

# **CUSD Board of Education**

## **Regular Meeting Agenda**

**Chico City Council Chambers**

**November 7, 2012**

**CLOSED SESSION – 5:00 P.M.**

**REGULAR BOARD MEETING – 6:00 P.M.**



### **Board Members**

**Dr. Andrea Lerner Thompson, President**

**Elizabeth Griffin, Vice President**

**Eileen Robinson, Clerk**

**Dr. Kathleen Kaiser, Member**

**Jann Reed, 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: 11/02/12**

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.chicousd.org](http://www.chicousd.org).

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

Regular Meeting – November 7, 2012

Closed Session – 5:00 p.m.

Regular Session – 6:00 p.m.

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

## **AGENDA**

### **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, Asst. Superintendent

Maureen Fitzgerald, Asst. Superintendent

#### **2.2. Conference with Legal Counsel**

##### **Anticipated Litigation**

Significant exposure to litigation pursuant  
to Government Code §54956.9(b)  
(one case)

##### **Attending:**

Kelly Staley, Superintendent

Bob Feaster, Asst. Superintendent

Maureen Fitzgerald, Asst. Superintendent

Dave Scott, Asst. Superintendent

Paul Gant, Attorney at Law

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

### **3. RECONVENE TO REGULAR SESSION**

- 3.1. Call to Order
- 3.2. Report Action Taken in Closed Session
- 3.3. Flag Salute

### **4. STUDENT REPORTS**

### **5. SUPERINTENDENT'S REPORT AND RECOGNITION**

### **6. ITEMS FROM THE FLOOR**

### **7. REPORTS FROM EMPLOYEE GROUPS REGARDING NEGOTIATIONS**

- 7.1. District
- 7.2. CSEA
- 7.3. CUMA
- 7.4. CUTA

### **8. CONSENT CALENDAR**

#### **8.1. GENERAL**

- 8.1.1. Consider Approval of Minutes of Regular Session on October 17, 2012
- 8.1.2. Consider Approval of Items Donated to the Chico Unified School District

#### **8.2. EDUCATIONAL SERVICES**

- 8.2.1. Consider Expulsion of Students with the following IDs: 50479, 63061, 63364, 71754, 72353
- 8.2.2. Consider Approval of Expulsion Clearance of Student with the following ID: 51607
- 8.2.3. Consider Approval of the Field Trip Request for Neal Dow's 6<sup>th</sup> Graders to go to Environmental Camp at Shady Creek from 04/29/13 to 05/02/13

- 8.2.4. Consider Approval of the Field Trip Request for Sierra View 6<sup>th</sup> Graders to go to Butte Meadows Outdoor School at Camp Lassen in Butte Meadows from 05/15/13 – 05/17/13
- 8.2.5. Consider Approval of the Field Trip Request for the Chico High A Cappella Choir to sing at a Heritage Music Festival, attend a musical, and visit museums and Great America in the San Francisco/Bay Area.
- 8.2.6. Consider Approval of the Consultant Agreement with Kevin Clark Consulting and Training to build the capacity of veteran ELD teachers, develop foundational methods and behaviors for new ELD teachers, assist district coaches in supporting ELD teachers and enhance the role of district administrators in ELD instruction and program design
- 8.2.7. Consider Approval of the Consultant Agreement with Butte County Probation Department to provide an on-campus probation officer at various schools
- 8.2.8. Consider Approval of the Consultant Agreement with Butte County Probation Department to provide a probation officer for Fair View High
- 8.2.9. Consider Approval of the Quarterly Report on Williams Uniform Complaints
- 8.3. BUSINESS SERVICES
  - 8.3.1. Consider Approval of Accounts Payable Warrants
  - 8.3.2. Consider Approval of Monthly Enrollment and ADA Report
- 8.4. HUMAN RESOURCES
  - 8.4.1. Consider Approval of Certificated Human Resources Actions
  - 8.4.2. Consider Approval of Classified Human Resources Actions
- 9. **DISCUSSION/ACTION CALENDAR**
  - 9.1. EDUCATIONAL SERVICES
    - 9.1.1. Discussion/Action: Consider Approval of the Field Trip Request for the CHS FFA Well Drilling Team (4 Juniors and Seniors) to travel to Tanzania, Africa to provide potable water to an African village from 11/15/12 to 11/27/12
  - 9.2. BUSINESS SERVICES
    - 9.2.1. Information: Nutrition Services Healthy Hunger Free Kids Act 2010, Impact, Supper Program and Summer Feeding Program Update (Vince Enserro and Tanya Harter)
    - 9.2.2. Information: 2012-13 Monthly Cash Flow Report (Maureen Fitzgerald)
  - 9.3. GENERAL
    - 9.3.1. Discussion/Action: Setting Date of Annual Organizational Meeting of the Governing Board of the Chico Unified School District – Proposed Date: December 7, 2011
    - 9.3.2. Discussion/Action: Approval of Board Policy 3585, Electronically Stored Information (ESI) and Electronic Mail Policy (Jason Gregg)
- 10. **ITEMS FROM THE FLOOR**
- 11. **RECESS**

During the Recess, the Annual Meeting of the Board of Directors of the Chico Unified School Financing Corp. will be held in accordance with that Agenda (Maureen Fitzgerald)
- 12. **RECONVENE TO REGULAR SESSION**
- 13. **ANNOUNCEMENTS**
- 14. **ADJOURNMENT**

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

At 5:00 p.m. Board President Thompson called the meeting to order at the Chico City Council Chambers, East Fourth and Main Streets and announced the Board was moving into Closed Session

Present: Thompson, Griffin, Robinson, Kaiser

Absent: Reed was absent until arrival at 8:04 p.m.

**1.1 Public comment on closed session items**

There were no public comments.

**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

Dave Scott, Asst. Superintendent

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

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

**3.2 Closed Session Announcements**

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

**Board President Thompson noted the following changes were being made to the Agenda:**

- Item 9.2.1. Nutrition Services Healthy Hunger Free Kids Act 2010, Impact, Supper Program and Summer Feeding Program Update was being pulled from tonight's agenda and moved to the November 7 Board meeting;
- Item 9.1.6. Inspire Facilities Use Agreement was being moved for discussion after Item 9.1.1.; and
- Item 9.1.5. was being moved for discussion after item 9.1.3. and before Item 9.1.4.

**3.3 Flag Salute**

At 6:08 p.m. Board President Thompson led the salute to the Flag.

**4. STUDENT REPORTS**

At 6:09 p.m. the Board received student reports from Julianna Coppock for CHS and Phoenix Lacque and Katie Finney for PVHS regarding beginning of year activities

**5. SUPERINTENDENT'S REPORT**

At 6:18 p.m. PVHS staff member Claudia Anderson and CHS staff member Mary Sours were recognized by Board President Andrea Lerner Thompson with the CUSD Board President's Award for their enthusiastic, professional, and welcoming approach to their jobs. Superintendent Staley introduced teacher Mary Anne Donnelly who introduced Khunanon Wongrueang, "Daniel" head of the Math Department at Srinagarindra the Princess Mother School, in the Phayao Province of northern Thailand. Mary Anne is hosting Mr. Wongrueang while participating in a project of the Fulbright Commission; the American Councils Educational Seminars Program. "Daniel" will observe classes at the following sites: Chico Junior, Parkview Elementary, Citrus Elementary, Inspire, Chico High, and Pleasant Valley High. Director Michael Weissenborn presented a quick overview of how Measure A funds have been utilized since first approved on April 18, 1998. Projects completed include: elementary traffic safety improvements; new parking lots at Chapman, Cohasset, Hooker Oak, Loma Vista, Marigold, Neal Dow, Parkview Rosedale and Fair View High School; modernization of classrooms at BJHS and CHS; and the new English classroom at PVHS. Recent projects include: the

**MINUTES**

the Center for the Arts at PVHS; new classrooms at CHS for Career Tech including Ag and Arts, Media, and Entertainment and the Building Trades, Welding, and Career Tech projects at PVHS; Lincoln Hall and a fitness lab at CHS; 24 additional classrooms at PVHS; the Construction Academy at FVHS; and the Inspire campus at CHS. Funds have been leveraged from \$40,725,000 into \$74,970,702 and there are currently \$9,500,000 additional funds pending. Board Member Kaiser stated the 19 teachers from Pakistan introduced at the last Board meeting had bid farewell on Sunday after a powerful six-week experience.

**6. ITEMS FROM THE FLOOR**

At 6:34 p.m. There were no items from the floor.

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

At 6:34 p.m. the Board received reports from employee groups regarding negotiations from Kevin Moretti for CUTA, Bob Feaster for the District, Susie Cox for CSEA, and John Bohannon for CUMA..

**8. CONSENT CALENDAR**

At 6:45 p.m. Board President Thompson asked if anyone would like to pull a Consent Item for further discussion. Board Vice President Griffin pulled Items 8.2.6., 8.3.2. and 8.2.13. Board Clerk Robinson moved to approve the remaining Consent Items; seconded by Board Member Kaiser.

**8.1. GENERAL**

8.1.1. The Board approved the Minutes of the Regular Session on September 19, 2012, and Special Meeting on October 3, 2012

8.1.2. The Board approved the Items Donated to the Chico Unified School District.

<b>Donor</b>	<b>Item</b>	<b>Recipient</b>
Wells Fargo Bank	\$500.00	Citrus
Target	\$138.95	Citrus
Tom & Mary Wisdom	\$25.00	Emma Wilson
Richard Mootz	\$50.00	Emma Wilson
Carl & Carol Kistle	\$100.00	Emma Wilson
William & Carol Ann Richardson	\$100.00	Hooker Oak
Mark Steele	\$100.00	Neal Dow
Tejas & Ranjan Patel	\$300.00	Parkview
Eagle Auxillary 218	Classroom Items @ \$150.00	Rosedale
Anna Rushton	\$75.00	Sierra View
Kelly Winch	\$50.00	Sierra View
Brad & Karin Gossaway	\$50.00	Sierra View
Navtej & Samandeep Tatla	\$50.00	Sierra View
Lowell & Kelly Mournal	\$50.00	Sierra View
Michael & Rafaela Perry	\$100.00	Sierra View
Heidi Houlihan and Gilbert Herrera	\$113.00	Sierra View
Anonymous	\$900.00	Chico Jr. High
Lilia Diaz	\$10.00	Chico Jr. High/Art Dept
Gary & Tawny Cleveland	\$10.00	Chico Jr. High/Art Dept
Jodi & Brian Youngblood	\$10.00	Chico Jr. High/Art Dept
Ken Greminger/Valley Rubber and Gasket	Eye Protective Glasses @ \$150.00	Chico Jr. High/I Tech Dept
Artie & Tiffany Cathcart	Various Supplies @ \$65.00	Chico Jr. High/I Tech Dept
Westgate Hardwoods	Multi-Dimensional Hardwoods	Chico Jr. High/I Tech Dept
Gerry & Marylynn Pahlow	\$40.00	Chico Jr. High/I Tech Dept
Seth & Eunice Derish	\$50.00	Chico Jr. High/I Tech Dept
Waheed & Rasha Saleh	\$50.00	Chico Jr. High/I Tech Dept

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PG&E Corporation / James McLain	\$90.00	Marsh Jr. High
Carol Ann Gardner	\$10.00	Marsh Jr. High
Target Take Charge of Education	\$670.99	Chico High
Bruce Dillman	Various Supplies @ \$1,767.64	Chico High
<b>**James &amp; Terri Burns</b>	<b>\$736.00</b>	<b>Chico Unified School District</b>

**\*\*PLEASE NOTE:** Notification was received after the Board meeting that the donation listed for James & Terri Burns of \$736.00 was not a donation to the Chico Unified School District; the check has been deposited to the proper account at the district office.

**8.2. EDUCATIONAL SERVICES**

- 8.2.1. The Board approved the Expulsion of Students with the following IDs: 50324, 52516, 56153
- 8.2.2. The Board approved the Expulsion Clearance of Students with the Following IDs: 71654, 74565
- 8.2.2. The Board approved the Field Trip Request for Fifth Grade GATE class to attend the Age of Sail/Explorer at Hyde Street Pier in San Francisco from 5/2/13 to 5/3/13
- 8.2.3. The Board approved the Field Trip Request for the Senior AP English class at Chico High School to attend performances of Shakespeare Plays in Ashland, Oregon from 4/20/13 to 4/21/13
- 8.2.4. The Board approved the Consultant Agreement with Advance Kids to provide behavioral consultant services for students with autism
- 8.2.5. This item was pulled for further discussion

**8.3 BUSINESS SERVICES**

- 8.3.1. The Board approved the Accounts Payable Warrants
- 8.3.2. This item was pulled for further discussion
- 8.3.3. The Board approved the Monthly Enrollment (2<sup>nd</sup> School Month)
- 8.3.4. The Board approved the Notice of Completion – Portable Classroom Buildings and Toilet Building at Chico High School
- 8.3.5. This item was pulled for further discussion

**8.4 HUMAN RESOURCES**

- 8.4.1. The Board approved the Certificated Human Resources Actions

**Temporary Appointments 2012/13**

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>	<u>Estimated Annual District Cost</u>
Dace, Jennipher	Elementary	10/01/12-06/06/13	0.7 FTE Temporary Appointment	\$43,022
Firth, Jennifer	Elementary	100/1/120-6/06/13	0.7 FTE Temporary Appointment	\$40,776
Lynn, Charles	Secondary	10/01/12-06/06/13	0.4 FTE Temporary Appointment	\$18,616
Root, David	Elementary	10/04/12-06/06/13	1.0 FTE Temporary Appointment	\$71,837
Root, Stephanie	Elementary	09/24/12-06/06/13	0.2 FTE Temporary Appointment (in addition to current 0.2 FTE Temporary assignment)	\$14,214
Rose, Michelle	Special Education	10/01/12-06/06/13	0.4 FTE Temporary Appointment	\$32,336

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(in addition to current  
0.6 FTE Permanent  
assignment)

**Rescind Leave Request 2012/13**

Price, Maya	Secondary	09/17/12	Rescind .2 FTE Child Care Leave Request
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**Resignations**

Boles, Kathleen	Elementary	09/14/12	Resignation
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**Coaching Resignations**

Dering, Jorjah	Freshman Boys Basketball		Resignation
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**Coaching Appointments**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>School</u></b>	<b><u>Season</u></b>
Wisdom, Kevin	Freshman Boys Basketball	Chico High	Winter

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

<b>ACTION NAME</b>	<b>CLASS/LOCATION/ASSI GNED HOURS</b>	<b>EFFECTIVE</b>	<b>COMMENTS/PRF #/ FUND/RESOURCE</b>	<b>POSITION COST @ Step 1 + Red Plan Medical + Qualifying Dental/Vision</b>
<b>APPOINTMENTS</b>				
Bushnell, Gwen	Cafeteria Cook Small School/Forest Ranch/4.0	10/9/2012	New Position/9/Nutrition/5310	\$9,949
Hess, Lesley	Office Asst Elementary Attendance/Parkview/4.0	9/13/2012	Vacated Posiiton/1/General/0000	\$11,881
Koll, Lynne	Accountant/Business Office/8.0	9/25/2012	New Position/4/General/0000	\$40,251
Krause, Michelle	IPS-Classroom/MJHS/6.0	10/22/2012	Vacated Posiiton/63/Special Ed/6500	\$18,267
Mallory, Charlotte	School Office Manager/PVHS/8.0	11/5/2012	Vacated Posiiton/98/General/0000	\$32,825
Morrissey, Matthew	IPS-Classroom/MJHS/6.5	10/15/2012	Vacated Posiiton/56/Special Ed/6500	\$19,707
Nelson, Jay	Campus Supervisor/CJHS/1.0	10/10/2012	Vacated Posiiton/40/General/0000	\$2,579
Rappa, Lynn	Sr Office Assistant/CJHS/2.0	10/10/2012	Vacated Posiiton/22/General/0000	\$6,224
Rappa, Lynn	Sr Office Assistant/BJHS/2.5	10/10/2012	Vacated Posiiton/21/General/0000	\$7,838
Trulock, Ashley	IPS-Healthcare/Loma Vista/6.0	9/24/2012	Vacated Posiiton/42/Special Ed/6500	\$18,267
Wahl, Sheila	Parent Classroom Aide- Restr/LCC/2.0	9/18/2012	New Position/145/Categorical/3010	\$3,744
Wolfenbarger, Kristy	Parent Classroom Aide- Restr/LCC/2.0	9/18/2012	New Position/146/Categorical/3010	\$3,744



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Duggins, Deborah	Cafeteria Cook Small School/Nord Country School/5.5	10/25/2012	New Position/10/Nutrition/5310	\$14,635
Patrick, Beverly	Administrative Assistant-Conf/Business Office/8.0	9/17/2012	New Position/327/General/0000	\$37,401

**LEAVES OF ABSENCE**

Hunter, Katie	IA-Special Education/Chapman/3.0	10/3/2012-11/5/2012	Per CBA 5.12
Maroste, Summer	IA-Special Education/CJHS/5.0	10/8/2012-4/8/2013	Per CBA 5.12

**RESIGNATION/TERMINATION**

Adams, Molly	IPS-Classroom/Marigold/6.0	8/28/2012	Voluntary Resignation
Boone, Joy	IPS-Healthcare/Chapman/6.0	8/28/2012	Voluntary Resignation
Daggett, David	Sr Custodian/BJHS/8.0	9/28/2012	PERS Retirement
Letcher, Kristina	Parent Classroom Aide-Restr/Marigold/2.0	8/19/2012	Voluntary Resignation

**RESIGNED ONLY THIS POSITION**

Anderson, Sheila	Parent Classroom Aide-Restr/Citrus/2.5	9/17/2012	Voluntary Resignation
Duggins, Deborah	Cafeteria Assistant/CJHS/6.0	10/24/2012	Promotion
Hamlyn-Burton, Shannon	Transportation Special Education Aide/Transportation/1.0	9/21/2012	Voluntary Resignation
Krause, Michelle	IPS-Classroom/Sierra View/3.0	10/21/2012	Increase in Hours
Krause, Michelle	IA-Special Education/MJHS/2.0	10/21/2012	Voluntary Resignation
Mallory, Charlotte	School Office Manager/BJHS/8.0	11/4/2012	Increase in Work Year
Maroste, Summer	Campus Supervisor/MJHS/1.0	10/8/2012	Voluntary Resignation
Morrissey, Matthew	IPS-Classroom/BJHS/3.5	10/14/2012	Increase in Hours
Patrick, Beverly	School Office Manager/PVHS/8.0	9/16/2012	Promotion
Trulock, Ashley	IPS-Healthcare/Loma/4.0	9/23/2012	Increase in Hours

**(Consent Vote)**

AYES: Thompson, Griffin, Robinson, Kaiser

NOES: None

ABSENT: Reed

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MINUTES

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**9. DISCUSSION/ACTION CALENDAR****ITEMS REMOVED FROM CONSENT FOR FURTHER DISCUSSION****8.2.6. Consider Approval of Obsolete Textbooks**

At 6:45 p.m. Board Vice President Griffin's questions were addressed by Teacher Zach Kincheloe. Board Vice President Griffin moved to approve the Obsolete Textbooks; seconded by Board Clerk Robinson.

AYES: Thompson, Griffin, Robinson, Kaiser

NOES: None

ABSENT: Reed

**8.3.2. Consider Approval of Declaration of Surplus Property**

At 6:47 p.m. Board Vice President Griffin's questions regarding surplus property were addressed by Director Janet Brinson. Board Vice President Griffin moved to approve the Declaration of Surplus Property; seconded by Board Member Kaiser.

AYES: Thompson, Griffin, Robinson, Kaiser

NOES: None

ABSENT: Reed

**8.3.5. Consider Approval of the Consultant Agreement with JM King and Associates for District Demographic Analysis**

At 6:52 p.m. Board Vice President Griffin's questions were addressed by Director Michael Weissenborn. Director Weissenborn noted that the per hour box should have been marked on the Consultant Agreement and would be corrected. Board Vice President Griffin moved to approve the Consultant Agreement with JM King and Associates; seconded by Board Member Kaiser.

AYES: Thompson, Griffin, Robinson, Kaiser

NOES: None

ABSENT: Reed

**9.1. EDUCATIONAL SERVICES****9.1.1. Discussion/Action: Resolution 1196-12, Red Ribbon Week Proclamation**

At 6:55 p.m. Coordinator Ann Brodsky presented information on Red Ribbon Week activities and Resolution 1196-12. Board Clerk Robinson moved to approve Resolution 1196-12; seconded by Board Member Kaiser.

AYES: Thompson, Griffin, Robinson, Kaiser

NOES: None

ABSENT: Reed

**9.1.6. Discussion/Action: Inspire Facilities Use Agreement**

At 7:05 p.m. Director John Bohannon presented information regarding the Inspire Facilities Use Agreement and Memorandum of Understanding. Principals Hanlon and Nilsson shared information regarding meetings with staff, parents and students. Teachers Susan Delgado and Richard Kemp shared their concerns. It was suggested teachers form a committee with members from both schools to address concerns. **At 8:04 p.m. Board Member Reed joined the Board meeting.** Board Vice President Griffin moved to approve the Facilities Use Agreement and Memorandum of Understanding; seconded by Board Member Kaiser. President Thompson suggested a friendly amendment to delete from the FUA the use of the extra classroom and change the term of the FUA from ten years to five years. Board Vice President Griffin stated that due to the fact that the terms of the FUA allow for amendments such as these, the friendly amendment was rejected.

AYES: Griffin, Robinson, Reed, Kaiser

NOES: Thompson

ABSENT: None

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MINUTES

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At 8:15 p.m. Board President Thompson called for a recess.

At 8:27 p.m. Board President Thompson called the meeting back to order.

**9.1.2. Information: Safe School Plans (SB 187)**

At 8:28 p.m. Rhonda Odum presented information on the Safe School Plans (SB 187) and discussed current and planned activities

**9.1.3. Information: Grants and Resource Development Update**

At 8:38 p.m. Teacher on Special Assignment Liz Metzger presented an update on Grants and Resource Development.

**9.1.5. Information: Accountability Progress & STAR Results Update**

At 8:57 p.m. Director Michael Morris and Analyst Jennifer Bevers presented information on the accountability progress and STAR results.

**9.1.4. Information: LEA Plan Evidence of Progress Report**

At 9:28 p.m. Assistant Superintendent Dave Scott presented information on the LEA Plan Evidence of Progress Report.

**9.2. BUSINESS SERVICES**

**9.2.1. Discussion/Action: Nutrition Services Healthy Hunger Free Kids Act 2010, Impact, Supper Program and Summer Feeding Program Update**

This item was removed from the Agenda and will be placed on the November 7, 2012, Board Agenda.

**9.2.2. Discussion/Action: Report by Newcomb Anderson McCormick on SolarCity Power Purchase Agreement Effectiveness / Consultant Agreement – Newcomb Anderson McCormick Energy Engineers**

At 9:45 p.m. Director Michael Weissenborn presented information on the Consultant Agreement with Newcomb Anderson McCormick Energy Engineers and addressed questions. Board Member Reed moved to approve the Consultant Agreement; seconded by Board Member Kaiser.

AYES: Thompson, Griffin, Robinson, Reed, Kaiser

NOES: None

ABSENT: None

**9.2.3. Information: 2012-13 Monthly Cash Flow Report**

At 10:11 p.m. Assistant Superintendent Fitzgerald presented information on the budget and addressed questions. This report will be presented monthly.

**9.3. HUMAN RESOURCES**

**9.3.1. Discussion/Action: Approval of Resolution #1197-12, Elimination of Classified Services and Ordering Layoffs in the Classified Service for the 2012-2013 School Year**

At 10:14 p.m. Assistant Superintendent Feaster presented information on Resolution No. 1197-12. Board Member Kaiser moved to approve Resolution 1197-12; seconded by Board Member Reed.

AYES: Thompson, Griffin, Robinson, Reed, Kaiser

NOES: None

ABSENT: None

**10. ITEMS FROM THE FLOOR**

At 10:16 p.m. there were no items from the floor.

**11. ANNOUNCEMENTS**

At 10:16 p.m. CUTA President Kevin Moretti invited participation in the following CUTA activities: the Torres Shelter Dinner, held during the fourth Sunday of every month; helping Rotary members guide children across streets during Chico's downtown Treat Street on October 31; and a Pancake Breakfast at Sierra View on November 3, to help raise funds for the sixth grade Science Camp.

MINUTES

12. ADJOURNMENT

At 10:18 p.m. Board President Thompson announced the meeting was adjourned.

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APPROVED:

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

\_\_\_\_\_  
Administration

## DONATIONS/GIFTS

8.1.2.  
Page 1 of 1

Donor	Item	Recipient
Arlyne Hazel	\$100.00	Chico Reads
Anonymous	\$10.00	Chico Unified
Chad Vieira	\$600.00	Chapman Elementary
Gage Acain / PG&E Corp.	\$120.00/monthly	Marigold Elementary
Elizabeth Devereaux	Stained Glass @ \$450.00	Chico High/Art Dept.
Sharon & Cliff Minor	\$100.00	Chico High/Library
Jeff Fleming	\$2,000.00	Chico High/Wrestling
Hupp Signs & Lighting	\$750.00	Chico High/Wrestling
Wayne Cook	\$5,000.00	Chico High/Wrestling
Sharon Elliott Fox	1 Hardback @ \$12.50	Pleasant Valley/Library
Camille Panighetti	Books @ \$39.00	Pleasant Valley/Library
Charlie Copeland/Sally Foltz	Books @ \$199.00	Pleasant Valley/Library
Reta Rickmers	Book @ \$7.00	Pleasant Valley/Library
Bill & Mary Bock	Garden Tools @ \$100.00	Pleasant Valley/Special Ed.
Irwin Tools/J. Frankel	Tools @ \$300.00	Fair View/Construction Program
Tractor Supply	Tools @ \$500.00	Fair View/Construction Program

**PROPOSED AGENDA ITEM:** Neal Dow Environmental Camp trip to Shady Creek

**Prepared by:** Kelly King

☒ Consent

**Board Date** November 7, 2012

☐ Information Only

☐ Discussion/Action

**Background Information**

This is a field trip for the 6th grade Neal Dow students. It is an extension to our science unit on ecology and geology. It is a four night trip to Shady Creek Environmental School.

**Education Implications**

This field trip is in line with the California State Standards for 6th grade science. At Environmental school students will learn about and observe local ecology and geology. They will also go on hikes and learn basic survival techniques.

**Fiscal Implications**

The monies used to finance this trip were generated by fundraising and donations.

**Additional Information**

We plan to take a district bus on April 29th, 2013 and return on May 2nd, 2013. There will be about 64 students on the trip and two teachers. Student to adult ratio is 6:1 with student counselors provided by CUSD High Schools.

**CHICO UNIFIED SCHOOL DISTRICT**

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

8.2.3.

Page 2 of 2

**FIELD TRIP REQUEST****TO: CUSD Board of Education****Date:**10/10/12**FROM: Kelly King****School/Dept.:** Neal Dow**SUBJECT: Field Trip Request**Request is for Neal Dow's 6th Grade

(grade/class/group)

Destination: Shady CreekActivity: Environmental Campfrom April 29, 2013/ 8:00amto May 2, 2013 /3:00pm

(dates) / (times)

(dates) / (times)

Rationale for Trip: Supplement and enrichment to the sixth grade science curriculum and is in form with the California state standards.

Number of Students Attending: 64 Teachers Attending: 3 Parents Attending: 0Student Counselors: 10Student/Adult Ratio: 6:1

Transportation: Private Cars \_\_\_\_\_

CUSD Bus X

Charter Bus Name \_\_\_\_\_

Other: \_\_\_\_\_

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

**ESTIMATED EXPENSES:**Fees \$12,600.00Substitute Costs \$ 0.00Meals \$ 0.00Lodging \$ 0.00Transportation \$1800.00Other Costs \$ 1000.00 stipend**ACCOUNT NAME(S), NUMBER(S) and AMOUNT(S):**Name Neal Dow PTAAcct. #: Tri Counties 06412003\$ 15,400.00

Name \_\_\_\_\_

Acct. #: \_\_\_\_\_

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

Requesting Party Kelly KingDate 10/11/12Site Principal M. KeosDate 10/11/12☐

Approve/Minor

☐

Do not Approve/Minor

or

or

Recommend/Major

Not Recommended/Major

(If transporting by bus or Charter)

Director of Transportation [Signature]Date 10/17/12**IF MAJOR FIELD TRIP**Director of Educational Services [Signature]Date 10-22-12☒

Recommend

☐

Not Recommended

☐

Approved

☐

Not Approved

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

Date \_\_\_\_\_

**TITLE:** Field Trip Request from Sierra View Elementary

Action: \_\_\_\_\_  
Consent:   x    
Information: \_\_\_\_\_

Date: November 7, 2012

Prepared by: **Debbie Aldred, Principal**

**Background Information**

Sierra View 6<sup>th</sup> grader will be traveling to Butte Meadows to attend Environmental Camp. This will be Sierra View's 23<sup>rd</sup> year offering this environmental camp experience. The trip will start on Wednesday, May 15, 2013 and returning on Friday, May 17, 2013. The students will be traveling by a District bus.

**Educational Implications**

Environmental Camp will provide students with activities that address 6<sup>th</sup> grade Science Standards. Students will develop a deeper awareness, understanding, and appreciation of the interrelationships of all life by attending classes about Energy, Cycles, & Diversity, Community & Interrelationships, and Change & Adaptation.

**Fiscal Implications**

No impact on the general fund. Funds for this field trip will be earned through fund raising activities and parent donations.



## CHICO UNIFIED SCHOOL DISTRICT

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

8.2.4.  
Page 2 of 2

## FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: October 10, 2012

FROM: Daryl Bender, Dean Passanisi,  
Greg Bishop

School/Dept.: SIERRA VIEW ELEMENTARY

SUBJECT: Field Trip Request

Request is for 6th Grade Environmental Camp

(grade/class/group)

Destination: Camp Lassen - Butte Meadows Activity: Butte Meadows Outdoor School

from May 15, 2013 / 10:00 AM to May 17, 2013 / 1:00 PM  
(dates) / (times) (dates) / (times)

Rationale for Trip: Science camp covering 6th grade standardsNumber of Students Attending: 75 Teachers Attending: 3 Parents Attending: 18Student/Adult Ratio: 75:20

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

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

## ESTIMATED EXPENSES:

Fees \$ \_\_\_\_\_ Substitute Costs \$ 468.00 Meals \$ 2,600.00Lodging \$ 2,550.00 Transportation \$ 1,540.00 Other Costs \$ 4,100.00

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

Name 6th Grade Camp Acct. #: 01-9024-0-1110-1000-5800-280-1280

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

Daryl Bender  
Requesting Party

10-11-12  
Date

D. Aldred  
Site Principal

10/11/12  
Date



Approve/Minor



Do not Approve/Minor

[Signature]  
Director of Transportation

10/15/12  
Date

or  
Recommend/Major

or  
Not Recommended/Major

(If transporting by bus or Charter)

## IF MAJOR FIELD TRIP

[Signature]  
Director of Educational Services

10-18-12  
Date



Recommend



Not Recommended



Approved



Not Approved

Board Action

Date

**PROPOSED AGENDA ITEM:** Approve the field trip request for the Chico High A Cappella Choir

**Prepared by:** Susan Delgado

☒ Consent

**Board Date** November 7, 2012

☐ Information Only

☐ Discussion/Action

### **Background Information**

The Chico High School A Cappella would like to attend a Nationally Ranked Music Festival in the San Francisco Bay Area called World Strides Heritage Performance Festival. This gives us the opportunity to perform for nationally ranked adjudicators, receive a ranking and comments. We would be competing against schools with similar enrollments. We would leave early May 3, arrive in San Francisco, check in to our hotel, eat a nice dinner and go see a show (TBA.) On Saturday, we would perform at the festival, get to see other choirs, then spend the day in Great America, with an awards ceremony and a dinner/dance provided for all musicians in attendance. On Sunday, we would like to sing in a church, head to Chinatown, and head to the science museum at Golden Gate Park. Hopefully we could do some break out performances at other venues along our way.

### **Education Implications**

Performing to the best of our ability and receiving authentic and immediate feedback from adjudicators is invaluable. Attending a museum and a musical are very educational and not to be forgotten experiences.

### **Fiscal Implications**

All money for this trip is being raised with various fund raisers by the students. We would like to thank the Chico Community for supporting our concerts and fund raisers.

### **Additional Information**

I have 45 strong in the a Cappella Choir at Chico High. I would hope that you can all come to at least one of our many performances during the year. Within this group, we have formed a boys quartet, a girls quartet, a girls jazz group and a madrigal group. These students are worth hearing and representing the Chico community in other venues.

RECEIVED

CHICO UNIFIED SCHOOL DISTRICT

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

8.2.5.

Page 2 of 2

OCT - 4 2012

FIELD TRIP REQUEST

EDUCATIONAL  
TO: ~~CUSD~~ Board of Education

Date: \_\_\_\_\_

FROM: Susan Delgado

School/Dept.: Chico High Choral Music

SUBJECT: Field Trip Request

Request is for \_\_\_\_\_ A Cappella Choir 10-12 \_\_\_\_\_  
(grade/class/group)

Destination: San Francisco/Bay Area Activity: Sing at a Heritage Music Festival/Museums/Great America

from May 3, 2013 / 6:00am to May 5, 2013 / 9:00pm  
(dates) / (times) (dates) / (times)

Rationale for Trip: To sing in a nationally ranked music festival, attend a musical in San Francisco, go to a museum or two and have fun at Great America

Number of Students Attending: 45 Teachers Attending: 1 Parents Attending: 4

Student/Adult Ratio: 1/11

Transportation: Private Cars \_\_\_\_\_ CUSD Bus \_\_\_\_\_ Mt. Lassen Motor Transit  
Charter Bus Name \_\_\_\_\_  
Other: Will be arranged by World Strides Heritage Performance

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

ESTIMATED EXPENSES:

Fees \$ 1,250.00 Substitute Costs \$ 70.00 Meals \$ 2,500.00  
Lodging \$ 6000.00 Transportation \$ 4,000.00 Other Costs \$ 2,000.00

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

Name Choral Music-ASB Acct. #: 401 \$ 15.000

Susan Delgado *Susan Delgado* 10-2-12  
Requesting Party Date

*[Signature]*  
Site Principal

10/2/12  
Date

☒ Approve/Minor ☐ Do not Approve/Minor  
or  
Recommend/Major Not Recommended/Major  
(If transporting by bus or Charter)

*[Signature]*  
Director of Transportation

10/25/12  
Date

IF MAJOR FIELD TRIP

*[Signature]*  
Director of Educational Services

10/25/12  
Date

☒ Recommend ☐ Not Recommended  
☐ Approved ☐ Not Approved

Board Action

Date

PROPOSED AGENDA ITEM: Kevin Clark Consulting and Training

Prepared by: Janet Brinson

☒ Consent

Board Date November 7, 2012

☐ Information Only

☐ Discussion/Action

**Background Information**

As part of an ongoing effort for Chico Unified to support teachers of English learners, Kevin Clark Consulting and Training will build the capacity of veteran ELD teachers, develop foundational methods and behaviors for new ELD teachers, assist district coaches in supporting ELD teachers and enhance the role of district administrators in ELD instruction and program design.

**Educational Implications**

This agreement's goal is to increase acquisition and academic learning skills of English language learners per program improvement requirements.

**Fiscal Implications**

There is no impact to the general fund.

Mandatory Instructions  
(click to view)

8.2.6.  
Page 2 of 3  
CA# 13-00031

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

### CONSULTANT AGREEMENT

1. A completed BS10a. "Certificate of Independent Consultant Agreement" guideline is:  
☒ On File (click to view) ☐ Attached if not on file
2. A completed W9 "Request for Taxpayer Identification Number and Certification" form is:  
☒ On File (click to view) ☐ Attached if not on file

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

Name: 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:

DATE:  
ORIGINAL: ASST. SUP.  
CC: A/P  
CONSULTANT  
ORIG ADMIN

This agreement will be in effect from: 10/18/12 to: 06/30/13

Location(s) of Services:

Chapman, Citrus, McManus, Parkview and Rosedale

3. Scope of Work to be performed: (attach separate sheet if necessary)  
Build capacity of veteran ELD teachers, develop foundational methods and behaviors for new ELD teachers, assist district coaches in supporting ELD teachers and enhance the role of district administrators in ELD instruction and program design.
4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:  
To increase language acquisition and academic learning skills of English Language learners per program improvement requirements. (Supports LEA, Title I and Title III plans.)
5. Funding/Programs Affected: (corresponding to accounts below)  
1) Title II Teacher Quality Training  
2)  
3)

6.	Pct. (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Site	Manager
1)	100	01	4035	0	1110	1000	5800	510	6700
2)									
3)									

7. Is there an impact to the General Fund, Unrestricted funding? ☐ Yes ☒ No
8. Payment to Consultant: For services actually rendered and supported by Consultant initiated invoices, the District will pay consultant not to exceed the payment criteria as follows:

\$ 9,260.55 Per Unit, times 11.00 #Units = \$ 101,866.05 Total for Services

9. Additional Expenses

Cost includes materials, travel and training \$  
for eleven equal payments of \$9,260.55 per mo. \$

Total of Additional  
Expenses  
\$ 0.00  
\$101,866.05 Grand Total

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

CA# 13-00031

# CONSULTANT TERMS AND CONDITIONS

(Applicable, unless determined to be Contract Employee-See BS 10a)

Consultant Name: Clark Consulting and Training

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 I 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/documents/BUSINESS/Consultant\\_Agreement/BS\\_10a\\_11\\_04\\_rev.pdf](http://www.chicoud.org/documents/BUSINESS/Consultant_Agreement/BS_10a_11_04_rev.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. **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

(Printed Name)

Date

## 13. RECOMMENDED:

(Signature of Originating Administrator)

Janet Brinson, Director

(Printed Name)

Date

## 14. APPROVED:

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

Dave Scott, Asst. Superintende

(Printed Name)

Date

## APPROVED:

(Signature of District Admin, Business Services)

Peter VanBuskirk

(Printed Name)

Date

## 15. Authorization for Payment:

CHECK REQUIRED (Invoice to accompany payment request):

- ☐ Partial Payment through: \_\_\_\_\_ 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: November 7, 2012

**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.

Mandatory Instructions  
(click to view)

CA#

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

### CONSULTANT AGREEMENT

1. A completed BS10a. "Certificate of Independent Consultant Agreement" guideline is:  
☒ On File (click to view)      ☐ Attached if not on file
2. A completed W9 "Request for Taxpayer Identification Number and Certification" form is:  
☒ On File (click to view)      ☐ Attached if not on file

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 Dr.  
**City, State, Zip Code:** Oroville, CA 95965  
**Phone:** 530-538-7309 Fax: 530-538-6826  
**Taxpayer ID/SSN:** 94-6000506

This agreement will be in effect from: 09-06-12 to: 06-30-13

Location(s) of Services:

Various School sites

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, behavior and support District K-12 truancy office.
4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:  
 Strategic Plan Strategy 3: We will actively engage families and community to help our students achieve academic and personal success.

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

- 1) Title I
- 2)
- 3)

6.
 

Pct. (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Site	Manager
1) 100	01	3010	0	1110	1000	5800	510	6700
2)								
3)								

7. Is there an impact to the General Fund, Unrestricted funding? ☒ Yes ☐ No

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

\$ 3,990.10      Per Unit, times 10.00      #Units =      \$ 39,901.00      **Total for Services**

9. Additional Expenses

\$	Total of Additional
\$	Expenses
\$ 39,901.00	<b>Grand Total</b>

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



## CONSULTANT TERMS AND CONDITIONS

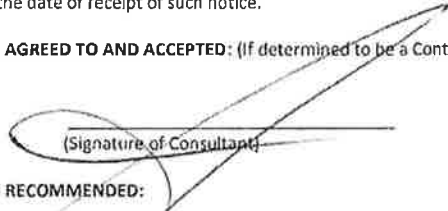
(Applicable, unless determined to be Contract Employee-See BS 10a)

CA#

**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 I 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/documents/BUSINESS/Consultant\\_Agreement/BS\\_10a\\_11\\_04\\_rev.pdf](http://www.chicousd.org/documents/BUSINESS/Consultant_Agreement/BS_10a_11_04_rev.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. AGREED TO AND ACCEPTED:** (If determined to be a Contract Employee, a payroll check will be issued with applicable taxes withheld.)

  
(Signature of Consultant)

Steven K. Bordin, Director

(Printed Name)

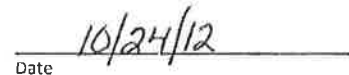
  
Date

**13. RECOMMENDED:**

  
(Signature of Originating Administrator)

Janet Brinson, Director

(Printed Name)

  
Date

**14. APPROVED:**

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

Dave Scott, Director

(Printed Name)

  
Date

**APPROVED:**

  
(Signature of District Admin, Business Services)

☐

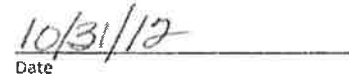
Consultant

☐

Contract Employee

Peter VanBuskirk

(Printed Name)

  
Date

### 15. Authorization for Payment:

CHECK REQUIRED (Invoice to accompany payment request):

☐

Partial Payment through:

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:** Consultant Agreement with Butte County Probation  
Department

**PREPARED BY:** Janet Brinson

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

Board Date: November 7, 2012

**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.

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

### CONSULTANT AGREEMENT

1. A completed BS10a. "Certificate of Independent Consultant Agreement" guideline is:  
☒ On File (click to view) ☐ Attached if not on file
2. A completed W9 "Request for Taxpayer Identification Number and Certification" form is:  
☒ On File (click to view) ☐ Attached if not on file

**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 Dr.  
**City, State, Zip Code:** Oroville, CA 95965  
**Phone:** 530-538-7309 Fax: 530-538-6826  
**Taxpayer ID/SSN:** 94-6000506

This agreement will be in effect from: 09-06-12 to: 06-30-13  
Location(s) of Services:  
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. The primary focus is to work with youth on their terms and conditions of probation.
4. **Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:**  
Strategic Plan Strategy 3: We will actively engage families and community to help our students achieve academic and personal success.

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

- 1) Title I  
2)  
3)

- | 6. | Pct. (%) | Fund | Resource | Proj/Yr | Goal | Function | Object | Site | Manager |
|----|----------|------|----------|---------|------|----------|--------|------|---------|
| 1) | 100      | 01   | 3010     | 0       | 1110 | 1000     | 5800   | 510  | 6700    |
| 2) |          |      |          |         |      |          |        |      |         |
| 3) |          |      |          |         |      |          |        |      |         |

7. Is there an impact to the General Fund, Unrestricted funding? ☒ Yes ☐ No

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

\$ **7,980.10** Per Unit, times **10.00** #Units = \$ **79,801.00** **Total for Services**

9. **Additional Expenses**

\$	Total of Additional
\$	Expenses
\$ 79,801.00	<b>Grand Total</b>

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

## CONSULTANT TERMS AND CONDITIONS

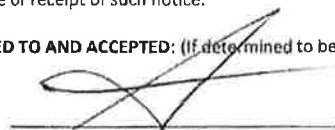
(Applicable, unless determined to be Contract Employee-See BS 10a)

CA#

**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.chicousd.org/documents/BUSINESS/Consultant\\_Agreement/BS\\_10a\\_11\\_04\\_rev.pdf](http://www.chicousd.org/documents/BUSINESS/Consultant_Agreement/BS_10a_11_04_rev.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. AGREED TO AND ACCEPTED:** (If determined to be a Contract Employee, a payroll check will be issued with applicable taxes withheld.)

  
(Signature of Consultant)

Steven K. Bordin, Director

(Printed Name)

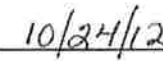
  
Date

**13. RECOMMENDED:**

  
(Signature of Originating Administrator)

Janet Brinson, Director

(Printed Name)

  
Date

**14. APPROVED:**

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

Dave Scott, Director

(Printed Name)

  
Date

**APPROVED:**

  
(Signature of District Admin, Business Services)

Peter VanBuskirk

(Printed Name)

  
Date

### 15. Authorization for Payment:

CHECK REQUIRED (Invoice to accompany payment request):

☐ Partial Payment through: \_\_\_\_\_ 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: Quarterly Report on Williams Uniform Complaints

Prepared by: Janet Brinson

☒ Consent

Board Date November 7, 2012

☐ 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**  
**2012-2013 FISCAL YEAR**  
[Education Code § 35186(d)]

8.2.9.  
Page 2 of 2

District: Chico Unified School District

Person completing this form: Janet Brinson

Title: Director

Quarterly Report Submission Date:  
(check one)

- ☐ April 2013  
☐ July 2013  
☒ October 2012  
☐ January 2013

Date for information to be reported publicly at governing board meeting: **November 7, 2012**

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			
<b>TOTALS</b>			

\_\_\_\_\_  
Kelly Staley, Superintendent

\_\_\_\_\_  
Date

PROPOSED AGENDA  
ITEM:

Warrant Authorization

---

Prepared by: Pete Van Buskirk, Director, Fiscal Services

☒ Consent

Board Date 11/07/12

☐ Information Only

☐ Discussion/Action

Background Information

Warrants in the amount of \$2,256,205.64 for the period of October 12, 02012 through October 31, 2012 have been reviewed and are ready for Board approval.

Educational 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.

Checks Dated 10/12/2012 through 10/31/2012

Board Meeting Date 11/07/12

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
--------------	------------	---------------------	-------------	-----------------	--------------

## Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	457	1,495,913.61
09	Charter Sch Spec Rev 3412	33	17,816.16
13	Cafeteria (3401)	39	148,350.52
25	Cap Fac State Cap (3408) 25-26	1	4,158.00
27	1998 Sr B(2008 Sale P&I)(3406)	23	569,240.82
42	sp Res Rda-Cp thru (3427)40-43	2	3,588.70
76	n/a Net Payroll Warrants	1	22,460.31
Total Number of Checks		556	2,261,528.12
Less Unpaid Sales Tax Liability			5,322.48-
Net (Check Amount)			2,256,205.64

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE



PROPOSED AGENDA ITEM: Monthly Enrollment (3rd School Month)

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Prepared by: Maureen Fitzgerald, Assistant Superintendent, Business Services

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X	Consent	Board Date	November 7, 2012
	Information		
	Discussion/Action		

**Background Information:**

Tracking enrollment and ADA (Average Daily Attendance) data is vital to accurately projecting class size, school site capacities, and ultimately, district revenues. Enrollments are tracked daily for the first two weeks of school and then monthly thereafter. While we also evaluate the ADA with the monthly data, the district general fund revenue is funded on P2 (around 8<sup>th</sup> month) cumulative attendance.

**Education Implications:**

Monitoring enrollment is critical to ensuring that classes are of the appropriate size and configuration, ensuring that instructional opportunities are provided for all students.

**Fiscal Implications/Analysis of Attached Reports:**

The attached document shows that the district enrollment is up slightly from projections.

Chico Unified School District

2012-13

Total Monthly Enrollment and ADA By School

	-----SCHOOL MONTH-----											
	1st	2nd	Oct. 3	3rd	4th	5th	6th	7th	8th	9th	10th	11th
	Aug 24	Sept 21	CBEDS	Oct 19	Nov 16	Dec 14	Jan 11	Feb 8	Mar 8	Apr 5	May 3	May 31
Chapman	371	366	367	371								
Citrus	335	339	339	339								
Emma Wilson	643	637	648	643								
Hooker Oak K-6	363	369	368	366								
John McManus	530	523	525	528								
Little Chico Crk	600	610	610	607								
Marigold	537	540	541	540								
Neal Dow	434	433	434	434								
Parkview	363	360	362	358								
Rosedale	553	560	561	562								
Shasta	677	676	674	672								
Sierra View	634	638	640	638								
Oakdale K - 6	6	8	7	7								
Loma Vista K-6	3	3	4	3								
SUBTOTAL K-6	6,049	6,062	6,080	6,068							0	0
BJHS	670	670	672	664								
CJHS	578	575	582	580								
MJHS	559	561	562	562								
CHS	1,786	1,802	1,800	1,775								
PVHS	1,927	1,936	1,932	1,921								
Fair View	247	235	237	240								
CAL	38	55	63	53								
AFC	22	18	20	20								
Oakdale 7 -12	50	80	85	91								
Loma Vista 7-12	7	7	7	7								
NPS												
SUBTOTAL 7-12	5,884	5,939	5,960	5,913	0	0	0	0	0	0	0	0
CURRENT YEAR	11,933	12,001	12,040	11,981	0	0	0	0	0	0	0	0
PY Month Diff.		68	168	(20)								
Projected 12-13 CBEDS			11,872									
2011-12 P2 ADA								11,367				
Projected 2012-13 P2 ADA								11,315				
11-12	11,870	11,866	11,883	11,892	11,837	11,783	11,810	11,769	11,760	11,776	0	11,677

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

8.4.1.  
Page 1 of 1

DATE: November 7, 2012  
MEMORANDUM TO: Board of Education  
FROM: Kelly Staley, Superintendent  
SUBJECT: Certificated Human Resources Actions

**Temporary Appointments 2012/13**

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>	<u>Estimated Annual District Cost</u>
Marsh, Jennie	Elementary	1023/12-6/06/13	0.2 FTE Temporary Appointment	\$10,828
Morrissey, Stacia	Secondary	10/16/12-6/06/13	0.2 FTE Temporary Appointment	\$16,726
Salzman, Julie	Elementary	10/15/12-6/06/13	0.7 FTE Temporary Appointment	\$32,579
Yost-Bremm, Jesse	Secondary	10/29/12-6/06/13	0.2 FTE Temporary Appointment	\$8,762
Hoe, Tonja	Psychologist	11/1/12-6/30/13	0.25 FTE Temporary Appointment	\$15,414

**Employees moving from Temporary to Probationary/Permanent Status**

<u>Employee</u>	<u>FTE</u>	<u>New Status</u>	<u>Employee</u>	<u>FTE</u>	<u>New Status</u>
Akimoto, Emily	1.00	Prob 1	Hansen, Annalisa	0.40	Perm
Barnum, Andy	1.00	Prob 2	Kidd, Debbie	1.00	Perm
Barnum, Jane	1.00	Prob 1	Ledwith, Alexey	1.00	Prob 2
Bay, Katy	1.00	Prob 1	Lundberg, Shelbi	1.00	Prob 2
Bishop, Kathyleen	0.20	Perm	Mayr, Martha	0.60	Perm
Bracco, Angela	1.00	Prob 1	McGarr, Carrie	1.00	Prob 2
Brown, Monica	1.00	Prob 1	Molchen, Kelly	1.00	Prob 2
Callas, Christine	1.00	Perm	Myers, Carie	1.00	Prob 1
Canales, Andrew	1.00	Prob 1	Oden, Justine	1.00	Prob 1
Clements, Katelyn	1.00	Prob 1	Payne, Shannon	1.00	Prob 2
Combs, Jamie	1.00	Prob 1	Perrin, Melanie	1.00	Prob 1
Coons, Emily	1.00	Prob 1	Pitsker, Stacy	1.00	Prob 2
Erwin, Lindsey	1.00	Prob 1	Resendez, Roland Jr.	1.00	Prob 1
Fitzpatrick Laura	1.00	Prob 2	Roberts, Felicia	1.00	Prob 1
Fitzstevens, Naomi	1.00	Prob 1	Schreiber, Shannon	1.00	Prob 1
Ford, Greg	0.40	Perm	Smith, Nicole	1.00	Prob 2
Gagne, Michelle	1.00	Prob 1	Snyder, Charles	1.00	Prob 1
Gephart, Heather	1.00	Prob 2	Swanberg, Katelyn	1.00	Prob 1
Gimbal, Kim	0.20	Perm	Wood, Stephanie	1.00	Prob 1
Hamilton, Ellen	1.00	Perm			
Hankins, Liz	1.00	Perm			

**Coaching Appointments**

<u>Name</u>	<u>Position</u>	<u>School</u>	<u>Season</u>
Volt, Stephanie	JV Girls Soccer	Pleasant Valley	Winter

**Coaching Resignations**

Najera, Merced	JV Girls Soccer	Resignation
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**CHICO UNIFIED SCHOOL DISTRICT**  
**1163 E. 7<sup>th</sup> STREET**  
**CHICO, CA 95928-5999**

8.4.2.  
Page 1 of 2

DATE: NOVEMBER 7, 2012

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	POSITION COST @ Step 1 + Red Plan Medical + Qualifying Dental/Vision
APPOINTMENTS				
Bingham, Debera	Cafeteria Satellite Manager/LCC/7.8	10/19/2012	Existing Position/117/Nutrition/5310	
Clark, Elizabeth	IPS-Healthcare/Elm Street Head Start/3.5	10/22/2012	Vacated Position/31/Special Ed/6500	10904.07
Davis, Happi	Transportation Special Ed Aide/Transportation/1.8	10/19/2012	Existing Position/113/Transportation/7240	
Deome, Gale	School Bus Driver-Type 2/Transportation/7.1	10/25/2012	Existing Position/127/Transportation/7240	
Deome, Gale	School Bus Driver-Type 2/Transportation/5.9	8/20/2012	Existing Position	
Filippi, Janice	Cafeteria Assistant/McManus/2.0	10/29/2012	New Position/80/Nutrition/5310	5134.48
Hagar, Bernadette	School Bus Driver-Type 2/Transportation/3.1	8/20/2012	Existing Position	
Hassett, Debra	Cafeteria Assistant/Parkview/2.0	10/29/2012	New Position/78/Nutrition/5310	5134.48
Hightman, Rebecca	School Bus Driver-Type 2/Transportation/7.5	10/25/2012	Existing Position/126/Transportation/7240	
Jarjour, Ragheda	Cafeteria Assistant/Citrus/2.0	10/24/2012	New Position/76/Nutrition/5310	5134.48
Liggett, Bridgette	Transportation Special Ed Aide/Transportation/5.7	10/19/2012	Existing Position/114/Transportation/7240	
Mayfield, Anna	LT IPS-Classroom/Parkview/1.5	10/22/2012-2/21/2013	New LT Position/58/Special Ed/6500	
Myers, Kayla	Instructional Paraprofessional- Classroom/LCC/5.0	10/22/2012	Vacated Position/57/Special Ed/6500	13822.99
Nielsen, Terra	LT IPS-Healthcare/Loma Vista/6.0	10/22/2012-2/20/2013	During absence of incumbent/35/ Special Ed/6500	
Rippon-Watson, Kerry	LT Instructional Paraprofessional- Healthcare/Mariposa Head Start/3.2	10/24/2012-3/5/2013	New LT Position/70/Special Ed/6500	
Shaffer, Deena	Cafeteria Assistant/Neal Dow/2.0	10/29/2012	New Position/79/Nutrition/5310	5134.48
Stimac, Lorrie	Campus Supervisor/BJHS/2.0	10/16/2012	Vacated Position/337/Categorical/7091	5158.40
Stuart, Karen	Parent Classroom Aide-Restr/LCC/2.0	10/24/2012	New Position/84/Categorical/3010	3744.58
Turner, Matthew	Custodian/CHS/8.0	10/22/2012	Vacated Position/23/General/0000	27480.30
Weiss, Deena	Cafeteria Assistant/LCC/3.3	10/19/2012	Existing Position/116/Nutrition/5310	
PROMOTION				
Duggins, Deborah	Cafeteria Cook Small School/Nord Country School/5.5	10/25/2012	Correct Start Date/10/Nutrition/5310	13669.33

<b>REINSTATEMENT</b>
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Koll, David	Director-Classified Human Resources/Classified HR/8.0	11/13/2012	Vacated Position/14/General/0000
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<b>VOLUNTARY REDUCTION IN HOURS</b>
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Ledesma, Marisol	IA-Bilingual/CJHS/1.0	10/15/2012	Existing Position
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<b>LEAVES OF ABSENCE</b>
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McEntee-Choo, Misty	IPS-Healthcare/Parkview/5.5	12/7/2012-4/16/2013	Per CBA 5.3.3
---------------------	-----------------------------	---------------------	---------------

<b>RESIGNED ONLY THIS POSITION</b>
------------------------------------

Bingham, Debera	Cafeteria Satellite Manager/LCC/7.5	10/18/2012	Increase in Hours
Davis, Happi	Transportation Special Ed Aide/Transportation/1.6	10/18/2012	Increase in Hours
Deome, Gale	School Bus Driver-Type 2/Transportation/5.0	8/19/2012	Increase in Hours
Deome, Gale	School Bus Driver-Type 2/Transportation/5.9	10/24/2012	Increase in Hours
Hagar, Bernadette	School Bus Driver-Type 2/Transportation/3.3	8/19/2012	Voluntary Reduction in Hours
Hightman, Rebecca	School Bus Driver-Type 2/Transportation/6.6	10/24/2012	Increase in Hours
Liggett, Bridgette	Transportation Special Ed Aide/Transportation/5.5	10/18/2012	Increase in Hours
Weiss, Deena	Cafeteria Assistant/LCC/2.9	10/18/2012	Increase in Hours

**PROPOSED AGENDA ITEM:** CHS FFA Well Drilling Team's Trip to Africa

**Prepared by:** Ronnie Cockrell

☐ Consent

**Board Date** November 7, 2012

☐ Information Only

☒ Discussion/Action

### **Background Information**

Last January, the CHS FFA Welding students took on an ambitious project of building a portable well drilling rig with the help of local Chicoan Ron Reed. Reed is founder of Kilolo Star Well Drillers. The goal of Kilolo Star Well Drillers is to help the people of the Kilolo District of Tanzania, Africa by providing water wells and training young men and women to become water well drillers. The CHS FFA students demonstrated the rig at their Henshaw Farm and displayed it at the Silver Dollar Fair and the California State Fair. The rig placed second in each.

### **Education Implications**

The students have been given the opportunity to take their drilling rig to Africa, to drill a much needed well and to train local men and women to use the drilling rig. In addition they would also train several African men and women to weld in an effort to improve their daily lives. This is an outstanding opportunity for these students to see their hard work make a difference in other lives as well as experience the Tanzanian culture.

### **Fiscal Implications**

The only cost to CUSD will be \$546.00 to cover the cost of the substitute for Mr. Cockrell. The students have been fund-raising for their airfare and spending money. They have successfully raised \$14,000.00.

### **Additional Information**

Although the students will be gone thirteen days, they will only miss seven days of school (due to the Thanksgiving Break).

## CHICO UNIFIED SCHOOL DISTRICT

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

9.1.1.  
Page 2 of 2

## FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: October 24, 2012

FROM: Ronnie Cockrell

School/Dept.: Chico High/AG

SUBJECT: Field Trip Request

Request is for: Chico High Well Drilling Team (Juniors and Seniors)Destination: Tanzania, Africa Activity: Well DrillingFrom November 15<sup>th</sup>, 2012 3:45PM to November 27, 2012 / 5:00PMRationale for Trip: To provide potable water to an African village.Number of Students Attending: 4 Teachers Attending: 1Student/Adult Ratio: 4:1

Transportation: Private Cars \_\_\_\_\_ CUSD Bus \_\_\_\_\_ Charter Bus Name \_\_\_\_\_  
Other: Emirates Airlines

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

## ESTIMATED EXPENSES:

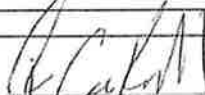
## (CUSD EXPENSES)

Fees \$ \_\_\_\_\_ Substitute Costs \$546.00 Meals \$ \_\_\_\_\_

Lodging \$ \_\_\_\_\_ Transportation \$ \_\_\_\_\_ Other Costs \$ \_\_\_\_\_

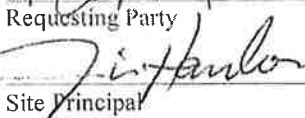
ACCOUNT NAME(S), NUMBER(S) and AMOUNT(S): \$546.00Name: Carl Perkins Ag Account Acct. #: 01-3550-0-3812-1000-xxxx-010-2010

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



Requesting Party

10-30-12  
Date



Site Principal

10/30/12  
Date

☒ Approve/Minor ☐ Do not Approve/Minor  
or  
Recommend/Major Not Recommended/Major  
(If transporting by bus or Charter)

Director of Transportation

Date

## IF MAJOR FIELD TRIP


11-2-12  
Date

☒ Recommend ☐ Not Recommended  
☐ Approved ☐ Not Approved

Board Action

Date

AGENDA ITEM: **Nutrition Services Healthy Hunger Free Kids Act 2010, Impact, Supper Program and Summer Feeding Program Update**

Prepared by: **Vince Enserro, Director of Nutrition Services and Tanya Harter, Nutrition Specialist**

☐ Consent

Board Date November 7, 2012

☒ Information Only

☐ Discussion/Action

**Background Information**

- School Lunch
  - More kids are participating in National School Lunch Program (NSLP)
  - 5,466 children served daily
  - 23 Chico schools participate in NSLP, including Charter Schools
- Supper Program
  - More kids are participating in Supper Program
  - 822 children served daily
  - 8 Chico schools participate in NSLP, including Nord Country School
- Summer Feeding Program
  - More kids are participating in Summer Feeding Program
  - 37,101 meals were served Summer 2012 to children ages 2-18
  - 8 feeding sites throughout Chico participated in SFSP

**Educational Implications**

**School meals help students to do better in school**

- Research has shown that students who eat school meals perform their best academically.
- Students who eat school breakfast have greater gains in standardized test scores and show improvements in math, reading and vocabulary scores.
- Healthy eating correlates with less trips to the school nurse and less absenteeism.
- Providing nutritious school breakfast on testing days leads to improved test scores.

**Fiscal Implications**

School meals offer a critical service to our communities

The NSLP and SBP help ensure that no child will go hungry during the school day.

- Children from families with incomes at or below 185 percent of the poverty level are eligible for free or reduced price meals.
- For some children, a free school meal is the only meal they will have all day.



### **Additional Information**

School meals have come a long way! Today, kids are offered healthy, tasty and appealing choices:

- Fresh fruits and vegetables
- Whole grains
- Reduced TransFats
- Salad
- Pizza with whole wheat crust, low-fat cheese, low-sodium sauce
- Whole grain pasta
- Baked items rather than fried
- Healthful cooking/preparation techniques

School meals are balanced and healthy! NSLP lunches must meet federal nutrition guidelines. These meals must:

- limit fat and saturated fat,
- provide one-third of the Recommended Dietary Allowance (RDA) of protein, calcium, iron, and vitamins A and C,
- contain age-appropriate portion sizes,
- provide the right balance of protein, dairy, grains, fruits and vegetables.

School meals help kids maintain a healthy weight

- Students who eat school meals provided through the NSLP and the SBP are more likely to be at a healthy weight.
- NSLP participants are more likely than non-participants to consume vegetables, milk and milk products, and meat and other protein-rich foods, both at lunch and over 24 hours; they also consume less soda and/or fruit drinks.
- Students are less likely to gain weight during the school year when in school then during the summer when school is out.

School meals are safe

- School nutrition professionals have rigorous training in food safety and have implemented a HACCP Plan.
- School kitchens are subject to two health inspections annually conducted by the local health department.
- According to the Food and Drug Administration, school kitchens are among the safest of commercial and institutional foodservice establishments.

PROPOSED AGENDA ITEM: 2012-13 Monthly Cash Flow Report

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Prepared by: Maureen Fitzgerald, Assistant Superintendent, Business Services

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	Consent	Board Date	November 7, 2012
X	Information		
	Discussion/Action		

**Background Information:**

With more than 30% of revenues (cash) deferred into the next fiscal year, monitoring the districts cash position has become a priority. The uncertainty of the State's ability to continue to fund schools at current levels and the State's poor cash flow position has made many districts throughout the State seek temporary borrowing to manage cash flow needs. Currently, CUSD has not had to borrow cash. Monthly Cash Flow reports will begin coming for board review as information to update the district's current cash flow position.

**Fiscal Implications/Analysis of Attached Reports:**

Assuring Cash is available to cover district obligations including payroll is critical. Monitoring this monthly will assure the district remains fiscally healthy and able to meet all financial obligations.

LEA Name: CHICO UNIFIED  
2012-13 Cash Flow at Adoption

	July	August	September	October	November	December	January	February	March	April	May	June	Total	Accrual
<b>BEGINNING CASH (Per County 13th Mo)</b>	142,299	11,395,536	12,955,247	7,561,426	12,524,343	17,337,555	23,788,190	26,330,903	20,325,699	12,900,435	14,490,475	7,184,508	142,299	
	0.00%	9.00%	12.00%	5.00%	10.00%	10.00%	15.00%	9.00%	4.00%	13.00%	13.00%	0.00%	65.54%	
<b>RECEIPTS</b>														
Revenue Limit Sources		759,429	4,785,905	1,827,140	3,383,593	3,383,593	6,534,094	635,364	357,157	2,063,992	903,811	0	24,640,078	12,955,402
State Aid - CY				3,386									3,386	
Prior Year Corrections					1,479,598		75,206	28,447	2,695	7,750,460	0	541,539	21,108,886	
Property Taxes				49,251	(546,844)	12,261	(318,512)	(497,594)	(458,419)	(458,419)	(458,419)	(458,419)	(3,133,011)	
In-Lieu Taxes				91,755	3,454,266	30,102	1,670,166	826,112	816,032	467,070	296,872	1,500,069	9,346,288	
Federal Sources			193,845	0	2,230,164	754,850	1,457,700	141,744	79,679	460,459	202,971	169,422	5,496,989	2,890,238
Other State Sources				1,038,844										
Other State Inc'l W/Appmt - CY														
EIA					517,692		258,846						1,294,232	
Lottery				0	338,700	338,700							1,354,800	
ASES				723,444									1,124,409	
Class-Size Reduction - CY				507,119									1,465,364	
Other Local Sources			63,590	353,979	1,211,383	159,405	683,358	492,216	607,446	557,446			2,395,613	930,249
Other Sources	10,153	9,769	(390,906)		370,984								5,293,717	
Transfers In				31,148	157,250		1,023,334	873,379					2,085,111	(0)
<b>TOTAL RECEIPTS</b>	10,153	769,197	4,652,434	4,628,066	12,596,787	15,909,863	11,384,192	3,457,913	2,002,136	10,840,998	1,767,529	3,101,827	70,080,250	16,775,889
<b>DISBURSEMENTS</b>														
Salaries & Benefits	1,048,259	6,082,366	7,449,540	7,833,856	8,755,407	8,786,127	7,418,399	8,747,375	8,428,293	8,428,293	8,299,053	6,931,030	88,217,998	
Operating Expenditures	1,429,267	310,874	856,007	974,262	898,939	982,062	1,389,438	702,372	770,554	770,554	770,554	1,150,000	11,004,923	
Capital Outlay	7,944	681,952	3,972	3,972	3,972	18,070	33,642	13,370	228,553	52,110	3,889	(685,924)	365,522	
Other Outgo								0					0	
Transfers Out													0	
<b>TOTAL DISBURSEMENTS</b>	2,485,470	7,085,191	8,309,520	8,812,110	9,658,318	9,786,279	8,841,479	9,463,117	9,427,400	9,250,957	9,073,496	7,395,106	99,588,443	0
<b>ASSETS/LIABILITIES/OTHER</b>														
Assets														
AR		25,448	259,356		1,024,743								0	18,505,500
State Aid - PY Rec'd in Jul/Aug/Sep				6,942,192									1,309,547	
Other State Inc'l W/Appmt - PY Rec'd in Jul/Aug/Sep				1,296,021									6,942,192	
Class-Size Reduction - PY				0									1,296,021	
Cash Awaiting Deposit													0	
Other (County Cash Outstanding)	15,567,526	6,851,025	13,568	5,001										
Liabilities														
AP	49,274	(1,048,720)	(795,225)	(905,747)	(850,000)	(327,051)							5,124,708	
Other (County Cash Outstanding)	1,789,698	49,487	3,285,522											
<b>TOTAL DISBURSEMENTS</b>	13,728,554	7,875,705	(1,796,735)	9,148,961	1,874,743	327,051	0	0	0	0	0	0	14,672,468	18,505,500
<b>NET MONTHLY CHANGE</b>	11,253,237	1,559,712	(5,393,821)	4,962,917	4,813,212	6,450,635	2,542,713	(6,005,204)	(7,425,264)	1,580,041	(7,305,967)	(4,293,279)	(14,835,726)	
<b>NET ENDING CASH</b>	11,395,536	12,955,247	7,561,426	12,524,343	17,337,555	23,788,190	26,330,903	20,325,699	12,900,435	14,490,475	7,184,508	2,891,229	(14,893,427)	
Cash Value of Note	0	0	0	0	0	0	0	0	0	0	0	0	0	
Cash Without Note	11,395,536	12,955,247	7,561,426	12,524,343	17,337,555	23,788,190	26,330,903	20,325,699	12,900,435	14,490,475	7,184,508	2,891,229		
Treasurer Cash	7,875,615	11,832,711	8,200,978											
Variance	(3,515,921)	(1,122,536)	639,552											

**PROPOSED AGENDA ITEM:** Setting Date of Annual Organizational Board Meeting

**Prepared by:** Kelly Staley, Superintendent

☐ Consent

Board Date November 7, 2012

☐ Information Only

☒ Discussion/Action

**Background Information**

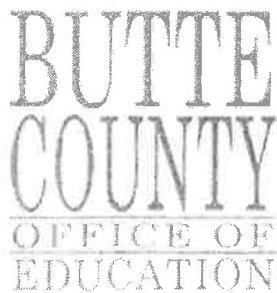
Ed Code requires that the governing board of each school district hold an annual organizational meeting. The meeting shall be held on a day within a 15-day period that commences with the date upon which a governing board member elected at the election takes office. The date and time of the annual meeting shall be selected by the board at its regular meeting held immediately prior to the first day of such 15-day period, and the board shall notify the County Superintendent of Schools of the date and time selected.

**Education Implications**

None

**Fiscal Implications**

None



Tim Taylor  
Superintendent  
ttaylor@bcoe.org

Mia Osborne-Ng  
Sr. Executive Assistant  
mng@bcoe.org

Board of Education

Dr. Ladd Johnson  
Jeamine MacKay  
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Betty Vassar  
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<http://www.bcoe.org>

An Equal Opportunity  
Employer

**TO:** District Superintendent's Secretaries

**FROM:** Mia Osborne-Ng, Sr. Executive Assistant to  
Tim Taylor, County Superintendent  
Butte County Office of Education

**DATE:** October 19, 2012

**SUBJECT:** Date of Annual Organizational Board Meeting

**Education Code § 35143** *The governing board of each school district shall hold an annual organizational meeting. In a year in which a regular election for governing board members is conducted, the meeting shall be held on a day within a 15-day period that commences with the date upon which a governing board member elected at that election takes office. Organizational meetings in years in which no such regular election for governing board members is conducted shall be held during the same 15-day period on the calendar. Unless otherwise provided by rule of the governing board, the day and time of the annual meeting shall be selected by the board at its regular meeting held immediately prior to the first day of such 15-day period, and the board shall notify the county superintendent of schools of the day and time selected. The clerk of the board shall, within 15 days prior to the date of the annual meeting, notify in writing all members and members-elect of the date and time selected for the meeting.*

**Education Code § 72000(c)(2)(A)** *makes the same provision for a community college district.*

To comply with this requirement, please note the action of your district governing board by completing the statement that appears below. So indicate if local charter provisions or other rules prevail relative to such an organizational meeting. Please return one copy to Tim Taylor, County Superintendent, within 10 days of the organizational meeting, retaining a copy for your district files.

Pursuant to **§ 35143** and **§ 72000(c)(2)(A)** of the **Education Code** the  
Governing Board of the Chico Unified School  
District, at its meeting on November 7, 2012, has selected December 5, 2012, as the date of the annual organizational  
meeting of said board.

The meeting will be held at the Chico City Council Chambers  
beginning at 6:00 p.m.

\_\_\_\_\_  
Secretary/Clerk

\_\_\_\_\_  
Date

"WHERE CHILDREN COME FIRST"

**AGENDA ITEM:**      Approval of Board Policy 3585, Electronically Stored Information (ESI)  
and Electronic Mail Policy

**Prepared by:**      Jason Gregg, Director

☐ Consent

Board Date      November 7, 2012

☐ Information Only

☒ Discussion/Action

**Background Information**

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

**Education Implications**

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

**Fiscal Implications**



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

**Board Policy:**

**#3585**

**Section: 3000**

**Business and Non  
Instructional  
Operations  
Page 1 of 1**

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## **ELECTRONICALLY STORED INFORMATION (ESI) AND ELECTRONIC MAIL POLICY**

It shall be the policy of the Chico Unified School District to retain all Electronically Stored Information (ESI), as defined in AR 3585, for a period of four years.

It shall be the policy of the District that the District's Electronic Mail ("e-mail") system is intended to be a medium of communication, and not to be used for the electronic storage of District records. For the District's e-mail system to function as intended, employees must ensure that any District records created or transmitted by e-mail are developed, maintained, and/or disposed of in accordance with applicable law. It shall be the policy of the District that ESI and Electronic Mail shall only be considered to be retained in the ordinary course of business if retained in accordance with BP 3585 and AR 3585. Electronic Mail, as defined in AR 3585, shall be retained in the ordinary course of business for a period of one year after which time such records may be expunged.

However, ESI and Electronic Mail shall be retained for a period longer than those stated above if required by applicable law, regulation or policy. ESI and Electronic mail shall be retained for a longer duration if so required under 5 C.C.R. Section 16020 *et seq.* or as potential evidence in litigation.

*Education Code §35253*

*5 C.C.R. §§16020 – 16027*

*Federal Code of Civil Procedure, Rule 26*

*Federal Code of Civil Procedure, Rule 37(f)*

*California Code of Civil Procedure, § 1985.8, §2016 et seq.; §2031 et seq.; Cal. Rule of Court 3.724*

All District records, including ESI and Electronic Mail, shall be developed, maintained, and disposed of in accordance with law and California Department of Education regulations. [Government Code Sections 6250-6270; EC §§ 35145, 35163, 35250-35255, 44031, 49065; 5 CCR §§16020-16027]

Inspection of District disclosable public records must be available to members of the public upon request during office hours. [GC 6252-6253]. The public agency can adopt reasonable rules of access to protect the safety of the records from theft or damage and to prevent inspection from disrupting the operation of the agency (*Bruce v. Gregory* (1967) 65Cal.2d 666)).

Questions concerning Electronic Records should be directed to the Director of Information Technology. Title 5, CCR provides that record retention procedures are to ensure the efficient, reliable and economical management of information. The management of information should be designed to ensure that information is accessible and available while at the same time minimizing the costs and burdens to taxpayers associated with the expense of retaining records that are no longer necessary to the discharge of official business.

Originators and recipients of records are responsible for identifying and saving documents that must be retained in order to comply with Federal, state, or local laws, CUSD policies or directives, or upon notice of possible litigation or E-Discovery.