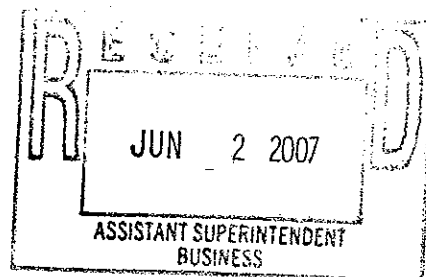
**Fiscal Implications**

Districts that receive Title I funding and have schools in PI status are required to set aside a portion of their Title I allocation. This set-aside must be used to pay the SBE approved Supplemental Service Providers for their contracted services.

**Additional Information**

**Recommendation**

Recommended for approval.



Mandatory Instructions  
(click to view)

CHICO UNIFIED SCHOOL DISTRICT  
Business Services  
1163 E. 7<sup>th</sup> Street, Chico, CA 95928  
(530) 891-3000

Business Services Use Only  
CA# \_\_\_\_\_  
V# \_\_\_\_\_  
RCF# \_\_\_\_\_

## 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: Kumon Math and Reading Learning Center (Bob Holt)  
Street Address/POB: 240 West East Avenue, Suite D  
City, State, Zip Code: Chico, CA 95926  
Phone: (530) 894-7323  
Taxpayer ID/SSN: \_\_\_\_\_  
This agreement will be in effect from: 07/01/07 to 06/30/08  
Location(s) of Services: (site) Chapman, Citrus, McManus, Parkview, and Rosedale Elementary Schools

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

Provides tutoring to students that have signed up for state-required No Child Left Behind Supplemental Services. Provider will pre- and post-test students and provide services based on student need. Provider will supply ongoing progress reports to parents and the district per agreement.

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

Title I, No Child Left Behind Supplemental Services requirement to provide parents with individual tutoring services for their children.

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

- 1) District Title I
- 2)
- 3)

6. Account(s) to be Charged:

	Pct (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Expense	Sch/Dept
1)	100.00	01	3010	0	1012	1000	5800	14	670
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)

\$ 1,150.00 Per Unit, times 17.00 # Units = \$ 19,550.00 Total for Services  
(Unit: ☐ Per Hour ☐ Per Day ☐ Per Activity)

9. Additional Expenses:

\$ \_\_\_\_\_  
\$ \_\_\_\_\_  
\$ \_\_\_\_\_  
Total for Addit'l Expenses 0.00  
\$ 19,550.00 Grand Total

10. Amounts of \$1,001.00 or more require Board Approval: (date to Board) 06/20/07  
(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 #3515.6.1, 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.

## **11. AGREED TO AND ACCEPTED:**

Bob Holt  
(Signature of Consultant)

Bob Holt  
(Print Name)

5/31/07  
(Date)

## **12. RECOMMENDED:**

Janet Brinson  
(Signature of Originating Administrator)

Janet Brinson, Director  
(Print Name)

6/1/07  
(Date)

## **13. APPROVED:**

Janet Brinson  
(Signature of District Administrator, or  
Director of Categorical Programs)

Janet Brinson, Director  
(Print Name)

6/1/07  
(Date)

## **APPROVED:**

Randy Meeker  
(Signature of Asst. Supt. – Business Services)

☒ Consultant  
Randy Meeker  
(Print Name)

☐ Contract Employee  
6-1-07  
(Date)

## **14. Authorization for Payment:**

### **(a). CHECK REQUIRED (Invoice to accompany payment request):**

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

### **(b). DISPOSITION OF CHECK by Accounts Payable: (check released upon completion of services)**

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

### **(c).**

\$ \_\_\_\_\_  
(Amount) (Originating Administrator Signature – Use Blue Ink) (Date)



Agenda Item: \_\_\_\_\_  
(DO Use Only)

**PROPOSED AGENDA ITEM: Coaching Academy**

- ☒ Consent
- ☐ Information Only
- ☐ Discussion/Action

Board Date: June 20, 2007

**Background Information**

Over the past two years, Chico Unified has been in the process of developing essential standards and common assessments by grade and subject matter. The purpose has been to continue to build upon our mission of individual student academic success via a K-12 sequence of teaching, learning, assessment, and support. The goal of the proposed Coaching Academy is to provide continued support for creating and sustaining working collaborative teacher teams.

**Education Implications**

Collaborative teacher teams working to analyze and improve student learning are the best structures to support student learning and effective teacher professional development. We expect measurable improvements in student learning, more effective teacher collaboration, and improved student motivation to result from these focused sessions with experienced coaches.

**Fiscal Implications**

There is no impact to the general fund.

**Additional Information**

**DO Recommendation**

Recommended for approval.

Mandatory Instructions  
(click to view)

CHICO UNIFIED SCHOOL DISTRICT  
Business Services  
1163 E. 7<sup>th</sup> Street, Chico, CA 95928  
(530) 891-3000

Business Services Use Only  
CA# 079127  
V# 7500  
RCF#

### 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: Solution Tree, LLC (Don Ellis)  
Street Address/POB: 304 West Kirkwood Avenue  
City, State, Zip Code: Bloomington, Indiana 47404  
Phone:  
Taxpayer ID/SSN:

This agreement will be in effect from: 07/01/07 to 06/30/08

Location(s) of Services: (site) Masonic Lodge

DATE: 5-24-07  
ORIGINAL: ASST. Supt  
CC: A/P  
CONSULTANT  
CRIG ADMIN

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

To provide a Coaching Academy process for approximately 90 participants. These school Leadership Teams and district representatives will lead and support the Initial Learning Team Implementation in the district. The Academy will consist of three 2-day sessions and ongoing support and resources during the 2007-08 school year.

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

Support for the LEA Plan, Program Improvement Plan, and site plans to improve student learning via implementation of collaborative teacher teams (professional learning communities), common assessments, shared mission vision, values, goals and inquiry for best instructional practices for better student results.

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

1) Title I Professional Development

2)

3)

6. Account(s) to be Charged:

	Pct (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Expense	Sch/Dept
1)	100.00	01	3010	0	1015	1000	5800	14	670
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)

\$ 69,600.00 Per Unit, times 1.00 # Units = \$ 69,600.00 Total for Services

(Unit: ☐ Per Hour ☐ Per Day ☒ Per Activity)

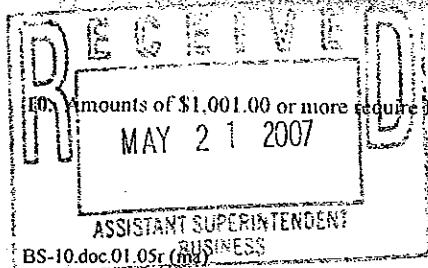
9. Additional Expenses:

\$  
\$  
\$

Total for  
Addit'l Expenses

\$ 69,600.00 Grand Total

Amounts of \$1,001.00 or more require Board Approval: (date to Board) 06/20/07  
(to be completed by Business Services)



CHARGED MAY 24 2007

# **CONSULTANT TERMS AND CONDITIONS**

(Applicable, unless determined to be Contract Employee – See BS10a)

Business Services Use Only  
CA# 079127  
V# 7500  
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 #3515.6.1, 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.

## **11. AGREED TO AND ACCEPTED:**

(Signature of Consultant)

Don Ellis, Controller

(Print Name)

5/15/07

(Date)

## **12. RECOMMENDED:**

(Signature of Originating Administrator)

Janet Brinson, Director

(Print Name)

5/21/07

(Date)

## **13. APPROVED:**

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

Janet Brinson, Director

(Print Name)

5/21/07

(Date)

APPROVED:

(Signature of Asst. Supt. – Business Services)

☒ Consultant  
Randy Meeker

(Print Name)

☐ Contract Employee

5-22-07

(Date)

## **14. Authorization for Payment:**

### **(a). CHECK REQUIRED (Invoice to accompany payment request):**

☐ Partial Payment thru: \_\_\_\_\_

(Date)

☐ Full or Final Payment

### **(b). DISPOSITION OF CHECK by Accounts Payable:** (check released upon completion of services)

☐ Send to Site Administrator: \_\_\_\_\_

(Date check required)

☐ Mail to Consultant

(c).

\$

(Amount)

(Originating Administrator Signature – Use Blue Ink)

(Date)

**TITLE: Proposed Agenda Item**

Action: \_\_\_\_\_  
Consent:   X    
Information: \_\_\_\_\_

Agenda Item:  
June 20, 2007  
Page 1

Prepared by: Cynthia Kampf, Ed.D.

**Background Information**

The Chico Unified School District received a federally funded Teaching American History grant for 2004-07 in partnership with California State University, Chico. The Federal Government has granted a one-year extension to allow the project to continue through June 30, 2008. The consultant agreement with the CSU, Chico Research Foundation covers the costs of the summer institute and the salary of the grant coordinator, Dr. Dale Steiner.

**Educational Implications**

The Teaching American History grant provides staff development for teachers in grades 5, 8 and 11. Many Chico Unified School District teachers attend the summer institute and follow-up meetings during the school year. The purpose of the grant is to increase student achievement and teacher content knowledge in the area of American History.

**Fiscal Implications**

There is no impact to district general funds. All expenses are paid by the federal grant.

**Recommendation**

Recommend approval of the consultant agreement to serve as a subcontract with California State University, Chico Research Foundation to meet all grant requirements as specified in the approved federal grant application.

Mandatory Instructions  
(click to view)

CHICO UNIFIED SCHOOL DISTRICT  
Business Services  
1163 E. 7<sup>th</sup> Street, Chico, CA 95928  
(530) 891-3000

Business Services Use Only  
CA# \_\_\_\_\_  
V# \_\_\_\_\_  
RCF# \_\_\_\_\_

## 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: CSU, Chico Research Foundation  
Street Address/POB: California State University, Building 25  
City, State, Zip Code: Chico, CA 95929-0870  
Phone: (530) 898-5700 FAX (530) 898-6804

Taxpayer ID/SSN:

This agreement will be in effect from: 07/01/07 to 06/30/08

Location(s) of Services: (site) Various CUSD and University sites

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

As a subcontract of the federally funded "Teaching American History" grant, the CSU, Chico Research Foundation will oversee the work of the North State History-Social Science Project, the administrative services related funding requirements, institute stipends and other services as described in the approved grant application.

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

Students - Increased student achievement in history-social science

Teacher - Increased content knowledge and application of appropriate teaching strategies.

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

- 1) Teaching American History Grant
- 2)
- 3)

6. Account(s) to be Charged:

	Pct (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Expense	Sch/Dept
1)	100.00	01	5818	0	1110	1000	5800	14	674
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)

\$ 133,400.00 Per Unit, times 1.00 # Units = \$ 133,400.00 Total for Services

(Unit: ☐ Per Hour ☐ Per Day ☐ Per Activity)

9. Additional Expenses:

\$  
\$  
\$

Total for  
Addit'l Expenses  
0.00

\$ 133,400.00 Grand Total

10. Amounts of \$5,001.00 or more require Board Approval: (date to Board) 06/20/07  
(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](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.)**

[Signature] (Signature of Consultant)      Carol Sager, RESP Director, CSU Chico (Print Name)      6/8/07 (Date)

## **12. RECOMMENDED:**

[Signature] (Signature of Originating Administrator)      Cynthia Kampf, Ed.D., Director (Print Name)      6/8/07 (Date)

## **13. APPROVED:**

[Signature] (Signature of District Administrator, or Director of Categorical Programs)      Kelly Staley, Assistant Superintendent (Print Name)      6-8-07 (Date)

## **APPROVED:**

[Signature] (Signature of Asst. Supt. – Business Services)      ☒ Consultant      ☐ Contract Employee      6-8-07 (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: John Siebal, Contracted Employee**



Consent



Information Only

Board Date: June 20, 2007



Discussion/Action

**Background Information**

John Siebal is a Prevention/Intervention Specialist who works with students are at-risk with issues of substance abuse, violence prevention, anger-management, in support of the educational mission of Chico Unified School District. Mr. Siebal is a licensed counselor and meets with students and families to work out difficult and complex family, psychological, emotional, and motivational issues. During the school year, he facilitates educational support groups and smoking prevention student/peer education trainings. In addition, he assists with classroom presentations in areas such as depression, anti-suicide education, stress management, positive problem solving techniques/self care.

**Education Implications**

Addresses issues that may interfere with the educational goals of students at Pleasant Valley and Fair View. By using this resource we find that we have increased safety at the school sites through these prevention/intervention services.

**Fiscal Implications**

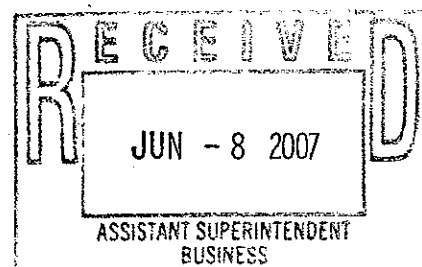
There is no impact to the general fund.

**Additional Information**

**DO Recommendation**

Recommended for Approval

*JB 6/7/07*



Mandatory Instructions  
(click to view)

CHICO UNIFIED SCHOOL DISTRICT  
Business Services  
1163 E. 7<sup>th</sup> Street, Chico, CA 95928  
(530) 891-3000

Business Services Use Only  
CA# \_\_\_\_\_  
V# \_\_\_\_\_  
RCF# \_\_\_\_\_

### 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: John Siebal  
Street Address/POB: 656 E. 5th Street  
City, State, Zip Code: Chico, CA 95926  
Phone: 530-342-7189

Taxpayer ID/SSN: \_\_\_\_\_

This agreement will be in effect from: 07/01/07

to

06/30/08

Location(s) of Services: (site)

Pleasant Valley and Fair View High Schools

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

Prevention/Intervention work with staff and students including individual and group work related to substance use, anger, and other acting-out behaviors.

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

Reduction of substance use and other unhealthy behaviors.

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

1) Title I - Fair View

2) SBOP - Pleasant Valley

3)

6. Account(s) to be Charged:

	Pct (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Expense	Sch/Dept
1)	100.00	01	3010	0	1110	1000	5800	14	030
2)	100.00	01	7250	0	1110	1000	5800	14	020
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)

\$ 264.00 Per Unit, times 152.00 # Units = \$ 40,128.00 Total for Services

(Unit: ☐ Per Hour ☐ Per Day ☒ Per Activity)

9. Additional Expenses:

\$ \_\_\_\_\_  
\$ \_\_\_\_\_  
\$ \_\_\_\_\_

Total for  
Addit'l Expenses

\$ 40,128.00 Grand Total

10. Amounts of \$1,001.00 or more require Board Approval: (date to Board) 06/20/07  
(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 #3515.6.1, 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.

**11. AGREED TO AND ACCEPTED:**

John Siebal  
(Signature of Consultant)

John Siebal  
(Print Name)

6/6/07  
(Date)

**12. RECOMMENDED:**

Janet Brunson  
(Signature of Originating Administrator)

Janet Brunson-Director  
(Print Name)

6/7/07  
(Date)

**13. APPROVED:**

Janet Brunson  
(Signature of District Administrator, or  
Director of Categorical Programs)

Janet Brunson-Director  
(Print Name)

6/7/07  
(Date)

**APPROVED:**

Randy Meeker  
(Signature of Asst. Supt. – Business Services)

☐ Consultant  
Randy Meeker  
(Print Name)

☒ Contract Employee  
6/8/07  
(Date)

6/8/07  
(Date)

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

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

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

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

**(c).**

\$ \_\_\_\_\_  
(Amount) (Originating Administrator Signature – Use Blue Ink) (Date)

Agenda Item: \_\_\_\_\_  
(DO Use Only)

**PROPOSED AGENDA ITEM: Butte County Probation Department: Probation Officer**

- ☒ Consent
- ☐ Information Only
- ☐ Discussion/Action

Board Date: **June 20, 2007**

**Background Information**

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

**Education Implications**

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

**Fiscal Implications**

There is no cost to the general fund.

**Additional Information**

N/A

**Recommendation**

Recommended for Approval *JP 6/7/07*

### 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: County of Butte, Probation Office  
Street Address/POB: 42 County Center Drive  
City, State, Zip Code: Oroville, CA 95965  
Phone: (530) 538-7309 (John Wardell) FAX 538-6826  
Taxpayer ID/SSN: \_\_\_\_\_

This agreement will be in effect from: 07/01/07 to 06/30/08  
Location(s) of Services: (site) Fair View

3. Scope of Work to be performed: (attach separate sheet if necessary)  
Probation Officer will be available 5 hours/day, 4 days/week for school-based counseling, probation checks, investigations, staff trainings/meetings/and supervision on field trips when appropriate, as approved by the supervising Probation Officer.
4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant services:  
Strategic Plan Strategy 3: We will actively engage families and community to help our students achieve academic and personal success.

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

- 1) At Risk Youth Education Grant  
2)  
3)

6. Account(s) to be Charged:

	Pct (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Expense	Sch/Dept
1)	100.00	01	7390	0	1401	1000	5800	14	670
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)

\$ 40,086.00 Per Unit, times 1.00 # Units = \$ 40,086.00 Total for Services

(Unit: ☐ Per Hour ☐ Per Day ☐ Per Activity)

9. Additional Expenses:

\$  
\$  
\$

Total for  
0.00 Addit'l Expenses

\$ 40,086.00 Grand Total

10. Amounts of \$1,001.00 or more require Board Approval: (date to Board) 06/20/07  
(to be completed by Business Services)

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

Business Services
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 #3515.6.1, 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.

**11. AGREED TO AND ACCEPTED:**

John Wardell  
(Signature of Consultant)

John Wardell, Chief Probation Officer

(Print Name)

(Date)

6/6/07

**12. RECOMMENDED:**

Janet Brinson  
(Signature of Originating Administrator)

Janet Brinson, Director

(Print Name)

(Date)

6/7/07

**13. APPROVED:**

Janet Brinson  
(Signature of District Administrator, or  
Director of Categorical Programs)

Janet Brinson, Director

(Print Name)

(Date)

6/7/07

**APPROVED:**

Randy Meeker  
(Signature of Asst. Supt. - Business Services)

☒ Consultant  
Randy Meeker

(Print Name)

☐ Contract Employee

(Date)

6-11-07

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

☐ Partial Payment thru: \_\_\_\_\_  
(Date)

☐ Full or Final Payment

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

☐ Send to Site Administrator: \_\_\_\_\_  
(Date check required)

☐ Mail to Consultant

**(c).**

\$

(Amount)

(Originating Administrator Signature - Use Blue Ink)

(Date)

Agenda Item: \_\_\_\_\_  
(DO Use Only)

**PROPOSED AGENDA ITEM: Butte County Probation Department: On Campus Officer**

- ☒ Consent
- ☐ Information Only
- ☐ Discussion/Action

Board Date: **June 20, 2007**

**Background Information**

A campus probation officer will work at various schools with delinquent and pre-delinquent youth and their families to improve school attendance and behavior. The officer will also assist with SARB board hearings.

**Education Implications**

The ultimate goal is to keep CUSD students in school and attending on a regular basis. The support provided by the campus probation officer assists site principals in keeping the communication lines open with parents about the need for their children to be in school.

**Fiscal Implications**

There is no cost to the general funds.

**Additional Information**

N/A

**Recommendation**

Recommended for approval. *JP 6/7/07*

### 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: County of Butte, Probation Office  
Street Address/POB: 42 County Center Drive  
City, State, Zip Code: Oroville, CA 95965  
Phone: (530) 538-7309 (John Wardell) FAX 538-6826  
Taxpayer ID/SSN: \_\_\_\_\_

This agreement will be in effect from: 07/01/07 to 06/30/08

Location(s) of Services: (site) Fair View

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

An on-campus probation officer will work at various schools with delinquent and pre-delinquent youth and their families to improve school attendance and behavior.

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

Strategic Plan Strategy 3: We will actively engage families and community to help our students achieve academic and personal success.

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

- 1) District Safe Schools  
2)  
3)

6. Account(s) to be Charged:

	Pct (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Expense	Sch/Dept
1)	100.00	01	6405	0	1110	1000	5800	14	670
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)

\$ 39,617.00 Per Unit, times 1.00 # Units = \$ 39,617.00 Total for Services

(Unit: ☐ Per Hour ☐ Per Day ☐ Per Activity)

9. Additional Expenses:

\$  
\$  
\$

Total for  
0.00 Addit'l Expenses

\$ 39,617.00 Grand Total

10. Amounts of \$1,001.00 or more require Board Approval: (date to Board) 06/20/07  
(to be completed by Business Services)

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

Business Services

CA# \_\_\_\_\_

V# \_\_\_\_\_

RCF# \_\_\_\_\_

Page 3 of 3

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 #3515.6.1, 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.


**11. AGREED TO AND ACCEPTED:**


 John Wardell, Chief Probation Officer  
 (Signature of Consultant) (Print Name) (Date) 6/6/07


**12. RECOMMENDED:**


 Janet Brinson, Director  
 (Signature of Originating Administrator) (Print Name) (Date) 6/7/07

**13. APPROVED:**


 Janet Brinson, Director  
 (Signature of District Administrator, or Director of Categorical Programs) (Print Name) (Date) 6/7/07

**APPROVED:**


☐ Consultant ☐ Contract Employee  
 Randy Meeker  
 (Signature of Asst. Supt. - Business Services) (Print Name) (Date) 6-11-07

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

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

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

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

**(c).**

\$

(Amount)

(Originating Administrator Signature - Use Blue Ink)

(Date)

**TITLE: Bid Approval – Entry Access Walkway Renovations at Bidwell Junior High School**

Action \_\_\_\_\_  
Consent   X    
Information \_\_\_\_\_

Agenda Item  
June 20, 2007  
Page 1 of 1

Prepared by: *Michael Weissenborn, Facilities Planner/Construction Manager*

**Background information**

As part of the Bidwell Modernization project undertaken in 2004, modifications were made to all the classroom doorways to meet ADA requirements. The modifications included creating ADA compliant ramps to the threshold of each door by utilizing a thin set overlay. The specified overlay product failed to properly adhere to existing concrete. The ramps are cracking and splitting from the underlying concrete walks. These ramps must be replaced. This project involves cutting out the ramp areas and placing new concrete ramps in their place.

**Educational Implications**

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

**Fiscal Implications**

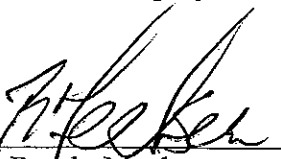
The failure of these ramps resulted in a series of claims involving the contractor, architect and the District. It was determined that the contractor was not responsible for any repairs or modifications due to the fact that he had followed specifications in the placement of the ramps. The architect stated that although this was a product that was successfully used in similar applications, they were willing to cover the replacement costs. \$31,000 of the expense is being funded by Nichols, Melburg & Rossetto. The District will be paying the balance of the cost out of modernization dollars.

**Additional Information**

**Recommendation**

It is requested that the Board of Education grant authorization to the Superintendent or his designee to award the project to the lowest responsive bidder, Associated Building Contractors.

Reviewed: \_\_\_\_\_

  
Randy Meeker

Assistant Superintendent-Business Services



## **BID RESULTS**

ENTRY ACCESS WALKWAY RENOVATIONS  
BIDWELL JUNIOR HIGH SCHOOL FOR THE  
CHICO UNIFIED SCHOOL DISTRICT  
PROJECT NUMBER: 99-2845

BID DATE: June 12, 2007  
BIDS ACCEPTED UNTIL: 5:00 PM

CONTRACTOR	BASE PROPOSAL
UNITED BUILDING CONTRACTORS 275 FAIRCHILD AVENUE #106 CHICO, CA 95973 (530) 345-8455	\$88,450
ASSOCIATED BUILDING CONTRACTORS 1875 WYANDOTTE AVENUE OROVILLE, CA 95966 (530) 534-9874	\$74,800
AZEVEDO CONSTRUCTION 48 Bellarmine Court, #40 Chico, CA 95928 (530) 894-2360	\$78,430

BOARD TO ACT ON AWARD OF BID ON: \_\_\_\_\_ June 20, 2007

**TITLE: Loma Vista Sewer Connection**

Action \_\_\_\_\_  
Consent \_\_\_\_\_  
Information   X  

Agenda Item  
June 20, 2007  
Page 1 of 1

Prepared by: *Michael Weissenborn, Facilities Planner/Construction Manager*

**Background information**

Loma Vista has seen significant growth in its programs and a new classroom addition for the site is scheduled for construction next year. Loma Vista School is one of the few sites left in Chico Unified School District that is still on a septic system. By connecting to the sewer this summer, next year's new construction project will be expedited. Bids are due to the District by 5 pm on June 28, 2007.

**Educational Implications**

The District's Strategic Plans states: "A safe, nurturing and inspiring environment is essential for individuals to thrive."

**Fiscal Implications**

This project is funded by Developer Fees. There is no impact on the General Fund.

**Additional Information**

**Recommendation**

It is requested that the Board of Education grant authorization to the Superintendent or his designee to award the project to the lowest responsive bidder.

Reviewed: \_\_\_\_\_



Randy Meeker  
Assistant Superintendent, Business Services

**TITLE: Board Policy Series 0000, Philosophy, Goals, Objectives and Comprehensive Plans and Board Policies 5142, Safety; 5142.2, Safe Schools; and 5145.7, Sexual Harassment**

Action:

Consent:

Information: X

Prepared by: Kelly Staley, Assistant Superintendent for Educational Services

**Background Information**

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

**Educational Implications**

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

**Fiscal Implications**

CUSD is required to have up-to-date and legally compliant policies. Failure to have such policies in place jeopardizes funding opportunities, especially in regards to Categorical dollars.

**Recommendation**

Adopt the CSBA recommended Board Policies Series 0000 and Board Policies 5142, Safety; 5142.2, Safe Schools; and 5145.7, Sexual Harassment

Board Policies for  
June 20, 2007 Board Meeting

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0400	BP	Comprehensive Plans	6/20/2007
0410	BP	Nondiscrimination In District Programs And Activities	6/20/2007
0420	BP	School Plans/Site Councils	6/20/2007
0420.1	BP	School-Based Program Coordination	6/20/2007
0430	BP	Comprehensive Local Plan For Special Education	Reviewing
0440	BP	District Technology Plan	6/20/2007
0440.1	BP	Internet Acceptable Use Policy Statement	6/20/2007
0450	BP	Comprehensive Safety Plan	6/20/2007
0500	BP	Accountability	6/20/2007
0510	BP	School Accountability Report Card	6/20/2007
0520.1	BP	High Priority Schools Grant Program	6/20/2007
0520.2	BP	Title I Program Improvement Schools	6/20/2007
0520.3	BP	Title I Program Improvement Districts	6/20/2007
0520.4	BP	Quality Education Investment Schools	6/20/2007
5142	BP	Safety	6/20/2007
5142.2	BP	Safe Schools	6/20/2007
5145.7	BP	Sexual Harassment	6/20/2007



**Chico Unified School District**  
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Board Policy: #0400

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## COMPREHENSIVE PLANS

The Board of Education believes that careful planning is essential to effective implementation of district programs and policies. Comprehensive plans shall identify cohesive strategies for school improvement and provide stability in district operations.

The Superintendent or designee shall develop comprehensive plans for specific policy topics and on other areas as required by law. As appropriate, comprehensive plans may describe, but not be limited to, anticipated needs, measurable outcomes, priorities, activities, available resources, and timelines regarding the plan.

(cf. 0000 - Vision)  
(cf. 0200 - Goals for the School District)  
(cf. 0430 - Comprehensive Local Plan for Special Education)  
(cf. 0440 - District Technology Plan)  
(cf. 0450 - Comprehensive Safety Plan)  
(cf. 0500 - Accountability)  
(cf. 1112 - Media Relations)  
(cf. 2140 - Evaluation of the Superintendent)  
(cf. 3516 - Emergencies and Disaster Preparedness Plan)  
(cf. 3543 - Transportation Safety and Emergencies)  
(cf. 4141.6/4241.6 - Concerted Action/Work Stoppage)  
(cf. 6010 - Goals and Objectives)  
(cf. 6171 - Title I Programs)  
(cf. 6190 - Evaluation of the Instructional Program)  
(cf. 7110 - Facilities Master Plan)

Comprehensive plans may be subject to review and approval by the Board.

### Legal Reference:

#### EDUCATION CODE

35035 Powers and duties of Superintendent  
35291 Rules (power of governing board)

### Management Resources:

#### CSBA PUBLICATIONS

Maximizing School Board Leadership: Vision, 1996

#### WEB SITES

CSBA: <http://www.csba.org>

Policy Adopted:



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Board Policy: #0410

Section: 0000      Philosophy/Goals/  
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## **NONDISCRIMINATION IN DISTRICT PROGRAMS AND ACTIVITIES**

The Board of Education is committed to equal opportunity for all individuals in education. District programs and activities shall be free from discrimination based on gender, sex, race, color, religion, ancestry, national origin, ethnic group identification, marital or parental status, physical or mental disability, sexual orientation or the perception of one or more of such characteristics. The Board shall promote programs which ensure that discriminatory practices are eliminated in all district activities.

(cf. 4030 - Nondiscrimination in Employment)  
(cf. 4032 - Reasonable Accommodation)  
(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)  
(cf. 5145.3 - Nondiscrimination/Harassment)  
(cf. 5145.7 - Sexual Harassment)  
(cf. 5146 - Married/Pregnant/Parenting Students)  
(cf. 6145.2 - Athletic Competition)  
(cf. 6164.4 - Identification of Individuals for Special Education)  
(cf. 6164.6 - Identification and Education under Section 504)  
(cf. 6178 - Vocational Education)

District programs and facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act.

The Superintendent or designee shall ensure that the district provides auxiliary aids and services when necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program or activity.

(cf. 5124 - Communication with Parents/Guardians)

Individuals with disabilities shall notify the Superintendent or principal if they have a disability that requires special assistance or services. Reasonable notification should be given prior to the school-sponsored function, program or meeting.

(cf. 9320 - Meetings and Notices)  
(cf. 9322 - Agenda/Meeting Materials)

The Superintendent or designee shall notify students, parents/guardians, employees, employee organizations and applicants for admission and employment, and sources of referral for applicants about the district's policy on nondiscrimination. (34 CFR 104.8, 106.9)

### **Legal Reference:**

#### **EDUCATION CODE**

200-262.4 Prohibition of discrimination

48985 Notices to parents in language other than English

#### **GOVERNMENT CODE**

11000 Definitions

11138 Rules and regulations

12900-12996 Fair Employment and Housing Act

54953.2 Brown Act compliance with Americans with Disabilities Act

#### **PENAL CODE**

422.6 Interference with constitutional right or privilege

#### **CODE OF REGULATIONS, TITLE 5**

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

Policy Adopted:



## **Chico Unified School District**

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### UNITED STATES CODE, TITLE 20

1400-1487 Individuals with Disabilities in Education Act

1681-1688 Discrimination based on sex or blindness, Title IX

2301-2415 Carl D. Perkins Vocational and Applied Technology Act

6311 State plans

6312 Local education agency plans

### UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act of 1973

### UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

2000h-2000h-6 Title IX

12101-12213 Americans with Disabilities Act

### CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Americans with Disabilities Act

36.303 Auxiliary aids and services

### CODE OF FEDERAL REGULATIONS, TITLE 34

100.1-100.13 Nondiscrimination in federal programs, effectuating Title VI

104.1-104.39 Section 504 of the Rehabilitation Act of 1973

106.1-106.61 Discrimination on the basis of sex, effectuating Title IX, especially:

106.9 Dissemination of policy

#### **Management Resources:**

#### U.S. DEPARTMENT OF EDUCATION, OFFICE OF CIVIL RIGHTS PUBLICATIONS

Protecting Students from Harassment and Hate Crime, January, 1999

Notice of Non-Discrimination, January, 1999

Nondiscrimination in Employment Practices in Education, August, 1991

#### WEB SITES

U.S. Department of Education, Office of Civil Rights: <http://www.ed.gov/offices/OCR>

CDE: <http://www.cde.ca.gov>

Safe Schools Coalition: <http://www.casafeschoolscoalition.org>

Pacific Disability and Business Technical Assistance Center: <http://www.pacdbtac.org>

Policy Adopted:



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### **SCHOOL PLANS/SITE COUNCILS**

When required by law or determined to be a useful tool to accomplish district and school goals, school site councils or other school advisory groups shall develop comprehensive school plans designed to enhance student achievement at individual school sites.

(cf. 0000 - Vision)  
(cf. 0200 - Goals for the School District)  
(cf. 0400 - Comprehensive Plans)  
(cf. 0420.1 - School-Based Program Coordination)  
(cf. 0420.5 - School-Based Decision Making)  
(cf. 0450 - Comprehensive Safety Plan)  
(cf. 0520 - Intervention for Underperforming Schools)  
(cf. 0520.1 - High Priority Schools Grant Program)  
(cf. 1220 - Citizen Advisory Committees)  
(cf. 1431 - Waivers)  
(cf. 6020 - Parent Involvement)  
(cf. 6142.91 - Reading/Language Arts Instruction)  
(cf. 6163.1 - Library Media Centers)  
(cf. 6171 - Title I Programs)

#### **Single Plan for Student Achievement**

The Superintendent or designee shall assure that a single plan for student achievement has been prepared for each school participating in any of the state and/or federal categorical programs. (Education Code 41507, 41572, 64001)

(cf. 6190 - Evaluation of the Instructional Program)

The Board shall review and approve each school's single plan for student achievement at a regularly scheduled meeting. The Board also shall review and approve any subsequent revisions that include material changes affecting the academic programs for students participating in these categorical programs. The Board shall certify that, to the extent allowable under federal law, the plan is consistent with district local improvement plans required as a condition of receiving federal funding. (Education Code 64001)

#### **Legal Reference:**

##### **EDUCATION CODE**

52-53 Designation of schools  
8240-8244 General child care and development programs  
8750-8754 Conservation education  
18100-18203 School libraries  
41500-41573 Categorical education block grants  
44500-44508 Peer Assistance and Review Program  
44520-44534 New Careers Program  
48400-48403 Compulsory continuation education  
48430-48438 Continuation education  
48660-48667 Community day schools  
51745-51749.3 Independent study  
51760-51769.5 Work experience education  
51870-51874 Educational technology  
52053-52055.51 Immediate Intervention/Underperforming Schools Program  
52055.600-52055.662 High Priority Schools Grant Program  
52176 Advisory committees

Policy Adopted:





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52200-52212 Gifted and Talented Education Program  
52300-52346 Regional occupational centers  
52500-52525 Adult education  
52610-52616.24 Adult education  
52800-52887 School-Based Program Coordination Act  
54000-54041 Educationally Disadvantaged Youth Programs  
54100-54145 Miller-Unruh Basic Reading Act  
54425 Advisory committees (compensatory education)  
54650-54659 Education Improvement Incentive Program  
56000-56885 Special education  
64000 Categorical programs included in consolidated application  
64001 Single school plan for student achievement, consolidated application programs  
REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAMS  
52012 Establishment of school site council  
52014-52015 School plans  
52890 Qualifications and duties of outreach consultants  
MILITARY AND VETERANS CODE  
500-520.1 California Cadet Corps  
CODE OF REGULATIONS, TITLE 5  
3930-3937 Compliance plans  
UNITED STATES CODE, TITLE 20  
6312-6319 Title I programs; plans  
7114 Safe and Drug-Free Schools and Communities; district plan

Management Resources:  
CDE PUBLICATIONS  
Voluntary Template for the Single Plan for Student Achievement

#### WEB SITES

California Department of Education, Single Plan for Student Achievement: <http://www.cde.ca.gov/nclb/sr/le/singleplan.asp>  
Center for Comprehensive School Reform and Improvement: <http://www.centerforcsri.org>  
U.S. Department of Education: <http://www.ed.gov>



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## **SCHOOL-BASED PROGRAM COORDINATION**

In order to best serve students with special needs and students participating in designated educational programs, the Governing Board encourages school-based program coordination as a means for achieving flexibility in the use of the categorical funds received by each school. The Board believes that resources acquired to assist students in one program often can benefit other students without in any way depriving the originally targeted group.

A school site council shall be established at each school to consider whether or not it wishes the school to participate in school-based program coordination. All interested persons shall have an opportunity to meet in public to establish the site council. (Education Code 52852.5)

(cf. 0420 - School Plans/Site Councils)  
(cf. 1220 - Citizen Advisory Committees)

The school site council of any participating school shall develop, for approval by the Board, a school plan that addresses the components specified in Education Code 52853. This plan shall be incorporated into the school's single plan for student achievement required for the state's consolidated application process. (Education Code 52853, 64001)

(cf. 0500 - Accountability)  
(cf. 3553 - Free and Reduced Price Meals)  
(cf. 5149 - At-Risk Students)  
(cf. 6164.4 - Identification of Individuals for Special Education)  
(cf. 6172 - Gifted and Talented Student Program)  
(cf. 6174 - Education for English Language Learners)  
(cf. 6190 - Evaluation of the Instructional Program)

### **Legal Reference:**

#### **EDUCATION CODE**

8750-8754 Conservation education  
41500-41573 Categorical education block grants  
44520-44534 New Careers Program  
51870-51874 Education technology  
52200-52212 Gifted and Talented Education Program  
52340-52346 California Regional Career Guidance Centers  
52800-52887 School-Based Program Coordination Act  
54000-54041 Educationally Disadvantaged Youth Programs  
54100-54145 Miller-Unruh Basic Reading Act  
54650-54659 Education Improvement Incentive Program  
56000-56885 Special education  
64000 Categorical programs included in consolidated application  
64001 Single school plan for student achievement, consolidated application programs

#### **MILITARY AND VETERANS CODE**

500-520.1 California Cadet Corps

### **Management Resources:**

#### **CDE PUBLICATIONS**

Voluntary Template for the Single Plan for Student Achievement

#### **WEB SITES**

California Department of Education: <http://www.cde.ca.gov>

Policy Adopted:



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## COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION

The Governing Board desires to provide a free and appropriate public education to all individuals with disabilities, aged 3 to 21 years, who reside in the district, including children who have been suspended or expelled or placed by the district in a nonpublic, nonsectarian school.

Students shall be referred for special education instruction and services only after the resources of the regular education program have been considered, and where appropriate, utilized. (Education Code 56303)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))  
(cf. 6146.4 - Differential Graduation and Competency Standards for Students with Disabilities)  
(cf. 6159 - Individualized Education Program)  
(cf. 6159.1 - Procedural Safeguards and Complaints for Special Education)  
(cf. 6159.2 - Nonpublic Nonsectarian School and Agency Services for Special Education)  
(cf. 6159.3 - Appointment of Surrogate Parent for Special Education Students)  
(cf. 6159.4 - Behavioral Interventions for Special Education Students)  
(cf. 6164.4 - Identification of Individuals for Special Education)  
(cf. 6164.6 - Identification and Education Under Section 504)

The special education local plan area (SELPA) shall administer a local plan and administer the allocation of funds. (Education Code 56195)

(cf. 1220 - Citizen Advisory Committees)  
(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 3541.2 - Transportation for Students with Disabilities)  
(cf. 4112.23 - Special Education Staff)

In order to meet the needs of individuals with disabilities and employ staff with adequate expertise for this purpose, the district participates as a member of the SELPA.

The Superintendent or designee shall extend the district's full cooperation to the SELPA. The policies and procedures of the SELPA shall be applied as policies and regulations of this district, with the exception of those that apply to complaints, unless the SELPA plan specifically authorizes the district to operate under its own policies and regulations.

### Legal Reference:

#### EDUCATION CODE

56000-56001 Education for individuals with exceptional needs  
56020-56035 Definitions  
56040-56046 General provisions  
56048-56050 Surrogate parents  
56055 Foster parents  
56060-56063 Substitute teachers  
56170-56177 Children enrolled in private schools  
56190-56194 Community advisory committees

Policy Adopted:



## **Chico Unified School District**

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56195-56195.10 Local plans  
56205-56208 Local plan requirements  
56213 Special education local plan areas with small or sparse populations  
56240-56245 Staff development  
56300-56385 Identification and referral, assessment, instructional planning  
56440-56447.1 Programs for individuals between the ages of three and five years  
56500-56508 Procedural safeguards, including due process rights  
56520-56524 Behavioral interventions  
56600-56606 Evaluation, audits and information  
56836-56836.05 Administration of local plan  
GOVERNMENT CODE  
7579.5 Surrogate parent, appointment, qualifications, liability  
95000-95029 California Early Intervention Services Act  
WELFARE AND INSTITUTIONS CODE  
361 Limitations on parental control  
726 Limitations on parental control  
CODE OF REGULATIONS, TITLE 5  
3000-3089 Regulations governing special education  
UNITED STATES CODE, TITLE 20  
1400-1482 Individuals with Disabilities Education Act  
UNITED STATES CODE, TITLE 29  
794 Rehabilitation Act of 1973, Section 504  
UNITED STATES CODE, TITLE 42  
12101-12213 Americans with Disabilities Act  
CODE OF FEDERAL REGULATIONS, TITLE 34  
99.10-99.22 Inspection, review and procedures for amending education records  
104.1-104.39 Section 504 of the Rehabilitation Act of 1973  
300.1-300.818 Assistance to states for the education of children with disabilities, including:  
300.500-300.520 Due process procedures for parents and children  
303.1-303.654 Early intervention program for infants and toddlers with disabilities

### **Management Resources:**

#### **WEB SITES**

California Department of Education, Special Education: <http://www.cde.ca.gov/sp/se>

U.S. Department of Education, Office of Special Education Programs: <http://www.ed.gov/about/offices/list/osep>

(2/98 7/03) 11/06

Policy Adopted:



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**Board Policy: #0440**

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## **DISTRICT TECHNOLOGY PLAN**

The Board of Education recognizes that technology can greatly enhance the instructional program as well as the efficiency of district and school site administration. The Board also realizes that careful planning is essential to ensure the successful, equitable and cost-effective implementation of technology-based materials, equipment, systems and networks.

The Superintendent or designee shall develop a plan to address the technology needs of the district and provide for compatibility of resources among school sites, district offices, and other district operations.

(cf. 6162.7 - Use of Technology in Instruction)  
(cf. 6163.4 - Student Use of Technology)

### **Legal Reference:**

#### **EDUCATION CODE**

10550-10555 Telecommunications standards  
51006 Computer education and resources  
51007 Programs to strengthen technological skills  
51865 California distance learning policy  
51870-51874 Educational Technology  
60010 Instructional materials definitions  
66940-66941 Distance learning

#### **UNITED STATES CODE, TITLE 20**

6751-6777 Enhancing Education Through Technology Act, No Child Left Behind Act, Title II, Part D

### **Management Resources:**

#### **CDE PUBLICATIONS**

The California Master Plan for Educational Technology, 1992  
K-12 Network Technology Planning Guide: Building the Future, 1994

Policy Adopted:



**Chico Unified School District**  
1163 East Seventh Street, Chico, CA 95928-5999  
(530) 891-3000

**Board Policy:** #0440.1

**Section: 0000**      **Philosophy/Goals/  
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## INTERNET ACCEPTABLE USE POLICY STATEMENT

### Mission

The district provides electronic information resources to students and staff. It is our mission to improve learning and teaching through interpersonal communication, student access to information, research, teacher training, collaboration and dissemination of successful educational practices, methods and materials. The Board of Education supports the right of students, employees, and community members to have reasonable access to various information formats and believes it is incumbent upon users to utilize this privilege in an appropriate and reasonable manner.

### Safety Procedures and Guidelines

The Superintendent shall develop and implement appropriate procedures to provide guidance for access to electronic information. Internet safety measures shall be implemented that address the following, within technical and budgetary constraints (or limitations):

- Controlling access by students to inappropriate matter on the Internet and World Wide Web;
- Safety and security of students when they are using electronic mail, chat rooms, and other forms of electronic communication;
- Preventing unauthorized access, including "hacking" and other unlawful activities by students online;
- Unauthorized disclosure, use and dissemination of personal information regarding students; and
- Restricting students' access to materials harmful to them.

District procedures shall address teacher supervision of student computer use, ethical use of electronic media (including, but not limited to, the internet, e-mail, and other district technology resources), and issues of privacy versus administrative review of electronic files and communications. In addition, guidelines shall prohibit utilization of networks for prohibited or illegal activities, the intentional spreading of embedded messages, or the use of other programs with the potential of damaging or destroying programs or data.

### Legal Reference:

#### EDUCATION CODE

48910 Required Notification at beginning of term

48900-48900.4 Suspension and expulsion

48907 Freedom of expression

51006 Computer education and resources

51007 Programs to strengthen technological skills

51865 California distance learning policy

51870.5 Student Internet access

51870-57884 Education Technology Act

66010(m) Technology-based materials

60044 Prohibited instructional materials

#### PENAL CODE

313 Harmful matter

632 Eavesdropping on or recording confidential communications

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UNITED STATES CODE, TITLE 20

6801-7005 Technology for Education Act of 1994

UNITED STATES CODE, TITLE 47

254 Children's Internet Protection Act

**Management Resources:**

Board Policy 5050 – Suspension and Expulsion

Board Policy 4341/6103 – Copyright and Plagiarism

Board Policy 5003 – Student Rights and Responsibility

Board Policy 5020 – Distribution of Publications on School Grounds

COLLECTIVE BARGAINING AGREEMENT

Section 18.1 – Effect of Agreement

Section 20.0 – District Rights

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## COMPREHENSIVE SAFETY PLAN

The Governing Board recognizes that students and staff have the right to a safe and secure campus. The Board is fully committed to maximizing school safety while creating a positive learning environment.

(cf. 5131 - Conduct)

The school site council at each district school shall write and develop a comprehensive school safety plan relevant to the needs and resources of that particular school. (Education Code 32281)

(cf. 0420 - School Plans/Site Councils)  
(cf. 1220 - Citizen Advisory Committees)

The school safety plan shall take into account the school's staffing, available resources and building design, as well as other factors unique to the site.

### Legal Reference:

#### EDUCATION CODE

200-262.4 Prohibition of sex discrimination  
32260-32262 Interagency School Safety Demonstration Act of 1985  
32270 School safety cadre  
32280-32289 School safety plans  
32290 Safety devices  
35147 School site councils and advisory committees  
35183 School dress code; uniforms  
35291 Rules  
35291.5 School-adopted discipline rules  
35294.10-35294.15 School Safety and Violence Prevention Act  
35294.20-35294.25 Double Your Cash program  
41510-41514 School Safety Consolidated Competitive Grant  
48900-48927 Suspension and expulsion  
48950 Speech and other communication  
67381 Violent crime

#### PENAL CODE

11164-11174.3 Child Abuse and Neglect Reporting Act

#### CALIFORNIA CONSTITUTION

Article 1, Section 28(c) Right to Safe Schools

#### UNITED STATES CODE, TITLE 20

7101-7165 Safe and Drug Free Schools and Communities, especially:

7114 Application for local educational agencies

#### UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

#### Management Resources:

#### CSBA PUBLICATIONS

911! A Manual for Schools and the Media During a Campus Crisis, 2001

Protecting Our Schools: Governing Board Strategies to Combat School Violence, 1999

#### CDE PUBLICATIONS

Safe Schools: A Planning Guide for Action, 2002

#### U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Practical Information on Crisis Planning: A Guide for Schools and Communities, May 2003

Early Warning, Timely Response: A Guide to Safe Schools, August 1998

#### WEB SITES

Policy Adopted:





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CSBA: <http://www.csba.org>  
American Red Cross: <http://www.redcross.org>  
California Department of Education, Safe Schools Office: <http://www.cde.ca.gov/ss/ss>  
California Office of Emergency Services: <http://www.oes.ca.gov>  
California Seismic Safety Commission: <http://www.seismic.ca.gov>  
Federal Bureau of Investigation: <http://www.fbi.gov>  
National Alliance for Safe Schools: <http://www.safeschools.org>  
National School Safety Center: <http://www.nssc1.org>  
U.S. Department of Education, Safe Schools: <http://www.ed.gov/about/offices/list/osep/osep/gtss.html>

Policy Adopted:



## **Chico Unified School District**

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### **ACCOUNTABILITY**

The Governing Board recognizes its responsibility to ensure accountability to the public for the performance of district schools.

(cf. 0000 - Vision)  
(cf. 0200 - Goals for the School District)  
(cf. 0400 - Comprehensive Plans)  
(cf. 2140 - Evaluation of the Superintendent)  
(cf. 3460 - Financial Accountability and Reports)  
(cf. 4115 - Evaluation/Supervision)  
(cf. 4215 - Evaluation/Supervision)  
(cf. 4315 - Evaluation/Supervision)  
(cf. 6011 - Academic Standards)  
(cf. 6141 - Curriculum Development and Evaluation)  
(cf. 6190 - Evaluation of the Instructional Program)  
(cf. 9000 - Role of the Board)  
(cf. 9005 - Governance Standards)  
(cf. 9400 - Board Self-Evaluation)  
(cf. 6020 - Parent Involvement)

The Board shall annually review indicators of district progress in improving student achievement, including, but not limited to, the Academic Performance Index (API) established by the state's accountability system and measures of "adequate yearly progress" (AYP) required under the federal accountability system.

(cf. 0520 - Intervention for Underperforming Schools)  
(cf. 0520.1 - High Priority Schools Grant Program)  
(cf. 0520.2 - Title I Program Improvement Schools)  
(cf. 0520.3 - Title I Program Improvement Districts)  
(cf. 6162.5 - Student Assessment)  
(cf. 6162.51 - Standardized Testing and Reporting Program)  
(cf. 6162.52 - High School Exit Examination)

Following the annual publication of the API and school rankings by the Superintendent of Public Instruction, the Board shall, at a regularly scheduled meeting, review the results of each school's annual ranking. (Education Code 52056)

This discussion shall include an examination of scores from the Standardized Testing and Reporting (STAR) program, by school, grade, and student subgroup, including disaggregated data based on socioeconomic status, race/ethnicity, enrollment in special education, English proficiency, and gender.

(cf. 3553 - Free and Reduced Price Meals)

#### **Legal Reference:**

##### **EDUCATION CODE**

33127-33129 Standards and criteria for fiscal accountability  
33400-33407 CDE evaluation of district programs  
44660-44665 Evaluation of certificated employees  
51041 Evaluation of the educational program  
52050-52059 Public Schools Accountability Act  
60640-60649 Standardized Testing and Reporting Program  
CODE OF REGULATIONS, TITLE 5  
15440-15463 Standards and criteria for fiscal accountability

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**UNITED STATES CODE, TITLE 20**

6311 Accountability, adequate yearly progress

6312 Local educational agency plan

6316 School and district improvement

**CODE OF FEDERAL REGULATIONS, TITLE 34**

200.13-200.20 Adequate yearly progress

200.30-200.35 Identification of program improvement schools

200.36-200.38 Notification requirements

200.52-200.53 District improvement

**Management Resources:**

**CSBA PUBLICATIONS**

Maximizing School Board Governance

**WEB SITES**

CSBA: <http://www.csba.org>

California Department of Education, Accountability: <http://www.cde.ca.gov/ta/ac>

U.S. Department of Education, No Child Left Behind: <http://www.nclb.gov>



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## SCHOOL ACCOUNTABILITY REPORT CARD

The Governing Board shall annually issue a school accountability report card for each school site. (Education Code 35256)

Such report cards shall be designed to inform parents/guardians and the community about each school and to help provide data by which parents/guardians can make meaningful comparisons between schools.

The Superintendent or designee shall maintain a process for developing annual report cards for each school site. The Superintendent or designee shall develop strategies for communicating the information contained in the cards to all stakeholders.

(cf. 0420 - School Plans/Site Councils)  
(cf. 0500 - Accountability)  
(cf. 1112 - Media Relations)  
(cf. 6190 - Evaluation of the Instructional Program)

### Notification

The Board shall publicize the issuance of school accountability report cards and notify parents/guardians that a paper copy will be provided upon request. (Education Code 35256)

(cf. 5145.6 - Parental Notifications)

The Superintendent or designee shall ensure that the information contained in the school accountability report card is accessible on the Internet and that the information is updated annually. (Education Code 35258)

### Legal Reference:

#### EDUCATION CODE

1240 County superintendent, general duties  
17002 Definition, including good repair  
17014 Plan for building maintenance  
17032.5 Portable classroom maintenance  
17070.15 School Facilities Act; definitions  
17089 Portable classroom maintenance  
33126 School Accountability Report Card  
33126.1 School Accountability Report Card model template  
33126.15 School Accountability Report Card template  
33126.2 Secretary of Education school accountability report card study  
35256 School Accountability Report Card  
35256.1 Information required in the School Accountability Report Card  
35258 Internet access to the School Accountability Report Card  
41409 Calculation of statewide averages  
41409.3 Salary information required in the School Accountability Report Card  
46112 Minimum school day for grades 1, 2 and 3  
46113 Minimum school day for grades 4 through 8  
46117 Minimum kindergarten school day  
46141 Minimum school day (high school)  
51225.3 Requirements for graduation  
52052 Academic performance index  
52053 Immediate intervention/underperforming schools program  
52056 Meeting growth targets

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60119 Textbook sufficiency

60600-60618 General provisions

60640-60648 Standardized testing and reporting program

60800 Physical fitness testing

60850 High school exit examination

60851 High school exit examination

CALIFORNIA CONSTITUTION

Article 16, Section 8.5(e) Allocations to State School Fund

UNITED STATES CODE, TITLE 20

6311 State plans

Management Resources:

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Report Cards, September 12, 2003

WEB SITES

CSBA, SARC Select: <http://www.csba.org/ds/SARC.htm>

California Department of Education, School Accountability Report Card: <http://www.cde.ca.gov/ta/ac/sa>

U.S. Department of Education, No Child Left Behind Act: <http://www.nclb.gov>

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## HIGH PRIORITY SCHOOLS GRANT PROGRAM

The Governing Board recognizes that schools demonstrating the lowest performance on state indicators of student achievement need to develop and implement a comprehensive approach to school improvement.

(cf. 0400 - Comprehensive Plans)  
(cf. 0500 - Accountability)  
(cf. 9000 - Role of the Board)

Whenever the Superintendent of Public Instruction invites any district school to participate in the High Priority Schools Grant Program, the Board shall hold a public hearing at a regularly scheduled meeting to discuss whether or not to apply for participation and how to address the needs of the school and its students. If it is determined that the school will not accept the invitation to participate, the Board shall hold a public hearing at a regularly scheduled meeting to discuss the reasons and rationale for the decision and to explain how the district intends to address the needs of the school and its students. Neither of these discussions shall be placed on the consent calendar. (Education Code 52055.615)

(cf. 9322 - Agenda/Meeting Materials)

When the Board holds any public hearing required for this program, written notice shall be sent to representative parent organizations, including the parent-teacher association, parent-teacher clubs, and school site councils, and may be sent directly to parents/guardians in accordance with Education Code 48985. Notice also shall be sent to all local major media outlets, the local mayor, all members of the city council, all members of the county board of supervisors, the county superintendent of schools, and the county board of education. (Education Code 52055.615)

The Board shall, at a regularly scheduled meeting, approve an action plan for each participating school and certify that it contains all the essential components specified in Education Code 52055.625. (Education Code 52055.630)

(cf. 9322 - Agenda/Meeting Materials)

In reviewing the proposed school action plan, the Board shall consider, at a minimum, the resources necessary to implement the plan.

(cf. 3100 - Budget)  
(cf. 4141/4241 - Collective Bargaining Agreement)  
(cf. 6171 - Title I Programs)

The Superintendent or designee shall coordinate school improvement efforts.

(cf. 0420 - School Plans/Site Councils)  
(cf. 0520 - Intervention for Underperforming Schools)  
(cf. 0520.2 - Title I Program Improvement Schools)  
(cf. 0520.3 - Title I Program Improvement Districts)  
(cf. 0520.4 - Quality Education Investment Schools)  
(cf. 6020 - Parent Involvement)

Policy Adopted:



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### **Legal Reference:**

#### **EDUCATION CODE**

17014 Facilities maintenance  
17032.5 Facilities maintenance  
17070.75 Facilities maintenance  
17089 Facilities maintenance  
33126 School accountability report card  
33400-33407 CDE evaluation of district programs  
41507 Single plan, Pupil Retention Block Grant  
41572 Single plan, School and Library Improvement Block Grant  
44510-44517 Principal Training Program  
45125.1 Criminal background checks for contractors  
48985 Parental notifications, languages other than English  
51041 Evaluation of the educational program  
51101 Rights of parents/guardians  
52050-52059 Public Schools Accountability Act, especially:  
52053-52055.55 Immediate Intervention/Underperforming Schools Program  
52055.600-52055.662 High Priority Schools Grant Program  
52055.700-52055.770 Quality Education Investment Act  
52070-52075 High School Pupil Success Act  
60119 Sufficiency of textbooks and instructional materials  
60640 Standardized Testing and Reporting Program  
60810 English language development test  
64001 Single plan for student achievement  
99220-99227 California Professional Development Institutes  
99230-99242 Mathematics and Reading Professional Development Program  
**CODE OF REGULATIONS, TITLE 5**  
1030.7-1030.8 Determination of significant academic growth  
**UNITED STATES CODE, TITLE 20**  
6301-6578 Academic achievement of the disadvantaged, including:  
6318 Parent involvement  
6319 Qualifications of highly qualified teachers  
6511-6518 Comprehensive School Reform program

### **Management Resources:**

#### **CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS**

Cohort 2 HPSGP: Questions and Answers

High Priority Schools Grant Program: Guidance and Application

A Guide and Template for the Single Plan for Student Achievement: A Handbook for School Site Councils, November 2006

#### **WEB SITES**

CSBA: <http://www.csba.org>

California Department of Education, HPSG: <http://www.cde.ca.gov/ta/lp/hp>



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## TITLE I PROGRAM IMPROVEMENT SCHOOLS

The Governing Board desires to assist all schools receiving federal Title I funds to achieve adequate yearly progress as defined by the State Board of Education.

(cf. 4112.24 - Teacher Qualifications Under the No Child Left Behind Act)  
(cf. 6011 - Academic Standards)  
(cf. 6162.5 - Student Assessment)  
(cf. 6162.51 - Standardized Testing and Reporting Program)  
(cf. 6171 - Title I Programs)

Whenever a district school is identified as in need of program improvement, the Superintendent or designee shall coordinate improvement efforts with federal, state and local school improvement programs as appropriate and shall develop an improvement plan in accordance with law and as specified in administrative regulation.

(cf. 0420.1 - School-Based Program Coordination)  
(cf. 0520 - Intervention for Underperforming Schools)  
(cf. 0520.1 - High Priority Schools Grant Program)

Depending on the length of time a district school has been identified for program improvement, the Board and Superintendent or designee shall implement opportunities for student transfers, supplemental educational services, other corrective actions and/or restructuring in accordance with law.

(cf. 5116.1 - Intradistrict Open Enrollment)  
(cf. 6179 - Supplemental Instruction)

### Legal Reference:

#### EDUCATION CODE

60642.5 California Standards Tests

60850-60856 High School Exit Examination

#### CODE OF REGULATIONS, TITLE 5

13075-13075.4 Supplemental Services

#### UNITED STATES CODE, TITLE 20

6301 Title I program purpose

6311 Adequate yearly progress

6312 Local educational agency plan

6313 Eligibility of schools and school attendance areas; funding allocation

6316 School improvement

7912 Persistently dangerous schools

#### CODE OF FEDERAL REGULATIONS, TITLE 34

200.13-200.20 Adequate yearly progress

200.30-200.35 Identification of program improvement schools

200.36-200.38 Notification requirements

200.39-200.43 Requirements for program improvement, corrective action and restructuring

200.44 School choice option

200.45-200.47 Supplemental services

200.48 Funding for transportation and supplemental services

200.49-200.51 State responsibilities

200.52-200.53 District improvement

### Management Resources:

#### CSBA ADVISORIES

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California's Implementation of the No Child Left Behind Act, July 2003

No Child Left Behind: Update on Federal Regulations and State Board of Education Actions, January 2003

CDE PUBLICATIONS

California's Accountability Workbook

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Public School Choice, February 6, 2004

Supplemental Educational Services, August 22, 2003

WEB SITES

California Department of Education, Program Improvement: <http://www.cde.ca.gov/ta/ac/ti/programimprov.asp>

CSBA: <http://www.csba.org>

U.S. Department of Education, No Child Left Behind: <http://www.nclb.gov>

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**Title I Program Improvement Districts**

**Program Improvement**

In the event that the district is identified for program improvement by the CDE, the Superintendent or designee shall administer a district self-assessment process, revise the district's Title I plan, notify parents/guardians, and set aside funds in accordance with law and administrative regulation. (20 USC 6316; Education Code 52055.57)

The district's Title I plan shall be approved by the Board and submitted to the CDE.

The Superintendent or designee shall utilize state and local resources available to provide technical assistance and support to raise student achievement in accordance with school plans.

(cf. 0520 - Intervention for Underperforming Schools)  
(cf. 0520.1 - High Priority Schools Grant Program)  
(cf. 0520.2 - Title I Program Improvement Schools)

**Legal Reference:**

**EDUCATION CODE**

52055.57 Districts identified or at risk of identification for program improvement

52059 Statewide system of school support

**UNITED STATES CODE, TITLE 20**

6301 Title I program purpose

6311 Adequate yearly progress

6312 Local educational agency plan

6316 School and district improvement

6321 Fiscal responsibilities

**CODE OF FEDERAL REGULATIONS, TITLE 34**

200.13-200.20 Adequate yearly progress

200.30-200.35 Identification of program improvement schools

200.36-200.38 Notification requirements

200.52-200.53 District improvement

**Management Resources:**

**CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS**

2005 Accountability Progress Report Information Guide, August 2005

**U.S. DEPARTMENT OF EDUCATION GUIDANCE**

LEA and School Improvement Non-Regulatory Guidance, January 7, 2004

**WEB SITES**

CSBA: <http://www.csba.org>

California Department of Education, Program Improvement: <http://www.cde.ca.gov/ta/ac/ti/programimprov.asp>

U.S. Department of Education, No Child Left Behind: <http://www.nclb.gov>



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### Quality Education Investment Schools

The Governing Board believes that schools demonstrating the lowest performance on state indicators of student achievement should be assisted with additional resources and support focused on instructional improvement and student services.

Whenever the Superintendent of Public Instruction identifies a district school as ranking in decile 1 or 2 on the Academic Performance Index (API) and notifies the district that the school is eligible to participate in the state's Quality Education Investment program. The Superintendent or designee shall review the program requirements and recommend to the Board if it would be in the district's best interest to apply. Based on this determination, the Board may submit an application, including an application for an alternative program, on behalf of the school in order to obtain additional state funding for school improvement.

The Superintendent or designee shall ensure that each participating school uses program funds for the purposes expressed in law and administrative regulation. Activities carried out under this program shall be aligned with other school improvement efforts.

(cf. 0420 - School Plans/Site Councils)  
(cf. 0520 - Intervention for Underperforming Schools)  
(cf. 0520.1 - High Priority Schools Grant Program)  
(cf. 0520.2 - Title I Program Improvement Schools)  
(cf. 0520.3 - Title I Program Improvement Districts)

#### Legal Reference:

##### EDUCATION CODE

35186 Williams uniform complaint procedures  
44510-44517 Administrator training program  
44757.5 Reading instruction definitions  
52050-52059 Public Schools Accountability Act, including:  
52053-52055.55 Immediate Intervention/Underperforming Schools Program  
52055.600-52055.662 High Priority Schools Grant Program  
52055.700-52055.770 Quality Education Investment Act  
52120-52128.5 Class Size Reduction Program  
60640 Standardized Testing and Reporting Program  
60642.5 California standards tests  
64001 Single plan for student achievement  
99230-99242 Mathematics and Reading Professional Development Program  
UNITED STATES CODE, TITLE 20  
6301-6578 Academic achievement of the disadvantaged, including:  
6316 Program improvement  
6319 Qualifications of highly qualified teachers  
6511-6518 Comprehensive School Reform Program

#### Management Resources:

##### WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

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### **SAFETY**

The Governing Board recognizes the importance of providing a safe school environment that is conducive to learning and helps ensure student safety and the prevention of student injury. The Superintendent or designee shall implement appropriate practices to minimize the risk of harm to students, including, but not limited to, practices relative to school facilities and equipment, the outdoor environment, educational programs, and school-sponsored activities.

(cf. 0450 - Comprehensive Safety Plan)  
(cf. 3320 - Claims and Actions Against the District)  
(cf. 3514 - Environmental Safety)  
(cf. 3514.1 - Hazardous Substances)  
(cf. 3514.2 - Integrated Pest Management)  
(cf. 3516 - Emergencies and Disaster Preparedness Plan)  
(cf. 3530 - Risk Management/Insurance)  
(cf. 3542 - School Bus Drivers)  
(cf. 3543 - Transportation Safety and Emergencies)  
(cf. 4119.42/4219.42/4319.42 - Exposure Control Plan for Bloodborne Pathogens)  
(cf. 4119.43/4219.43/4319.43 - Universal Precautions)  
(cf. 5131 - Conduct)  
(cf. 5131.1 - Bus Conduct)  
(cf. 5141 - Health Care and Emergencies)  
(cf. 5141.22 - Infectious Diseases)  
(cf. 5142.1 - Identification and Reporting of Missing Children)  
(cf. 5143 - Insurance)  
(cf. 5144 - Discipline)  
(cf. 5144.1 - Suspension and Expulsion/Due Process)  
(cf. 6145.2 - Athletic Competition)  
(cf. 6161.3 - Toxic Art Supplies)  
(cf. 6163.2 - Animals at School)  
(cf. 7111 - Evaluating Existing Buildings)

Staff shall be responsible for the proper supervision of students during school hours, during school-sponsored activities, and while students are using district transportation to and from school.

The Superintendent or designee shall ensure that students receive appropriate instruction on topics related to safety, as well as injury and disease prevention.

(cf. 5141.7 - Sun Safety)  
(cf. 6142.8 - Comprehensive Health Education)

#### **Legal Reference:**

##### **EDUCATION CODE**

8482-8484.6 After School Education and Safety Program  
17280-17317 Building approvals (Field Act)  
17365-17374 Fitness of school facilities for occupancy  
32001 Fire alarms and drills  
32020 School gates; entrances for emergency vehicles  
32030-32034 Eye safety  
32040 First aid equipment  
32050-32051 Hazing  
32225-32226 Two-way communication devices in classrooms  
32240-32245 Lead-free schools  
32250-32254 CDE school safety and security resources unit

Policy Adopted:



## **Chico Unified School District**

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

4.A.1  
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Board Policy:

#5142

Section: 5000

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### 32280-32289 Safety plans

44807 Duty of teachers concerning conduct of students

44808 Exemption from liability when students are not on school property

44808.5 Permission for students to leave school grounds; notice (high school)

45450-45451 Crossing guards

49300-49307 School safety patrol

49330-49335 Injurious objects

49341 Hazardous materials in school science laboratories

51202 Instruction in personal and public health and safety

### GOVERNMENT CODE

810-996.6 California Tort Claims Act

### HEALTH AND SAFETY CODE

115725-115750 Playground safety

115775-115800 Wooden playground equipment

115810-115816 Playground safety and recycling grants

### PUBLIC RESOURCES CODE

5411 Purchase of equipment usable by physically disabled persons

### VEHICLE CODE

21100 Rules and regulations; crossing guards

21212 Use of helmets

42200 Fines and forfeitures, disposition by cities

42201 Fines and forfeitures, disposition by counties

### CODE OF REGULATIONS, TITLE 5

202 Exclusion of students with a contagious disease

570-576 School safety patrols

5531 Supervision of social activities

5552 Playground supervision

5570 When school shall be open and teachers present

14103 Bus driver; authority over pupils

### CODE OF REGULATIONS, TITLE 22

65700-65750 Safety regulations for playgrounds; definitions and general standards

### COURT DECISIONS

Wiener v. Southcoast Childcare Centers, (2004) 32 Cal.4th 1138

Kahn v. East Side Union High School District, (2003) 31 Cal.4th 990

Hoyem v. Manhattan Beach City School District, (1978) 22 Cal. 3d 508

Dailey v. Los Angeles Unified School District, (1970) 2 Cal 3d 741

### Management Resources:

#### AMERICAN SOCIETY FOR TESTING AND MATERIALS

F 1487-05, Standard Consumer Safety Performance Specification for Playground Equipment for Public Use, 2005

#### U.S. CONSUMER PRODUCT SAFETY COMMISSION PUBLICATIONS

Handbook for Public Playground Safety, Pub. No. 325, 1994, rev. 1997

#### WEB SITES

American Society for Testing and Materials: <http://www.astm.org>

California Department of Education, Safe Schools Office: <http://www.cde.ca.gov/lss/ss>

California Department of Health Services: <http://www.dhs.ca.gov>

Centers for Disease Control and Prevention: <http://www.cdc.gov>

Environmental Protection Agency: <http://www.epa.gov>

U.S. Consumer Product Safety Commission: <http://www.cpsc.gov>

U.S. Department of Education, Safe Schools: <http://www.ed.gov/about/offices/list/osers/osep/gtss.html>



**Chico Unified School District**  
1163 East Seventh Street, Chico, CA 95928-5999  
(530) 891-3000

Board Policy: #5142.2

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## SAFE SCHOOLS

The Chico Unified School District Board of Education believes that every student has a legal right to attend a safe and secure school and its related activities. Students must demonstrate responsibility in exercising their rights, and they are expected to conduct themselves in a manner that reflects the values of the school district and the community.

The school staff has the authority and support to maintain discipline in order for the schools to function in accordance with their intended purpose. The Board will not tolerate activities which threaten the safety and well-being of students, staff or property. School personnel will hold students to strict account for their conduct at school and at all school related activities. Additionally, school personnel have the authority and, when it is practicable, will hold students accountable for their conduct while the students are going to or coming from school and/or any school related activity.

The Board rejects any substantiated gang activity which advocates hazing, drug use, violence, vandalism, disruptive behavior or other illegal activities on school grounds or at school functions. Students wearing, carrying, or displaying gang paraphernalia, making gestures which symbolize gang membership, or intimidating another student may be subject to appropriate disciplinary action.

The Superintendent shall be responsible for developing, implementing, monitoring and evaluating procedures to implement this policy.

## SELECTED STATUTORY REFERENCE(S)

Education Code § 32050 - "Hazing"  
32051 - Hazing; prohibition; violation; misdemeanor  
48907 - Student exercise of free expression  
48900 - Grounds for suspension or expulsion; legislative intent  
48900.5 - Suspension; limitation on imposition; exception  
51264 - In-service training; gang violence and drug and alcohol abuse prevention  
51265 - Legislative intent; gang violence and drug and alcohol abuse prevention in-service training

RECOMMENDED: General Administrative Council - February, 1991  
RECOMMENDED: Superintendent - February, 1991  
ADOPTED: Board of Education - February, 1991

Policy Adopted:



**Chico Unified School District**  
1163 East Seventh Street, Chico, CA 95928-5999  
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**Board Policy:** #5145.7

**Section: 5000** **Students**  
**Page 1 of 2**

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## **SEXUAL HARASSMENT**

The Board of Education is committed to maintaining an educational environment that is free from harassment. The Board prohibits sexual harassment of students by other students, employees or other persons, at school or at school-sponsored or school-related activities. The Board also prohibits retaliatory behavior or action against persons who complain, testify, assist or otherwise participate in the complaint process established pursuant to this policy and the administrative regulation.

### **Instruction/Information**

The Superintendent or designee shall ensure that all district students receive age-appropriate instruction and information on sexual harassment. Such instruction and information shall include:

1. What acts and behavior constitute sexual harassment, including the fact that sexual harassment could occur between people of the same gender
2. A clear message that students do not have to endure sexual harassment
3. Encouragement to report observed instances of sexual harassment, even where the victim of the harassment has not complained
4. Information about the person(s) to whom a report of sexual harassment should be made

(cf. 5131.5 - Vandalism, Theft and Graffiti)  
(cf. 5137 - Positive School Climate)  
(cf. 5141.41 - Child Abuse Prevention)  
(cf. 5145.3 - Nondiscrimination/Harassment)  
(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction)

### **Complaint Process**

Any student who feels that he/she is being or has been subjected to sexual harassment shall immediately contact his/her teacher or any other employee. A school employee to whom a complaint is made shall report it to the principal or designee.

Any school employee who observes any incident of sexual harassment involving a student shall report this observation to the principal or designee, whether or not the victim files a complaint.

In any case of sexual harassment involving the principal or any other district employee to whom the complaint would ordinarily be made, the employee who receives the student's report or who observes the incident shall report to the nondiscrimination coordinator or the Superintendent or designee.

(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)  
(cf. 5141.4 - Child Abuse Reporting Procedures)  
(cf. 5145.3 - Nondiscrimination/Harassment)

The principal or designee to whom a complaint of sexual harassment is reported shall investigate the complaint in accordance with administrative regulation. Where the principal or designee finds that sexual harassment occurred, he/she shall take prompt, appropriate action to end the harassment and address its effects on the victim. The principal or designee shall also advise the victim of any other remedies that may be available. The principal or designee shall refer the matter to law enforcement authorities, where required.

(cf. 1312.1 - Complaints Concerning District Employees)

**Policy Adopted:**



**Chico Unified School District**  
1163 East Seventh Street, Chico, CA 95928-5999  
(530) 891-3000

Board Policy: #5145.7

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Students

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### Disciplinary Measures

Any student who engages in sexual harassment of anyone at school or at a school-sponsored or school-related activity is in violation of this policy and may be subject to disciplinary action. For students in grades 4 through 12, disciplinary action may include suspension and/or expulsion, provided that in imposing such discipline the entire circumstances of the incident(s) shall be taken into account.

### Record-Keeping

The District schools shall maintain a record of all reported cases of sexual harassment to enable the school site to address and prevent repetitive harassing behavior in its schools.

All complaints and allegations of sexual harassment shall be kept confidential except as necessary to carry out the investigation or take other subsequent necessary action. (5 CCR 4964)

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

### Legal Reference:

#### EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

48900.2 Additional grounds for suspension or expulsion; sexual harassment

48904 Liability of parent/guardian for willful student misconduct

48980 Notice at beginning of term

#### CIVIL CODE

51.9 Liability for sexual harassment; business, service and professional relationships

1714.1 Liability of parents/guardians for willful misconduct of minor

#### CODE OF REGULATIONS, TITLE 5

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

#### UNITED STATES CODE, TITLE 20

1681-1688 Title IX, Discrimination

#### UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

#### CODE OF FEDERAL REGULATIONS, TITLE 34

106.1-106.71 Nondiscrimination on the basis of sex in education programs

#### COURT DECISIONS

*Reese v. Jefferson School District*, (2001) 208 F.3d 736

*Davis v. Monroe County Board of Education*, (1999) 526 U.S. 629

*Gebser v. Lago Vista Independent School District*, (1998) 118 S.Ct. 1989

*Nabozny v. Podlesny*, (1996, 7th Cir.) 92 F.3d 446

*Doe v. Petaluma City School District*, (1995, 9th Cir.) 54 F.3d 1447

*Oona R.-S. etc. v. Santa Rosa City Schools et al*, (1995) 890 F.Supp. 1452

*Rosa H. v. San Elizario Ind. School District*, (W.D. Tex. 1995) 887 F. Supp. 140, 143

*Clyde K. v. Puyallup School District #3*, (1994) 35 F.3d 1396

*Patricia H. v. Berkeley Unified School District*, (1993) 830 F.Supp. 1288

*Franklin v. Gwinnet County Schools*, (1992) 112 S. Ct. 1028

*Kelson v. City of Springfield, Oregon*, (1985, 9th Cir.) 767 F.2d 651

### Management Resources:

OFFICE OF CIVIL RIGHTS AND NATIONAL ASSOCIATION OF ATTORNEYS GENERAL

Protecting Students from Harassment and Hate Crime: A Guide for Schools, January 1999

OFFICE OF CIVIL RIGHTS' PUBLICATIONS

Revised Sexual Harassment Guidance, January 2001

Sexual Harassment Guidance, March 1997

#### WEB SITES

OCR: <http://www.ed.gov/offices/OCR>

Policy Adopted:



**TITLE:** RESOLUTION 988-07: EXTENDED DAY KINDERGARTEN AT COHASSET

Action:   X    
Consent:         
Information:       

Board: 06/20/07

Prepared by: Eddi Deromedi, Principal

### **Background Information**

By necessity, families residing in Cohasset frequently elect to Form 10 their kindergarten age children to schools in the Chico urban area closer to work locations and childcare options. Childcare is very limited in Cohasset and transportation after kindergarten dismissal is often a concern. In addition, there are no preschool programs established in the community. Therefore, many of the children enter school without preschool experiences geared toward developing the social and academic skills that provide the foundation for attaining kindergarten grade level standards. In an extended-day kindergarten, students benefit from the additional time to assimilate and practice the many required skills as they are introduced, supporting a strong transition into the elementary education program of first through sixth grade.

### **Educational Implications**

An After School Program (ASES) began in February of this year that would complement an extended-day kindergarten and allow for seamless attendance in the program after the dismissal of class. The school currently has an enriched kindergarten and first grade combination class which benefits from the dedication and expertise of an extremely skilled primary teacher who possesses over twenty years of experience. She is very cognizant of the fact that children enter school at varying developmental and experiential levels which she addresses through effective instructional methodology that combines core curricula with active learning strategies. She is uniquely capable of truly engaging and maintaining the attention span of very young learners as appropriate in an enriched early primary program. The teacher has agreed willingly to teach in an extended-day format and is positively anticipating the possibilities of additional time for quiet reflection, social interaction and in-depth exploration; elements that are not always possible within the established kindergarten instructional minutes.

### **Fiscal Implications**

None

### **Additional Information**

The new requirements for early primary programs, including extended-day kindergarten classes, allow for their establishment through the local School Board resolution process, as opposed to the past Department of Education wavier process.

### **Recommendation**

I recommend approval of an extended-day kindergarten at Cohasset School.

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

**RESOLUTION NO. 988-07**  
**EXTENDED DAY KINDERGARTEN**  
**AT**  
**COHASSET ELEMENTARY SCHOOL**

WHEREAS, California Education Code Section 37202 allows for an extended-day kindergarten class operated as part of an early primary program (EC 8970-8974);

WHEREAS, within an early primary program, kindergartners may exceed the four-hour maximum instructional day otherwise applicable to them (EC 46111);

WHEREAS, on a case-by-case basis, the Board shall determine the viability of extending the instructional day of the kindergarten class operated as part of an early primary program that provides developmentally appropriate activities in a safe, well-supervised, cognitively rich environment (EC 372020);

WHEREAS, this District recognizes that high-quality early primary programs help to develop knowledge, skills, and attributes necessary to be successful in school and provide for a smooth transition into the elementary education program of first through sixth grade, this resolution is adopted under the authority of California Education Code Section 8973;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Chico Unified School District hereby approves the establishment of an early primary program at Cohasset Elementary School commencing with the 2007-2008 school year.

Passed and Adopted by the Chico Unified School District Board of education at a regular meeting, hereof, held on the 20<sup>th</sup> of June, 2007.

Ayes:

Noes:

Abstentions:

Absent:

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Board President

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Secretary/Clerk

Dear County and District Superintendents:

**EXTENDED-DAY KINDERGARTEN WITHIN AN EARLY PRIMARY PROGRAM:  
LENGTH OF SCHOOL DAY**

This letter is to inform you of a specific change to California *Education Code (EC)* Section 37202 pertaining to extended-day kindergarten classes that are operated as part of an early primary program (pursuant to *EC* 8970-8974). An early primary program consists of same-age students or any combination of state preschool or child development program, kindergarten, first, second, or third grade students who are provided integrated, experiential, and developmentally appropriate instruction. Thus, within an early primary program, kindergarteners may exceed the four-hour maximum instructional day otherwise applicable to them (pursuant to *EC* 46111).

Since the inception of the early primary program provisions, any school district offering an extended-day kindergarten class in some but not all of its schools has had to seek a waiver of *EC* Section 37202. This section requires that all students at a given grade level in a district receive "an equal length" of instructional time.

Assembly Bill 2407 (Chapter 946, Statutes of 2004) revised *EC* Section 37202 to incorporate a specific, ongoing exception from the equal-length-of-time requirement for extended-day kindergarten classes operated as part of an early primary program. Thus, waivers of *EC* Section 37202 for this purpose are no longer needed.

By way of background, please note that the following criteria apply to an early primary program:

There must be a local board-adopted policy establishing the early primary program.

The school day may not last longer than that permitted for the oldest participating students at the school.

There must be ample opportunities for active and quiet activities.

Moreover, if a school district wishes to implement an extended-day kindergarten class as part of an early primary program, the following steps should be taken:

School district personnel should review *EC* Sections 8970-74, 46111, 46115, 46118, 46201, and 45024.

Affected bargaining units should be consulted and agree to modifying the length of the school day for the participating students at the participating schools.

The local board should pass a resolution pursuant to *EC* Section 8973 to establish an early primary program.

To reiterate, a waiver of *EC* Section 37202 is no longer needed to operate an extended-day kindergarten as part of an early primary program.

If you have any questions or need any additional information regarding the provisions of AB 2407, the establishment of an early primary program, or the operation of an extended-day kindergarten, please contact the Elementary Education Office, at 916-319-0878. If you have any questions regarding waivers, please contact the Waiver Office, at 916-319-0824.

Sincerely,

JACK O'CONNELL

JO:ls

TO: Alan Stephenson  
FROM: Eddi Deromedi  
RE: Extended-Day Kindergarten at Forest Ranch School and Cohasset School  
DATE: January 11, 2007

In light of the new requirements for establishment of early primary programs, I would like to request consideration of extended-day kindergarten classes at Cohasset School and perhaps at Forest Ranch. Cohasset will have an After School Program beginning February of this year that would complement an extended-day kindergarten program. Forest Ranch did not qualify for an after school program for this funding cycle, so it is not as conducive to a longer kindergarten day. Both schools currently operate enriched kindergarten and first grade combination programs, with kindergarteners leaving school at lunchtime. As rural schools, both face similar issues in providing early educational services to their communities.

Neither community has available preschool programs. Childcare opportunities, in general, are very limited. In addition, transportation is often a concern. Therefore, many of the students enter school without preschool experiences geared toward the developing the social and academic skills that provide a foundation for meeting kindergarten grade level standards. In an extended-day kindergarten the students would benefit from the additional time to assimilate the many required skills as they are introduced and practice them in greater depth and frequency.

Both schools benefit from the dedication and expertise of two extremely capable primary teachers, each having over twenty years of experience. They are cognizant of the fact that every child who enters school is unique, with varying levels of skill development and life experiences. They effectively utilize instructional methodology that combines the core curricula with active learning strategies. Their classrooms incorporate various groupings and individual choice as appropriate to the activity. Both teachers have the skills necessary to truly engage and maintain the attention span of very young learners.

In discussing the possibilities inherent in an extended-day program, the teachers have expressed anticipation of additional time for quiet reflection, social interaction and in-depth exploration, elements that are not always possible within the timeframe of the established kindergarten instructional minutes. They have both willingly agreed to teach in an extended-day format. In my conversation with George Young, he informed me that it would be a simple procedure as there is precedent for this change in working conditions as long as the specific teachers are in agreement.

For Cohasset School, being enrolled in an extended-day program, would allow next year's kindergarten students the ability to participate in the after school program as well. Hopefully, the ASES funding will be available to Forest Ranch School in the future. Forest Ranch kindergartners would then be in a position to take advantage of the after school services. Parents at both schools have expressed interest in enrolling their children in an after school program.

Although there are many aspects that speak positively to the implementation of an extended-day program in kindergarten at Cohasset and Forest Ranch, some questions are also raised that would need to be considered. First, are all parents required to enroll their children in the full-day program? Is it possible to offer the program as an alternative choice, thus allowing parents to commit to half- or full-day options depending on the needs of the learning needs and styles of their children? If the program is established what would be the necessary steps to alter or discontinue it if that becomes necessary?

Please, let me know what is needed to further this idea and keep me apprised of any developments regarding the proposal. Thank you.

PROPOSED AGENDA ITEM: Resolution # 989-07 / Elimination of Classified Services

Prepared by: Bob Feaster, Assistant Superintendent, Human Resources

- ☐ Consent  
☐ Information Only  
☒ Discussion/Action

Board Date: June 20, 2007

**Background Information:**

The District no longer needs or no longer has the funds to support the part time positions noted in the resolution. After consultation with CSEA, Chapter #110 leadership it was agreed that these positions can and should be eliminated.

**Educational Implications:**

None.

**Fiscal Implications:**

The District will save the cost of these positions.

**Recommendation:**

Approval of resolution #989-07



\_\_\_\_\_  
Bob Feaster  
Assistant Superintendent  
Human Resources

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

**RESOLUTION 989-07  
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 funds or 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
Instructional Assistant	.3750	Citrus/Title I & SBCP/Lack of Funds
Health Assistant	.2500	Chapman/Title I/Lack of Funds
Instructional Assistant	.3125	Little Chico Creek/Title I/Lack of Funds
Instructional Assistant	.6250	Chico High/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 lack of 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 June 20, 2007.

AYES:

NOES:

ABSTENTIONS:

ABSENT:

DATED this 20th day of June, 2007.

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Clerk of the Governing Board of the  
Chico Unified School District

**TITLE: Proposed Agenda Item**  
Declaration of Need for Fully Qualified Educators

Action: ☒  
Consent: ☐  
Information: ☐

Agenda Item:  
June 20, 2007  
Page 1

Prepared by: Bob Feaster, Assistant Superintendent-Human Resources

**Background Information**

There is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. This declaration would support any Emergency Credential and/or Limited Assignment Permit applications that might need to be submitted to the California Commission on Teacher Credentialing during the 2007/2008 school year in hard to fill subject areas.

**Educational Implications**

None

**Fiscal Implications**

None

**Additional Information**

None

**Recommendation**

Consider adoption of a "Declaration of Need for Fully Qualified Educators" through June 30, 2008 for Emergency Credentials and/or Limited Assignment Permits based on previous year's needs.





State Of California  
California Commission On Teacher Credentialing  
Box 944270  
1900 Capitol Avenue  
Sacramento, CA 94244-2700

Telephone:  
(916) 445-7254 or (888) 921-2682  
E-mail: [credentials@ctc.ca.gov](mailto:credentials@ctc.ca.gov)  
Web site: [www.ctc.ca.gov](http://www.ctc.ca.gov)

## DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

- ☒ Original declaration of need for year 2007/08  
☐ Revised declaration of need for year \_\_\_\_\_

### For Service in a School District

Name of District Chico Unified School District District CDS Code 08  
Name of County Butte County County CDS Code 04/61424

By submitting this annual Declaration the district is certifying the following:

- a diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- if a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 06 / 20 / 2007 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the Board agenda item**

With my signature below I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2008.

Submitted by (Superintendent, Board Secretary, or Designee):

Robert V. Feaster

*[Signature]*

Assistant Superintendent-HR

Name  
530-891-3211

Signature  
530-891-3000, Ext. 142

Title  
6/14/07

Fax Number

Telephone Number  
1163 East 7th Street, Chico CA 95928

Date

Mailing Address  
[jmeriwet@chicousd.org](mailto:jmeriwet@chicousd.org)

E-Mail Address

### For Service in a County Office of Education, State Agency or Non-Public School or Agency

Name of County \_\_\_\_\_ County CDS Code \_\_\_\_\_

Name of State Agency \_\_\_\_\_

Name of NPS/NPA \_\_\_\_\_ County of Location \_\_\_\_\_

(Complete only the appropriate line.)

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on \_\_\_\_/\_\_\_\_/\_\_\_\_, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, \_\_\_\_\_.

► **Enclose a copy of the public announcement**

(continued)

Submitted by Superintendent, Director, or Designee:

Name	Signature	Title
Fax Number	Telephone Number	Date
Mailing Address		
E-Mail Address		

► This declaration must be on file with the California Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency

### Areas of Anticipated Need for Fully Qualified Educators

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
CLAD (applicant already holds teaching credential)	1
BCLAD (applicant already holds teaching credential)	
List Target Language(s) for BCLAD Permit(s)	
Resource Specialist	1
Library Media Teacher Services	
Clinical or Rehabilitative Services:	
Language, Speech and Hearing	
Special Class Authorization	

### Limited Assignment Permits

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of limited assignment permits the employing agency estimates it will need in multiple subject and single subject areas.

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	1
Single Subject	1
TOTAL	2

(continued)

### Efforts to Recruit Certificated Personnel

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to [www.cde.ca.gov](http://www.cde.ca.gov) for more details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable teacher is not available to the school district, the district made a reasonable effort to recruit an individual for the assignment, in the following order:

- an individual who is scheduled to complete initial preparation requirements within six months
- a candidate who qualifies and agrees to participate in an approved internship program in the region of the school district

### Efforts to Certify, Assign, and Develop Fully Qualified Personnel

Has your agency established a District Intern program? ☐ Yes ☒ No

If no, explain. \_\_\_\_\_

Does your agency participate in a Commission-approved college or university internship program? ☒ Yes ☐ No

If yes, how many interns do you expect to have this year? 1

If yes, list each college or university with which you participate in an internship program. CSU Chico

If no, explain why you do not participate in an internship program.

PROPOSED AGENDA ITEM: **Waivers for schedule changes to allow for teacher collaboration**

Prepared by: Bob Feaster, Assistant Superintendent, Human Resources

☐ Consent  
☒ Information Only  
Discussion/Action

Board Date: June 20, 2007

**Background Information:**

The Collective Bargaining Agreement between the District and CUTA allows for a one year waiver of contract provisions if 85% of the unit members at the affected school site support the change. Three of our schools (Pleasant Valley High School, Chico High School and Marsh Junior High School) have passed waivers to modify the instructional minutes such that school would start later every Wednesday for students. This schedule would provide for approximately 50 minutes on Wednesday's for teacher collaboration time.

**Educational Implications:**

The educational implications are significant. This time will allow teachers to address such important issues as what it is we want students need to learn, how they will assess what students have learned and what we will do for students who need interventions and for those who would benefit from deeper understanding.

**Fiscal Implications:**

There are no fiscal implications. This waiver allows teachers to collaborate without cost to the District.

**Recommendation:**

No action needed.

---

Bob Feaster  
Assistant Superintendent  
Human Resources

*Appendix G-2*



**Application for a Waiver  
of the  
Collective Bargaining Agreement  
(One Year or Three Year)**

Affected Site or Work Location: \_\_\_\_\_ Chico High School \_\_\_\_\_

This is an application for:

Date of Application June 5, 2007

  X   A one (1) year waiver

       A three (3) year waiver

School Year(s) for which the waiver is sought: 2007-2008

Approval is Required: This waiver must be approved by the CUTA Executive Board and the District before it is effective. If approved, it will automatically expire at the end of the waive period (i.e. one year or three years) unless the unit members make application for a renewal.

Either CUTA or CUSD may require clarification or additional information before approving any waiver application. If more room is needed to answer any question, please attach additional pages.

NOTE 84/93 90.380

**1. Provisions to be Waived:**

**6.1.1.B.1.e.1**

Not more than two hundred eighty (280) minutes of teaching divided into not more than five (5) teaching periods. The teaching periods and the preparation period for any classroom teacher shall not extend beyond six (6) consecutive class periods unless mutually agreed to by the teacher and the District. If by mutual agreement, the teacher's teaching periods and preparation period extend beyond six (6) consecutive periods, the teacher's total student day time will remain unchanged. Such mutual agreement shall be in writing and a copy forwarded to the Association.

**6.1.1.B.2.a**

An additional fifteen (15) minutes on-site engaged in activities related to the teaching task, prior to the opening of the student day and an additional fifteen (15) minutes on site so engaged after the close of the student day.

**2. Proposed Replacement Text:**

Please provide the replacement language which is proposed to operate in place of the waived CBA provisions.

6.1.1.b.1.e.1 Teachers on the said Wednesdays (see attached schedule), will teach not more than 255 minutes divided into not more than (5) five teaching periods. The teaching periods and the preparation period for any classroom teacher shall not extend beyond six (6) consecutive class periods unless mutually agreed to by the teacher and the district.

6.1.1.b.1.e.1.a—The 45 minute teacher collaboration period will be used strictly for teachers to collaborate to improve student learning. The district will not request that this time will be used for administrative tasks.

Teachers on all other days (see attached schedule) will teach not more than 280 minutes divided into not more than (5) teaching periods. The teaching periods and the preparation period for any classroom teacher shall not extend beyond six (6) consecutive class periods unless mutually agreed to by the teacher and the district.

**6.1.1.B.2.a**

On collaboration days, the 15 minutes before school that are normally used for classroom preparation would be required to be used by certificated staff for collaboration, which is an activity related to the teaching task. This fifteen minutes will count towards called meeting time.

**3. What is the purpose of the waiver?**

*To provide collaboration time so that teachers may focus on student learning and results based on measurable goals.*

4. If a one (1) year waiver:

Was the decision reached by:

\_\_\_\_\_ consensus; or

X minimum 85% vote of affected unit members?

*David McKay*  
DAVID MCKAY

*Joe Asnault*  
JOE ASNAULT

Name of site representative who can attest  
to the validity of the decision process

*Brad Grienstraw*  
BRAD  
GRIENSTRAW

5. If a three (3) year waiver:

Was the decision reached by:

\_\_\_\_\_ consensus; or

\_\_\_\_\_ 100% vote of affected unit members?

\_\_\_\_\_ Name of site representative who can attest  
to the validity of the decision process

6. Affected Bargaining Unit Members:

List all Bargaining Unit Members who are directly, or potentially, affected by  
waiving this provision of the CBA. (Pursuant to CUTA By-Laws, unit members  
who are not CUTA Members may not participate in the waiver procedure.)

Linda Allen

Joe Asnault

Pennie Baxter

Sue Boyer

Kirk Bruchler

Rudy Bustamante

Jennifer Carey

Chip Carton

Susan Chrisco

Therese Chudy

Curtis Colwas

Cindy Cox

Ron DeCew

Kevin Dolan

Karol Forrest

Mike Garvey

Chris Goldmann

Krissi Hahn

Carol Heald

Karin Hollie

Tim Applebee

Jenelle Ball

Robin Bicocca

Mike Bruggeman

H. B. Calvert

Laura Carey

Linda Catalano

Mike Christopher

Kate Clemens

Mike Cooper

John Craig

Bruce Dillman

Mary Flynn

Shannon Frair

Kevin Girt

Brad Grienstraw

Robert Hanson

Anne Henkel

Steve Houser

Pam Jackson  
 Peg Johnson  
 Rich Kemp  
 John Kleinf  
 Kris Larson  
 Mary Lou Lum  
 Craig Matthews  
 Liz Metzger  
 Benny Moore  
 Kay Musgrave  
 Gretchen Nevens  
 Sara Niles  
 Kevin Payne  
 Tom Phelan  
 Maya Price  
 Jennifer Salas  
 Kathy Schulz  
 Dan Souirs  
 Anne Stephens  
 Jennifer Teague  
 Kathleen Thayer  
 Jill VanderHeiden  
 Carrie Watson  
 Doug Wion  
 Juan Zertuche

Beth Johnson  
 Todd Jones  
 Zack Kincheloe  
 Tom Lampkin  
 Karen Larson-Cannell  
 Vickie Lourener  
 Elaine McCaffrey  
 Quinn Mendez  
 J. J. Mitchell  
 Kevin Moretti  
 Karen Netterville  
 Jon Nickerson  
 Eric Nilsson  
 Chris Persson  
 Ron Pope  
 Sal Reyna  
 Allison Schroll  
 Sam Simmons  
 Stephanie Starmer  
 Paul Stephens  
 David Teja  
 Cindy Triff  
 Bill Ward  
 Dan Webb  
 Jacqui Windsor

GALE MORGAN  
 KEITH ROLLINS  
 PROXY (@BJSWS, WILL BE @ CHS IN 07-08)  
 PROXY (@PVHS, WILL BE @ CHS IN 07-08)  
 L.I.G.P.

7. **Special Promises:**

If any specific arrangements or promises were made in order to reach consensus or vote approval, please list them.

Collaboration activities on Wednesday mornings will be unit member driven and directed. (A group such as an Instructional Council that consists of nearly all unit members selected by the staff may fulfill this purpose.)

8. **Notice:**

Were affected unit members specifically advised that this waiver is provisional and: (a) it will automatically expire at the end of the requested waiver period; and (b) it must be approved by both the CUTA Executive Board and the District?

☒ Yes

☐ No

Date: 6/6/07

CUTA Site Representative

Date: 6/6/07

District Administrator



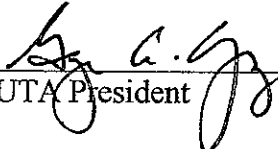
---

FOR CUTA USE:

This waiver will be considered by CUTA at the first Executive Board meeting that occurs ten (10) calendar days after its receipt.

X Approved

\_\_\_\_\_ Denied

  
CUTA President

5-31-07  
Date of CUTA Action

---

FOR DISTRICT USE:

\_\_\_\_\_ Approved

\_\_\_\_\_ Denied

\_\_\_\_\_  
Superintendent or Designee

\_\_\_\_\_  
Date of District Action

### Chico High

Regular days (Mon., Tue., Thur., Fri.)

*This is the same schedule we have now.*

Teacher start time	7:45	
Period 1	8:00-8:56	7 minute passing periods
Period 2	9:03-9:59	56 minute classes
Nutrition break	9:59-10:04	44 minute lunch + 7 minute pass
Period 3	10:11-11:07	
Period 4	11:14-12:10	
Lunch (44 min + passing)	12:10-12:54	
Period 5	1:01-1:57	
Period 6	2:04-3:00	
Teacher end time	3:10	

Collaboration days (Wed.)

*Note changes to last waiver in boldface.*

Collaboration	7:45-8:30	7 minute passing periods
Period 1	8:35-9:26	<b>51 minute classes</b>
Period 2	9:33-10:24	<b>44 minute lunch + 7 minutes pass</b>
Period 3	10:31-11:22	no nutrition break
Period 4	11:29-12:20	<b>45 minute collaboration</b>
Lunch (44 min + passing)	12:20-1:04	
Period 5	1:11-2:02	
Period 6	2:09-3:00	
Teacher end time	3:10	

### Finals schedule

The existing (half-day) finals schedule will remain in effect for both semesters. **If needed to fulfill the 64,800 minute state-required minimum**, a finals schedule for three days that maintains a 336 minute student day and ends up with equal time for all periods over the course of the three days may be developed in cooperation with teachers and administrators. (Sample Scenario: *All power at CHS goes out for an entire day. To regain those lost minutes, we would develop a 3-day, 336-minute finals schedule that would gain us 372 additional minutes—more than enough to cover the lost minutes due to the power outage. While finals would have to be full day to allow for the necessary minutes, we could still have a Finals Schedule that allowed for longer finals.*)

*Attachment G-2*



**Application for a Waiver  
of the  
Collective Bargaining Agreement  
(One Year or Three Year)**

Affected Site or Work Location: Pleasant Valley High School

This is an application for:

Date of Application June 2, 2007

☒ A one (1) year waiver

☐ A three (3) year waiver

School Year(s) for which the waiver is sought: 2007-2008

Approval is Required: This waiver must be approved by the CUTA Executive Board and the District before it is effective. If approved, it will automatically expire at the end of the waive period (i.e. one year or three years) unless the unit members make application for a renewal.

Either CUTA or CUSD may require clarification or additional information before approving any waiver application. If more room is needed to answer any question, please attach additional pages.

VOTE 82/88 = 93%

1. **Provisions to be Waived:**

List those provisions of the Collective Bargaining Agreement (CBA) for which a waiver is sought. Include specific Article and Section numbers, as well as the page number, on which the provisions are found in the current CBA.

*Article 6—Hours of Employment*

*6.1.1.B.1.e (requiring 5 teaching periods and an equivalent prep)*

2. **Proposed Replacement Text:**

Please provide the replacement language which is proposed to operate in place of the waived CBA provisions.

*For the term of this waiver a collaboration period will be added on Wednesday mornings as per the attached schedule.*

3. **What is the purpose of the waiver?**

*To provide collaboration time so that teachers may focus on student learning and results based on measurable goals.*

4. **If a one (1) year waiver:**

Was the decision reached by:

\_\_\_\_\_ consensus; or

  X   minimum 85% vote of affected unit members?

*Mark Bailey* Name of site representative who can attest

to the validity of the decision process

5. **If a three (3) year waiver:**

Was the decision reached by:

\_\_\_\_\_ consensus; or

\_\_\_\_\_ 100% vote of affected unit members?

\_\_\_\_\_ Name of site representative who can attest  
to the validity of the decision process

6. **Affected Bargaining Unit Members:**

List **all** Bargaining Unit Members who are directly, or potentially, affected by waiving this provision of the CBA. (Pursuant to CUTA By-Laws, unit members who are not CUTA Members may not participate in the waiver procedure.)

Allspaugh, Tamara	Anderson, Galen
Barber, Ray	Barber, Valerie
Beadle, Daniel	Becker, Jason
Bertapelle, Barbara	Besnard, Amy
Bowen, Jessice	Brogden, Lance
Brown, Mary	Burns, Priscilla
Calhoon-Carr, LeeAnne	Cannon, Lynn
Carlton, Lorenda	Carr, Jeffrey
Christensen, Michael	Chistensen, Sue
Chrysler-Anderson, Connie	Claverie, Monique
Copeland, Charles	Crawford, David
Davis, Cateena	Dickman, Mark
Egbert, Monica	Elliott, Linda
Ellis, Amanda	<del>Ellsmore, Elaine</del>
Fisher, Christina	Flory, William
Gailey, Mark	George, Thomaas
Gilzean, Randall	Gregoire-Brown, Marcelle
Gulbrandsen, Chris	Gulbrandsen, Erinn
Gunderson, Scott	Haley, William
Hemmingsen, Jeffrey	Henson, Christine
Holen, Deanna	Holmes, Daniel
Hopkins, Cynthia	Huyck, Michael
Jackson, Sterling	Jensen, Tamara
Keating, Timothy	Kohen, Kay
Lauten, Terry	Manuel, Brent
Marshall, Stephanie	Martin, Michelle

McCreary, Kathryn  
Miller, Karen  
Morrissey, Stacia  
Paddock, Robert  
Peacock, Miles  
Pitsker, Richard  
Rickmers, Reta  
Rix, Julie  
Robinson, Bert  
Rollins, Rahlma  
Sasaki, Joshua  
Silva, Brett  
Tallerico, Mario  
Topete- Tallerico, Janet  
Tucker, Machell  
Vetrano, Salvatore  
Vought, Michael  
Wilson, Susan

Mieske, Susan  
Minsart, Daniel  
Olsen, Gayle  
Parker, Ryan  
Peck, Michael  
Regas, Janean  
Ritcher, Nancy  
Robinson, Jeanine  
Rollins, Keith  
Rosenow, Deborah  
Scully, Patricia  
Souza, Ronald  
Tittle, Laura  
Travers, Deborah  
Utterback, Richard  
Von Der Mehden, Alan  
Wiggins, John  
Nilsson, Eric  
Olberg, Karen  
Olson, Karen

7. **Special Promises:**

If any specific arrangements or promises were made in order to reach consensus or vote approval, please list them.

Collaboration activities on Wednesday mornings will be unit member driven and directed. (A group such as an Instructional Council that consists of nearly all unit members and is elected by the staff may fulfill this purpose.)

The first fifteen (15) minutes of the Wednesday morning collaborations sessions will be counted as "called meeting time" and count against the eight (8) hours per month/sixty hours per year provided for in the Collective Bargaining Agreement.

8. **Notice:**

Were affected unit members specifically advised that this waiver is provisional and: (a) it will automatically expire at the end of the requested waiver period; and (b) it must be approved by both the CUTA Executive Board and the District?

  X   Yes

       No

Date: 6/6/07

Marks Bailey

Date: 6/11/07

Jh Sjh

District Administrator

This waiver will be considered by CUTA at the first Executive Board meeting that occurs ten (10) calendar days after its receipt.

Denied

5-31-07  
Date of CUTA Action

\_\_\_\_\_ Approved

Denied

Date of District Action

**PVHS**

**Regular days (Mon., Tue., Thur., Fri.)**

Teacher start time	7:30	
Period 1	7:45-8:41	7 minute passing periods
Period 2	8:48-9:44	56 minute classes
Period 3	9:51-10:47	47 minute lunch + 7 minute pass
Period 4	10:54-11:50	
Lunch (47 min + passing)	11:50-12:37	
Period 5	12:44-1:40	
Period 6	1:47-2:43	
Teacher end time	2:53	

**Collaboration days (Wed.)**

Collaboration	7:30-8:20	7 minute passing periods
Period 1	8:25-9:14	49 minute classes
Period 2	9:21-10:10	49 minute lunch + 7 minutes pass
Period 3	10:17-11:06	
Period 4	11:13-12:02	
Lunch (49 min + passing)	12:02-12:51	
Period 5	12:58-1:47	
Period 6	1:54-2:43	
Teacher end time	2:53	

**Finals schedule**

A finals schedule for two or three days that maintains a 336 minute student day and ends up with equal time for all periods over the course of the two/three days may be developed in cooperation with teachers and administrators.



*Appendix G-2*



**Application for a Waiver  
of the  
Collective Bargaining Agreement  
(One Year or Three Year)**

Affected Site or Work Location: \_\_\_\_\_ Marsh Junior High School \_\_\_\_\_

This is an application for:

Date of Application June 6, 2007

☒ A one (1) year waiver

☐ A three (3) year waiver

School Year(s) for which the waiver is sought: \_\_\_\_\_ 2007-2008 \_\_\_\_\_

Approval is Required: This waiver must be approved by the CUTA Executive Board and the District before it is effective. If approved, it will automatically expire at the end of the waive period (i.e. one year or three years) unless the unit members make application for a renewal.

Either CUTA or CUSD may require clarification or additional information before approving any waiver application. If more room is needed to answer any question, please attach additional pages.

VOTE 28/30 = 93%

1. **Provisions to be Waived:**

6.1.1.B.1.e.1

Not more than two hundred eighty (280) minutes of teaching divided into not more than five (5) teaching periods. The teaching periods and the preparation period for any classroom teacher shall not extend beyond six (6) consecutive class periods unless mutually agreed to by the teacher and the District. If by mutual agreement, the teacher's teaching periods and preparation period extend beyond six (6) consecutive periods, the teacher's total student day time will remain unchanged. Such mutual agreement shall be in writing and a copy forwarded to the Association.

2. **Proposed Replacement Text:**

Please provide the replacement language which is proposed to operate in place of the waived CBA provisions.

6.1.1.b.1.e.1 Teachers on the said Wednesdays (see attached schedule), will teach not more than 245 minutes divided into not more than (5) five teaching periods. The teaching periods and the preparation period for any classroom teacher shall not extend beyond six (6) consecutive class periods unless mutually agreed to by the teacher and the district.

6.1.1.b.1.e.1.a—The 50 minute teacher collaboration period will be used strictly for teachers to collaborate to improve student learning. The district will not request that this time will be used for administrative tasks.

Teachers on all other days (see attached schedule) will teach not more than 280 minutes divided into not more than (5) teaching periods. The teaching periods and the preparation period for any classroom teacher shall not extend beyond six (6) consecutive class periods unless mutually agreed to by the teacher and the district.

3. **What is the purpose of the waiver?**

*To provide collaboration time so that teachers may focus on student learning and results based on measurable goals.*

4. **If a one (1) year waiver:**

Was the decision reached by:

\_\_\_\_\_ consensus; or

  X   minimum 85% vote of affected unit members?

  Brian Horne   Name of site representative who can attest to the validity of the decision process

5. **If a three (3) year waiver:**

Was the decision reached by:

\_\_\_\_\_ consensus; or

\_\_\_\_\_ 100% vote of affected unit members?

\_\_\_\_\_ Name of site representative who can attest  
to the validity of the decision process

6. **Affected Bargaining Unit Members:**

List **all** Bargaining Unit Members who are directly, or potentially, affected by waiving this provision of the CBA. (Pursuant to CUTA By-Laws, unit members who are not CUTA Members may not participate in the waiver procedure.)

Jason Alvistur	Roy Bishop	Taryn Blizman	Pam Bodner
Janette Butler	Sue Campbell	Loyce Camy	Kelly Clarke
Marty Dockendorf	Billy Hague	April Hislop	Larry Hobbs
Gina Hoffman	Brian Horne	Kristin Lower	Susan Moretti
Darren Marshall	Steve McDonald	Amber Pasillas	Sherri Phelan
Kamala Purl	Boj Reynolds	Lisa Reynolds	Kurt Rix
Rochelle Sanchez	Julia Smith	Kelly Sullivan	Mike Sullivan
Natalie Taylor	Sandra Villasenor		

7. **Special Promises:**

If any specific arrangements or promises were made in order to reach consensus or vote approval, please list them.

Collaboration activities on Wednesday mornings will be unit member driven and directed. (A group such as an Instructional Council that consists of nearly all unit members selected by the staff may fulfill this purpose.)

8. **Notice:**

Were affected unit members specifically advised that this waiver is provisional and: (a) it will automatically expire at the end of the requested waiver period; and (b) it must be approved by both the CUTA Executive Board and the District?

☒ Yes

☐ No

Date: 6/8/07

Date: 6/5/07

Brian Horn  
CUTA Site Representative

Steph J. Russo  
District Administrator

---

FOR CUTA USE:

This waiver will be considered by CUTA at the first Executive Board meeting that occurs ten (10) calendar days after its receipt.

☐ Approved

☐ Denied

\_\_\_\_\_  
CUTA President

\_\_\_\_\_  
Date of CUTA Action

---

FOR DISTRICT USE:

☐ Approved

☐ Denied

\_\_\_\_\_  
Superintendent or Designee

\_\_\_\_\_  
Date of District Action

**Option 8:05**

**Regular days (Mon., Tue., Thur., Fri.)**

Teacher start time	7:50
Period 1	8:05-8:57
Period 2	9:02-9:54
Period 3	9:59-10:51
Period 4	10:56-11:48
Lunch	11:48-12:28
SSR	12:33-12:57
Period 5	12:57-1:49
Period 6	1:54-2:46
Teacher end time	3:01

**52 minute classes  
5 minute passing  
built in SSR**

**Collaboration days (Wed.)**

Teacher start time	7:50
Collaboration	8:05-9:00
Period 1	9:05-9:50
Period 2	9:55-10:40
Period 3	10:45-11:30
Period 4	11:35-12:20
Lunch	12:20-1:06
Period 5	1:11-1:56
Period 6	2:01-2:46
Teacher end time	3:01

**45 minute classes  
no SSR**

**First and Last Day of School**

Teacher start time	7:50
Period 1	8:05-8:41
Period 2	8:46-9:22
Period 3	9:27-10:03
Period 4	10:08-10:44
Period 5	10:49-11:25
Period 6	11:30-12:06
Teacher end time	12:21

Agenda Item #: \_\_\_\_\_  
(DO Use Only)

PROPOSED AGENDA ITEM: Request for Allowance of Attendance

Prepared by: Pat Bigler

- ☐ Consent  
☐ Information Only  
☒ Discussion/Action

Board Date: 06/20/07

Background Information

California school districts may receive attendance relief when one or more schools have been closed pursuant Education Code 41422.

Education Implications

Instructional time lost may be credited under Education Code 41422, which would have been regularly offered under Education Code 46200.

Fiscal Implications

The lost days due to emergency situations pursuant to Education Code 41422 maybe disregarded in the computation of average daily attendance.

Additional Information

DO Recommendation: Approve Request for Allowance of Attendance for both Cohasset and Forest Ranch schools.

DO Recommendation: \_\_\_\_\_

California Department of Education

Form J-13A

**REQUEST FOR ALLOWANCE OF ATTENDANCE  
BECAUSE OF EMERGENCY CONDITIONS  
Form J-13A (Rev. 4-90)**

School District Name: Chico Unified School District  
School District Address: 1163 E. 7th St  
Chico CA 95928  
County/District Code: 04 61424  
County Name: Butte County

This form replaces the Form J-13 (Rev. 3-86) and should be used to obtain approval of attendance and instructional time credit under one or more of the following conditions:

- When one or more schools were closed because of conditions described in Education Code Section 41422.
- When one or more schools were kept open but experienced a material decrease in attendance because of conditions described in Education Code Section 46392.
- When attendance records have been lost or destroyed as described in Education Code Section 46391.

Approved credit for instructional time may be used in conjunction with regular instructional days to satisfy the requirements of Education Code Section 37202 (equal length of instructional time among schools within a district.)

A separate form should be submitted for each emergency event, but credit may be requested for more than one school and under one or more of the foregoing conditions on the same form. Each separate form must include the affidavit of the Governing Board members and the County Superintendent before it can be approved by the Superintendent of Public Instruction.

The original form (with the Board members' affidavit) and two copies should be filed with the County Superintendent of Schools. If the County Superintendent approves the request, he or she should execute the affidavit certifying that approval and forward all pages of the original and one copy of the form to:

School Fiscal Services Division  
California Department of Education  
1430 N Street, Suite 3800  
Sacramento, CA 95814  
Attn: Carina Saraiva

This form consists of five preprinted pages. Pages 1 and 5 must accompany all submissions. Page 4 (Lost or Destroyed Attendance Records) will not need to be submitted by most districts. Multiple copies of Pages 2 and/or 3 may have to be submitted when claims are made on a school-by-school basis.

California Department of Education

Form J-13A

### SCHOOL CLOSURE

Nature of Emergency (describe):      Snowstorm and impassable roads on February 28, 2007  
in the mountain communities of Cohasset and Forest Ranch.

Name of School:      Cohasset Elementary and Forest Ranch Elementary

(if request covers all schools, write "all schools" on name line)

School Code (from Directory):      6002984 and 6002992

We request that apportionments be maintained, and instructional time credited for the above names school(s) without regard to the fact that the school(s) were closed on (dates):

February 28, 2007

because of the described emergency. Approval of this request authorizes the local educational agency to disregard these days in the computation of average daily attendance (per EC 41422) and obtain credit for instructional time for the days and the instructional minutes that would have been regularly offered on those days pursuant to EC 46200, et seq.

If the school closure resulted from impassable roads caused by inclement weather, state the number of school closure days for the same weather conditions in each of the last five years:

2005-06	None
2004-05	One day at Cohasset and Forest Ranch Schools
2003-04	None
2002-03	None
2001-02	None



California Department of Education

Form J-13A

**MATERIAL DECREASE**

**Nature of Emergency (describe):**

Name of School:

(if request covers all school, write "all schools" on name line)

School Code from Directory:

We request the substitution of estimated days of attendance for actual days of attendance in accordance with the provisions of EC 46392. Approval of this request will authorize use of the estimated days of attendance in the computation of apportionments for the foregoing school(s) for (dates) \_\_\_\_\_ during which school attendance was materially decreased because of the described emergency.

Estimated attendance for each day: \_\_\_\_\_ students per day. Estimated daily attendance multiplied by number of days of material decrease, yields \_\_\_\_\_ days of attendance requested

State method of determining estimated daily attendance (see bulletin):

Actual apportionable attendance for days of material decrease:

<u>Site</u>	<u>Date</u>	<u>Attendance</u>
-------------	-------------	-------------------

California Department of Education

Form J-13A

**LOST OR DESTROYED ATTENDANCE RECORDS**

We request the use of estimated attendance in lieu of attendance that cannot be verified because of the loss or destruction of attendance records. This request is made in accordance with Section 46391 of the Education Code. The entire period covered by the lost or destroyed records commences with \_\_\_\_\_, 19\_\_\_\_, up to and including \_\_\_\_\_, 19\_\_\_\_.

Describe circumstances and extent of records loss or destruction:

Describe how it is proposed to reconstruct attendance records or estimate attendance in the absence of records:

Name of contact familiar with this request:

Telephone number to call for further information:

California Department of Education

Form J-13A

**Note:** These oaths may be administered by any authorized person, including those mentioned in Section 60 of the Education Code excluding school trustees and members of boards of education.

**AFFIDAVIT OF GOVERNING BOARD MEMBERS**

We, members constituting a majority of the governing board of the  
Chico Unified school district, hereby swear (or affirm) that the foregoing  
statements are true and are based on official district records.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**At least a majority of the members of the governing board shall execute this affidavit.**

Subscribed and sworn (or affirmed) before me, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Signed \_\_\_\_\_  
Title \_\_\_\_\_  
of \_\_\_\_\_ County, California

Individual responsible for preparing this form:

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Phone: \_\_\_\_\_  
Pat Bigler Attendance Technician 530 891-3000 x110

**AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS**

The information and statements contained in the foregoing request are true and correct to the best of my knowledge and belief.

County Superintendent of Schools

Subscribed and sworn (or affirmed) before me, this \_\_\_\_\_ Date:  
day of \_\_\_\_\_, 20\_\_\_\_.

Signed \_\_\_\_\_  
Title \_\_\_\_\_  
of \_\_\_\_\_ County, California

Individual responsible for preparing this form:

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Phone: \_\_\_\_\_