

# **CUSD Board of Education**

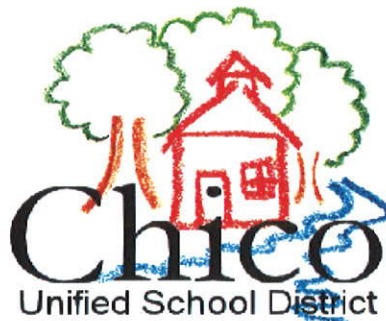
## **Regular Meeting Agenda**

**Chico City Council Chambers**

**July 20, 2011**

**CLOSED SESSION – 5:00 P.M.**

**REGULAR BOARD MEETING – 6:00 P.M.**



## **Board Members**

**Dr. Kathleen Kaiser, President**

**Jann Reed, Vice President**

**Eileen Robinson, Clerk**

**Dr. Andrea Lerner Thompson, Member**

**Elizabeth Griffin, Member**

**Kelly Staley, Superintendent**

This Agenda is Available at:  
Chico Unified School District  
1163 E. 7<sup>th</sup> Street  
Chico, CA 95928  
(530) 891-3000  
Or Online at:  
[www.chicousd.org](http://www.chicousd.org)

Posted: 07/14/11

The Chico Unified School District Board of Education welcomes you to this meeting and invites you to participate in matters before the Board.

### **INFORMATION, PROCEDURES AND CONDUCT OF CUSD BOARD OF EDUCATION MEETINGS**

***No disturbance or willful interruption of any Board meeting shall be permitted. Persistence by an individual or group shall be grounds for the Chair to terminate the privilege of addressing the meeting. The Board may remove disruptive individuals and order the room cleared, if necessary. In this case, further Board proceedings shall concern only matters appearing on the agenda.***

#### **CONSENT CALENDAR**

The items listed on the Consent Calendar may be approved by the Board in one action. However, in accordance with law, the public has a right to comment on any consent item. At the request of a member of the Board, any item on the consent agenda shall be removed and given individual consideration for action as a regular agenda item. Board Bylaw 9322.

#### **STUDENT PARTICIPATION**

At the discretion of the Board President, student speakers may be given priority to address items to the Board.

#### **PUBLIC PARTICIPATON FOR ITEMS ON THE AGENDA (Regular and Special Board Meetings)**

The Board shall give members of the public an opportunity to address the Board either before or during the Board's consideration of each item of business to be discussed at regular or special meetings.

- Speakers will identify themselves and will direct their comments to the Board.
- Each speaker will be allowed three (3) minutes to address the Board.
- In case of numerous requests to address the same item, the Board may select representatives to speak on each side of the item.

#### **PUBLIC PARTICIPATON FOR ITEMS NOT ON THE AGENDA (Regular Board Meetings only)**

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

- Public comments for items not on the agenda will be limited to one hour in duration (15 minutes at the beginning of the meeting and 45 minutes at the end of the meeting).
- Initially, each general topic will be limited to 3 speakers.
- Speakers will identify themselves and will direct their comments to the Chair.
- Each speaker will be given three (3) minutes to address the Board.
- Once 2 speakers have shared a similar viewpoint, the Chair will ask for a differing viewpoint. If no other viewpoint is represented then a 3<sup>rd</sup> speaker may present.
- Speakers will not be allowed to yield their time to other speakers.
- After all topics have been heard, the remainder of the hour may be used by additional speakers to address a previously raised issue.

#### **WRITTEN MATERIAL:**

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

#### **COPIES OF AGENDAS AND RELATED MATERIALS:**

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

#### **AMERICANS WITH DISABILITIES ACT**

Please contact the Superintendent's Office at 891-3000 ext. 149 should you require a disability-related modification or accommodation in order to participate in the meeting. This request should be received at least 48 hours prior to the meeting in order to accommodate your request.

Pursuant to Government Code 54957.5, If documents are distributed to board members concerning an agenda item within 72 hours of a regular board meeting, at the same time the documents will be made available for public inspection at the Chico Unified School District, Superintendent's Office located at 1163 East Seventh Street, Chico, CA 95928 or may be viewed on the website: [www.chiocusd.org](http://www.chiocusd.org).

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

Regular Meeting – July 20, 2011

Closed Session – 5:00 p.m.

Regular Session – 6:00 p.m.

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

## **AGENDA**

5:00pm

1. **CALL TO ORDER**

- 1.1. Public comment on closed session items

2. **CLOSED SESSION**

2.1. Update on Labor Negotiations

Employee Organizations:

Representatives:

CUTA

CSEA, Chapter #110

Kelly Staley, Superintendent

Bob Feaster, Assistant Superintendent

Maureen Fitzgerald, Assistant Superintendent

2.2. Conference with Legal Counsel

Anticipated Litigation

Significant exposure to litigation

Pursuant to Government Code

§54954.5(b)

(two cases)

Attending:

Kelly Staley, Superintendent

Bob Feaster, Asst. Superintendent

Maureen Fitzgerald, Asst. Superintendent

Paul Gant, Attorney at Law

2.3. Public Employee Appointments

Per Government Code §54957

Title: Director, Alternative Education

Title: Principal, Bidwell Jr. High School

Title: Assistant Principal, Chico High School

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

6:00 pm

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

- 3.1. Call to Order

- 3.2. Report Action Taken in Closed Session

- 3.3. Flag Salute

6:05pm

4. **SUPERINTENDENT'S REPORT AND RECOGNITION** (15 minutes)

6:20pm

5. **ITEMS FROM THE FLOOR** (15 minutes)

6:35pm

6. **REPORTS FROM EMPLOYEE GROUPS REGARDING NEGOTIATIONS** (20 minutes)

- 6.1. District

- 6.2. CSEA

- 6.3. CUMA

- 6.4. CUTA

6:55pm

7. **CONSENT CALENDAR** (5 minutes)

- 7.1. GENERAL

- 7.1.1. Consider Approval of Minutes of Regular Session on June 15, 2011

- 7.1.2. Consider Approval of Items Donated to the Chico Unified School District

**7.2. EDUCATIONAL SERVICES**

- 7.2.1. Consider Approval of Field Trip Request for Chico High FFA Advisors and Officers to attend a retreat at Graeagle, CA from 7/21/11-7/24/11
- 7.2.2. Consider Approval of Field Trip Request for Chico High Ag students to attend the Chapter Officer Leadership Conference in Mill Creek (Camp Tehama) from 9/17/11-9/19/11
- 7.2.3. Consider Approval of Field Trip Request for Chico High FFA students to attend the National FFA Convention in Indianapolis, Indiana from 10/18/11-10/22/11
- 7.2.4. Consider Approval of the Field Trip Request for Pleasant Valley High Yearbook students to attend Yearbook Camp at Cal State Hayward from 7/25/11-7/28/11
- 7.2.5. Consider Approval of the Field Trip Request for Pleasant Valley High students to attend a Leadership Retreat in Sausalito, CA from 8/1/11 to 8/3/11
- 7.2.6. Consider Approval of the Special Education Non-Public School Placements
- 7.2.7. Consider Approval of the Consultant Agreement with Kevin Clark Consulting and Training to support English Learners
- 7.2.8. Consider Approval of the Consultant Agreement with Eileen Kessler to provide program improvement and transitional support
- 7.2.9. Consider Approval of the Consultant Agreement with Associated Students, Community Action Volunteers in Education (CAVE) to recruit and assign America Reads tutors
- 7.2.10. Consider Approval of the Consultant Agreement with Foley Jones & Associates, LLC to provide assistance for the 21<sup>st</sup> Century and ASES After School Programs
- 7.2.11. Consider Approval of the Consultant Agreement with Chico Area Recreation and Park District (CARD) to provide assistance for the 21<sup>st</sup> Century grant and to provide trained and supervised recreation and enrichment teachers and supplies for the ASES After School Education and Safety grant
- 7.2.12. Consider Approval of the Consultant Agreement with John Siebal for prevention/intervention work with staff and students
- 7.2.13. Consider Approval of the Consultant Agreement with Butte County Probation Department for an on-campus probation officer to work at various schools to improve school attendance and behavior
- 7.2.14. Consider Approval of the Consultant Agreement with Butte County Probation Department for school-based counseling, investigations, staff trainings/meetings and supervision on field trips when appropriate
- 7.2.15. Consider Approval of the Consultant Agreement with Frances Marie Anderson for coordinating the Fair View High School Academy of Building Construction and Design (ABCD)
- 7.2.16. Consider Approval of the Quarterly Report on Williams Uniform Complaints

**7.3. BUSINESS SERVICES**

- 7.3.1. Consider Approval of Accounts Payable Warrants
- 7.3.2. Consider Approval of the Consultant Agreement with Loy Mattison for ERATE Consulting
- 7.3.3. Consider Approval of Nutrition Services Bids

**7.4. HUMAN RESOURCES**

- 7.4.1. Consider Approval of Certificated Human Resources Actions
- 7.4.2. Consider Approval of Classified Human Resources Actions

**8. DISCUSSION/ACTION CALENDAR**

**8.1. BUSINESS SERVICES**

- 7:00pm            8.1.1.    Discussion/Action: Attention2Attendance® (A2A) (Maureen Fitzgerald) (10 minutes)
- 7:10pm            8.1.2.    Discussion/Action: Increase Fees for Home to School Transportation (Maureen Fitzgerald) (10 minutes)
- 7:20pm            8.1.3.    Discussion/Action: Approval of Meal Count and Collection Procedures (MCCP) for Lunch and Breakfast Bids (Vince Enserro) (10 minutes)
- 7:30pm            8.1.4.    Discussion/Action: Approval of Board Policy 5030, Student Wellness (Tanya Harter) (30 minutes)

8:00pm        9. **ITEMS FROM THE FLOOR** (45 minutes)

8:45pm        10. **ANNOUNCEMENTS** (5 minutes)

8:50pm        11. **ADJOURNMENT**

Posted: 07/14/11  
:mm

## MINUTES

**1. CALL TO ORDER**

At 5:00 p.m. Board President Kaiser called the meeting to order at the Chico City Council Chambers, East Fourth and Main Streets.

Present: Kaiser, Reed, Robinson, Thompson, Griffin

Absent: None

**1.1 Public comment on closed session items**

The floor was open for public comment on Closed Session Items. There were no public comments. Board President Kaiser announced the Board was moving into Closed Session.

**2. CLOSED SESSION****2.1 Update on Labor Negotiations**

Employee Organizations

CUTA

CSEA, Chapter #110

Representatives

Kelly Staley, Superintendent

Bob Feaster, Assistant Superintendent

Maureen Fitzgerald, Assistant Superintendent

**2.2 Liability Claim**

Claimant: Ramirez

**Attending**

Kelly Staley, Superintendent

Bob Feaster, Assistant Superintendent

Maureen Fitzgerald, Assistant Superintendent

**2.3 Conference with Real Property Negotiators**

Per Government Code §54956.8

Street Address: 1002 E. 16<sup>th</sup> Street; Concerning Price

Agency's Negotiator: Michael Weissenborn; Negotiations with: Butte County

**2.4 Public Employee Performance Evaluation**

Per Government Code §54957

Title: Superintendent

**3. RECONVENE TO REGULAR SESSION****3.1 Call to Order**

At 6:06 p.m. Board President Kaiser called the Regular Meeting to Order.

**3.2 Closed Session Announcements**

Board President Kaiser announced the Board had been in Closed Session and there was nothing to report.

**3.3 Flag Salute**

At 6:07 p.m. Board President Kaiser led the salute to the Flag.

**4. SUPERINTENDENT'S REPORT**

At 6:08 p.m. Tom Lando, Rotary President, was presented the Superintendent's Award. 2011 CUSD retirees were recognized and thanked for their years of service. Teachers Quinn Mendez and Ronnie Cockrell, plus CHS FFA Officers, Kelcey Butterfield and Claudia Randall, presented an update/summary on FFA/Ag Department Spring and Summer Events. Rhonda Zisle and David Halimi presented the Board a check for \$2,500 from the Bingo for Autism Annual fundraiser. Board President Kaiser invited Board members to attend the international educators meeting at CSUC.

**5. ITEMS FROM THE FLOOR**

At 6:38 p.m. there were no items from the floor.

**6. REPORTS FROM EMPLOYEE GROUPS REGARDING NEGOTIATIONS**

At 6:39 p.m. The Board received reports from employee groups regarding negotiations from Susie Cox for CSEA, Pete Van Buskirk for CUMA, Kevin Moretti for CUTA, and Bob Feaster for the District.

## MINUTES

**7. CONSENT CALENDAR**

At 6:47 p.m. Board President Kaiser asked if anyone would like to pull a Consent Item for further discussion. Board Vice President Reed pulled items 7.2.3. and 7.3.4.; Board Clerk Robinson pulled Items 7.3.2. and 7.3.4.; and Board Member Griffin pulled item 7.3.4. Board Vice President Reed moved to approve the remaining Consent Items; seconded by Board Member Thompson.

**7.1. GENERAL**

7.1.1. The Board approved the Minutes of the Regular Session on May 18, 2011, and the Special Session on June 1, 2011.

7.1.2. The Board accepted the items donated to Chico Unified School District.

<b>Donor</b>	<b>Item</b>	<b>Recipient</b>
Betty and David Nopel	5 Books @ \$80.05	Citrus
Hooker Oak Parent Advisory Board	Technology @ \$5,000.00	Hooker Oak
Hooker Oak Parent Advisory Board	\$400.00	Hooker Oak Library
Chico Sunrise Rotary	67 Dictionaries @ \$600.00	Sierra View
Little Red Hen	\$500.00	Sierra View
Cory & Bill Mello	\$20.00	Sierra View
Bryan Barber	250 Bracelets @ \$100.00 and Tickets & Promotional Posters @	Bidwell Drama Club
	\$125.00	
North Valley Community Foundation	\$300.00	Bidwell Jr. High
Discovery Builders	\$2,500.00	Marsh Jr. High
Bruce Dillman	Various Items @ \$1,635.00	Chico High
Little Red Hen	\$750.00	Pleasant Valley High
Quijote Sports	\$1,400.00	PVHS/Boy's Volleyball
Cathrine Himberg & John Roussell	\$100.00	PVHS/Boy's Volleyball
H.M. Myers	\$30.00	PVHS/Boy's Volleyball
Spencer Williams	\$25.00	PVHS/Boy's Volleyball
Scott Drobny	\$30.00	PVHS/Boy's Volleyball
Matt Harvey	\$25.00	PVHS/Boy's Volleyball
Mark & Ann Dickman	\$25.00	PVHS/Boy's Volleyball
Jim's Towing	\$100.00	Fair View High
Philip O'Neill	\$3,000.00	Fair View High/Scholarship
David & Sally Scott	\$250.00	Fair View High
The Safor Corporation	\$50.00	Fair View High
Beulah Rebekah Lodge, #60	\$130.00	Fair View High
Charlotte Tenorio	\$65.00	Fair View High
Bingo For Autism/Rhonda Zisle	\$2,500.00	CUSD Students/Loma Vista

**7.2. EDUCATIONAL SERVICES**

7.2.1. The Board approved the Expulsion of Students with the following IDs: 39927, 39838, 43698, 55115.

7.2.2. The Board approved the Consultant Agreement with Chico Area Recreation Department (CARD) to Provide Support for the 21<sup>st</sup> CCLC and ASES After School Programs.

7.2.3. This item was pulled for further discussion.

7.2.4. The Board approved the Field Trip Request for the PVHS I-Tech Students to Attend the National SkillsUSA Leadership Conference in Kansas City, Missouri from 6/20/11-6/26/11.

7.2.5. The Board approved the Field Trip Request for the PVHS Yearbook Students to attend Yearbook Camp at Cal State Hayward from 7/25/11-7/28/11.

7.2.6. The Board approved the Agricultural Vocational Education Incentive Grant.

**7.3 BUSINESS SERVICES**

7.3.1. The Board approved the Accounts Payable Warrants.

## MINUTES

- 7.3.2. This item was pulled for further discussion.
- 7.3.3. The Board approved the Declaration of Surplus Property.
- 7.3.4. This item was pulled for further discussion.
- 7.3.5. The Board approved the of Consultant Agreement for PMC for Environmental Review Services for the Relocation of Inspire School of Arts and Sciences to Chapman Elementary School.
- 7.3.6. The Board approved the Shasta Elementary School Sewer Connection.

## 7.4 HUMAN RESOURCES

## 7.4.1. The Board approved the following Certificated Human Resources Actions:

<u>Name/Employee #</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>
<b><u>Temporary Appointment(s) 2011/12</u></b>			
Armstrong, Brad	Secondary	2011/12	0.8 FTE Temporary Appointment
Bishop, Greg	Elementary	2011/12	1.0 FTE Temporary Appointment
Calderon, Stacy	Elementary	2011/12	1.0 FTE Temporary Appointment
Christiansen, Steve	Elementary	2011/12	1.0 FTE Temporary Appointment
Ellis, Tisha	Elementary	2011/12	1.0 FTE Temporary Appointment
Ford, Greg	Secondary	2011/12	1.0 FTE Temporary Appointment
Friedman, Mark	Elementary	2011/12	1.0 FTE Temporary Appointment
Hankins, Elizabeth	Secondary	2011/12	0.8 FTE Temporary Appointment
Harris, Caty	Elementary	2011/12	1.0 FTE Temporary Appointment
Kamrar, Susan	Secondary	2011/12	1.0 FTE Temporary Appointment
King, Kelly	Elementary	2011/12	1.0 FTE Temporary Appointment
Lafaix, Leanna	Elementary	2011/12	1.0 FTE Temporary Appointment
Leen, Candy	Elementary	2011/12	1.0 FTE Temporary Appointment
Marsh, Jennie	Elementary	2011/12	1.0 FTE Temporary Appointment
O'Laughlin, Zane	Secondary	2011/12	0.2 FTE Temporary Appointment (in addition to current 0.8 FTE assignment)
Palmer, Lisa	Elementary	2011/12	1.0 FTE Temporary Appointment
Schoenthaler, Mary	Elementary	2011/12	1.0 FTE Temporary Appointment
Telegan, Jessica	Elementary	2011/12	1.0 FTE Temporary Appointment
Thayer, Kathyleen	Secondary	2011/12	0.2 FTE Temporary Appointment (in addition to current 0.6 FTE assignment)
<b><u>Probationary Appointment(s) 2011/12</u></b>			
Kanji, Ritesh	Speech	8/9/11	1.0 FTE Probationary Appointment
Slapar, Milena	Special Education	8/9/11	1.0 FTE Probationary Appointment
<b><u>Retirements/Resignations</u></b>			
Canfield, Roxanne	Elementary	6/30/11	Retirement
Early, Kathryn	Elementary	5/27/11	Retirement
Gobba, Christine	Elementary	6/1/11	Retirement
Heffren, Cindy	Elementary	5/27/11	Retirement
Hollister, Jean	Elementary	6/1/11	Retirement
<b><u>2011/12 Leave Requests</u></b>			
Duchala, Robert	Secondary	2011/12	0.2 FTE Personal Leave (STRS Reduced Workload)
McLean, Shannon	Secondary	2011/12	0.2 FTE Child Care Leave
Moretti, Kevin	Secondary	2011/12	1.0 FTE CUTA Presidents Leave
Parkin, Bonnie	Elementary	2011/12	0.4 FTE Personal Leave
Peacock, Michaelle	Psychologist	2011/12	0.6 FTE Child Care Leave
Quackenbush, Darelynn	Special Education	2011/12	0.4 FTE Personal Leave (STRS Reduced Workload)
Quevedo, Kerry	Elementary	2011/12	0.2 FTE Personal Leave (STRS Reduced Workload)



**MINUTES****SUMMER SCHOOL APPOINTMENTS 2011****Loma Vista**

Anderson, Galen

Boone, Joy

Brooks, Ian

Brown, Mary Jo

Carr, Jeff

Chamberlin, Amy

Cook, Laura

Davis, Cateena

DeGracia, Arron

Erickson, Bonnie - Nurse

Feingold, Dana

Fuelner, Carla

Holden, Christine

Hoy, Liz

Kassel, Jeaner – Principal

Marschall, Kim

McCandless, Caitlin

McWilliams, Cari

Nissan, Kathy

Olsen, Gayle

Parker, Julie - Nurse

Payton, Karen

Peyton, Jeana

Ringo, Maria

Roady, Vince

Salindong, Debra

Sauberan, Aaron

Sorenson, Brenda

Tracy, Jeff

Valim, Sarah

**7.4.2. The Board approved the following Classified Human Resources Actions:**

<b><u>ACTION NAME</u></b>	<b><u>CLASS/LOCATION/ ASSIGNED HOURS</u></b>	<b><u>EFFECTIVE</u></b>	<b><u>COMMENTS/PRF #/ FUND/RESOURCE</u></b>
<b><u>Appointments</u></b>			
DAVIS, HAPPI	TRANS SPECIAL ED AIDE/TRANSPORTATION/4	5/17/2011	NEW POSITION/201/ TRANSPORTATION/7240
ECKES, KIMBERLY	CAFETERIA ASSISTANT/MJHS/3.6	5/27/2011	EXISTING POSITION
KISTLE, JULIA	LT CONSTRUCTION MANAGER/FACILITIES/8.0	6/1/2011-9/1/2011	DURING ABSENCE OF INCUMBENT
LOWTHER, ERIN	IPS-CLASSROOM/SIERRA VIEW/6.0	8/10/2011	VACATED POSITION/226/ SPECIAL ED/6501
MARTINEZ, MARIA	IA-BILINGUAL/PVHS/4.0	8/10/2011	VACATED POSITION/102/ CATEGORICAL/7091
MITCHEL, CAROL	LT INSTRUCTIONAL ASSISTANT-SPECIAL ED/ CHICO GREEN SCHOOL/3.0	5/9/2011-6/10/2011	NEW LT POSITION/185/ ARRA SPECIAL ED/3313
MORALES, MARISOL	TARGETED CASE MANAGER-BILINGUAL/ PARKVIEW/4.0	5/16/2011	NEW POSITION/232/ CATEGORICAL/3010
POE, C. RENEE	CAFETERIA ASSISTANT/CHS/4.0	3/28/2011	EXISTING POSITION
REYEZ-YANEZ, KAREN	LT SCHOOL BUS DRIVER-TYPE 2/ TRANSPORTATION/7.8	8/9/2011-8/31/2011	VACATED POSITION/234/ TRANSPORTATION/7240
<b><u>Leaves of Absence</u></b>			
AMEZQUITA-PEREZ, ANGELICA	CAFETERIA ASSISTANT/CHS/2.0	5/11/2011-5/26/2011	PER CBA 5.12
BOELEN, NICHOLAS	IPS-CLASSROOM/LOMA VISTA/3.0 & 3.0	5/26/2011-9/18/2011	PER CBA 5.3.3
FINDLAY, JANETTE	IPS-HEALTHCARE/LOMA VISTA/4.0	4/17/2011	EARLY RETURN FROM F/T LOA
LANG, DANIELLE	INSTRUCTIONAL ASSISTANT/NEAL DOW/4.0	8/1/2011-1/1/2012	PER CBA 5.12
MORGAN, KILLIAN	IPS-CLASSROOM/ CHAPMAN/6.0	5/26/2011- 12/25/2011	PER CBA 5.12
STEWART-REIBLEIN, KATHERIN	IPS-HEALTHCARE/ CITRUS/3.5 & 3.0	5/17/2011	EARLY RETURN FROM P/T LOA
<b><u>Resigned this Position Only</u></b>			
ECKES, KIMBERLY	CAFETERIA ASSISTANT/CHS/4.0	5/26/2011	REDUCTION IN HOURS
JENKINS, ELISE	INSTRUCTIONAL ASSISTANT/MCMANUS/9	5/26/2011	VOLUNTARY RESIGNATION
MARTINEZ, MARIA	PARENT CLASSROOM AIDE- RESTR/MCMANUS/3.0	8/9/2011	TRANSFER W/INCREASE IN HOURS
POE, C. RENEE	CAFETERIA ASSISTANT/MJHS/3.6	3/27/2011	INCREASE IN HOURS

**MINUTES****Resignation/Termination**

BIGLER, PATRICIA	COORDINATOR-STUDENT INFORMATION/ BUSINESS OFFICE/8.0	5/31/2011	PERS RETIREMENT
BLEE, ELLEN	PARENT CLASSROOM AIDE-RESTR/ MARIGOLD/2.0	5/26/2011	RESTRICTED RELEASED
BUCKNER, ANGELA	IPS-CLASSROOM/SIERRA VIEW/3.5	5/19/2011	AUTO RESIGNATION
CASEY, LETITIA	IA-SR ELEMENTARY GUIDANCE/MCMANUS/3.0	5/20/2011	VOLUNTARY RESIGNATION
CASEY, LETITIA	IA-ELEMENTARY GUIDANCE/MCMANUS/3.0	5/20/2011	VOLUNTARY RESIGNATION
CLARK, CORRENA	IA-SPECIAL EDUCATION/CHAPMAN/3.0	5/26/2011	VOLUNTARY RESIGNATION
COOTE, JANE	ACCOUNTING TECHNICIAN/BJHS/4.0	6/6/2011	PERS RETIREMENT
COPPAGE, DENISE	LIBRARY MEDIA ASSISTANT/SHASTA/2.6	6/30/2011	VOLUNTARY RESIGNATION
COPPAGE, DENISE	INSTRUCTIONAL ASSISTANT/MCMANUS/4.0	6/30/2011	VOLUNTARY RESIGNATION
EMPLOYEE HOLDING POS #409022	CAFETERIA ASSISTANT/CCDS/1.6	5/6/2011	RELEASED DURING PROBATION
ENGELBERT, KATHLEEN	IA-SPECIAL EDUCATION/CITRUS/5.0	5/26/2011	PERS RETIREMENT
ENGELBERT, KATHLEEN	INSTRUCTIONAL ASSISTANT/CITRUS/1.5	5/26/2011	PERS RETIREMENT
GARCIA, MONITA	PARENT LIBRARY AIDE=RESTR/CHS/1.3 & 3.0	5/26/2011	RESTRICTED RELEASED
GRAHAM, MICHAEL	BAKER ASSISTANT/NUTRITION SERVICES/8.0	5/26/2011	PERS RETIREMENT
HALL, KATHY	CAFETERIA SATELLITE MANAGER/ NUTRITION SERVICES/4.0	5/26/2011	PERS RETIREMENT
HAYES, DENNIS	SCHOOL BUS DRIVER-TYPE 2/ TRANSPORTATION/7.8	5/26/2011	PERS RETIREMENT
HERBERT, MICHELLE	PARENT CLASSROOM AIDE-RESTR/ NEAL DOW/3.0	5/26/2011	RESTRICTED RELEASED
MARTENS, PATRICIA	SCHOOL OFFICE MANAGER/CHAPMAN/8.0	6/6/2011	PERS RETIREMENT
NOLAND, CAROL	IPS-HEALTHCARE/PVHS/6.0	5/26/2011	PERS RETIREMENT
RAMSEY, M. JILL	SR OFFICE ASSISTANT/FVHS/6.0	6/3/2011	PERS RETIREMENT
RAMSEY, M. JILL	HEALTH ASSISTANT/FVHS/2.0	5/26/2011	PERS RETIREMENT
ROBERTS, STEPHANIE	PARENT CLASSROOM AIDE-RESTR/ MARIGOLD/1.4	5/26/2011	RESTRICTED RELEASED
SALINDONG, DEBRA MARIE	IPS-CLASSROOM/PVHS/6.0	5/17/2011	VOLUNTARY RESIGNATION
SANTOS, LUIS	IA-BILINGUAL/MJHS/2.0	5/26/2011	VOLUNTARY RESIGNATION
STEIN, APRIL	PARENT CLASSROOM AIDE- RESTR/SHASTA/4.8	5/26/2011	RESTRICTED RELEASED
VANG, SHOUA	TARGETED CASE MANAGER-BILINGUAL/ CHAPMAN/4.0 & 4.0	6/30/2011	VOLUNTARY RESIGNATION

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

<b><u>Name</u></b>	<b><u>Classification/Location/Assigned Hours</u></b>	<b><u>Effective</u></b>	<b><u>Comments</u></b>
Valente, Linda	Cafeteria Assistant/Marigold/1.0	6/6/2011 - 7/1/2011	Summer School
Evans, Kim	Cafeteria Satellite Manager/Marigold/5.5	6/6/2011 - 7/1/2011	Summer School
Beebe, Bill	Custodian/Marigold/PVHS/3.0	6/6/2011 - 7/1/2011	Summer School
Carroll, Dru	Custodian/Chapman/3.0	6/6/2011 - 7/1/2011	Summer School
Poli, Tina	Custodian/BJHS/3.0	6/6/2011 - 7/1/2011	Summer School
Cheal, Jyl	Health Care Asst/Spec/Loma Vista/5.0	6/6/2011 - 7/1/2011	Summer School
Pinckney, Monica	Health Care Asst/Spec/Loma Vista/6.0	6/6/2011 - 7/1/2011	Summer School
Bella, Mara Amari	IA-Special Ed/BJHS/5.0	6/6/2011 - 7/1/2011	Summer School
Davis, Kim	IA-Special Ed/PVHS/5.0	6/6/2011 - 7/1/2011	Summer School
Greminger, Lucretia	IA-Special Ed/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School

## MINUTES

Martinez, Betty	IA-Special Ed/BJHS/5.0	7/1/2011 - 7/1/2011	Summer School
Scott, Sally	IA-Special Ed/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
Smallhouse, Hannah	IA-Special Ed/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
Alden, Amanda	Instructional Paraprofessional/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
Allen, Phuong	Instructional Paraprofessional/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
Almand, Karyn	Instructional Paraprofessional/Loma Vista/5.0	6/6/2011 - 7/1/2011	Summer School
Barr, Frances	Instructional Paraprofessional/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
Bhojak, Debbie	Instructional Paraprofessional/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
Bodney, Teresa	Instructional Paraprofessional/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
Briggs, Deborah	Instructional Paraprofessional/Loma Vista/5.0	6/6/2011 - 7/1/2011	Summer School
Buenrostro, Deborah	Instructional Paraprofessional/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
Campos, Debi	Instructional Paraprofessional/BJHS/5.0	6/6/2011 - 7/1/2011	Summer School
Chmelynski, Tiffany	Instructional Paraprofessional/Chapman/5.0	6/6/2011 - 7/1/2011	Summer School
Cinquini, Angelina	Instructional Paraprofessional/Chapman/5.0	6/6/2011 - 7/1/2011	Summer School
Dorghalli, Aftonia	Instructional Paraprofessional/Loma Vista/6	6/6/2011 - 7/1/2011	Summer School
Egger, Kim	Instructional Paraprofessional/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
English, Tammie	Instructional Paraprofessional/Boucher Head Start/5.0	6/6/2011 - 7/1/2011	Summer School
Ennes, Abby	Instructional Paraprofessional/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
Ennes, Cynthia	Instructional Paraprofessional/Loma Vista/5.0	6/6/2011 - 7/1/2011	Summer School
Feaster, Erin	Instructional Paraprofessional/Chapman/5.0	6/6/2011 - 7/1/2011	Summer School
Feingold, Rod	Instructional Paraprofessional/PVHS/5.0	6/6/2011 - 7/1/2011	Summer School
Fiske, Tom	Instructional Paraprofessional/PVHS/5.0	6/6/2011 - 7/1/2011	Summer School
Hamlyn-Burton, Shannon	Instructional Paraprofessional/PVHS/4.5	6/6/2011 - 7/1/2011	Summer School
Hanson, Effie	Instructional Paraprofessional/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
Hashemi, Sarah	Instructional Paraprofessional/Loma Vista/5.0	6/6/2011 - 7/1/2011	Summer School
Hernandez, Maria	Instructional Paraprofessional/Loma Vista/5.0	6/6/2011 - 7/1/2011	Summer School
Hicks, Ann	Instructional Paraprofessional/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
Hobson, Nicole	Instructional Paraprofessional/Chapman/5.0	6/6/2011 - 7/1/2011	Summer School
Hunter, Debra	Instructional Paraprofessional/Loma Vista/5.0	6/6/2011 - 7/1/2011	Summer School
Justine-Mitchell, Mia	Instructional Paraprofessional/PVHS/5.0	6/6/2011 - 7/1/2011	Summer School
Kassei, Nick	Instructional Paraprofessional/PVHS/5.0	6/6/2011 - 7/1/2011	Summer School
Kemper, Nancy	Instructional Paraprofessional/Marigold/3.2	6/6/2011 - 7/1/2011	Summer School
Knight, Kristan	Instructional Paraprofessional/Chapman/5.0	6/6/2011 - 7/1/2011	Summer School
Kohler, Baranduin	Instructional Paraprofessional/Loma Vista/5.0	6/6/2011 - 7/1/2011	Summer School
Krause, Michelle	Instructional Paraprofessional/BJHS/5.0	6/6/2011 - 7/1/2011	Summer School
Labrado, Melissa	Instructional Paraprofessional/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
Landberg, Jackie	Instructional Paraprofessional/Chapman/5.0	6/6/2011 - 7/1/2011	Summer School
Larios, Patty	Instructional Paraprofessional/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
Lewis, Chris	Instructional Paraprofessional/PVHS/5.0	6/6/2011 - 7/1/2011	Summer School
Logue, Rebecca	Instructional Paraprofessional/Loma Vista/5.0	6/6/2011 - 7/1/2011	Summer School
Matlin, Dana	Instructional Paraprofessional/PVHS/5.0	6/6/2011 - 7/1/2011	Summer School
McGahan, Stephanie	Instructional Paraprofessional/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
Meyer, Catherine	Instructional Paraprofessional/BJHS/5.0	6/6/2011 - 7/1/2011	Summer School
O'Kelley, Maryann	Instructional Paraprofessional/Loma Vista/2.8	6/6/2011 - 7/1/2011	Summer School
O'Neill, Sandra	Instructional Paraprofessional/Loma Vista/5.0	6/6/2011 - 7/1/2011	Summer School
Olson, Janet	Instructional Paraprofessional/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
Olson, Kathy	Instructional Paraprofessional/Chapman/5.0	6/6/2011 - 7/1/2011	Summer School
Pahlka, Carmen	Instructional Paraprofessional/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
Plumer, Ruth	Instructional Paraprofessional/BJHS/5.0	6/6/2011 - 7/1/2011	Summer School
Reise, Marcy	Instructional Paraprofessional/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
Rhody, Lisa	Instructional Paraprofessional/Loma Vista/5.0	6/6/2011 - 7/1/2011	Summer School
Ricci, Julie	Instructional Paraprofessional/Loma Vista/5.0	6/6/2011 - 7/1/2011	Summer School
Roberts, Stephanie	Instructional Paraprofessional/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
Rodgers, Laura	Instructional Paraprofessional/Loma Vista/5.0	6/6/2011 - 7/1/2011	Summer School
Shippen, Mary	Instructional Paraprofessional/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
Saylor, Lisa	Instructional Paraprofessional/Loma Vista/5.0	6/6/2011 - 7/1/2011	Summer School
Sayre, Maria	Instructional Paraprofessional/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
Shapiro, Joanna	Instructional Paraprofessional/Loma Vista/5.0	6/6/2011 - 7/1/2011	Summer School
Sinnott, Kathy	Instructional Paraprofessional/PVHS/5.0	6/6/2011 - 7/1/2011	Summer School
Slocumb, Denise	Instructional Paraprofessional/PVHS/5.0	6/6/2011 - 7/1/2011	Summer School
Stewart-Reiblein, Katie	Instructional Paraprofessional/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School

## MINUTES

Stoner, Wendee	Instructional Paraprofessional/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
Story, Wanda	Instructional Paraprofessional/BJHS/5.0	6/6/2011 - 7/1/2011	Summer School
Suttles, Erin	Instructional Paraprofessional/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
Talerico, Lynda	Instructional Paraprofessional/PVHS/5.0	6/6/2011 - 7/1/2011	Summer School
Young, Yolanda	Instructional Paraprofessional/BJHS/5.0	6/6/2011 - 7/1/2011	Summer School
Armstrong, Armelle	Instructional Paraprofessional/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
Davies, Rachel	Instructional Paraprofessional/PVHS/5.0	6/6/2011 - 7/1/2011	Summer School
Davis, Happi	Instructional Paraprofessional/Marigold/4.5	6/6/2011 - 7/1/2011	Summer School
de Jong, Pietermella (Karis)	Instructional Paraprofessional/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
Nowak, Jill	Instructional Paraprofessional/PVHS/5.0	6/6/2011 - 7/1/2011	Summer School
Sherrill, Julie	Instructional Paraprofessional/PVHS/5.0	6/6/2011 - 7/1/2011	Summer School
Vestnys, Mary	Instructional Paraprofessional/BJHS/5.0	6/6/2011 - 7/1/2011	Summer School
Wescoatt, Sarah	Instructional Paraprofessional/Marigold/5.0	6/6/2011 - 7/1/2011	Summer School
Bishop, Terry-Lynn	Instructional Paraprofessional/Loma Vista/6.0	6/6/2011 - 7/1/2011	Summer School
Carlson, Cherie	Instructional Paraprofessional/Loma Vista/6.0	6/6/2011 - 7/1/2011	Summer School
Clement, Nicole	Instructional Paraprofessional/Loma Vista/6.0	6/6/2011 - 7/1/2011	Summer School
Davis, Melissa	Instructional Paraprofessional/Loma Vista/6.0	6/6/2011 - 7/1/2011	Summer School
Doak, Jared	Instructional Paraprofessional/Loma Vista/6.0	6/6/2011 - 7/1/2011	Summer School
Felix, Shawneen	Instructional Paraprofessional/Loma Vista/6.0	6/6/2011 - 7/1/2011	Summer School
Harrison, Stacey	Instructional Paraprofessional/Loma Vista/6.0	6/6/2011 - 7/1/2011	Summer School
Jolliff, Crystal	Instructional Paraprofessional/Loma Vista/6.0	6/6/2011 - 7/1/2011	Summer School
Manicci, Kelly	Instructional Paraprofessional/Loma Vista/6.0	6/6/2011 - 7/1/2011	Summer School
Mayhugh, Nicole	Instructional Paraprofessional/Loma Vista/6.0	6/6/2011 - 7/1/2011	Summer School
Scowsmith, Kate	Instructional Paraprofessional/Loma Vista/6.0	6/6/2011 - 7/1/2011	Summer School
Willson, Melissa	Instructional Paraprofessional/Loma Vista/6.0	6/6/2011 - 7/1/2011	Summer School
Wycoff, Larissa	Instructional Paraprofessional/Loma Vista/6.0	6/6/2011 - 7/1/2011	Summer School
Donnelson, Connie	IPS: Hearing Impaired-Deaf/BJHS/5.0	6/6/2011 - 7/1/2011	Summer School
Budgett, Cheryl	School Bus Driver 1/Transportation/4.2	6/6/2011 - 7/1/2011	Summer School
Miller, Charlotte	School Bus Driver 1/Transportation/3.1	6/6/2011 - 7/1/2011	Summer School
Thomas, Kristy	School Bus Driver 1/Transportation/5.4	6/6/2011 - 7/1/2011	Summer School
Alstad, Mark	School Bus Driver 2/Transportation/5.5	6/6/2011 - 7/1/2011	Summer School
Carey, Sam	School Bus Driver 2/Transportation/3.6	6/6/2011 - 7/1/2011	Summer School
Cox, Susan	School Bus Driver 2/Transportation/6.3	6/6/2011 - 7/1/2011	Summer School
Day, Doris	School Bus Driver 2/Transportation/4.6	6/6/2011 - 7/1/2011	Summer School
Decker, Tammy	School Bus Driver 2/Transportation/5.4	6/6/2011 - 7/1/2011	Summer School
Deome, Gale	School Bus Driver 2/Transportation/3.4	6/6/2011 - 7/1/2011	Summer School
Gudgeon, Richard	School Bus Driver 2/Transportation/4.0	6/6/2011 - 7/1/2011	Summer School
Higgins, Judy	School Bus Driver 2/Transportation/4.2	6/6/2011 - 7/1/2011	Summer School
Leckenby, Dian	School Bus Driver 2/Transportation/4.6	6/6/2011 - 7/1/2011	Summer School
Mendoza, Mark	School Bus Driver 2/Transportation/4.5	6/6/2011 - 7/1/2011	Summer School
Nemat-Nasser, Karen	School Bus Driver 2/Transportation/6.1	6/6/2011 - 7/1/2011	Summer School
Reyez-Yanez, Karen	School Bus Driver 2/Transportation/4.5	6/6/2011 - 7/1/2011	Summer School
Rosales, Lidia	School Bus Driver 2/Transportation/3.8	6/6/2011 - 7/1/2011	Summer School
Smyzer, Elliott	School Bus Driver 2/Transportation/3.4	6/6/2011 - 7/1/2011	Summer School
Brasier, Patricia	Transportation Spec Ed Aide/Transportation/5.5	6/6/2011 - 7/1/2011	Summer School
Davis, Happi	Transportation Spec Ed Aide/Transportation/1.0	6/6/2011 - 7/1/2011	Summer School
Gallaway, Sherri	Transportation Spec Ed Aide/Transportation/3.7	6/6/2011 - 7/1/2011	Summer School
Hamlyn-Burton, Shannon	Transportation Spec Ed Aide/Transportation/1.5	6/6/2011 - 7/1/2011	Summer School
Kemper, Nancy	Transportation Spec Ed Aide/Transportation/1.9	6/6/2011 - 7/1/2011	Summer School
O'Kelley, Maryann	Transportation Spec Ed Aide/Transportation/3.9	6/6/2011 - 7/1/2011	Summer School
Runnells, Marina	Transportation Spec Ed Aide/Transportation/4.8	6/6/2011 - 7/1/2011	Summer School
Stornetta, Karen	Transportation Spec Ed Aide/Transportation/3.0	6/6/2011 - 7/1/2011	Summer School

## MINUTES

**(Consent Vote)**

AYES: Kaiser, Reed, Robinson, Thompson, Griffin

NOES: None

ABSENT: None

**8. DISCUSSION/ACTION CALENDAR****ITEMS REMOVED FROM CONSENT FOR FURTHER DISCUSSION:****Item 7.2.3. Consider Approval of Transfer of Authorizer Authority for Blue Oak School from Butte County Office of Education to Chico Unified School District**

At 6:49 p.m. John Bohannon, CUSD Charter Liaison, presented information on the Transfer of Authorizer Authority and addressed questions from the Board. Board Vice President Reed requested the following changes: 1) Add "Now Known as Blue Oak School" to references to "Blue Oak Charter School"; and 2) References to "Chico" changed to "Chico USD". Board Vice President Reed moved to approve the Transfer of Authorizer Authority for Blue Oak School from Butte County Office of Education to Chico Unified School District with the two changes; seconded by Board Member Thompson.

AYES: Kaiser, Reed, Robinson, Thompson, Griffin

NOES: None

ABSENT: None

**Item 7.3.2. Consider Approval of Monthly Enrollment**

At 6:53 p.m. Board Clerk Robinson asked that ADA information be reported with the Monthly Enrollment Report; Assistant Superintendent Fitzgerald stated ADA information would be added. Board Clerk Robinson moved to approve the Monthly Enrollment Report; seconded by Board Member Griffin.

AYES: Kaiser, Reed, Robinson, Thompson, Griffin

NOES: None

ABSENT: None

**Item 7.3.4. Consider Approval of Consultant Agreement for District Demographic Analysis**

At 6:58 p.m. Michael Weissenborn addressed questions from the Board. It was noted the date listed in the proposal on page 12 of 24, should be corrected. Board Member Griffin moved to approve the Consultant Agreement for District Demographic Analysis; seconded by Board Vice President Reed.

AYES: Kaiser, Reed, Robinson, Thompson, Griffin

NOES: None

ABSENT: None

**8.1. BUSINESS SERVICES****8.1.1. Information: Butte County Office of Education Annual Report**

At 7:10 p.m. Kevin Bultema, Lisa Anderson, and Sheila Vickers presented information on the Butte County Office of Education Annual Report and addressed questions from the Board and public.

**8.1.2. PUBLIC HEARING/Discussion/Action: 2011-12 Flexibility Transfer**

At 7:27 p.m. Assistant Superintendent Fitzgerald presented information on the 2011-12 Flexibility Transfer. The Public Hearing was opened at 7:47 p.m. and closed at 7:48 p.m. Board Vice President Reed moved to approve the 2011-12 Flexibility Transfer with the provision that further discussion will take place at a future Board Workshop; the motion was seconded by Board Member Griffin.

AYES: Kaiser, Reed, Robinson, Thompson, Griffin

NOES: None

ABSENT: None

**8.1.3. PUBLIC HEARING/Discussion/Action: Adoption of 2011-12 Annual Budget**

At 7:50 p.m. Assistant Superintendent Fitzgerald distributed revisions for pages 22-27 to The Annual Budget Report, presented a PowerPoint and addressed questions. The Public Hearing was opened at 8:10 p.m. and closed at 8:11 p.m. Board Member Griffin moved to approve the 2011-12 Annual Budget; seconded by Board Clerk Robinson.

## MINUTES

AYES: Kaiser, Reed, Robinson, Thompson, Griffin

NOES: None

ABSENT: None

**8.1.4. Discussion/Action:** 2011-2012 Mandated Cost Claim Services

At 8:12 p.m. Assistant Superintendent Fitzgerald presented information as to why the mandated cost claim services were needed and addressed questions. It was noted that two boxes on page 4 of 9 of the Contract, under Payment Plan, needed to be checked: 1) 1 annual payment due July 1, 2011; and 2) 2 annual payments due July 1, 2012 and 2013. Board Member Griffin moved to approve the contract with SIA for the 2011-2012 Mandated Cost Claim Services with the two boxes checked; seconded by Board Vice President Reed.

AYES: Kaiser, Reed, Robinson, Thompson, Griffin

NOES: None

ABSENT: None

**8.1.5. Discussion/Action:** Measure A Phase 3 – Contractor Selection Committee Recommendation

At 8:14 p.m. Michael Weissenborn presented information on the contractor selection committee recommendations of: Broward Builders for the Pleasant Valley High new classroom building; and Modern Building Company for the Chico High Field House/Dining Facility projects. Board Member Griffin moved to accept the contractors recommended by the committee and grant staff the authority to enter into a Lease Lease-Back Agreement with each contractor; seconded by Board Member Thompson.

AYES: Kaiser, Reed, Robinson, Thompson, Griffin

NOES: None

ABSENT: None

**8.2 HUMAN RESOURCES**

**8.2.1. Discussion/Action:** Declaration of Need for Fully Qualified Educators

At 8:27 p.m. Assistant Superintendent Feaster presented information on the declaration of need for fully qualified educators. It was noted that the Resource Specialist box on page 2 of 3 of the form, under Areas of Anticipated Need for Fully Qualified Educators, should be checked. Board Member Griffin moved to approve the Declaration of Need for Fully Qualified Educators (with the noted correction); seconded by Board Member Thompson.

AYES: Kaiser, Reed, Robinson, Thompson, Griffin

NOES: None

ABSENT: None

**8.2.2. Discussion/Action:** Resolution #1152-11, Elimination of Classified Services

At 8:31 p.m. Assistant Superintendent Feaster presented information on Resolution #1152-11 and addressed questions. Board Member Thompson moved to approve Resolution #1152-11; seconded by Board Vice President Reed.

AYES: Kaiser, Reed, Robinson, Thompson, Griffin

NOES: None

ABSENT: None

**8.2.3. Discussion/Action:** Resolution #1153-11, Elimination of Classified Services

At 8:42 p.m. Assistant Superintendent Feaster presented information on Resolution #1153-11. Board Vice President Reed moved to approve Resolution #1153-11; seconded by Board Member Griffin.

AYES: Kaiser, Reed, Robinson, Thompson, Griffin

NOES: None

ABSENT: None

**8.2.4. Discussion/Action:** Resolution #1154-11, Non-Reelection of Probationary Certificated Employee

At 8:43 p.m. Assistant Superintendent Feaster presented information on Resolution #1154-11. Board Member Griffin moved to approve Resolution #1154-11; seconded by Board Clerk Robinson.

AYES: Kaiser, Reed, Robinson, Thompson, Griffin

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MINUTES

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NOES: None  
ABSENT: None

9. **ITEMS FROM THE FLOOR**

CUTA President Kevin Moretti announced that CUTA, CSEA, and CUMA representatives were meeting on Tuesday to plan an employee BBQ scheduled for Friday, August 26.

Board Clerk Robinson asked for clarification on a statement made regarding transportation for athletes. Board members agreed there are many issues that will need to be addressed with the new Athletic Sustainability Plan.

10. **ANNOUNCEMENTS**

There were no announcements.

11. **ADJOURNMENT**

At 8:52 p.m. Board President Kaiser adjourned the open session and noted the Board was returning to closed session. At 9:50 p.m. Board President Kaiser announced the Liability Claim for Claimant Ramirez had been denied and the meeting was adjourned.

:mm

APPROVED:

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Board of Education

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Administration

## DONATIONS/GIFTS

7.1.2.  
Page 1 of 1

Donor	Item	Recipient
Rice Bowl	\$57.64	Sierra View
String Bead	Stained Glass @ \$250.00	Chico High
Kathy Schulz	Miscellaneous Art Supplies @ \$400.00	Chico High
AT&T Pioneers/Barbara Bouttote	Miscellaneous Items @ \$475.00	Pleasant Valley High
CSU, Chico/Kinesiology Class	\$250.00	Pleasant Valley High/Athletics
Kohl's	\$500.00	Pleasant Valley High/Athletics
Media All Stars, Inc.	\$1,000.00	Pleasant Valley High/Athletics
Gregory Peitz-Costco	\$210.00	Pleasant Valley High/Athletics
David and Sally Scott	Elliptical Trainer @ \$175.00	Special Education
Jeff and Shelly Martinek	Puzzles/Classroom Items @ \$100.00	Loma Vista



**PROPOSED AGENDA ITEM:** CHS FFA Officer Retreat

**Prepared by:** Quinn Mendez

☒ Consent

Board Date July 20, 2011

☐ Information Only

☐ Discussion/Action

**Background Information**

Every summer the three FFA advisors (Quinn Mendez, Ronnie Cockrell, Sheena Sloan) take the seven FFA officers to Graeagle, CA for a two night, three day team building weekend and planning session for the next school year. The seven officers get to know each other better and understand the expectations for the specific office that they now hold.

**Education Implications**

The students learn about leadership, organization, team building, communication, problem solving and better advocates for agriculture, in order to make the Chico FFA chapter a recognized organization on the school campus and in the community.

**Fiscal Implications**

FFA ASB account will pay for the trip.

**Additional Information**

**CHICO UNIFIED SCHOOL DISTRICT**

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

7.2.1.  
Page 2 of 2

**FIELD TRIP REQUEST****TO: CUSD Board of Education****Date: 7-7-11****FROM: Quinn Mendez****School/Dept.: CHS/AG****SUBJECT: Field Trip Request**

Request is for Chico FFA  
(grade/class/group)

Destination: Graeagle, CA Activity: Chico FFA Officer Retreat

from 7-21-11 / 12pm to 7-24-11 / 4pm  
(dates) / (times) (dates) / (times)

Rationale for Trip: CHS FFA Officer Retreat—team building and planning for next school year.

Number of Students Attending: 7 Teachers Attending: 3 Parents Attending: \_\_\_\_\_

Student/Adult Ratio: 7:3

Transportation: Private Cars \_\_\_\_\_ CUSD Bus \_\_\_\_\_ Charter Bus Name \_\_\_\_\_  
Other: School truck, and school van

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

**ESTIMATED EXPENSES:**

Fees \$ 0 Substitute Costs \$ \_\_\_\_\_ Meals \$ 250.00

Lodging \$ 350.00 Transportation \$ 50.00 Other Costs \$ \_\_\_\_\_

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

Name ASB FFA Acct. #: \_\_\_\_\_ \$ 650.00

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

[Signature]  
Requesting Party

7.7.11  
Date

[Signature]  
Site Principal

7/12/11  
Date

☒ Approve/Minor ☐ Do not Approve/Minor  
or  
Recommend/Major Not Recommended/Major

n/a  
Director of Transportation

\_\_\_\_\_  
Date

(If transporting by bus or Charter)

**IF MAJOR FIELD TRIP**

[Signature]  
Director of Educational Services

7-12-11  
Date

☒ Recommend ☐ Not Recommended

\_\_\_\_\_  
Board Action

\_\_\_\_\_  
Date

☐ Approved ☐ Not Approved

**PROPOSED AGENDA ITEM:** COLC: Chapter Officer Leadership Conference

**Prepared by:** Quinn Mendez

☒ Consent

Board Date July 20,2011

☐ Information Only

☐ Discussion/Action

**Background Information**

The COLC will provide a chance for the FFA officers to focus on their leadership skills and personal growth. At Camp Tehama, each of the seven officers will have a break out session which helps them focus on their specific office and duties required. They bring back this new information and skills for the chapter members, so that they can become more involved and learn more about the FFA and all of its' opportunities.

**Education Implications**

1. Helps to identify strengths and individual contributions to the team.
2. Develops personal best assessments and personal growth plans.
3. Helps to master speech development and delivery.
4. Develops personal management and social skills.

**Fiscal Implications**

FFA ASB account will pay for the trip.

**Additional Information**

**CHICO UNIFIED SCHOOL DISTRICT**

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

7.2.2.

Page 2 of 2

**FIELD TRIP REQUEST****TO: CUSD Board of Education****Date: 7-7-11****FROM: Quinn Mendez****School/Dept.: CHS/AG****SUBJECT: Field Trip Request**

Request is for Chico FFA  
(grade/class/group)

Destination: Mill Creek (Camp Tehama) Activity: COLC : Chapter Officer Leadership Conf.

from 9-17-11 / 12pm to 9-19-11 / 4pm  
(dates) / (times) (dates) / (times)

Rationale for Trip: Team building and planning for next school year, with other FFA chapters in the Superior region. The State and Regional FFA officers will lead all workshops

Number of Students Attending: 7 Teachers Attending: 2 Parents Attending: \_\_\_\_\_

Student/Adult Ratio: 7:2

Transportation: Private Cars \_\_\_\_\_ CUSD Bus \_\_\_\_\_ Charter Bus Name \_\_\_\_\_  
Other: School truck, and school van

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

**ESTIMATED EXPENSES:**

Fees \$ 340.00 Substitute Costs \$ 120.00 Meals \$ \_\_\_\_\_  
Lodging \$ \_\_\_\_\_ Transportation \$ 50.00 Other Costs \$ \_\_\_\_\_

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

Name ASB FFA Acct. #: \_\_\_\_\_ \$ 510.00

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

Quinn Mendez  
Requesting Party

7/7/11  
Date

J. Hamb  
Site Principal

7/12/11  
Date



Approve/Minor



Do not Approve/Minor

or

Recommend/Major

or

Not Recommended/Major

(If transporting by bus or Charter)

n/a  
Di

\_\_\_\_\_ Date

**IF MAJOR FIELD TRIP**

[Signature]  
Director of Educational Services

7-12-11  
Date



Recommend



Not Recommended



Approved



Not Approved

\_\_\_\_\_ Board Action

\_\_\_\_\_ Date

**PROPOSED AGENDA ITEM:** National FFA Convention

**Prepared by:** Quinn Mendez

☒ Consent

**Board Date** July 20, 2011

☐ Information Only

☐ Discussion/Action

**Background Information**

The National FFA Convention is the largest student gathering in the nation. Over 50,000 members meet to take part in career development events and leadership workshops. This convention has been approved by the National Association of Secondary School Principals (NASSP).

**Education Implications**

The students traveling to National Convention will get first hand experience in agriculture outside of California. There are national speakers who will be presenting leadership skills and career development workshops.

**Fiscal Implications**

The Chico North Valley Foundation (Agriculture account) will pay all expenses.

**Additional Information**

As the agriculture advisor, I will be attending this convention with the two students who qualified to attend. We will be traveling to Indianapolis via plane and then renting a car to travel to and from the convention center and to visit local agriculture attractions. This is a once in a lifetime experience and will be looked upon as an educational and memorable trip.

**CHICO UNIFIED SCHOOL DISTRICT**

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

7.2.3.  
Page 2 of 2

**FIELD TRIP REQUEST****TO: CUSD Board of Education****Date: 7-7-11****FROM: Quinn Mendez****School/Dept.: CHS/AG****SUBJECT: Field Trip Request**

Request is for Chico FFA  
(grade/class/group)

Destination: Indianapolis, IN Activity: National FFA Convention

from 10-18-11 / 3pm to 10-22-11 / 9pm  
(dates) / (times) (dates) / (times)

Rationale for Trip: Attending National FFA Convention to advance leadership knowledge of students and advisors.

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

Student/Adult Ratio: 2:1

Transportation: Private Cars ☒ CUSD Bus        Charter Bus Name         
Other: School truck, airline travel and rental car

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

**ESTIMATED EXPENSES:**

Fees \$ \$4500.00 Substitute Costs \$        Meals \$       

Lodging \$        Transportation \$        Other Costs \$       

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

Name CHS NVF Ag Acct. #:        \$ 4500.00

Name        Acct. #:        \$       

Quinn Mendez  
Requesting Party

7/7/11  
Date

Jim Hambo  
Site Principal

7/12/11  
Date

☒ Approve/Minor ☐ Do not Approve/Minor  
or  
Recommend/Major Not Recommended/Major

n/a  
Director of Transportation

        
Date

(If transporting by bus or Charter)

**IF MAJOR FIELD TRIP**

Quinn Mendez  
Director of Educational Services

7-12-11  
Date

☒ Recommend ☐ Not Recommended

        
Board Action

        
Date

☐ Approved ☐ Not Approved

**PROPOSED AGENDA ITEM:** Out of Town Field Trip Approval

**Prepared by:** Cyndi Bailey, PV High School Yearbook Advisor

☒ Consent

Board Date June 15, 2011

☐ Information Only

☐ Discussion/Action

**Background Information**

Six PV High School Yearbook students, as well as the advisor, will be attending an annual yearbook camp, this year held at Cal State University, Hayward, from Monday, July 25-Thursdays, July 28.

**Education Implications**

Students and teacher will be given the opportunity to meet with many trained professionals in the areas of photography, caption and copy writing and yearbook basics. Students will be given direction and guidance in developing and creating the PV Yearbook cover design and theme.

**Fiscal Implications**

Each student will contribute \$100 toward the cost of their camp experience. The PV Yearbook fund will pay for the remaining \$375/per student, as well as the \$525 cost for the advisor, for a total of approximately \$2775.00

**Additional Information**

This is an annual trip that gives students an amazing opportunity to interact with students from Northern California who are also dedicated to creating the best yearbook for their school.

**CHICO UNIFIED SCHOOL DISTRICT**

1163 East Seventh Street  
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7.2.4.

Page 2 of 2

**FIELD TRIP REQUEST****TO: CUSD Board of Education****Date:** 6/10/11**FROM: Cyndi Bailey****School/Dept.:** PV High School Yearbook**SUBJECT: Field Trip Request**

Request is for: PV High School Yearbook students

(grade/class/group)

Destination: Cal State Hayward

Activity: Yearbook Camp

from July 25 1:00 p.m. to July 28 1:00 p.m.

Rationale for Trip: Students will learn how to create yearbook theme packages and cover design with professionals in the yearbook industry as well as learn the basics of yearbook creation.

Number of Students Attending: 5 Teachers Attending: 1 Parents Attending: 0

Student/Adult Ratio: 5:1

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 \$2600

Substitute Costs \$0           

Meals \$included in camp fee

Lodging \$ included in fee

Transportation \$190           Other Costs \$           **ACCOUNT NAME(S), NUMBER(S) and AMOUNT(S):**Name: PV Yearbook Acct. #:   425   \$2790Name            Acct. #:            \$           

Requesting Party

Date

Site Principal

Date



Approve/Minor



Do not Approve/Minor

or

or

Recommend/Major

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



**AGENDA ITEM:** Approval of Field Trip

**Prepared by:** Lance Brogden

☒ Consent

Board Date July 20, 2011

☐ Information Only

☐ Discussion/Action

**Background Information**

The PVHS ASB will be creating their own retreat for teambuilding and school year organizing. This is the 19<sup>th</sup> year we have gone on a retreat or to a camp as a class.

**Educational Implications**

Allows students the opportunity to work collaboratively to create a functioning team of student leaders that will create, organize, and implement events for the Pleasant Valley High School Student Body for the upcoming school year.

**Fiscal Implications**

No Fiscal Impact to the General Fund. All expenses are paid from students and the Associated Student Body Funds with all prior signatures and approval. No student is forced to pay.

# CHICO UNIFIED SCHOOL DISTRICT

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7.2.5.  
Page 2 of 2

## FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: July 13, 2011

FROM: Lance Brogden

School/Dept.: Pleasant Valley High School

SUBJECT: Field Trip Request

Request is for Pleasant Valley High School

(grade/class/group)

Destination: Sausalito, Marin Headlands

Activity: Leadership Retreat (19<sup>th</sup> Annual)

from 8/01/11 / 7:00am to 8/03/11 / 6:00pm  
(dates) / (times)

Rationale for Trip: Teambuilding and planning for the upcoming school year in an isolated environment to improve focus and output

Number of Students Attending: 40 Teachers Attending: 3 Parents Attending: 1

Student/Adult Ratio: 10/1

Transportation: Private Cars X CUSD Bus \_\_\_\_\_ Charter Bus Name \_\_\_\_\_  
Other: 2 School Vans

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

### ESTIMATED EXPENSES:

Fees \$ \_\_\_\_\_ Substitute Costs \$ 0 Meals \$ 1,700.00

Lodging \$ 1,700.00 Transportation \$ 600.00 Other Costs \$ \_\_\_\_\_

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

Name PVHS ASB Acct. #: 01-9104-0-1232-1000-020 \$ 4,000.00

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

Lance Brogden  
Requesting Party

7-13-2011  
Date

[Signature]  
Director of Transportation  
[Signature]  
Site Principal

7-13-2011  
Date



Approve/Minor  
or  
Recommend/Major



Do not Approve/Minor  
or  
Not Recommended/Major

**IF MAJOR FIELD TRIP**  
[Signature]  
Director of Educational Services

7-13-11  
Date



Recommend



Not Recommended



Approved



Not Approved

Board Action

Date

PROPOSED AGENDA ITEM: Special Education Non-public School Placements

Prepared by: David Scott, Director of Educational Services

- ☒ Consent  
☐ Information Only  
☐ Discussion/Action

Board Date: 07/20/11

Background Information

As required by the Individuals with Disabilities Education Act of 2004, the district is required to provide a free and appropriate public education to all eligible students with disabilities. The assessed needs of some eligible students necessitate a placement out of the district in a non-public school or a residential program (out of home). The residential placements are made in collaboration with the Butte County Department of Behavioral Health per IEP team decision.

Education Implications

Students usually increase their academic, behavioral and social achievement when they are instructed in the most appropriate and least restrictive school environment.

Fiscal Implications

The current projected tuition cost for four students for fiscal year 2011-2012 is \$157,000. The Butte County SELPA reimburses the district for 70% of the educational costs for each student placed in a non-public school through the Out of Home Funds received by the SELPA. The projected cost to the district for fiscal year 2011-2012 is \$47,100. Residential cost for each student's placement is funded by the Butte County Department of Behavioral Health.

Additional Information

The number of students requiring non-public school/residential placement varies each school year.

**PROPOSED AGENDA ITEM: Kevin Clark Consulting and Training****Prepared by: Janet Brinson**☒ **Consent****Board Date July 20, 2011**☐ **Information Only**☐ **Discussion/Action****Background Information**

As part of an ongoing effort for Chico Unified to support English learners, Kevin Clark Consulting and Training will provide four coaches and one consultant for a total of 49 days. In-class coaching and corrective feedback, ongoing training and monitoring of ELD programs as well as technical assistance will encompass the scope of support in order to enable and sustain the ELD curriculum at Chapman, McManus, Parkview and Rosedale Elementary schools.

**Educational Implications**

This agreement is designed to raise EL students' proficiency scores on the CELDT exam up one proficiency level and to move "fossilized intermediate" students from EL to redesignated fluent English proficient.

**Fiscal Implications**

There is no impact to the general fund.

(click to view)

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### 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: Kevin Clark Consulting and Training  
Street Address/POB: 772 Omaha Avenue, Suite C  
City, State, Zip Code: Clovis, CA 93619  
Phone: 559-299-5855  
Taxpayer ID/SSN: \_\_\_\_\_

This agreement will be in effect from: 07/21/11 to 09/30/11

Location(s) of Services: (site) Chapman, McManus, Parkview and Rosedale Elementary

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

Provide four (4) coaches and one (1) consultant to work with site leaders and teachers for a total of 49 days. Coaches and consultant will provide in-class coaching and corrective feedback; ongoing training and monitoring of ELD programs and technical assistance as needed.

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

To raise EL students' proficiency scores on the CELDT exam up one proficiency level. To move "fossilized intermediate" students from EL to redesignated fluent English proficient.

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	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 services actually rendered and supported by Consultant initiated invoices, the District pay consultant not to exceed the payment criteria as follows:

\$ 46,100.00 Per Unit, times 1.00 # Units = \$ 46,100.00 Total for Services

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

9. Additional Expenses:

\$			
\$			
\$			
		0.00	Total for
			Additional Expenses
\$	46,100.00		Grand Total

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

**CONSULTANT TERMS AND CONDITIONS**

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

Consultant Name: Kevin Clark Consulting and Training

Business Services Use Only

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

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

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.chicoud.org/cen/business/documents/Consultant\\_Agreement.pdf](http://www.chicoud.org/cen/business/documents/Consultant_Agreement.pdf)). IRS publication SWR 40 and IRS Ruling 87-41 will assist in determining the payment method applied to this Agreement.
10. Consultant shall provide an original invoice to the Originating Administrator. Consultant shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.
11. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.
12. Consultant shall provide an original invoice to the Originating Administrator. Consultant shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.
13. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.
14. **AGREED TO AND ACCEPTED:** (If determined to be a Contract Employee, a payroll check will be issued with applicable taxes withheld.)

(Signature of Consultant)

Kevin Clark  
(Print Name)

(Date) 7/1/11

**15. RECOMMENDED:**

(Signature of Originating Administrator)

Janet Brinson, Director  
(Print Name)

(Date) 7/13/11

**16. APPROVED:**

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

Dave Scott, Director  
(Print Name)

(Date) 6-30-11

**APPROVED:**

(Signature of District Admin. Business Services)

☒ Consultant  
Mauveen Fitzgerald  
(Print Name)

☐ Contract Employee  
7-13-11  
(Date)

**17. Authorization for Payment:**

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

**PROPOSED AGENDA  
ITEM:**

**EILEEN P. KESSLER**

**Prepared by: Janet Brinson**

☒ Consent

Board Date: July 20, 2011

☐ Information Only

☐ Discussion/Action

**Background Information**

Ms. Keasler will provide program improvement and transitional support due to staffing changes. Program improvement strategies implemented during the 2010-11 school year require ongoing support for new staff.

**Educational Implications**

Providing the development support and training of two first grade teachers new to the field of education will create an academically sound and sustainable First Grade and Title I program at McManus Elementary.

**Fiscal Implications**

None to the general fund.

(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#	

### 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: Eileen Kessler  
Street Address/POB: 424 Stonebridge Dr.  
City, State, Zip Code: Chico, CA 95973  
Phone:  
Taxpayer ID/SSN:

This agreement will be in effect from: 08/10/11 to 05/05/24/12  
Location(s) of Services: (site) McManus Elementary

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

Independent Program Consultant to help and support two new first grade teachers and will help develop first grade program. In addition, Consultant will help and support Title I Coordinator.

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

Create academically sound and sustainable First Grade and Title I programs.

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

- 1) Teacher Quality Training
- 2) Professional Development
- 3)

6. Account(s) to be Charged:

	Pct (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Expense	Sch/Dept
1)	70.00	01	4035	0	1110	1000	5800	14	670
2)	30.00	01	3010	0	1110	1000	5800	14	180
3)							5800	14	

7. Is there an impact to General Fund, Unrestricted funding?:

☐ Yes ☒ No

8. Payment to Consultant: For services actually rendered and supported by Consultant initiated invoices, the District pay consultant not to exceed the payment criteria as follows:

\$ 300.00 Per Unit, times 45 # Units = \$ 13,500.00 Total for Services

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

9. Additional Expenses:

\$  
\$  
\$ 0.00  
\$ 13,500.00  
Total for Additn'l Expenses  
Grand Total

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



**CONSULTANT TERMS AND CONDITIONS**

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

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

Consultant Name: **EILEEN P. KESSLER**

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 in determining the payment method applied to this Agreement.
10. Consultant shall provide an original invoice to the Originating Administrator. Consultant shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.
11. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.
12. Consultant shall provide an original invoice to the Originating Administrator. Consultant shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.
13. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.
14. **AGREED TO AND ACCEPTED:** (If determined to be a Contract Employee, a payroll check will be issued with applicable taxes withheld.)

(Signature of Consultant)

Eileen P. Kessler  
(Print Name)

(Date)

15. **RECOMMENDED:**

(Signature of Originating Administrator)

Laurie DeBock, Principal  
(Print Name)

(Date)

16. **APPROVED:**

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

Janet Brinson, Director  
(Print Name)

(Date)

**APPROVED:**

(Signature of District Admin-Business Services)

☐ Consultant  
 Maureen Fitzgerald  
 (Print Name)

☐ Contract Employee  
 7-13-11  
 (Date)
17. **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)

**PROPOSED AGENDA  
ITEM:**

**Associated Students, Community Action Volunteers in  
Education (CAVE)**

**Prepared by: Janet Brinson**

☒ Consent

Board Date July 20, 2011

☐ Information Only

☐ Discussion/Action

**Background Information**

Associated Students, CAVE, will recruit and assign America Reads tutors to various school sites. These tutors will support students in various settings: classroom, after school programs, lunch and homework club.

**Educational Implications**

Associated Students, CAVE, will provide additional support to struggling students in the areas of math and reading/language arts.

**Fiscal Implications**

There is no cost to the General Fund.

Mandatory Instructions  
(click to view)

CHICO UNIFIED SCHOOL DISTRICT  
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(530) 891-3000

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

### CONSULTANT AGREEMENT

1. A completed BSI0a. "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: Associated Students, Community Action Volunteers in Education (CAVE)  
Street Address/POB: CSU, Chico BMU 309  
City, State, Zip Code: Chico, CA 95929-0750  
Phone: 530-898-5818  
Taxpayer ID/SSN: 94-1254630

This agreement will be in effect from: 08/01/11

to 06/30/12

Location(s) of Services: (site) Various school sites

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

Associated Students (CAVE), will recruit and assign America Reads tutors to various school sites. These tutors will support students in various settings: classroom, after school programs, lunch and homework club.

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

To provide additional support to struggling students in the areas of math and reading/language arts.

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

1) ASES/21st Century

2)

3)

6. Account(s) to be Charged:

	Pct(%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Expense	Sch/Dept
1)	100.00	01	6010	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 services actually rendered and supported by Consultant initiated invoices, the District pay consultant not to exceed the payment criteria as follows:

\$ 2,500.00 Per Unit, times 1.00 # Units = \$ 2,500.00 Total for Services

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

9. Additional Expenses:

\$

\$

\$

0.00

Total for  
Additn'l Expenses  
Grand Total

\$ 2,500.00

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

## CONSULTANT TERMS AND CONDITIONS

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

Business Services Use Only

7.2.9.

CA# \_\_\_\_\_ Page 3 of 3

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

Consultant Name: **Associated Students, Community Action Volunteers  
In Education (CAVE)**

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 in determining the payment method applied to this Agreement.
10. Consultant shall provide an original invoice to the Originating Administrator. Consultant shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.
11. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.
12. Consultant shall provide an original invoice to the Originating Administrator. Consultant shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.
13. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.
14. **AGREED TO AND ACCEPTED:** (If determined to be a Contract Employee, a payroll check will be issued with applicable taxes withheld.)

Mary Flynn  
(Signature of Consultant)

Mary Flynn, Program Administrator  
(Print Name) July 7, 2011  
(Date)

15. **RECOMMENDED:**

Janet Brinson  
(Signature of Originating Administrator)

Janet Brinson, Director  
(Print Name)

7/7/11  
(Date)

16. **APPROVED:**

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

Dave Scott, Director  
(Print Name)

07/12/11  
(Date)

**APPROVED:**

Maureen Fitzgerald  
(Signature of District Admin-Business Services)

☐ Consultant

Maureen Fitzgerald  
(Print Name)

☐ Contract Employee

7-13-11  
(Date)

17. **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)

**PROPOSED AGENDA  
ITEM:**

**Foley Jones & Associates Consultant Agreement**

Prepared by: Janet Brinson

☒ Consent

Board Date July 20, 2011

☐ Information Only

☐ Discussion/Action

**Background Information**

Foley Jones & Associates will provide assistance in the management of evaluation and data collection plans; technical assistance or monthly review and annual performance reports; attendance at monthly collaborative planning meetings; and developing, writing and submitting annual reports for 21<sup>st</sup> Century and ASES After School Programs. An evaluator is required for the ASES/21<sup>st</sup> CCLC programs.

**Educational Implications**

Increase student achievement in core subjects.  
Provide a safe and healthy environment conducive to learning.

**Fiscal Implications**

No impact to the General Fund.

Mandatory Instructions  
(click to view)

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

7.2.10.

Page 2 of 3

Business Services Use Only

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### 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: Foley Jones & Associates, LLC  
Street Address/POB: PO Box 8661  
City, State, Zip Code: Woodland, CA 95667  
Phone: (530) 908-4604  
Taxpayer ID/SSN: 27-4556161

This agreement will be in effect from: 08/01/11 to 06/30/12

Location(s) of Services: (site) Chico Unified School District (various school sites)

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

Management of annual evaluation and data collection plan; technical assistance on monthly review and annual performance report; attendance at monthly collaborative planning meetings; and develop, write and submit annual reports for 21st Century and ASES After School Programs.

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

Increase student achievement core subjects.  
Provide a safe and healthy environment conducive to learning.

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

- 1) 21st Century Community Learning Center After School programs.
- 2) After School Education and Safety programs.
- 3)

6. Account(s) to be Charged:

	Pct (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Expense	Sch/Dept
1)	90.00	01	4124	0	1110	1000	5800	14	674
2)	10.00	01	6010	0	1110	1000	5800	14	670
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)

\$ 60,000.00 Per Unit, times 1.00 # Units = \$ 60,000.00 Total for Services

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

9. Additional Expenses:

\$  
\$  
\$

Total for  
0.00 Addit'l Expenses

\$ 60,000.00 Grand Total

(If Submits of \$5,000.00 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 - Sec BS10a)

Business Services Use Only

CA#

V#

Consultant Name: **FOLEY JONES & ASSOCIATES**

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 in determining the payment method applied to this Agreement.
10. Consultant shall provide an original invoice to the Originating Administrator. Consultant shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.
11. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.
12. Consultant shall provide an original invoice to the Originating Administrator. Consultant shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.
13. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.
14. **AGREED TO AND ACCEPTED:** (If determined to be a Contract Employee, a payroll check will be issued with applicable taxes withheld.)

(Signature of Consultant)

MaryEllen Foley Bergh, CEO  
(Print Name)

(Date)

15. **RECOMMENDED:**

(Signature of Originating Administrator)

Janet Brinson, Director  
(Print Name)

(Date)

16. **APPROVED:**

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

Dave Scott, Director  
(Print Name)

(Date)

**APPROVED:**

(Signature of District Admin-Business Services)

☐ Consultant  
Maureen Fitzgerald  
(Print Name)☐ Contract Employee  
7-13-11  
(Date)17. **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)

**PROPOSED AGENDA ITEM: Chico Area Recreation and Park District (CARD)**

**PREPARED BY: Janet Brinson**

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

Board Date: July 20, 2011

**Background Information**

CARD partners with Chico Unified School District to implement the federal grant, 21<sup>st</sup> Century Community Learning Center, (21<sup>st</sup> CCLC) as approved at Chapman, Citrus, McManus, Neal Dow, Parkview and Rosedale Elementary schools. Additional funding from the state through the After School Education and Safety (ASES) grant will allow Chico Unified, along with CARD to provide trained and supervised recreation and enrichment teachers and supplies for the 2011-2012 school year.

**Education Implications**

The goal of the 21<sup>st</sup> CCLC and ASES programs is to increase student achievement in reading, language arts and mathematics and provide a safe and healthy environment conducive to learning

**Fiscal Implications**

None to the General Fund.



(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# \_\_\_\_\_

**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: Chico Area Recreation District (CARD)  
Street Address/POB: 555 Vallambrosa Avenue  
City, State, Zip Code: Chico, CA 95926  
Phone: 530-895-4711  
Taxpayer ID/SSN: 94-11156263

This agreement will be in effect from: 08/01/11 to 06/30/12

Location(s) of Services: (site) Chapman, Citrus, McManus, Neal Dow, Parkview and Rosedale Elementary Schools

3. Scope of Work to be performed: (attach separate sheet if necessary)  
Subject to the availability of resources, CARD will provide trained and supervised recreation and enrichment teachers and supplies for the 11-12 school year. Administrative costs will not exceed 10%.

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

Increase student achievement in reading, language arts and mathematics.  
Provide a safe and healthy environment conducive to learning.

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

- 1) After School Education and Safety Program  
2)  
3)

## 6. Account(s) to be Charged:

	Pct (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Expense	Sch/Dept
1)	100.00	01	6010	0	1032	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 services actually rendered and supported by Consultant initiated invoices, the District pay consultant not to exceed the payment criteria as follows:

\$ 54,290.30 Per Unit, times 10.00 months # Units = \$ 542,903.00 Total for Services

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

## 9. Additional Expenses:

\$  
\$  
\$

0.00

Total for  
Addit'l Expenses  
Grand Total

\$ 542,903.00

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

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

Business Services Use Only

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

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

Consultant Name: **Chico Area Recreation District (CARD)**

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 in determining the payment method applied to this Agreement.
10. Consultant shall provide an original invoice to the Originating Administrator. Consultant shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.
11. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.
12. Consultant shall provide an original invoice to the Originating Administrator. Consultant shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.
13. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.
14. **AGREED TO AND ACCEPTED:** (If determined to be a Contract Employee, a payroll check will be issued with applicable taxes withheld.)

(Signature of Consultant)

Monya Jameson, Acting  
(Print Name) General Manager

(Date)

**15. RECOMMENDED:**

(Signature of Originating Administrator)

Janet Brinson, Director  
(Print Name)

(Date)

**16. APPROVED:**

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

Dave Scott, Director  
(Print Name)

(Date)

**APPROVED:**

(Signature of District Admin-Business Services)

☐ ConsultantMaureen Fitzgerald  
(Print Name)☐ Contract Employee

(Date)

**17. 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)

**PROPOSED AGENDA ITEM: John Siebal, Contracted Employee**

**Prepared By: Janet Brinson**

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

Board Date: July 20, 2011

**Background Information**

John Siebal is a Prevention/Intervention Specialist. In support of the educational mission of Chico Unified School District, Mr. Siebal works with students who are at-risk and/or struggling with issues of substance abuse, violence prevention, anger-management. John 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**

John Siebal addresses issues that may interfere with the educational goals of students at Pleasant Valley and Fair View High Schools. 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.

(click to view)

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

7.2.12.

Page 2 of 3

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### 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: 08/05/11 to 05/24/12

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 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) Fair View Title I
- 2) EIA/SCE funds
- 3)

6. Account(s) to be Charged:

	Pct (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Expense	Sch/Dept
1)	40.00	01	3010	0	1403	1000			
2)	60.00	01	7090	0	1110	1000	5800	14	030
3)							5800	14	020
							5800	14	

7. Is there an impact to General Fund, Unrestricted funding?:



Yes



No

8. Payment to Consultant: For services actually rendered and supported by Consultant initiated invoices, the District pay consultant not to exceed the payment criteria as follows:

\$ 264.00 Per Unit, times 190.00 # Units = \$ 50,160.00 Total for Services

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

9. Additional Expenses:

\$  
\$  
\$

\$ 0.00 Total for  
Addit'l Expenses  
Grand Total  
\$ 50,160.00

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

**CONSULTANT TERMS AND CONDITIONS**

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

Business Services Use Only

 CA# 7.2.12.  
 Page 3 of 3  
 V#

Consultant Name: John Siebal

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/dot/business/documents/Consultant\\_Agreement.pdf](http://www.chicousd.org/dot/business/documents/Consultant_Agreement.pdf)). IRS publication SWR 40 and IRS Ruling 87-41 will assist in determining the payment method applied to this Agreement.
10. Consultant shall provide an original invoice to the Originating Administrator. Consultant shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.
11. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.
12. Consultant shall provide an original invoice to the Originating Administrator. Consultant shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.
13. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.
14. **AGREED TO AND ACCEPTED:** (If determined to be a Contract Employee, a payroll check will be issued with applicable taxes withheld.)

(Signature of Consultant)

John Siebal

(Print Name)

(Date)

**15. RECOMMENDED:**

(Signature of Originating Administrator)

Janet Brinson, Director

(Print Name)

(Date)

**16. APPROVED:**

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

Dave Scott, Director

(Print Name)

(Date)

**APPROVED:**

(Signature of District Admin-Business Employee)

☐ Consultant

Maurice Fitzgerald

(Print Name)



Contract Employee

7-13-11

(Date)

**17. 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)

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

**PREPARED BY: Janet Brinson**

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

Board Date: July 20, 2011

**Background Information**

The ongoing collaborative between the Title I program and Butte County Probation Department provides an on-campus probation officer at various schools to work with delinquent and pre-delinquent youth and their families to improve school attendance and behavior.

**Education Implications**

The active engagement between the Probation Officer, families and community will help our students achieve academic and personal success.

**Fiscal Implications**

There is no cost to the general fund.

(click to view)

CHICO UNIFIED SCHOOL DISTRICT  
Business Services  
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### CONSULTANT AGREEMENT

7.2.13.

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CA#

V#

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

COUNTY OF BUTTE

R 4 1 2 6 8

CONTRACT NO.

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

Name: Butte County Probation Department  
Street Address/POB: 42 County Center Drive  
City, State, Zip Code: Oroville, CA 95965  
Phone: 530-538-7309 (John Wardell) Fax: 538-6825  
Taxpayer ID/SSN: 94-6000506

This agreement will be in effect from: 08/01/11 to 06/30/12

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

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 Strategy3: 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) 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	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 services actually rendered and supported by Consultant initiated invoices, the District pay consultant not to exceed the payment criteria as follows:

\$3,320.00 Per Unit, times 10 months # Units = \$33,320.00

Total for Services

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

9. Additional Expenses:

\$  
\$  
\$

0.00

Total for  
Addit'l Expenses  
Grand Total

\$ 33,320.00

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

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

COUNTY OF BUTTE

R 4 1 2 6 8

CONTRACT NO.

Business Services Use Only

CA#

V#

Consultant Name: Butte County Probation Department

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.cjicouncil.org/dept/business/documents/Consultant\\_Agreement.pdf](http://www.cjicouncil.org/dept/business/documents/Consultant_Agreement.pdf)). IRS publication SWR 40 and IRS Ruling 87-41 will assist in determining the payment method applied to this Agreement.
10. Consultant shall provide an original invoice to the Originating Administrator. Consultant shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.
11. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.
12. Consultant shall provide an original invoice to the Originating Administrator. Consultant shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.
13. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.
14. **AGREED TO AND ACCEPTED:** If determined to be a Contract Employee, a payroll check will be issued with applicable taxes withheld.

(Signature of Consultant)

John Wardell, Chief Probation Officer 7-6-11

(Print Name)

(Date)

## 15. RECOMMENDED:

(Signature of Originating Administrator)

Janet Brinson, Director

(Print Name)

(Date)

## 16. APPROVED:

(Signature of District Administrator or Director of Categorical Programs)

Dave Scott, Director

(Print Name)

(Date)

APPROVED:

(Signature of District Admin-Business Services)

☒ Consultant☐ Contract Employee

Scott Jones, Director-Fiscal Services

(Print Name)

(Date)

## 17. Authorization for Payment:

CHECK REQUIRED (Invoice to accompany payment request):

☐ Partial Payment thru: (Date)☐ Full or Final PaymentDISPOSITION 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)

Steve Lambert, Chair  
Butte County Board of SupervisorsApproved for fiscal control subject  
to budget appropriation  
Auditor's Office  
By: [Signature]

06/28/11



**PROPOSED AGENDA ITEM:** Butte County Probation Department**PREPARED BY:** Janet Brinson☒ Consent☐ Information Only

Board Date: July 20, 2011

☐ Discussion/Action**Background Information**

The Title I 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 Title I 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 Title I 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.

(click to view)

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

**CONSULTANT AGREEMENT**

Business Services Use Only

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

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

**COUNTY OF BUTTE****R 4 1 2 6 7****CONTRACT NO.**

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: Butte County Probation Department  
 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: 94-6000506

This agreement will be in effect from: 08/01/11 to 06/30/12  
 Location(s) of Services: (site) Fair View High School

3. Scope of Work to be performed: (attach separate sheet if necessary)  
 Probation Officer will be available for school-based counseling, 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 Strategy3: 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) 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	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 services actually rendered and supported by Consultant initiated invoices, the District pay consultant not to exceed the payment criteria as follows:

\$ 7,313.50 Per Unit, times 10 months # Units = \$ 73,135.00 Total for Services

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

9. Additional Expenses:

\$  
 \$  
 \$

\$ 0.00 Total for  
 \$ 73,135.00 Additn'l Expenses  
 Grand Total

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

**CONSULTANT TERMS AND CONDITIONS**

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

**COUNTY OF BUTTE****R 41267****CONTRACT NO.**

Consultant Name: Butte County Probation Department

Business Services Use Only

CA#

V#

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 in determining the payment method applied to this Agreement.
10. Consultant shall provide an original invoice to the Originating Administrator. Consultant shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.
11. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.
12. Consultant shall provide an original invoice to the Originating Administrator. Consultant shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.
13. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.
14. **AGREED TO AND ACCEPTED:** (If determined to be a Contract Employee, a payroll check will be issued with applicable taxes withheld.)

(Signature of Consultant)

John Wardell, Chief Probation Officer 7-6-11  
(Print Name) (Date)**15. RECOMMENDED:**

(Signature of Originating Administrator)

Janet Brinson, Director  
(Print Name) (Date) 6/28/11**16. APPROVED:**

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

Dave Scott, Director  
(Print Name) (Date) 7-14-11**APPROVED:**

(Signature of District Admin-Business Services)

☒ Consultant ☐ Contract Employee  
 Scott Jones, Director-Fiscal Services  
 (Print Name) (Date)
**17. 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)

 Steve Lambert, Chair  
 Butte County Board of Supervisors

06/20/11

**PROPOSED AGENDA  
ITEM:**

**Frances Marie Anderson**

Prepared by: **Janet Brinson**

☒ Consent

Board Date: July 20, 2011

☐ Information Only

☐ Discussion/Action

**Background Information**

Ms. Anderson will coordinate the Fair View High School Academy of Building Construction and Design (ABCD) by facilitating the academic, career-technical education, mentoring internships and post-secondary partnerships through the 21<sup>st</sup> CCLC BLAST program.

**Educational Implications**

Academy students will demonstrate an average of 90% attendance rate for 2011-2012. Academy students will demonstrate an average of 95% credit completion rate. The number of community partnerships related to youth development and employment will increase from 2010-2011.

**Fiscal Implications**

There is no cost to the General Fund.

(click to view)

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

Business Services Use Only

CA# 7.2.15.

Page 2 of 3

V#

### 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: Frances Marie Anderson  
Street Address/POB: 408 Weymouth Way  
City, State, Zip Code: Chico, CA 95973  
Phone: 530-570-4365  
Taxpayer ID/SSN:

This agreement will be in effect from: 08/01/11 to 05/24/12  
Location(s) of Services: (site) Fair View High School

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

To coordinate the Fair View High School Academy of Building Construction and Design (ABCD) by facilitating the academic, career-technical education, mentoring, internships and post-secondary partnerships through the 21st CCLC-BLAST program.

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

Academy students will demonstrate an average of 90% attendance rate for 2011-2012 and will demonstrate an average of 95% credit completion rate. The number of community partnerships related to youth development and employment will increase

5. Funding/Programs Affected: (corresponding to accounts below) from 2010-11.

1) 21st CCLC

2)

3)

6. Account(s) to be Charged:

	Pct (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Expense	Sch/Dept
1)	100.00	01	4124	0	1039	1000	5800	14	030
2)							5800	14	
3)							5800	14	

7. Is there an impact to General Fund, Unrestricted funding?:



Yes



No

8. Payment to Consultant: For services actually rendered and supported by Consultant initiated invoices, the District pay consultant not to exceed the payment criteria as follows:

\$40.00 Per Unit, times 720 # Units = \$ 28,800.00 Total for Services

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

9. Additional Expenses:

\$  
\$  
\$

0.00  
\$ 28,800.00  
Total for  
Additn'l Expenses  
Grand Total

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

**Business Services Use Only**

CA# 7.2.15.  
Page 3 of 3  
V#

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 in determining the payment method applied to this Agreement.
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12. Consultant shall provide an original invoice to the Originating Administrator. Consultant shall be paid within 30 days of receipt of invoice and authorization of payment forwarded to the CUSD Accounts Payable department along with the original invoice.
13. Either party may terminate this agreement, with or without cause, upon 30 days' written notice to the other. Vendor shall be paid for work actually performed as of the date of receipt of such notice.
14. **AGREED TO AND ACCEPTED:** (If determined to be a Contract Employee, a payroll check will be issued with applicable taxes withheld.)

Francis Marie Ales  
(Signature of Consultant)

Frances Marie Anderson  
(Print Name)

7-13-11  
(Date)

15. RECOMMENDED:

(Signature of Originating Administrator)

David S. McKay, Principal  
(Print Name)

7/12/11  
(Date)

16. APPROVED:

Janel R. Brunson  
(Signature of District Administrator, or Director of  
Categorical Programs)

Janet Brinson, Director  
(Print Name)

(Date) 7/13/11

APPROVED:

☐ Consultant**Contract Employee**

APPROVED: [Signature]  
(Signature of District Admin-Business Services)

(Print Name) \_\_\_\_\_

(Date) \_\_\_\_\_

**17. Authorization for Payment:**

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

PROPOSED AGENDA ITEM: Quarterly Report on Williams Uniform Complaints

Prepared by: Janet Brinson

☒ Consent

Board Date July 20, 2011

☐ Information Only

☐ Discussion/Action

**Background Information**

*Williams* case legislation requires a school district to use its Uniform Complaint Process to help identify and resolve any deficiencies related to instructional materials, teacher vacancy or misassignment and emergency or urgent facilities conditions that pose a threat to the health and safety of the pupils or staff. Complaint process information is posted at each school site. Complaint forms are available upon request.

**Educational Implications**

Reports are required to be submitted to the board for review. Once the report is approved, it is sent to the County Office of Education.

**Fiscal Implications**

None

**VALENZUELA/CAHSEE Lawsuit Settlement**  
**QUARTERLY REPORT on *Williams* Uniform Complaints**  
**2010-2011 FISCAL YEAR**  
[Education Code § 35186(d)]

7.2.16.  
Page 2 of 2

District: Chico Unified School District

Person completing this form: Janet Brinson

Title: Director

Quarterly Report Submission Date:  
(check one)

- ☐ April 2011  
☒ July 2011  
☐ October 2011  
☐ January 2012

Date for information to be reported publicly at governing board meeting: July 20, 2011

Please check the box that applies:

- ☒ No complaints were filed with any school in the district during the quarter indicated above.
- ☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials			
Teacher Misassignments or Vacancies			
Facilities Conditions			
CAHSEE Intensive Instruction and Services			
TOTALS			

  
Kelly Staley, Superintendent

Date 7/14/11



**AGENDA ITEM:** Warrant Authorization

**Prepared by:** Scott Jones, Director of Fiscal Services

☒ Consent

Board Date July 20, 2011

☐ Information Only

☐ Discussion/Action

**Background Information**

Warrants in the amount of \$1,984,916.32 for the period of June 9 through July 13, 2011 have been reviewed and are ready for Board approval.

**Education Implications**

Services and supplies are acquired by the district in support of the district's goals.

**Fiscal Implications**

The issuing of warrants affects all accounts and funds in the district and is supported by the district's approved budget.

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

July 20, 2011  
Accounts Payable Warrants

FUND #:	FUND DESCRIPTION:	WARRANT #S:	AMOUNT
01	General Fund	376036-376363	\$625,138.51
01	General Fund	376528-376687	\$464,023.05
13	Nutrition Services	376364-376367	5934.25
13	Nutrition Services	376376-376397	\$70,933.08
13	Nutrition Services	376688-376694	\$13,938.54
14	Deferred Maintenance	376368	\$766.44
14	Deferred Maintenance	376695-376698	\$3,111.73
25	Capital Fac. FD-State Cap	376369-376371	\$37,919.74
25	Capital Fac. FD-State Cap	376699-376706	\$264,226.17
27	1998 SRB (2008 Sale P&I)	376372-376374	\$18,038.68
27	1998 SRB (2008 Sale P&I)	376707-376720	\$116,107.45
42	Special Reserve RDA City Pass Through	376375	\$250.00
42	Special Reserve RDA City Pass Through	376721-376725	\$364,528.68
<b>TOTAL WARRANTS TO BE APPROVED:</b>			<b>\$1,984,916.32</b>

CC Maureen Fitzgerald, Assistant Superintendent, Business Services

CC Scott Jones, Director of Fiscal Services

PROPOSED AGENDA ITEM: Consultant Agreement with Loy Mattison (Mattison Enterprises)

Prepared by: Jason Gregg, Director – Information Technology

xxx Consent  
\_\_\_\_\_ Information Only  
\_\_\_\_\_ Discussion/Action

Board Date: July 20, 2011

**Background**

ERATE program provides discounts to assist most schools and libraries. The Schools and Libraries Program supports connectivity for communications using telecommunications services and/or the Internet. Due to the complexity of the program and the rules which must be followed Chico USD has used a consultant for a many years to help with this process.

With the need to maximize any and all funding sources we find the need to have a consultant who can provide us with more than just filling and the forms and answering questions when they arise. Mattison Enterprise helps meet all the requirements and show us all our telecommunications billing/credits as part of the ERATE program. This helps to assure we are getting the full refunds and to do all the other parts of process. Mattison Enterprises has a long working relationship with district such as Sacramento COE and Sacramento City Schools and handling large accounts similar to Chico USD.

**Financial Implications**

There is no impact to general fund. Mattison's Enterprise bills at an hour rate of \$100 per hour. The estimate for our district is between 60-80 hours or \$6000-\$8000. This may be less as we would be billed only for the hours used instead of a flat rate of \$8000 like we have had in the past with the previous ERATE consultant.

Mandatory Instructions  
(click to view)

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

7.3.2:  
Page 2 of 3

Business Services Use Only
CA# _____
V# _____

### CONSULTANT AGREEMENT

1. A completed BSI0a, "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: Loy Mattison- Mattison Enterprises  
Street Address/POB: 5420 Fenton Way  
City, State, Zip Code: Granite Bay, CA 95746  
Phone: 916-849-0502  
Taxpayer ID/SSN: \_\_\_\_\_

This agreement will be in effect from: 07/01/11 to 06/30/12  
Location(s) of Services: (site) \_\_\_\_\_

3. Scope of Work to be performed: (attach separate sheet if necessary)  
ERATE consulting- refine scope of work, walk through safety meetings, completion of ERATE forms/submission documentation, vendor/district communication construction management.
4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant services:  
To complete ERATE application process; to appropriately deploy technology to effectively deliver curriculum and manage the operation of the district.
5. Funding/Programs Affected: (corresponding to accounts below)
  - 1) California Teleconnect Fund (CTF) or Discounted Advanced Services.
  - 2)
  - 3)

6. Account(s) to be Charged:

	Pct (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Expense	Sch/Dept
1)	100.00	01	0000	0	0000	7702	5800	14	741
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)

\$ 100.00 Per Unit, times 80.00 # Units = \$ 8,000.00 Total for Services

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

9. Additional Expenses:

\$ \_\_\_\_\_  
\$ \_\_\_\_\_  
\$ \_\_\_\_\_  
Total for  
0.00 Add'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 BS-10a)

Consultant Name: **Loy Mattison**

Business Services Use Only

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

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

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) Loy Mattison (Print Name) Loy Mattison (Date) 7/11/11

**12. RECOMMENDED:**  
(Signature of Originating Administrator) Jason Gregg (Print Name) Jason Gregg (Date) 7/11/11

**13. APPROVED:**  
(Signature of District Administrator/Director of Categorical Programs) Maureen Fitzgerald (Print Name) Maureen Fitzgerald (Date) 7-11-11

**APPROVED:**  
(Signature of District Admin. Business Services) Scott Jones (Print Name) Scott Jones Director, Fiscal Services (Date) 7/12/11

☒ Consultant ☐ Contract Employee

**14. Authorization for Payment:**

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

Prepared by: Vince Enserro, Director of Nutrition Services

    X     Consent

         Information Only  
         Discussion / Action

Board Date: July 20, 2011

**Background Information**

Annually the Nutrition Services Department goes out for formal bid on grocery items and milk/dairy.

**Educational Implications**

For children of CUSD, Nutrition Services provides a nutritious meal that contains one-third of the recommended dietary allowance of necessary nutrients. For parents, the program offers a convenient method of providing nutritionally balanced meals at the lowest possible price. For schools, the program enhances children's learning abilities by contributing to their physical and mental well being. Studies have shown that children whose nutritional needs are met have fewer attendance and discipline problems and are more attentive in class.

**Fiscal Implications**

Cafeteria Fund Budget includes grocery and dairy products. No impact on General Fund.

**Recommendation**

Consider approval of granting authorization to the Superintendent/Designee to award bids to the lowest responsive bidders, as follows:

1. **Recommend approval to roll-over the 2010-11 Milk/Dairy Foster Farms Dairy, Chico Distributor, 529 Kansas Avenue, Modesto, CA 95351.**
  - Non-Fat, No hi fructose corn syrup Chocolate Milk ½ pint \$0.1714 (\$0.2069 8/2008)
  - 1% White Milk ½ pint \$0.1662 (\$0.2205 8/2008)
2. **Recommend approval of the 2010-11 Grocery Bid. The Grocery Bid involves 127 items that are awarded individually by item to the three lowest responsive bidders.**
  - SYSCO, Food Services of Sacramento, Inc. 7062 Pacific Avenue, Pleasant Grove, CA 95668
  - The Danielsen Co. 435 Southgate Court, Chico, CA 95928-7435
  - Robb Ross Foods, Inc., 2531 E. Edgar, Fresno, CA 93706.
  - BUNZL Distributing 17365 West Commerce Way, Tracy, CA 95377.
  - US FOODS 300 Lawrence Drive, Livermore, CA 94551
3. **Approval of updated MCCP. Has updated verbiage and additional sites to the existing MCCP**

non f 0000065	BAG, # 8 LUNCH	500 CT. PAPER	Case	20	13.96	DAN	
froze 0000063	BAGEL, CIN RAISIN 72/3 <sup>oz</sup>	51 % WHOLE WHEAT/GRAIN	Case (72 ct.)	150	14.93	DAN	
dry 0000039	BAKING POWDER 6/5 #		Case 6/5# bx	20	41.63	SYSCO	
dry 00000397	BAKING SODA (24/1# BOXES)		Case 24/1 lb b	20	5.06	USFOODS	
froze 0000000	BAR, BRKFST BAN/CHOC 48 CT	SB 12 COMPLIANT J & J BRAND	CASE 48/2.5 OZ	200	17.06	DAN	
CARD 00000142	BAR, NATURE VALLEY OAT & HONEY 48 CT.	SB 12 COMPLIANT	BOX 48 CT.	20	14.79	HAYES	
CARD 00000012	BAR, NATURE VALLEY PEANUT BUTTER 48 CT.	SB 12 COMPLIANT	BOX 48 CT.	20	14.79	HAYES	
dry 0000080	BAR, POWER ALLEY	144 CT. CASE SB 12 COMPLIANT	cs.	225	48.98	DAN	
dry 0000040	BEAN, REFIED 6/30 OZ.	12/31 OZ., or 6/30 OZ. PACKAGES	Case 12/31oz pkg	450	18.42	SYSCO	
froze 0000058	BLUEBERRIES, FROZEN 20	FROZEN 20 LB. OR 30 LB. CASE	Case, frozen	20	43.83	SYSCO	
non f 0000010	BOX, PIZZA 14' 50 CT.	14' PIZZA BOX	CASE 50 CT.	200	13.68	SYSCO	
non f 0000067	BOX, PIZZA 16' 50 CT.	16 IN. PIZZA BOX	Case	125	16.71	DAN	
refri 0000078	CHEESE, CREAM 3# BLOCK	10/3 LB. BLOCKS OR 4/3 LB. BLOCK	Cheese, Cream 3#	20	25.64	SYSCO	
ref 0000077	CHEESE, IND CREAM CUPS 100 CT		Case 100/1oz	300	13.99	DAN	
refri 0000011	CHEESE, PARMESAN 4/5#		TUB 5 #	12	67.18	SYSCO	
refri 0000010	CHEESE, PROVOLONE 3/1 <sub>2</sub>	3/12 # PER CASE OR SIMILAR	CASE 3/12#	40	2.16	USFOODS	
refri 0000078	CHEESE, STRING	REDUCED FAT	Case 160/4oz	30	41.33	SYSCO	
ASB 0000067	CHEX MIX, HONEY NUT 60 CT.	SB 12 COMPLIANT	Case 60 ct.	75	19.99	HAYES	
ASB 0000067	CHEX MIX, HOT N' SPICY 60 CT.	SB 12 COMPLIANT	Case 60 ct.	75	19.49	HAYES	
dry 0000006	CHEX MIX, TRADITIONAL 60 CT.	SB 12 COMPLIANT	Case 60/1.75 oz	450	18.49	HAYES	
non f 0000067	CHINESE FOOD PAIL	SIZE 26, 9 X 50	Case	50	31.12	DAN	

dry 0000001	CHIP, PITA IND. 100 CT.	WHOLE GRAIN 100 COUNT VARIOUS FLAVOR	CASE	175	24.2	HAYES	
dry 0000078	CHOCOLATE CHIPS 4000 CT.	4000CT. REAL CHOCOLATE CHIPS	Case 4000ct	150	39.46	DAN	
dry 0000043	CHOCOLATE CHIPS, M & M MINIS	25 LB. CASE	CASE 25 LB.	20	82.51	SYSCO	
non f 0000067	CLEANER, 409	MSDS REG.	Case 12/ 32 oz. bli	12	31.05	USFOODS	
non f 0000067	CLEANER, OVE	6 / CAN CASE MSDS	Case	5	26.23	USFOODS	
non '0000067	CLEANER, STAINLESS STEEL	MSDS	Case	5	25.22	SYSCO	
non f 0000067	CLEANSER 21 OZ. CAN	COMET OR SIMILAR BRAND MSDS	Case	6	18.39	DAN	
ASB 0000068	CLIF BAR 16/12 CT.	VARIETY SB 12 COMPLIAN	Case 12/18ct.	20	169.04	SYSCO	
dry 0000043	COCOA, BAKING 25 #	25 # OR SIMILAR SIZE	Box	10	102.55	DAN	special order
dry 00006011	CONFETTI 5	Cookie Topping 5 # Box	Box	15	16.18	USFOODS	
dry 0000043	COOKIE, FORTUNE	INDIVIDUALLY WRAPPED	Case	80	11.1	SYSCO	
dry 0000612	CRACKER, BEAR GRAHAM, CHOC		CASE (300 CT.	60	33.5	HAYES	
dry 0000612	CRACKER, SPORT BITE VAN 150 CT.	SB 12 COMPLIANT	CASE (150 CT.	120	20.95	HAYES	
dry 0000043	CRACKER, WHOLE WHEAT 300/2 PK.	WHOLE WHEAT I.W. 2 CT.	Case	40	17.23	SYSCO	
non f 0000068	CUP, 16 OZ. STYRO		Case	15	15.09	USFOODS	
non f 0000063	CUP, SOUP WILD 12 OZ. W/ LI	12 OZ. SOUP CUPS, WITH LIDS	Case	40	15.83	USFOODS	
dry 00000454	DRESSING, 1000 ISLAND 2/1.5 GAL HELLMAN	HELLMAN BRAND	2/1.5gal	15	34.75	SYSCO	
dry 00000446	DRESSING, ASIAN SESAME 4/1 GAL Marzetti	MARZETTI BRAND 4/1 GAL.	gal	10	29.97	SYSCO	
dry 00000450	DRESSING, HONEY MUSTARD 2/1.5 GAL HELLMAN	HELLMAN BRAND	Case 2/1.5gal	15	33.85	SYSCO	
dry 0000602	EGG, DRIED 50 #	WHOLE EGG, DRIED 50 # OR 6/3 # BAG	Case (50 #)	40	88.03	SYSCO	
ASB 0000605	FIBER ONE BAR	SB 12 COMPLIANT	Case 128 ct.	10	66.11	SYSCO	special order



dry 0000611	FLOUR, ALL PURPOSE 50 #		50 # Sack	200	14.28	SYSO	
dry 0000611	FLOUR, BREAD 50 #		50 # SACK	250	16.34	USFOODS	
dry 0000046	FLOUR, RICE 50 #	RICE FLOUR, COURSE	SACK 50 LB.	25	17.63	SYSO	
dry 0000611	FLOUR, WHOLE WHEAT 50 #		50 # SACK	250	16.73	DAN	special order
non f 0000069	FOIL, 12" 1000 FT.		ea	12	17.48	SYSO	
dry 0000080	FRUIT, APPLESauce 6/#10	GROWN AND PACKED IN U.S.A. PACKED IN OWN JUICE OR WATER	Case	50	18.42	SYSO	
dry 0000608	FRUIT, MANDARIN 12/30 OZ. CANS		CASE 24/30 OZ. CAN	15	25.39	USFOODS	
dry 0000046	FRUIT, MIXED 6/#10	GROWN AND PACKED IN U.S.A. PACKED IN OWN JUICE OR WATER	Case 6/#10	50	26.3	SYSO	
dry 0000046	FRUIT, PEACH SLICED 6/#10	GROWN AND PACKED IN THE USA IN OWN JUICE OR WATER	Case 6/#10	50	24.13	SYSO	
dry 0000081	FRUIT, PINEAPPLE TIDBITS 6/#1	GROWN AND PACKED IN U.S.A. PACKED IN OWN JUICE OR WATER	Case 6/#10	25	25.5	SYSO	
ASB 0000606	GARDETTOS RF SNACK MIX 60 CT.	SB 12 COMPLIANT	Case 60 ct.	75	20.99	HAYES	
dry 0000047	Garlic Powder		Case 6/21oz	10	10.3	USFOODS	
dry 00006102	GARLIC SAUCE, MR. G'S MR. G'S	MR. G'S BRAND	CASE 6/30 OZ	10	25	DAN	
dry 0000609	GARLIC, CHOPPED IN WATE	GARLIC, CHOPPED IN WATER	JAR 32 OZ.	10	38.32	SYSO	
ASB 0000609	JACK LINKS TERI NUGGETS		CASE 48 ct.	40	33.19	SYSO	
ASB000000 1	JACK LINKS, SWEET N' HOT		CASE 48/1 OZ	40	33.19	SYSO	
CARD 0000614	JUICE, ^ & E APPLE 40/4.23 OZ.	100 % JUICE	CASE 40/4.23 OZ	450	7.02	SYSO	
CARD 0000614	JUICE, ^ & E OJ/TANG 40/4.23 OZ.	100 % JUICE	CASE 40/4.23 O	250	7.02	SYSO	

dry 00000409	KETCHUP IND 1000 CT		CASE 1000 CT	30	13.86	DAN	
ASB 0000614	KETTLE CORN 60 CT.	SB 12 COMPLIANT	CASE 60 CT.	40	22.62	DAN	
froze 0000055	LEMON FLAVEDO 5 #		Case 6/5 lb	10	17.95	ROBROSS	
dry 00000491	MAYONAISE 2/1.5 GAL. HELLMAN	HELLMAN BRAND	Case 2/1.5gal	25	37.07	SYSO	
dry 00000492	MAYONAISE IND 500 CT		CASE 500 CT	100	11.76	SYSO	
dry 00000496	MUSTARD 2/1.5 GAL. HELLMAN	HELLMAN BRAND	Case	20	17.76	SYSO	
dry 0000049	MUSTARD, IND 500 CT		CASE 500 CT	40	4.21	DAN	
non f 00000729	NAFKIN, SCOTT CARTRIDGE SCOTT 98908	SCOTT 98908 X 875	Case	60	32.32	SYSO	
ASB 0000606	NATURE VALLEY BAR, PEANUT BUTTER	SB 12 COMPLIANT	Case 6/28 ct.	12	41.37	DAN	special order
ASB 0000606	NATURE VALLEY OAT & HONEY BAR	SB 12 COMPLIANT	Case 6/28 cl.	12	41.37	DAN	special order
dry 0000081	NOODLES, CHOW MEIN 6/#10	6/#10 DRY NOODLES	Case	12	22.4	DAN	
froze 00006075	NOODLES, TERIYAKI, FROZEN YAKISOBA TERI NOODLE	YAKISOBA BRAND FF3905	Case	275	19.54	SYSO	
ASB 00006079	NUTRIGRAIN BAR (3/16CT.)	STRAWBERRY OR ASSORTED CASE SB 12 COMPLIANT	Case 46 ct.	30	14.5	HAYES	
dry 0000604	OATS, ROLLED 50 LB.		SACK, 50 LB.	15	21.64	USFOODS	
dry 0000610	OIL, OLIVE 6/1 gal.	OLIVE OIL, 6/1 GALLON	CASE 6/1 GAL	10	53.38	SYSO	
dry 00006109	OIL, VEGALENE 4/5 GAL VEGALENE	VEGALENE OIL 4/5 GALLON	CASE (4/5 GAL	12	35.32	SYSO	
froze 0000056	ORANGE FLAVEDO		Case 6/5lb	10	14.25	ROBROSS	
non f 00000733	PAN SAVER 12 X 34	HEAT RESISTANT OVEN PAN LINERS	box	8	27.7	SYSO	
dry 0000050	PAN SPRAY 22 OZ. CAN	PAN COATING 6/22 OZ. CANS	Case	30	26.45	SYSO	
non f 0000073	PAPER, BURRITO 12 X 12		Case	10	61.14	USFOODS	
dry 0000050	PEPPER, JALEPEN0 6/#10	JALEPEN0, SLICED 6/#10	Case	80	19.5	SYSO	

ASB 0000606	PIRATES BOOTY 24 CT.	SB 12 COMPLIANT	Case 24 ct.	40			
frozen 0000609	POTATO, SMILE 6/4	SMILE SHAPE FORMED POTATO	CASE (6/4#)	50	21.21	SYSKO	
ASB 0000606	QUAKER BAKED CHEDDAR MIX 64 CT.	SB 12 COMPLIANT	Case 64 ct.	300	20.88	SYSKO	
dry 0000600	RAISINS 30 LB.	BULK	Case 30 #	10	36.62	USFOODS	
dry 0000045	RANCH IND 200 CT		Case 200ct	50	5.2	SYSKO	
ASB 0000604	RICE KRISPIE TREATS 4/20 CT.	SB 12 COMPLIANT	Case 80 ct.	80	24.8	SYSKO	
dry 0000601	RICE, BROWN 25 # BAG	BROWN RICE, 25 # PAR BOILED	Bag 25 #	150	10.22	USFOODS	
dry 0000608	SALSA 6#10		Case 6#10	20	23.07	DAN	
dry 0000610	SAUCE, ALFREDO MIX 4/38 OZ.	ALFREDO MIX 4/38 OZ. SAMPLES	CASE 4/38 OZ.	12	62.37	SYSKO	
dry 00000513	SAUCE, BBQ 2/1.5 GAL HELLMAN BRAND	HELLMAN BRAND	Case 2/1.5gal	150	33.87	SYSKO	
dry 0000051	SAUCE, BBQ 4/1 GAL	CATTLEMANS BRAND OR SAMPLES	CASE 4/1 GAL	40	20	USFOODS	
dry 0000051	SAUCE, ENCHILADA 6#10	ROSARITA BRAND OR SAMPLES	Case 6#10	80	28.28	SYSKO	
dry 0000051	SAUCE, PIZZA 6#10	CONTADINA BRAND OR SAMPLES	6#10 0 SEP	100	13.44	DAN	
dry 00000522	SAUCE, SWEET AND SOUR 6 #/CS KIKKOMAN	KIKKOMAN BRAND	Case 6 btl./cs.	20	30.59	SYSKO	
dry 0000052	SAUCE, TARTAR IND 200 CT.		Case	20	5.7	DAN	
dry 0000052	SAUCE, TERIYAKI 6/5# CS	KIKKOMAN BRAND	CASE 6/5 LB.	30	29.05	DAN	
dry 0000610	SAUCE, TOMATO 6#10		CASE 6#10	50	13.72	DAN	
dry 0000080	SCOOBY DOO GRAHAM STICKS	SB 12 COMPLIANT	Case	50	36.5	HAYES	
non f 0000075	SCRUBBER, STAINLESS STEEL 12 ct	STAINLESS STEEL SCRUBBER 12 ct	CASE 12 CT.	20	14.55	USFOODS	
dry 0000607	SPICE, CINNAMON 25 #		Case 25 #	4	24.08	USFOODS	
dry 0000608	SPICE, GARLIC POWDER 6 #		Btl. 6 #	6	18.26	DAN	

dry 0000607	SPICE, ITALIAN SEASONING 3.25 #		Each	6	16.83	DAN	
dry 0000652	SPICE, SALT 25 #		sack	60	3.86	DAN	
dry 0000653	SPICE, SUGAR 50 #		Sack 50 #	250	28.36	DAN	
dry 0000653	SPICE, SUGAR POWERED 50 #		Sack 50 #	75	18.04	USFOODS	
dry 0000602	SPICE, SUGAR, BROWN 50 #		Sack 50 #	125	18.54	USFOODS	
non f 0000075	SPONGE, GREEN/YELLO	8/5 CT. PER CASE OR SIMILAR	pkg	10	19.5	USFOODS	
dry 0000601	SPRINKLES 6 LB. CARTON	COOKIE TOPPING 6 LB. CARTON	6 LB. TOPPIN	20	11.3	ROBROSS	
froze 0000601	STRAWBERRIES 30 #	UNSWEETENED FROZEN	CASE 30 LB.	40	30	DAN	
dry 0000609	SUGAR CRYSTALS, WHITE 25 #		25 # BAG	5	31.08	USFOODS	
dry 0000653	SYRUP, IND 100 CT.	100 CT IND.	CASE 100 CT.	300	4.3	SYSKO	
dry 0000653	TACO SHELL LARGE 200 CT	JUMBO SIZE WHOLE GRAIN	Case	250	14.85	SYSKO	
non f 0000076	THERMOMETER, DIGITAL		Box	30	7.74	SYSKO	
non f 0000076	THERMOMETER, FRIDGE/FREEZER	1 OR 2 PER BOX	Box	10	2.51	SYSKO	
non f 0000084	THERMOMETER, OVEN		Pkg.	10	3.34	USFOODS	
froze 0000064	TORTILLA, LARGE 14 " 10/10 CT	51% WHOLE WHEAT/GRAIN TORTILL	Case	200	27.84	SYSKO	
froze 0000064	TORTILLA, SMALL 6	51% WHOLE WHEAT/GRAIN TORTILL	Case	150	16.67	DAN	
froze 0000078	TORTILLA, WRAP, 12 " ASSORTE	TORTILLA WRAP, ASSORTED FLAVORS SUPER BURRITO SIZE 5/10 CT.	Tortilla, Assorte	300	13.13	DAN	
non 0000076	TOWEL, DISPOSABLE 200 CT.	Variety	Case	175	19.9	DAN	
dry 0000600	VANILLA 4/1 GAL.		Vanilla 4/1 gal	10	9.55	USFOODS	
froze 0000065	VEGETABLE, BLEND, FROZE	JAPANESE BLEND 30 LB. CASE	CASE 30 LB.	30	15.96	DAN	

froze 0000002	VEGGIE BURGER 72/3.2 OZ	48-72 CT./ 3.0-4.0 OZ. SAMPLES	CASE 72/3.2 OZ.	50	42.73	USFOODS	
dry 0000054	VITAL WHEAT GLUTEN		Bag 50lb	12	118.8	ROBROSS	
dry 00000546	YEAST. SAF <sup>20/1</sup> LESAFRE	LESAFRE BRAND 20/1 LB.	Case 20/1 lb	75	46.01	SYSCO	
refri 00000610	YOGURT, LOWFAT VANILLA 5 #	LOWFAT VANILLA YOGURT 5 # OR SIMILAR SIZE	CASE 4/5 # TUB	175	13.06	SYSCO	S
refri00000612	YOGURT, PLAIN NON-FAT	PLAIN NON-FAT YOGURT 2	CASE 6/2 # TUB		#####	SYSCO	

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

7.4.1.  
Page 1 of 2

July 20, 2011

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

Name/Employee #	Assignment	Effective	Comment
<b><u>Temporary Appointment(s) 2011/12</u></b>			
Apel, Debra	Elementary	2011/12	1.0 FTE Temporary Appointment
Barnes, Laurie	Elementary	2011/12	1.0 FTE Temporary Appointment
Bochi-Galli, Christine	Elementary ISP	2011/12	0.4 FTE Temporary Appointment
Bransky, Ray	Elementary	2011/12	1.0 FTE Temporary Appointment
Brown, M. Sharon	Elementary	2011/12	1.0 FTE Temporary Appointment
Brunemeyer, Angie	Elementary	2011/12	0.23 FTE Temporary Appointment (in addition to current .77 permanent assignment)
Callas, Christine	Secondary	2011/12	1.0 FTE Temporary Appointment
Campfield, Brent	Secondary Counselor	2011/12	0.4 FTE Temporary Appointment
Cano, Leopoldo	Elementary Counselor	2011/12	1.0 FTE Temporary Appointment
Cawthon, Brandi	Elementary	2011/12	1.0 FTE Temporary Appointment
Coombe, Kelly	Elementary	2011/12	1.0 FTE Temporary Appointment
Coppage, Denise	Secondary	2011/12	0.8 FTE Temporary Appointment
Curiel, Daisy	Elementary	2011/12	1.0 FTE Temporary Appointment
Fitzpatrick, Laura	Elementary	2011/12	1.0 FTE Temporary Appointment
Gervasi, Katy	Elementary	2011/12	1.0 FTE Temporary Appointment
Hamilton, Ellen	Secondary	2011/12	0.8 FTE Temporary Appointment
Hansen, Annalisa	Secondary	2011/12	0.6 FTE Temporary Appointment (in addition to current .40 permanent assignment)
Herrera, Dolores	Elementary Counselor	2011/12	1.0 FTE Temporary Appointment
Kidd, Debra	Secondary	2011/12	1.0 FTE Temporary Appointment
Knox, Marlo	Elementary	2011/12	1.0 FTE Temporary Appointment
Lasagna, Stacey	Elementary Counselor	2011/12	1.0 FTE Temporary Appointment
Linville, Dan	Elementary	2011/12	1.0 FTE Temporary Appointment
Mayr, Martha	Secondary	2011/12	0.6 FTE Temporary Appointment
McHugh, Sara	Special Education	2011/12	1.0 FTE Temporary Appointment
Moretti, Susan	Secondary	2011/12	0.8 FTE Temporary Appointment

Morgan, Patricia	Elementary	2011/12	0.4 FTE Temporary Appointment (in addition to current .60 permanent assignment)
Palmer, James	Elementary	2011/12	1.0 FTE Temporary Appointment
Payne, Shanon	Elementary	2011/12	1.0 FTE Temporary Appointment
Phillips, Katie	Elementary	2011/12	1.0 FTE Temporary Appointment
Reginelli, Peter	Elementary Music	2011/12	0.4 FTE Temporary Appointment
Salado, Randi	Secondary	2011/12	1.0 FTE Temporary Appointment
Sylvester, Carol	Elementary	2011/12	1.0 FTE Temporary Appointment
Tuttle, Cathy	Elementary	2011/12	1.0 FTE Temporary Appointment
Vang, Sheng	Elementary	2011/12	1.0 FTE Temporary Appointment
Vang, Shoua	Elementary	2011/12	1.0 FTE Temporary Appointment
Whipple, Bonnie	Elementary	2011/12	1.0 FTE Temporary Appointment
Wilson, Kim	Elementary	2011/12	1.0 FTE Temporary Appointment

**2011/12 Reappointments from Lay-off**

Rose, Michelle	Special Education	2011/12	0.6 FTE Reappointment
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**2011/12 Administrative Appointments**

Bettencourt, JoAnn	Teaching Principal	2011/12	1.0 FTE Appointment
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**2011/12 Leave Requests**

Acain, Janet	Elementary	2011/12	0.4 FTE Personal Leave (STRS Reduced Workload)
Glick, Melanie	Elementary	2011/12	0.2 FTE Personal Leave
Isern, Jessica	Secondary Counselor	2011/12	0.2 FTE Child Care Leave
Oster, Penny	Elementary Fine Arts	2011/12	0.1 FTE Personal Leave
Tuttle, Cathy	Elementary	2011/12	1.0 FTE Child Care Leave

**Retirements/Resignations**

Genasci, Tiffany	Elementary	6/15/11	Resignation
Holm, Linda	Elementary	6/1/11	Retirement
Leach, Mark	Secondary	7/11/11	Resignation

DATE: JULY 20, 2011

MEMORANDUM TO: BOARD OF EDUCATION

FROM: KELLY STALEY, SUPERINTENDENT


SUBJECT: CLASSIFIED HUMAN RESOURCES ACTIONS

ACTION NAME	CLASS/LOCATION/ASSIGNED HOURS	EFFECTIVE	COMMENTS/PRF #/ FUND/RESOURCE
<b>APPOINTMENTS</b>			
BERNEDO, ANNA	IPS-CLASSROOM/LCC/3.0	8/10/2011	VACATED POSITION/242/ SPECIAL ED/6501
BINGHAM, DEBERA	CAFETERIA SATELLITE MANAGER/LCC/7.5	8/9/2011	EXISTING POSITION/269/ NUTRITION/0000
ENSERRO, JR, JOSEPH	DIRECTOR-NUTRITIONAL SERVICES/NUTRITION SERVICES/8.0	6/27/2011	VACATED POSITION/156/ NUTRITION/0000
FELIX, SHAWNEEN	IPS-CLASSROOM/LOMA VISTA/6.0	8/10/2011	VACATED POSITION/251/ SPECIAL ED/6501
FILIPPI, JANICE	CAFETERIA ASSISTANT/MJHS/2.8	8/10/2011	EXISTING POSITION/268/ NUTRITION/0000
HANF, CAROLYN	PARENT CLASSROOM AIDE-RESTR/SHASTA/4.8	8/10/2011	EXISTING POSITION/281/ CATEGORICAL/7090 & 7091
NEVES, CAROLYN	SR LIBRARY MEDIA ASSISTANT/PVHS/.8	8/10/2011	NEW POSITION/203/ GENERAL/1101
POLLESEL, BEATRICE	CUSTODIAN/PVHS/8.0	6/6/2011	VACATED POSITION/227/ GENERAL/0000
POWELL, SARAH	PARENT CLASSROOM AIDE-RESTR/SHASTA/4.8	8/10/2011	EXISTING POSITION/282/ CATEGORICAL/7090 & 7091
RAVETZ, ANGELA	IA-SPECIAL EDUCATION/BJHS/7.3	8/10/2011	EXISTING POSITION/263/ CATEGORICAL/4124 & 3010
RAVETZ, ANGELA	IA-SPECIAL EDUCATION/BJHS/.7	8/10/2011	EXISTING POSITION/264/ CATEGORICAL/4124 & 3010
ROBERTS, STEPHANIE	IPS-CLASSROOM/SIERRA VIEW/3.0	8/10/2011	NEW POSITION/213/ SPECIAL ED/6501
SOBRERO, EVELYN	CAFETERIA ASSISTANT/CJHS/3.0	8/10/2011	VACATED POSITION/248/ NUTRITION/0000
XIONG, MAI	TARGETED CASE MANGER-BILINGUAL/MCMANUS/8.0	8/10/2011	EXISTING POSITION/256/ CATEGORICAL/6240
<b>REEMPLOYMENT</b>			
PARSONS, DIANA	LT INSTRUCTIONAL ASSISTANT/NEAL DOW/4.0	8/10/2011-1/2/2012	DURING ABSENCE OF INCUMBENT/273/ CATEGORICAL/3010
<b>LEAVE OF ABSENCE</b>			
SULLIVAN, SEAN	SCHOOL BUS DRIVER 2/TRANSPORTATION/8.0	7/8/2011-9/10/2011	PER CBA 5.3.3
TRITCHLER, STACY	SCHOOL BUS DRIVER 2/TRANSPORTATION/7.9	5/6/2011-5/26/2011	PER CBA 5.2.9
<b>RESIGNED THIS POSITION ONLY</b>			
BINGHAM, DEBERA	CAFETERIA SATELLITE MANAGER/LCC/7.0	8/8/2011	INCREASE IN HOURS
FELIX, SHAWNEEN	IPS-CLASSROOM/LOMA VISTA/4.0	8/9/2011	INCREASE IN HOURS
FILIPPI, JANICE	CAFETERIA ASSISTANT/MJHS/2.5	8/9/2011	INCREASE IN HOURS



HANF, CAROLYN	PARENT CLASSROOM AIDE-RESTR/SHASTA/1.2	8/9/2011	INCREASE IN HOURS
IMHOFF, LORI	IPS-CLASSROOM/EMMA WILSON/3.0	5/26/2011	VOLUNTARY RESIGNATION
POWELL, SARAH	PARENT CLASSROOM AIDE-RESTR/SHASTA/3.9	8/9/2011	INCREASE IN HOURS
RAVETZ, ANGELA	IA-SPECIAL EDUCATION/BJHS/7.1	8/9/2011	INCREASE IN HOURS
RAVETZ, ANGELA	IA-SPECIAL EDUCATION/BJHS/.5	8/9/2011	INCREASE IN HOURS
SOBRERO, EVELYN	CAFETERIA ASSISTANT/CJHS/2.0	8/9/2011	INCREASE IN HOURS
XIONG, MAI	TARGETED CASE MANGER-BILINGUAL/MCMANUS/4.0	8/9/2011	INCREASE IN HOURS

PROPOSED AGENDA ITEM: Attention2Attendance® (A2A)

Prepared by:  Maureen Fitzgerald, Assistant Superintendent – Business Services

☐ Consent  
☐ Information Only  
☒ Discussion/Action

Board Date: July 20, 2011

### **Background Information**

The District is currently utilizing the services of School Innovations & Advocacy to prepare and file our mandated costs claims. SIA has developed a proprietary software program that handles aspects of attendance and notice of truancy. The program also provides timely information for management to utilize in student interventions.

### **Discussion/Financial Implications**

By approving this agreement, the District will pay to SI&A \$57,700 for the 2011-2012 year. There is an optional, 2-day training and professional development program which can be set up at a district selected site for up to 40 attendees at an additional fee of \$4,000. SIA also offers a specialized, on-site application training course for an additional fee of \$1,600.00 per day. Payment for any of these services will be made from the general fund upon approval by the Board.



**ATTENTION2ATTENDANCE® (A2A) SERVICES AGREEMENT**  
**Between**  
**SCHOOL INNOVATIONS & ADVOCACY, INC.**  
**And**  
**CHICO UNIFIED SCHOOL DISTRICT**

This AGREEMENT ("Agreement") dated \_\_\_\_\_, 2011 is made by and between Chico Unified School District ("District") and School Innovations & Advocacy, Inc., a California corporation ("SI&A"), each being a "Party" and collectively the "Parties".

**RECITALS**

WHEREAS, District is authorized to retain SI&A to provide the services described below;

WHEREAS, District has determined that SI&A is qualified to perform such services, which are not available from public sources accessible to District; and

WHEREAS, it is necessary and desirable that SI&A be retained by District for the purpose of performing these services;

**AGREEMENT**

NOW, THEREFORE, the Parties agree as follows:

1. **Agreement Period.** The Agreement period begins July 1, 2011 (the "Effective Date") and will automatically expire on June 30, 2012 (the "Expiration Date").

2. **Services.**

**Description of Services.** SI&A shall provide District the following consulting services ("Services") for each school site on Exhibit C ("Sites") during the Agreement Period:

**2.1 Attendance Management and Analysis.**

- a) Provide access to online attendance analysis reports based on site comparisons, national studies and comparative trend analysis;
- b) Prepare Attendance Management and Analysis Reports; and

- c) Review the Attendance Management and Analysis Reports' findings and recommendations with District.

**2.2 Letter Management of Initial Notification of Truancy Letters (NOT).**

- a) Provide access to a web based software system that produces Initial Notification of Truancy (NOT) Letters to parents or guardians of each applicable pupil; and
- b) Prepare and distribute, by United States mail, all Initial Notification of Truancy ("Truancy Letters") to each applicable pupil's parents or guardians, as required under the Code Section 48260.5 and/or consistent with district policy.

**2.3 Letter Management of Discretionary Attendance Notifications.**

- a) Provide access to a web based software system that produces optional attendance letters to parents or guardians of each applicable pupil; and
- b) Prepare and distribute by United States mail, Discretionary Attendance Letters to each applicable pupil's parents or guardians as is consistent with district's truancy and excessive excused absence policy.

**2.4 Conferencing.**

- a) Provide access to a web based software system that allows monitoring and tracking of pupils that require attendance conferencing per Section 48262 of the Code and/or consistent with district policy;
- b) Discretionary conferencing capability related to other excessive absence/tardy issues; and
- c) Prepare and distribute by United States mail, Conference Notification Reminder Letters to each applicable pupil's parents or guardians as is consistent with district conferencing policy.

**2.5 Professional Development.**

- a) Unlimited access to Online Application Courses & Refresher Trainings. This Professional Development service includes a Technical Trainer to demonstrate application use via WebEx.

**2.6 General Provisions.**

- a) Download District's student attendance and enrollment data on a mutually agreed upon basis; and

- b) Prepare and distribute an electronic version of all letters that have been sent on an annual basis.

3. **Additional A2A Service Options.**

**2-day Package**

- On-site **Application Training & Professional Development** provided for an additional fee of **\$4,000** for a 2-day training. This service includes a Technical Trainer and Attendance Specialist to come to the district and train your staff in-person.

Day 1:

The first day of training will be provided on a mutually agreed upon date immediately after SI&A receives signed Agreement, and is designated for application training and general recommendations. Starting your staff on the right path with an understanding of Compulsory Attendance, Parent and Student Communications and Strategies to Improve Student Attendance if the key to a successful implementation. Materials for up to forty (40) attendees are included in the Fee. Additional materials are available at a cost of \$35 per person.

Day 2:

For maximum effectiveness it is recommended the Day 2 follow-up training is conducted 3 to 6 months after implementation of the A2A service. One of our Attendance Specialists will visit the district to further assist with overall district attendance practices, goal setting & measuring to ensure best practices are accomplished at each site to facilitate district ADA goals in the current and future year.

- On-site **Application Training Courses** provided for an additional fee of **\$1,600** per day. Service includes a Technical Trainer to visit the district and train up to forty (40) attendees on the application. Any hard copy materials are included in the fee.

4. **District's Responsibilities; District Acknowledgment.**

- 4.1 District will be responsible for the following: (a) the substantive outcomes of the service; (b) preparing and furnishing to SI&A, promptly upon its request, such information that is reasonably necessary to perform the services; (c) completing the Implementation Process and District Contact Information form attached hereto as Exhibit B; (d) accurately preparing and maintaining true and correct student documentation and records; (e) establishing and maintaining data collection and tracking procedures and other internal controls sufficient to support this service; (f) Providing support and computer equipment compatible with the technology requirements specified by SI&A; (g) ensuring that District and school personnel who use SI&A products participate in the training sessions provided to District by SI&A; and (h) Providing the assistance and contact information of school personnel. SI&A has

explained SI&A's requirements in this regard to District and District agrees to meet these requirements.

- 4.2 **Restrictions.** The rights granted to District in this Agreement are subject to the following: (i) District shall not license, sell, rent, lease, transfer, assign, distribute, display, host, outsource, disclose or otherwise commercially exploit or make the A2A Service or the A2A Materials available to any third party other than an authorized user; (ii) District shall not modify, make derivative works of, disassemble, reverse compile, or reverse engineer any part of the Service or A2A Materials or access the A2A Service or A2A Materials in order to build a similar or competitive product or service; (iii) except as expressly stated herein, no part of the A2A Service or A2A Materials may be copied, reproduced, distributed, republished, downloaded, displayed, posted or transmitted in any form or by any means (including but not limited to electronic, mechanical, photocopying, recording, or other means); (iv) District shall not disclose any review of the A2A Service (including but not limited to the results of any performance tests) to any third party without SI&A's prior written approval; (v) District agrees to make every reasonable effort to prevent unauthorized third parties from accessing the A2A Service; and (vi) District acknowledges and agrees that SI&A or its third party providers shall own all right, title and interest in and to all intellectual property rights (including all derivatives or improvements thereof) in the A2A Service and the A2A Materials and any suggestions, enhancement requests, feedback, recommendations or other information provided by District or any other party relating to the A2A Service or the A2A Materials.

5. **Payment of Fees.**

- 5.1 **Fees.** For Services provided pursuant to the terms of this Agreement, as outlined in Section 2, above, and further defined in the table below, District agrees to pay SI&A \$57,700 (the "Fee").

Letter Type:	District Letter Selections
Unlimited Truancy Letter 1 (NOT)	Included
Unlimited Truancy Letter 2	Included
Unlimited Truancy Letter 3	Included
Unlimited Excessive Excused Absences Letter 1	Included
Unlimited Excessive Excused Absences Letter 2	Included
Unlimited Conference Notification	Included

- 5.2 **Payment.** The Fee is payable in one (1) annual installment due July 1, 2011.

6. **District's Representations and Warranties.** In addition to other representations and warranties of District contained herein, District hereby expressly warrants and represents to SI&A that the following statements are true and accurate as of the Effective Date and throughout the Agreement Period:

- 6.1 The execution, delivery and performance of this Agreement by SI&A and the consummation of the transactions contemplated hereby do not and will not violate California Government Code Section 53060;
- 6.2 This Agreement constitutes a legal, valid and binding obligation of District, enforceable against District in accordance with its terms;
- 6.3 District has the absolute and unrestricted right, power, authority and capacity to execute this Agreement and perform District's obligations hereunder;
- 6.4 Neither the execution nor the performance of this Agreement will directly or indirectly contravene or violate any law, or give any person the right to challenge any Services hereunder or obtain any relief under the law; and
- 6.5 All of the information provided to SI&A is true and accurate in all respects.
7. **Disclaimer of Warranties.** Except as provided otherwise herein, SI&A and its third party providers hereby disclaim all express or implied representations, warranties, guaranties, and conditions with regard to the A2A service, the A2A materials, and the services including but not limited to any implied representations, warranties, guaranties, and conditions of merchantability, fitness for a particular purpose, title and non-infringement, and quality of service. SI&A and its third party providers make no representations or warranties regarding the reliability, availability, timeliness, quality, suitability, truth, accuracy or completeness of the A2A service, the A2A materials, or the services or the results district may obtain by using the A2A service, the A2A materials, or the services. Without limiting the generality of the foregoing, SI&A and its third party providers do not represent or warrant that (a) the operation or use of the A2A service or A2A materials will be timely, secure, uninterrupted or error-free; (b) the quality of any products, services, information, or other material district purchases or obtains through the A2A service will meet district's requirements; and (c) the A2A service, A2A materials, or the systems that make the service available are free of viruses or other harmful components. District acknowledges that neither SI&A nor its third party providers controls the transfer of data over communications facilities (including the internet) and that the A2A service and A2A materials may be subject to limitations, delays, and other problems inherent in the use of such communications facilities. SI&A is not responsible for any delays, delivery failures, or other damage resulting from such problems. Except where expressly provided otherwise by SI&A, the A2A service, the services, and the A2A materials are provided to district on an "as is" basis.
8. **Survival.** The provisions of Sections 6, 7, 8, and 10, herein in addition to Standard Terms and Conditions #12 shall survive the termination of this Agreement.
9. **Entire Agreement.** This Agreement, including, without limitation, the Standard Terms and Conditions attached hereto as Exhibit A is the final expression of, and contains the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior understandings with respect thereto.
10. **Exhibits.** All exhibits referred to in this Agreement are attached and incorporated herein by this reference.

11. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed an original, including copies sent to a party by facsimile transmission or in portable document format (pdf), as against the party signing such counterpart, but which together shall constitute one and the same instrument.

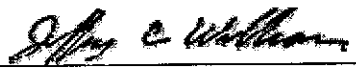
IN WITNESS WHEREOF, the District and SI&A have made and executed this Agreement as set forth below.

**SI&A:**

**DISTRICT:**

**SCHOOL INNOVATIONS  
& ADVOCACY, INC.**

**CHICO UNIFIED SCHOOL DISTRICT**

Signature:   
Date Signed: 6/20/11  
Print Name: Jeffrey C. Williams  
Title: Chief Executive Officer  
Company: School Innovations & Advocacy  
Address: 11130 Sun Center Dr, Suite 100  
Rancho Cordova, CA 95670  
Phone: (800) 487-9234  
Fax: (888) 487-6441

Signature: \_\_\_\_\_  
Date Signed: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_



**EXHIBIT A - STANDARD TERMS AND CONDITIONS**

1. **Scope of Services; Independent Contractor.** SI&A's services described in the Agreement (the "Services") detail the initial scope of services anticipated by SI&A as of the effective date of the Agreement ("Initial Scope of Services"). District acknowledges that the Fee (as defined below) is based on this Initial Scope of Services. If SI&A determines that the Initial Scope of Services may be or has been increased anytime during the Agreement Period, SI&A reserves the right to increase the Fee to compensate for the unanticipated or additional services as mutually agreed upon in writing by both Parties. This Agreement is not for lobbying services and SI&A is not being retained to provide lobbying services to District. The parties agree that School Innovations & Advocacy is an independent contractor and the Agreement shall not be construed to create a relationship of agent, servant, employee, partnership, joint venture, association or any other relationship.
2. **Payment.** For purposes of the Agreement, the price of products and services set forth in Section 5, Item 5.1 of the attached Agreement, and any other applicable fee pursuant to the Agreement, shall be collectively referred to herein as the "Fee" or "Fees." District acknowledges that the Fees are based on the Initial Scope of Services anticipated by SI&A as of the date of this Agreement. The Fees shall be billed to District and District shall pay the entire amount within thirty (30) days after District receives SI&A's invoice.
3. **Termination.** Either party may terminate the Agreement, with or without cause, by delivering written notice of termination to the other party not later than thirty (30) days prior to expiration of the Agreement Period. The effective date of termination shall be the Expiration Date of the Agreement. Upon termination, SI&A shall invoice District for any Fees owing and District shall pay the full invoice amount within thirty (30) days after receipt of SI&A's invoice. Except as set forth in this Section 3, neither party shall have any liability to the other for damages resulting solely from a party's termination of this Agreement in accordance with this Section 3.
4. **Notice.** All Agreement notices must be in writing, directed to the party's address set forth below such party's signature in the Agreement and shall be deemed to be received in accordance with the following: (a) in the case of personal delivery, on the date of such delivery; (b) in the case of facsimile transmission, on the date upon which the sender receives confirmation by facsimile transmission that such notice was received by the addressee, provided that a copy of such transmission is additionally sent by mail as set forth in (d) below; (c) in the case of overnight courier, on the second business day following the day such notice was sent, with receipt confirmed by the courier; and (d) in the case of mailing by first class certified mail, postage prepaid, return receipt requested, on the fifth business day following such mailing. A party may change the address stated in the Agreement by giving notice to the other party.
5. **District's General Responsibilities; District Acknowledgment.** During the Agreement Period, in addition to the obligations set forth in the Agreement, District is responsible for the following: (a) ensuring that District, its employees and contractors properly identify and comply with laws and regulations applicable to District's activities; (b) completing any documents required by SI&A for any service obtained by District; (c) importing only data that reflects student performance to the grade level into the school site plan to ensure confidentiality and consistency with FERPA guidelines; and (d) monitoring assignments of login and passwords to assure FERPA compliance. District acknowledges that SI&A's full, accurate and timely performance under this Agreement is materially dependent upon District's reasonable cooperation and assistance. District further acknowledges that SI&A's Initial Scope of Services and Fee presume a reasonable amount of cooperation and assistance from District, such as District's timely provision of certain information, documentation and personnel. SI&A has explained its requirements in this regard to District and District agrees to meet these requirements.
6. **Further Assistances.** Upon request of the other party, SI&A or District shall execute and deliver additional instruments and take additional actions as may be necessary or appropriate to perform the Agreement.
7. **Assignment Prohibited.** Neither party may assign any rights or obligations under this Agreement without the prior written consent of the other party. Any purported assignment in violation of the provisions of this Section 7 shall be null and void.
8. **Family Educational Rights and Privacy Act ("FERPA"); California Education Code.** SI&A may have limited access to student information only for purposes of providing the legally required notification services, if any, specified in this Agreement. SI&A performs the Services as an agent of District and has no right to access or utilize student information for any other purpose. SI&A, its officers and employees, shall comply with the Family Educational Rights and Privacy Act and California Education Code sections 49073 et seq. and/or sections 76240 et seq. at all times.
9. **Confidential and Proprietary Materials of SI&A.** During performance of the Agreement, SI&A may provide materials or disclose information to District that SI&A considers proprietary or confidential including, but not limited to SI&A's training handbooks, policy manuals, instructions, copyrighted checklists and forms ("SI&A's Materials"). District agrees that District acquires no interest of any kind in SI&A's Materials. At all times during and after the Agreement Period, District agrees (a) to keep SI&A's Materials in confidence and trust for SI&A; (b) not to disclose, duplicate or otherwise use SI&A's Materials, except in furtherance of SI&A's performance per the Agreement; (c) to limit access to SI&A's Materials to District's employees and/or contractors who have a "need to know;" and (d) to promptly return all copies of SI&A's Materials to SI&A after a request is made.
10. **Limitation of Liability; Indemnification.** In no event shall SI&A's liability to District, for any reason arising out of this Agreement, exceed the amount of the Fee actually received by SI&A under this Agreement. SI&A shall not be liable for any consequential damages. District shall defend, indemnify and hold harmless SI&A and all of its agents, directors, officers and employees from and against any and all claims, liabilities, losses, damages, judgments, costs and expenses (including attorneys' fees) and threats thereof, whether arising in tort, contract, statute or otherwise, arising out of or in connection with or relating to SI&A's performance of the Services, unless it is finally determined to have arisen solely from SI&A's gross negligence or willful misconduct. SI&A shall defend, indemnify and hold harmless District, and all of its agents, directors, officers and employees from and against any and all claims, liabilities, losses, damages, judgments, costs and expenses (including attorneys' fees) and threats thereof, whether arising in tort, contract, statute, or otherwise, arising out of or in connection with or relating to SI&A's performance of the Services if it is finally determined to have arisen solely from SI&A's gross negligence or willful misconduct.
11. **Governing Law; Enforcement Costs.** The Agreement shall be governed by and construed in accordance with the substantive laws of California. If any legal action (including arbitration) is commenced to enforce the Agreement terms or a party's rights or obligations under this Agreement, then the prevailing party shall be entitled to recover all fees and costs incurred by the action, including reasonable attorneys' fees and arbitrators' fees, in addition to any other relief to which the party may be entitled.
12. **Judicial Reference.** In the event a dispute is not resolved through discussions and negotiations among the parties, the dispute shall be decided by general reference procedures pursuant to Code of Civil Procedure Section 638 et seq., as modified by the provisions of this Section 12, and any subsequent provisions mutually agreed upon in writing by the parties. The reference shall be conducted in accordance with California law, including, but not limited to, the Code of Civil Procedure and the Evidence Code. The parties shall be allowed to conduct discovery in the manner provided by Code of Civil Procedure Section 2017 et seq. **BOTH PARTIES HEREBY WAIVE A JURY TRIAL OR PROCEEDING IN CONNECTION WITH ANY DISPUTE ARISING OUT OF THIS AGREEMENT.** All general reference proceedings hereunder shall, unless all parties hereto otherwise agree, be conducted in a mutually agreeable location in the County of Sacramento, State of California.
13. **Modification; Interpretation; Severability; Construction.** No modification or supplement to any provision of the Agreement shall be valid, unless executed in writing by both parties. No provision of the Agreement shall be construed to require the commission of any act contrary to law. If any term, provision, covenant or condition of the Agreement is held to be invalid or otherwise unenforceable, the rest of the Agreement shall remain in full force and effect and shall in no way be affected, impaired or invalidated. SI&A shall have the full power and authority to interpret, construe and administer the Agreement and SI&A's determination shall be binding and conclusive on the parties for all purposes. The headings preceding each Section and subsection of this Agreement are solely for convenience of reference only, are not part of the Agreement, and shall be disregarded in the interpretation of any portion of the Agreement. Whenever required by the context of the Agreement, the singular shall include the plural and the masculine shall include the feminine and vice versa. The Agreement shall not be construed as if it had been prepared by one of the parties, but rather as if both parties had prepared the same. Unless otherwise indicated, all references to paragraphs, Sections, subparagraphs and subsections are to the Agreement.
14. **Waiver.** Either party's failure at any time to enforce any default or right reserved to it, or to require performance of any of the Agreement's terms, covenants, provisions by the other party at the time designated, shall not be a waiver of any such default or right to which the party is entitled, nor shall it in any way affect the right of the party to enforce such provisions thereafter.
15. **Force Majeure.** A party shall not be liable under the Agreement as a result of any delay, failure or interruption caused by the other party or third parties, an act of God, acts or orders of governmental authorities, acts of civil or military authorities, catastrophes or other cause (other than financial) beyond the party's reasonable control, and such nonperformance will not be a default hereunder or a ground for termination of the Agreement.

**Exhibit B**

**Attention2Attendance®  
Implementation Process and District Contact Information**

Following SI&A's receipt of the signed Agreement, a District Support Specialist shall contact District to discuss and finalize the Implementation Process and Production Schedule, which shall establish deadlines, delivery dates, materials to be supplied by District and other items necessary to complete the Attention2Attendance® implementation.

Important phases of the **Implementation Process** include the following:

**Attention2Attendance® Welcome Call:** SI&A District Support Specialist contacts the contract signer and provides an overview of the A2A Implementation Process.

**Initial IT Data Collection:** The SI&A Data Support Specialist works with the District IT/SIS contact to begin the data collection process by identifying and collecting codes from the SIS and collecting preliminary sample sets of data for configuration and testing.

**Implementation Interview:** SI&A District Support Specialist works with District Attendance day-to-day to discuss the Implementation Process and establish target due dates.

**Finalize the Production Schedule:** The SI&A District Support Specialist will provide a Production Schedule for the entire school year to the District Attendance day-to-day.

**Final District Validation:** The SI&A District Support Specialist confirms implementation and obtains user information. A Verification Report is emailed to the District for review and final sign off.

**District Contact Information**

Day-to-Day District Attendance Contact

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Day-to-Day District IT Contact

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Day-to-Day District ADA Contact

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

If you have any questions please call Diane Gordon at 1-800-487-5168  
We look forward to working with you!

**Exhibit C**  
**Sites**

Academy for Change  
Bidwell Junior High  
Center for Alternative Learning  
Chapman Elementary  
Chico High  
Chico Junior High  
Citrus Avenue Elementary  
Emma Wilson Elementary  
Fair View High (Continuation)  
Hooker Oak Elementary  
Inspire Charter  
Little Chico Creek Elementary  
Loma Vista  
Marigold Elementary  
Marsh (Harry M.) Junior High  
McManus (John A.) Elementary  
Neal Dow Elementary  
Nord Country  
Oakdale Elementary  
Oakdale Secondary  
Parkview Elementary  
Pleasant Valley High  
Rosedale Elementary  
Shasta Elementary  
Sierra View Elementary

**TITLE: Increase Fees for Home to School Transportation**

Action:   x    
Consent:         
Information:       

July 20, 2011

**Prepared by: Kip Hansen**

**Background Information**

The District currently charges families \$3.50 per round trip for Home-to-School transportation. This fee helps offset the unfunded portion of the cost of transportation. The district has not raised the fee schedule for Home-to-School transportation since the 2007/2008 fiscal year. The State of California annually sets the maximum set rate allowed for charging a fee for Home-to-School transportation, that rate for 2011-12 is \$8.50

Each district calculates its own maximum set rate based on actual costs and state revenues. The maximum set rate for CUSD is \$6.47 per round trip. The District currently charges \$3.50. In order to assist families from bearing the full burden of the unfunded portion of Home to School transportation the recommendation is a rate change to \$5.00 per round trip.

Upon Board approval of a new set rate all other ancillary transportation fees will be adjusted and brought back to the board for consideration/approval.

**Fiscal Implications**

Reduced impact on the general fund

**Recommendation**

That the Board of Education authorize the increase of the Home to School Transportation round trip rate from \$3.50 to \$5.00

**AGENDA ITEM:** Meal Count and Collection Procedures(MCCP) for Lunch and Breakfast

**Prepared by:** Vince Enserro, Director Nutrition Services

☐ Consent

Board Date July 20, 2011

☐ Information Only

☒ Discussion/Action

**Background Information**

In order to govern effectively, District is 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.

MCCP needed to be updated with new verbiage as well as add new school and feeding sites to the list.

**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.

## **CHICO UNIFIED SCHOOL DISTRICT MEAL COUNT AND COLLECTION PROCEDURES FOR LUNCH AND BREAKFAST**

### **GENERAL PROCEDURES**

CUSD is using the Nutrikids computerized cashiering system at all sites for Breakfast, Lunch and Snack programs.

The school sites include: Chico High, Pleasant Valley High, Fairview High, CAL, Academy For Change, Bidwell Jr. High, Chico Jr. High, Hank Marsh Jr. High, Chapman Elementary, Citrus Elementary, Chico Country Day School, Loma Vista, Hooker Oak Elementary, Little Chico Creek Elementary, McManus Elementary, Marigold Elementary, Neal Dow Elementary, Parkview Elementary, Emma Wilson Elementary, Rosedale Elementary, Shasta Elementary, and Sierra View Elementary, Inspire, Oakdale el. & Sr.

### **APPLICATION PROCESS**

**1. Application Availability and distribution** - We use several means of delivery to obtain eligibility applications to households and to notify households of the meal services provided and to provide them with applications for eligibility determination. First, for both secondary and elementary student households, the applications for Free and Reduced meals are mailed home to each household in our district student accountability and enrollment system, SASI. This is a district-wide mass mailing to households on or during the third week in July of each school year. Included in this mailing, households are provided with a return-addressed, confidential stamped enveloped for direct mail return of completed applications to our nutrition services department.

A supply of eligibility applications is provided to Education Services. They make them available at registration days and for households at the District Office requesting them.

Next, a supply of applications are provided for each elementary school site on or near August 1 of each school year for clerical staff to insert application into each school's general packet of back-to-school information. Some sites mail this application to each household included in their other parent informational packets. Others distribute them to each student on the first day of school.

In addition, a supply of applications is provided, from nutrition services to each school site office, for distribution by school sites when households requests them as well as for pick up by households at each school office. Each school cafeteria manager is provided and stocked with a stack of applications to provide to households or students upon request.

We also make available in the Nutrition Services Office applications and parents may call to have one mailed directly to their household or may pick them up.

Finally, they are available on-line at the district website on the Nutrition Services web page.

**2. Application Eligibility qualifying process** – Households complete the application and may send to nutrition services directly, return to the school site in person or with their child, drop it off at the school cafeteria or school site. All applications are required to be returned to Nutrition Services for processing.

The completed applications are visually reviewed by nutrition services office staff, entered into the NutriKids computer point-of-sale program for eligibility determination. The program determines the eligibility and assigns the application to the proper eligibility category based on information provided on the application and by any other information gleaned and verified from the visual by nutrition office staff and verbal verification by household contact.

The computer assigns the application an application number.

Eligibility letters are generated from the computer system indicating the eligibility determination for each member on the household application. These are mailed directly to the household from the Nutrition Services office. They can also be generated to hand to a household member that is physically in the nutrition services office when the application is processed. Letters are generated daily after eligibility is determined and the application entered into NutriKids.

Hard copies of applications with an application number are filed in numerical number and kept within the Nutrition Services office. The information on eligibility is also saved in the computer at the nutrition office and then transferred to the district office server where it is saved and backed up there.

Application information is issued to each site computer daily via the district office server. Each morning, each site, refreshes their computer with the new applications that have been processed the day prior or at anytime that the site initiates the “refresh” mode at the site.

**3. Direct Certification** – CUSD participates in the direct certification process in Butte County. Annually, around the early part of July, the Director of Nutrition Services or designee, is permitted to sign out a list generated from the county and provided to each district nutrition services department. This list is intended to provide the most current county list of participants in county programs that would be eligible also for school lunch. The CUSD designee signs a confidentiality agreement and the list is sent via email from the county. Then this information is loaded, with the assistance of the district IT department, into the Nutrition Services NutriKids system, which qualifies students as free eligible in the system. The Direct Certification list is kept on file with those names of students eligible filed under “Direct Certification”. As of 2011 Foster Children are now direct cert.

**4. Homeless or Emancipated students** – These students are coordinated through the district assigned Homeless Student Coordinator Designee who documents the homeless or other status of students that will be eligible for free meals. This list is sent, at request by Nutrition Services, to the office and the students are entered into the NutriKids system indicating they are homeless. The list is kept in the file with the applications and the Direct Certification files separately, labeled “homeless”. This list is obtained and updated as needed from the Homeless Student Coordinator Designee.

## **BENEFIT ISSUANCE**

There are two modes of issuing benefits:

1. Eligibility letters are generated from the computer system indicating the eligibility determination for each member on the household application. These are mailed directly to the household from the Nutrition Services office. They can also be generated to hand to a household member that is physically in the nutrition services office when the application is processed. Letters are generated daily after eligibility is determined and the application entered into Nutrikids.
2. The Nutrikids program at the back office sends the new and updated information over to the district server. The district server transfers electronically the eligibility information to each site daily, and when students arrive in line for a meal their information is confidentially stored in the point of sale.

## **PAYMENT FOR MEALS**

There are several vehicles to receive payment or make a transaction for a meal:

1. Prepayments for meals may be made, and is encouraged. These prepayments may be accepted in cash or check at the school cafeteria site, at the school office site, which sends them to the cafeteria, and at the nutrition services back office. Prepayments are accepted before school, during the serving line or at anytime there is nutrition staff to accept them and enter them into the computer. If the school office site accepts the prepayment it is not entered into the computer system until it is delivered to the appropriate nutrition site staff.
2. Cash is accepted in line during service. Prepayments prior to services are highly encouraged to speed the lines.
3. On-line prepayment was made available during the 2007-2008 school year.
4. Charges are allowed up to a charge limit of ~~\$8.00~~ at the elementary sites and up to ~~\$9.50~~ at the secondary sites, full-priced eligible students. For reduced-priced eligible students the charge limit is \$2.10. Students are permitted to charge up to these limits. Negative charge balances are generated weekly when the charge for a reduced-priced eligible reaches \$1.20 and when a full-price eligible reaches \$3.50. At this notification, households are notified that when the student reaches the charge limit they will receive an "emergency meal" which consists of a cheese sandwich, fruit/juice and milk, until the balance is brought to a positive. Negative charge balance notification letters are generated by the back office nutrition services staff and mailed directly to households for collection. Charge meals are claimed on the day they are served and the computer does not distinguish them as charged meals at the point of service. It calculates them into the summary of the eligible category served, i.e., reduced or full-priced.
5. Parents/guardians are also notified via phone message for negative balances.

## **MEDIUM OF EXCHANGE**

The computer database holds the students eligibility status and codes that eligibility using the code described earlier.

### **A. There are two methods of exchange:**



1. Elementary – elementary students line up for service by classroom, by alphabetical order (in as much as possible) and each class proceeds to the point-of-sale where the classroom on-line roster is display, students state their name, exchange either cash, use prepayment, or charge and go.
2. Secondary – students enter their five-digit district issued ID code into the key pad attached to the computer point-of-sale where their account is either displayed and request cash from the student or uses a prepayment stored in the data-base to either pay for the meal or any other ala carte item purchased. Student photos are also display and available for checking ID number usage with faces and ID cards. We have the availability to permit students without ID numbers, that may be new entering students, to be served as “new students”, claimed as full-priced, and no medium of exchange is collected at the point-of-sale, for a maximum of three days - to allow ID numbers to be issued.

**B. Preventing claim of double meals:** The NutriKids system does not allow a student to be claimed for multiple meals. The system flags the student when the first reimbursable meal is served and if a second is requested the system is set only to provide that student a “second meal” which is not included in the day end summary of reimbursable meals.

**C. Overt Identification:** Since all students are permitted to: prepay, use prepayment for meals and ala carte, to pay in line, or to pay amounts that vary in order to bring negative balance into the positive, and, that there is not indication on the monitor of eligibility status, it is virtually impossible for those that are not working with the registers to have knowledge of any other students eligibility from our system at the point-of-sale. Students are allowed to carry various amounts of credit on their accounts and this includes student in ALL eligibility categories. All students may pay cash or use prepayment on account for ala carte.

## FIELD TRIPS

Field trip lunches are accounted for by having the students come down to the cafeteria and collect their lunch prior to the field trip and the lunch is recorded using the Nutrikids point of sale in order to claim that meal on the day served. If the students are leaving for a field trip prior to nutrition services staff on duty, then the cafeteria manager makes arrangements with the teacher on where the meals may be picked up in the kitchen with the list of students ordering a lunch. The teacher is to check off which students received a sack lunch and upon return of the field trip also return the check list to the cafeteria manager so that she may claim the meals. At some site each student picks up their sack lunch and goes through the point of sale.

## ACCURACY OF COUNTS

- The meal is counted at the point of service as soon as the student is served and the cashier hits “close sale” on the keyboard. The student is counted as served based on the eligibility within the database.
- Our menu planning is NSMP. CUSD has adopted the offer versus serve choice with the requirement that students must take an entrée plus one side during lunch. At breakfast, students must take two of the three offered menu items/categories.

- Nutrition Services site staff verify components taken meet reimbursable meal requirements
  - In the secondary sites it is verified by the cashier as the student is served
  - In the elementary sites, the cashier may be at the front of the line or at the end of the line. If the point of sale is at the beginning of the line, an adult is at the end of the line checking for a reimbursable meal. If, students select less than the number required to complete a reimbursable meal they are encouraged to select another item that will complete the meal and, if that does not work, then the name of the student is collected and given to the cashier whereby that student is recorded as ala carte and the meal is not claimed. Our elementary sites are set up so that students can have an entire meal offered before the cashier and garden bars are set up before the cashier or set up so that not anything taken from them is needed to complete a reimbursable meal under offer versus serve.

## REPORTS AND INTERNAL CONTROLS

- Meal counts are automatically compiled on the NutriKids software, daily by site (NutriKids operating procedures and report accountability manual attached). The system complete edit checks verifying counts with enrollments entered into the database and reports are available whenever needed listed under the accuclaim tests column. The nutrition services Senior Account Clerk completes and verifies the edit checks/report monthly prior to generating the claim report.
- The school sites count their daily deposits. All money and deposit slips are put into a plastic bank deposit bag and sealed. Sites send the deposit daily to the food service office where they are entered into a receipt log by date, school site, bag number, and amount. The number of the bags delivered is counted at the time of receipt in dual custody and each signs off on the log sheet (sending person and delivery person). When deposit bag arrives at the nutrition service office the bags are counted, again in dual custody, by the receiving person and signed off verifying the number of bags delivered with the number of bags received and the bag number is recorded on the login sheet. The Senior Account Clerk reconciles the deposits to the sales from each site and reconciles the deposits to the bank statement. All deposit bags are deposited at the bank night deposited at Tri-County Bank. The account clerk matches deposit slips returned from the bank with deposit records.
- Site Monitoring – The Nutrition Service management staff review sites regularly for compliance and procedures. Staff training for point-of-sale is completed at least once annually and reviewed at monthly manager meetings as needed.

AGENDA ITEM: Nutrition Services Presentation

Prepared by: Tanya Harter, Nutrition Services

☐ Consent  
☐ Information Only  
☒ Discussion / Action

Board Date: July 20, 2011

Background Information

In order to govern effectively, District is 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.

In the Child Nutrition and WIC Reauthorization Act of 2004, the U.S. Congress established a new requirement that all school districts with a federally-funded school meals program develop and implement wellness policies that address nutrition and physical activity. CUSD choose to use the CSBA model and revise as needed to meet local needs and reflect community priorities. While developing this wellness policy, we took into account our unique circumstances, challenges, and opportunities. This was done so in a collaborative effort.

During the June 1, 2011 School Board Workshop the CUSD School Board reviewed the first reading of BP 5030 School Wellness. Jann Reed and Eileen Robinson were tasked with working with me to further revise the policy.

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.



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## Student Wellness

The Governing Board of Chico Unified School District (CUSD) recognizes the link between student health and learning. Children and youth that begin each day as healthy individuals are more receptive to the learning experience and more likely to succeed now and in the future. Further, the Board also believes that a healthy staff can more effectively perform their job responsibilities, and model appropriate wellness behaviors to students. This policy encourages a comprehensive approach to school and community wellness and addresses the components of the Coordinated School Health program as recommended by the California Department of Education and the Department of Health Services. CUSD is committed to providing a school environment that promotes and protects children's health, well-being, and ability to learn by supporting healthy eating and physical activity.

It is the policy of CUSD that schools will provide nutrition education and physical education to foster lifelong habits of healthy eating and physical activity, and will establish linkages between health education and school meal programs, and with related community services.

### Student Wellness Services

Student Wellness Services include Health Counseling, Psychological and Social Services. The Board supports effective wellness programs that will facilitate positive learning and instill healthy behaviors.

The Board supports school facilities that are designed to provide a safe, secure physical plant as well as a healthy and supportive environment that fosters learning and overall well-being.

(cf. 0000 - Vision)  
(cf. 0200 - Goals for the School District)  
(cf. 3513.3 - Tobacco-Free Schools)  
(cf. 3514 - Environmental Safety)  
(cf. 5131.6 - Alcohol and Other Drugs)  
(cf. 5131.61 - Drug Testing)  
(cf. 5131.62 - Tobacco)  
(cf. 5131.63 - Steroids)  
(cf. 5141 - Health Care and Emergencies)  
(cf. 5141.22 - Infectious Diseases)  
(cf. 5141.3 - Health Examinations)  
(cf. 5141.31 - Immunizations)  
(cf. 5141.32 - Health Screening for School Entry)  
(cf. 5141.6 - Student Health and Social Services)  
(cf. 5142 - Safety)  
(cf. 5146 - Married/Pregnant/Parenting Students)  
(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Education)  
(cf. 6164.2 - Guidance/Counseling Services)

The Board's policy related to student wellness was developed with the involvement of parents/guardians, students, school food service professionals, school administrators, Board representatives, and members of the public. (42 USC 1751 Note)

### District Wellness Committee Advisory Council

The Superintendent or his/her designee shall convene an advisory and oversight committee consisting of Board members, school-site administrators, School Site Wellness Representatives, health professionals, teachers, nutrition services staff, physical education instructors, parents, community members and students to evaluate policy implementation. The committee will report to the Board of Education about implementation of the policy as required by law.



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(cf. 9140 - Board Representatives)

### **Nutrition Education and Physical Activity Goals**

The Board shall adopt goals for nutrition education, physical activity, and other school-based activities that are designed to promote student wellness in a manner that the district determines appropriate. (42 USC 1751 Note)

The district's nutrition education and physical education programs shall be based on research, consistent with the expectations established in the state's curriculum frameworks, and designed to build the skills and knowledge that all students need to maintain a healthy lifestyle.

(cf. 6011 - Academic Standards)  
(cf. 6143 - Courses of Study)

Nutrition education shall be provided as part of the health education program in grades K-12 and, as appropriate, shall be integrated into core academic subjects and offered through before- and after-school programs.

(cf. 6142.8 - Comprehensive Health Education)

CUSD will provide all students in grades K-12 the opportunity, support, and encouragement to be physically active on a regular basis through physical education instruction and/or physical activity programs.

### **Integrated Nutrition Education**

Integrated Nutrition education in CUSD aims to teach, encourage and support healthy eating by students. Teachers will incorporate nutrition education into their instruction. At the secondary school level it is recommended that subject appropriate teachers incorporate nutrition education into their instruction.

Integrated nutrition education will provide students with the knowledge and skills necessary to promote and protect their health.

### **Physical Education and Physical Activity**

All students in grades K-12 shall be provided opportunities to be physically active on a regular basis. Opportunities for moderate to vigorous physical activity shall be provided through physical education, recess, school athletic programs, extracurricular programs, before- and after-school programs, and other structured and unstructured activities.

Physical education is a planned sequential program of curricula and instruction that helps students develop the knowledge, skills, and confidence necessary for an active lifestyle. Physical activity programs may provide participants with structured activity (games, sports, etc.), unstructured activity (walking programs, dance, etc.), or opportunities to participate in physical activity in the daily routine (walk-to-school programs, etc.).

Besides promoting high levels of personal achievement and a positive self-image, Physical Education activities should teach students how to cooperate in the achievement of common goals.

(cf. 6142.7 - Physical Education)  
(cf. 6145 - Extracurricular and Co-curricular Activities)  
(cf. 6145.2 - Athletic Competition)

### **Staff Wellness**

The Superintendent or designee shall encourage staff to serve as positive role models. He/she shall promote and may provide opportunities for regular physical activity among employees.

Policy Adopted: 1/16/08



Professional development may include instructional strategies that assess health knowledge and skills and promote healthy behaviors.

(cf. 4131- Staff Development)  
(cf. 4331- Staff Development)

### **Family and Community Involvement**

The Board believes that family and community involvement and collaboration are key elements in supporting the healthy development of youth and their families. Long-term partnerships with diverse community groups are encouraged. The Board recommends partnerships that will promote health education activities for parents/guardians and community members.

To encourage consistent health messages between the home and school environment, the Superintendent or designee may disseminate health information to parents/guardians through district or school newsletters, handouts, parent/guardian meetings, the district or school web site, and other communications. Outreach to parents/guardians shall emphasize the relationship between student health and academic performance.

(cf. 1113 - District and School Web Sites)  
(cf. 6020 - Parent Involvement)

The Board discourages the marketing and advertising of non-nutritious foods and beverages through signage, vending machine fronts, logos, scoreboards, school supplies, advertisements in school publications, coupon or incentive programs, or other means.

(cf. 1325 - Advertising and Promotion)

### **Nutrition Guidelines for Foods Available at School**

The Board shall adopt nutrition guidelines selected by the district for all foods available on each campus during the school day, with the objectives of promoting student health and reducing childhood obesity. (42 USC 1751 Note)

The Board believes that foods and beverages available to students at district schools should support the health curriculum and promote optimal health. Nutrition standards adopted by the district for all foods and beverages sold to students on campus, including foods and beverages provided through the district's food service program, student stores, vending machines, fundraisers, or other venues, shall meet or exceed state and federal nutrition standards.

(cf. 3312 - Contracts)  
(cf. 3550 - Food Service/Child Nutrition Program)  
(cf. 3554 - Other Food Sales)  
(cf. 5148 - Child Care and Development)  
(cf. 6300 - Preschool/Early Childhood Education)

~~The Superintendent or designee shall encourage school organizations to use healthy food items or non-food items for fundraising purposes. By July 1, 2012, the Board shall require all school organizations to use only district approved healthy food items or non-food items for fundraising purposes. The district will make available a list of approved healthy food items. Any food items not on the list will need approval from CUSD Nutrition Services prior to use for fund-raising.~~



By July 1, 2012 parents and teachers will be required to comply with the list of CUSD approved healthy foods and non-food items for all school related activities, including classroom parties. *The district shall require all persons bringing food on campus to share with others to adhere to the "CUSD Nutritious Foods Pledge" which must be reviewed and signed prior to bringing food on campus.* Class parties or other celebrations shall be held after the lunch period when possible.

By July 1, 2012 the Board shall require school staff ~~He/she also shall encourage school staff~~ to avoid the use of non-nutritious foods as a reward for students' academic performance, accomplishments, or classroom behavior

(cf. 1230 - School-Connected Organizations)

School staff shall encourage parents/guardians or other volunteers to support the district's nutrition education program by considering nutritional quality when selecting any snacks which they may donate for occasional class parties and by limiting foods or beverages that do not meet nutritional standards to no more than one food or beverage per party. Class parties or celebrations shall be held after the lunch period when possible.

Beginning July 1, 2009, any food provided to K-12 students during school hours and within one-half hour before and after school shall not contain or have been prepared with artificial trans fat, including vegetable shortening, margarine, or any kind of partially hydrogenated vegetable oil, unless the manufacturer's documentation or label lists the trans fat content as less than 0.5 grams per serving. (Education Code 49431.7)

#### **Guidelines for Reimbursable Meals**

Foods and beverages provided through federally reimbursable school meal programs shall meet or exceed federal regulations and guidance issued pursuant to 42 USC 1758(f)(1), 1766(a), and 1779(a) and (b), as they apply to schools. (42 USC 1751 Note)

In order to maximize the district's ability to provide nutritious meals and snacks, all district schools shall participate in available federal school nutrition programs, including the National School Lunch and School Breakfast Programs, to the extent possible.

(cf. 3553 - Free and Reduced Price Meals)

#### **Program Implementation and Evaluation**

The Board shall establish a plan for measuring implementation of the policy. The Superintendent shall designate at least one person within the district and at each school who is charged with operational responsibility for ensuring that the school sites implement the district's wellness policy. (42 USC 1751 Note)

(cf. 0500 - Accountability)

The following indicators will be used to measure the implementation of the wellness policy district wide and at each district school. These measures shall include, but not be limited to, an analysis of the nutritional content of meals served; student participation rates in school meal programs; adherence to the ban on sales of non-nutritious foods and beverages in fundraisers or other venues outside the district's meal programs; and feedback from food service personnel, school administrators, the school wellness committee ~~health council~~, parents/guardians, students, and other appropriate persons.

The Superintendent or designee shall report to the Board at least every two years on the implementation of this policy and any other Board policies related to nutrition and physical activity.



**Chico Unified School District**  
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Board Policy: #5030

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### Assessment and Monitoring of the Wellness Policy

Representatives of the school district shall develop a plan for implementing the district wellness policy and measuring implementation of that policy. The district superintendent or designee shall designate at least one person from the administration, and one from Nutrition Services within CUSD that is charged with operational responsibility for ensuring that the school sites implement the adopted local wellness policy.

### Posting Requirements

Each school shall post the district's policies and regulations on nutrition and physical activity in public view within all school cafeterias or in other central eating areas. (Education Code 49432)

Each school shall also post a summary of nutrition and physical activity laws and regulations prepared by the California Department of Education.

### Legal Reference:

#### EDUCATION CODE

49430-49436 Pupil Nutrition, Health, and Achievement Act of 2001  
49490-49493 School breakfast and lunch programs  
49500-49505 School meals  
49510-49520 Nutrition  
49530-49536 Child Nutrition Act  
49540-49546 Child care food program  
49547-49548.3 Comprehensive nutrition services  
49550-49560 Meals for needy students  
49565-49565.8 California Fresh Start pilot program  
49570 National School Lunch Act  
51222 Physical education  
51223 Physical education, elementary schools

#### CODE OF REGULATIONS, TITLE 5

15500-15501 Food sales by student organizations  
15510 Mandatory meals for needy students  
15530-15535 Nutrition education  
15550-15565 School lunch and breakfast programs

#### UNITED STATES CODE, TITLE 42

1751-1769 National School Lunch Program, especially:  
1751 Note Local wellness policy  
1771-1791 Child Nutrition Act, including:  
1773 School Breakfast Program  
1779 Rules and regulations, Child Nutrition Act

#### CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31 National School Lunch Program  
220.1-220.21 National School Breakfast Program  
Management Resources:

#### CSBA POLICY BRIEFS

*The New Nutrition Standards: Implications for Student Wellness Policies, November 2005*

#### CSBA PUBLICATIONS

*Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. 2005*

#### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

*Healthy Children Ready to Learn, January 2005*





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8.1.4.  
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Health Framework for California Public Schools, Kindergarten Through Grade Twelve, 2003  
Physical Education Framework for California Public Schools, Kindergarten Through Grade 12, 1994

**CENTERS FOR DISEASE CONTROL PUBLICATIONS**

School Health Index for Physical Activity and Healthy Eating: A Self-Assessment and Planning Guide for Elementary and Middle/High Schools, 2004

**NATIONAL ASSOCIATION OF STATE BOARDS OF EDUCATION (NASBE) PUBLICATIONS**

Fit, Healthy and Ready to Learn, 2000

**U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS**

Dietary Guidelines for Americans, 2005

Team Nutrition, Food and Nutrition Services, Changing the Scene, Improving the School Nutrition Environment: A Guide to Local Action, 2000

**WEB SITES**

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

California Department of Education, Nutrition Services Division: <http://www.cde.ca.gov/ls/nu>

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

California Healthy Kids Resource Center: <http://www.californiahealthykids.org>

California Project LEAN (Leaders Encouraging Activity and Nutrition): <http://www.californiaprojectlean.org>

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

Dairy Council of California: <http://www.dairycouncilofca.org>

National Alliance for Nutrition and Activity: <http://www.cspinet.org/nutritionpolicy/nana.html>

National Association of State Boards of Education: <http://www.nasbe.org>

National School Boards Association: <http://www.nsba.org>

School Nutrition Association: <http://www.schoolnutrition.org>

Society for Nutrition Education: <http://www.sne.org>

U.S. Department of Agriculture: [http://www.fns.usda.gov/tn/Healthy/wellnesspolicy\\_steps.html](http://www.fns.usda.gov/tn/Healthy/wellnesspolicy_steps.html)