

CHICO UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Special Session and Board Workshop

Wednesday, October 10, 2007

6:00 p.m.

Emma Wilson Elementary – Multipurpose Room

1530 W. Eighth Avenue, Chico, CA 95926

AGENDA

1. Call to Order

Opportunity for Public Comment on Agenda Items

The Governing Board welcomes and encourages public comments. Members of the public may comment on items included on this agenda: however, we ask that you limit your comments to five (5) minutes so that as many as possible may be heard (Education Code §35145.5, Government Code §54954.3)

2. Consent Calendar

- 2.1 Consider approval of Title 1 Waiver to waive the 15% carryover limit. (Janet Brinson)
- 2.2 Consider approval of Consultant Agreement with City of Chico for School Resource Officer (Bernard Vigallon)

3. Discussion/Action Calendar

- 3.1 PUBLIC HEARING and consider approval of Resolution 999-07: Notice of Apportionment for the State Instructional Materials Fund, Grades K-12, Fiscal Year 2007-2008. (Carolyn Adkisson)
- 3.2 Certification by Board of Trustees of Provision of Standards-Aligned Instructional Materials per Ed Code §60422(a) and California Code of Regulation, Title 5, §9531(a). (Carolyn Adkisson)

4. Presentation on Elementary and Junior High schools Facilities (Mary Leary, Michael Weissenborn, Carolyn Adkisson)

5. Adjournment

Posted: October 5, 2007

:mga

Rick Rees, President
Board of Education
Chico Unified School District

Agenda Item: _____
(DO Use Only)

PROPOSED AGENDA ITEM: Title I Waiver

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

Board Date: October 10, 2007

Background Information

Title I, Part A, funds have an annual 15 percent carryover limit that is reported on the *Consolidated Application*. If a district has more than 15 percent, it will be billed for the amount exceeding the 15 percent limit unless it is granted a waiver by the California State Department of Education. To waive the 15 percent carryover limit, the District must submit a *Carryover Request Form* if one has not been filed in the previous two years. Chico Unified last submitted a waiver for the 2003-04 school year. The waiver was approved.

Education Implications

As stated in the waiver request, this carryover funding is vital for the schools as they continue to build their learning teams, common assessments, and interventions to support student learning.

Fiscal Implications

There is no impact to the general fund.

TITLE I CARRYOVER REQUEST FORM

Mail by January 31, 2007 to:
Title I Carryover Waiver
Title I Policy and Partnerships Office
California Department of Education
1430 N Street, Suite 6208
Sacramento, CA 95814

If you have any questions regarding
Title I carry-over, please call Jyoti Singh at
(916) 319-0372.

| | |
|---------------------------------|---|
| County/District Code | 04-61424 |
| District Name | Chico Unified School District |
| Address | 1163 East 7 th Street Chico, CA 95928 |
| Contact Person and Title: | Janet Brinson, Director |
| Telephone: (530) 891-3000 x 105 | E-Mail: jbrinson@chicousd.org |

Fiscal Year: July 1, 2006 to June 30, 2007

Date of district board approval: October 10, 2007

Requirement to be waived: Fifteen percent carryover limit, specified in Section 1127 of No Child Left Behind Act of 2001

Total percent of carryover (per Consolidated Application, Part II): 20%

Total amount of carryover: \$488,364 Total amount of carryover generated by school sites: \$459,191

Fifteen percent carryover amount: \$361,665 Excess carryover amount: \$126,699

Rationale/description: Explain the need for the waiver and describe how the district's program might be adversely affected if the request is not approved. The request must: (1) be justified in terms of meeting the needs of students; (2) be necessary for implementing or developing a successful program, not for administrative convenience; (3) be reviewed by appropriate advisory committees; and (4) be approved by the local board of education. Describe the activities to be funded by the carryover amount and the amount budgeted for each activity (attach additional documentation if necessary).

Chico Unified School District has a 20% carryover in Title I for the 2006-07 school year. The carryover is not at the district level but at the site level. The largest carryover amounts reside at several of our Program Improvement Schools. The reason for this is twofold:

1. New principals were assigned to 3 elementary schools during the 2006-07 school year. The principals were very cautious in their spending their first year. They needed to evaluate existing programs, familiarize themselves with staff and students, and assess school needs. Principals began identifying program(s), services and materials that would be supported with these funds. Currently, all three schools have their program(s) fully operational and will rely on their carryover to continue their forward momentum.
2. CUSD has embarked on a district-wide endeavor to guide teachers and staff through the Professional Learning Team model to support student learning. Teachers are in the process of identifying essential standards and developing common assessments. A year-long Coaching Academy will provide teams of teachers at each school site additional support as they embed the PLC process into their site programs. The Academy will focus on teacher teams, developing common assessments and a pyramid of interventions. The carryover funding will support school sites as they continue these professional development activities and design collaborative time for their learning teams.

Additionally, preliminary projections indicate that Chico Unified School District's Title I Entitlement may be reduced approximately 10 percent from the 2006-07 allocation. This fact, alone, makes the additional carryover a necessity.

Each school site will determine how they will use their Title I carryover dollars to best implement interventions programs and the PLC model based on their specific needs.

DISTRICT SIGNATURES

District/Local Educational Agency Representative

Cooperative Director, if applicable

Janet Brinson, Director

Chair, district advisory committee (if appropriate)



FOR STATE DEPARTMENT OF EDUCATION USE ONLY

Recommendation:

Staff

Unit Manager

Division Director

Approval ☐ Denial ☐

Agenda Item: _____
(DO Use Only)

PROPOSED AGENDA ITEM: School Resource Officer

- ☒ Consent
☐ Information Only
☐ Discussion/Action

Board Date: October 10, 2007

Background Information

In approximately December 2005, the Chico Police Department assigned a new School Resource Office (SRO) to help relieve the significant workload of existing SROs and, in anticipation of the District opening a new school, Academy for Change, where it was expected many juveniles on probation would be in attendance. The position was not actually filled until May 2006. Subsequent to the initiation of this plan, it was the hope that CUSD would be able to contribute half of the wages and benefits for the new SRO with funds generated by the Community Day School. Further discussions were put on hold due to delays in the opening of Academy for Change. AFC did not open until May 2006, at which time the SRO began working. Due to the late opening of the school, AFC was unable to generate substantial funding to pay for half of the wages and benefits for the SRO. After continued discussion, it was determined that CUSD could contribute half of the salary for the remaining three months of the fiscal year. Based on AFC earnings for the 2006-07 school year, CUSD indicated to Chico PD staff that we would be unable to contribute to the SRO position. Chico PD plans to continue providing the SRO support at AFC at no cost to CUSD. The consultant agreement was delayed until both parties came to a mutual agreement of the shared costs. The final agreement was received by the City Manager's office for approval on August 15, 2007.

Education Implications

Fiscal Implications

There is no impact to the general fund.

Additional Information

Chico PD and CUSD have had a very successful, long-term working relationship. The placement of SROs at the school sites supports school staff and lessens the calls to Chico PD requesting police assistance. There is no cost to CUSD for these positions.

DO Recommendation

Recommended for approval.

Mandatory Instructions
(click to view)

CHICO UNIFIED SCHOOL DISTRICT
Business Services
1163 E. 7th 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: City of Chico
Street Address/POB: 1460 Humboldt Road
City, State, Zip Code: Chico, CA 95928
Phone: 530/897-4950
Taxpayer ID/SSN:

This agreement will be in effect from: 04/01/07 to 06/30/07

Location(s) of Services: (site) Academy for Change

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

Provide School Resource Officer of Academy for Change for the months of April, May and June 2007.

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

School Safety

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

- 1) Academy for Change account
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 | 3550 | 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)

\$ 5,023.95 Per Unit, times 3.00 # Units = \$ 15,071.85 Total for Services

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

9. **Additional Expenses:**

\$
\$
\$

Total for
Addit'l Expenses
0.00

\$ 15,071.85 **Grand Total**

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

(to be completed by Business Services)

CONSULTANT TERMS AND CONDITIONS

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

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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.
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]
(Signature of Consultant)
Authorized Pursuant to City of Chico Budget Policy No. 6.6

David Burkland
(Print Name)

8/24/07
(Date)

12. RECOMMENDED:

[Signature]
(Signature of Originating Administrator)

Bernard Vigallon, Director - Alternative Ed.
(Print Name)

8/28/07
(Date)

13. APPROVED:

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

Kelly Staley, Assistant Superintendent - ES
(Print Name)

8-20-07
(Date)

APPROVED:

[Signature]
(Signature of Asst. Supt. - Business Services)

☒ Consultant ☐ Contract Employee
Scott Jones
(Print Name)

(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)

APPROVED AS TO FORM:
David R. Frank, Chico City Attorney

[Signature]

CHICO UNIFIED SCHOOL DISTRICT
1163 EAST SEVENTH STREET
CHICO, CA 95928
(530) 891-3000

RESOLUTION NO. 999-07

Whereas, the governing board of Chico Unified School District, in order to comply with the requirements of *Education Code* section 60119 held a public hearing on October 10, 2007, at 6:00pm, which is on or before the eighth week of school and which did not take place during or immediately following school hours, and;

Whereas, the local governing board provided at least ten days notice of public hearing posted in at least three places within the district that stated the time, place and purpose of the hearing, and;

Whereas, the local governing board encouraged participation by parents, teachers, members of the community and bargaining unit leaders in the public hearing, and;

Whereas information provided at the public hearing and to the governing board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the district, and;

Whereas, the definition of "sufficient textbooks or instructional materials" means that each pupil has a textbook or instructional materials, or both, to use in class and to take home to complete homework assignments;

Whereas sufficient textbooks and instructional materials were provided to each student, including English learners, in mathematics, science, history-social science, and English/language arts, including the English language development component of an adopted program, consistent with the cycles and content of the curriculum frameworks;

Whereas, sufficient textbooks or instructional materials were provided to each pupil enrolled in foreign language or health classes, and;

Whereas, laboratory science equipment was available for science laboratory classes offered in grades 9-12, inclusive;

Therefore be it resolved that for the 2007-08 school year, the Chico Unified School District has provided each pupil with sufficient textbooks and/or instructional materials consistent with the cycles and content of the curriculum frameworks.

Adopted this 10th day of October, 2007

Ayes:

Noes:

Abstentions:

Absent:

Board President

Secretary/Clerk

Chico Unified School District

Educational Services – Elementary Education
(530) 891-3020

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Certification of Provision of Standards-Aligned Instructional Materials

The local governing board of the Chico Unified School District hereby certifies that as of this date, each pupil in the district, in kindergarten through grade twelve, has been provided with a standards-aligned textbook or basic instructional materials in each of the following areas:

- History/social science
- Mathematics
- Reading/language arts
- Science

For students in K-8, the instructional materials were purchased from an approved standards-aligned state adoption list as required by *CCR, Title 5, Section 9531*.

For students in grades 9-12, the instructional materials were adopted by the local governing board following district review of the materials and their alignment with state content standards as required by *CCR, Title 5, Section 9531*. Standards maps submitted by publishers under *Education Code Section 60451* were used in this review.

The State Board of Education adopted new standards-aligned instructional materials for K-8 in Science in November, 2006. The local governing board of Chico Unified School District has provided each pupil with a standards-aligned textbook or basic instructional materials from this adopted list by August 14, 2007 which is the start of the first school term that is no later than 24 months following the state adoption of these materials.

The local governing board of the Chico Unified School District adopted new standards-aligned instructional materials for grades 9-12 in Science on November, 2006. The local governing board certifies that it has provided each pupil in grades 9-12 in these classes with a standards-aligned textbook or basic instructional materials from this adopted list by August 14, 2007, which is the start of the first school term that is no later than 24 months following the local adoption of these materials.

Certification was approved by the local governing board at a public meeting held on October 10, 2007.

Ayes:

Noes:

Abstentions:

Absent:

Board President

Secretary/Clerk