

CHICO UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

**Regular Session Meeting
Wednesday, September 23, 2009**

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

ADDENDUM

The following changes were made to the September 23, 2009, Board Agenda, Closed Session:

- The following item was added as Item 2.1.:

2. CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL

Anticipated Litigation
Significant exposure to litigation pursuant
to Government Code Section 54956.9(b)
One case

Attending:

Kelly Staley, Superintendent
Bob Feaster, Assistant Superintendent
Jan Combes, Assistant Superintendent
Sue Ann Salmon Evans, Attorney at Law

- **Item 2.2. was removed:** Public Employee Appointment/Per Government Code §54957/Title: Restructuring of the Educational Services Department with Possible Promotion to Provide Oversight Services
- **Item 2.1. is now Item 2.3** Public Employee Performance Evaluation/Per Government Code §54957/Title: Superintendent
- **Item 2.3. is now item 2.2.** Update on Labor Negotiations

The following items were removed from the September 23, 2009, Board Agenda, under the Consent Calendar:

- **Item 6.2.8.** Consider Approval of the Field Trip Request for the CHS FFA Chapter Officers to attend the Chapter Officer Leadership Conference
- **Item 6.2.14.** Consider Approval of CAHSEE Waivers for Students with Disabilities

The following name was added to Item 6.4.1., Consider Approval of Certificated Human Resources Actions, under Part-Time Leave Request(s):

Peacock, Michaelle	Psychologist	2009/10 (effective 8/24/09-10/2/09)	0.4 FTE Child Care Leave
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The following changes were made to the order of the Discussion/Action Calendar:

- **Item 7.3. is now Item 7.2. HUMAN RESOURCES**
- **Item 7.2. is now Item 7.3. BUSINESS SERVICES** with the following changes to the order of the Business Services items:
 - **Item 7.2.1. is now Item 7.3.4. Information:** Student Information System RFP.
 - **Item 7.2.2. is now Item 7.3.5. Discussion/Action:** 2009-10 Mandated Cost Claim Services.
 - **Item 7.2.3. is now Item 7.3.1. Discussion/Action:** Budget Update, 2008-09 Year-End Unaudited Actual Financial Statement, 2009-10 Budget Revision #1.
 - **Item 7.2.4. is now Item 7.3.2. Discussion/Action:** Consider Approval of Resolution 1088-09, Interfund Borrowing.

The following item was added to the September 23, 2009, Board Agenda, under the Discussion/Action Calendar, Item 7.3. Business Services:

- **Item 7.3.3. Information:** Discuss Energy Savings Resolution from May, 2008

An AMENDED AGENDA is attached with time estimates listed.

Jann Reed, President
Board of Education
Chico Unified School District

Posted: September 22, 2009

:mm

CHICO UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Regular Meeting – September 23, 2009

Closed Session – 5:00 p.m.

Regular Session - 6:00 p.m.

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

AMENDED AGENDA

5:00pm

1. **CALL TO ORDER**
2. **CLOSED SESSION**

1. **CONFERENCE WITH LEGAL COUNSEL**

Anticipated Litigation

Significant exposure to litigation pursuant
to Government Code Section 54956.9(b)

One case

Attending:

Kelly Staley, Superintendent

Bob Feaster, Assistant Superintendent

Jan Combes, Assistant Superintendent

Sue Ann Salmon Evans, Attorney at Law

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

If Closed Session is not completed before 6:00 p.m., it will resume immediately following the regular meeting.

6:00pm

3. **RECONVENE TO REGULAR SESSION (5 minutes)**

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

6:05pm

4. **STUDENT REPORTS (15 minutes)**

6:20pm

5. **SUPERINTENDENT'S REPORT (15 minutes)**

6:35pm

6. **CONSENT CALENDAR (10 minutes)**

1. GENERAL

1. Consider Approval of Minutes of Regular Session on August 26, 2009 and Special Session on September 16, 2009

2. Consider Approval of Items Donated to Chico Unified School District

2. EDUCATIONAL SERVICES

1. Consider expulsion of students with the following IDs: 33934 and 50187

2. Consider expulsion clearance of students with the following IDs: 39074, 42627 and 68759

3. Consider Approval of the Field Trip Request for the BJHS Club Live to attend the Leadership Conference at Richardson Springs from 10/08/09-10/10/09

4. Consider Approval of the Field Trip Request for the CJHS Club Live to attend the Leadership Conference at Richardson Springs from 10/08/09-10/10/09

5. Consider Approval of the Field Trip Request for the PVHS Friday Night Live group to attend the Leadership Conference at Richardson Springs from 10/08/09-10/10/09

6. Consider Approval of the Field Trip Request for the FVHS Friday Night Live group to attend the Leadership Conference at Richardson Springs from 10/08/09-10/10/09

7. Consider Approval of the Field Trip Request for the CHS Friday Night Live group to attend the Leadership Conference at Richardson Springs from 10/08/09-10/10/09

8. Consider Approval of the Field Trip Request for the CHS ACT students to travel to Los Angeles from 01/13/10-01/16/10

9. Consider Approval of the Consultant Agreement for a Fair View Green Academy Coordinator

10. Consider Approval of the Consultant Agreement to provide officials for PVHS field

hockey matches, baseball and softball games

11. Consider Approval of the Consultant Agreement with Creative Spirit LLC to provide "Keeping the Joy in Learning" training to site staff
12. Consider Approval of the Obsolete Textbooks
13. Consider Approval of the Medi-Cal Administrative Activities (MAA) Claiming Agreement

3. BUSINESS SERVICES

1. Consider Approval of Accounts Payable Warrants
2. Consider Approval of the Declaration of Surplus Property
3. Consider Approval of Monthly Enrollment Update

4. HUMAN RESOURCES

1. Consider Approval of Certificated Human Resources Actions
2. Consider Approval of Classified Human Resources Actions

7. **DISCUSSION/ACTION CALENDAR**

1. EDUCATIONAL SERVICES

- | | |
|--------|---|
| 6:45pm | 1. <u>Information</u> : Strategic Plan Update (Sara Simmons) (15 minutes) |
| 7:00pm | 2. <u>Information</u> : Report on Accountability Progress and STAR Results (Michael Morris) (60 minutes) |
| 8:00pm | 3. <u>Discussion/PUBLIC HEARING/Action</u> : Consider Approval of Resolution 1087-09, Notice of Apportionment for the State Instructional Materials Fund, Grades K-12, Fiscal Year 2009-2010 (Joanne Parsley) (5 minutes) |

2. HUMAN RESOURCES

- | | |
|--------|---|
| 8:05pm | 1. <u>Discussion/PUBLIC HEARING/Action</u> : Public Hearing and Approval of Tentative Agreement between CUSD and the Chico Unified Teachers Association (CUTA) (Bob Feaster) and of AB1200, Certifying the District's Ability to Meet the Cost of the Tentative Agreement (Jan Combes) (15 minutes) |
| 8:20pm | 2. <u>Discussion/Action</u> : Consider Approval of Resolution 1082-09, Elimination of Classified Services (Bob Feaster) (5 minutes) |
| 8:25pm | 3. <u>Discussion/Action</u> : Consider Approval of Resolution 1084-09, To Allow Junior High Teachers with a Single Subject Credential to Teach Outside Their Credential Area Based on Appropriate Coursework (Bob Feaster) (5 minutes) |
| 8:30pm | 4. <u>Discussion/Action</u> : Consider Approval of Resolution 1085-09, To Allow a Credentialed Teacher to Teach Any Single Subject Class Based on Appropriate Coursework (Bob Feaster) (5 minutes) |
| 8:35pm | 5. <u>Discussion/Action</u> : Consider Approval of Resolution 1086-09, To Allow Teachers with a Multiple Subject Credential to Teach a Specific Subject Below Grade 9 (Bob Feaster) (5 minutes) |

3. BUSINESS SERVICES

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|---------|--|
| 8:40pm | 1. <u>Discussion/Action</u> : Budget Update, 2008-09 Year-End Unaudited Actual Financial Statement, 2009-10 Budget Revision #1 (Jan Combes) (40 minutes) |
| 9:20pm | 2. <u>Discussion/Action</u> : Consider Approval of Resolution 1088-09, Interfund Borrowing (Jan Combes) (15 minutes) |
| 9:35pm | 3. <u>Information</u> : Discuss Energy Savings Resolution from May 2008 (Jan Combes) (20 minutes) |
| 9:55pm | 4. <u>Information</u> : Student Information System RFP (Jason Gregg) (10 minutes) |
| 10:05pm | 5. <u>Discussion/Action</u> : 2009-10 Mandated Cost Claim Services (Jan Combes) (5 minutes) |

4. GENERAL

10:10pm

1. Information: First Reading of Revised/Updated/New Board Policies (5 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

10:15pm

8. ITEMS FROM THE FLOOR**9. ANNOUNCEMENTS****10. ADJOURNMENT**

CHICO UNIFIED SCHOOL DISTRICT
1163 EAST SEVENTH STREET
CHICO, CALIFORNIA 95928
September 23, 2009

6.4.1.
Page 1 of 1

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

Name/Employee #	Assignment	Effective	Comment
<u>Temporary Appointment(s) 2009/10 According to Board Policy</u>			
Carter, Tamara	Secondary	2009/10 (effective 9/21/09)	0.4 FTE Temporary Appointment (in addition to current .6 FTE assignment)
Christensen, Joyce	Elementary	2009/10 (effective 9/11/09)	0.2 FTE Temporary Appointment
Lampkin, Roseann	Psychologist	2009/10	0.15 FTE Temporary Appointment (in addition to current .6 FTE assignment)
Moll, Andrew	Secondary	2009/10 (effective 9/9/09)	0.4 FTE Temporary Appointment
Sasaki, Joshua	Secondary	2009/10 (effective 9/15/09)	0.6 FTE Temporary Appointment (in addition to current .4 FTE assignment)
Simmons, Abraham	Secondary	2009/10 (effective 9/21/09)	0.6 FTE Temporary Appointment
Stager, Linda	Psychologist	2009/10	0.15 FTE Temporary Appointment (in addition to current .65 FTE assignment)
Telegan, Jessica	Elementary	2009/10 (effective 9/14/09)	0.2 FTE Temporary Appointment
Van Buskirk, Kim	Elementary ISP	2009/10 (effective 9/14/09)	0.4 FTE Temporary Appointment (in addition to current .6 FTE assignment)
Waddell, Amy	Secondary	2009/10 (.2 FTE effective 9/11/09) (.2 FTE effective 9/21/09)	0.4 FTE Temporary Appointment (in addition to current .2 FTE assignment)

Probationary Appointment(s) 2008/09 According to Board Policy

Neves-Dean, Michelle	Nurse	August 21, 2009	0.4 FTE Probationary Appointment
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Part-Time Leave Request(s) 2009/10

Cook, Lori	Elementary ISP	2009/10 (effective 9/14/09-5/27/10)	0.4 FTE Child Care Leave
Southam, Kirsten	Elementary	2009/10 (effective 9/07/09-5/27/10)	0.2 FTE Personal Leave
Peacock, Michaelle	Psychologist	2009/10 (effective 8/24/09-10/2/09)	0.4 FTE Child Care Leave

Retirement(s)/Resignation(s)

Lim, Mary Lou	Secondary	July 29, 2009	Retirement
Schoenthaler, Mary	Elementary	August 28, 2009	Resignation

Rescission of Part-Time Leave Requests

Baldwin, Judy	Elementary	2009/10	0.3 FTE Leave (Policy #4475 STRS Reduced Workload)
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PROPOSED AGENDA ITEM: Discuss Energy Savings Resolution from May, 2008

Prepared by: Jan Combes, Assistant Superintendent Business Services

☐ Consent

Board Date September 23, 2009

☒ Information

☐ Discussion/Action

Background Information:

In 2007-08 the District developed several budget subcommittees to review 232 suggestions made by staff and community members regarding the district's budget crisis. Many of the recommendations that were reviewed were related to energy use by the district. Those items were referred to the Budget Subcommittee on Sustainability Issues.

On May 21, 2008, Mary Leary presented the recommendations from the Sustainability Committee to reduce energy costs. The recommendations were presented in the format of a resolution (Attachment 1), which was approved by unanimous vote of the Board.

The Resolution contained three distinct parts:

Part 1 involved lighting: Over the course of the summer 2008 the district revamped lighting through the use of district maintenance staff and replaced ballasts with more energy efficient technology, taking advantage of significant rebates available from Pacific Gas & Electric Company.

Part 2 involved Heating/Ventilating/Air Conditioning: Set points of 78 degrees for air conditioning and 68 degrees for heating were established. The resolution made it clear that tampering, disabling or destroying the thermostats located in district facilities is prohibited by Board Policy. Problems with the energy management system are to be reported to the school principal/designee who then submits an electronic work order to the Maintenance Department.

Part 3 involved Appliances: Staff rooms and common areas for staff were identified by the Principal where refrigerators, microwaves, and coffee pots would be made available for employee use. In October 2008 forty five (45) energy efficient refrigerator/freezers were purchased for \$21,000 and placed in common areas defined by the principal. Personal energy using devices in classrooms were to be removed, specified as: refrigerators, coffee pots, microwaves, toaster ovens, dehumidifiers, air cleaners, space heaters, hot plates and cup warmers. Space heaters were allowed by the resolution if they were energy efficient models and individuals were willing to pay the cost of the space heater. Subsequently a form for this purpose was distributed to employees (Attachment 2).

Over the course of the summer 2009 there were many teacher relocated to different schools. An inspection of all elementary sites indicated that some schools had complied and there was room for improvement at others. The district has not inspected secondary sites, but did ask secondary schools to comply as well. Subsequently, the district received a request from John Jenswold, CUTA President, asking that the Board discuss this resolution at a Board meeting.

Financial Implications:

The projected cost savings was estimated at \$340,000 for all three endeavors. In 2008-09 the district used 10.72% less kilowatts than in 2007-08, representing savings of about \$160,000. Natural gas usage was reduced by 1.6%, a savings of about \$4,000. Overall, after rate adjustments which went up for electricity and down for natural gas, the district spent \$182,000 less on utilities in 2008-09 than they did in 2007-08.

CHICO UNIFIED SCHOOL DISTRICT
1163 East Seventh Street
Chico, CA 95928

BOARD RESOLUTION NO. 1028-08
ENERGY CONSERVATION GUIDELINES

WHEREAS, the Board of Education of the Chico Unified School District recognizes the importance of minimizing the District's use of scarce natural resources, providing a high-quality learning environment that promotes health and productivity, and effectively manages the District's fiscal resources; and

WHEREAS, the Board recognizes that the current cost of utilities is a significant cost factor; and

WHEREAS, the Board desires to reduce the energy and water consumption to help lower utility costs and promote conservation principles.

NOW, THEREFORE, BE IT RESOLVED that the Chico Unified School District Board of Education adopts the following guideline for all District Office, Corporation Yard and school site administrative area, classroom, office or workspaces:

1. Lighting
 - a. All lights shall be in proper working order.
 - b. Banks of lights shall be turned out whenever and wherever possible.
 - c. Lights shall be turned out each time a room is vacant, regardless of the amount of time the room will be empty.
 - d. The District will strive to keep abreast of new lighting and ballast technologies and purchase those technologies when appropriate and cost effective.
 - e. Maximize the ability to access all Pacific Gas and Electric rebates.
2. Heating/Ventilating/Air Conditioning
 - a. When the heating and/or air conditioning are on, all doors and windows shall be closed.

- b. Thermostats shall be set at 78 degrees for air-conditioning and 68 degrees for heating.
- c. Thermostats shall not be artificially manipulated. Tampering with, disabling, or destroying the thermostats located in District facilities are prohibited by District policy.
- d. Programming problems will be reported to the school principal/designee immediately. They will in turn report the problems to the Maintenance Department via electronic work order.

3. Appliances

It is the District's intent to utilize energy efficient appliances in staff rooms and common areas. The principal at each respective school site will be responsible for designating the location of staff rooms and common areas.

- a. The following items must be removed from the District Office, Corporation Yard and site administrative offices, individual classrooms, offices, workstations, etc.:

- Small refrigerator
- Large refrigerator
- Coffee pot
- Microwave
- Toaster oven
- Dehumidifier
- Air cleaner
- Humidifier
- Space heater
- Hot plate
- Cup warmer

- b. Space heaters will be allowed only if they are energy star rated and the individual is willing to pay the cost to use the space heater as established by District policy and/or procedure.

The Superintendent/designee shall develop policy and administrative regulations to ensure that administrative area, classroom, office or workspace is in compliance.

PASSED AND ADOPTED by the Board of Education of the Chico Unified School District this 21 day of May, 2008.

AYES: Reed, Anderson, Thompson, Rees, Kaiser

NOES: None

ABSTAIN: None

ABSENT: None

5-22-08
Date

K. Staley
Kelly Staley, Secretary to the Board

Chico Unified School District
Payroll Deduction Authorization
Use of Personal Space Heater

7.3.3.
Page 5 of 5

The Board of Trustees resolved that personal energy using devices be eliminated from classrooms and offices effective with the 2008-09 school year. This resolution was an attempt to save energy, reducing costs for Chico USD and preserving our resources for future generations.

One exception is the use of personal electric space heaters if the employee wished to make a contribution towards the cost of the utilities. Personal electric space heaters that have an Underwriter's Laboratory (UL) label are the only ones approved for individual use in classrooms and offices. Other suggested features recommended by the U. S. Department of Energy are to purchase newer model heaters that have current safety features, thermostatically controlled to avoid energy waste of overheating a room, plug directly into a wall outlet or a district approved outlet strip, and the type of heater that has a tip-over switch or similar feature that automatically shuts off the heater if the unit is tipped over.

They should only be operated when you are at your desk or in your classroom. Heaters left running when school is not in session could create a safety hazard as well as a waste of our natural resources.

If you are using a personal electric space heater that meets the qualifications, please enroll in payroll deduction to help pay for the energy used by the device.

Space heaters use an average of \$22 per month and are generally used during the months of December – April in our area. We estimate that the cost is \$88 per year (4 x \$22) and the cost will be prorated across the number of pay warrants that you receive (10 pays \$8.80 per month; 12 pays \$7.30 per month). This deduction will remain in place. You may cancel at any time by June 1st effective the following school year by submitting another copy of this form, and signing the cancellation slip at the bottom of the page; otherwise your enrollment will continue indefinitely.

If you are using a Underwriter's Laboratory electric heater and wish to enroll in this program please sign and date the form and return it to Payroll Department, District Office no later than January 31, 2009. Monthly payroll deduction will begin on the February 28, 2009 payroll check.

Payroll Deduction Authorization – Program Details Noted Above:

Deadline for enrolling is January 31st

_____ Printed Name	_____ Signature	_____ Date
_____ Employee ID Number or SSN	_____ School Site / Department	_____ Room Number

Cancellation Authorization:

Please cancel my participation in the program effective for the following school year: _____.
(note: since the cost is prorated we ask that if you choose to cancel you do so prior to June 1st preceding the school year in which you wish to cancel).

_____ Printed Name	_____ Signature	_____ Date
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