

# **CUSD Board of Education**

## **Regular Meeting Agenda**

**Chico City Council Chambers**

**September 16, 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. 7<sup>th</sup> Street  
Chico, CA 95928  
(530) 891-3000  
Or Online at:  
[www.chicousd.org](http://www.chicousd.org)

Posted: 09/11/15

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

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

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

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

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

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

#### **WRITTEN MATERIAL:**

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

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

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

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

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

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

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

Regular Meeting – September 16, 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

Representatives:

Kelly Staley, Superintendent

Jim Hanlon, Asst. Superintendent

Joanne Parsley, Asst. Superintendent

Kevin Bultema, Asst. Superintendent

#### **2.2. Conference with Real Property Negotiators**

Per Government Code §54956.8

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

APN # 003-140-001-000, Price and Terms of  
Payment

Agency's Negotiator: Kevin Bultema

#### **Attending**

Kelly Staley, Superintendent

Jim Hanlon, Asst. Superintendent

Joanne Parsley, Asst. Superintendent

Kevin Bultema, Asst. Superintendent

#### **2.3. Public Employee Discipline/Dismissal/Release**

Per Government Code §54957

(one certificated employee)

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

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

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

### **4. STUDENT REPORTS**

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

### **6. ANNOUNCEMENTS**

### **7. ITEMS FROM THE FLOOR**

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

### **9. CONSENT CALENDAR**

#### **9.1. GENERAL**

- 9.1.1. Consider Approval of Minutes of Regular Session on August 19, 2015, and Special Session on September 2, 2015

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

#### **9.2. EDUCATIONAL SERVICES**

- 9.2.1. Consider Approval of the Field Trip Requests (5) for BJHS, CJHS, CHS, PVHS, and FVHS Club Live Friday Night Live Students to Attend the Reach for the Future Leadership Conference in Richardson Springs from 10/07/15 to 10/08/15

- 9.2.2. Consider Approval of the Field Trip Requests (6) for PVHS Athletics to attend Overnight Tournaments

- 9.2.3. Consider Approval of the Field Trip Request for CHS FFA Students to Attend the National FFA Convention in Louisville, KY and Washington, D.C. from 10/28/15 to 11/3/15
- 9.2.4. Consider Approval of the Field Trip Request for CHS FFA Students to attend the Shasta Welding Camp at Shasta College, in Redding CA from 10/06/15 to 10/07/15
- 9.2.5. Consider Approval of the Consultant Agreement with Creative Spirit LLC to Provide Training and Materials for Elementary School Counseling Grant
- 9.2.6. Consider Approval of the Consultant Agreement with Public Works Group, Grant Management
- 9.3. BUSINESS SERVICES**
  - 9.3.1. Consider Approval of Accounts Payable Warrants
  - 9.3.2. Consider Approval of the (5) Notices of Completion for Solar Shade Structures at Bidwell Jr. High, Emma Wilson, Neal Dow, Rosedale and Sierra View Schools
- 9.4. HUMAN RESOURCES**
  - 9.4.1. Consider Approval of Certificated Human Resources Actions
  - 9.4.2. Consider Approval of Classified Human Resources Actions
- 9.5. BOARD**
  - 9.5.1. Consider Approval of Board Member Compensation for Missed Meeting
- 10. DISCUSSION/ACTION CALENDAR**
  - 10.1 EDUCATIONAL SERVICES**
    - 10.1.1. **Information:** Sixth Grade Transition Update (John Bohannon)
  - 10.2. BUSINESS SERVICES**
    - 10.2.1. **Discussion/Action:** Approval of Contract – PFM, Financial Advisory Services (Kevin Bultema)
    - 10.2.2. **Discussion/Action:** One-Time Discretionary Survey Results, Recommendation (Kevin Bultema)
  - 10.3 HUMAN RESOURCES**
    - 10.3.1. **Discussion/Action:** Resolution 1296-15, Elimination of Classified Services and Ordering Layoffs in the Classified Service for the 2015-2016 School Year (Jim Hanlon)
    - 10.3.2. **Discussion/Action:** Public Employee Discipline/Dismissal/Release: The Board will discuss one matter of employee discipline, if the employee requests to have the matter heard in open session. (See Government Code Section 54957(b)(2).) (Jim Hanlon)
- 11. ITEMS FROM THE FLOOR**
- 12. ANNOUNCEMENTS**
- 13. ADJOURNMENT**

Elizabeth Griffin, President  
Board of Education  
Chico Unified School District

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MINUTES

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**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

Absent: 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

Representatives:

Kelly Staley, Superintendent

Jim Hanlon, Asst. Superintendent

Joanne Parsley, Asst. Superintendent

Kevin Bultema, Asst. Superintendent

**2.2. Public Employee Performance Evaluation**

Per Government Code §54957

Title: Superintendent

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

At 6:07 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 there was nothing to report.

**3.3. Flag Salute**

At 6:08 p.m. Board President Griffin led the salute to the flag.

**4. SUPERINTENDENT'S REPORT AND RECOGNITION**

At 6:09 p.m. Superintendent Staley noted CUSD was sending heartfelt thoughts to Board Member Gary Loustale who was not present tonight due to a loss in his family. Superintendent Staley stated the new school year is off to a good start and introduced new faces: Assistant Superintendent of Human Resources, Jim Hanlon, Assistant Superintendent of Educational Services, Joanne Parsley, and CSEA President, Sean Sullivan. Superintendent's Awards were presented to: 1) Todd Kimmelshue, Chico Rotary President for a donation of \$30,000 to the CUSD Music Program by Music Teachers Ryan Heimlich, Todd Filpula, and Tanner Johns; and 2) BJHS Math Teacher and Coach Marjorie Kucich for her work in coordinating the upcoming secondary math changes by Director John Bohannon.

**5. ANNOUNCEMENTS**

At 6:17 p.m. Board Member Kaiser gave kudos to the people involved in the first ever pre-educational workshop for international students, including: the American Culture and Language Group staff; Jim Hanlon, for his foresight and leadership in this direction while he was Principal at CHS, and to the student mentors who volunteered their time over the summer. Board President Griffin noted the students involved as Mentors included PVHS students: Jessie Jiang, Navid Kiassat, Kendra Pittinger, and Claire Johnson and CHS students: Mitchell McLaughlin, Lauren Moxon, and Devon Tietz.

**6. ITEMS FROM THE FLOOR**

At 6:19 p.m. There were no items from the floor.

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

At 6:20 p.m. The Board received a short update from Kevin Moretti, CUTA President, regarding MOUs. Sean Sullivan, CSEA President, stated he had nothing to report. Assistant Superintendent

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Jim Hanlon, shared he had nothing to report, but was looking forward to working together with all groups. Superintendent Staley noted the Board Workshop scheduled for September 2 would be focused on IBB (Interest-Based Bargaining) discussion.

**8. CONSENT CALENDAR**

At 6:22 p.m. Board President Griffin asked if anyone would like to pull a consent item for further discussion. Board Member Kaiser pulled item 8.2.7. and Board President Griffin pulled Item 8.2.3. Board Member Kaiser moved to approve the remaining Consent Items; seconded by Board Clerk Hovey.

**8.1. GENERAL**

8.1.1. The Board approved the Minutes of Regular Session on June 24, 2015, and Special Session on July 8, 2015

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

<b>Donor</b>	<b>Item</b>	<b>Recipient</b>
Bob Maness, CA Regional Theatre	\$1,500.00	CUSD Elementary Music
Chico Paper Co.	Mat Board @ \$50.00	Chico Jr. High
Thomas & Nancy Masterson	Books @ \$175.00	Marsh Jr. High
Machell Tucker	Books @ \$39.86	Pleasant Valley High
Ryan Heimlich	Books @ \$19.50	Pleasant Valley High
Charlie Copeland & Sally Foltz	Books @ \$128.00	Pleasant Valley High
Chris Guenter, Ed.D.	Books @ \$157.50	Pleasant Valley High
Linda Elliott	Books @ \$136.59	Pleasant Valley High
Bernard Vigallon	\$350.00	Fair View High

**8.2. EDUCATIONAL SERVICES**

8.2.1. The Board approved the Field Trip Request for CHS FFA Students to Attend the Chapter Officer Leadership Conference in Mountain Meadows Camp in Shingletown, CA from 8/21/15-8/22/15

8.2.2. The Board approved the Consultant Agreement with the Boys and Girls Club of the North Valley to Provide Academic Enrichment, Leadership Training and Recreation Activities for the 21<sup>st</sup> Century After School Program on the FVHS Campus

8.2.3. This Item was pulled for further discussion

8.2.4. The Board approved the Consultant Agreement with NSCOA (Chico Grapplers Association) to Provide Officials for CHS Wrestling Matches

8.2.5. The Board approved the Consultant Agreement with Family Behavior Solutions for Behavior Consultation and Follow-up

8.2.6. The Board approved the Consultant Agreement with Loy Mattison – Mattison Enterprises to Provide ERATE Consulting

8.2.7. This Item was pulled for further discussion

8.2.8. The Board approved the Consultant Agreement with CA Urban Streams Alliance – The Stream Team to Assist CUSD with Grant Management and Project Implementation

8.2.9. The Board approved Resolution 1298-15, 2015 Chico Parade of Lights Proclamation

**8.3. BUSINESS SERVICES**

8.3.1. The Board approved the Accounts Payable Warrants

8.3.2. The Board approved the Contract with RFI Communication and Security to provide software licenses for security cameras

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- 8.3.3. The Board approved the California Water Service Company Easement for the Science Classroom Building at Marsh Jr. High School
- 8.3.4. The Board approved the Notice of Completion for Cabling Infrastructure at Chico Jr. High School
- 8.3.5. The Board approved the Notice of Completion for Structural Roof Repair Phase 1 at Chico High School
- 8.3.6. The Board approved the Notice of Completion for Window Coverings at Chico High School J&K Building

**8.4. HUMAN RESOURCES****8.4.1. Approved the Certificated Human Resources Actions**

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>
<b><u>Temporary Appointments – 2015/16</u></b>			
Brown, Heather	Elementary	8/13/2015	0.55 FTE
Castaneda, Joana	Elementary	8/13/2015	0.40 FTE
Curran, Patrick	Secondary	8/13/2015	0.50 FTE
Evans, Andrea	Speech	8/13-12/18/2015	0.40 FTE
Gower, Christine	Elementary	8/13/2015	0.60 FTE
Hanlon, Krista	Secondary	8/13/2015	0.40 FTE
Imes, Kelly	Elementary Fine Arts	8/13/2015	0.75 FTE
Jacks-Garrett, Rochelle	Secondary	8/14/2015	1.00 FTE
Moore, Eva	School Nurse	8/13/2015	0.60 FTE
O'Brien, Jaime	Secondary	8/13/2015	1.00 FTE
Osak, Gina	Elementary	8/13/2015	0.30 FTE (increase from 0.2 FTE)
Pithoud, Jeffrey	Secondary	8/13/2015	1.00 FTE
Shewey, Jennifer	Elementary	8/13/2015	0.20 FTE
Smith, Katherine	Elementary	8/13/2015	0.30 FTE
Spini, Briana	Elementary	8/13/2015	0.20 FTE
Sutton, Stormie	Special Education	8/13/2015	0.20 FTE
Trowbridge, Daymi	Psychologist	7/27/2015	0.60 FTE
Trulock, Ashley	Special Education	8/13/2015	1.00 FTE
Yuill, Michelyn	Elementary	8/13/2015	0.20 FTE
Zink, Lindsey	Elementary	8/13/2015	0.20 FTE
<b><u>Permanent /Probationary Appointments – 2015/16</u></b>			
Bochi-Galli, Christine	Elementary	8/13/2015	1.0 FTE Permanent
Bremm-Jesse	Secondary	8/13/2015	1.0 FTE Probationary 2
Carlsen, Kyle	Opportunity	8/13/2015	0.60 FTE Probationary 2
Castaneda, Joana	Elementary	8/13/2015	0.60 FTE Probationary 0
Evans, Andrea	Speech	8/13/2015	0.60 FTE Probationary 1
Fondelier, Elizabeth	Secondary	8/13/2015	1.00 FTE Probationary 1
Friend, Kimberly	Elementary	8/13/2015	1.00 FTE Probationary 2
Gocke, Mary	Counseling	8/13/2015	1.00 FTE Probationary 0
Hanf, Carolyn	Elementary	8/13/2015	1.00 FTE Probationary 1

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Hansen, Stacy	Elementary	8/13/2015	1.00 FTE Probationary 1
Herrick, Angela	Special Education	8/13/2015	1.00 FTE Probationary 1
Jarboe, Lauren	Elementary	8/13/2015	1.00 FTE Probationary 2
Jones, Nicole	Speech	8/13/2015	1.00 FTE Probationary 1
Lape, Kristen	Counseling	8/13/2015	0.60 FTE Probationary 0
Leffler, Danielle	Secondary	8/13/2015	0.80FTE Probationary 1
Lovgren, Kenneth	Secondary	8/13/2015	1.00 FTE Probationary 0
Osak, Brian	Psychologist	7/01/2015	1.00 FTE Permanent
Puterbaugh, Laura	Psychologist	7/01/2015	0.80 FTE Permanent
Ray, Roxanne	Elementary	8/13/2015	1.00 FTE Probationary 2
Rudolph, Nicole	Elementary	8/13/2015	0.60 FTE Probationary 0
Salzman, Julie	Elementary	8/13/2015	0.70 FTE Probationary 0
Santana, Marisa	Elementary	8/13/2015	1.00 FTE Probationary 0
Schultz, Melisa	Counseling	8/13/2015	1.00 FTE Probationary 1
Smith, Katherine	Elementary	8/13/2015	0.40 FTE Probationary 0
Spini, Briana	Elementary	8/13/2015	0.60 FTE Probationary 0
Steffen, Cindy	School Nurse	8/13/2015	0.80 FTE Probationary 2
Stone, Samantha	Counseling	8/13/2015	1.00 FTE Probationary 0
Taylor, Lawrence	Elementary	8/13/2015	0.60 FTE Probationary 0
Tran, Thusuong	Counseling	8/13/2015	1.00 FTE Probationary 0
Upton, Camille	Secondary	8/13/2015	1.00 FTE Probationary 2
Wardlow, Matt	Secondary	8/13/2015	1.00 FTE Probationary 0
Williams, T. LaMichael	Secondary	8/13/2015	1.00 FTE Probationary 0
Winslow, Melanie	Elementary	8/13/2015	1.00 FTE Probationary 2
Wright, Esther	Secondary	8/13/2015	1.00 FTE Probationary 2
Zorrilla-Reddam, Cquenaya	Psychologist	7/01/2015	1.00 FTE Permanent

**Resignations/Retirements**

Cariss, Tim	Administration	6/30/2015	Resignation
Hamilton, Ellen	Secondary	8/5/2015	Resignation
Kuban, Tiffany	Counseling	7/1/2015	Resignation
Lape, Kristen	Counseling	7/16/2015	0.2 FTE Resignation
Love, Edward	Secondary	7/1/2015	Retirement
Marx, Katherine	Elementary	9/1/2015	Retirement
Potter-Jones, Barbara	Elementary	6/05/2015	Retirement
Sloan, Sharon	Elementary	8/12/2015	Retirement

**Leave Requests – 2015/16**

Rollins, Rahlina	Secondary	2015/16	0.40 FTE Personal Leave
Finley, Janet	Elementary Music	2015/16	0.20 FTE Personal Leave
Shanahan, Brooke	Special Education	2015/16	1.00 FTE Personal Leave
Watson, Carrie	Secondary	2015/16	0.60 FTE Personal Leave



**MINUTES****8.4.2. Approved the Classified Human Resources Actions**

<b>ACTION NAME</b>	<b>CLASS/LOCATION/ ASSIGNED HOURS</b>	<b>EFFECTIVE</b>	<b>COMMENTS</b>
<b>Appointment</b>			
Aicega, Dianna	Parent Classroom Aide- Restr/Marigold/2	8/17/2015	Vacated Position
Bontrager, Dawn	IA-Special Education/Emma Wilson/2.5	8/17/2015	Vacated Position
Brown, Jeffrey	Custodian/Little Chico Creek-Sierra View/8	6/23/2015	Vacated Position
Coletti, Ryan	Library Media Assistant/Sierra View/2.5	8/3/2015	Vacated Position
Cross, Sarah	Parent Classroom Aide- Restr/Emma Wilson/5.5	8/17/2015	New Position
Dawson, William	Campus Supervisor/ BJHS/1.8	8/17/2015	Vacated Position
Dunning, Brooke	IPS-Classroom/Emma Wilson/6	8/17/2015	Vacated Position
Duty, Harrison	IPS-Classroom/LCC/6	8/17/2015	Vacated Position
Hackney, Amanda	IPS-Classroom/Loma Vista/6	8/17/2015	Vacated Position
Hernandez, Lucita	Cafeteria Assistant/ McManus/4	8/17/2015	Vacated Position
Jones, Cynthia	Office Assistant Elementary Attendance/Hooker Oak/4	8/3/2015	Vacated Position
Marler, Jennifer	IA-Special Education/Wild Flower/3	8/31/2015	Vacated Position
Novak, Deborah	Office Assistant/PVHS/4	5/7/2015	Correct Effective Date
Pang, Nicole	IPS-Classroom/Citrus/3	8/17/2015	Vacated Position
Ricci, Julie	IPS-Healthcare/CHS/6.5	8/17/2015	Vacated Position
Ritter, Brook	Health Assistant/Emma Wilson/6	8/13/2015	Vacated Position
Stimac, Lorrie	Campus Supervisor/ BJHS/3.7	8/17/2015	Vacated Position
Stoklasa, Anthony	Custodian/M & O/8	7/6/2015	Vacated Position
Story, Wanda	IPS-Classroom/MJHS/7.5	8/17/2015	Vacated Position
Turner, Jr, Lawrence	Campus Supervisor/MJHS/2	8/17/2015	Vacated Position
Valente, Linda	Cafeteria Assistant/ Citrus/3.3	8/17/2015	Vacated Position
<b>Promotion</b>			
Carter, Corinne	Payroll-Benefits Technician/ Business Office/8	6/15/2015	Vacated Position
German, Eric	M & O Supervisor/M & O/8	6/18/2015	Vacated Position
Nemat-Nasser, David	Sr Custodian/Inspire/8	7/6/2015	Vacated Position

## MINUTES

**Leave of Absence**

Hanson, Effie	IPS-Healthcare/ Parkview/2.4	8/25/2015- 12/20/2015	Part-time per CBA 5.12
Martin, Theresa	Cafeteria Assistant/BJHS/3	5/11/2015- 8/8/2015	Per CBA 5.2.9
Scowsmith, Kate	IPS-Classroom/Loma Vista/6	8/17/2015- 2/27/2016	Per CBA 5.12
Silva, Nicole	IPS-Classroom/Loma Vista/4	8/17/2015- 2/17/2016	Per CBA 5.12
Wilson, Corine	Registrar/BJHS/8	5/18/2015- 7/17/2015	Per CBA 5.3.3
Wilson, Lauren	IPS-Classroom/Loma Vista/6	8/17/2015- 2/17/2016	Per CBA 5.12
Yuhnke, John	Delivery Worker/ Warehouse/8	6/4/2015- 7/26/2015	Per CBA 5.3.3

**Resignation/Termination**

Call, Darcy	IPS-Healthcare/Wild Flower/6.5	8/2/2015	Voluntary Resignation
Cherry, Aaron	IA-Computers/MJHS/4	8/8/2015	Voluntary Resignation
Contreras, Leanne	Payroll-Benefits Technician/ Business Office/8	6/23/2015	Amend Effective Date
Coupé, Kendra	Health Assistant/ McManus/6	8/12/2015	Voluntary Resignation
Diehl, Jessica	IPS-Classroom/Chapman/6	7/20/2015	Voluntary Resignation
Donnelly, Judith	Cafeteria Assistant/McManus/4	6/4/2015	PERS Retirement
Donnelly, Judith	Cafeteria Assistant/ FVHS/2.7	6/4/2015	PERS Retirement
Employee #13825		6/4/2015	Released During Probation
Erickson, Marisa	IPS-Healthcare/Citrus/3	8/3/2015	Voluntary Resignation
Fernandez-Jones, Adria	IA-Special Education/Neal Dow/5	6/4/2015	Voluntary Resignation
Foster, Olympia	IA-Bilingual/Rosedale/5.3	6/5/2015	Voluntary Resignation
Garrison, Grant	Custodian/PVHS/8	7/29/2015	Amend Effective Date
Imhoff, Joan	IA-Elementary Guidance/ LCC/3.5	7/27/2015	Voluntary Resignation
Jenkins, Scott	IA-Special Education/ BJHS/6.5	8/16/2015	Voluntary Resignation
Kaufmann, Savannah	IPS-Classroom/Sierra View/4	8/3/2015	Voluntary Resignation
Kaufmann, Steven	IPS-Healthcare/McManus/6	8/3/2015	Voluntary Resignation
McMaster, Newlin	Custodian/M & O/8	7/10/2015	Voluntary Resignation
Moss, Jennifer	Parent Classroom Aide- Restr/Marigold/2	8/2/2015	Voluntary Resignation
O'Malley, Celine	IA-Special Education/Wild Flower/3	8/14/2015	Voluntary Resignation
Poll, Tina	Health Assistant/LCC/6	7/28/2015	Voluntary Resignation
Reising, Jordyn	IPS-Classroom/Citrus/3.5	7/20/2015	Voluntary Resignation

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Riggs, Amanda	IPS-Healthcare/Emma Wilson/6	8/16/2015	Voluntary Resignation
Simon, Laurette	IPS-Healthcare/Forest Ranch/6	7/15/2015	Voluntary Resignation
Williamson, Anne	IPS-Healthcare/McManus/6	7/1/2015	Voluntary Resignation
Wilson, Corine	Registrar/BJHS/8	7/17/2015	39 Month Re-employment List
Yuhnke, John	Delivery Worker/Warehouse/8	7/26/2015	PERS Retirement

**Resigned Only Position Listed**

Bontrager, Dawn	Parent Classroom Aide- Restr/Emma Wilson/3.9	8/16/2015	Voluntary Resignation
Carter, Corinne	Payroll Coordinator/ Business Office/8	6/14/2015	Promotion
Cross, Sarah	Parent Classroom Aide- Restr/Emma Wilson/3.3	8/16/2015	Increase in Hours
Dawson, William	Campus Supervisor/BJHS/1	8/16/2015	Increase in Hours
Dunning, Brooke	IPS-Classroom/Emma Wilson/5	8/16/2015	Increase in Hours
Duty, Harrison	IPS-Classroom/Loma Vista/4	8/16/2015	Increase in Hours
German, Eric	SMW-Sprinker Systems/ M&O/8	6/17/2015	Promotion
Hackney, Amanda	IPS-Classroom/Loma Vista/4	8/16/2015	Increase in Hours
Hernandez, Lucita	Cafeteria Assistant/ Chapman/3.3	8/16/2015	Increase in Hours
Nemat-Nasser, David	Custodian/CHS/8	7/5/2015	Promotion
Pang, Nicole	IPS-Classroom/Chapman/6	8/16/2015	Voluntary Reduction in Hours
Ricci, Julie	IPS-Healthcare/CHS/6	8/16/2015	Increase in Hours
Ritter, Brook	Health Assistant/ Marigold/4	8/12/2015	Increase in Hours
Stimac, Lorrie	Campus Supervisor/ BJHS/1.5	8/16/2015	Increase in Hours
Story, Wanda	IPS-Classroom/CHS/7	8/16/2015	Increase in Hours
Valente, Linda	Cafeteria Assistant/PVHS/3	8/16/2015	Increase in Hours

**(Consent Vote)**

AYES: Griffin, Robinson, Hovey, Kaiser

NOES: None

ABSENT: Loustale

**9. DISCUSSION/ACTION CALENDAR****ITEMS REMOVED FROM CONSENT FOR FURTHER DISCUSSION****8.2.3. Consider Approval of the Consultant Agreement with John Siebal for Prevention/Intervention Work at FVHS and CHS**

Board President Griffin pulled this item to ask about the unit value. Director John Bohannon explained one unit was the daily rate. Board President Griffin moved to approve the Consultant Agreement; seconded by Board Member Kaiser.

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MINUTES

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AYES: Griffin, Robinson, Hovey, Kaiser

NOES: None

ABSENT: Loustale

**8.2.7. Consider Approval of Resolution No. 1297-15, A Resolution Authorizing CUSD to Enter into a Drought Response Outreach Program for Schools Grant Agreement**

Board Member Kaiser stated she pulled this Item to let the community know how impressive it was that CUSD was one of 29 projects funded throughout California and had been awarded \$445,220. CUSD will implement low-impact development (LID) projects for stormwater capture and drought mitigation to conserve and capture stormwater runoff and infiltrate it into the soil at nine (9) campuses including: Parkview, Chapman, Citrus, McManus, Neal Dow, and Rosedale Elementary schools, Bidwell and Chico Junior High schools, and Fair View High. Board Vice President Robinson moved to approve Resolution No. 1297-15; seconded by Board Member Kaiser.

AYES: Griffin, Robinson, Hovey, Kaiser

NOES: None

ABSENT: Loustale

**9.1. EDUCATIONAL SERVICES**

**9.1.1. Information: Secondary Summer Learning Report**

At 6:44 p.m. FVHS Principal Andrew Moll presented information on how four Fair View students had chosen to participate in a summer "internship" to gain employment skills through media and how they had created a video in 45 hours of work in an amazing program working with Debra Lucero and her BCAC, Channel 11 team, which included Skyler Sabine, Program Director. FVHS Students Michael Dominguez and Gage Dupper shared their experiences in the program and presented the documentary they created. This opportunity was funded with a grant through PG&E, Butte County Economic Development Corporation and the California Arts Council for Career Pathways.

**9.1.2. Information: Early Back/ELD Program Update**

At 6:41 p.m. Director Ted Sullivan presented information on the Early Back/ELD Program. He then introduced ELD Coaches Terri Crawford and Dana Feingold, who presented a PowerPoint and a video on Language Star and Grammar Camp.

**9.2. BUSINESS SERVICES**

**9.2.1. Information: 2015 Summer Projects Update**

At 6:48 p.m. Directors Julie Kistle and John Carver presented information and photographs of many of the summer projects worked on by the Facilities and Construction, Maintenance & Operations, and Transportation Departments. Director Kistle also presented an update on Proposition 39 projects. The Board commended all employees involved for the amount of work accomplished.

**9.3. HUMAN RESOURCES**

**9.3.1. Discussion/Action: Resolution 1299-15, To Allow Teachers with a Multiple Subject Credential to Teach a Specific Subject Below Grade 9**

At 7:24 p.m. Assistant Superintendent Jim Hanlon presented information on Resolution 1299-15. Board Member Kaiser moved to approve Resolution 1299-15; seconded by Board Vice President Robinson.

AYES: Griffin, Robinson, Hovey, Kaiser

NOES: None

ABSENT: Loustale

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MINUTES

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- 9.3.2. Discussion/Action: Resolution 1300-15, To Allow a Credentialed Teacher to Teach Any Single Subject Class Based on Appropriate Coursework

At 7:31 p.m. Assistant Superintendent Jim Hanlon presented information on Resolution 1300-15. Board Clerk Hovey moved to approved Resolution 1300-15; seconded by Board Member Kaiser.

AYES: Griffin, Robinson, Hovey, Kaiser

NOES: None

ABSENT: Loustale

**9.4. BOARD**

**9.4.1 Information: First Reading of Revised/Updated/New Board Policies**

At 7:32 p.m. Board President Griffin explained this item was for information only. Board members are to review and send suggestions for changes to the Superintendent's office by Wednesday, August 26. The Board Policies will be presented for approval at the Board Workshop scheduled for Wednesday, September 2.

0420.1	School-Based Program Coordination - Deleted
0440	District Technology Plan
0460	Local Control and Accountability Plan
0520.4	Quality Education Investment Schools- Deleted
1240	Volunteer Assistance
1312.3	Uniform Complaint Procedure
1330	Use of School Facilities
3100	Budget
3312	Contracts
3350	Travel Expenses
3600	Consultants/Independent Contractor
4112.2	Certification
4112.21	Interns
4115	Evaluation/Supervision
4117.3	Personnel Reduction
4118	Dismissal/Suspension/ Disciplinary Action
4121	Temporary/Substitute Personnel
4131.1	Beginning Teacher Support/Induction
4139	Peer Assistance and Review - Deleted
4143 4243	Negotiations/Consultation
4315	Evaluation/Supervision
4315.1	Staff Evaluation Teachers - Deleted
4740	Medical Benefits for Retired Personnel
5111	Admission
5113.1	Chronic Absence and Truancy
5125	Student Records
5126	Awards for Achievement
5131.2	Bullying
5141.4	Child Abuse Prevention and Reporting
5145.3	Nondiscrimination/ Harassment
5145.7	Sexual Harassment

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MINUTES

5147	Dropout Prevention
6158	Independent Study
6170.1	Transitional Kindergarten
6172	Gifted and Talented Student Program
6174	Education for English Language Learners

11. **ITEMS FROM THE FLOOR**

At 7:43 p.m. There were no items from the floor.

12. **ANNOUNCEMENTS**

At 7:44 p.m. There were no announcements.

13. **ADJOURNMENT**

At 7:45 p.m. Board President Griffin adjourned the meeting.

:mm

APPROVED:

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Board of Education

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Administration

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MINUTES

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**1. CALL TO ORDER**

At 5:00 p.m. Board President Griffin called the meeting to order in the Large Conference Room at the Chico Unified District Office at 1163 East 7<sup>th</sup> St. and announced the Board was moving into Closed Session and asked for public comment on closed session items.

**Present:** Griffin, Robinson, Hovey, Kaiser, Loustale

**Absent:** None

**1.1. Public comment on closed session items**

There was no public comment on Closed Session Items.

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

Employee Organizations:

Representatives:

CUTA

CSEA, Chapter #110

Kelly Staley, Superintendent

Kevin Bultema, Asst. Superintendent

Joanne Parsley, Asst. Superintendent

Jim Hanlon, Asst. Superintendent

**2.2. Public Employee Performance Evaluation**

Per Government Code §54957

Title: Superintendent

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

At 5:42 p.m. Board President Griffin called the meeting to order.

**3.2. Report Action Taken in Closed Session**

At 5:43 p.m. Board President Griffin announced the Board had been in Closed Session and there was nothing to report.

**4. CONSENT CALENDAR**

At 5:43 p.m. Board President Griffin asked if anyone would like to pull a consent item for further discussion. Board Clerk Hovey asked to pull Item 4.2.1. Board Member Kaiser moved to approve the remaining Consent Items; seconded by Board Member Loustale.

**4.1. EDUCATIONAL SERVICES**

4.1.1. The Board approved the Field Trip Request for Rosedale Elementary School Sixth Graders to Visit Mt. Lassen National Park for Science Camp from 10/08/15 to 10/09/15

4.1.2. The Board approved the (4) Consultant Agreements with: 1) A+ Educational Centers; 2) Future Stars Tutoring Services; 3) Professional Tutors of America; and 4) Club Z In-Home Tutoring Services, Inc., to Provide Tutoring to Students that Have Requested State-Required Supplemental Services

**4.2. BUSINESS SERVICES**

4.2.1. This Item was pulled for further discussion

4.2.2. The Board approved the Notice of Completion for Bathroom Remodel at the District Office

4.2.3. The Board approved the Notice of Completion for Site Accessibility Upgrades at Citrus Elementary

4.2.4. The Board approved the Notice of Completion for Site Accessibility Upgrades at Emma Wilson Elementary

**(Consent Vote)**

AYES: Griffin, Robinson, Hovey, Kaiser, Loustale

NOES: None

ABSENT: None

**MINUTES****5. DISCUSSION/ACTION CALENDAR****ITEMS REMOVED FROM CONSENT FOR FURTHER DISCUSSION****4.2.1. Consider Approval of the Notice of Completion for Reroofing Unit 500 at Chico Jr. High School**

At 5:44 p.m. Board Clerk Hovey questioned funding. Director Kistle and Assistant Superintendent Kevin Bultema addressed questions. Board Clerk Hovey moved to approve Item 4.2.1.; seconded by Board Vice President Robinson

AYES: Griffin, Robinson, Hovey, Kaiser, Loustale

NOES: None

ABSENT: None

Board President Griffin announced the Speaker for the IBB presentation was going to arrive late, so moved that the other items in the Discussion/Action Calendar be addressed first.

**5.2. BUSINESS SERVICES****5.2.1. Discussion/Action: Resolution No. 1301-15, Adoption of Kindergarten through Community College Public Education Facilities Bond Act of 2016**

At 5:45 p.m. Director Julie Kistle presented information on Resolution No. 1301-15. Board Member Kaiser moved to approve Resolution No. 1301-15; seconded by Board Clerk Hovey.

AYES: Griffin, Robinson, Hovey, Kaiser, Loustale

NOES: None

ABSENT: None

**5.2.2. Discussion/Action: Interfund Borrowing Between Funds**

At 5:49 p.m. Director Jaclyn Kruger presented information on the need for interfund borrowing. Board Member Kaiser moved to approve the interfund borrowing; seconded by Board Vice President Robinson.

AYES: Griffin, Robinson, Hovey, Kaiser, Loustale

NOES: None

ABSENT: None

**5.3. BOARD****5.3.1. Discussion/Action: Consider Approval of Revised/Updated/New Board Policies**

0420.1	School-Based Program Coordination - Deleted
0440	District Technology Plan
0460	Local Control and Accountability Plan
0520.4	Quality Education Investment Schools- Deleted
1240	Volunteer Assistance
1312.3	Uniform Complaint Procedure
1330	Use of School Facilities
3100	Budget
3312	Contracts
3350	Travel Expenses
3600	Consultants/Independent Contractor
4112.2	Certification
4112.21	Interns
4115	Evaluation/Supervision
4117.3	Personnel Reduction
4118	Dismissal/Suspension/ Disciplinary Action
4121	Temporary/Substitute Personnel
4131.1	Beginning Teacher Support/Induction
4139	Peer Assistance and Review - Deleted
4143	
4243	Negotiations/Consultation
4315	Evaluation/Supervision
4315.1	Staff Evaluation Teachers - Deleted
4740	Medical Benefits for Retired Personnel



**MINUTES**

5111	Admission
5113.1	Chronic Absence and Truancy
5125	Student Records
5126	Awards for Achievement
5131.2	Bullying
5141.4	Child Abuse Prevention and Reporting
5145.3	Nondiscrimination/ Harassment
5145.7	Sexual Harassment
5147	Dropout Prevention
6158	Independent Study
6170.1	Transitional Kindergarten
6172	Gifted and Talented Student Program
6174	Education for English Language Learners

At 6:50 p.m. Board President Griffin explained that Board Policies could be approved all at once like Consent Items and asked if anyone would like to pull a Board Policy for further discussion. Board Member Kaiser asked to pull BP 5145.3. Board Member Kaiser moved to approve the remaining Board Policies as presented; seconded by Board Clerk Hovey.

AYES: Kaiser, Thompson, Robinson, Griffin, Hovey

NOES: None

ABSENT: None

**BOARD POLICIES REMOVED FOR FURTHER DISCUSSION****BP 5145.3, Nondiscrimination/Harassment**

Board Member Kaiser moved to add language regarding "Bystander Instruction training" to BP 5145.3, page 1 of 3, under Instruction/Information in the first paragraph; seconded by Board Clerk Hovey.

AYES: Griffin, Robinson, Hovey, Kaiser, Loustale

NOES: None

ABSENT: None

**At 6:00 p.m. Board President Griffin announced a five minute break.**

**At 6:07 p.m. Board President Griffin called the meeting back to order.**

**5.1. HUMAN RESOURCES****5.1.1. Information: Interest Based Bargaining (IBB) Presentation**

At 6:07 p.m. Assistant Superintendent Jim Hanlon introduced Jan Dole, a well-known trainer in the area of IBB. Jan Dole then presented an overview and demonstrations of IBB, a problem solving process, and addressed questions.

**6. ADJOURNMENT**

At 7:09 p.m. Board President Griffin thanked Ms. Dole for the information and adjourned the meeting.

:mm

APPROVED:

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Board of Education

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Administration

## DONATIONS/GIFTS

9.1.2.

Page 1 of 1

Donor	Item	Recipient
Sara Blacketer	Misc. Supplies @ \$165.00	Hooker Oak
Hooker Oak PTO	\$4,089.00	Hooker Oak
Enloe Medical Center	Medical Materials @ \$4,832.00	Bidwell Jr. High STEM
Lynn Rappa	\$250.00	Chico Jr. High
Cheleee Fitzgerald/Garrett Janak	\$25.00	Chico Jr. High
YourCause, LLC Trustee for PG&E		
Tino Nava	\$249.00	Chico Jr. High
EachFuture Cultural Network	\$400.00	Marsh Jr. High
Orland Childrens Center	\$200.00	Marsh Jr. High STEM
Wells Fargo Matching Gifts Program		
David Shepler	\$90.00	Marsh Jr. High
Robert Woodward	Mineral Collection @ \$200.00	Chico High Science
North Valley Volleyball	\$2,000.00	Chico High
LaDawn Haws	Science Equipment @ \$715.00	Pleasant Valley Science
Foodhandlers, Inc. Support Dept.	Industry Certificates @ \$1,800.00	Pleasant Valley Culinary
Colleen Pembroke	\$600.00	Pleasant Valley Volleyball
Kevin Kremer D.D.S.	\$588.50	Pleasant Valley Volleyball
Mia Justine-Mitchell	\$360.00	Pleasant Valley Volleyball
Carol Mitchell	\$350.20	Pleasant Valley Volleyball
John Mitchell	Camp Donation @ \$2,775.00	Pleasant Valley Volleyball

**AGENDA ITEM:** Field Trip Requests (5) for BJHS, CJHS, CHS, PVHS, and FVHS Club Live/Friday Night Live Students to Attend the Reach for the Future Leadership Conference in Richardson Springs from 10/07/15 to 10/08/15

**Prepared by:** Jen Skinner, BCDBH

☒ Consent

**Board Date** September 16, 2015

☐ Information Only

☐ Discussion/Action

### **Background Information**

The Youth Development Summit is a BCDBH sponsored leadership conference that has been a part of the Chico Community for almost 20 years. It is a club sponsored activity as a part of Friday Night Live and Club Live. Young people are challenged to increase their awareness of what is happening on their school campus and in their communities. They are also challenged to step up, get involved, become advocates for positive change and to follow through in helping to make that positive change happen. YD Summit provides students with the opportunity to participate in local "in action" events that help reduce youth access to alcohol. They also get to sit down and discuss local issues with local community leaders and then work together to create solutions. Participants also have the opportunity to write a grant that will support creating positive campus climate changes on our local school campuses. It is a unique opportunity and a conference experience unlike any other.

### **Education Implications**

Students learn decision making and problem solving skills that they will take back into their classrooms. Conference attendees do miss 2 days of school. Youth learn how to write a grant, implement community change projects and learn additional leadership skills such as public speaking and project planning. Youth are also able to sit with adults to discuss and create solutions to issues of importance in their local communities. Both young people and adults who have attended can attest to the value of this conference experience.

### **Fiscal Implications**

1. The conference costs \$75 for each young person to attend. Those conference fees are paid by the student and many have raised funds to cover that cost. The \$75 covers all lodging and food so additional expenses to the students are not incurred. 2. Students are also responsible for providing their own transportation to and from the event so their are not transportation costs to the district. 3. Each school site requires a chaperone (10:1 ratio) and each school site coordinator works closely with administration to determine who the chaperone is and how that person is paid for. Ex. Some principals cover the sub fee for a teacher, others send a counselor or student teacher, and other times the club raises funds to cover the cost of the sub.

### **Additional Information**

YD Summit dates this year are Wednesday, October 7th-Thursdays, October 8th, 2015. The required ratio is 1 adult to 10 students. The CUSD schools who are sending students groups are: Bidwell Junior High School, Chico Jr High School, Chico High School, Fairview High School and Pleasant Valley High School. If you have any additional questions, please contact Jen Skinner. 408.806.8073 OR [jskinner@buttecounty.net](mailto:jskinner@buttecounty.net)  
Thank you for your time in reviewing this request!

**CHICO UNIFIED SCHOOL DISTRICT**

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

9.2.1.

Page 2 of 6

**FIELD TRIP REQUEST****TO: CUSD Board of Education****Date:** Aug. 14th, 2015**FROM:** Jen Skinner- BCDBH**School/Dept.:** Bidwell JH School**SUBJECT: Field Trip Request**Request is for Club Live  
(grade/class/group)Destination: Richardson Springs Activity: YD Summit leadership conferencefrom Wed 10.7.2015 / 9am to Thursday 10.8.2015 / 5pm  
(dates) / (times) (dates) / (times)Rationale for Trip: YD Summit is a leadership conference for Friday Night Live members.Number of Students Attending: 10 Teachers Attending: 1 Parents Attending: 0Student/Adult Ratio: 10:1Transportation: Private Cars X CUSD Bus \_\_\_\_\_ Charter Bus Name \_\_\_\_\_  
Other: \_\_\_\_\_**All requests for bus or charter transportation must go through the transportation department - NO EXCEPTIONS.****ESTIMATED EXPENSES:**Fees \$75 (student paid) \_\_\_\_\_ Substitute Costs \$ 190 Meals \$ includedLodging \$ included Transportation \$ private Other Costs \$ N/A**ACCOUNT NAME(S), NUMBER(S) and AMOUNT(S):**Name Admin Acct. #: 01-0009-0-1110-2700-1179-050-2050 \$ 190.00

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

Requesting Party

Jen M. Skinner  
Jude Roth  
n/a

Date

8.14.2015  
8-27-15

Approve/Minor



Do not Approve/Minor

or

Recommend/Major

or

Not Recommended/Major

(If transporting by bus or Charter)

Director of Transportation

Date

**IF MAJOR FIELD TRIP**

Director of Educational Services

Date

7/2/15

Recommend



Not Recommended



Approved



Not Approved

Board Action

Date

# CHICO UNIFIED SCHOOL DISTRICT

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

9.2.1.  
Page 3 of 6

## FIELD TRIP REQUEST

**TO: CUSD Board of Education**

**Date:** \_\_\_\_ Aug. 14th, 2015 \_\_\_\_

**FROM:** \_Jen Skinner- BCDBH\_

**School/Dept.:** \_\_\_\_ Chico Jr HS \_\_\_\_

**SUBJECT: Field Trip Request**

Request is for \_\_\_\_ Club Live \_\_\_\_  
(grade/class/group)

Destination: \_\_\_\_ Richardson Springs \_\_\_\_ Activity: \_\_\_\_ YD Summit leadership conference \_\_\_\_

from \_\_\_\_ Wed 10.7.2015 \_\_\_\_ / \_\_\_\_ 9am \_\_\_\_ to \_\_\_\_ Thursday 10.8.2015 \_\_\_\_ / \_\_\_\_ 5pm \_\_\_\_  
(dates) / (times) (dates) / (times)

Rationale for Trip: \_\_\_\_ YD Summit is a leadership conference for Friday Night Live members.

Number of Students Attending: \_\_\_\_ 10 \_\_\_\_ Teachers Attending: \_\_\_\_ 1 \_\_\_\_ Parents Attending: \_\_\_\_ 0 \_\_\_\_

Student/Adult Ratio: \_\_\_\_ 10:1 \_\_\_\_

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

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

### ESTIMATED EXPENSES:

Fees \$75 (student paid) \_\_\_\_ Substitute Costs \$ \_170 \_\_\_\_ Meals \$ \_included \_\_\_\_

Lodging \$ \_included \_\_\_\_ Transportation \$ \_private \_\_\_\_ Other Costs \$ \_N/A \_\_\_\_

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

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

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

Requesting Party

Date

Site Principal

Date

☐ Approve/Minor

☐ Do not Approve/Minor

or  
Recommend/Major

or  
Not Recommended/Major

(If transporting by bus or Charter)

Director of Transportation

Date

### IF MAJOR FIELD TRIP

Director of Educational Services

Date

☒ Recommend

☐ Not Recommended

☐ Approved

☐ Not Approved

Board Action

Date

# CHICO UNIFIED SCHOOL DISTRICT

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

9.2.1.  
Page 4 of 6

## FIELD TRIP REQUEST

**TO: CUSD Board of Education**

**Date:** \_\_\_\_ Aug. 14th, 2015 \_\_\_\_

**FROM:** Jen Skinner- BCDBH

**School/Dept.:** Chico HS

**SUBJECT: Field Trip Request**

Request is for Friday Night Live  
(grade/class/group)

Destination: Richardson Springs Activity: YD Summit leadership conference

from Wed 10.7.2015 / 9am to Thursday 10.8.2015 / 5pm  
(dates) / (times) (dates) / (times)

Rationale for Trip: YD Summit is a leadership conference for Friday Night Live members.

Number of Students Attending: 10 Teachers Attending: 1 Parents Attending: 0

Student/Adult Ratio: 10:1

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

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

### ESTIMATED EXPENSES:

Fees \$75 (student paid) \_\_\_\_\_ Substitute Costs \$ 170 \_\_\_\_\_ Meals \$ included \_\_\_\_\_

Lodging \$ included \_\_\_\_\_ Transportation \$ private \_\_\_\_\_ Other Costs \$ N/A \_\_\_\_\_

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

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

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

Jen M. Skinner  
Requesting Party

8.14.2015  
Date

Site Principal

8/24/15  
Date



Approve/Minor



Do not Approve/Minor

or

or

Recommend/Major

Not Recommended/Major

(If transporting by bus or Charter)

n/a  
Director of Transportation

\_\_\_\_\_  
Date

### IF MAJOR FIELD TRIP

[Signature]  
Director of Educational Services

9/10/15  
Date



Recommend



Not Recommended



Approved



Not Approved

[Signature]  
Board Action

\_\_\_\_\_  
Date

**CHICO UNIFIED SCHOOL DISTRICT**

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

9.2.1.

Page 5 of 6

**FIELD TRIP REQUEST****TO: CUSD Board of Education****Date:** Aug. 14th, 2015**FROM:** Jen Skinner- BCDBH**School/Dept.:** Pleasant Valley HS**SUBJECT: Field Trip Request**

Request is for Friday Night Live  
(grade/class/group)

Destination: Richardson Springs Activity: YD Summit leadership conference

from Wed 10.7.2015 / 9am to Thursday 10.8.2015 / 5pm  
(dates) / (times) (dates) / (times)

Rationale for Trip: YD Summit is a leadership conference for Friday Night Live members.

Number of Students Attending: 10 Teachers Attending: 1 Parents Attending: 0

Student/Adult Ratio: 10:1

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

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

**ESTIMATED EXPENSES:**

Fees \$75 (student paid) \_\_\_\_\_ Substitute Costs \$ 200 \_\_\_\_\_ Meals \$ included \_\_\_\_\_  
Lodging \$ included \_\_\_\_\_ Transportation \$ private \_\_\_\_\_ Other Costs \$ N/A \_\_\_\_\_

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

Name \_\_\_\_\_ Acct. #: 01-0009-0-1110-1000-020-2020 \$ 200 \_\_\_\_\_  
Name \_\_\_\_\_ Acct. #: \_\_\_\_\_ \$ \_\_\_\_\_

Jen M. Skinner 8.21.2015  
Requesting Party Date

[Signature] 8/24/15 ☒ Approve/Minor ☐ Do not Approve/Minor  
Site Principal Date or  
Recommend/Major Not Recommended/Major  
n/a  
Director of Transportation Date  
(If transporting by bus or Charter)

**IF MAJOR FIELD TRIP**

[Signature] 8/24/15 ☒ Recommend ☐ Not Recommended  
Director of Educational Services Date  
☐ Approved ☐ Not Approved

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

# CHICO UNIFIED SCHOOL DISTRICT

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

9.2.1.

Page 6 of 6

## FIELD TRIP REQUEST

**TO: CUSD Board of Education**

**Date:** Aug. 14th, 2015

**FROM:** Jen Skinner- BCDBH

**School/Dept.:** Fairview HS

**SUBJECT: Field Trip Request**

Request is for Friday Night Live

(grade/class/group)

Destination: Richardson Springs Activity: YD Summit leadership conference

from Wed 10.7.2015 / 9am to Thursday 10.8.2015 / 5pm  
(dates) / (times) (dates) / (times)

Rationale for Trip: YD Summit is a leadership conference for Friday Night Live members.

Number of Students Attending: 10 Teachers Attending: 1 Parents Attending: 0

Student/Adult Ratio: 10:1

Transportation: Private Cars X CUSD Bus            Charter Bus Name             
Other:           

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

### ESTIMATED EXPENSES:

Fees \$75 (student paid)            Substitute Costs \$ 170 Meals \$ included

Lodging \$ included Transportation \$ private Other Costs \$ N/A

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

Name            Acct. #:            \$           

Name            Acct. #:            \$           

Requesting Party

Date

Site Principal

Date



Approve/Minor



Do not Approve/Minor

or

or

Recommend/Major

Not Recommended/Major

(If transporting by bus or Charter)

Director of Transportation

Date

### IF MAJOR FIELD TRIP

Director of Educational Services

Date



Recommend



Not Recommended



Approved



Not Approved

Board Action

Date



**AGENDA ITEM:**     Field Trip Requests (6) for PVHS Athletics to Attend Overnight Tournaments

**Prepared by:**     Pam Jackson, Athletic Director

☒ Consent

Board Date September 16, 2015

☐ Information Only

☐ Discussion/Action

**Background Information**

Athletic Overnight Tournaments for:

1.     Girls Volleyball
2.     Cross Country
3.     Girls Varsity Tennis

**Educational Implications**

Participation in school sponsored athletic events

**Fiscal Implications**

Paid through designated ASB or Booster Funds

FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: 1-26-2015

FROM: Viking Volleyball (Girls)

School/Dept.: Pleasant Valley

SUBJECT: Field Trip Request

Request is for Trip to Reno Nevada & High Sierra varsity tournament  
(grade/class/group)  
Destination: Reno Nevada Activity: High Sierra Girls Volleyball tournament  
from Sept 4th / 7:00am to Sept 5th / 10:00pm  
(dates) / (times) (dates) / (times)  
Rationale for Trip: To provide our players with the best competition available for them.  
To expose our players to another part of the country & its culture. To expose our current athletes to the University of Reno campus &  
its educational opportunities and a NCAA practice & match. Aid interested PV VB athletes in UNR their college recruiting process.  
Number of Students Attending: 14 Teachers Attending: 3 Parents Attending: 10  
Student/Adult Ratio: 1 to 1  
Transportation: Private Cars 1 CUSD Bus na Charter Bus Name na  
Other: Enterprise Rental car  
**All requests for bus or charter transportation must go through the transportation department - NO EXCEPTIONS.**

ESTIMATED EXPENSES:

Fees \$ 550.00 Substitute Costs \$ na Meals \$ provided  
Lodging \$ 1,000.00 Transportation \$ 500.00 Other Costs \$

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

Name ASB-Girls Volleyball Acct. #: 675 \$ 1,500.00  
Name PV Sports Boosters-Girls Volleyball Acct. #: 5486 (Golden Valley Bank) \$ 550.00

John Mitchell [Signature] 1-26-2015  
Requesting Party [Signature] Date 8/2/15  
Site Principal [Signature] Date 8/2/15 ☒ Approve/Minor ☐ Do not Approve/Minor  
or or  
Recommend/Major Not Recommended/Major  
(If transporting by bus or Charter)  
Director of Transportation n/a Date   
**IF MAJOR FIELD TRIP**  
Director of Educational Services [Signature] Date 9/2/15 ☒ Recommend ☐ Not Recommended  
☐ Approved ☐ Not Approved  
Board Action  Date

FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: 8-24-15

FROM: PVHS

School/Dept.: Girls Tennis

SUBJECT: Field Trip Request

Request is for Overnight trip to Clovis, CA for Varsity Girls Tennis Tournament

(grade/class/group)

Destination: Clovis, CA

Activity: Varsity Girls Tennis

from 9-11-15 / All Day

to 9-12-15

/ All Day

(dates) / (times)

(dates) / (times)

Rationale for Trip: To compete in varsity level tournament

Number of Students Attending: 12 Teachers Attending: na Parents Attending: 7

Student/Adult Ratio: 1/3

Transportation: Private Cars XXX CUSD Bus Charter Bus Name

Other:

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

ESTIMATED EXPENSES:

Fees \$ 350.00 Substitute Costs \$ 00.00 Meals \$ 00.00

Lodging \$ 975.00 Transportation \$ 00.00 Other Costs \$ 00.00

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

Name PV Sports Boosters Acct. # NA \$ 975.00

Name PV ASB Acct. # 657 \$ 350.00

Requesting Party

Date

Site Principal

Date



Approve/Minor



Do not Approve/Minor

or

or

Recommend/Major

Not Recommended/Major

(If transporting by bus or Charter)

Director of Transportation

Date

IF MAJOR FIELD TRIP

Director of Educational Services

Date



Recommend



Not Recommended



Approved



Not Approved

Board Action

Date

FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: 1-26-2015

FROM: Viking Volleyball (Girls)

School/Dept.: Pleasant Valley

SUBJECT: Field Trip Request

Request is for Trip to our annual Stockton junior varsity tournament  
(grade/class/group)  
Destination: Stockton California Activity: Stockton Classic Girls Volleyball tournament  
from Sept 18th / 3:00pm to Sept 19th / 8:00pm  
(dates) / (times) (dates) / (times)  
Rationale for Trip: To provide our players with the best competition available for them.  
Tre. To expose our current athletes to the University of Pacific campus & its educational opportunities  
Number of Students Attending: 14 Teachers Attending: 1 Parents Attending: 5  
Student/Adult Ratio: 3 to 1  
Transportation: Private Cars 5 CUSD Bus na Charter Bus Name na  
Other: \_\_\_\_\_  
**All requests for bus or charter transportation must go through the transportation department - NO EXCEPTIONS.**

ESTIMATED EXPENSES:

Fees \$ 275.00 Substitute Costs \$ na Meals \$ provided  
Lodging \$ 650.00 Transportation \$ \_\_\_\_\_ Other Costs \$ \_\_\_\_\_

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

Name ASB-Girls Volleyball Acct. #: 675 \$ 650.00  
Name PV Sports Boosters-Girls Volleyball Acct. #: 5486 (Golden Valley Bank) \$ 275.00

John Mitchell 1-26-2015

Requesting Party

Date

Site Principal

Date



Approve/Minor



Do not Approve/Minor

or

Recommend/Major

or

Not Recommended/Major

(If transporting by bus or Charter)

Director of Transportation

Date

IF MAJOR FIELD TRIP

Director of Educational Services

Date



Recommend



Not Recommended



Approved



Not Approved

Board Action

Date

FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: 1-26-2015

FROM: Viking Volleyball (Girls)

School/Dept.: Pleasant Valley

SUBJECT: Field Trip Request

Request is for Trip to our annual Stockton junior varsity tournament  
(grade/class/group)  
Destination: Stockton California Activity: Stockton Classic Girls Volleyball tournament  
from Sept 25th / 3:00pm to Sept 26th / 8:00pm  
(dates) / (times) (dates) / (times)  
Rationale for Trip: To provide our players with the best competition available for them.  
Tre. To expose our current athletes to the University of Pacific campus & its educational opportunities  
Number of Students Attending: 14 Teachers Attending: 1 Parents Attending: 5  
Student/Adult Ratio: 3 to 1  
Transportation: Private Cars 5 CUSD Bus na Charter Bus Name na  
Other: \_\_\_\_\_  
**All requests for bus or charter transportation must go through the transportation department - NO EXCEPTIONS.**

ESTIMATED EXPENSES:  
Fees \$ 275.00 Substitute Costs \$ na Meals \$ provided  
Lodging \$ 650.00 Transportation \$ \_\_\_\_\_ Other Costs \$ \_\_\_\_\_  
ACCOUNT NAME(S), NUMBER(S) and AMOUNT(S):  
Name ASB-Girls Volleyball Acct. #: 675 \$ 650.00  
Name PV Sports Boosters-Girls Volleyball Acct. #: 5486 (Golden Valley Bank) \$ 275.00

John Mitchell 1-26-2015  
Requesting Party \_\_\_\_\_ Date \_\_\_\_\_  
Site Principal 8/12/15 ☒ Approve/Minor ☐ Do not Approve/Minor  
or ☐ Recommend/Major ☐ Not Recommended/Major  
(If transporting by bus or Charter)  
Director of Transportation n/a Date \_\_\_\_\_  
**IF MAJOR FIELD TRIP**  
Director of Educational Services 9/2/15 ☒ Recommend ☐ Not Recommended  
☐ Approved ☐ Not Approved  
Board Action \_\_\_\_\_ Date \_\_\_\_\_

## CHICO UNIFIED SCHOOL DISTRICT

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

9.2.2.  
Page 6 of 7

## FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: 1-26-2015

FROM: Viking Volleyball (Girls)

School/Dept.: Pleasant Valley

SUBJECT: Field Trip Request

Request is for Trip to Phoenix Arizona for the Nike Tournament of Champions (National Invitational)  
(grade/class/group)

Destination: Phoenix Arizona Activity: Nike TOC Girls Volleyball tournament

from OCT 1st / 7:00am to OCT 4th / 5:00pm  
(dates) / (times)

Rationale for Trip: Team qualified for invitation with 70% winning %, half of starters returning, & CIF finish.  
To expose our players to another part of the country & its culture. To expose our current athletes to the Arizona State University campus & its educational opportunities and a NCAA practice & match. Aid interested PV VB athletes in NAU & GCU their college recruiting process.

Number of Students Attending: 14 Teachers Attending: 3 Parents Attending: 10

Student/Adult Ratio: 1 to 1

Transportation: Private Cars 5 (airport) CUSD Bus na Charter Bus Name na  
Other: Parent Rental Cars in Arizona

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

## ESTIMATED EXPENSES:

Fees \$ 585.00 Substitute Costs \$ na Meals \$ provided  
Lodging \$ 2000.00 Transportation \$ 5,000.00 Other Costs \$ na

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

Name ASB-Girls Volleyball Acct. #: 675 \$ 3,0000.00  
Name PV Sports Boosters-Girls Volleyball Acct. #: 5486 (Golden Valley Bank) \$ 5,000.00

John Mitchell 1-26-2015

Requesting Party

Date

Site Principal

Date



Approve/Minor



Do not Approve/Minor

or

or

Recommend/Major

Not Recommended/Major

(If transporting by bus or Charter)

Director of Transportation

Date

## IF MAJOR FIELD TRIP

Director of Educational Services

Date



Recommend



Not Recommended



Approved



Not Approved

Board Action

Date

## CHICO UNIFIED SCHOOL DISTRICT

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

9.2.2.

Page 7 of 7

## FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: 8/5/2015

FROM: Gayle Olsen

School/Dept.: PVHS/Cross Country

SUBJECT: Field Trip Request

Request is for Members of the Cross Country Team  
(grade/class/group)

Destination: Fresno/Clovis Activity: attend an invitational meet

from October 9 2015 / 3:00 to October 10 2015 / 4:00  
(dates) / (times) (dates) / (times)

Rationale for Trip: This provide runners with the experience of running on the State Course prior to the State meet.

Number of Students Attending: 6 Teachers Attending: 2 Parents Attending: \_\_\_\_\_

Student/Adult Ratio: 3/1

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

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

## ESTIMATED EXPENSES:

Fees \$ \$55 Substitute Costs \$ 0 Meals \$ 0

Lodging \$ 400.00 Transportation \$ 0 Other Costs \$ \_\_\_\_\_

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

Name Cross Country Acct. #: 620 \$ 455.00

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

Gayle Olsen  
Requesting Party Date 8/5/15

[Signature]  
Site Principal Date 8/12/15 ☒ Approve/Minor or Recommend/Major ☐ Do not Approve/Minor or Not Recommended/Major  
(If transporting by bus or Charter)

n/a  
Director of Transportation Date \_\_\_\_\_

**IF MAJOR FIELD TRIP**

[Signature]  
Director of Educational Services Date 9/2/15 ☒ Recommend ☐ Not Recommended

Board Action Date \_\_\_\_\_ ☐ Approved ☐ Not Approved

**AGENDA ITEM:** Field Trip Request for Overnight Trip-Chico FFA attending National FFA Convention 2015

**Prepared by:** Courtney Champlin

☒ Consent

Board Date September 16, 2015

☐ Information Only

☐ Discussion/Action

### **Background Information**

October 28-31, students will attend the National FFA Convention located in Louisville KY. October 31-November 3, students will attend the extended Washington trip where they will travel from Kentucky to D.C. and tour monuments and learn about our nation's history and current issues in Agriculture. Students will return November 3<sup>rd</sup> from the conference.

### **Educational Implications**

10 students were selected through an application process to attend the National FFA Convention 2015. Students will have the opportunity to participate in multiple activities and workshops that include but are not limited to: Agricultural Career Show, Leadership and Career Success Workshops, Motivational Speakers, National Day of Service and Career Success Tours. While at the extended Washington, D.C. trip students will have the opportunity to participate in various historical tours such as: National monuments tour, Arlington cemetery, Tomb of the Unknown Soldier and much more! The National Convention has been approved by the National Association of Secondary School Principals (NASSP) which allows students the opportunity to experience education-filled programs outside of school. This experience has proven to be a motivational and educational experience for all students that are in attendance.

### **Fiscal Implications**

The cost of the convention will be covered by the Agriculture Endowment Grant (specifically set up for National Convention) additionally FFA Boosters will assist in covering costs. Students were asked to provide an additional \$200 deposit for their trip.



**CHICO UNIFIED SCHOOL DISTRICT**

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

**9.2.3.**  
**Page 2 of 2**

**FIELD TRIP REQUEST**

**TO: CUSD Board of Education**

**Date:** 9/8/15

**FROM:** Courtney Champlin \_\_\_\_\_

**School/Dept.:** CHS/AG\_

**SUBJECT: Field Trip Request**

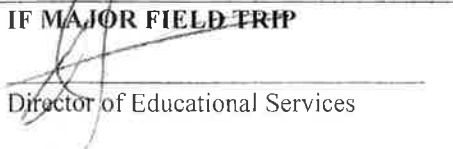
Request is for CHS FFA \_\_\_\_\_  
(grade/class/group)  
Destination: Louisville, KY and Washington, D.C. Activity: National FFA Convention \_\_\_\_\_  
from 10-28-15 / 4am \_\_\_\_\_ to 11-3-15 8pm \_\_\_\_\_  
(dates) / (times) (dates) / (times)  
Rationale for Trip: Attending National FFA Convention to advance leadership knowledge of students and advisors. \_\_\_\_\_  
Number of Students Attending: 10 Teachers Attending: 1 Parents Attending: 1  
Student/Adult Ratio: 5/1 \_\_\_\_\_  
Transportation: Private Cars \_\_\_\_\_ CUSD Bus \_\_\_\_\_ Charter Bus Name \_\_\_\_\_  
Other: School van, airline travel, rental car \_\_\_\_\_  
**All requests for bus or charter transportation must go through the transportation department - NO EXCEPTIONS.**

**ESTIMATED EXPENSES:**

Fees \$ 17,000.00 Substitute Costs \$350.00 \_\_\_\_\_ Meals \$ \_\_\_\_\_  
Lodging \$ \_\_\_\_\_ Transportation \$ \_\_\_\_\_ Other Costs \$1000.00(rental car, parking gas)

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

Name CHS NVF Ag \_\_\_\_\_ Acct. #: \_\_\_\_\_ \$ 1500.00  
Name Ag Boosters \_\_\_\_\_ Acct. #: \_\_\_\_\_ \$ 10,000.00  
Name: Friends of Ag \_\_\_\_\_ Acct. #: \_\_\_\_\_ \$ 6000.00

 Requesting Party  Site Principal  Director of Transportation	Date <u>9/8/15</u> Date <u>9/9/15</u> Date _____ Date _____	<input type="checkbox"/> Approve/Minor or <input type="checkbox"/> Do not Approve/Minor Recommend/Major or Not Recommended/Major (If transporting by bus or Charter)
<p><b>IF MAJOR FIELD TRIP</b></p>  Director of Educational Services  Board Action	Date <u>7/2/15</u> Date _____ Date _____	<input checked="" type="checkbox"/> Recommend <input type="checkbox"/> Not Recommended <input type="checkbox"/> Approved <input type="checkbox"/> Not Approved

**AGENDA ITEM:**     Field Trip Request for CHS FFA Students to attend the Shasta Welding Camp at Shasta College, in Redding CA from 10/06/15 to 10/07/15

---

**Prepared by:**     Courtney Champlin

---

☒ Consent

Board Date   September 16, 2015

☐ Information Only

☐ Discussion/Action

**Background Information**

Shasta College holds an annual welding camp allowing students to be exposed to different methods of welding. This welding camp allows students to meet with professionals in the field and build their current shop skills.

**Educational Implications**

Students will expand their skills in agricultural welding applications such as MIG/TIG, GMAW and SMAW. Students will be allowed to apply this information at the conference and in real world applications.

**Fiscal Implications**

Students will pay \$40 for conference fee. Hotel Costs will be covered by Chico FFA ASB Account, approximately \$200.

## CHICO UNIFIED SCHOOL DISTRICT

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

9.2.4.

Page 2 of 2

## FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: 9/8/15

FROM: Courtney Champlin

School/Dept.: CHS/AG

SUBJECT: Field Trip Request

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

Destination: Shasta College, Redding Ca. Activity: Shasta Welding Camp

from 10/06/15 7am to 10/07/15 8pm  
(dates) / (times) (dates) / (times)

Rationale for Trip: Students will expand their knowledge in welding applications

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

Student/Adult Ratio: 5/2

Transportation: Private Cars CUSD Bus Charter Bus Name  
Other: School van

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

## ESTIMATED EXPENSES:


Fees \$ Substitute Costs \$ 100.00 Meals \$  
Lodging \$ 150.00 Transportation \$ Other Costs \$

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

Name Chico ASB Acct. #: 592 \$ 250.00

Requesting Party  


9/8/15  
Date

Site Principal  


9/8/15  
Date

☐

Approve/Minor  
or  
Recommend/Major

☐

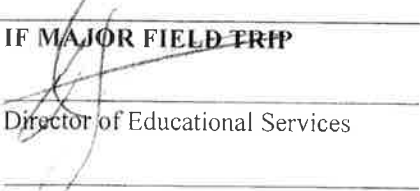
Do not Approve/Minor  
or  
Not Recommended/Major

Director of Transportation

Date

(If transporting by bus or Charter)

## IF MAJOR FIELD TRIP

Director of Educational Services  


9/8/15  
Date

☒

Recommend

☐

Not Recommended

☐

Approved

☐

Not Approved

Board Action

Date

**AGENDA ITEM:** Consultant Agreement with Creative Spirit LCC

**Prepared by:** Scott Lindstrom

☒ Consent

Board Date September 16, 2015

☐ Information Only

☐ Discussion/Action

**Background Information**

Consultants will provide "Keeping the Joy in Learning" (Healthy Play) training and materials for up to 50 school staff. Required for Elementary School Counseling Grant.

**Educational Implications**

All staff trained to utilize "Healthy Play is a Solution" strategies for enhancing classroom management, teaching strategies, character education, building school community, improving empathy and problem-solving skills, and addressing needs of at-risk students.

**Fiscal Implications**

Training is funded by an Elementary School Counseling Grant. No impact on general fund.

Mandatory Instructions  
(click to view)

CA#

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

### CONSULTANT AGREEMENT

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

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

Name: Creative Spirit  
 Street Address/POB: 6062 East Beverly  
 City, State, Zip Code: Tucson, AZ 85711  
 Phone: 520-790-8038  
 Taxpayer ID/SSN: 86-0714320

This agreement will be in effect from: October 1, 2015 to: April 1, 2016

Location(s) of Services:

Off-site training in Chico for Chico USD staff.

3. Scope of Work to be performed: (attach separate sheet if necessary)  
 Provide one full day of training in "Keeping the Joy in Learning" (Healthy Play) for up to 50 school staff members, including teachers, administrators, classified staff, and after-school program staff. Training is part of the federal Elementary School Counseling Grant.
4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:  
 Addresses LCAP and Board goal number 5 relating to school climate. Healthy Play strategies enhance classroom and school climate, classroom management practices, student empathy and problem-solving skills.
5. Funding/Programs Affected: (corresponding to accounts below)
  - 1) Elementary School Counseling Grant
  - 2)
  - 3)

6.	Pct. (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Site	Manager
1)	100	01	5827	0	1215	3110	5800	570	6510
2)					1110	3110	5800		
3)					99	910	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:

\$ 6,500.00      Per Unit, times 1.00      #Units =      \$ 6,500.00      Total for Services

#### 9. Additional Expenses

Materials and travel expenses included above	\$		Total of Additional Expenses
	\$	\$ 0.00	
		\$ 6,500.00	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:** Creative Spirit, 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 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.chicoused.org/documents/BUSINESS/Consultant Agreement/BS 10a 11 04 rev.pdf](http://www.chicoused.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)

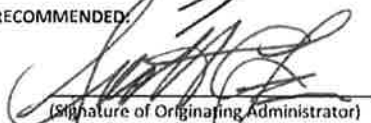
Charlie Steffens

9/3/2015

(Printed Name)

Date

13. **RECOMMENDED:**

  
(Signature of Originating Administrator)

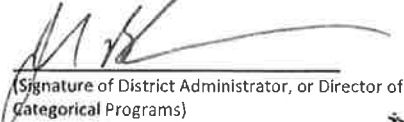
Scott Lindstrom

9/3/2015

(Printed Name)

Date

14. **APPROVED:**

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

John Bohannon  
(Printed Name)

9/9/2015

Date

APPROVED:



Consultant



Contract Employee

  
(Signature of District Admin, Business Services)

KEVIN BOLTRANO  
(Printed Name)

9-9-15

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 Public Works, Inc. to Provide Technical Assistance with the Math TIME Grant

**Prepared by:**     John Bohannon, Director

☒ Consent

Board Date September 16, 2015

☐ Information Only

☐ Discussion/Action

### **Background Information**

Public Works Group will provide assistance in the management of evaluation and data collection for various school sites participating in the participating in the Math TIME Grant; technical assistance, and monthly site reviews and annual performance reports. In addition, a Public Works Group representative will attend monthly collaborative planning meetings and develop, write, and submit annual reports for the Math TIME Grant.

### **Educational Implications**

Create local evaluation plan & data collection tools.

Assist project in completion of federal and state reports required for the local evaluation.

### **Fiscal Implications**

This contract agreement with Public Works Group has no impact on the general fund. Funds will come directly from the Math TIME grant.

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

### CONSULTANT AGREEMENT

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

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

Name: Public Works, Inc.  
Street Address/POB: 90 North Daisy Avenue  
City, State, Zip Code: Pasadena, CA 91107  
Phone: 564-9890  
Taxpayer ID/SSN: 95-4686873

This agreement will be in effect from: 9/17/2015 to: 06/30/2016

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 and submit annual reports for the California Mathematics and Science Partnership (CaMSP) grant  
Participate in grant re-writes for existing program.
4. Goal (Strategic Plan, Site Plan, Other) to be achieved as a result of Consultant Services:  
Provide academic enrichment for students. Provide a safe and healthy environment conducive to learning

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

- 1) California Mathematics and Science Partnership (CaMSP) grant  
2)  
3)

6.	Pct. (%)	Fund	Resource	Proj/Yr	Goal	Function	Object	Site	Manager
1)	100	01	4050	0	1110	2100	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:

\$ 45,618.00 Per Unit, times 1.00 #Units = \$ 45,618.00 Total for Services

9. Additional Expenses

\$  
\$

Total of Additional  
Expenses  
\$ 0.00  
\$ 45,618.00 Grand Total

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



CA#

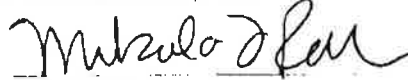
## CONSULTANT TERMS AND CONDITIONS

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

**Consultant Name:** Public Works, 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 1 of this Agreement.
3. In the performance of the work herein contemplated, Consultant is an independent contractor, with the authority to control and direct the performance of the details of the work, the District being interested in the results obtained.
4. If applicable, the Consultant will certify in writing, using Administration Form #3515.6, that criminal background checks have been completed as per Board Policy #3515.6 prior to commencement of services. This requirement also applies to any subcontractors or employees utilized by the Consultant.
5. Consultant agrees to defend, indemnify and hold harmless the District, its Board of Trustees, employees and agents from any and all liability or loss arising in any way out of Consultant's negligence in the performance of this Agreement, including, but not limited to, any claim due to injury and/or damage sustained by Consultant, and/or the Consultant's employee or agents.
6. Consultant will provide to Assistant Superintendent, Business Services, upon request, a Certificate of Insurance showing a minimum \$1,000,000 combined single limits of general liability and automobile coverage as required by the District.
7. Neither party shall assign nor delegate any part of this Agreement without the written consent of the other party.
8. The work completed herein must meet the approval of the District and shall be subject to the District's general right of inspection to secure the satisfactory completion thereof. Consultant agrees to comply with all Federal, State, Municipal and District laws, rules and regulations that are now, or may in the future become applicable to Consultant, Consultant's business, equipment and personnel engaged in operations covered by this Agreement or occurring out of the performance of such operations.
9. The District will determine whether the Consultant will be paid by vendor check as a Consultant or payroll check as a Contract Employee (with taxes withheld) by reviewing the completed Certificate of Independent Consultant Agreement (a blank sample may be viewed at: [http://www.chicoud.org/documents/BUSINESS/Consultant\\_Agreement/BS\\_10a\\_11\\_Q4\\_rev.pdf](http://www.chicoud.org/documents/BUSINESS/Consultant_Agreement/BS_10a_11_Q4_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)

Mikala Rahn,  
CEO  
(Printed Name)

9/8/15  
Date

**13. RECOMMENDED:**

  
(Signature of Originating Administrator)

John Bohannon  
Director  
(Printed Name)

9/8/15  
Date

**14. APPROVED:**

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

Joanne Parsley  
Asst. Superintendent  
(Printed Name)

9-8-15  
Date

**APPROVED:**

  
(Signature of District Admin, Business Services)

☒ Consultant ☐ Contract Employee  
Kevin Bultma  
Asst. Superintendent  
(Printed Name)

9-10-15  
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:** Warrant Authorization

**Prepared by:** Jaclyn Kruger, Director Fiscal Services

☒ Consent

Board Date September 16, 2015

☐ Information Only

☐ Discussion/Action

**Background Information**

Warrants in the amount of \$3,821,511.91 for the period of August 12, 2015 through September 8, 2015, have been reviewed and are ready for Board approval.

**Educational Implications**

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

**Fiscal Implications**

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

**Fund Summary**

<u>Fund</u>	<u>Description</u>	<u>Check Count</u>	<u>Expensed Amount</u>
01	General Fund	339	1,390,888.97
09	Charter Sch Spec Rev 3412	28	37,533.78
13	Cafeteria (3401)	59	135,487.91
22	Measure E (3429) 21 Cap Proj	20	1,442,046.91
25	Cap Fac State Cap (3408) 25-26	10	66,433.27
35	Cnty Sch Fac (3435)	6	572,220.26
42	sp Res Rda-Cp thru (3427)40-43	5	45,171.58
76	Payroll Warrants	5	132,403.15
Total Number of Checks		<b>472</b>	3,822,185.83
Less Unpaid Sales Tax Liability			673.92-
<b>Net (Check Amount)</b>			<b>3,821,511.91</b>

**AGENDA ITEM:** Notice of Completion for Solar Shades Structures at Bidwell Jr, Emma Wilson, Neal Dow, Rosedale and Sierra View

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**Prepared by:** Julia Kistle, Director Facilities & Construction

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☒ Consent

Board Date September 16, 2015

---

☐ Information Only

☐ Discussion/Action

### **Background Information**

On June 29, 2015, SolarCity began construction of Solar Shade Structures at Bidwell Jr. High, and Emma Wilson, Neal Dow, Rosedale and Sierra View Elementary schools. The project was successfully completed on September 4, 2015.

### **Educational Implications**

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

### **Fiscal Implications**

The projects identified will be funded with Proposition 39 dollars and a zero interest loan from the California Energy Commission (Neal Dow project).

### **Additional Information**

The filing of a Notice of Completion (NOC) begins a thirty-five day lien period during which unpaid subcontractors, suppliers and other vendors can file a mechanics lien.

### **Recommendation**

It is requested that the Board of Education authorize the Assistant Superintendent, Business Services to approve and execute the Notices of Completion for the Solar Shade Structures at Bidwell Jr., Emma Wilson, Neal Dow, Rosedale and Sierra View.

WHEN RECORDED MAIL TO:

9.3.2.  
Page 2 of 6

Kelly Staley  
Superintendent  
Chico Unified School District  
1163 East Seventh Street  
Chico, California 95928-5999

SPACE ABOVE THIS LINE IS FOR RECORDER'S USE

DSA FILE NO. 4-12  
DSA APPL NO. 02-114404  
PROJECT NO. 61424-100

**NOTICE OF COMPLETION**

1. The undersigned is OWNER or agent of the OWNER of the interest or estate stated below in the property hereinafter described.
2. The FULL NAME of the OWNER is **CHICO UNIFIED SCHOOL DISTRICT.**
3. The FULL ADDRESS of the OWNER is **1163 EAST SEVENTH STREET, CHICO, CALIFORNIA, 95928-5999.**
4. The NATURE OF THE INTEREST or ESTATE of the undersigned is: **IN FEE**
5. A work of improvement on the property hereinafter described was COMPLETED on **September 4, 2015** and accepted by the Chico Unified School District on **September 16, 2015.**
6. The work of improvement completed is described as follows: **FURNISHING OF ALL LABOR, MATERIALS AND SERVICES FOR Solar Shade Structure(s) at Bidwell Jr. High FOR THE CHICO UNIFIED SCHOOL DISTRICT, CHICO, BUTTE COUNTY, CALIFORNIA.**
7. The NAME OF THE ORIGINAL CONTRACTOR for such work of improvement is  
**SolarCity Corporation, 3055 Clearview Way, San Mateo, CA 94402**
8. The street address of said property is:  
**Bidwell Jr. High, 2376 North Avenue, Chico, CA 95926**
9. The property on which said improvement was completed in the **CITY OF CHICO, COUNTY OF BUTTE, STATE OF CALIFORNIA**, and described as follows:

**ASSESSORS PARCEL NUMBERS: 015-300-002-000**

Date: \_\_\_\_\_ Signature of Owner or agent of owner \_\_\_\_\_

Julia M. Kistle  
Director, Facilities & Construction  
Chico Unified School District

Verification for NON-INDIVIDUAL OWNER: I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the Business Manager of the aforesaid interest in the property described in the above notice; that I have read the said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

\_\_\_\_\_  
Date and Place      Chico, CA

\_\_\_\_\_  
Julia M. Kistle  
Director, Facilities & Construction  
Chico Unified School District

WHEN RECORDED MAIL TO:

9.3.2.  
Page 3 of 6

Kelly Staley  
Superintendent  
Chico Unified School District  
1163 East Seventh Street  
Chico, California 95928-5999

SPACE ABOVE THIS LINE IS FOR RECORDER'S USE

DSA FILE NO. 4-12  
DSA APPL NO. 02-114419  
PROJECT NO. 61424-101

**NOTICE OF COMPLETION**

1. The undersigned is OWNER or agent of the OWNER of the interest or estate stated below in the property hereinafter described.
2. The FULL NAME of the OWNER is **CHICO UNIFIED SCHOOL DISTRICT.**
3. The FULL ADDRESS of the OWNER is **1163 EAST SEVENTH STREET, CHICO, CALIFORNIA, 95928-5999.**
4. The NATURE OF THE INTEREST or ESTATE of the undersigned is: **IN FEE**
5. A work of improvement on the property hereinafter described was COMPLETED on **September 4, 2015** and accepted by the Chico Unified School District on **September 16, 2015.**
6. The work of improvement completed is described as follows: **FURNISHING OF ALL LABOR, MATERIALS AND SERVICES FOR Solar Shade Structure(s) at Emma Wilson Elementary School FOR THE CHICO UNIFIED SCHOOL DISTRICT, CHICO, BUTTE COUNTY, CALIFORNIA.**
7. The NAME OF THE ORIGINAL CONTRACTOR for such work of improvement is  
**SolarCity Corporation, 3055 Clearview Way, San Mateo, CA 94402**
8. The street address of said property is:  
**Emma Wilson Elementary School, 1530 West 8<sup>th</sup> Avenue, Chico, CA 95926**
9. The property on which said improvement was completed in the **CITY OF CHICO, COUNTY OF BUTTE, STATE OF CALIFORNIA**, and described as follows:

**ASSESSORS PARCEL NUMBERS: 042-690-020-000, 042-690-019-000, 042-690-018-000**

Date: \_\_\_\_\_ Signature of Owner or agent of owner \_\_\_\_\_  
Julia M. Kistle  
Director, Facilities & Construction  
Chico Unified School District

Verification for NON-INDIVIDUAL OWNER: I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the Business Manager of the aforesaid interest in the property described in the above notice; that I have read the said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

\_\_\_\_\_  
Date and Place      Chico, CA

\_\_\_\_\_  
Julia M. Kistle  
Director, Facilities & Construction  
Chico Unified School District

WHEN RECORDED MAIL TO:

Kelly Staley  
Superintendent  
Chico Unified School District  
1163 East Seventh Street  
Chico, California 95928-5999

9.3.2.  
Page 4 of 6

SPACE ABOVE THIS LINE IS FOR RECORDER'S USE

DSA FILE NO. 4-12  
DSA APPL NO. 02-114420  
PROJECT NO. 61424-102

### NOTICE OF COMPLETION

1. The undersigned is OWNER or agent of the OWNER of the interest or estate stated below in the property hereinafter described.
2. The FULL NAME of the OWNER is **CHICO UNIFIED SCHOOL DISTRICT.**
3. The FULL ADDRESS of the OWNER is **1163 EAST SEVENTH STREET, CHICO, CALIFORNIA, 95928-5999.**
4. The NATURE OF THE INTEREST or ESTATE of the undersigned is: **IN FEE**
5. A work of improvement on the property hereinafter described was COMPLETED on **September 4, 2015** and accepted by the Chico Unified School District on **September 16, 2015.**
6. The work of improvement completed is described as follows: **FURNISHING OF ALL LABOR, MATERIALS AND SERVICES FOR Solar Shade Structure(s) at Neal Dow Elementary School FOR THE CHICO UNIFIED SCHOOL DISTRICT, CHICO, BUTTE COUNTY, CALIFORNIA.**
7. The NAME OF THE ORIGINAL CONTRACTOR for such work of improvement is  
**SolarCity Corporation, 3055 Clearview Way, San Mateo, CA 94402**
8. The street address of said property is:  
**Neal Dow Elementary School, 1420 Neal Dow Avenue, Chico, CA 95926**
9. The property on which said improvement was completed in the **CITY OF CHICO, COUNTY OF BUTTE, STATE OF CALIFORNIA**, and described as follows:

**ASSESSORS PARCEL NUMBERS: 045-150-023-000, 045-150-058-000, 045-480-044-000**

Date: \_\_\_\_\_ Signature of Owner or agent of owner \_\_\_\_\_

Julia M. Kistle  
Director, Facilities & Construction  
Chico Unified School District

Verification for NON-INDIVIDUAL OWNER: I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the Business Manager of the aforesaid interest in the property described in the above notice; that I have read the said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

\_\_\_\_\_  
Date and Place

Chico, CA

\_\_\_\_\_  
Julia M. Kistle  
Director, Facilities & Construction  
Chico Unified School District

WHEN RECORDED MAIL TO:

Kelly Staley  
Superintendent  
Chico Unified School District  
1163 East Seventh Street  
Chico, California 95928-5999

9.3.2.  
Page 5 of 6

SPACE ABOVE THIS LINE IS FOR RECORDER'S USE

DSA FILE NO. 4-12  
DSA APPL NO. 02-114421  
PROJECT NO. 61424-103

**NOTICE OF COMPLETION**

1. The undersigned is OWNER or agent of the OWNER of the interest or estate stated below in the property hereinafter described.
2. The FULL NAME of the OWNER is **CHICO UNIFIED SCHOOL DISTRICT.**
3. The FULL ADDRESS of the OWNER is **1163 EAST SEVENTH STREET, CHICO, CALIFORNIA, 95928-5999.**
4. The NATURE OF THE INTEREST or ESTATE of the undersigned is: **IN FEE**
5. A work of improvement on the property hereinafter described was COMPLETED on **September 4, 2015** and accepted by the Chico Unified School District on **September 16, 2015.**
6. The work of improvement completed is described as follows: **FURNISHING OF ALL LABOR, MATERIALS AND SERVICES FOR Solar Shade Structure(s) at Rosedale Elementary School FOR THE CHICO UNIFIED SCHOOL DISTRICT, CHICO, BUTTE COUNTY, CALIFORNIA.**
7. The NAME OF THE ORIGINAL CONTRACTOR for such work of improvement is  
**SolarCity Corporation, 3055 Clearview Way, San Mateo, CA 94402**
8. The street address of said property is:  
**Rosedale Elementary School, 100 Oak Street, Chico, CA 95928**
9. The property on which said improvement was completed in the **CITY OF CHICO, COUNTY OF BUTTE, STATE OF CALIFORNIA**, and described as follows:

**ASSESSORS PARCEL NUMBERS: 043-682-001-000**

Date: \_\_\_\_\_ Signature of Owner or agent of owner \_\_\_\_\_  
Julia M. Kistle  
Director, Facilities & Construction  
Chico Unified School District

Verification for NON-INDIVIDUAL OWNER: I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the Business Manager of the aforesaid interest in the property described in the above notice; that I have read the said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

\_\_\_\_\_  
Date and Place      Chico, CA

\_\_\_\_\_  
Julia M. Kistle  
Director, Facilities & Construction  
Chico Unified School District

WHEN RECORDED MAIL TO:

9.3.2.  
Page 6 of 6

Kelly Staley  
Superintendent  
Chico Unified School District  
1163 East Seventh Street  
Chico, California 95928-5999

SPACE ABOVE THIS LINE IS FOR RECORDER'S USE

DSA FILE NO. 4-12  
DSA APPL NO. 02-114403  
PROJECT NO. 61424-104

### NOTICE OF COMPLETION

1. The undersigned is OWNER or agent of the OWNER of the interest or estate stated below in the property hereinafter described.
2. The FULL NAME of the OWNER is **CHICO UNIFIED SCHOOL DISTRICT.**
3. The FULL ADDRESS of the OWNER is **1163 EAST SEVENTH STREET, CHICO, CALIFORNIA, 95928-5999.**
4. The NATURE OF THE INTEREST or ESTATE of the undersigned is: **IN FEE**
5. A work of improvement on the property hereinafter described was COMPLETED on **September 4, 2015** and accepted by the Chico Unified School District on **September 16, 2015.**
6. The work of improvement completed is described as follows: **FURNISHING OF ALL LABOR, MATERIALS AND SERVICES FOR Solar Shade Structure(s) at Sierra View Elementary School FOR THE CHICO UNIFIED SCHOOL DISTRICT, CHICO, BUTTE COUNTY, CALIFORNIA.**
7. The NAME OF THE ORIGINAL CONTRACTOR for such work of improvement is  
**SolarCity Corporation, 3055 Clearview Way, San Mateo, CA 94402**
8. The street address of said property is:  
**Sierra View Elementary School, 1598 Hooker Oak Avenue, Chico, CA 95926**
9. The property on which said improvement was completed in the **CITY OF CHICO, COUNTY OF BUTTE, STATE OF CALIFORNIA**, and described as follows:

**ASSESSORS PARCEL NUMBERS: 045-330-002-000**

Date: \_\_\_\_\_ Signature of Owner or agent of owner \_\_\_\_\_

Julia M. Kistle  
Director, Facilities & Construction  
Chico Unified School District

Verification for NON-INDIVIDUAL OWNER: I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the Business Manager of the aforesaid interest in the property described in the above notice; that I have read the said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

\_\_\_\_\_  
Date and Place      **Chico, CA**

\_\_\_\_\_  
Julia M. Kistle  
Director, Facilities & Construction  
Chico Unified School District



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

9.4.1.  
Page 1 of 1

DATE: September 16, 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>
Borello, Erica	Elementary	9/4/2015	0.2 FTE
Brodsky, Ann	TOSA	8/13/2015	0.5 FTE
Gecik, Kelly	Secondary	8/31/2015	1.0 FTE
Hill, Jeanna	Secondary	8/17/2015	0.4 FTE
Moss, Sarah	Secondary	9/02/2015	1.0 FTE
Nowain, Bijan	Secondary	8/17/2015	0.8 FTE
Olson, Russell	Special Education	8/31/2015	0.5 FTE
Spini, Briana	Elementary	9/01/2015	0.05 FTE

**Permanent /Probationary Appointments – 2015/16**

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>
Bullock, Courtney	Secondary	9/03/2015	1.0 FTE Probationary 0
Rivera, Jena	Elementary	8/13/2015	1.0 FTE Probationary 2
Trudel, Valerie	Elementary	8/13/2015	0.95 FTE Probationary 0

**Leave Requests – 2015/16**

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>
Martini, Mike	Special Education	10/12-11/6/15	1.0 FTE Personal Leave
Schreiber, Shannon	Elementary	10/04/15-6/02/16	1.0 FTE Child Care Leave
Sprotte, Karen	Elementary	2015/16	0.55 FTE Personal Leave

**CHICO UNIFIED SCHOOL DISTRICT**  
**1163 E. 7<sup>th</sup> STREET**  
**CHICO, CA 95928-5999**

9.4.2.  
Page 1 of 2

DATE: September 16, 2015  
MEMORANDUM TO: Board of Education  
FROM: Kelly Staley, Superintendent  
SUBJECT: Classified Human Resources Actions

<b>ACTION</b>			<b>COMMENTS</b>
<b>NAME</b>	<b>CLASS/LOCATION/ASSIGNED HOURS</b>	<b>EFFECTIVE</b>	
<b>APPOINTMENT</b>			
Baker, Kelly	Parent Classroom Aide-Restr/Marigold/2	8/18/2015	Vacated Position
Besson, Kasey	Cafeteria Assistant/Hooker Oak/2	8/17/2015	Vacated Position
Bonneau, Stacey	Instructional Assistant/Hooker Oak/4	8/17/2015	New Position
Bontrager, Dawn	IA-Special Education/Emma Wilson/4.5	8/31/2015	Vacated Position
Bryant, Julia	IPS-Classroom/Loma Vista/6	8/24/2015	Vacated Position
Caldera, Noeh	IA-Special Education/CJHS/6	8/17/2015	New Position
Carrillo, Saleena	LT IPS-Classroom/Loma Vista/6	8/24/2015- 2/17/2016	During Absence of Incumbent
Connaughton, Anna	IA-Special Education/Neal Dow/5	8/17/2015	Vacated Position
Contreras-Tapia, Jennifer	IA-Bilingual/Neal Dow/4	8/28/2015	New Position
Cooke, Jodie	Cafeteria Satellite Manager/Rosedale/8	8/17/2015	Vacated Position
Cowan, Jason	Campus Supervisor/BJHS/1.8	8/18/2015	Vacated Position
Davis, Kim	IA-Special Education/Chapman/6.5	8/31/2015	New Position
Dawson, William	Campus Supervisor/BJHS/1.5	8/17/2015	Vacated Position
Gibson, Sarah	IPS-Classroom/LCC/3.5	8/18/2015	Vacated Position
Graves, Patrice	IPS-Classroom/PVHS/5	8/17/2015	New Position
Holman, Ryan	IA-Special Education/Inspire/6	8/18/2015	Vacated Position
Justine-Mitchell, Mia	IPS-Classroom/CHS/7	8/17/2015	Vacated Position
Kingsley, Amanda	IA-Special Education/Citrus/3	8/18/2015	Vacated Position
Nowak, Jill	IPS-Healthcare/McManus/6	8/24/2015	Vacated Position
Ortiz Pineda, Antonio	Custodian/PVHS/8	8/17/2015	Vacated Position
Patton, Allison	Payroll Coordinator/Business Office/8	8/10/2015	Vacated Position
Puser, Patricia	IPS-Classroom/Sierra View/4	8/24/2015	Vacated Position
Puser, Patricia	IPS-Healthcare/Sierra View/2	8/24/2015	New Position
Roth, Owen	LT IPS-Classroom/Loma Vista/6	8/24/2015- 2/17/2016	During Absence of Incumbent
Rowen, Jessica	IPS-Classroom/Loma Vista/0	8/18/2015	Vacated Position
Ruelas, Susanne	IPS-Classroom/Loma Vista/3	8/24/2015	Vacated Position
Smith, Alice	LT IA-Special Education/Neal Dow/5	8/17/2015- 11/20/2015	New LT Position
Walsh, Kristina	Instructional Assistant/Citrus/3.3	8/17/2015	Vacated Position
<b>REINSTATEMENT</b>			
Myers, James	IPS-Healthcare/McManus/6	8/17/2015	Vacated Position

**LEAVE OF ABSENCE**

Findlay, Janette	IPS-Healthcare/Loma Vista/0.7	8/17/2015-2/17/2016	Per CBA 5.2.9
Hanson, Effie	IPS-Healthcare/Parkview/6	9/3/2015-10/17/2015	Amend LOA
Hassett, Debra	Cafeteria Assistant/PVHS/4	10/9/2015-10/13/2015	Per CBA 5.1
Hassett, Debra	Cafeteria Assistant/Chapman/2	10/9/2015-10/13/2015	Per CBA 5.1
Landberg, Jacqueline	IPS-Classroom/Emma Wilson/2	9/21/2015-3/11/2016	Per CBA 5.12
Landberg, Jacqueline	IPS-Healthcare/Emma Wilson/4	9/21/2015-3/11/2016	Per CBA 5.12
Liebgoth, Amy	IPS-Visually Impaired/Hooker Oak/6	8/17/2015-2/17/2016	Per CBA 5.12
Mitchel, Carol	IA-Special Education/Neal Dow/5	8/17/2015-2/17/2016	Per CBA 5.12

**RESIGNATION/TERMINATION**

Alexander, Christian	Health Assistant/Hooker Oak/4	9/4/2015	Voluntary Resignation
Dean, Geri	Elementary Guidance Specialist/Emma Wilson/0	8/1/2015	PERS Retirement
Dean, Geri	IA-Elementary Guidance/Emma Wilson/1.5	8/1/2015	PERS Retirement
Del Guidice, Toni	IA-Special Education/CHS/5	7/31/2015	Voluntary Resignation
Freeman, Alicia	Elementary Guidance Specialist/Marigold/3.5	8/6/2015	Voluntary Resignation
Iles, Jodie	IPS-Visually Impaired/Loma Vista/4	8/10/2015	Voluntary Resignation
Jaramillo, Brandon	IA-Special Education/BJHS/6	8/4/2015	Voluntary Resignation
Oates, Ashley	Instructional Assistant/Chapman/3.3	6/4/2015	Voluntary Resignation
Seeger, Linda	IA-Special Education/Hooker Oak/6	10/30/2015	PERS Retirement
Stratton, Marla	Cafeteria Cook Mgr 2/BJHS/8	6/4/2015	PERS Retirement
Trulock, Ashley	IPS-Healthcare/CJHS/6	8/16/2015	Voluntary Resignation

**RESIGNED ONLY POSITION LISTED**

Bonneau, Stacey	IPS-Classroom/Emma Wilson/3.5	8/16/2015	Transfer w/Increased Hours
Bontrager, Dawn	IA-Special Education/Emma Wilson/2.5	8/30/2015	Increase in Hours
Bryant, Julia	IPS-Healthcare/Loma Vista/4	8/23/2015	Transfer w/Increased Hours
Connaughton, Anna	Parent Classroom Aide-Restr/Neal Dow/3	8/16/2015	Appointment
Cooke, Jodie	Cafeteria Satellite Manager/Neal Dow/6.5	8/16/2015	Increase in Hours
Davis, Kim	IA-Special Education/PVHS/5	8/30/2015	Increase in Hours
Justine-Mitchell, Mia	IPS-Classroom/PVHS/6	8/16/2015	Increase in Hours
Nowak, Jill	IPS-Healthcare/Parkview/3.5	8/23/2015	Increase in Hours
Nowak, Jill	IPS-Classroom/Parkview/3	8/23/2015	Voluntary Resignation
Puser, Patricia	IPS-Classroom/Sierra View/3	8/23/2015	Increase in Hours
Sours, Mary	Office Assistant/CHS/4	9/18/2015	Voluntary Resignation

**AGENDA ITEM:** Board Member Compensation for Missed Meeting

**Prepared by:** Gary Loustale, Board Member

☒ Consent

Board Date September 16, 2015

☐ Information Only

☐ Discussion/Action

**Background Information**

California Education Code 35120 and CUSD Board Bylaw 9250 state, "A member may be compensated for meetings he/she missed when the Board, by resolution, finds that he/she was performing designated services for the District at the time of the meeting or that he/she was absent because of illness, jury duty, or a hardship deemed acceptable by the Board."

Board Member Gary Loustale missed the Board meeting on August 19, 2015, due to a death in his immediate family and has requested Board approval for compensation.

**Educational Implications**

N/A

**Fiscal Implications**

Negligible



## CHICO UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

### AGENDA ITEM REQUEST FORM

California Education Code 35120 and CUSD Board Bylaw 9250 state, "A member may be compensated for meetings he/she missed when the Board, by resolution, finds that he/she was performing designated services for the District at the time of the meeting or that he/she was absent because of illness, jury duty, or a hardship deemed acceptable by the Board."

Name: Gary M. Loustale

Date of Absence: 8-19-15

Requesting payment for absence due to:

☐ Performing Services outside the Meeting on Behalf of the Board

☐ Illness

☐ Jury Duty

☒ Hardship Deemed Acceptable to the Board (please explain)

Bereavement; mother's Death

I understand this request will be placed on the next agenda of the Chico Unified School District Board of Education for consideration

Signed: Gary M. Loustale

Date: 9-9-15

**AGENDA ITEM:** 6<sup>th</sup> Grade Transition Update

**Prepared by:** John Bohannon – Director, State and Federal Programs

☐ Consent

Board Date September 16, 2015

☒ Information Only

☐ Discussion/Action

**Background Information**

The Chico Unified School Board made the decision to move our 6<sup>th</sup> grade programs to the junior high schools. This is in an effort to create middle schools and relieve the crowding at many of the elementary schools. Planning for this transition is ongoing with 6<sup>th</sup> graders to start at the junior highs for the 2016-17 school year.

**Educational Implications**

6<sup>th</sup> grade students will transition from having one teacher all day to having multiple teachers throughout the day and a middle school schedule.

**Fiscal Implications**

No fiscal implications for planning.

**AGENDA ITEM:** Approval of Contract – PFM, Financial Advisor Services

**Prepared by:** Kevin Bultema – Assistant Superintendent, Business Services

☐ Consent

Board Date September 16, 2015

☐ Information Only

☒ Discussion/Action

### **Background Information**

The Chico Unified School District (CUSD) facility master plan has identified \$303,243 of construction and modernization needs. CUSD also has athletic facilities needs not identified in the master plan. Measure E was approved by voters in November of 2012 for a bond program in the amount of \$78 million dollars. Measure E was a tax rate extension measure meaning tax payers would not pay more than their property tax rate in 2012 for Chico Schools estimated at \$45.50 per \$100,000 of assessed value. Thus, CUSD will not be able to sell Measure E bonds for the entire \$78 million until the assessed valuation of property in Butte County increases over time. By leveraging state facility funds, developer fees and the first bond series sale from Measure E in the amount of \$15 million, CUSD is able to complete phases 1 & 2 of the master plan. It should be noted the state of California does not have a current facilities program and Governor Brown believes school facilities are a local issue. CUSD will need to determine if additional funds can be raised through a new ballot measure and how to best structure a bond program that allows access to needed capital while providing tax payers a fiscally responsible program.

CUSD issued a Request For Proposal (RFP) for financial advising services to assist in determining the best options to continue funding our facility master plan. We received eight proposals and interviewed four firms. The interview committee had representation from fiscal services, ed services, athletic director, school site principal, and sports booster president. Based on the interviews with follow-up financial analysis and reference checks, CUSD is recommending a contract with Public Financial Management (PFM) for financial advisor consultant services. A copy of a contract with PFM is attached.

### **Educational Implications**

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

### **Fiscal Implications**

PFM's fees are contingent on issuance of financing in an amount of \$45,000 for each issuance. The fee would be paid from proceeds of a bond sale if approved.

**PUBLIC FINANCIAL MANAGEMENT, INC.**  
**AGREEMENT FOR FINANCIAL ADVISORY SERVICES**

This agreement, made and entered into this \_\_\_\_ day of \_\_\_\_\_, by and between the Chico Unified School District (the “District”) and Public Financial Management, Inc., (the “Financial Advisor” or “PFM”) sets forth the terms and conditions under which the Financial Advisor shall provide services.

WHEREAS, the District wishes to engage a financial advisor to provide ongoing financial advisory services (including financial planning and bond program management) and the issuance of bonds or other types of securities all as specified herein, and

WHEREAS, PFM is capable of providing the necessary financial advisory services;

NOW, THEREFORE, in consideration of the above mentioned premises and intending to be legally bound hereby, District and PFM agree as follows:

**I. SCOPE OF SERVICES**

PFM shall provide, upon request of the District, services related to financial planning, bond program management, and the issuance of securities, examples of which are set forth in Exhibit A to this Agreement.

**II. WORK SCHEDULE**

The services of the Financial Advisor are to commence as soon as practicable after the execution of this Agreement and upon request by the District for such service.

Services which are not related to a particular financing transaction shall be completed as agreed between the District and the Financial Advisor.

**III. FINANCIAL ADVISORY COMPENSATION**

For the services described in Exhibit A, PFM will be paid an hourly fee based on the table below, up to a maximum of \$45,000 in connection with each separate series of bonds.

Professional	Hourly Rate
Managing Director	\$350
Director	\$325
Senior Managing Consultant	\$300
Senior Analyst	\$250
Analyst	\$225





If there are material changes to the complexity of the financing or other unanticipated circumstances, a different fee may be negotiated by mutual written agreement between PFM and the District. Such transaction fees are to be paid from the proceeds of the financing and are contingent upon the closing of the issue.

#### Reimbursable Expenses

In addition to fees for services, PFM will be reimbursed for necessary, reasonable, and documented out-of-pocket expenses incurred, including travel, meals, lodging, telephone, mail, and other ordinary cost and any actual extraordinary cost for graphics, printing, and data processing and computer time that are incurred by PFM. Appropriate documentation will be provided.

The District will be responsible for the fees of third party service providers including, but not limited to, bond counsel, disclosure counsel, rating agencies, printers, publishers, and information providers.

### **IV. TERMS AND TERMINATION**

This agreement shall remain in effect unless canceled in writing by either party upon thirty (30) days written notice to the other party.

### **V. NON-ASSIGNABILITY**

PFM shall not assign any interest in this Agreement or subcontract any of the work performed under the Agreement without the prior written consent of the District.

### **VI. INFORMATION TO BE FURNISHED TO THE FINANCIAL ADVISOR**

All information, data, reports, and records in the possession of the District necessary for carrying out the work to be performed under this Agreement shall be furnished to the Financial Advisor, and the District shall cooperate with the Financial Advisor in all reasonable ways.

### **VII. NOTICES**

All notices given under this Agreement shall be in writing, on appropriate letterhead, addressed to the party for whom it is intended, as designated below. The parties designate the following as the respective places for giving notice, to-wit:

#### **CHICO UNIFIED SCHOOL DISTRICT**

1163 East Seventh Street

Chico, CA 95928

Attention: Kevin Bultema, Assistant Superintendent for Business Services



**PUBLIC FINANCIAL MANAGEMENT, INC.**

50 California Street, Suite 2300

San Francisco, CA 94111

Attention: David Olson, Director

**VIII. TITLE TRANSFER**

All materials, except functioning or dynamic financial models, prepared by PFM pursuant exclusively to this Agreement shall be the property of the District. Subject to the exception described above, upon termination of this Agreement, Financial Advisor shall deliver to the District copies of any and all material pertaining to this Agreement and requested by the District.

**IX. FINANCIAL ADVISOR'S REPRESENTATIVES**

The District has the right to request, for any reason, PFM to replace any member of the advisory staff. Should the District make such a request, PFM shall promptly suggest a substitute for approval by the District.

**X. INDEPENDENT CONTRACTOR**

The Financial Advisor, its employees, officers and representatives at all times shall be independent contractors and shall not be deemed to be employees, agents, partners, servants and/or joint venturers of the District by virtue of this Agreement or any actions or services rendered under this Agreement.

**XI. ENTIRE AGREEMENT**

This Agreement represents the entire agreement between District and PFM and may not be amended or modified except in writing signed by both parties.



The District and PFM have executed this Agreement as of the day and year herein above written.

**CHICO UNIFIED SCHOOL DISTRICT**

By: \_\_\_\_\_

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

Title: \_\_\_\_\_

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

**PUBLIC FINANCIAL MANAGEMENT, INC.**

By: \_\_\_\_\_

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

Title: \_\_\_\_\_

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



## **EXHIBIT A**

### **A. Financial Planning and Bond Program Management**

- *Financing Alternatives and Plan.* Explore various financing alternatives available to the District and develop a financing plan including recommendations as to the timing and number of series of bonds to be issued based on District's construction timeline and projected cash flow needs, bonding capacity and targeted tax rate threshold. The financing plan will be adjusted on an ongoing basis to reflect new developments.
- *General Obligation Bond Election.* Provide any financial advisory services necessary or requested in preparation of a general obligation bond election if the District decides to move forward with such an election. In particular, PFM will be available to advise the District in terms of determining bond authorization size and the tax rate estimates provided in the tax rate statement.
- *Refunding Opportunities.* Monitor interest rate environment and analyze opportunities to refund outstanding bond obligations. Refunding opportunities shall be evaluated based on projected savings and within the context of the overall bond program.
- *Ongoing Bond Program Management.* Provide ongoing support for the District's bond program as mutually agreed upon between the District and PFM including, but not limited to, expenditure of bond proceeds, the levy and collection of taxes and repayment of bonds.
- *Evaluate Financing Alternatives.* Evaluate financing alternatives developed or contemplated by PFM, the District, or a third-party, as requested.

### **B. Issuance of Securities.**

- *Financing Schedule.* Manage the financing process and coordinate activities of financing team members. Prepare a schedule of activities and ensure the financing is completed in a timely manner.
- *Financing Team.* Assist the District in the procurement of other services relating to bond issuance, to the extent the District desires PFM's involvement. Negotiate fees and/or review contracts on behalf of the District, to the extent the District desires PFM's input.
- *Financing Costs.* Prepare an estimate of financing costs and provide insight into how they compare against those of other recent comparable bond issuances.
- *Timing, Sizing and Structure of Bond Issuance.* Assist the District in creating a financing plan for the specific series of bonds including timing, sizing, and structure of each bond issuance.
  - a. *Timing of Issues.* Advise as to the timing for each series of bonds to be sold based upon the District's historical and projected bond program expenditures, market interest rate environment, and other factors.
  - b. *Sizing of Issues.* Advise as to the sizing of each series of bonds to be sold based on District bond program needs, federal tax law limitations, state regulatory restrictions, targeted tax rates, goals of the bond program, and other matters.



- c. **Structure of Issues.** Advise as to the repayment structure of each series of bonds to be sold based on targeted tax rates, impact on interest costs, prudent debt management practices, and other considerations.
- **Authorizing Documentation.** Provide bond counsel with information necessary for the preparation of authorizing documentation. Review authorizing documentation prior to their approval.
- **Official Statement.** Assist in the preparation of an official statement or other appropriate offering document.
- **Rating and Credit Enhancement.** Develop rating presentation booklet and prepare District representatives for rating meeting. Evaluate benefits of bond insurance and/or other credit enhancement.
- **Bond Pricing.** Advise the District on the condition of the bond market at the time of sale, including volume, timing considerations, competing offerings, and general economic considerations.
- **Method of Sale.** Advise the District on method of sale, either as a negotiated sale, competitive sale, or private placement.
  - a. For a competitive sale, PFM shall assist in the distribution of all necessary or requested documentation to prospective underwriters. PFM shall assist the District in determining the best bid.
  - b. For a negotiated sale, PFM shall assist in the solicitation, review and evaluation of any underwriter proposals, and provide advice and information necessary to aid in such selection. PFM shall assist and advise the District in negotiations with underwriter(s) regarding fees, pricing of the bonds and final terms of any security offering.
- **Closing Documentation.** Assist in the closing of the transaction.
- **Ongoing Responsibilities.** Review certain ongoing responsibilities of the District as an issuer of bonds, and assist in the arrangement of certain ongoing services at the written request of the District.

**AGENDA ITEM:** One-Time Discretionary Survey Results, Recommendation

**Prepared by:** Kevin Bultema – Assistant Superintendent, Business Services

☐ Consent

Board Date September 16, 2015

☐ Information Only

☒ Discussion/Action

### **Background Information**

Chico Unified School District (CUSD) released a survey on July 29, 2015 seeking input from the public on how best to spend recent one-time discretionary funding provided in the 2015-2016 state budget. The funds are based on Average Daily Attendance (ADA) in the amount of \$530 per ADA, totaling an estimated \$5,868,086 for CUSD. It was noted that items included in the survey were largely one-time expenditures in recognition of funding received as one-time in nature. Results and recommendations are noted below.

### **Educational Implications**

The proper accounting, reporting, and use of the district's financial resources supports high quality and broad based educational programs for the students of the Chico Unified School District.

### **Fiscal Implications**

CUSD administration is providing a first draft for a recommendation regarding the use of one-time funds based on the survey responses. Responders included parents, teachers, CUSD employees, students, and members of the Chico community. Please note the guiding principles in the recommendations are as follows:

1. Based on input from the survey
2. Multi-year benefit from the one-time money
3. Limited funding from other sources for expenditures
4. Impact to largest number of students & community

Athletic Fields	\$ 2,000,000
Technology	\$ 1,000,000
Art / Music	\$ 750,000
Facilities	
Exterior Painting - All Schools	\$ 500,000
Air Conditioning in High School Gyms	\$ 500,000
Locker Replacement at High Schools	\$ 100,000
Compensation - District Health Insurance Contribution increased effective July 1, 2015 vs. January 1, 2016	\$ 500,000
Classroom Supplies	\$ 100,000
Bus / Van Replacement	\$ 250,000
Playgrounds - Citrus & Chapman Elementary Schools	\$ 100,000
	<u>\$ 5,800,000</u>

### One-Time Discretionary Funding

In what areas should CUSD spend the one-time dollars? (Please only select your three top priorities shown by order of importance with 1 = most important, 2 = second importance, 3 = third importance).

Answer Options	1		2		3		Response Count	% of Total Responses	% of #1 choice
	Responses	% of Total	Responses	% of Total	Responses	% of Total			
Athletic Fields/Tracks	221	6.83%	105	3.25%	79	2.44%	405	12.52%	6.83%
Art/Music	150	4.64%	139	4.30%	140	4.33%	429	13.26%	4.64%
Facilities	140	4.33%	138	4.27%	138	4.27%	416	12.86%	4.33%
Technology	135	4.17%	189	5.84%	151	4.67%	475	14.68%	4.17%
Employee Compensation	108	3.34%	73	2.26%	88	2.72%	269	8.32%	3.34%
Safety & Security	96	2.97%	79	2.44%	89	2.75%	264	8.16%	2.97%
Classroom Supplies	78	2.41%	112	3.46%	109	3.37%	299	9.24%	2.41%
comment)	60	1.85%	23	0.71%	28	0.87%	111	3.43%	1.85%
Development/Training	52	1.61%	75	2.32%	82	2.53%	209	6.46%	1.61%
Nutrition Services	27	0.83%	44	1.36%	41	1.27%	112	3.46%	0.83%
Playgrounds	15	0.46%	35	1.08%	53	1.64%	103	3.18%	0.46%
Classroom Furniture	13	0.40%	44	1.36%	39	1.21%	96	2.97%	0.40%
Bus/Van Replacement	6	0.19%	16	0.49%	25	0.77%	47	1.45%	0.19%
							3235	100.00%	
							78		

answered question for priorities 1, 2 or 3  
 skipped question

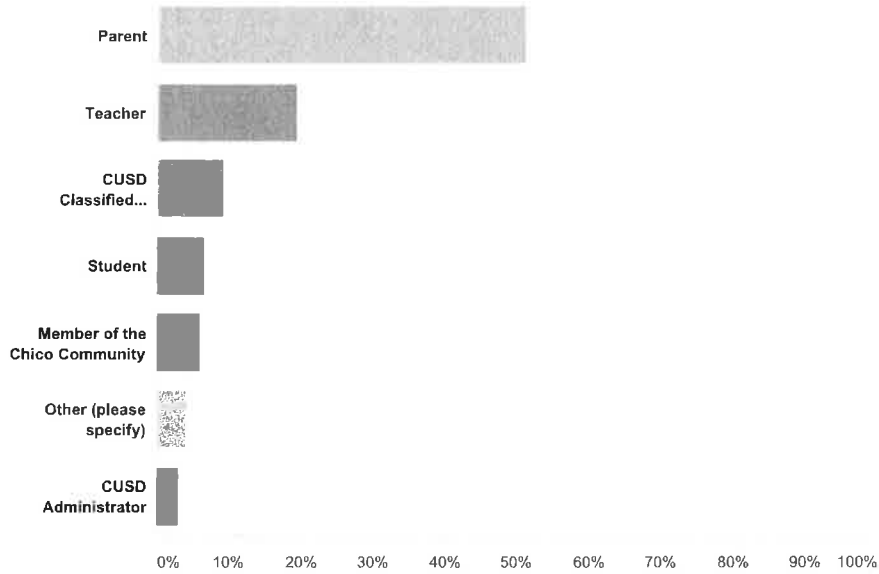
#### Notes:

# of surveys completed is nearly 1,200 thus there should be approximately 3,600 total responses for priorities 1, 2, & 3  
 Survey did allow other priority choices than 1, 2, & 3  
 Responses other than 1, 2 or 3 priorities are not included in this analysis which is why the total responses used in this analysis is less than 3,600



**Q1 Which best describes you (please check one)?**

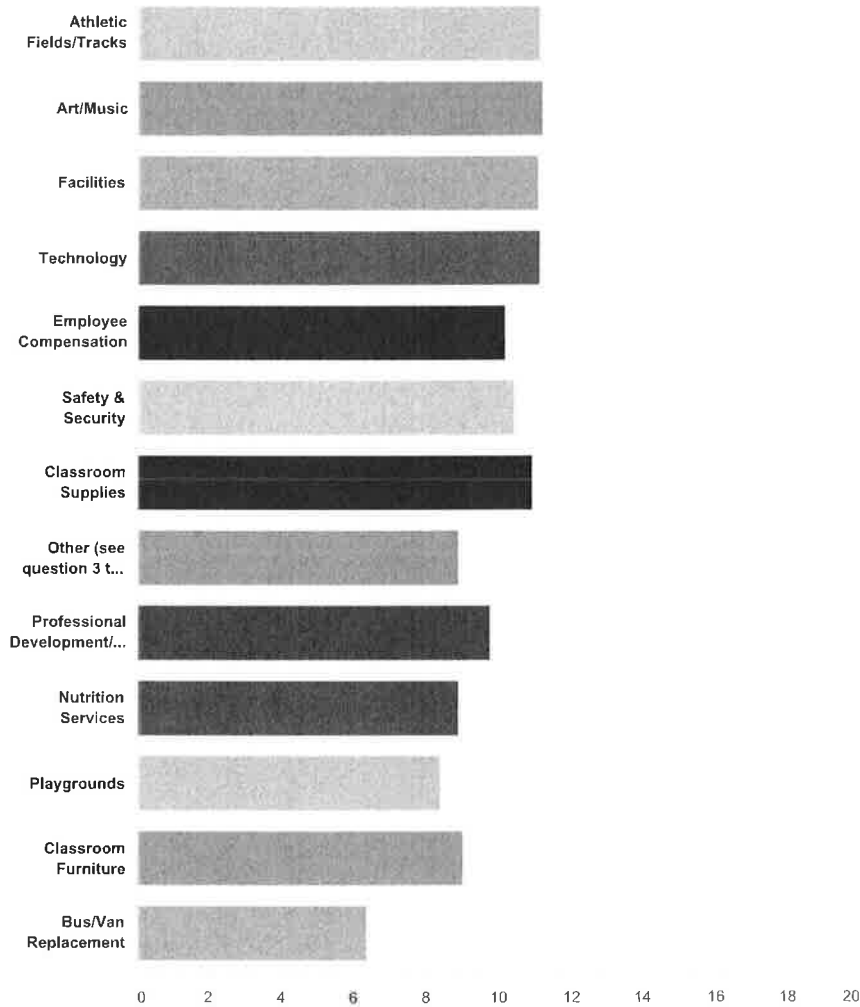
Answered: 1,183 Skipped: 1



Answer Choices	Responses	
Parent	51.31%	607
Teacher	19.36%	229
CUSD Classified Employee	9.38%	111
Student	6.59%	78
Member of the Chico Community	6.09%	72
Other (please specify)	4.23%	50
CUSD Administrator	3.04%	36
<b>Total</b>		<b>1,183</b>

**Q2 In what areas should CUSD spend the one-time dollars? (Please only select your three top priorities shown by order of importance with 1 = most important, 2 = second importance, 3 = third importance).**

Answered: 1,106 Skipped: 78



	1	2	3	4	5	6	7	8	9	10	11	12	13	Total	Score
Athletic Fields/Tracks	44.40% 218	21.18% 104	15.89% 78	3.26% 16	1.43% 7	1.22% 6	2.24% 11	0.81% 4	2.65% 13	1.63% 8	2.24% 11	1.63% 8	1.43% 7	491	11.13
Art/Music	29.45% 149	27.47% 139	27.27% 138	3.36% 17	2.96% 15	1.78% 9	0.99% 5	1.98% 10	1.38% 7	0.59% 3	2.17% 11	0.40% 2	0.20% 1	506	11.23
Facilities	27.89% 140	27.09% 136	27.49% 138	2.79% 14	2.39% 12	2.59% 13	3.19% 16	1.20% 6	2.99% 15	0.60% 3	0.80% 4	0.80% 4	0.20% 1	502	11.11
Technology	24.10% 134	33.81% 186	27.16% 151	2.16% 12	2.88% 16	2.88% 16	1.08% 6	0.72% 4	0.54% 3	0.72% 4	1.08% 6	2.16% 12	0.72% 4	556	11.14
Employee Compensation	28.72% 108	19.15% 72	23.40% 88	3.19% 12	3.72% 14	3.46% 13	1.60% 6	2.66% 10	2.13% 8	2.39% 9	2.39% 9	3.19% 12	3.99% 15	376	10.19
Safety & Security	26.97% 96	22.19% 79	24.44% 87	3.93% 14	2.81% 10	2.81% 10	3.93% 14	1.12% 4	1.97% 7	2.53% 9	4.78% 17	1.40% 5	1.12% 4	356	10.45

One-Time Discretionary Funding

Classroom Supplies	19.69%	28.64%	27.88%	6.39%	4.35%	4.35%	2.56%	2.05%	2.30%	1.02%	0.51%	0.00%	0.26%		
	77	112	109	25	17	17	10	8	9	4	2	0	1	391	10.92
Other (see question 3 to provide comment)	35.54%	13.86%	16.27%	1.81%	0.60%	1.20%	0.60%	0.00%	0.60%	0.60%	2.41%	5.42%	21.08%		
	59	23	27	3	1	2	1	0	1	1	4	9	35	166	8.89
Professional Development/Training	16.51%	23.49%	26.03%	3.81%	3.17%	2.86%	2.86%	4.76%	2.86%	6.67%	3.17%	2.54%	1.27%		
	52	74	82	12	10	9	9	15	9	21	10	8	4	315	9.78
Nutrition Services	12.44%	20.28%	18.89%	4.15%	3.69%	4.61%	4.61%	5.07%	11.06%	5.53%	4.61%	4.15%	0.92%		
	27	44	41	9	8	10	10	11	24	12	10	9	2	217	8.88
Playgrounds	6.70%	15.18%	23.66%	3.13%	6.25%	3.57%	5.80%	11.61%	5.36%	9.38%	3.57%	4.46%	1.34%		
	15	34	53	7	14	8	13	26	12	21	8	10	3	224	8.41
Classroom Furniture	6.07%	20.56%	17.76%	8.88%	9.81%	6.54%	6.54%	8.41%	4.21%	3.74%	4.67%	2.34%	0.47%		
	13	44	38	19	21	14	14	18	9	8	10	5	1	214	9.02
Bus/Van Replacement	3.66%	9.76%	15.24%	2.44%	3.66%	3.66%	6.10%	5.49%	6.10%	9.15%	9.15%	18.90%	6.71%		
	6	16	25	4	6	6	10	9	10	15	15	31	11	164	6.34

**Q3 If you selected "other" to question 2,  
please provide input/comment.**

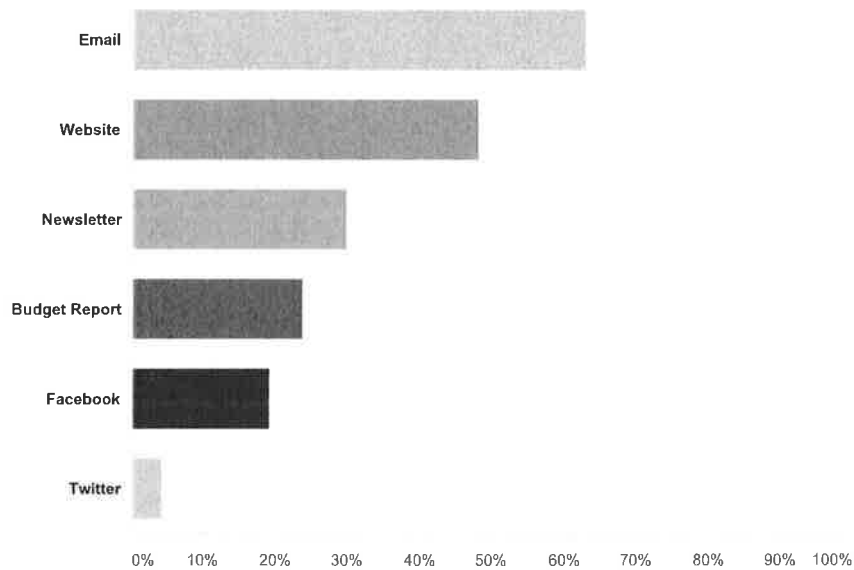
Answered: 153 Skipped: 1,031

**Q4 In your opinion, what is the best specific use of the one-time discretionary funding?**

Answered: 857 Skipped: 327

**Q5 How should we best communicate the spending of these one-time dollars?**

Answered: 1,068 Skipped: 116



Answer Choices	Responses	
Email	63.01%	673
Website	48.31%	516
Newsletter	29.78%	318
Budget Report	23.78%	254
Facebook	19.29%	206
Twitter	4.21%	45
Total Respondents: 1,068		

**AGENDA ITEM:** Resolution #1296-15, Elimination of Classified Services and Ordering Layoffs in the Classified Service for the 2015-2016 School Year

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**Prepared by:** Jim Hanlon, Assistant Superintendent Human Resources

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☐ Consent

Board Date September 16, 2015

☐ Information Only

☒ Discussion/Action

**Background Information**

The District no longer needs or no longer has the funds to support the positions noted in the Resolution.

**Educational Implications**

N/A

**Fiscal Implications**

The District will save the cost of these positions.

**RESOLUTION 1296-15  
RESOLUTION OF THE GOVERNING BOARD  
OF THE CHICO UNIFIED SCHOOL DISTRICT**

**ELIMINATION OF CLASSIFIED SERVICES AND  
ORDERING LAYOFFS IN THE CLASSIFIED SERVICE  
FOR THE 2015-2016 SCHOOL YEAR**

**WHEREAS** Education Code section 45308 provides for the layoff and reemployment of classified employees due to a lack of work and/or lack of funds, and,

**WHEREAS** the Superintendent of the Chico Unified School District (District) has advised the District's Governing Board (Board) that there is a lack of work and/or funds to maintain the following position(s) and that the Board should consider the elimination of the following position(s):

<b>Classification</b>	<b>Full-Time Equivalent</b>	<b>Site/Program</b>
Cafeteria Assistant	0.1250	Chapman/Nutrition
Cafeteria Assistant	0.2500	PVHS/Nutrition
Cafeteria Assistant	0.2500	PVHS/Nutrition
Cafeteria Assistant	0.7500	CJHS/Nutrition
IA-Special Education	0.3750	Hooker Oak/Special Ed
IA-Special Education	0.3750	Hooker Oak/Special Ed
IA-Special Education	0.6250	BJHS/Special Ed
IA-Special Education	0.8750	Inspire/Special Ed
IA-Special Education	0.9000	EWE/Pkvw/Special Ed
IPS-General	0.2500	CJHS/Grant
IPS-Hearing Impaired	0.7500	Inspire/Special Ed
Targeted Case Mgr-Bil	0.5000	PVHS/Categorical
Trans Special Ed Aide	0.1250	Trans/Transportation

**WHEREAS** the District and the California School Employees Association, Chico Chapter 110 (CSEA) executed a Collective Bargaining Agreement (Agreement) effective July 1, 2012 through November 15, 2015. The CSEA's covered unit members, as defined in the Agreement, include those holding the positions described herein.

**WHEREAS** Article 1, Section 1.5.1 of the Agreement recognizes the authority of the District to make decisions to eliminate services and layoff therefrom.

**WHEREAS** Article 4 of the aforesaid Agreement covers layoff and reemployment and specifically provides that said Article includes all of the impact and effects of any layoff, demotion and/or reemployment for unit members and is thus a waiver to further bargain the effects of any specific decision to eliminate services and layoff therefrom, except as provided therein.

**WHEREAS** CSEA has been apprised of the contemplated elimination of services described herein in order to afford it the opportunity to exercise its rights under the Agreement.



**NOW, therefore, be it resolved** the Board has this date adopted the Superintendent's recommendations and ordered a reduction of classified services, and it appears to the Board that due to a lack of funds it is necessary to eliminate certain classified position(s) and to layoff affected employee(s) hereinabove set forth.

**BE IT FURTHER RESOLVED** that the Board authorizes the District Superintendent to give notice to the affected classified employee(s) of the layoff in accordance with Education Code Sections 45117 and 45308 and pursuant to Article 4 of the current collective bargaining agreement and pursuant to Merit System rules, such notice to be given at least forty-five (45) working days prior to the effective date of each layoff as set forth above.

The Board authorizes and directs the Superintendent to carry forth all layoff proceedings resulting from the elimination of position(s) ordered herein above, including proceedings for layoff provided by the exercise of displacement rights and to service layoff notices to employees affected thereby. Where an employee displaces an employee holding a position in another class, the Superintendent is hereby authorized and directed to carry forth layoff proceedings resulting therefrom and to serve layoff notices to employees affected thereby. All such layoffs shall be as of the designated effective date, forty-five (45) working days from notices of layoff.

In the event that an employee affected by the layoff proceedings authorized by this resolution chooses to retire or resign from District service, or other appropriate resolution is made, the Superintendent is authorized to rescind the layoff.

**PASSED AND ADOPTED** at a meeting of the Governing Board of the Chico Unified School District of Butte County on September 16, 2015.

AYES:  
NOES:  
ABSTENTIONS:  
ABSENT:

DATED this 16<sup>th</sup> day of September, 2015.

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Clerk of the Governing Board of the  
Chico Unified School District