

CUSD Board of Education

Regular Meeting Agenda

Chico City Council Chambers

June 24, 2015

CLOSED SESSION – 5:00 P.M.

REGULAR BOARD MEETING – 6:00 P.M.



Board Members

Elizabeth Griffin, President

Eileen Robinson, Vice President

Linda Hovey, Clerk

Dr. Kathleen Kaiser, Member

Gary Loustale, Member

Kelly Staley, Superintendent

This Agenda is Available at:
Chico Unified School District

1163 E. 7th Street

Chico, CA 95928

(530) 891-3000

Or Online at:

www.chicousd.org

Posted: 06/18/15

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 PARTICIPATION 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 PARTICIPATION 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 3rd 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
- 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.

CHICO UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Regular Meeting – June 24, 2015

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:

CUTA

CSEA, Chapter #110

CUMA

Representatives:

Kelly Staley, Superintendent

Bob Feaster, Asst. Superintendent

Dave Scott, Asst. Superintendent

Kevin Bultema, Asst. Superintendent

Jim Hanlon, Principal

2.2. Public Employee Appointments

Per Government Code §54957

Title: Principal, Chico High School

2.3. Public Employee Performance Evaluation

Per Government Code §54957

Title: Superintendent

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

3. RECONVENE TO REGULAR SESSION

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

4. RETIREE RECOGNITION

5. ANNOUNCEMENTS

6. ITEMS FROM THE FLOOR

7. CONSENT CALENDAR

7.1. GENERAL

- 7.1.1. Consider Approval of Minutes of Regular Session on June 17, 2015

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

7.2. EDUCATIONAL SERVICES

- 7.2.1. Consider Approval of the Consultant Agreement with Foley Jones & Associates for Services Provided for the CCLC and ASES After-School Programs

- 7.2.2. Consider Approval of the Consultant Agreement with Club Z Tutoring Service to Provide Tutoring to Students That Have Requested State-Required Supplemental Services

- 7.2.3. Consider Approval of the Amended Consultant Agreements (2) with Tom Enns and Daniel Gardner for Services Provided for the YouthBuild Program for the 2014-15 School Year

- 7.2.4. Consider Approval of the Consultant Agreements (4) with Tom Enns, Dan Gardner, Sandra Waterhouse, and Lyman Hagen for Services Provided for the YouthBuild Grant for the 2015-16 School Year

- 7.2.5. Consider Approval of the Consultant Agreement with Abeo School Change for On-Site Consultation, Facilitation, Design and Coaching Support for K-12 Teachers and Administrators
- 7.2.6. Consider Approval of the Inspire Memorandum of Understanding
- 7.2.7. Consider Approval of (3) New Textbook Requests for Integrated Math for Independent Study Programs, Entitled: Big Ideas Math – Integrated Math I; Big Ideas Math – Integrated Math II; Big Ideas Math – Integrated Math III
- 7.2.8. Consider Approval of Changes to Support Secondary Math and 6th Grade Transition
- 7.2.9. Consider Approval of Agricultural Vocational Education Incentive Grant
- 7.2.10. Consider Approval of Charter School Annual Site Visit Reports
- 7.3. BUSINESS SERVICES
 - 7.3.1. Consider Approval of Preauthorization – Reroof Unit 500 at Chico Jr. High School
 - 7.3.2. Consider Bid Approval for Safety and Security Window Coverings at Citrus, Emma Wilson, Hooker Oak, McManus, Neal Dow, Parview and Rosedale
- 7.4. HUMAN RESOURCES
 - 7.4.1. Consider Approval of Certificated Human Resources Actions
 - 7.4.2. Consider Approval of Classified Human Resources Actions
- 8. **DISCUSSION/ACTION CALENDAR**
 - 8.1 EDUCATIONAL SERVICES
 - 8.1.1. Discussion/Action: Adoption of 2015-16 Local Control Accountability Plan (Educational Services Team)
 - 8.2. BUSINESS SERVICES
 - 8.2.1. Discussion/Action: Approval of the 2015-16 Original Budget (Kevin Bultema)
 - 8.2.2. Discussion/Action: Approval of the 2015-16 Original Budget – Reserves Disclosure (Kevin Bultema)
 - 8.2.3. Information: Summer Maintenance and Facility Projects Report (Kevin Bultema)
- 9. **ITEMS FROM THE FLOOR**
- 10. **ANNOUNCEMENTS**
- 11. **ADJOURNMENT**

Posted: 06/18/15

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MINUTES

1. CALL TO ORDER

At 5:00 p.m. Board President Griffin 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: Griffin, Robinson, Hovey, Kaiser, Loustale

1.1. Public comment on closed session items

There were no public comments.

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

Employee Organizations:

CUTA

CSEA, Chapter #110

CUMA

Representatives:

Kelly Staley, Superintendent

Bob Feaster, Asst. Superintendent

Dave Scott, Asst. Superintendent

Kevin Bultema, Asst. Superintendent

2.2. Public Employee Appointments

Per Government Code §54957

Title: Principal, Citrus Elementary

Title: Program Specialist, Special Education

2.3. Conference with Legal Counsel - Existing Litigation

per Subdivision (a) of Government Code §54956.9

Name of case: Shawna Downs

Mitigation Bank and Bert Garland

Present:

Kelly Staley, Superintendent

Bob Feaster, Asst. Superintendent

Dave Scott, Asst. Superintendent

Kevin Bultema, Asst. Superintendent

Julie Kistle, Director

Addison Covert, Attorney at Law

2.4. Conference with Legal Counsel – Anticipated Litigation

Per Subdivision (b) of Government

Code §54956.9 (one case)

Present:

Kelly Staley, Superintendent

Bob Feaster, Asst. Superintendent

Dave Scott, Asst. Superintendent

Kevin Bultema, Asst. Superintendent

Julie Kistle, Director

Addison Covert, Attorney at Law

2.5. Conference with Real Property Negotiators

Per Government Code §54956.8

APN # 006-220-008-000, Price and Terms of Payment

Agency's Negotiator: Kevin Bultema

Present:

Kelly Staley, Superintendent

Bob Feaster, Asst. Superintendent

Dave Scott, Asst. Superintendent

Kevin Bultema, Asst. Superintendent

Julie Kistle, Director

2.6. Public Employee Performance Evaluation

Per Government Code §54957

Title: Superintendent

MINUTES

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

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

3.2. Report Action Taken in Closed Session

Board President Griffin announced the Board had been in Closed Session and had unanimously (Griffin, Robinson, Hovey, Kaiser, Loustale) approved the appointment of Rachel Tadeo as the Principal at Citrus Elementary School.

3.3. Flag Salute

At 6:07 p.m. Board President Griffin led the salute to the flag.

4. STUDENT REPORTS

At 6:08 p.m. Superintendent Staley introduced Chico High School Principal Jim Hanlon, who presented information on the four Skills USA students who had placed first in interactive game and programming at the state competition in San Diego and would be traveling to Kentucky next week for the National competition. Three of the four students: Eden Fuchs, Jackson Leach, and Eduardo Zamora spoke about their experiences and their future plans. Gary Loustale was recognized for leading students to the nationals for two years in a row. Board Member Kaiser recognized the International Educators from 20 different countries who were present at the Board meeting. They each introduced themselves and stated what county they were from.

5. RETIREE RECOGNITION

At 6:29 p.m. Superintendent Staley introduced BCOE Superintendent Tim Taylor and the First 5 Commission Executive Director Yvonne Nenadal. Dave Scott was recognized with a certificate for his work with the First 5 Commission and Bob Feaster was recognized for his work on SELPA. Both were told how much they would be missed. A PowerPoint was presented listing the 2015 CUSD Retirees. Certificates and an appreciation gift were handed out to those who were present.

6. SUPERINTENDENT'S REPORT AND RECOGNITION

At 6:40 p.m. Board President Griffin thanked Dave Scott and Bob Feaster for their years of hard work and dedication to CUSD students and congratulated all CUSD retirees. Superintendent Staley presented Assistant Superintendents Dave Scott and Bob Feaster with the Superintendent's Award and thanked them for their years of service. At 6:42 p.m. Chico High School Principal Jim Hanlon talked about the Chico High's partnership with China and noted that four teachers were planning trips to China in July and would return to the Board in the fall with a report. Director John Bohannon introduced the new Inspire Principal, Ms. Jerry Crosby.

7. ANNOUNCEMENTS

At 6:47 p.m. There were no announcements.

8. ITEMS FROM THE FLOOR

There were no items from the floor.

9. REPORTS FROM EMPLOYEE GROUPS REGARDING NEGOTIATIONS

There were no negotiation reports from employee groups.

10. CONSENT CALENDAR

At 6:48 p.m. Board President Griffin asked if anyone would like to pull a consent item for further discussion. Board President Griffin pulled items 10.1.1. and 10.2.5. Board Member Kaiser moved to approve the remaining Consent Items; seconded by Board Clerk Hovey.

10.1. GENERAL

10.1.1. This item was pulled for further discussion.

MINUTES**10.1.2. Approved the Items Donated to the Chico Unified School District**

Donor	Item	Recipient
Rupp Research	\$100.00	Elementary Fine Arts
Sandra Villasenor	\$230.00	Emma Wilson Elementary
Kim Stelzriede	\$230.00	Emma Wilson Elementary
Suzanne Moncrief	\$230.00	Emma Wilson Elementary
Korey Miller	\$230.00	Emma Wilson Elementary
Steven Mendonca	\$230.00	Emma Wilson Elementary
Jimmy Lee Sole Prop	\$230.00	Emma Wilson Elementary
Bryan Heyeck	\$230.00	Emma Wilson Elementary
Marilyn Ortmanson	\$230.00	Emma Wilson Elementary
Imran Babu	\$230.00	Emma Wilson Elementary
Katie Alves	\$230.00	Emma Wilson Elementary
Shelley Whitfield	\$230.00	Emma Wilson Elementary
Tiffany Wilhelm	\$230.00	Emma Wilson Elementary
Brian Spina	\$200.00	Hooker Oak
Michael Townsen	HP Stream Notebook @ \$215.00	Marigold Elementary
YourCause, LLC Trustee for PG&E	\$249.00	Chico Jr. High
Donor: Tino Nava		
MJHS Basketball Club	\$350.00	Marsh Jr. High
Wells Fargo Community Support Campaign	\$90.00	Marsh Jr. High
Michelle Quist (Herff Jones)	\$600.00	Marsh Jr. High
North Valley Ag Services	Ag Products @ \$56.08	Chico High
Chico Rotary Club Foundation	\$330.00	Pleasant Valley High
PVHS PTSA	\$2,000.00	Pleasant Valley High
The University Foundation, CSUC	\$400.00	Pleasant Valley High
Sam Ballard / Sam's Hair	Training & Hair Cuts @ \$800.00	Fair View High
Fantastic	\$350.00	Fair View High
Tory Zellick	\$700.00	Fair View High
Bernard Vigallon	\$250.00	Fair View High
Sally & Dave Scott		

10.2. EDUCATIONAL SERVICES

- 10.2.1. Approved the Expulsion of Students with the following IDs: 56256, 57540, 63892, 71743, 74181
- 10.2.2. Approved the Expulsion Clearance of Students with the following IDs: 57439, 79562
- 10.2.3. Approved the Field Trip Request for Pleasant Valley High Student Government to Attend an Event Planning Retreat at Marin Headlands Institute in Marin, CA from 08/05/15 to 08/07/15
- 10.2.4. Approved the Consultant Agreement with Foley Jones and Associates for work on the CCLC and ASES After School Programs
- 10.2.5. This item was pulled for further discussion
- 10.2.6. Approved the Consultant Agreement with the Chico Area Recreation District (CARD) to Provide Services for the After School Grants
- 10.2.7. Approved the New Textbook: Medical Terminology for Online Medical Terminology Class
- 10.2.8. Approved the New Textbook: Biotechnology – Science for the New Millennium for Medical Pathway

MINUTES

- 10.2.9. Approved the New Textbook: American History: Connecting with the Past for AP US History

10.3. BUSINESS SERVICES

- 10.3.1. Approved the Accounts Payable Warrants
- 10.3.2. Approved the Notice of Completion for Bidwell Jr. High School Modernization Increment 1
- 10.3.3. Approved the Notice of Exemption of the California Environmental Quality Act – Solar Projects at Bidwell Jr., Emma Wilson, Neal Dow, Rosedale, and Sierra View Schools
- 10.3.4. Approved the Contract with Lozano Smith, LLP for Legal Services

9.4. HUMAN RESOURCES

9.4.1. Approved the Certificated Human Resources Actions

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>
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Temporary Appointments 2015/16

Baber, Darcy	Elementary	8/13/15	0.4 FTE
Biertuempfel, Christy	Elementary	8/13/15	0.4 FTE
Estep, Jennifer	Elem Fine Arts	8/13/15	1.0 FTE
Holbrook, Marylyn	Elementary	8/13/15	1.0 FTE
Oberg, Tamara	ELD Specialist	8/13/15	0.4 FTE
Osak, Gina	Elementary	8/13/15	0.2 FTE
Richardson, Jill	Elem Fine Arts	8/13/15	1.0 FTE
Riggs, Ronald	Secondary	8/13/15	0.2 FTE
Rivera, Jena	Elementary	8/13/15	0.2 FTE

Probationary Appointments 2015/16

Bledsoe, Brittany	Elementary	8/13/15	1.0 FTE Probationary 2
Bonacich, Nick	Elementary	8/13/15	1.0 FTE Probationary 2
DeDontney, Traci	Elementary	8/13/15	1.0 FTE Probationary 2
Donahoo, Katie	Elementary	8/13/15	1.0 FTE Probationary 2
Dudkowski, Nedra	Special Education	8/13/15	1.0 FTE Probationary 1
Gerrard, Brooke	Special Education	8/13/15	1.0 FTE Probationary 1
Grimaldo-Urbe, Samantha	Elementary	8/13/15	1.0 FTE Probationary 2
Hull, Jeff	Special Education	8/13/15	1.0 FTE Probationary 1
Kerr, Isla	Secondary	8/13/15	0.6 FTE Probationary 1
Krieger, Jessica	Elementary	8/13/15	1.0 FTE Probationary 2
Leaf, Katy	Elementary	8/13/15	1.0 FTE Probationary 1
LeHardy, Elizabeth	Elementary	8/13/15	1.0 FTE Probationary 1
Mendez, Monica	Elementary	8/13/15	1.0 FTE Probationary 0
Richer, Hayley	Special Education	8/13/15	1.0 FTE Probationary 1
Rivera, Jena	Elementary	8/13/15	0.7 FTE Probationary 0
Sutton, Stormie	Special Education	8/13/15	0.5 FTE Probationary 1
Wallace, Amy	Special Education	8/13/15	1.0 FTE Probationary 1

MINUTES**Administrative/CUMA Appointments 2015/16**

Olsen, Diane	Coordinator	7/1/15	1.0 FTE
Rodgers, Jack	Project Specialist	7/1/15	1.0 FTE
Vigallon, Bernard	Project Specialist	7/1/15	0.66 FTE

Leave Requests 2015/16

Anzalone, Merrilee	Elementary	2015/16	0.2 FTE CUTA Leave
Clements, Katelyn	Elementary	2015/16	1.0 FTE Personal Leave
Crawford, Theresa	Elementary	2015/16	0.4 FTE Personal Leave (STRS Reduced Workload)
Hartman, Jill	Elementary	2015/16	0.2 FTE Child Care Leave
Metzger, Elizabeth	Secondary	2015/16	0.2 FTE Personal Leave (STRS Reduced Workload)
Peacock, Michaelle	Psychologist	2015/16	0.6 FTE Personal Leave
Quinto, Terry	Psychologist	2015/16	0.2 FTE Personal Leave
Beebe, Mary	Elementary	6/5/15	Retirement
Hoffmann, Laura	Elementary	6/2/15	Resignation
King, Kelly	Elementary	6/5/15	Resignation
Leen, Candais	Elementary	6/5/15	Retirement
Quackenbush, Darelynn	Special Education	6/5/15	Retirement
Ritcher, Nancy	Secondary	6/5/15	Retirement
Robinson, Delbert	Speech	6/5/15	Retirement
Stupey, Robert	Elementary	8/1/15	Resignation

10.4.2. Approved the Classified Human Resources Actions

ACTION NAME	CLASS/LOCATION/ ASSIGNED HOURS	EFFECTIVE	COMMENTS
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APPOINTMENT

Aiken, Holly	Instructional Assistant/Neal Dow/3.0	5/26/2015	New Position
Anderson, Orieta	Administrative Assistant/ Business Office/8.0	5/26/2015	Vacated Position
Avalos Huerta, Mayra	IA-Bilingual/Chapman/4.0	5/18/2015	New Position
Bonneau, Stacey	IPS-Classroom/Emma Wilson/3.5	5/4/2015	Vacated Position
Bromley, Charise	LT Accountant/Business Office/8.0	5/29/2015- 11/5/2015	During Absence of Incumbent
Coletti, Ryan	Library Media Assistant/ Hooker Oak/2.5	5/19/2015	Vacated Position
Eblin, Sarah	Parent Classroom Aide- Restr/Hooker Oak/2.5	5/4/2015	New Position
Fashing, Kari	Parent Classroom Aide- Restr/Little Chico Creek/3.0	6/1/2015	Existing Position

MINUTES

Horgan, Erin	Parent Classroom Aide- Restr/Parkview/3.3	5/18/2015	Vacated Position
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Jarjour, Ragheda	Cafeteria Assistant/CHS/4.0	5/26/2015	Vacated Position
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PROMOTION

Carver, John	Director-M/O/T/M & O/8.0	5/11/2015	Vacated Position
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Hudson, Nathan	Sr Custodian/CHS/8.0	5/18/2015	Vacated Position
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LEAVE OF ABSENCE

Kaufmann, Savannah	IPS-Classroom/Sierra View/4.0	5/7/2015- 5/15/2015	Per CBA 5.11
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Kaufmann, Steven	IPS-Healthcare/ McManus/6.0	5/18/2015- 5/29/2015	Per CBA 5.11
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Martin, Theresa	Cafeteria Assistant/ BJHS/3.0	5/11/2015- 8/17/2015	Per CBA 5.12
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RESIGNATION/TERMINATION

Alderman, Dina	Parent Classroom Aide- Restr/Little Chico Creek/2.0	6/4/2015	Voluntary Resignation
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Bourne, Craig	Parent Classroom Aide- Restr/Hooker Oak/2.5	6/4/2015	Voluntary Resignation
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Carver, John	LT Director-M/O/T/M & O/8.0	5/10/2015	End LT Assignment
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Condon, Susan	Sr Library Media Assistant/ MJHS/6.0	6/12/2015	PERS Retirement
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Contreras, Leanne	Payroll-Benefits Technician/ Business Office/8.0	6/30/2015	Voluntary Resignation
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Dutra, Deborah	IA-Special Education/ CJHS/5.0	6/4/2015	PERS Retirement
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Dutra, Deborah	IPS-General/CJHS/2.0	6/4/2015	PERS Retirement
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Employee #13713		5/26/2015	Released During Probation
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Estep, Jennifer	IA-Special Education/ Wildflower/3.0	6/4/2015	Voluntary Resignation
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Grimes, Louis	Campus Supervisor/ BJHS/4.7	6/4/2015	PERS Retirement
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Grimes, Louis	Campus Supervisor/ BJHS/1.8	6/4/2015	PERS Retirement
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Hagen, Susan	Health Assistant/Emma Wilson/6.0	6/4/2015	PERS Retirement
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Haston, Michaela	IPS-Hearing Impaired/ Inspire/6.5	6/4/2015	Voluntary Resignation
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Jaime-Arellano, Mauricio	Targeted Case Mgr- Bilingual/PVHS/2.4	6/4/2015	Voluntary Resignation
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Keener, JoAnn	IPS-Classroom/Little Chico Creek/3.5	6/4/2015	PERS Retirement
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MINUTES

Keener, JoAnn	IPS-Classroom/Little Chico Creek/3.0	6/4/2015	PERS Retirement
Lorenzo-Pratt, Melissa	Parent Classroom Aide- Restr/Marigold/2.0	6/4/2015	Voluntary Resignation
Luchessa, Penelope	IA-Special Education/Emma Wilson/6.8	6/20/2015	PERS Retirement
Lyons, Sharon	Parent Classroom Aide- Restr/Shasta/4.8	6/4/2015	Restricted Released
Mayfield, Anna	IPS-Classroom/ Parkview/3.0	6/4/2015	Voluntary Resignation
Morris, Abbylea	Parent Classroom Aide- Restr/Little Chico Creek/2.0	6/4/2015	Voluntary Resignation
Morris, Abbylea	Parent Classroom Aide- Restr/Little Chico Creek/1.0	6/4/2015	Voluntary Resignation
Parker, Roxanna	IA-Special Education/ CHS/5.0	6/4/2015	PERS Retirement
Powell, Ashley	Office Asst Elementary Attendance/Hooker Oak/4.0	6/5/2015	Voluntary Resignation
Rupp, Marian	Library Media Assistant/ Sierra View/2.5	6/12/2015	PERS Retirement
Smith, Matthew	IA-Special Education/ BJHS/6.0	6/4/2015	Voluntary Resignation
Smyzer, Elliott	School Bus Driver- Type2/Transportation/6.9	6/8/2015	Voluntary Resignation
Sullivan, Veronica	Parent Classroom Aide- Restr/Marigold/2.0	6/4/2015	Restricted Released
Vue, Lyta	Impacted Language Liaison- Hmong/Citrus/1.4	5/15/2015	Voluntary Resignation
Yount, Jessica	IPS-Classroom/Loma Vista/3.0	6/4/2015	Voluntary Resignation

RESIGNED ONLY POSITION LISTED

Aiken, Holly	Instructional Assistant/ Citrus/3.3	5/25/2015	Voluntary Reduction in Hours
Carver, John	Maintenance & Operations Supervisor/M & O/8.0	5/10/2015	Promotion
Holt, Kacie	Elementary Guidance Specialist/Sierra View/3.0	6/4/2015	Voluntary Resignation
Hudson, Nathan	Custodian/CHS/8.0	5/17/2015	Promotion

(Consent Vote)

AYES: Griffin, Robinson, Hovey, Kaiser, Loustale

NOES: None

ABSENT: None

MINUTES

11. DISCUSSION/ACTION CALENDAR**ITEMS REMOVED FROM CONSENT FOR FURTHER DISCUSSION****10.1.1. Consider Approval of the Minutes of Regular Session on May 20, 2015, and Special Session on June 1, 2015**

Board President Griffin noted there was a typo and asked for FVHS Principal Mall to be corrected to Moll. Board President Griffin moved to approve the Minutes with the correction noted; seconded by Board Member Kaiser.

AYES: Griffin, Robinson, Hovey, Kaiser, Loustale

NOES: None

ABSENT: None

10.2.5. Consider Approval of Consultant Agreement with Skyway House to Provide Services for the Byrne JAG Grant

Board President Griffin questioned whether the years had been presented correctly and asked for clarification. Directors John Bohannon and Janet Brinson noted the dates would be corrected for clarification. Board President Griffin moved to approve the Consultant Agreement; seconded by Board Member Kaiser.

AYES: Griffin, Robinson, Hovey, Kaiser, Loustale

NOES: None

ABSENT: None

11.1. EDUCATIONAL SERVICES**11.1.1. Information: Update on California Assessment of Student Performance and Progress (CAASPP); Smarter Balanced Assessments Consortium (SBAC) and California Alternate Assessment Field Test (CAA)**

At 6:53 p.m. Director Michael Morris presented an update on assessments and thanked the IT department for the work they accomplished in a short period of time to make the assessments possible and all the coordinators and site employees for their work.

11.1.2. Information/Public Hearing: Public Hearing of Draft 2015-16 Local Control Accountability Plan

At 6:59 p.m. Assistant Superintendent David Scott, Directors John Bohannon, Joanne Parsley, Janet Brinson, and Coordinator Christi Bangsund, presented information and a PowerPoint of the Draft Local Control Accountability Plan. It was noted that this was the Public Hearing for the Draft and the Board and the public are encouraged to present recommendations about the LCAP. The Public Hearing was open at 8:05 p.m. and closed at 8:06 p.m. with no comments. The Board made several suggestions and Assistant Superintendent Scott noted changes would be incorporated and the new DRAFT LCAP would be brought back to the Board on June 24 for approval.

At 8:06 p.m. Board President announced the Board would take a break.

At 8:18 p.m. The meeting was called back to order.

11.2. BUSINESS SERVICES**11.2.1. Public Hearing/Discussion/Action: Public Hearing of the Draft 2015-16 Original Budget**

At 8:18 p.m. Assistant Superintendent Kevin Bultema, and Directors Connie Cavanaugh and Jaclyn Kruger presented information and a PowerPoint on the

MINUTES

2015-16 Original Budget. The Public Hearing was open at 8:52 p.m. and closed at 8:53 p.m. with no comments. Assistant Superintendent Bultema noted the budget would be brought back to the Board on June 24 for approval.

11.2.2. Public Hearing/Discussion/Action: Public Hearing of the 2015-16 Original Budget – Reserves Disclosure

At 8:54 p.m. Assistant Superintendent Kevin Bultema presented information on the Reserves Disclosure. The Public Hearing was open at 8:56 p.m. and closed at 8:57 p.m. with no comments. The Disclosure will be brought back to the Board on June 24 for approval.

11.2.3. Discussion/Action: Education Protection Account

At 8:58 p.m. Assistant Superintendent Kevin Bultema presented information on the Education Protection Account. Board Clerk Hovey moved to approve the expenditures; seconded by Board Member Kaiser.

AYES: Griffin, Robinson, Hovey, Kaiser, Loustale

NOES: None

ABSENT: None

11.2.4. Discussion/Action: Closure of Cash Fund 3400 at Butte County Treasury

At 8:59 p.m. Assistant Superintendent Kevin Bultema presented information on Cash Fund 3400. Board Clerk Hovey moved to approve the closure; seconded by Board Member Loustale.

AYES: Griffin, Robinson, Hovey, Kaiser, Loustale

NOES: None

ABSENT: None

11.3. HUMAN RESOURCES

11.3.1. Discussion/Action: Changes to the Salary Schedule for Certificated Substitutes

At 9:01 p.m. Assistant Superintendent Bob Feaster presented information about the Salary Schedule for Certificated Substitutes and made a recommendation for changes. Board Member Kaiser moved to approve the recommended changes; seconded by Board Vice President Robinson. Board Member Loustale noted he was abstaining from the vote as his wife works as a Substitute.

AYES: Griffin, Robinson, Hovey, Kaiser

NOES: None

ABSENT: None

ABSTAIN: Loustale

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

At 9:06 p.m. Assistant Superintendent Bob Feaster presented information on the Declaration of Need for Fully Qualified Educators. Board Vice President Robinson moved to approve the Declaration; seconded by Board Member Kaiser.

AYES: Griffin, Robinson, Hovey, Kaiser, Loustale

NOES: None

ABSENT: None

11.4. BOARD

11.4.1. Discussion: Review of Board Bylaw 9250, Remuneration, Reimbursement and Other Benefits

At 9:07 p.m. Superintendent Staley presented information on Board Bylaw 9250, Remuneration, Reimbursement and Other Benefits and noted this was for Discussion only. Board members made suggestions for changes to the

MINUTES

current CUSD Board Bylaw. Superintendent Staley noted the CUSD Board Bylaw would be brought back with changes to a later Board meeting for final approval and will include a cost analysis of said changes.

12. ITEMS FROM THE FLOOR

At 9:39 p.m. There were no items from the floor.

13. ANNOUNCEMENTS

At 9:40 p.m. There were no announcements.

14. ADJOURNMENT

At 9:41 p.m. Board President Griffin adjourned the meeting.

:mm

APPROVED:

Board of Education

Administration

DONATIONS/GIFTS

7.1.2.

Page 1 of 1

Donor	Item	Recipient
Stephen Ostrowski	\$230.00	Emma Wilson Elementary
Pam Larrance	\$230.00	Emma Wilson Elementary
Ejaz Hussain	\$230.00	Emma Wilson Elementary
Sylvia Accetta	\$230.00	Emma Wilson Elementary
Fred Davis	\$500.00	Rosedale Elementary
Jill Hilton	Misc. Items @ \$288.00	Chico High
Roplast Industries Inc.	\$600.00	Pleasant Valley High
DPR Construction	\$500.00	Pleasant Valley High
Lindsay K. Poulin	\$500.00	Pleasant Valley High
Lifetouch National School Studios	\$1,740.00	Pleasant Valley High
Chico Rotary Club Foundation	\$1,700.00	Pleasant Valley High
Carol Danforth Futterer	\$25.00	Pleasant Valley High/Music
Mark Bloom	\$100.00	Pleasant Valley High/Music
Monique Nowicki	\$30.00	Pleasant Valley High/Music
Lou Himelhoch	\$50.00	Pleasant Valley High/Music
Char McCleerey	\$25.00	Pleasant Valley High/Music
Tod & Sherri Kimmelshue	\$50.00	Pleasant Valley High/Music
Richard & Jeannette Wilbur	\$25.00	Pleasant Valley High/Music
Lynn Margherita	\$30.00	Pleasant Valley High/Music
Peggy Neves	\$100.00	Pleasant Valley High/Music
Kris & Ellen Blee	\$100.00	Pleasant Valley High/Music
Juanita Blee	\$75.00	Pleasant Valley High/Music
Karen Cranfil	\$25.00	Pleasant Valley High/Music
John Leach	\$50.00	Pleasant Valley High/Music
Gisela Arias	\$50.00	Pleasant Valley High/Music
Kirk, Catherine, & Ali Blee	\$50.00	Pleasant Valley High/Music
Erika Arias	\$25.00	Pleasant Valley High/Music
Sean & Darcy Bober	\$125.00	Pleasant Valley High/Music
Helen Wheeler	\$20.00	Pleasant Valley High/Music
Anonymous	\$40.00	Pleasant Valley High/Music
Clayton Galbraith	\$100.00	Pleasant Valley High/Music
Don & Deb King	\$25.00	Pleasant Valley High/Music
Teresa Garcia	\$25.00	Pleasant Valley High/Music
Ed & Clara Kendler	\$50.00	Pleasant Valley High/Music
Phil & Toni Dorsey	\$10.00	Pleasant Valley High/Music
Kate Thompson	\$25.00	Pleasant Valley High/Music
Alvy Silva	\$25.00	Pleasant Valley High/Music
Kristen Baugher	\$50.00	Pleasant Valley High/Music
Greg & Lila Aubell	\$50.00	Pleasant Valley High/Music
Anne Marie Larsen	\$25.00	Pleasant Valley High/Music
Kathryn MacKell	\$50.00	Pleasant Valley High/Music
Elizabeth and Steve Himlich	\$50.00	Pleasant Valley High/Music
Julie Chavez	\$50.00	Pleasant Valley High/Music
Lisa Roy	\$25.00	Pleasant Valley High/Music
Josie Josephson	\$50.00	Pleasant Valley High/Music
Jon Martin	\$20.00	Pleasant Valley High/Music
Michelle Kinner	\$20.00	Pleasant Valley High/Music
JD Estep	\$25.00	Pleasant Valley High/Music
Erin Salazar	\$25.00	Pleasant Valley High/Music
Chuck & Heather Josephson	\$25.00	Pleasant Valley High/Music
Michael Adams	\$25.00	Pleasant Valley High/Music
Mike Christian	\$20.00	Pleasant Valley High/Music

AGENDA ITEM: Consultant Agreement with Foley Jones and Associates

Prepared by: Janet Brinson, Director

☒ Consent

Board Date June 24, 2015

☐ Information Only

☐ Discussion/Action

Background Information

Foley Jones & Associates will provide assistance in the management of evaluation and Data collection for each school site participating in the ASES/ 21st CCLC programs; Technical assistance, and monthly site reviews and annual performance reports. In Addition, a Foley Jones' representative will attend monthly collaborative planning meetings and develop, write, and submit annual reports for ASES and 21st Century After School Programs. An evaluator is required for the ASES/ 21st CCLC programs.

Educational Implications

Provide academic, enrichment, and recreation activities for students.
Provide a safe and healthy environment conducive to learning.

Fiscal Implications

No impact to the General Fund.

Mandatory Instructions
(click to view)

CA#

CHICO UNIFIED SCHOOL DISTRICT
Business Services
1163 E. 7th 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: Foley Jones & Associates, LLC
Street Address/POB: PO Box 8661
City, State, Zip Code: Woodland, CA 95667
Phone: (530) 908-4604
Taxpayer ID/SSN: 27-4556161

This agreement will be in effect from: July 1, 2015 to: 6/30/2016

Location(s) of Services:

Chico Unified School District (various sites)

3. **Scope of Work to be performed: (attach separate sheet if necessary)**
 Manage annual evaluation and data collection plan; provide technical assistance, monthly reviews; annual performance reports; attend monthly collaborative planning meetings; and develop, write & submit annual reports for CCLC and ASES programs. Participate in grant re-writes for existing prgrm.
4. **Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:**
 Provide academic, enrichment, and recreation activities for students. Provide a safe and healthy environment conducive to learning.
5. **Funding/Programs Affected: (corresponding to accounts below)**
 - 1) After School Education and Safety Programs (ASES)
 - 2) 21st Century Community Learning Center After School Programs (21st CCLC)
 - 3)

6.	Pct. (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Site	Manager
1)	23	01	6010	0	1032	1000	5800	570	6700
2)	45	01	4124	0	1037	1000	5800	570	6700
3)	32	01	4124	0	1039	1000	5800	570	6700

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:

\$ 33,000.00 Per Unit, times 1.00 #Units = \$ 33,000.00 **Total for Services**

9. Additional Expenses

\$		Total of Additional
\$	\$ 0.00	Expenses
	\$ 33,000.00	Grand Total

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

CONSULTANT TERMS AND CONDITIONS

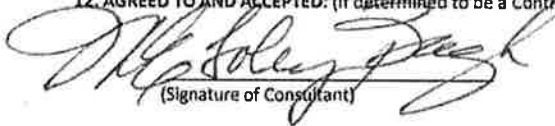
(Applicable, unless determined to be Contract Employee-See BS 10a)

CA#

Consultant Name: Foley Jones & Associates, LLC

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). 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)

MaryEllen Foley Bergh

(Printed Name)

6/14/2015
Date

13. RECOMMENDED:


(Signature of Originating Administrator)

Janet Brinson, Dir Ed Serv

(Printed Name)

5/29/15
Date

14. APPROVED:


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

David Scott, Asst. Sup

(Printed Name)

06/16/15
Date

APPROVED:

☐

Consultant

☐

Contract Employee


(Signature of District Admin, Business Services)

Kevin J. Bultema

(Printed Name)

6-17-15
Date

15. Authorization for Payment:

CHECK REQUIRED (Invoice to accompany payment request):

☐

Partial Payment through:

Date

☒

Full or Final Payment

\$ 33,000.00
(Amount)

DISPOSITION OF CHECK by Accounts Payable:

(check released upon completion of services)

☐

Send to Site Administrator:

(Date Check Required)

☒

Mail to Consultant

(Originating Administrator Signature- Use Blue Ink)

(Date)

AGENDA ITEM: Consultant Agreement with Club Z Tutoring Service

Prepared by: John Bohannon, Director

☒ Consent

Board Date June 24, 2015

☐ Information Only

☐ Discussion/Action

Background Information

The board previously approved a consultant agreement for Club Z Tutoring Services, on October 17, 2014 in the amount of \$35,165.60. Due to the unexpected increase of students this year utilizing Club Z's services, it has been determined that an increase in the total amount of their Consultant Agreement needs to be amended by \$21,705.50. Other Tutoring Services were not utilized to their full capacity thusly leaving money available in their accounts, example being Boys 2 Men and Girls 2 Woman were budgeted \$17,582.80 and only expensed \$2,775.00 total for the year. We request your approval for the amended consultant agreement based on this information.

Education Implications

The state-approved Supplemental Service Providers will render services to qualified students based on their academic needs.

Fiscal Implications

None to the General Fund.

Mandatory Instructions
(click to view)

CA#

CHICO UNIFIED SCHOOL DISTRICT
Business Services
1163 E 7th 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: Club Z In-Home Tutoring Services, Inc.
 Street Address/POB: 17425 Bridge Hill Ct., Suite 200
 City, State, Zip Code: Tampa, Florida 33647
 Phone: (813) 931-5516
 Taxpayer ID/SSN: 65-1262940

This agreement will be in effect from: 9/17/14 to: 05/30/15

Location(s) of Services:
In-Home or Public Library

3. Scope of Work to be performed: (attach separate sheet if necessary)
 Provide tutoring to students that have requested state-required Supplemental Services. Provider will pre- & post-test students and provide services based on students' assessed needs. Provider will issue ongoing progress reports to parents and Chico Unified School District per this Agreement.
4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:
 Title I requirement to provide individual tutoring services for program-qualified students.

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	1012	1000	5800	570	6700
2)							5800		
3)							5800		

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:

\$ 879.14 Per Unit, times 40.00 #Units = \$ 35,165.60 Total for Services

9. Additional Expenses

58.60 per hour up to \$879.14 per student \$
 Amended Amount for additional students \$
 \$ 21,705.70 Total of Additional Expenses
 \$ 56,871.30 Grand Total

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

CONSULTANT TERMS AND CONDITIONS

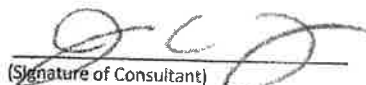
(Applicable, unless determined to be Contract Employee-See BS 10a)

CA#

Consultant Name: Club Z In-Home Tutoring Services, Inc.

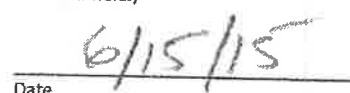
1. The Consultant will perform said services independently, not as an employee of the District; therefore, the District is not liable for worker's compensation or unemployment benefits in connection with this Consultant Agreement. Consultant shall assume full responsibility for payment of all Federal, 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%20Agreement/BS%2010a%2011%2004%20rev.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)

John Fahey

(Printed Name)

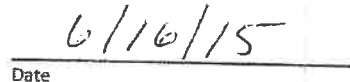

Date

13. RECOMMENDED:


(Signature of Originating Administrator)

John Bohannon, Director

(Printed Name)

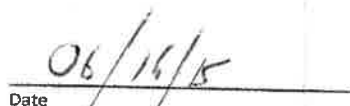

Date

14. APPROVED:


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

Dave Scott, Asst. Superintende

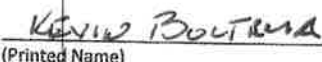
(Printed Name)

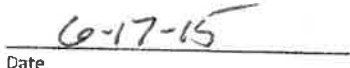

Date

APPROVED:


(Signature of District Admin, Business Services)

☐ Consultant ☐ Contract Employee


(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)

AGENDA ITEM: Amended Consultant Agreements (2) with Tom Enns and Daniel Gardner for 2014-15

Prepared by: John Bohannon, Director

☒ Consent

Board Date June 24, 2015

☐ Information Only

☐ Discussion/Action

Background Information

The board previously approved a consultant agreement for Tom Enns and Daniel Gardner on July 16, 2014 in the amount of \$18,000. To properly support the YouthBuild Program additional time was needed for the remaining fiscal year to provide the required instructor to student ratio of 7:1 and to allow for more instruction time. Mr. Enns increase was by \$5833.00 and Mr. Gardners was by \$5964.00. This increase in time has been budgeted in the grant. We request your approval for the amended consultant agreement.

Educational Implications

This will allow the consultant more time on site to give hands-on support to the YouthBuild staff.

Fiscal Implications

None to the General Fund.

Mandatory Instructions
(click to view)

CA#

CHICO UNIFIED SCHOOL DISTRICT
Business Services
1163 E. 7th 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: Tom Enns
Street Address/POB: 3201 Chico Ave
City, State, Zip Code: Chico, CA 95938
Phone:
Taxpayer ID/SSN:

This agreement will be in effect from: 7/1/14 to: 6/30/15

Location(s) of Services:

Various locations

3. **Scope of Work to be performed: (attach separate sheet if necessary)**
 Consultant will provide technical construction assistance to YouthBuild students who will help build one house per year through the YouthBuild Grant and Habitat for Humanity. Consultant will ensure that the adult to trainee ratio remains at the required 1:7 ratio.
4. **Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:**
 YouthBuild students will attain academic and hands-on skills for the purpose of entering post-secondary or school-to-work.

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

- 1) YouthBuild Grant
- 2)
- 3)

6.	Pct. (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Site	Manager
1)	100	01	5826	0	3800	1000	5800	030	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:

\$ 15.00 Per Unit, times 1,200.00 #Units = \$ 18,000.00 **Total for Services**

9. Additional Expenses

Increase amount to provide additional instructor	\$		Total of Additional
to student ratio/increased instructor time	\$ 5,833.00	\$ 5,833.00	Expenses
		\$ 23,833.00	Grand Total

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

CA#15-00030

CONSULTANT TERMS AND CONDITIONS

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

Consultant Name: Tom Enns

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%20Agreement/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)

Tom Enns

(Printed Name)

Date

13. RECOMMENDED:


(Signature of Originating Administrator)

Janet Brinson, Director

(Printed Name)

Date

7/2/14

14. APPROVED:


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

Dave Scott, Asst Superintendent

(Printed Name)

Date

07/07/14

APPROVED:


(Signature of District Admin, Business Services)

Jaclyn Kruger Director, Fiscal Services

(Printed Name)

Date

7/9/14

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)

Mandatory Instructions
(click to view)

CA#

CHICO UNIFIED SCHOOL DISTRICT
Business Services
1163 E. 7th 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: Dan Gardner
Street Address/POB: 2226 Dixon Street
City, State, Zip Code: Chico, CA 95926
Phone:
Taxpayer ID/SSN:

This agreement will be in effect from: 7/1/14 to: 6/30/15

Location(s) of Services:

Various locations

3. **Scope of Work to be performed: (attach separate sheet if necessary)**
 Consultant will provide technical construction assistance to YouthBuild students who will help build one house per year through the YouthBuild Grant and Habitat for Humanity. Consultant will ensure that the adult to trainee ratio remains at the required 1:7 ratio.
4. **Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:**
 YouthBuild students will attain academic and hands-on skills for the purpose of entering post-secondary or school-to-work.
5. **Funding/Programs Affected: (corresponding to accounts below)**
 1) YouthBuild Grant
 2)
 3)

6.	Pct. (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Site	Manager
1)	100%	01	5826	0	3800	1000	5800	030	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:

\$ 15.00 Per Unit, times 1,200.00 #Units = \$ 18,000.00 **Total for Services**

9. Additional Expenses

Increase amount to provide additional instructor	\$		Total of Additional
to student ratio/increased instructor time	\$ 5,964.00	\$ 5,964.00	Expenses
		\$ 24,964.00	Grand Total

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

CA# 15 0003 1

CONSULTANT TERMS AND CONDITIONS

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

Consultant Name: Dan Gardner

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. 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)

Dan Gardner

(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 Superintendent

(Printed Name)

Date

APPROVED:

 (Signature of District Admin, Business Services)


Consultant



Contract Employee

Jaclyn Kruger Director, Fiscal Services

(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)

AGENDA ITEM: Consultant Agreements (4) for YouthBuild Grant Personnel

Prepared by: John Bohannon, Director

☒ Consent

Board Date June 24, 2015

☐ Information Only

☐ Discussion/Action

Background Information

The Chico Unified School District is beginning year two of a two-year, \$1.1 million YouthBuild grant from the U.S. Department of Labor. YouthBuild is a well-established model that has proven highly successful in communities across the country. YouthBuild programs share the following features:

- Provides a community-based alternative education program for youth between the ages of 16 and 24 who are high school dropouts, adjudicated youth, youth aging out of foster care, youth with disabilities, and other at-risk youth populations.
- Simultaneously addresses several core issues facing low-income communities: affordable housing, education, employment, crime prevention, and leadership development.
- Balances in-school learning and occupational skills training to prepare at-risk youth for career placement.
- The in-school component is an alternative education program that assists youth who are often significantly behind in basic skills to obtain the goal of a high school diploma or GED credential.
- The occupational skills training component prepares at-risk youth to achieve the goal of career placement, and also supports the goal of increasing affordable housing by teaching youth construction skills learned by building or significantly renovating homes for low-income or homeless families or individuals.
- Occupational skills training also may include other demand industries in addition to construction for grantees that have been previously funded by the Department of Labor.

YouthBuild Chico serves up to 30 youth (ages 16-24) per year. The population being recruited and enrolled in this program is highly at-risk, and will require support and skills training by personnel that individually and collectively possess experience in meeting their specialized needs. In addition to current staff who will be working with the program, we are contracting with four individuals who have this necessary experience: Sandra Waterhouse, who was director of a YouthBuild Program in Yuba City for a year and a half, and has also served as a federal project officer for YouthBuild will continue to provide technical assistance for the program. Dan Gardner, Tom Enns, and Lyman Hagen will provide technical construction assistance while students are engaged in building activities.

Educational Implications

75% of the students recruited for this program must have dropped out of school or be a dropout who has re-enrolled in an alternative program. Those who are not dropouts or at-risk (as measured by the criteria listed above) must be basic skills deficient and referred by their local secondary school. These are students who might not otherwise attain a GED or a diploma. As a result of this program, our goal is that 60 students will be re-enrolled and provided the assistance to complete their secondary education. This clearly has positive educational implications for these students and their families and will ripple out to benefit the community as a whole.

Fiscal Implications

These consultants will be funded through the YouthBuild grant and, thus, will not be paid through the general fund.

Mandatory Instructions
(click to view)

CA#

CHICO UNIFIED SCHOOL DISTRICT
Business Services
1163 E. 7th 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: Tom Enns
Street Address/POB: 3201 Chico Ave
City, State, Zip Code: Chico, Ca. 95928
Phone:
Taxpayer ID/SSN:

This agreement will be in effect from: 07/01/2015 to: 11/30/15

Location(s) of Services:

Fair View High School and various locations

3. **Scope of Work to be performed: (attach separate sheet if necessary)**
 Consultant to supervise students who will help build one house per year through the YouthBuild Grant and Habitat for Humanity. Consultant will ensure that adults to trainee ratio remains at the required 7:1 ration
4. **Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:**
 YouthBuild students will attain academic and hands-on skills for the purpose of entering post-secondary or school-to-work.
5. **Funding/Programs Affected: (corresponding to accounts below)**
 - 1) YouthBuild Grant
 - 2)
 - 3)

6. Pct. (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Site	Manager
1) 100	01	5826	0	3800	1000	5800	030	6700
2)			0		0	5800		
3)						5800		

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:

\$ 17.50 Per Unit, times 500.00 #Units = \$ 8,750.00 **Total for Services**

9. Additional Expenses

\$		Total of Additional
\$	\$ 0.00	Expenses
	\$ 8,750.00	Grand Total

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

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

CONSULTANT AGREEMENT

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

Name: Tom Enns
Street Address/POB: 3201 Chico Ave
City, State, Zip Code: Chico, Ca. 95928
Phone:
Taxpayer ID/SSN:

This agreement will be in effect from: 12/01/2015 to: 06/30/2016

Location(s) of Services:

Fair View High School and various locations

3. Scope of Work to be performed: (attach separate sheet if necessary)
Consultant to supervise YouthBuild students who will help build one house per year through Habitat for Humanity. Funding will be provided by the Byrne Jag Grant.
Consultant will ensure that adults to trainee ratio remains at therequired 7:1 ratio.
4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:
YouthBuild students will attain academic and hands-on skills for the purpose of entering post-secondary or school-to-work.
5. Funding/Programs Affected: (corresponding to accounts below)
 - 1) Bryne Jag Grant
 - 2)
 - 3)

6.	Pct. (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Site	Manager
1)	100	01	9150	0	3800	2490	5800	570	6700
2)				0		0	5800		
3)							5800		

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:

\$ 17.50 Per Unit, times 700.00 #Units = \$ 12,250.00 Total for Services

9. Additional Expenses

\$	Total of Additional
\$	Expenses
\$ 0.00	
\$ 12,250.00	Grand Total

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: Tom Enns

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%20Agreement/BS%2010a%2011%2004%20rev.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)

Tom Enns

(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. Superintendent

(Printed Name)


Date

APPROVED:



Consultant



Contract Employee


(Signature of District Admin, Business Services)

Kevin Bultman, Director Bus. Ser.

(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)

Mandatory Instructions
(click to view)

CA#

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

CONSULTANT AGREEMENT

1. A completed BS10a. "Certificate of Independent Consultant Agreement" guideline is:
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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: Dan Gardner
Street Address/POB: 2226 Dixon Street
City, State, Zip Code: Chico, Ca. 95926
Phone:
Taxpayer ID/SSN:

This agreement will be in effect from: 07/01/2015 to: 11/30/2015

Location(s) of Services:

Fair View High School and various locations

3. Scope of Work to be performed: (attach separate sheet if necessary)
 Consultant to supervise students who will help build one house per year through the YouthBuild Grant and Habitat for Humanity. Consultant will ensure that adults to trainee ratio remains at the required 7:1 ration
4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:
 YouthBuild students will attain academic and hands-on skills for the purpose of entering post-secondary or school-to-work.
5. Funding/Programs Affected: (corresponding to accounts below)
 - 1) YouthBuild Grant
 - 2)
 - 3)

6.	Pct. (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Site	Manager
1)	100	01	5826	0	3800	1000	5800	030	6700
2)		01		0			5800		
3)							5800		

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:

\$ 17.50 Per Unit, times 500.00 #Units = \$ 8,750.00 Total for Services

9. Additional Expenses

\$
\$

Total of Additional
 Expenses \$ 0.00
 Grand Total \$ 8,750.00

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

Mandatory Instructions
(click to view)

CA#

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

CONSULTANT AGREEMENT

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☒ 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: Dan Gardner
Street Address/POB: 2226 Dixon Street
City, State, Zip Code: Chico, Ca. 95926
Phone:
Taxpayer ID/SSN:

This agreement will be in effect from: 12/01/2015 to: 06/30/2016

Location(s) of Services:

Fair View High School and various locations

3. **Scope of Work to be performed: (attach separate sheet if necessary)**
 Consultant to supervise YouthBuild students who will help build one house per year through Habitat for Humanity. Funding will be provided by the Byrne Jag Grant.
 Consultant will ensure that adults to trainee ratio remains at therequired 7:1 ratio.
4. **Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:**
 YouthBuild students will attain academic and hands-on skills for the purpose of entering post-secondary or school-to-work.

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

- 1) Bryne Jag Grant
- 2)
- 3)

6.	Pct. (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Site	Manager
1)	100	01	9150	0	3800	2490	5800	570	6700
2)				0		0	5800		
3)							5800		

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:

\$ 17.50 Per Unit, times 700.00 #Units = \$ 12,250.00 **Total for Services**

9. **Additional Expenses**

\$	Total of Additional
\$	Expenses
\$ 0.00	
\$ 12,250.00	Grand Total

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

CA#

CONSULTANT TERMS AND CONDITIONS

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

Consultant Name: Dan Gardner

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. IRS publication SWR 40 and IRS Ruling 87-41 will assist in determining the payment method applied to this Agreement.
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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)

Dan Gardner

(Printed Name)

5/11/15
Date

13. RECOMMENDED:


(Signature of Originating Administrator)

Janet Brinson, Director

(Printed Name)

5/11/15
Date

14. APPROVED:


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

Dave Scott, Asst. Superintendent

(Printed Name)

05/11/15
Date

APPROVED:

☒ Consultant ☐ Contract Employee


(Signature of District Admin, Business Services)

Kevin Bullema Director Bus. Ser.

(Printed Name)

5-18-15
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: _____
☐ Mail to Consultant (Date Check Required)

\$ _____
(Amount)

(Originating Administrator Signature- Use Blue Ink)

(Date)

Mandatory Instructions
(click to view)

CA#

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

DATE:
ORIGINAL: ASST. SUPT
CC: A/P
CONSULTANT
DIG ADMIN

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: Sandra Waterhouse
Street Address/POB: 14004 Hannum Court
City, State, Zip Code: Walnut Grove, CA 95690
Phone: 916-477-0535
Taxpayer ID/SSN:

This agreement will be in effect from: 7/1/15 to: 6/30/16

Location(s) of Services:

Various Locations

3. Scope of Work to be performed: (attach separate sheet if necessary)
Provide guidance and technical assistance to the YouthBuild program. Ensure that the scope of work, including benchmarks and evaluation deliverables are completed. Provides guidance on the MIS reporting system per grant requirements.
4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:
To meet the specific requirements of the YouthBuild grant.

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

- 1) YouthBuild Grant
- 2)
- 3)

6.	Pct. (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Site	Manager
1)	100%	01	5826	0	1110	1000 612	5800	030	6700
2)					3800	1000			
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:

\$ 274.40 Per Unit, times 73.00 #Units = \$ 20,031.20 Total for Services

9. Additional Expenses

to be paid in 12 monthly installments of \$1,669.27 \$
\$

Total of Additional Expenses
\$ 20,031.20 Grand Total

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

revised 7/2012 ma

RECEIVED JUN 04 2015

APPROVED JUN 18 2015

CONSULTANT TERMS AND CONDITIONS

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

CA#

Consultant Name: Sandra Waterhouse

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%20Agreement/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.)

Sandra Waterhouse
(Signature of Consultant)

Sandra Waterhouse
(Printed Name)

6-2-15
Date

13. RECOMMENDED:

Janet Brinson
(Signature of Originating Administrator)

Janet Brinson, Director
(Printed Name)

6/3/15
Date

14. APPROVED:

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

Dave Scott, Asst Superintendent
(Printed Name)

06/03/15
Date

APPROVED:

[Signature]
(Signature of District Admin, Business Services)

☒ Consultant ☐ Contract Employee

Kevin Buttema
(Printed Name)

6-15-15
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)

Mandatory Instructions
(click to view)

CA#

CHICO UNIFIED SCHOOL DISTRICT
Business Services
1163 E. 7th 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: Lyman Hagen
 Street Address/POB: 2277 Bloomington Ave
 City, State, Zip Code: Chico, Ca. 95928
 Phone:
 Taxpayer ID/SSN:

This agreement will be in effect from: 07/01/2015 to: 06/30/2016

Location(s) of Services:

Fair View High School and various locations

3. Scope of Work to be performed: (attach separate sheet if necessary)
 Consultant to supervise students who will help build one house per year through the YouthBuild Grant and Habitat for Humanity. Consultant will ensure that adults to trainee ratio remains a the required 7:1 ratio.
4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:
 YouthBuild students will attain academic and hands-on skills for the purpose of entering post-secondary or school-to-work.
5. Funding/Programs Affected: (corresponding to accounts below)
 - 1) YouthBuild Grant
 - 2)
 - 3)

6.	Pct. (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Site	Manager
1)	100	01	5826	0	3800	4000	5800	030	6700
2)			9150			2490	5800	570	
3)							5800		

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:

\$ 17.50 Per Unit, times 1,200.00 #Units = \$ 21,000.00 Total for Services

9. Additional Expenses

\$
 \$ Total of Additional Expenses
 \$ 0.00
 \$ 21,000.00 Grand Total

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

RECEIVED JUN 09 2015

APPROVED JUN 13 2015

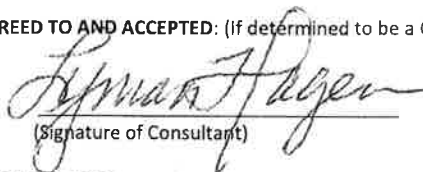
CONSULTANT TERMS AND CONDITIONS

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

Consultant Name: Lyman R. Hagen

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%20Agreement/BS%2010a%2011%2004%20rev.pdf). IRS publication SWR 40 and IRS Ruling 87-41 will assist in determining the payment method applied to this Agreement.
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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)

Lyman R. Hagen

(Printed Name)

5-28-2015

Date

13. RECOMMENDED:


(Signature of Originating Administrator)

Janet Brinson, Director

(Printed Name)

6/1/2015

Date

14. APPROVED:


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

Dave Scott, Asst. Superintendent

(Printed Name)

06/03/15

Date

APPROVED:



Consultant



Contract Employee


(Signature of District Admin, Business Services)

Kevin Bultema, Asst. Superintende

(Printed Name)

6-15-15

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)

AGENDA ITEM: Consultant Agreement with Abeo School Change

Prepared by: Michael Morris, Director

☒ Consent

Board Date June 24, 2015

☐ Information Only

☐ Discussion/Action

Background Information

Abeo School Change is a not-for-profit coaching and consulting group with expertise in adult learning. Abeo has worked with CUSD for the past four academic years, building the capacity of teachers and administrators to do high level task and instructional design. This work supports high quality instruction at the rigor level of the common core, measured against well-researched standards for college-readiness.

This proposed consultant agreement continues that work providing 9 days with two facilitators for on-site consultation, facilitation, design and coaching support for K-12 teachers and administrators. Additionally, the plan includes building internal capacity to facilitate instructional rounds.

Educational Implications

This work will assist teachers and administrators with actively building their capacity to examine, support and refine rigorous tasks and instruction. Using a research lens to critically examine instructional tasks and instruction assists with meeting common core expectations. The central focus is continually improving instruction to improve student learning. This work also provides opportunities for more teachers and administrators to collaborate around their work, sharing insights, challenges, and practices, while building cohesion with the overarching student achievement goals of CUSD.

Fiscal Implications

No impact to the general fund.

Mandatory Instructions
(click to view)

CA#

CHICO UNIFIED SCHOOL DISTRICT
Business Services
1163 E. 7th 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: Coalition of Essential Schools Northwest dba Abeo School Change
Street Address/POB: 2226 Eastlake Ave E. #43
City, State, Zip Code: Seattle, WA 98102
Phone: 253-686-0671
Taxpayer ID/SSN: 31-1652434

This agreement will be in effect from: 07/01/2015 to: 06/30/2016

Location(s) of Services:

Chico Unified School District

3. **Scope of Work to be performed: (attach separate sheet if necessary)**
 Provide professional development related to supporting high quality, rigorous instruction, including the development and facilitation of an instructional rounds process. Build internal capacity to lead/facilitate the instructional rounds. Collaboratively develop a performance metric for teacher growth
4. **Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:**
 Board Goal 1: To provide every student with the opportunity to attain increasing levels of individual achievement that prepares them for success in the 21st Century.
5. **Funding/Programs Affected: (corresponding to accounts below)**
 1) Common Core Implementation Program
 2)
 3)

6.	Pct. (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Site	Manager
1)	100	01	4035	0	1110	2100	5800	570	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:

\$ 37,870 Per Unit, times 1 #Units = \$ 37,870.00 **Total for Services**

9. **Additional Expenses**

\$
\$

Total of Additional
 Expenses
 \$ 37,870.00 **Grand Total**

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: Abeo School Change

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%20Agreement/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.
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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)

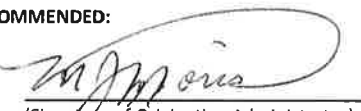
Holli Hansen

(Printed Name)

06/17/2015

Date

13. RECOMMENDED:


(Signature of Originating Administrator)

Michael Morris, Director

(Printed Name)

06/18/2015

Date

14. APPROVED:


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

John Bohannon, Director

(Printed Name)

06/18/2015

Date

APPROVED:

☐

Consultant

☐

Contract Employee


(Signature of District Admin, Business Services)

Kevin Bultema, Assist. Superint

(Printed Name)

06/18/2015

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)

AGENDA ITEM: Inspire Memorandum of Understanding

Prepared by: John Bohannon, Director

☒ Consent

Board Date June 24, 2015

☐ Information Only

☐ Discussion/Action

Background Information

The Memorandum of Understanding (MOU) between the Chico Unified School District and Inspire School of Arts and Sciences was originally set to expire on June 30, 2014. With a financial team newly in place for Chico Unified in 2013-2014, CUSD and Inspire agreed to extend the MOU to June 30, 2015. This extension allowed CUSD and Inspire to spend the 2014-2015 school year evaluating and reconstructing the financial elements of the MOU. This collaborative process took place through several meetings throughout the school year.

The changes in the MOU help show cost drivers for services provided to Inspire by CUSD. This change will support discussions regarding services provided by CUSD to Inspire that arise throughout the year.

Fiscal Implications

Inspire pays CUSD directly for several support services delineated in the MOU.

Additional Information

The Inspire School of Arts and Sciences board approved the MOU at a special meeting on Monday, June 15.

AGENDA ITEM: New Textbook Requests (3) for Integrated Math for Independent Study Programs, Entitled: Big Ideas Math – Integrated Math I; Big Ideas Math – Integrated Math II; Big Ideas Math – Integrated Math III

Prepared by: Deanna Holen

☒ Consent

Board Date June 24, 2015

☐ Information Only

☐ Discussion/Action

Background Information

In 2014-15, the high schools implemented the first level of the CPM Integrated Math pathway. During that same year, the Independent Study Programs continued with the traditional pathway (Algebra I, Geometry, Algebra II) because the CPM textbooks were not well-suited to the independent learning model of their programs. To be consistent with the pathways taught at the comprehensive sites (PV and CHS), the Independent Study teachers identified an integrated series that would support the instructional model needed for student success in their programs.

Educational Implications

Students will have access to a textbook that is aligned with the curriculum pathway of the comprehensive sites as well as to the California Common Core State Standards for Mathematics. This will make a student's transition into Independent Study easier to facilitate with fewer content area gaps since the curriculum of the two programs will be more closely aligned (in sequence). The textbook is plentiful in its examples and explanations of concepts, which will better support students as they work independently between appointments with their ISP teachers. Students and teachers will also have access to online support materials through the *Dynamic Student and Teaching Resources*.

Fiscal Implications

The costs associated with implementation of Integrated Math levels 1 and 2 for all three sites (PV, CHS, and Oakdale) is approximately \$46,500 (plus shipping and tax). An additional expense of approximately \$25,000 will be incurred next summer with the purchase of the level 3 texts.

Check each criterion that applies in terms of the course and ability level to which the material is to be submitted	Excellent	Good	Average	Poor	Does not apply
1. How well does the material align with Chico Unified School District Standards and Benchmarks?	x				
2. How well does the material align with California State Standards?	x				
3. How well does the material cover the scope of student and teacher needs at the grade level for which it is being considered?	x				
4. How well does material employ a variety of pedagogical methods of instruction?	x				
5. How well are the assessment tools linked to the content and instructional methodology?	x				
6. How successfully are formal, informal and alternative assessment systems incorporated into the teacher resource guide?	x				
7. How well does the material provide for the needs of English language learners?	x				
8. How appropriate are the supplementary materials in supporting the effective use of the text?	x				
9. To what degree does the teacher resource material provide support and guidance?	x				

10. Classify the ease of use of the teachers' manual?	x				
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**CHICO UNIFIED SCHOOL DISTRICT
REQUEST FOR TEXTBOOK APPROVAL**

Page 2 of 3

7.2.7.
Page 3 of 10

6. Is supplementary material available for the adoption? ☒ YES ☐ NO
Is it necessary for instructional purposes? ☐ YES ☒ NO

If yes, why? _____

What costs are involved? _____

7. Textbook previously used

Title: Algebra 1, Concept and Skills

Author: Larson, Boswell, Kanold, Stiff

Publisher: McDougal Littell

Copyright Date: 2001

a. Date of initial adoption: _____ May, 2004 _____

b. State reason for the previous text no longer serving the purpose for which it was originally adopted:

1. Not aligned to California Common Core State Standards
2. Our old books are not aligned to the Integrated Math approach recently adopted by the high schools.
3. The new CPM Integrated Math series is not user friendly to the Independent Study environment. CPM is based on a student group setting. ISP, students work individually.

**CHICO UNIFIED SCHOOL DISTRICT
REQUEST FOR TEXTBOOK APPROVAL**

Page 3 of 3

7.2.7.
Page 4 of 10

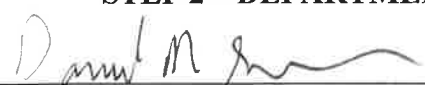
STEP 1 – DISTRICT OFFICE APPROVAL


Review by CUSD Director of Curriculum

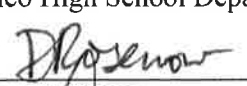
6/12/15
Date

ONLY PROCEED TO STEP 2 AFTER COMPLETING STEP 1.

STEP 2 – DEPARTMENT CHAIRPERSON APPROVAL TO USE TEXTBOOK


Chico High School Department Chairperson

6/3/15
Date


Pleasant Valley High School Department Chairperson

6/2/15
Date


Fair View High School Department Chairperson

6/2/15
Date

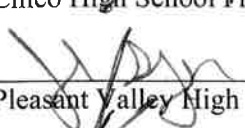

Oakdale High School Department Chairperson

6/2/15
Date

STEP 3 – CAMPUS PRINCIPAL APPROVAL


Chico High School Principal

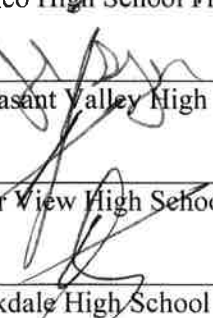
6/3/15
Date


Pleasant Valley High School Principal

6/2/15
Date


Fair View High School Principal

6/2/15
Date


Oakdale High School Principal

6/2/15
Date

Appropriate consideration in the above Steps 2 and 3 above must be made within 10 days of receipt.
Consideration may be: approval or rejection. If rejected, it must be returned to originator with rationale.

Task Force Approval (if appropriate)

Date


CUSD Educational Services Approval

6/12/15
Date

Governing Board Approval

Date

Page 1 of 3

Page 5 of 10

Department:	Mathematics- Independent Study	Course:	Integr. Math II ISP	Grade Level:	9-12
Contact Person:	Deanna Holen- PVHS	Campus:	PVHS, CHS, Oakdale		

*****Please include six copies of the text or instructional materials when submitting this form.*****

A. New Adoption

- ## 1. Proposed Text

Title:	Big Ideas Math- Integrated Math II
Edition/# of Pages	1 st edition/701 pages
Author:	Ron Larson, Laurie Boswell
Publisher:	Big Ideas Learning (Houghton, Mifflin, Harcourt)
Copyright Date:	2016
Current List Price:	\$104
Material is on the California Legal Compliance List? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

2. Approximately how many classes will be using this text? 6
How many copies of the text will be purchased? 205
3. List other districts using this text: unknown- just printed
4. List other textbooks considered in the selection and their current list price:
Integrated Mathematics I, (Houghton Mifflin Harcourt) 2015
Student edition (volumes 1&2) \$140/student
5. The proposed text for all courses that have state approved standards must align with those standards. Indicate areas that are supported by the proposed text and areas where supplementary material will be needed. Attach a list of those standards and the corresponding text correlation.

Check each criterion that applies in terms of the course and ability level to which the material is to be submitted	Excellent	Good	Average	Poor	Does not apply
1. How well does the material align with Chico Unified School District Standards and Benchmarks?	x				
2. How well does the material align with California State Standards?	x				
3. How well does the material cover the scope of student and teacher needs at the grade level for which it is being considered?	x				
4. How well does material employ a variety of pedagogical methods of instruction?	x				
5. How well are the assessment tools linked to the content and instructional methodology?	x				
6. How successfully are formal, informal and alternative assessment systems incorporated into the teacher resource guide?	x				
7. How well does the material provide for the needs of English language learners?	x				
8. How appropriate are the supplementary materials in supporting the effective use of the text?	x				
9. To what degree does the teacher resource material provide support and guidance?	x				

10. Classify the ease of use of the teachers' manual?	x				
---	---	--	--	--	--

CHICO UNIFIED SCHOOL DISTRICT REQUEST FOR TEXTBOOK APPROVAL

Page 2 of 3

7.2.7.
Page 6 of 10

6. Is supplementary material available for the adoption? ☒ YES ☐ NO
Is it necessary for instructional purposes? ☐ YES ☒ NO

If yes, why?

What costs are involved?

7. Textbook previously used

Title: Geometry, Concept and Skills

Author: Larson, Boswell, Stiff

Publisher: McDougal Littell

Copyright Date: 2001

- a. Date of initial adoption: _____ May, 2004 _____
- b. State reason for the previous text no longer serving the purpose for which it was originally adopted:
1. Not aligned to California Common Core State Standards
 2. Our old books are not aligned to the Integrated Math approach recently adopted by the high schools.
 3. The new CPM Integrated Math series is not user friendly to the Independent Study environment. CPM is based on a student group setting. ISP, students work individually.

**CHICO UNIFIED SCHOOL DISTRICT
REQUEST FOR TEXTBOOK APPROVAL**

Page 3 of 3

7.2.7.
Page 7 of 10

STEP 1 – DISTRICT OFFICE APPROVAL


Review by CUSD Director of Curriculum

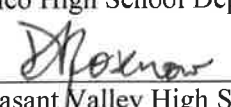
6-12-15
Date

ONLY PROCEED TO STEP 2 AFTER COMPLETING STEP 1.

STEP 2 – DEPARTMENT CHAIRPERSON APPROVAL TO USE TEXTBOOK


Chico High School Department Chairperson

6/3/15
Date


Pleasant Valley High School Department Chairperson

6/2/15
Date

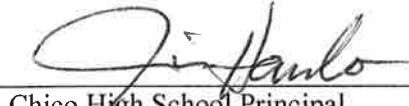

Fair View High School Department Chairperson

6/8/15
Date

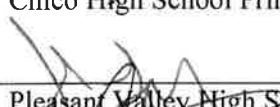

Oakdale High School Department Chairperson

6/4/15
Date

STEP 3 – CAMPUS PRINCIPAL APPROVAL


Chico High School Principal

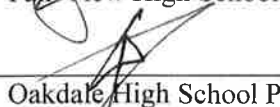
6/3/15
Date


Pleasant Valley High School Principal

6/2/15
Date


Fair View High School Principal

6/4/15
Date


Oakdale High School Principal

6/8/15
Date

Appropriate consideration in the above Steps 2 and 3 above must be made within 10 days of receipt.
Consideration may be: approval or rejection. If rejected, it must be returned to originator with rationale.

Task Force Approval (if appropriate)

Date


CUSD Educational Services Approval

6-12-15
Date

Governing Board Approval

Date

CHICO UNIFIED SCHOOL DISTRICT REQUEST FOR TEXTBOOK APPROVAL

Page 1 of 3

7.2.7.
Page 8 of 10

Department: Mathematics- Independent **Course:** Integr. Math **Grade Level:** 9-12
Study III ISP
Deanna Holen- PVHS PVHS, CHS,
Contact Person: **Campus:** Oakdale

*****Please include six copies of the text or instructional materials when submitting this form.*****

A. New Adoption

1. Proposed Text

Title: Big Ideas Math- Integrated Math III
Edition/# of Pages 1st edition/559 pages
Author: Ron Larson, Laurie Boswell
Publisher: Big Ideas Learning (Houghton, Mifflin, Harcourt)
Copyright Date: 2016
Current List Price: \$104
Material is on the California Legal Compliance List? ☒ YES ☐ NO

2. Approximately how many classes will be using this text? 6

How many copies of the text will be purchased? 205

3. List other districts using this text: unknown- just printed

4. List other textbooks considered in the selection and their current list price:

Integrated Mathematics I, (Houghton Mifflin Harcourt) 2015

Student edition (volumes 1&2) \$140/student

5. The proposed text for all courses that have state approved standards must align with those standards. Indicate areas that are supported by the proposed text and areas where supplementary material will be needed. Attach a list of those standards and the corresponding text correlation.


Check each criterion that applies in terms of the course and ability level to which the material is to be submitted	Excellent	Good	Average	Poor	Does not apply
1. How well does the material align with Chico Unified School District Standards and Benchmarks?	x				
2. How well does the material align with California State Standards?	x				
3. How well does the material cover the scope of student and teacher needs at the grade level for which it is being considered?	x				
4. How well does material employ a variety of pedagogical methods of instruction?	x				
5. How well are the assessment tools linked to the content and instructional methodology?	x				
6. How successfully are formal, informal and alternative assessment systems incorporated into the teacher resource guide?	x				
7. How well does the material provide for the needs of English language learners?	x				
8. How appropriate are the supplementary materials in supporting the effective use of the text?	x				
9. To what degree does the teacher resource material provide support and guidance?	x				

**CHICO UNIFIED SCHOOL DISTRICT
REQUEST FOR TEXTBOOK APPROVAL**

Page 3 of 3

7.2.7.
Page 10 of 10

STEP 1 – DISTRICT OFFICE APPROVAL


Review by CUSD Director of Curriculum

6-12-15
Date

ONLY PROCEED TO STEP 2 AFTER COMPLETING STEP 1.

STEP 2 – DEPARTMENT CHAIRPERSON APPROVAL TO USE TEXTBOOK


Chico High School Department Chairperson

6/3/15
Date


Pleasant Valley High School Department Chairperson

6/2/15
Date


Fair View High School Department Chairperson

6/2/15
Date


Oakdale High School Department Chairperson

6/2/15
Date

STEP 3 – CAMPUS PRINCIPAL APPROVAL


Chico High School Principal

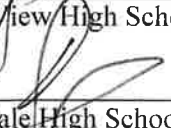
6/3/15
Date


Pleasant Valley High School Principal

6/2/15
Date


Fair View High School Principal

6/2/15
Date


Oakdale High School Principal

6/2/15
Date

Appropriate consideration in the above Steps 2 and 3 above must be made within 10 days of receipt.
Consideration may be: approval or rejection. If rejected, it must be returned to originator with rationale.

Task Force Approval (if appropriate)

Date


CUSD Educational Services Approval

6-12-15
Date

Governing Board Approval

Date

AGENDA ITEM: Changes to Support Secondary Math and 6th Grade Transition

Prepared by: John Bohannon, Director

☒ Consent

Board Date June 24, 2015

☐ Information Only

☐ Discussion/Action

Background Information

In May 2013, the CUSD Board approved the adoption of College Prep Mathematics (CPM) Course 2 for Math B (7th grade California Common Core Math Standards). This started the process of transforming curriculum in CUSD secondary schools to match the California Common Core State Standards.

In March 2014, the CUSD Board approved the switch to Integrated Math classes and that Integrated Math I would meet the Algebra I high school graduation requirement. Math C (Common Core Math 8) was also approved as the official 8th grade math course. In addition, textbook adoptions of College Prep Mathematics was approved for Math C and Integrated Math I.

The secondary math teachers have been collaborating and meeting to work on building the Integrated Math Pathway, supporting students in meeting the three-year requirement and accelerating advanced students in the Integrated Pathway.

The Kindergarten through 5th grade programs moved to an updated Common Core aligned Everyday Math program. The 6th grade program will be transitioning to the junior high schools in 2016-2017.

Action needed: Approval of CPM Core Connections Course 1 for sixth grade math.

Educational Implications

The CPM curriculum was preferred because of the investigative process that students are asked to use and the need to apply mathematics to solve problems. These are two key components that meet the expectations of the CCSSM and the Standards for Mathematical Practice. This curriculum focuses on understanding the process of mathematics and not just providing a right or wrong answer as well as the appropriate mathematical literacy to explain one's thinking.

Moving to CPM for 6th grade will allow for a consistent program from 6th grade through Integrated Math III courses at the high schools.

Fiscal Implications

The estimated cost is \$40,000.

AGENDA ITEM: Agricultural Vocational Education Incentive Grant

Prepared by: John Bohannon

☒ Consent Board Date June 24, 2015

☐ Information Only

☐ Discussion/Action

Background Information

The Agricultural Vocational Education Incentive Grant provides local educational agencies (LEAs) with funds to be used to improve the quality of their agricultural vocational education programs. The goal is to maintain a high-quality, comprehensive agricultural vocational program in California's public school system to ensure a constant source of employable, trained, and skilled individuals.

Educational Implications

Benefits of agricultural education programs are:

- Collaboration, articulation, and networking with all levels of delivery systems (elementary through postsecondary) for instructors
- Supervised entrepreneurial and workplace learning experiences for students
- Linkages and partnerships with business and industry for instructors and students
- Professional development opportunities for teachers, administrators, and counselors
- Curriculum development based on performance and content standards for instructors On-site technical assistance in programs for instructors and students
- A foundation for students in the academic and technical skills necessary for career and personal success
- Student leadership and interpersonal skills
- An authentic assessment of knowledge, skills, and abilities through on-demand demonstrations and portfolios

Fiscal Implications

None to the general fund. Expenses will be covered by Agricultural Vocational Education Incentive Grant.

California Department of Education
**AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT
2015-16 APPLICATION FOR FUNDING**

(Due Date: To be received in Regional Supervisor's Office by June 30, 2015)

DATES OF PROJECT DURATION - JULY 1, 2015, TO JUNE 30, 2016

Chico High School

(School Site)

Chico Unified School District

(District)

Certification: I hereby certify that all applicable state and federal rules and regulations will be observed; that to the best of my knowledge, the information contained in this application is correct and complete; and that the attached assurances are accepted as the basic conditions of the operations in this project/program for local participation and assistance.

Signature of Authorized Agent

Signature of Agriculture Teacher
Responsible for the Program

Director, Educational Services

Title

Signature of Principal

Contact Phone Number: (530) 891-3000, x 165

Date of Approval of Local Agency Board:

June 24, 2015

Funds Requested - Part I

\$5,000.00

Part II

\$2,696.00

Part III

\$6,000.00

Part IV

\$0.00

Total

\$13,696.00

Number of Different Agriculture Teachers at Site:

3

PART I - QUALITY CRITERIA 1-9 (REQUIRED) ALLOCATION

Quality Criteria	Will Meet Criteria	Variance Requested
1. Curriculum and Instruction	x	
2. Leadership and Citizenship Development	x	
3. Practical Application of Occupational Skills	x	
4. Qualified and Competent Personnel	x	
5. Facilities, Equipment, and Materials	x	
6. Community, Business, and Industry Involvement	x	
7. Career Guidance	x	
8. Program Promotion	x	
9. Program Accountability and Planning	x	

Formal Variance Request must be included if requesting a variance . A variance is a proposed plan for bringing the program into compliance with required quality criteria. Variances should result in compliance prior to the following year's application. All variances must be approved with the application. Non-compliance with the terms of the approved variance will result in a loss of funds.

PART I - CONTINUED

Departmental Allocation: Meeting the criteria in PART I makes the program eligible for the following amounts based on the number of teachers in the program.

Total Number of Teachers	Amount Eligible	Amount Requested
One Teacher or Less	\$4,000	
Two Teachers	\$4,500	
Three Teachers or More	\$5,000	\$5,000.00

PART II - PROGRAM ENROLLMENT ALLOCATION

Total Number of Students	2014 -15 R2 Number	Amount Requested
List Number from R2 Report (\$8/Member)	337	\$2,696.00

PART III - QUALITY CRITERIA 10-11 (OPTIONAL) ALLOCATION

Schools which qualify for a Departmental Allocation may apply for additional amounts for each specific Quality Criteria (10 and 11) met.

- * Amounts requested in Quality Criterion 10 will be the indicated amount for that criterion, multiplied by the full-time equivalent (FTE). To count a preparation period, the teacher must be teaching Career Technical Education courses in Agriculture for 50 percent or more of their teaching periods.
- * Amounts requested in Quality Criterion 11A will be the indicated amount for each teacher who was compensated a minimum of \$2,000 for year-round employment.
- * Amounts requested in Quality Criterion 11B will be the indicated amount for each teacher who is provided a project supervision period. Project periods will be counted if the teacher has a preparation period as part of the regular teaching day.

Number of FTE Agriculture Teachers at Site:

3

List the Names of the Agriculture Teachers:

Ronnie Cockrell	4.
Kevin Payne	5.
New hire-TBD	6.

	Number Meeting Criteria	Amount Requested
Criterion 10 - Student/Teacher Ratio		\$0.00
Criterion 11A - Year-Round Employment	3	\$6,000.00
Criterion 11B - Project Supervision Period		\$0.00
TOTAL FUNDS REQUESTED PART IV		\$6,000.00

PART IV - QUALITY CRITERION 12 (OPTIONAL) ALLOCATION

Quality Criterion 12 Form is attached and all criteria has been met. If the answer is yes, list \$7,500 (funds requesting) in space to the right.

PART V - FINANCIAL SCHEDULE

7.2.9.

Page 4 of 4

Part A

Line	Acct. No.	Classification	A Description of Item for Which Funds Will be Expended	B Incentive Grant Funds	C Matching Funds
1	4000	Books & Supplies		11,196.00	11,196.00
2			Subtotal for 4000	\$11,196.00	\$11,196.00
3	5000	Services and Other Operating Expenses such as: Services of Consultants, Staff Travel, and Conference; Rentals, Leases, and Repairs; Bus Transportation	1.	2,500.00	2,500.00
4			2.		
5			3.		
6			4.		
			5.		
7			6.		
8			Subtotal for 5000	\$2,500.00	\$2,500.00
9	6000	Capital Outlay: Includes Sites and Improvements of Sites; Buildings and Improvement of Buildings; Equipment	1.		
10			2.		
11			3.		
			4.		
12			5.		
13			Subtotal for 6000	\$0.00	\$0.00
14			Total for 4000–6000 Lines 2, 8, 13	\$13,696.00	\$13,696.00

TOTAL 2015–16 Incentive Grant Allocation:

\$13,696.00

Part B - Complete this portion if a waiver of the matching requirement is requested:

Line	Acct No.	Classification	A Description of Item for Which Funds Were Expended	B Incentive Grant Funds	C Amount of Salary and Benefits
15	1000	Salaries	Teachers' Summer Service Salaries		
16	1000	Salaries	Teachers' Salaries for Project Supervision Period		
17	3000	Benefits	Benefits for the Above Items (1000)		
18			TOTAL		\$0.00

TOTAL Amount of Waiver Requested:

AGENDA ITEM: Charter School Annual Site Visit Reports

Prepared by: John Bohannon

☒ Consent

Board Date June 24, 2015

☐ Information Only

☐ Discussion/Action

Background Information

As the chartering agency, Chico Unified School District is responsible for Oversight of the charter schools we authorize. Per Education Code 47604.32, an annual visit to each charter school is specified. Site Visit Team Members conducted visits and the compiled reports are presented tonight for board approval.

Education Implications

As one part of Oversight responsibility, CUSD is responsible for monitoring the educational quality of the schools we charter.

Fiscal Implications

As one part of Oversight responsibility, CUSD is responsible for monitoring the fiscal health of the schools we charter.

Additional Information

Per previous board direction, drafts of the Site Visit reports were shared with the respective administrators for each of the charter schools. Those administrators had the opportunity to review the reports and suggest edits, if necessary. Those edits have been incorporated into the reports presented tonight.

AGENDA ITEM: Preauthorization- Reroof Unit 500 at Chico Jr. High School

Prepared by: Julia Kistle, Director Facilities & Construction

☒ Consent

Board Date June 24, 2015

☐ Information Only

☐ Discussion/Action

Background Information

On March 27, 2013 the Board of Education directed staff to proceed with four Deferred Maintenance Projects which addressed immediate Health and Safety concerns. Three of these projects were completed in the summer of 2013. However, the reroofing Unit 500 project at Chico Jr. High was postponed due to budget restraints. It was originally bid as an alternate project for \$63,000.

On June 16th the Facilities Department issued an informal bid notice for this project. Informal sealed bids for the Reroof Unit 500 at Chico Jr. High will be opened on June 30, 2015.

Educational Implications

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

Fiscal Implications

This project will be paid of the General Fund Reserves.

Recommendation

Bids for this project will be opened Tuesday, June 30, 2015. The project is scheduled to be completed during the summer of 2015. It is requested that the Board of Education grant pre-authorization to the Superintendent or designee to award the project to the lowest responsive bidder not to exceed \$72,450 (\$63,000 + 15% allowance for escalation), in order to allow the project to be completed during the summer break.

AGENDA ITEM: Bid Approval for Safety and Security Window Coverings at Citrus, Emma Wilson, Hooker Oak, McManus, Neal Dow, Parkview and Rosedale

Prepared by: Julia Kistle, Director Facilities & Construction

☒ Consent

Board Date June 24, 2015

☐ Information Only

☐ Discussion/Action

Background Information

On December 11, 2013, the CUSD Board of Education directed Staff to proceed with Phase 1 Quickstart Safety and Security Projects identified in the Facilities Master Plan (FMP). The Facilities and Construction Department issued an informal bid notice on May 21, 2015 for new window coverings and installation at Citrus, Emma Wilson, Hooker Oak, McManus, Neal Dow, Parkview and Rosedale.

All bids were received by May 30, 2015. The lowest responsive bidder for this project is listed below.

School Site	Bid Amount	Contractor
Citrus	\$9,699.00	North State Blinds & Draperies
Hooker Oak	\$5,260.00	North State Blinds & Draperies
Parkview	\$5,700.00	North State Blinds & Draperies
Rosedale	\$4,315.00	North State Blinds & Draperies
McManus	\$7,672.06	Redding Blinds and Draperies
Emma Wilson	\$6,701.13	Redding Blinds and Draperies
Neal Dow	\$9,701.96	Redding Blinds and Draperies

Educational Implications

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

Fiscal Implications

Facilities Master Plan Projects identified by the Board of Education will be funded with Measure E Bond funds. The use of these funds may facilitate leverage to gain additional funding from the State of California.

The proposed projects qualify as projects defined in the voter approved Measure E ballot language.

Recommendation

It is recommended that the Board of Education authorize the Superintendent or designee to enter into an agreement with the lowest responsive bidder for window coverings and installation at Citrus, Emma Wilson, Hooker Oak, McManus, Neal Dow, Parkview and Rosedale.

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

7.4.1.
Page 1 of 1

DATE: June 24, 2015
MEMORANDUM TO: Board of Education
FROM: Kelly Staley, Superintendent
SUBJECT: Certificated Human Resources Actions

Temporary Appointments 2015/16

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>
Barry, Erin	Elementary	8/13/15	0.4 FTE
Champlin, Courney	Secondary	8/13/15	1.0 FTE
Joachim, Macy	Elem Fine Arts	8/13/15	1.0 FTE
Olson, Russell	Special Education	8/13/15	0.5 FTE
Reale, Janine	Elementary	8/13/15	0.2 FTE

Probationary Appointments 2015/16

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>
Callihan, Hillary	Elementary	8/13/15	1.0 FTE Probationary 2
Carriere, Luke	Elem PE	8/13/15	0.78 FTE Probationary 2
Del Fava, Jonna	Elementary	8/13/15	1.0 FTE Probationary 1
Matthews, Synda	Special Education	8/13/15	1.0 FTE Probationary 1
Mays, Jessica	Elementary	8/13/15	1.0 FTE Probationary 1
Miller, Marie	Elementary	8/13/15	1.0 FTE Probationary 1
Roza, Carol	Special Education	8/13/15	1.0 FTE Probationary 1
Schupp, Matthew	Elementary	8/13/15	1.0 FTE Probationary 2
Wion, Nathaniel	Elementary	8/13/15	1.0 FTE Probationary 1

Leave Requests 2015/16

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>
Gagne, Michelle	Elementary	2015/16	0.6 FTE Child Care Leave
Moretti, Kevin	Secondary	2015/16	1.0 FTE CUTA President's Leave

DATE: June 24, 2015

MEMORANDUM TO: Board of Education

FROM: Kelly Staley, Superintendent

SUBJECT: Classified Human Resources Actions

ACTION NAME	CLASS/LOCATION/ASSIGNED HOURS	EFFECTIVE	COMMENTS
APPOINTMENT			
Arnold, Anne	IA-Special Education/Blue Oak/5	8/31/2015	Vacated Position
Cook, Rosalyn	Cafeteria Assistant/Bakery/3	8/17/2015	Vacated Position
Diaz, Patricia	Parent Classroom Aide-Restr/LCC/2	8/17/2015	Vacated Position
Gooderham, Taylor	IPS-Classroom/LCC/3	8/17/2015	Vacated Position
Novak, Deborah	Office Assistant/PVHS/4	8/3/2015	Vacated Position
Wallace, Diana	IPS-Classroom/Chapman/6	8/17/2015	Vacated Position
PROMOTION			
Bell-Corona, Denise	Cafeteria Cook Mgr 2/BJHS/8	8/14/2015	Vacated Position
RESIGNATION/TERMINATION			
Dale, Susan	IPS-Healthcare/CHS/6.5	6/1/2015	Voluntary Resignation
Garrison, Grant	Custodian/PVHS/8	8/4/2015	Voluntary Resignation
Richer, Haley	IPS-Classroom/Emma Wilson/6	6/10/2015	Voluntary Resignation
Whitman-Hall, Brittany	IPS-Classroom/Loma Vista/6	6/12/2015	Voluntary Resignation
Zambello, Giancarlo	Campus Supervisor/MJHS/1	6/5/2015	Voluntary Resignation
RESIGNED ONLY POSITION LISTED			
Arnold, Anne	IA-Special Education/EWE/3	8/16/2015	Increase in Hours
Bell-Corona, Denise	Cafeteria Satellite Mgr/Rosedale/8	8/13/2015	Promotion
Wallace, Diana	IPS-Classroom/Head Start/3.2	8/16/2015	Increase in Hours

CHICO UNIFIED SCHOOL DISTRICT
1163 E. 7th Street
Chico, CA 95928-5999

DATE: June 24, 2015

MEMORANDUM TO: Board of Education

FROM: Kelly Staley, Superintendent

SUBJECT: Classified Human Resources Actions

Appointments – Extended Year/ Summer Assignment, Day-to-Day, Contingent Upon Enrollment

<u>Name</u>	<u>Classification/Location/Assigned Hours</u>	<u>Effective</u>	<u>Comments</u>
cook, rosalyne	Cafeteria Assistant/BJHS-McManus/Neal Dow/3	6/9/2015 - 6/26/2015	Amend Summer Assignment
Filippi, Janice	Cafeteria Assistant/BJHS-McManus/Neal Dow/3	7/27/2015 - 8/7/2015	Amend Summer Assignment
Stratton, Marin	Cafeteria Assistant/CJHS-Rosedale/3	6/9/2015 - 6/26/2015	Amend Summer Assignment
Stratton, Marin	Cafeteria Assistant/CJHS-Rosedale/3	7/27/2015 - 8/7/2015	Amend Summer Assignment
cook, rosalyne	Cafeteria Assistant/CJHS-Citrus/2	7/27/2015 - 8/7/2015	Amend Summer Assignment
simmons, katrina	Cafeteria Assistant/CJHS-Citrus/3.5	6/19/2015 – 7/8/2015	Extended Year/ Summer Assignment
Chamberlin, Elizabeth	Cafeteria Assistant/Chapman/2	6/9/2015 - 6/26/2015	Amend Summer Assignment
O'Kelley, Maryann	IPS-Healthcare/Loma Vista/4.5	6/15/2015 - 7/10/2015	Amend Extended Year Assignment
davis, happi	IPS-Healthcare/McManus/4.5	6/15/2015 - 7/10/2015	Amend Extended Year Assignment
Swanson, Michael	Passenger Van Driver/Transportation/2.7	6/15/2015 - 7/17/2015	Extended Year/ Summer Assignment
Budgett, Cheryl	School Bus Driver 1/Transportation/4.5	6/15/2015 - 7/10/2015	Extended Year/ Summer Assignment
Alstad, Mark	School Bus Driver 2/Transportation/5.3	6/15/2015 - 7/10/2015	Extended Year/ Summer Assignment
Cox, Susan	School Bus Driver 2/Transportation/6	6/15/2015 - 7/10/2015	Extended Year/ Summer Assignment
Miller, Charlotte	School Bus Driver 2/Transportation/4.3	6/15/2015 - 7/10/2015	Extended Year/ Summer Assignment
Decker, Tamala	School Bus Driver 2/Transportation/5	6/15/2015 - 7/10/2015	Extended Year/ Summer Assignment
Hightman, Rebecca	School Bus Driver 2/Transportation/5.4	6/15/2015 - 7/10/2015	Extended Year/ Summer Assignment
Leckenby, Dian	School Bus Driver 2/Transportation/4	6/15/2015 - 7/10/2015	Extended Year/ Summer Assignment
Day, Doris	School Bus Driver 2/Transportation/4.6	6/15/2015 - 7/10/2015	Extended Year/ Summer Assignment
Mendoza, Mark	School Bus Driver 2/Transportation/6	6/15/2015 - 7/10/2015	Extended Year/ Summer Assignment
Potoski, Dinah	School Bus Driver 2/Transportation/3.9	6/15/2015 - 7/10/2015	Extended Year/ Summer Assignment
Wells, Daniel	School Bus Driver 2/Transportation/4.4	6/15/2015 - 7/10/2015	Extended Year/ Summer Assignment
Massey, Valerie	School Bus Driver 2/Transportation/3.8	6/15/2015 - 7/10/2015	Extended Year/ Summer Assignment

Hoyt, Cheryl	School Bus Driver 2/Transportation/4.9	6/15/2015 - 7/10/2015	Extended Year/ Summer Assignment
Rosales, Lidia	School Bus Driver 2/Transportation/4.5	6/8/2015 - 6/26/2015	Extended Year/ Summer Assignment
Brasier, Patricia	Transportation Spec Ed Aide/Transportation/5.5	6/15/2015 - 7/10/2015	Extended Year/ Summer Assignment
liggett, bridgette	Transportation Spec Ed Aide/Transportation/3.6	6/15/2015 - 7/10/2015	Extended Year/ Summer Assignment
Critchfield, Pamela	Transportation Spec Ed Aide/Transportation/2.2	6/15/2015 - 7/10/2015	Extended Year/ Summer Assignment
O'Kelley, Maryann	Transportation Spec Ed Aide/Transportation/2.6	6/15/2015 - 7/10/2015	Extended Year/ Summer Assignment
Runnells, Marina	Transportation Spec Ed Aide/Transportation/5.6	6/15/2015 - 7/10/2015	Extended Year/ Summer Assignment
davis, happi	Transportation Spec Ed Aide/Transportation/1.7	6/15/2015 - 7/10/2015	Extended Year/ Summer Assignment
Erickson, Hailey	Transportation Spec Ed Aide/Transportation/2.1	6/8/2015 - 6/26/2015	Extended Year/ Summer Assignment

AGENDA ITEM: Adoption of 2015-16 Local Control Accountability Plan

Prepared by: Educational Services Staff

☐ Consent Board Date 06/24/2015

☐ Information Only

☒ Discussion/Action

Background Information

Funding for K-12 public education in California is allocated through the Local Control Funding Formula (LCFF). The LCFF requires school districts to develop a Local Control Accountability Plan (LCAP) which delineates the manner in which the district proposes to meet annual goals for all students in addition to specific activities to address state and local priorities.

The District LCAP Advisory Committee held five meetings during the 2014-15 school year. The LCAP Advisory Committee is comprised of parents, teachers, classified staff, administrators, interested community members and students. A draft of the LCAP was developed by the LCAP Advisory Committee and posted on the District website after the final LCAP Advisory Committee Meeting held on May 19th. The LCAP Advisory Committee worked collaboratively to address the District's LCAP Goals and the Eight State priorities: *Student Achievement, Implementation of California Content Standards, Basic Services, Parent Involvement, Student Engagement, School Climate and Other Student Outcomes*.

The LCAP approval process requires the presentation of the plan and the 2015-16 Budget in two public meetings. A public hearing regarding the proposed LCAP was conducted at the Board's regularly scheduled meeting held on June 17, 2015. The LCAP and the 2015-16 Budget are presented this evening for final adoption by the Board.

Educational Implications:

The LCAP is a three year plan that addresses numerous elements of the District's educational programs. It also informs the District's Mission and the Goals adopted by the Board of Education each year.

Fiscal Implications:

The LCAP is required by California Education Code 52060 in order for the District to expend funds allocated through the Local Control Funding Formula (LCFF).

AGENDA ITEM: Approval of 2015-16 Original Budget

Prepared by: Kevin Bultema, Assistant Superintendent Business Services

☐ Consent

Board Date June 24, 2015

☐ Information Only

☒ Discussion/Action

Background Information

Chico Unified School District is required to adopt an annual budget for 2015-16 before July 1, 2015. This budget is referred to as the 2015-16 Original Budget. The new Local Control Accountability Plan (LCAP) requires the district hold a public hearing for the budget and the LCAP at a meeting prior to board adoption of both documents. Board approval of the LCAP and budget must be done at a regularly scheduled board meeting after the public hearings. CUSD complied with this requirement at its board meeting held June 17, 2015 where both the LCAP and 2015-16 Original Budget public hearings were conducted.

Educational Implications

The 2015-16 Original Budget is the financial planning document for the Chico Unified School District. It supports the educational program by allocating resources to meet the districts goals.

Fiscal Implications

The 2014-15 Estimate Actual (EA) budget estimates a positive change in fund balance of \$593,519 in unrestricted programs and a negative change of (-\$2,267,956) in restricted programs. The positive change in unrestricted fund balance is largely due to carryover estimates of \$686,664 in unrestricted programs.

CUSD's General Fund ending balance as of June 30, 2015 is projected to be \$12,401,638. The unrestricted ending fund balance is estimated to be \$9,374,429 and the restricted ending fund balance estimated is \$3,027,209.

The 2015-16 Original Budget estimates a positive change in unrestricted fund balance of \$6,665,006 and a negative change in fund balance for restricted programs of (-\$1,574,127). The change in the unrestricted fund balance is due to the proposed one-time dollars in the Governor's May revise in the amount of \$6,654,188.

CUSD's General Fund ending balance for June 30, 2016 is projected to be \$17,492,517. The unrestricted ending fund balance is estimated to be \$16,039,435 and the restricted ending fund balance is estimated to be \$1,453,082.

*A detailed report of the 2015-16 Original Budget was presented on June 17, 2015.

Chico Unified School District

2015-16 ORIGINAL BUDGET NARRATIVE

June 17, 2015



OVERVIEW

The California state economy performed at a high level in 2014-15 and is expected to continue its expansion in 2015-16. The growth is certainly fueled by record-level returns on stock, bonds and capital gains taxes. However, the growth does contain real growth in personal income taxes and sales taxes. Proposition 30 which enacted temporary sales taxes is a factor in the increased revenues. Furthermore, a reinvigorated California real estate market and lower gas prices are not pulling the economy down.

The Governor's budget proposal as adjusted at the May Revise, provides \$3.1 billion for education funding from 2014-15 which Local Education Agencies (LEA's) will see as one-time dollars in 2015-16. The state budget contains an increase of \$6.1 billion for the Local Control Funding Formula (LCFF) in 2015-16. This increase moves LEA's closer to the fully funded target in the LCFF calculator ahead of the original timeline of 2020-21. K-12 education is benefitting from the proposition 98 funding guarantee with maintenance factor. Education is receiving the largest share of increased state revenues as our funding is restored to levels before the deficits experienced in the great recession.

The 2015-16 Original Budget and corresponding 2014-15 Estimated Actual budget contained in this annual report show Chico Unified School District (CUSD) has a balanced budget for each year. The estimated positive change in unrestricted programs for 2014-15 of \$593,519 is directly related to estimated carryovers in site budgets, district-wide discretionary budgets, and Local Control Accountability Plan (LCAP) budgets of \$686,664. The 2015-16 budget shows a positive change in fund balance of \$6,665,006 due to the one-time proposed dollars for CUSD in the amount of \$6,654,188. One of the greatest challenges this budget presents is how to effectively use the one-time dollars. The 2015-16 budget represents one the best budgets for increased funding to education in many years.

2nd INTERIM BUDGET ASSUMPTIONS

Revenues

- Unrestricted Revenue based on Local Control Funding Formula (LCFF)

- Prior year Average Daily Attendance (ADA) used, since CUSD is declining enrollment district
- Gap funding percentage equal to estimate provided in May Revise of 53.08%
- Unduplicated count percentage average equal to 48.29%
- Projected \$6,654,188 in one-time discretionary revenue
 - Did not budget any expenditures as input for use needed from stakeholders
 - Assigned these dollars in ending fund balance to be used for specific purposed to be determined in 2015-16
- Restricted Revenues budgeted as follows:
 - Federal programs revenue estimated to decrease related to declining enrollment and re-allocation of revenues statewide
 - State programs revenue estimated based on trend analysis and expected apportionment letters

Expenditures

- Salaries and benefit costs generated from position control
 - Reviewed and verified all open or vacant positions will be filled
 - Budget increased for negotiated settlements with all bargaining units
 - 6% salary increase - mid-year implementation
 - Increase in district contribution for health benefits – mid-year implementation
 - Budget increased for step & column costs
 - Budget decreased related to retirees or changes in staffing
 - Benefits estimated at payroll percentage rates and contractual health & welfare district contribution amounts
 - State Teachers Retirement System (STRS) and Public Employee Retirement System (PERS) estimated at 10.73% and 11.847% respectively
- Supplies and equipment expense budgeted based on meetings with Directors, trend analysis, and balancing restricted program budgets
- Services expense based on meetings with Directors, trend analysis, and balancing restricted program budgets
- Capital outlay expenditures estimated based on planned equipment purchases over \$5,000
 - Total capital outlay is projected to be \$80,000 in unrestricted programs
 - Total capital outlay is projected to be \$1,267,889 in restricted programs related to increases in Routine Restricted Maintenance Account (RRMA) and development of deferred maintenance program
- Transfers In equal to amount of former Re-Development Area (RDA) pass-through dollars
- Transfers Out represents the amount of contribution from the General Fund to support the Nutrition Services Fund
- Contributions to Restricted Programs represents contributions to the Special Education Program and RRMA largely

MULTI-YEAR PROJECTIONS (MYP)

The Original Budget has been updated with the most current information available. LCFF gap funding estimates are based on the Department of Finance (DOF) projecting 37.4% and 36.7% gap increases in 2016-17 and 2017-18 respectively. Using the DOF estimates is a departure from CUSD's practice of using School Services of California (SSC) estimates. CUSD administration is recommending this change in source information with the improved state budget outlook. We will continue to evaluate this assumption in the out years as we expect the state economy to slow down or even correct in future years.

The MYP uses assumptions to determine the financial impact for the two future years. The current MYP continues to show a decline in enrollment for 2015-16 and 2016-17. We back out the one-time money in 2016-17. We project increases in salaries and benefits in 2016-17 related to the 2nd half of the mid-year compensation increase added in 2015-16. We reduce the certificated and classified Full-Time Equivalent (FTE) staff corresponding to declining enrollment. STRS costs are increased to 12.58% and 14.43% and PERS costs are increased to 13.05% and 16.6% in 2016-17 and 2017-18 respectively. We estimate increased costs in worker's compensation premiums of \$50,000 and \$100,000. We also increase costs for adding Regional Occupational Programs (ROP) sections as Butte County Office of Education reduces its support for these programs. 2016-17 has increased costs for the third year of additional LCAP four hour support staff in the amount of \$273,562. CUSD will make its final payment in the amount of \$245,000 in 2016-17 related to a STRS golden handshake offering in prior years. The district estimates the first year of the California Energy Commission (CEC) 0% loan payment in 2017-18. Contributions to special education are estimated to increase \$820,352 in 2016-17 and \$653,390 in 2017-18.

Although the budgets in 2014-15 and 2015-16 are balanced, the MYP shows the district will deficit spend in 2016-17 and 2017-18. The challenge will be the effective use of one-time dollars and evaluate the impact of realizing a fully funded LCFF. Once the LCFF reaches its target level, future revenue increases will solely be from Cost of Living Adjustments (COLA) which is approximately 2% and not enough to cover projected increased costs in retirement contributions and consumer price index increases in supplies and services.

FINAL THOUGHTS

The 2014-15 Estimated Actual budget and the 2015-16 Original Budget represent balanced budgets. The district had been deficit spending the last three years as the deficits in state funding continued. The budget is estimated to be balanced with expenditure equal to revenues for the first time in many years. The budget is balanced even with increases in costs related to negotiated compensation increases, STRS and PERS increases, increases in maintenance costs related to the RRMA required 3%, and increases in LCAP expenditures.

CUSD offers a robust education program with many supplemental services including alternative education, counseling, athletics, Response To Intervention (RTI) special education services, Reading Pals, and diverse site level intervention services. The district's supplemental service offerings already meet the proportionality requirement in the LCAP. CUSD is pleased the increased funding from the state is sufficient to continue these services and add additional site support services identified in the 2014-15 LCAP. This budget directly accounts for the programs identified in the

LCAP in resource code 0500 of the district's finances. We have worked directly with the Ed Services division to accurately reflect the costs of meeting the goals outlined in the LCAP.

The financial challenge for CUSD will be the future years as we get closer to reaching the LCFF target and future funding dramatically decreases from levels experienced in 2014-15 and 2015-16. 2015-16 will be an exciting year to collaborate on how to best use the financial resources provided to the district to support the students of Chico Unified. The large one-time allocation will be specifically important to determine the best use and get the most from these dollars.

Chico Unified School District continues to provide quality education programs and services to the students of Chico through the hard work and dedication of classified staff, teachers, and administrators. We look forward to working together and engaging our community in the education of the youth in our community.

A handwritten signature in black ink, appearing to read "Kevin J. Bultema". The signature is fluid and cursive, with a large initial "K" and "B".

Kevin J. Bultema
Assistant Superintendent, Business Services

AGENDA ITEM: Approval of Reserves Disclosure of 2015-16 Original Budget

Prepared by: Kevin Bultema, Assistant Superintendent Business Services

☐ Consent

Board Date June 24, 2015

☐ Information Only

☒ Discussion/Action

Background Information

Senate Bill (SB) 858, Chapter 32/2014, establishes cap on district reserve levels if certain conditions are met, such as:

1. Proposition 98 maintenance factor must be fully repaid.
2. Proposition 98 must be funded based upon Test 1.
3. Proposition 98 provides sufficient funds to support enrollment growth and the statutory Cost Of Living Adjustment (COMA).
4. A deposit must be made into Proposition 98 reserve when capital gain revenues exceed eight of the General fund revenues.

All four conditions will not be met in 2015-16, thus the trigger for CUSD to implement a cap on reserves is not in effect. The district held a public hearing of both the Original Budget and district reserve designation on Wednesday June 17th per Education Code (EC) 42127(a)(2)(B). Enclosed please find a disclosure of the reserve amounts in a template provided by Butte County Office of Education complying with the new reserve disclosure requirement. Administration is asking for Board approval of the district reserve designations.

Educational Implications

N/A

Fiscal Implications

Maintaining appropriate levels of reserves is prudent in public fund management for education. There is no fiscal impact related to SB 858 for the 2015-16 fiscal year.

District: Chico Unified School District
CDS #: 04-61424

2015-16 Budget Attachment

Substantiation of Need for Assigned and Unassigned Ending Fund Balances in Excess of Minimum Recommended Reserves

Education Code Section 42127(a)(2)(B) requires a statement of the reasons that substantiate the need for assigned and unassigned ending fund balances in excess of the minimum reserve standard for economic uncertainties..

Combined and Unassigned/Unappropriated Fund Balances (Resources 0000-1999, Objects 9780, 9789 and 9790)			
Form	Fund		2015-16 Budget
01	General Fund/County School Service Fund	Form 01	\$17,492,517.00
17	Special Reserve Fund for Other Than Capital Outlay Projects	Form 17	\$0.00
Total Assigned and Unassigned Ending Fund Balances			\$17,492,517.00
	District Standard Reserve Level	Form 01CS Line 10B-4	3%
	Less District Minimum Recommended Reserve for Economic Uncertainties	Form 01CS Line 10B-7	\$3,488,233.00
Remaining Balance to Substantiate Need			\$14,004,284.00
Substantiation of Need for Fund Balances in Excess of Minimum Recommended Reserve for Economic Uncertainties			Amount
Fund	Descriptions		
01	Revolving Cash		\$25,000.00
01	Stores Inventory		\$130,342.00
01	Prepaid Expenditures		\$184,812.00
01	Additional 2% Board Reserve		\$2,325,488.00
01	Unrestricted Programs Carryover Budgets		\$686,664.00
01	One-time Money Proposed in Governor's May Revise		\$6,654,188.00
01	Restricted Programs Carryover Budgets		\$1,453,102.00
	Insert Lines above as needed		
Total of Substantiated Needs			\$11,459,596.00
Remaining Unsubstantiated Balance			\$2,544,688.00

AGENDA ITEM: Summer, 2015 Maintenance & Facilities Projects Report

Prepared by: Kevin Bultema, Assistant Superintendent Business Services

☐ Consent

Board Date June 24, 2015

☒ Information Only

☐ Discussion/Action

Background Information

The summer break provides the opportunity for several maintenance projects to be completed during a time when students and staff are not present on school campuses. Chico Unified School District (CUSD) has developed a summer projects maintenance budget within the Restricted Routine Maintenance Account (RRMA). As a reminder, the 2015-2016 budget requires the district to allocate 3% of total expenditures towards building maintenance. A project list has been generated based upon safety, high priority and needed repairs, as well as projects providing most substantial long-term benefits. We have focused our work has in the following categories:

- Roof Repair
- Carpet Replacement
- Playground/parking lot paving/resealing
- Heating/Ventilation/Air Conditioning (HVAC)
- Painting

In addition, our Facilities Department is busy with the construction and modernization of school buildings. We will present a brief report on the maintenance and facilities projects we are working on this summer.

Educational Implications

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

Fiscal Implications

The 2014-15 RRMA budget estimated summer maintenance projects in the amount of \$359,690 to be completed before June 30, 2015. The 2015-16 RRMA budget includes summer projects in the amount of \$340,615 to be completed before school starts.

Recommendation:

N/A

CUSD M&O Summer Projects

6/16/2015

FISCAL YEAR	PROJECT	SCHOOL NAME	AREAS	COST PER AREA	SUB-TOTAL	CONTINGENCIES	TOTAL	Progress
14/15	HVAC	Little Chico Creek	Cooling Tower Replacement	\$52,490.00	\$52,490.00		\$52,490.00	Completed
14/15	Roofing	Chico High	Gym Roof	\$1,545.00	\$1,545.00	0%	\$1,545.00	Completed
14/15	Roofing	Chico Jr	Gym addition roof issue	\$4,800.00	\$4,800.00		\$4,800.00	Completed
14/15	Painting	Parkview	Under side of overhangs	\$678	\$678.00	10%	\$745.80	Paint purchased/in house
14/15	Painting	Sierra View	Under side of overhangs	\$678	\$678.00	10%	\$745.80	Paint purchased/in house
14/15	Painting	District Office	Exterior	\$2,500	\$2,500.00	10%	\$2,750.00	In Progress
14/15	General	Gym Floor Refinishing	Secondary	\$12,275	\$12,275.00		\$12,275.00	Wax purchased/in house
14/15	Mechanical	Corp Yard	Fuel Dispenser	\$14,000	\$14,000.00	10%	\$15,400.00	Completed
14/15	HVAC	Pleasant Valley High	Controllers in Yale	\$6,720	\$6,720.00	10%	\$7,392.00	Completed
14/15	Carpet	Neal Dow	6 Rooms + 2 Kindergarten	\$20,978.00	\$20,978.00	10%	\$23,078.80	Completed
14/15	Carpet	Chapman	2 Kindergarten	\$4,050.00	\$4,050.00	10%	\$4,455.00	Completed
14/15	Paving/Seal	Shasta	24000 sq. ft.	\$12,323.00	\$12,323.00	10%	\$13,555.30	Start 6/22
14/15	Paving/Seal	Little Chico Creek	64000 sq. ft.	\$11,550.00	\$11,550.00	10%	\$12,705.00	Start 6/22
14/15	Roofing	Chico Jr	Roof Drainage Repair	\$18,903.00	\$18,903.00	10%	\$20,793.30	
14/15	Roofing	Parkview	Quad Overhang	\$27,720.00	\$27,720.00	10%	\$30,492.00	In Progress
14/15	Roofing	Chapman	Quad Overhang	\$44,700.00	\$44,700.00	10%	\$49,170.00	In Progress
14/15	Roofing	Hooker Oak	Entry Overhangs	\$8,636.00	\$8,636.00	10%	\$9,499.60	
14/15	General	Bleacher Inspection	Secondary	\$9,800	\$9,800.00		\$9,800.00	Completed
14/15	Roofing	Chico High	A-Wing Overhang	\$80,000.00	\$80,000.00	10%	\$88,000.00	In Progress
14/15	General	Bidwell	Bleacher Modifications					Completed
						Total	\$359,689.60	

July/August Projects

FISCAL YEAR	PROJECT	SCHOOL NAME	AREAS	COST PER AREA	SUB-TOTAL	CONTINGENCIES	TOTAL	
15/16	Carpet	Emma Wilson	8 rooms + 2 Kindergarten	\$3,000.00	\$30,000.00	10%	\$33,000.00	Quote Pending
15/16	Carpet	Citrus	2 Kindergarten	\$3,000.00	\$6,000.00	10%	\$6,600.00	Quote Pending
15/16	Carpet	Shasta	2 Kindergarten	\$3,000.00	\$6,000.00	10%	\$6,600.00	Quote Pending
15/16	Carpet	Sierra View	2 Kindergarten	\$3,000.00	\$6,000.00	10%	\$6,600.00	Quote Pending
15/16	General	Bidwell	Bleacher Modification	\$8,100.00	\$8,100.00	10%	\$8,910.00	Quote in process
15/16	HVAC	Hooker Oak	10 Units	\$8,000.00	\$80,000.00	10%	\$88,000.00	Requesting Quotes
15/16	Mechanical	Corp Yard	New Lift	\$90,000	\$90,000.00	10%	\$99,000.00	Requesting Quotes
15/16	Mechanical	Corp Yard/Grounds	Truck Loader	\$22,297	\$22,297.00	10%	\$24,526.70	Requesting Quotes
15/16	Painting	Chico Junior	Under side of overhangs	\$2,003	\$2,003.00	10%	\$2,203.30	In House
15/16	Painting	District Office	Exterior	\$2,500	\$2,500.00	10%	\$2,750.00	In House
15/16	Paving/Seal	Chapman	13500 sq. ft.	.50 per sq. ft.	\$6,750.00	10%	\$7,425.00	In House
15/16	Paving/Seal	McManus	16000 sq. ft.	.50 per sq. ft.	\$8,000.00	10%	\$8,800.00	In House
15/16	Paving/Seal	Marigold	16,000 sq. ft.	.50 per sq. ft.	\$8,000.00	10%	\$8,800.00	Quote Pending
15/16	Roofing	Marsh	Overhangs	\$7 per Sq. Ft	\$22,000.00	10%	\$24,200.00	Requesting Quotes
15/16	Carpet	Little Chico Creek	2 Kindergarten	\$3,000.00	\$6,000.00	10%	\$6,600.00	Quote Pending
15/16	Carpet	Parkview	2 Kindergarten	\$3,000.00	\$6,000.00	10%	\$6,600.00	Quote Pending
						Total	\$340,615.00	