

# **CHICO UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION**

## **Special Session**

**Wednesday, October 14, 2009**

**6:00 p.m.**

**Marsh Junior High School, Library  
2253 Humboldt Rd., Chico, CA 95928**

## **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)*

**6:00 pm**

### **2. CONSENT CALENDAR (5 minutes)**

#### **1. EDUCATIONAL SERVICES**

1. Consider Approval of the Field Trip Request for Chico High School FFA students to attend the National FFA Convention in Indianapolis, Indiana from 10/20/09-10/24/09
2. Consider Approval of the Purchase of the HELP (Help with English Language Proficiency) Math program
3. Consider Approval of the Purchase of the Destiny Library Management System
4. Consider Approval of the Consultant Agreement with CSU Chico Research Foundation to provide tutoring for Chapman Elementary School students.

#### **2. BUSINESS SERVICES**

1. Consider Approval of the Student Information System RFP

### **3. DISCUSSION/ACTION CALENDAR**

#### **1. EDUCATIONAL SERVICES**

**6:05 pm**

1. Discussion/Action: Chico Green School Charter Recommendation (Sara Simmons) (30 minutes)

#### **2. BUSINESS SERVICES**

**6:35 pm**

1. Information: Measure A Bond Dollars Facilities: Phase III Plan (Michael Weissenborn) (45 minutes)

**7:20 pm**

2. Information: Joint Use Stadium Concept (Michael Weissenborn) (45 minutes)

#### **3. GENERAL**

**8:05 pm**

1. Discussion/Action: 2<sup>nd</sup> Reading and Approval of Revised/Updated/New Board Policies (20 minutes)
  - 0520.2 Title I Program Improvement Schools
  - 0520.3 Title I Program Improvement Districts
  - 1240 Volunteer Assistance
  - 3100 Budget
  - 3280 Sale or Lease of District-Owned Real Property
  - 3320 Claims and Actions Against the District
  - 3460 Financial Reports and Accountability
  - 4111.2 Legal Status Requirement
  - 4112.2 Certification

- 4112.21 Interns
- 4113 Assignment
- 4118 Suspension/Disciplinary Action
- 4131 Staff Development
- 5126 Awards for Achievement
- 5141.33 Head Lice
- 5141.6 School Health Services
- 6159.1 Procedural Safeguards and Complaints for Special Education
- 6162.51 Standardized Testing and Reporting Program
- 6163.4 Student Use of Technology
- 9012 Board Member Electronic Communications
- 9223 Filing Vacancies
- 9320 Meetings and Notices

**8:25 pm 4. CLOSED SESSION**

1. Public Employee Dismissal/Discipline/Release  
Per Government Code §54957

2. Update on Labor Negotiations  
Employee Organizations:

Representatives:

CUTA  
CSEA, Chapter #110  
Kelly Staley, Superintendent  
Bob Feaster, Assistant  
Superintendent  
Jan Combes, Assistant  
Superintendent

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

**5. RECONVENE TO REGULAR SESSION**

1. Call to Order
2. Report Action Taken in Closed Session

**6. ADJOURNMENT**

Jann Reed, President  
Board of Education  
Chico Unified School District

PROPOSED AGENDA ITEM: National FFA Convention

Prepared by: Sheena Zweigle

☒ Consent  
☐ Information Only  
☐ Discussion/Action

Board Date: October 14, 2009

#### Background Information

The national FFA convention is similar in purpose to CA state FFA convention but is held on a much larger scale. The convention is the largest student gathering in the nation, and in most recent years, has maintained an attendance of 50,000+.

The national officers preside over business sessions conducted by 475 delegates representing their respective state associations.

#### Education Implications

The national convention has been approved by the National Association of Secondary Schools Principals (NASSP), which allows students an opportunity to experience education-filled programs outside of school. These programs include: FFA National Career Show, leadership and career success workshops, main arena sessions featuring motivational guest speakers, recognition and award presentations and honoring/recognizing FFA supporters and sponsors.

The national FFA convention provides inspiration and motivation that leads to further achievements in FFA.

#### Fiscal Implications

N/A- The FFA ASB and parent boosters accounts cover all costs except for sub costs, which are covered through the Ag department.

**CHICO UNIFIED SCHOOL DISTRICT**

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

2.1.1.  
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**FIELD TRIP REQUEST**

**TO:** CUSD Board of Education

**Date:** 8-6-09

**FROM:** Chico FFA

**School/Dept.:** CHS Agriculture

**SUBJECT:** Field Trip Request

Request is for <u>Chico FFA</u>	
<small>(grade/class/group)</small>	
Destination: <u>Indianapolis, Indiana</u>	Activity: <u>National FFA Conv.</u>
from <u>10-20-09 / 6:00am</u>	to <u>10-24-09 / 8:00pm</u>
<small>(dates) / (times)</small>	<small>(dates) / (times)</small>
Rationale for Trip: <u>National FFA Leadership Conference gives students a chance to experience agriculture &amp; FFA from all over the Nation.</u>	
Number of Students Attending: <u>2</u>	Teachers Attending: <u>1</u> Parents Attending: _____
Student/Adult Ratio: <u>2:1</u>	
Transportation: Private Cars _____	CUSD Bus _____ Charter Bus Name _____
Other: <u>Southwest Airlines</u>	
<b>All requests for bus or charter transportation must go through the transportation department - NO EXCEPTIONS.</b>	

<b>ESTIMATED EXPENSES:</b>		
Fees \$ _____	Substitute Costs \$ _____	Meals \$ _____
Lodging \$ <u>900.00</u>	Transportation \$ <u>1100.00</u>	Other Costs \$ _____
<b>ACCOUNT NAME(S), NUMBER(S) and AMOUNT(S):</b>		
Name <u>FFA</u>	Acct. #: <u>592</u>	\$ <u>2000.00</u>
Name _____	Acct. #: _____	\$ _____

<u>Sheena Zweig</u> <small>Requesting Party</small> <u>Jin Hauler</u> <small>Site Principal</small> <u>n/a</u> <small>Director of Transportation</small>	<u>8-6-09</u> <small>Date</small> <u>9/23/09</u> <small>Date</small>	<input checked="" type="checkbox"/> Approve/Minor or <input type="checkbox"/> Do not Approve/Minor Recommend/Major Not Recommended/Major <small>(If transporting by bus or Charter)</small>
	<u>9-23-09</u> <small>Date</small>	<input type="checkbox"/> Recommend <input type="checkbox"/> Not Recommended
	<u>9-23-09</u> <small>Date</small>	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved
<u>Wiley</u> <small>Director of Educational Services</small>  <small>Board Action</small>	   	

**PROPOSED AGENDA ITEM:**

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

Board Date: October 14, 2009

**Background Information**

HELP (Help with English Language Proficiency) is an internet-based, supplementary curriculum designed to remove language barriers from the learning of math skills and math content. Although it was designed specifically for English Learners, results indicate that it is successful with all struggling students. HELP Math is effective for students in grades 3-8 who need to develop the academic language and concepts in the math content area.

**Education Implications**

HELP Math will be used as a supplement to existing core math curriculum. It is based on California State Standards. The program provides individual student diagnostic reports and support assignments. The use of HELP Math is to assist with increasing student performance in math in grades 3-8 as defined in the CUSD LEA Plan.

**Fiscal Implications**

There is no cost to the general funds. Expenses will be paid for from Title I stimulus and/or SBCP funds.

PROPOSED AGENDA ITEM: Destiny Library Management System

Prepared by: Joanne Parsley

X Consent

       Information Only

Board Date: October 14, 2009

       Discussion/Action

#### Background Information

The current library manager system through Follett Software Company will expire this month. Follett is no longer going to support our current system, and has proposed a new system – Destiny. The new system will include the Destiny Library Manager – collaboration package for eighteen school sites, the Destiny Textbook Manager for six school sites (including the elementary book repository), as well as District technical support.

#### Education Implications

- Strengthens the library-classroom connection
- Enhances student achievement through improved access and availability of educational resources
- Simplifies research and library management
- Provides anytime, anywhere access with a standard Web browser
- Integrates support for sharing of curriculum resources throughout the district
- Strengthens reading programs, enhances lesson plans

#### Fiscal Implications

- Spend fewer budget dollars on replacement textbooks
- Reduce textbook losses through improved accountability
- View textbook shortages and surplus, thus allowing transfer of textbooks between buildings

#### Additional Information

**PROPOSED AGENDA ITEM:**

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

Board Date: October 14, 2009

**Background Information**

CSU Math Link graduate students have provided and will continue to provide tutoring to students at Chapman.

**Education Implications**

Increase STAR Test scores in the area of Math for Chapman students.

**Fiscal Implications**

There is no cost to the general fund. Expenses will be paid out of site Title I funds.

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# 1476

### 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: Building 25  
City, State, Zip Code: Chico, CA 95929-0870  
Phone: (530) 898-4322  
Taxpayer ID/SSN: NA

This agreement will be in effect from: 10/01/09 to 06/01/10

Location(s) of Services: (site) Chapman Elementary School

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

Provide tutoring for Chapman Elementary School students in small group/individual settings in the area of Math

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

To help Chapman Elementary School students to increase their STAR Test scores in the area of Math.

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

- 1) Title I Funding  
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	1110	1000	5800	14	120
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)

\$ \_\_\_\_\_ Per Unit, times # Units = \$ 8000.00 Total for Services

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

9. Additional Expenses:

\$  
\$  
\$

Total for  
Addit'l Expenses

\$ 8,000.00 Grand Total

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

(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# 1476

Consultant Name: The CSU Chicago Research Foundation

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 of Consultant) CAROL SAGOR  
(Print Name) 10/8/09  
(Date)

## **12. RECOMMENDED:**

\_\_\_\_\_  
(Signature of Originating Administrator) Ted Sullivan  
(Print Name) 9/25/09  
(Date)

## **13. APPROVED:**

\_\_\_\_\_  
(Signature of District Administrator, or Director of Categorical Programs) Janel Brinson  
(Print Name) 10/7/09  
(Date)

## **APPROVED:**

\_\_\_\_\_  
(Signature of District Admin-Business Services) ☒ Consultant ☐ Contract Employee  
Scott Jones Director, Fiscal Services 10/09/09  
(Print Name) (Date)

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

<b>CHECK REQUIRED (Invoice to accompany payment request):</b> <input type="checkbox"/> Partial Payment thru: _____ (Date) <input type="checkbox"/> Full or Final Payment	<b>DISPOSITION OF CHECK by Accounts Payable:</b> (check released upon completion of services) <input type="checkbox"/> Send to Site Administrator: _____ (Date check required) <input checked="" type="checkbox"/> Mail to Consultant
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\$ \_\_\_\_\_  
(Amount) (Originating Administrator Signature - Use Blue Ink) (Date)

**PROPOSED AGENDA ITEM:** Approve Request for Proposals Student Information System

**Prepared by:** Jason Gregg, Director of Information Technology Services

☒ Consent

**Board Date** October 14, 2009

☐ Information Only

☐ Discussion/Action

**Background Information**

The district has been using a program called SASI XP (Schools Administrative Student Information Cross Platform) to track student information for enrollment and to calculate attendance. Some sites also utilize features of discipline, grade book, and much of this data is coordinated with assessment, library systems and nutritional services.

SASI XP is no longer going to be supported by the vendor after August of 2010. That means that if the state makes changes, or if we have internal problems such as a file becoming corrupted, we would have programming issues that we might have difficulty correcting.

It is critical that by the end of 2010-11 we are up and running on a new student information system. We expect to purchase a system late in 2009-10 and spend 2010-11 working with a vendor to convert the data and train staff. This will allow us the ability to migrate sites as they become prepared to a new system, working in a parallel environment.

The process for selecting a new vendor is being handled by issuing Requests for Proposal.

**Discussion:**

The district intends to put together a team of school registrars and attendance personnel, principals, teachers, parents, and district office technicians to review presentations by vendors during the month of November. We anticipate this being a voluntary committee of key stakeholders who will meet weekly on Monday afternoons for two hours each week. Solicitation for this committee is taking place during October. We expect to bring a vendor selection to the Board in January.

**Financial Implications**

We expect the cost to be in the neighborhood of \$300,000 and these funds have been set aside from 2008-09 carryover in technology and district office expense budgets.

**Recommended Action**

A copy of the Requests for Proposal was presented at the September 23, 2009, Regular Board Meeting and a discussion held. The item was incorrectly listed as Information only, so no action could be taken. The item is being brought back for Consent Approval tonight.

PROPOSED AGENDA ITEM: Charter Review Committee Recommendation—Chico Green School

Prepared by: Sara Simmons

- ☐ Consent  
☐ Information Only  
☒ Discussion/Action

Board Date: 10/14/09

**Background Information**

The Chico Green School intends to serve students in grades 9-12, using Waldorf methods to emphasize the concepts of social, economic and environmental sustainability. A proposed charter petition was delivered to the district in August. Per Education Code, a public hearing for Chico Green School followed. The District Charter Review Committee has examined the petition, discussed areas of concern with the petitioners, and received revisions to the original document which addressed some of our concerns. By mutual agreement of the petitioners and the district, the timeline for a decision from the CUSD board was extended an additional thirty days.

**Educational Implications**

Students from throughout our area will have another educational option for completion of high school requirements.

**Fiscal Implications**

The proposed school intends to be direct funded, which means that any ADA generated will flow back to the school and will not come to CUSD.

**Additional Information**

The founders group has met with various members of the district office administration throughout the process of writing and revising the petition and supporting documents. If approved, the Chico Green School founders intend to apply for a Charter School grant from the state, use the 2009-10 school year to plan and open with students for the 2010-11 school year.

**TITLE: Phase III Facilities Workshop**

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

October 14, 2009

Prepared by: Michael Weissenborn, Facilities Planner/Construction Manager

**Background Information**

Phase 3 Measure A projects have been identified and prioritized by the secondary sites. Staff would like to review the potential projects and secure direction from the Board in anticipation of proceeding with selected projects.

**Educational Implications**

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

**Fiscal Implications**

The costs for the Phase 3 projects will be funded out of Measure A bond proceeds and will have no impact on the general fund. The bond proceeds are currently on deposit with the County Treasurer.

**Additional Information**

Chico High School and Pleasant Valley High School have developed priority lists they would like to see occur on their representative campuses. The top priority for Chico High School is the renovation/replacement of Lincoln Hall and the snack bar. Pleasant Valley High School has identified replacement of the stadium bleachers and modernization of existing older facilities as their priority. Alternative programs such as modifications to Fair View High School, location of the Academy for Change, on-line high school, Inspire Charter School and career technology education also need consideration.

**TITLE:** Joint Use Stadium Concept

Action: \_\_\_\_\_

Consent: \_\_\_\_\_

Information:   X  

Date: October 14, 2009

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

### **Background Information**

There has been discussion among several local agencies about the possibility of developing a joint use community stadium such as Harrison Field in Oroville. These discussions have included Chico Area Recreation and Park District, Butte College and the Chico Unified School District.

### **Educational Implications**

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

### **Fiscal Implications**

Each of the entities has a contribution which could be made to the venture. One proposed location is on the Canyon View High School site which could represent a portion of the District's commitment.

**PROPOSED AGENDA ITEM:** Board Policy Adoptions

**Prepared by:** Administration

☐ Consent

**Board Date** October 14, 2009

☐ Information Only

☒ Discussion/Action

**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 the California School Boards Association (CSBA) Policy Services, CUSD continues to update and revise Board Policies to ensure CUSD is legally compliant.

**Education 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.