

# **CUSD Board of Education**

## **Regular Meeting Agenda**

**Pleasant Valley High School, Library**

**June 15, 2016**

**CLOSED SESSION – 5:00 P.M.**

**REGULAR BOARD MEETING – 6:00 P.M.**



## **Board Members**

**Eileen Robinson, President**

**Dr. Kathleen Kaiser, Vice President**

**Gary Loustale, Clerk**

**Elizabeth Griffin, Member**

**Linda Hovey, 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: 06/10/16

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

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

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

#### **CONSENT CALENDAR**

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

#### **STUDENT PARTICIPATION**

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

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

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

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

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

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

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

#### **WRITTEN MATERIAL:**

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

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

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

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

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

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



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

Regular Meeting – June 15, 2016

Closed Session – 5:00 p.m.

Regular Session – 6:00 p.m.

Pleasant Valley High School, Library

1475 East Avenue, Chico, CA 95928

## **AGENDA**

### **1. CALL TO ORDER**

- 1.1. Public comment on closed session items

### **2. CLOSED SESSION**

#### **2.1. Update on Labor Negotiations**

Employee Organizations:

Representatives:

CUTA

CSEA, Chapter #110

Kelly Staley, Superintendent

Jim Hanlon, Asst. Superintendent

Joanne Parsley, Asst. Superintendent

Kevin Bultema, Asst. Superintendent

#### **2.2. Conference with Legal Counsel – Anticipated Litigation**

Per Subdivision (b) of Government  
Code §54956.9 (one case)

#### **2.3. Public Employee Performance Evaluation**

Per Government Code §54957

Title: Superintendent

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

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

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

### **4. RETIREE RECOGNITION**

### **5. 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 May 18, 2015
- 9.1.2. Consider Approval of Items Donated to the Chico Unified School District
- 9.1.3. Consider Approval of Resolution No. 1337-16, Notification to Consolidate Governing Board Member Elections
- 9.1.4. Consider Approval of Resolution No. 1338-16, Order of Election
- 9.1.5. Consider Approval of Resolution No. 1339-16, Costs of Candidates' Statements
- 9.1.6. Consider Approval of Resolution No. 1340-16, Procedure in Case of Tie Vote at Governing Board Election

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

- 9.2.1. Consider Expulsion of Students with the following IDs: 57481, 78392, 79990, 85359
- 9.2.2. Consider Approval of Field Trip Request for CHS FFA Officers to Attend an Officer Retreat at Dillon's Beach from 07/14/16 to 07/16/16

- 9.2.3. Consider Approval of Field Trip Request for CHS Football Players to Attend Football Camp in So Lake Tahoe from 06/26/16 to 06/29/16
- 9.2.4. Consider Approval of Chico Country Day School Material Change Enrollment Preferences
- 9.3. BUSINESS SERVICES
  - 9.3.1. Consider Approval of Independent Contractor Agreements
  - 9.3.2. Consider Approval of California Clean Energy Act – Proposition 39 – Multiple Site Lighting Improvement Projects
  - 9.3.3. Consider Approval of Annual Fee – Escape Technology
  - 9.3.4. Consider Approval of Contract, Computers for Classrooms
  - 9.3.5. Consider Approval of Contract – Burke, Williams, & Sorensen, LLP
- 9.4. HUMAN RESOURCES
  - 9.4.1. Consider Approval of Certificated Human Resources Actions
- 10. **DISCUSSION/ACTION CALENDAR**
  - 10.1 EDUCATIONAL SERVICES
    - 10.1.1. **Discussion/Action:** Preschool Site Licensing (Christi Bangsund)
    - 10.1.2. **Information/Public Hearing:** Public Hearing for Draft 2015-16 Local Control Accountability Plan (Educational Services Team)
  - 10.2. BUSINESS SERVICES
    - 10.2.1. **Public Hearing/Discussion/Action:** Public Hearing of the 2016-17 Original Budget (Kevin Bultema)
    - 10.2.2. **Public Hearing/Discussion/Action:** Public Hearing of 2016-17 Original Budget – Reserves Disclosure (Kevin Bultema)
    - 10.2.3. **Public Hearing/Discussion/Action:** Public Hearing of 2016-17 Education Protection Account (Kevin Bultema)
  - 10.3 HUMAN RESOURCES
    - 10.3.1. **Discussion/Action:** Athletic Sustainability Plan (Jim Hanlon)
    - 10.3.2. **Discussion/Action:** Approval of Tentative Agreement with CUTA (2016-17) (Jim Hanlon)
    - 10.3.3. **Discussion/Action:** Proposed Change in the 2017-2018 Student Calendar (Jim Hanlon)
  - 10.4. BOARD
    - 10.4.1 **Information:** CUSD Board Self Evaluation
    - 10.4.2. **Discussion/Action:** Review Process for CUSD Board Adopted District Wide Goals for 2016-2017
    - 10.4.3. **Discussion/Action:** Update CUSD Governance Handbook for 2016-2017 School Year
- 11. **ITEMS FROM THE FLOOR**
- 12. **ANNOUNCEMENTS**
- 13. **ADJOURNMENT**



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

At 5:00 p.m. Board President Robinson called the meeting to order at Bidwell Jr. High School in the Multi-Purpose Room at 2376 North Avenue and announced the Board was moving into Closed Session.

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

**Absent:** Hovey

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

There were no public comments on closed session items.

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

Employee Organizations:

Representatives:

CUTA

CSEA, Chapter #110

Kelly Staley, Superintendent

Jim Hanlon, Asst. Superintendent

Joanne Parsley, Asst. Superintendent

Kevin Bultema, Asst. Superintendent

**2.2. Conference with Legal Counsel – Anticipated Litigation**

Per Subdivision (b) of Government Code §54956.9 (one case)

**2.3. Conference with Real Property Negotiators**

Per Government Code §54956.8

APN# 005-570-014-0000

Price and Terms of Payment

Agency's Negotiator: Kevin Bultema

**2.4. Public Employee Performance Evaluation**

Per Government Code §54957

Title: Superintendent

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

At 6:00 p.m. Board President Robinson called the meeting to order.

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

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

**3.3. Flag Salute No Flag**

Board President Robinson led the salute to the flag.

Board President Robinson announced the following changes to the agenda: Under the Discussion/Action Calendar, Business Services, Item 10.2.2. is being moved to the top of the Discussion/Action Calendar, Item 10.2.3. will be second; and Item 10.2.1. will be third.

**4. STUDENT REPORTS**

At 6:02 p.m. Los Tambores de Chapman students performed three songs under the direction of Teacher Kathy Naas. Superintendent Staley announced that Mike Allen, Assistant Principal at Chico High would be moving to Chapman Elementary next year as Principal and Erica Sheridan, current Principal at Chapman would be moving to Chico High as an Assistant Principal.

At 6:19 p.m. Pleasant Valley High School Teacher Priscilla Burns and students Anne Gebicke, Sienna Sasselli, and Hannah Seibert presented information regarding the CA Restaurant Association Prostart Competitions and the FHA HERO program.

At 6:27 p.m. Inspire Assistant Principal Dan La Bar introduced Teachers Danielle Reynolds and Becky Brown, who presented a PowerPoint and information on the EngagED grant.

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At 6:35 p.m. Director Julie Kistle recognized Fair View High Teacher Matt McGuire and his Construction Technology students for their work on building 40 owl boxes and placing them on campuses throughout the district hoping to attract owls, natural predators of gophers. Students Evan Wheat, Ryan Chapman, Dylen Ellys, and Daniel Williams attended the Board meeting and displayed one of the owl boxes.

At 6:38 p.m. Building Manager Lalanya Rothenberger thanked CSUC students for their work on the new courtyard at Sierra View Elementary campus. The CSUC Program Coordinator, in the Concrete Industry Management Program, thanked CUSD for providing a great opportunity to the students.

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

At 6:43 p.m. The Superintendent's Award for Certificated personnel was presented to Pleasant Valley High School Teacher Priscilla Burns by Principal John Shepherd and student Anne Gebicke. The Superintendent's Award for Classified personnel was presented to Chico High School Office Manager Robin Carriere by Principal Mark Beebe.

**6. ANNOUNCEMENTS**

At 6:47 p.m. Board Vice President Kathleen Kaiser reminded everyone to register to vote.

**7. ITEMS FROM THE FLOOR**

At 6:48 p.m. CUSD Nurse Ann Scott presented information about medical equipment needs that would require one-time funding and provide years of service. She was asked to send more detailed information to the Superintendent and Board members.

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

At 6:56 p.m. Assistant Superintendent Jim Hanlon announced the district had reached a tentative agreement (TA) with CUTA for the 2016-17 school year. CUTA's E-board will vote on the TA on May 25 and if approved, the TA will be presented to the Board in June. The Sunshining of Articles for Bargaining with CSEA for 2016-17 is on tonight's agenda and a meeting with CUMA representatives is scheduled for Monday. CSEA President Sean Sullivan stated he had nothing more to add to the report.

**9. CONSENT CALENDAR**

At 7:00 p.m. Board President Robinson asked if anyone would like to pull a Consent Item for further discussion. Board Clerk Loustale asked to pull Item 9.3.7. Board Member Griffin moved to approve the remaining Consent Items; seconded by Board Vice President Kaiser.

**9.1. GENERAL**

9.1.1. The Board Approved the Minutes of the Regular Session on April 20, 2016, and the Special Session on May 4, 2016

9.1.2. The Board Approved the Items Donated to the Chico Unified School District

<b>Donor</b>	<b>Item</b>	<b>Recipient</b>
Brad Jacobson	\$100.00	Chapman Elementary
Farmers Insurance		
David Galler	5 Bike Helmets @ \$120.00	Chapman Elementary
Jan Knecht	Ibico-Comb Book Binder @ \$150.00	Citrus Elementary
Emma Wilson PTSA	\$228.00	Emma Wilson Elementary
Wells Fargo Community Support Campaign / David Shepler	\$105.00	Marsh Jr. High
Thomas & Nancy Masterson	Backpack @ \$65.00	Marsh Jr. High
Bruce Dillman	Stained Glass Sheets @ \$650.00	Chico High
Elizabeth Devereaux	Stained Glass @ \$1,000.00	Chico High
Ashley & Erik Acherstein	\$300.00	Fair View High

**9.2. EDUCATIONAL SERVICES**

9.2.1. The Board Approved the Expulsion of Students with the following IDs: 66552, 84098



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- 9.2.2. The Board Approved the Field Trip Request for Pleasant Valley High School Student Anne Gebicke, State Officer for FCCLA to Participate in State Officer Duties at Various Dates and Locations throughout the 2016-17 School Year
- 9.2.3. The Board Approved the Field Trip Request for FCCLA Students to Attend the National Convention in San Diego from 07/03/16 to 07/07/16
- 9.2.4. The Board Approved the Obsolete Textbooks
- 9.2.5. The Board Approved the 2016-2017 CIF Representatives to League
- 9.2.6. The Board Approved the Butte-Glenn Career Pathways Consortium Expansion Sub Agreements
- 9.2.7. The Board Approved the New Textbook Proposal for ELA 6<sup>th</sup> Grade, StudySync
- 9.2.8. The Board Approved the New Textbook Proposals for Descubre for grades 8-12 and D'accord for grades 9-12 for World Language
- 9.2.9. The Board Approved the Renaissance Learning Contract

**9.3. BUSINESS SERVICES**

- 9.3.1. The Board Approved the Accounts Payable Warrants
- 9.3.2. The Board Approved the Independent Contractor Agreements
- 9.3.3. The Board Approved the Notice of Completion for Bidwell Modernization Increment 4
- 9.3.4. The Board Approved the Architect Selection for Phase III Facilities Master Plan Projects with the following firms: 1) Marigold Elementary and Loma Vista – Rainforth Grau Architects; 2) Shasta Elementary – Lionakis Architects; and 3) Neal Dow Elementary – DLR Group
- 9.3.5. The Board Approved the Chico High School Roof Repair, Phase II – Bid Approval for the lowest responsive bidder, United Building Company, Inc. to complete the work
- 9.3.6. The Board Approved the California Clean Energy Act – Proposition 39 Chiller Replacement at Little Chico Creek Bid Approval for United Building Contractors, Inc. to complete the work
- 9.3.7. This item was pulled for further discussion

**9.4. HUMAN RESOURCES****9.4.1. The Board Approved the Certificated Human Resources Actions**

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>
<b><u>Leave Requests</u></b>			
Carlsen, Cynthia	Elementary	8/16/16-6/07/17	0.5 FTE Personal (Changed from .4 FTE)
Castaneda, Joana	Elementary	8/16/16-11/8/16	0.6 FTE Child Bonding
Castaneda, Joana	Elementary	11/09/16- 06/07/17	0.6 FTE Child Care
Christophel, Sarah	Elementary	5/17/16-6/02/16	1.0 FTE Child Bonding
Christophel, Sarah	Elementary	8/16/16-6/07/17	0.2 FTE Child Care
Fitzstevens, Naomi	Elementary	5/3/16-6/02/16	1.0 FTE Child Bonding
Gagne, Michelle	Elementary	8/16/16-6/07/17	0.5 FTE Child Care (Changed from .6 FTE)
Graham, Sandy	Elementary	8/16/16-6/07/17	0.2 FTE Personal (STRS Reduced Workload)
Knecht, M. Jan	Elementary	8/16/16-6/07/17	0.5 FTE Personal (STRS Reduced Workload) (Changed from .4 FTE)
Leffler, Danielle	Secondary	8/16/16-6/07/17	0.2 FTE Personal
McWilliams, Cari	Special Education	5/01/16-5/25/16	1.0 FTE Child Bonding

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Murad, Louise	Elementary	8/16/16-6/07/17	0.5 FTE Personal (STRS Reduced Workload)
Peacock, Michaelle	Psychologist	7/1/16-6/30/17	0.6 FTE Child Care
Rollins, Rahlina	Secondary	8/16/16-6/07/17	0.4 FTE Personal
Willard, Tamara	Elementary	8/16/16-6/07/17	1.0 FTE Child Care
Wolfsberger, Janelle	Elementary	8/16/16-6/07/17	1.0 FTE Personal

**Retirements/Resignations**

Adamian, Annie	Secondary	6/6/2016	Resignation
Anderson, Frances	Secondary	6/3/2016	Retirement
Barrett, Elizabeth	Elementary	6/3/2016	Retirement
Bean, Judith	Elementary	6/3/2016	Retirement
Bender, Daryl	Elementary	6/3/2016	Retirement
Bowman, Dayna	Elementary	6/3/2016	Retirement
Delgado, Susan	Secondary	6/06/2016	Retirement
Dickman, Kelsey	Secondary	4/26/2016	Resignation
Edwards, Mary	Elementary	6/3/2016	Retirement
Findlay, Denise	Elementary	6/3/2016	Retirement
Ford, Janet	Elementary	6/6/2016	Retirement
Gomes, Courtney	Speech	6/3/2016	Resignation
Henkel, Anne	Secondary	6/3/2016	Retirement
Imes, Mary	Elementary	6/3/2016	Retirement
Jensen, Sarah	Special Education	6/3/2016	Retirement
Jorgensen, Laura	Counselor	6/2/2016	Resignation
Kohen, Kay	Secondary	7/1/2016	Retirement
McMahon, Jan	Special Education	6/3/2016	Retirement
Serrato, Linda	Elementary	6/3/2016	Retirement

**9.4.2. The Board Approved the Classified Human Resources Actions**

ACTION NAME	CLASS/LOCATION/ASSIGNED HOURS	EFFECTIVE	COMMENTS
<b>APPOINTMENT</b>			
Belcher, Brenda	LT Sr Custodian/FVHS/8.0	6/2/2016-6/30/2016	During Absence of Incumbent
Davis, Jordan	Custodian/PVHS/8.0	4/18/2016	Vacated Position
Goodwin, Jr, Wayne	Cafeteria Assistant/BJHS/2.0	4/25/2016	Vacated Position
Greenwalt, Sean	School Bus Driver-Type 2/Transportation/5.3	5/9/2016	Vacated Position
Hoff, Amy	Office Asst Elementary Attendance/McManus/6.0	5/9/2016	Vacated Position
Jessen, Kerry	IA-Special Education/Shasta/1.0	5/2/2016	Vacated Position
John, Jacob	Cafeteria Assistant/PVHS/2.0	4/25/2016	Vacated Position
McCaffrey, Alexander	Cafeteria Assistant/MJHS/2.0	4/25/2016	Vacated Position
Rambach, Dawn	Cafeteria Assistant/Parkview/2.5	4/25/2016	Vacated Position
Rios, Maria	IA-Bilingual/Citrus/4.0	5/2/2016	Vacated Position
Sandoval, James	Cafeteria Assistant/Shasta/2.3	4/25/2016	Vacated Position



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Trammel, Alicia	Campus Supervisor/ MJHS/2.0	4/25/2016	Vacated Position
Wallace, Diana	Instructional Assistant/ Chapman/1.3	5/9/2016	Vacated Position

**PROMOTION**

Dugan, Jeanne	LT Cafeteria Cook Small School/Sherwood/4.0	4/16/2016- 6/8/2016	New LT Position
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**LEAVE OF ABSENCE**

Hanson, Effie	IPS-Healthcare/Parkview/6.0	5/9/2016	Early Return form LOA
Rodgers, Laura	IPS-Classroom/Loma Vista/6.0	4/28/2016- 5/25/2016	Per CBA 5.3.3
Rosales Garcia, Edgar	Baker Assistant/Bakery/3.0 & 4.0	4/18/2016- 6/2/2016	Per CBA 5.2.9
Slapar, Milena	IPS-Healthcare/PVHS/6.0	6/3/2016- 6/30/2016	Per CBA 5.1

**RESIGNATION/TERMINATION**

Aicega, Dianna	Parent Classroom Aide- Restr/Marigold/2.0 & 1.0	6/2/2016	Restricted Released
Cain, Sara	IA-Special Education/ PVHS/5.0	6/2/2016	PERS Retirement
Cain, Sara	IA-Special Education/BJHS/1.4	6/2/2016	PERS Retirement
Cavanaugh, Constance	Director-Fiscal Services/ Business Svcs/8.0	5/10/2016	Voluntary Resignation
Flasch-Wilson, Jennifer	Parent Classroom Aide- Restr/LCC/2.0 & 1.0	4/28/2016	Voluntary Resignation
Grap, Gail	Instructional Assistant/ McManus/3.0 & 1.0	7/14/2016	PERS Retirement
Hayes, Ann	IA-Special Education/BJHS/5.0 & 1.0	6/2/2016	PERS Retirement
Hogan, Frances	IA-Special Education/BJHS/5.4 & 1.4 & .9	6/30/2016	PERS Retirement
Jessen, Kerry	IA-Special Education/ Shasta/4.0	6/2/2016	PERS Retirement
Jessen, Kerry	IA-Special Education/ Shasta/1.0	6/2/2016	PERS Retirement
Johnson, Linda	Health Assistant/CHS/8.0	7/13/2016	PERS Retirement
Logue, Rebecca	IA-Special Education/ McManus/5.0 & 1.0	5/31/2016	PERS Retirement
Meza, Maja	Parent Classroom Aide- Restr/McManus/3.5 & 1.5	6/2/2016	Restricted Released
Mino, Mary	Parent Classroom Aide- Restr/Sierra View/ 2.0 & 1.5 & .5	6/2/2016	Restricted Released
Olio, Paula	Instructional Assistant/Neal Dow/4.0 & 2.0	6/2/2016	PERS Retirement
Thomas, Kristen	Parent Classroom Aide- Restr/Sierra View/2.0 & 1.5	6/2/2016	Voluntary Resignation
Wahl, Sheila	Parent Classroom Aide- Restr/LCC/2.0	6/2/2016	Restricted Released

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Watts, Stacey	Parent Classroom Aide- Restr/Marigold/2.0	6/2/2016	Restricted Released
Woodruff, Tyler	Cafeteria Assistant/CJHS/1.5	6/2/2016	Voluntary Resignation

**(Consent Vote)**

AYES: Robinson, Kaiser, Loustale, Griffin

NOES: None

ABSENT: Hovey

**10. DISCUSSION/ACTION CALENDAR****ITEMS REMOVED FROM CONSENT FOR FURTHER DISCUSSION****9.3.7. Consider Approval of the CTE Grant Reimbursement – CHS Addition to Williams Theater 2010**

Board Clerk Loustale questioned where the district's share of the cost savings would be placed. Assistant Superintendent Kevin Bultema stated it is in state reimbursement funds (Fund 35). Board Vice President Kaiser moved to approve reimbursement of 50% of the project cost savings in the amount of \$113,907, paid out of Fund 35, to the Office of Public School Construction; seconded by Board Member Griffin.

AYES: Robinson, Kaiser, Loustale, Griffin

NOES: None

ABSENT: Hovey

**10.1. EDUCATIONAL SERVICES****10.1.1. Information: PVHS ACE-LIFE Mentor Program**

At 7:02 p.m. Director Dave McKay and Principal John Shepherd introduced Laura Dietel, the ACE-LIFE Academy Director/Mentor, Coordinator, Instructor for HERO 11, 12 and Careers with Kids, who provided information about the extensive involvement of the HERO mentors. Students Ella Pollock and Riley Forristel shared information about the programs they were involved in. Marie Fickert with the Chico Fire Department, spoke regarding the recent Chico Safety Fair. Board Member Griffin complimented the students on the impressive binders they had distributed and the excellent posters created for the Safety Fair.

**10.1.2. Information: Progress Report for Elementary School Counseling Grant**

At 7:19 p.m. Coordinator Scott Lindstrom presented a PowerPoint and information on the Elementary School Counseling Grant. Counselors Sue Tran from Little Chico Creek, Mary Gocke from Neal Dow, Samantha Stone from Hooker Oak, and Ashley Trezza from Chapman provided information about the different Tiers. Counselors not present included: Kristin Lape, Mike Carroll, and Dave Scott. Two parents spoke regarding how the program has helped their children: a LCC parent and his daughter and a McManus Parent who spoke through translator Frances Stallman. Principals Kristen Schrock from Little Chico Creek and Brian Holderman from Hooker Oak spoke regarding the benefits provided to their schools. Board Members thanked the parents for speaking and shared concerns regarding bullying, training, and the movement of sixth graders and a way to provide these programs at the Jr. High level. Staff shared plans for dealing with these issues.

**10.2. BUSINESS SERVICES**

Board President Robinson noted Item 10.2.2. would be moved to discuss first, then 10.2.3., and then 10.2.1.

**10.2.2. Public Hearing/Discussion/Action: Public Hearing and Information on the Evaluation Potential Acquisition; and a) Adoption of Resolution No. 1334-16 Resolution Evaluation Real Property in Accordance with School Site Selection Standards and Approving the Acquisition of Real Property**

At 7:45 p.m. Board President Robinson made the following announcement: "This public hearing was noticed and is being held to receive public testimony concerning the District's proposed acquisition of 193 Leora Court for future use, including the potential future



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expansion adjacent Shasta Elementary School Site. The following agenda item presents the proposed Resolution No. 1334-16 setting forth the findings under the California Department of Education's regulations for the District's acquisition of real property for future use and potential expansion of a school site.

The proposed findings address the following criteria established by the State Department of Education and are set forth in detail within the proposed Resolution:

1. School site acreage consistency & availability;
2. Proximity of the property to power lines, railroads, high sound levels, and high traffic;
3. The presence of earthquake faults;
4. The risk of landslides, liquefaction, flooding, nearby pipelines, above-ground storage tanks;
5. Accessibility of the property to roads, utilities, fire and police protection, public transit, and trash disposal services;
6. Consistency of the property's zoning;
7. Impacts of light, wind, noise, aesthetics, and air pollution;
8. Inhibiting easements;
9. Cost complications of establishing utilities, site preparation, property acquisition, landscaping, maintenance, and wildlife habitat;
10. Consultation with local agencies concerning joint use;
11. The acceptability of the property's geologic conditions;
12. The property's potential to alter population trends;
13. Completion of clearance under the California Environmental Quality Act; and
14. Evaluation of the presence of hazardous substances."

Board Vice President Kaiser moved to open the public hearing; Board Member Griffin seconded the motion. At 7:46 p.m. the public hearing was opened. There were no comments. At 7:48 p.m. the public hearing was closed.

**10.2.3. Discussion/Action: Resolution No. 1334-16 Resolution Evaluation Real Property in Accordance with School Site Selection Standards and Approving the Acquisition of Real Property**

At 7:49 p.m. Director Julie Kistle provided information on Resolution No. 1334-16. Board Vice President Kaiser moved to approve Resolution 1334-16, Evaluating Real Property in Accordance with School Site Selection Standards and Approving the Acquisition of Real Property; seconded by Board Clerk Loustale.

AYES: Robinson, Kaiser, Loustale, Griffin

NOES: None

ABSENT: Hovey

**10.2.1. Discussion/Action: Final Updated CUSD Facilities Master Plan Update**

At 7:53 p.m. Director Julie Kistle introduced Ellen Hooper, with IEP2, who distributed copies of the updated Facilities Master Plan and presented a PowerPoint and information on the updates which included: review of capacity and utilization; enrollment projections; elementary utilization; in-depth study of Kindergarten and Transitional Kindergarten capacity; inclusion of the high school athletic master plans; and inclusion of additional district property into the master plan. Board Vice President Kaiser moved to approve the updated CUSD Facilities Master Plan; seconded by Board Clerk Loustale. After further discussion, Board Vice President Kaiser made an amendment to add the HVAC for the PVHS small gym and the HVAC for the CHS large gym to Phase III of the FMP; the amendment was seconded by Board Member Griffin.

AYES: Robinson, Kaiser, Loustale, Griffin

NOES: None

ABSENT: Hovey

**10.2.4. Discussion/Action: California Clean Energy Act – Proposition 39 Rooftop HVAC Package Unit Replacement at Various Sites – Bid Approval**

At 8:08 p.m. Director Julie Kistle noted that in accordance with the Expenditure Plan approved by the California Energy Commission, the district intends to perform the Rooftop



## MINUTES

HVAC Package Unit Replacements at the following locations: Bidwell Jr. High, Chico Jr. High and Citrus Elementary with work to be completed by the lowest responsive bidder, RB Spencer. Board Vice President Kaiser moved to authorize the Superintendent or designee to enter into an agreement with RB Spencer; seconded by Board Member Griffin.

AYES: Robinson, Kaiser, Loustale, Griffin

NOES: None

ABSENT: Hovey

**10.2.5. Discussion/Action: Possible New Bond for School Facilities**

At 8:12 p.m. Assistant Superintendent Kevin Bultema thanked Ellen Hooper for the excellent road map provided by the FMP which indicates that over \$400 million dollars is needed for facility improvements. To meet the funding needs, the district is evaluating the option of placing a General Obligation bond on the November 2016 ballot. Information about a possible new bond measure was provided by: Makiko Sato, independent financial advisor; Tom Clifford, public information/election consultant, and Constantine Baranoff; bond legal counsel. It was noted the next step would be to adopt a Resolution to order a school bond election, establishing specifications of the election order, and requesting consolidation with other elections. Board Vice President Kaiser moved to approve placing a resolution ordering a school bond election on the June 22, 2016, Board Agenda; seconded by Board Clerk Loustale.

AYES: Robinson, Kaiser, Loustale, Griffin

NOES: None

ABSENT: Hovey

**10.2.6. Discussion/Action: 2015-16 One-Time Discretionary Funds Update - PVHS HVAC Project**

At 9:02 p.m. Assistant Superintendent Kevin Bultema noted that as directed by the Board at its meeting on April 20, administration had researched if other funds could be made available to complete the HVAC installation at Pleasant Valley High School. Administration is recommending re-allocating 2016-17 deferred maintenance projects in the estimated amount of \$401,500. The deferred maintenance projects to be delayed would be: 1) Carpet replacement at Rosedale and Emma Wilson Elementary Schools; 2) Ceiling repair at PVHS mat room; 3) Roof repair/replacement at Citrus and Hooker Oak Elementary Schools; and 4) HVAC replacements at Chapman, Rosedale, and McManus Elementary Schools. The remaining cost of the PVHS HVAC would be paid from the allocation of the 2015-16 one-time money for high school A/C installation of \$500,000 and the balance of 2015-16 one-time dollars in the amount of \$280,000 (unallocated portion and balance from one-time compensation). Total available funds for this project would be \$1,181,500. Board Member Griffin moved to approve the reallocations; seconded by Board Vice President Kaiser.

AYES: Robinson, Kaiser, Loustale, Griffin

NOES: None

ABSENT: Hovey

**10.2.7. Discussion/Action: Resolution 1333-16 – Plan Summary for Section 125 Flexible Spending Plan**

At 9:12 p.m. Assistant Superintendent Kevin Bulletin explained that in 2015, the district formed a committee that included members from all employee groups to hear proposals from several vendors that provide flexible spending plan benefits per IRS Section 125. The committee recommended Horace Mann (Pay Flex) as the new provider. This relationship has proven to be a success; therefore, it is recommended that the agreement to continue services be approved. Board Clerk Loustale moved to approve Resolution 1333-16; seconded by Board Vice President Kaiser.

AYES: Robinson, Kaiser, Loustale, Griffin

NOES: None

ABSENT: Hovey



## MINUTES

**10.2.8. Discussion/Action: Measure E Citizens' Bond Oversight Committee Recommendations**

At 9:13 p.m. Assistant Superintendent Kevin Bultema recommended that the Board approve the CBOC membership applications for Tracy Bettencourt to fill the category of Parent or Guardian of a Child Enrolled in the District and Angela Spain to fill the category of bona-fide taxpayer association. Board Member Griffin moved to approve the recommendations; seconded by Board Vice President Kaiser.

AYES: Robinson, Kaiser, Loustale, Griffin

NOES: None

ABSENT: Hovey

**10.3. HUMAN RESOURCES****10.3.1. Discussion/Action: Sunshine of Articles for Bargaining – CSEA (2016-17)**

At 9:14 p.m. Assistant Superintendent Jim Hanlon presented information on the Initial Proposals for 2016/17 Negotiations with CSEA Chico Chapter #110. Board Member Griffin moved to accept the proposals; seconded by Board Vice President Kaiser.

AYES: Robinson, Kaiser, Loustale, Griffin

NOES: None

ABSENT: Hovey

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

At 9:15 p.m. Assistant Superintendent Jim Hanlon presented information on the purpose of a Declaration of Need for Fully Qualified Educators. Board Vice President Kaiser moved to approve; seconded by Board Member Griffin.

AYES: Robinson, Kaiser, Loustale, Griffin

NOES: None

ABSENT: Hovey

**10.3.3. Discussion/Action: Resolution 1335-16, Elimination of Classified Services and Ordering Layoffs in the Classified Service for the 2015-2016 School Year**

At 9:17 p.m. Assistant Superintendent Jim Hanlon presented information on Resolution 1335-16. Board Vice President Kaiser moved to approve Resolution 1335-16; seconded by Board Member Griffin.

AYES: Robinson, Kaiser, Loustale, Griffin

NOES: None

ABSENT: Hovey

**10.3.4. Discussion/Action: Resolution 1336-16, Elimination of Classified Services and Ordering Layoffs in the Classified Service for the 2015-2016 School Year**

At 9:18 p.m. Assistant Superintendent Jim Hanlon presented information on Resolution 1336-16. Board Clerk Loustale moved to approve Resolution 1336-16; seconded by Board Vice President Kaiser.

AYES: Robinson, Kaiser, Loustale, Griffin

NOES: None

ABSENT: Hovey

**10.4. BOARD****10.4.1. Discussion/Action: Change of Date for August 2016 Board Meeting**

At 9:19 p.m. Superintendent Kelly Staley explained that due to scheduling conflicts and because August 17 is the day prior to the start of the 2016-2017 school year, that it would be best to change the August 17, 2016, Board meeting to August 24, 2016. Board Vice President Kaiser moved to approve the change; seconded by Board Member Griffin.

AYES: Robinson, Kaiser, Griffin

NOES: Loustale

ABSENT: Hovey

MINUTES

11. **ITEMS FROM THE FLOOR**

At 9:20 p.m. Chris Constantin, Assistant City Manager, City of Chico, complimented CUSD's leadership.

12. **ANNOUNCEMENTS**

At 9:21 p.m. There were no announcements.

13. **ADJOURNMENT**

At 9:22 p.m. Board President Robinson adjourned the meeting.

:mm

APPROVED:

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

\_\_\_\_\_  
Administration



## DONATIONS/GIFTS

9.1.2.

Page 1 of 1

Donor	Item	Recipient
The Benevity Community Impact Fund	\$140.00	Loma Vista
Target	\$86.71	Loma Vista
Lois Davis	Miscellaneous Items @ \$500.00	Loma Vista
Meg Egert	2 books @ \$25.80	Chapman Elementary
Golden Apple Insurance		
Jack Danielson	Awards for Attendance @ 220.00	Chapman Elementary
Pam Wear	\$2,068.82	Citrus Elementary
JoAnn Fabrics & Crafts	Miscellaneous Items @ \$2,549.78	Citrus Elementary
Emma Wilson PTSA	\$395.00	Emma Wilson Elementary
La Casita Primera Preschool	\$600.00	Hooker Oak
Jim Hanlon	Baby Grand Piano @ \$750.00	Chico Junior High
Tanya LeDonne	Miscellaneous Wii Items @ \$490.00	Academy For Change
Warren Locke	Clothing @ \$300.00	Fair View High

RESOLUTION # 1337-16

# NOTIFICATION TO CONSOLIDATE GOVERNING BOARD MEMBER ELECTIONS

Date: May 23, 2016TO THE CHICO UNIFIED SCHOOL DISTRICT GOVERNING BOARD:

In accordance with the provisions of the Education Code, you are hereby notified that the governing board member election to be held on November 1, 2016, is required to be consolidated with the General Election in Butte County.

**NUMBER OF GOVERNING BOARD MEMBERS TO BE ELECTED:**

2 for a 4 year term to fill the seats of the following governing board members:  
Elizabeth Griffin  
Linda Hovey

0 for a 2 year term to fill the seat of the following governing board members:

Tim Taylor  
County Superintendent of Schools  
Butte County

\*Notification to a high school board may name elementary districts here or an attached list, or may read here "in each elementary school district comprising the above named High School Districts."

Remaining Board Members: Kathleen Kaiser (Term Expires 2018)  
Eileen Robinson (Term Expires 2018)  
Gary M. Loustale (Term Expires 2018)



RESOLUTION # 1338-16

**ORDER OF ELECTION**

(Education Code Sections 5000, 5018, 5304, and 5322)

**RESOLUTION ORDERING GOVERNING BOARD MEMBER ELECTION**

**WHEREAS**, the regular biennial election of Governing Board members is ordered by law pursuant to Section 5000 of the Education Code to fill offices of Governing Board members of the Chico Unified School District of Butte County, now be it

**RESOLVED** that, the County Superintendent of Schools for this county call the election as **ORDERED** and in accordance with the designations contained in the following Specifications of the Election Order made under the authority of Education Code Sections 5304 and 5322.

**SPECIFICATIONS OF THE ELECTION ORDER**

The election shall be held on Tuesday, November 1, 2016.

The purpose of the election is to elect 2 members of the governing board of the

CHICO UNIFIED SCHOOL DISTRICT

**Offices Subject to Election:** 2 **Members** 4 **year terms**

Elizabeth Griffin / Linda Hovey

0 **Members** 0 **year terms**

**IT IS FURTHER ORDERED** that the clerk or secretary of the Chico Unified School District Governing Board shall deliver not less than 123 days prior to the date set for the election, one (1) copy to the officer conducting the election.

The foregoing Resolution and Order was adopted by a formal vote of the Chico Unified School District Governing Board of Butte County, being the board authorized by law to make the designations therein contained on \_\_\_\_\_, 2016.

**Signed:** \_\_\_\_\_  
(Clerk/Secretary of the Governing Board)

**Instructions:** After the Order of Election is adopted by the board, the clerk or secretary should sign the Order and deliver two (2) copies to the County Superintendent of Schools and one (1) to the officer conducting the election, not less than 123 days prior to the date set for the election (Education Code 5322). One (1) of these copies is to be delivered by the County Superintendent to the County Clerk or Registrar of Voters, with a copy of the Notice of Election, at least 120 days prior to the day of election (Education Code 5324).

(1) Instruction: If the election is called under Education Code Section 5018 insert:

"Another purpose is to measure whether the number of members of the governing board of \_\_\_\_\_ District shall be increase from three to five."

And

"Another purpose of the election shall be to elect two additional members of the governing board of \_\_\_\_\_ District to serve if the above measure is approved."

**Remaining Board Members:** Kathleen Kaiser (term expires 2018) Eileen Robinson (term expires 2018) Gary M. Loustale (term expires 2018)



**RESOLUTION #** 1339-16  
**REGARDING COSTS OF CANDIDATES' STATEMENTS**

**WHEREAS**, pursuant to Elections Code § 13307 - 133307.5, each candidate for elective office may prepare a candidate's statement for inclusion in the voter's pamphlet.

[Elizabeth Griffin / Linda Hovey]

**BE IT THEREFORE RESOLVED** by the Chico Unified School District Governing Board, that each candidate for a position on the Governing Board shall be required to pay his or her pro rata share of the cost of printing, handling, translating and mailing of the candidate's statement filed pursuant to California Elections Code § 13307 - 133307.5, in accordance with said section for the General Election to be held on November 1, 2016.

**PASSED AND ADOPTED** by the Chico Unified School District Governing Board this \_\_\_\_\_ day of \_\_\_\_\_, 2016 by the following vote:



**AYES:** \_\_\_\_\_  
(Board Member's Names)

**NOES:** \_\_\_\_\_  
(Board Member's Names)

**ABSENT:** \_\_\_\_\_  
(Board Member's Names)

**ABSTENTION:** \_\_\_\_\_  
(Board Member's Names)

\_\_\_\_\_  
(President of the Governing Board)

**ATTEST:**

By \_\_\_\_\_  
(Secretary to the Board)





**RESOLUTION #** 1340-16  
**ESTABLISHING PROCEDURE**  
**IN CASE OF TIE VOTE AT GOVERNING BOARD ELECTION**

**WHEREAS,** 2 members of Chico Unified School District Governing Board  
[Elizabeth Griffin / Linda Hovey]  
are to be elected at the November 1, 2016 election; and

**WHEREAS,** Education Code Section 5304 provides that the Governing Board has the duty to resolve tie votes in governing board elections; and

**WHEREAS,** Education Code Section 5016 provides that the Governing Board may either call a runoff election or determine the winner or winners by lot.

**BE IT THEREFORE RESOLVED** that, in the event a tie vote makes it impossible to determine which of two or more candidates has been elected to the Governing Board, the winner shall be determined by lot.

**PASSED AND ADOPTED** by the Chico Unified School District Governing Board,  
this \_\_\_\_\_ day of \_\_\_\_\_, 2016 by the following vote:



**AYES:** \_\_\_\_\_  
(Board Member's Names)

**NOES:** \_\_\_\_\_  
(Board Member's Names)

**ABSENT:** \_\_\_\_\_  
(Board Member's Names)

**ABSTENTION:** \_\_\_\_\_  
(Board Member's Names)

\_\_\_\_\_  
(President of the Governing Board)

**ATTEST:**

By \_\_\_\_\_  
(Secretary to the Board)

**AGENDA ITEM:** Field Trip Request for CHS FFA Officers to Attend an Officer Retreat at Dillon's Beach from 7/14/16 to 7/16/16

**Prepared by:** Courtney Champlin

☒ Consent

Board Date June 15, 2016

☐ Information Only

☐ Discussion/Action

**Background Information**

The FFA Officers (7 students) and 3 Advisors (Ronnie Cockrell, Courtney Champlin and Hannah Garrett) will take students to Dillon's Beach for an Officer Retreat. A house will be rented for 2 nights and students will work on the schedule for next year, plan events and team build.

**Educational Implications**

Students will learn time management skills, team building, problem solving and essential leadership skills to help them be successful officers and students. Additionally students will tour a local vineyard to learn about the agricultural aspects of grapes, including: soils, processing of grapes, harvesting methods and nutrients needed.

**Fiscal Implications**

Will be paid out of Ag. Funds.



## FIELD TRIP REQUEST

TO: CUSD Board of Education

Date: 6/3/16

FROM: Courtney Champlin

School/Dept.: Ag Dept.

SUBJECT: Field Trip Request

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

Destination: Dillon's Beach Activity: Officer Retreat

from 7/14/16 / 8am to 7/16/16 / 5pm  
(dates) / (times) (dates) / (times)

Rationale for Trip: Students will plan the years events in addition to team building activities allowing for a cohesive officer team to lead our FFA chapter.

Number of Students Attending: 7 Teachers Attending: 3 Parents Attending: 0

Student/Adult Ratio: 7:3

Transportation: Private Cars 1 CUSD Bus Charter Bus Name  
Other: CUSD Truck (Ag truck)

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

## ESTIMATED EXPENSES:

Fees \$ Substitute Costs \$ Meals \$ 200.00

Lodging \$ 800.00 Transportation \$ 150.00 Other Costs \$

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

Name Ag Site Fund Acct. #: \$ 800.00

Name FFA ASB Account Acct. #: \$ 200.00

Requesting Party

Date 6/3/16

Site Principal

Date 6/3/16



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 6/8/16



Recommend



Not Recommended



Approved



Not Approved

Board Action

Date

**AGENDA ITEM:** Field Trip Request for CHS Football Players to Attend Football Camp in South Lake Tahoe from 06/26/16 to 06/29/16

**Prepared by:** Jason Alvistur, CHS Varsity Football Coach

☒ Consent

Board Date June 15, 2016

☐ Information Only

☐ Discussion/Action

**Background Information**

This annual football camp is being held on June 26-June 29 at South Lake Tahoe High School.

**Educational Implications**

Students will learn football plays; participate in passing league and linemen challenges.

**Fiscal Implications**

Registration for the camp is \$150/student. The students will contribute to the cost of the camp and all additional costs will be covered by team funds. All varsity football players will participate. Food and lodging are included.



**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:** June 7, 2016**FROM:** Jason Alvistur**School/Dept.:** Chico High School**SUBJECT: Field Trip Request**

Request is for Football players to attend summer football camp  
(grade/class/group)

Destination: \_\_\_\_\_ South Lake Tahoe High School Activity: Non-Contact Football Camp

from 6/26/16 11AM to 6/29/16 3PM  
(dates) / (times) (dates) / (times)

Rationale for Trip: Students will learn football plays, passing league and linemen challenges.

Number of Students Attending: 35 Teachers Attending: \_\_\_\_\_ 2 \_\_\_\_\_ Parents Attending: \_\_\_\_\_ 4 \_\_\_\_\_

Student/Adult Ratio: \_\_\_\_\_ 6:1 \_\_\_\_\_

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

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

**ESTIMATED EXPENSES:**

Fees \$ 0 Substitute Costs \$ 0 Meals \$ 0  
Lodging \$ 0 Transportation \$ Other Costs \$

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

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

  
Requesting Party

6/7/16  
Date

  
Site Principal

6/7/16  
Date



Approve/Minor  
or  
Recommend/Major



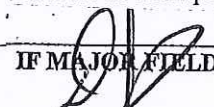
Do not Approve/Minor  
or  
Not Recommended/Major

(If transporting by bus or Charter)

  
Director of Transportation

\_\_\_\_\_  
Date

**IF MAJOR FIELD TRIP**

  
Director of Educational Services

6/7/16  
Date



Recommend



Not Recommended



Approved



Not Approved

Board Action

\_\_\_\_\_  
Date

**AGENDA ITEM:** Chico Country Day School Material Change Enrollment Preferences

**Prepared by:** John Bohannon, Director

☒ Consent

Board Date June 15, 2016

☐ Information Only

☐ Discussion/Action

**Background Information**

Chico Country Day School (CCDS) is a K-8 charter school authorized by the Chico Unified School District. The CCDS campus is located in the area identified as the "Barber Yard" Neighborhood in the City of Southwest Neighborhood Plan map.

Despite this location, CCDS has struggled to meet Element 7 of its charter petition which by California Ed Code requires a charter school to describe the Means to Achieve Racial and Ethnic Balance of the authorizing school district.

In the past CCDS has hired a liaison in an attempt to get registration from a more diverse population, but it has not resulted in a more representative student population.

The CCDS board has now approved changes to both Element 7 and Element 8 (Admission Requirements) in hopes of creating a more diverse student population.

These changes are considered material changes and require the approval of the Chico Unified Board of Education

**Educational Implications**

N/A

**Fiscal Implications**

N/A



## **Element 7 Means to Achieve Racial and Ethnic Balance of the District**

*Governing Law: CA Education Code 47605(b)(5)(G) The means by which the school will achieve a racial and ethnic balance among its pupils that is reflective of the general population residing within the territorial jurisdiction of the school district to which the charter petition is submitted. CCDS recognizes the importance of achieving a racial and ethnic balance among its students. CCDS will implement a student recruitment strategy that includes, at a minimum, following elements or strategies to ensure a racial and ethnic balance among students that is reflective of the territorial jurisdiction of the district.*

The School will, at a minimum, do the following as it strives to achieve a racial & ethnic balance of students that reflects the general population of Chico Unified School District:

Announce the School's interest in seeking applications in publications the District provides for such purposes

Expend at least 15 hours of staff time annually in community and regional outreach efforts to recruit applicants of diverse backgrounds. This may include attending community meetings, hosting school open houses & tours, or visiting with local community organizations to enhance relationships.

Expend at least \$1000 annually on print and electronic media, flyers and direct mail to recruit applicants of a diverse background.

Chico Country Day School will establish an application period of at least 60 days each year beginning in November through January. Information about the application period, the admissions process and the lottery will be made available to the public in student recruitment materials, advertisements and forums, and on the School's website.

The School will maintain auditable records of the above activities and expenditures. CCDS will also maintain an accurate accounting of the ethnic and racial balance of students enrolled.

## **Element 8: Admission Requirements**

**Governing Law: CA Education Code 47605(b)(5)(H)**

*Admission requirements, if applicable.*

CCDS will actively recruit a diverse student population from the district and surrounding areas. Admission will be requested by completing and submitting an application form. A waiting list will be maintained as needed. CCDS is non-sectarian in its programs, admissions policies, employment practices, and all other operations. CCDS does not and will not charge tuition, and does not discriminate on the basis of race, ethnicity, national origin, religion, gender, sexual orientation, perceived sexual orientation, home language, or disability.

### ***Applications for Enrollment:***

A parent or guardian must complete and return a simple, non-discriminatory application by a published deadline before the ending of the open enrollment period.

### ***Admissions Priorities:***

CCDS shall admit all students who wish to attend the school. If the number of students who wish to attend CCDS exceeds the school's capacity, priority for admissions shall be assigned in the following order:

1. Returning students in good standing.
2. Children of employees of Chico Country Day School.
3. Siblings of currently enrolled students.
5. All other students permitted by law.

***Admissions Lottery:***

If CCDS receives more applications than spaces available, a public, computerized lottery will be held to assist in determining admissions. Notification of the lottery date will be made to the public and all members of the public will be able to witness the lottery computerized process. Within the context of this admissions process, CCDS shall endeavor to enroll students who are representative of the racial, ethnic and socioeconomic diversity of the region using legally-permissible weighting mechanisms. These weighting mechanisms in relation to its computerized lottery will foster diversity and fits within acceptable admissions protocols. Weightings for geography are described below. These weightings are adjusted to account for the numbers of students from a particular neighborhood that have been admitted from returning, promoting and transferring students, sibling preferences and employee preferences.

***Geographic Weighting:***

In order to meet the requirement that preference for admission be offered to in-district students, CCDS will ensure that slots for admission will be allocated to in-district students first.

Additionally, 40% of the slots for admission will be allocated to students residing within the boundaries of the "Barber Yard" Neighborhood, as identified by the City of Chico Southwest Neighborhood Plan Map Area.

Subsequent admission slots shall be distributed based on attendance regions as identified by boundary maps from Chico Unified School District. Using CUSD attendance area maps, CCDS provides the following weighting measures within the lottery after the above preferences:

1. 40% Chapman Elementary School Attendance Area
2. 40% Citrus Elementary School Attendance Area
3. All other attendance areas within CUSD
4. If any slots are remaining, out of district students will be admitted, not to exceed 10%.

***Acceptance, Notification, and Waiting List***

Once the initial openings have been filled using the lottery procedures as described, CCDS will notify chosen applicants and inform them of their option to enroll in the School. Applicants who have not been chosen will have their names maintained within the applicant waiting list. As additional openings become available after the initial lottery, names will be pulled from the waiting list. Notifications will give applicants at least one full business day (24 hours) to inform the school of the applicant's intentions. In the absence of an affirmative and timely response within 24 hours by phone, letter or email, CCDS will eliminate the applicant from consideration and move down the waiting list. The waiting list expires annually at the end of the formal academic year.



**AGENDA ITEM:** Independent Contractor Agreements

**Prepared by:** Kevin Bultema

☒ Consent

Board Date June 15, 2016

☐ Information Only

☐ Discussion/Action

**Background Information**

Per Board Policy 3600 Consultants/Independent Contractor, all Consultant/Independent Contractor Agreements shall be brought before the board for approval.

**Educational Implications**

Per Board Policy 3600, the Board of Education authorizes the use of consultants/independent contractors to provide expert professional advice or specialized technical or training services which are not needed on a continuing basis and which cannot be provided by district staff because of limitations of time, experience or knowledge. Individuals, firms or organizations employed as consultants may assist management with decisions and/or project development related to financial, economic, accounting, engineering, legal, administrative, instructional or other matters.

**Fiscal Implications**

Consultant/Independent Contractor Agreement(s) to be paid from accounts noted on approval forms.

**AGENDA ITEM: California Clean Energy Act-Proposition 39  
Multiple Site Lighting Improvement Projects**

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

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☒ Consent

Board Date June 15, 2016

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☐ Information Only

☐ Discussion/Action

**Background Information**

In accordance with the Expenditure Plan approved the Board and the California Energy Commission, the District intends to improve lighting at multiple school sites.

On May 6, 2016 the Facilities Department issued an informal bid notice for the Chiller Replacement Project. The following bid was received on May 26, 2016:

Contractor	Bid Amount
United Building Contractors, Inc.	\$471,095*

\*Bid amount is within budget established by the Expenditure Plan.

**Educational Implications**

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

**Fiscal Implications**

This project will be funded by Proposition 39 Clean Energy Act funds.

**Recommendation**

It is recommended that the Board of Education authorize the Superintendent or designee to enter into an agreement with United Building Contractors, Inc. in order to complete this work over the summer.



**AGENDA ITEM:** Approval of Annual Fee ~ Escape Technology

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

☒ Consent

Board Date June 15, 2016

☐ Information Only

☐ Discussion/Action

**Background Information**

Chico Unified School District (CUSD) has used Escape Technologies software to perform administrative functions in the areas of Finance, Human Resources, including Credentialing, Payroll, and Budget Development since 2012. The software system is fully integrated between human resources, payroll and budget through position control. CUSD is currently utilizing the system's paperless "workflow" process to request and approve purchase orders district-wide.

**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**

Annual fee for license, maintenance, and webinars with 1.5% cost of living adjustment will be \$165,156.00 for the 2016-17 fiscal year.

**Recommendation:**

Administration recommends approval of the annual contract with Escape Technologies.



3721 Douglas Blvd.  
Suite 250  
Roseville, CA 95661

# Invoice

Date	Invoice #
7/1/2016	6263

Bill To
Chico Unified School District Jeanne Slocomb 1163 East 7th Street Chico, CA 95928

P.O. No.	Terms
	Due on receipt

Description	Amount
FISCAL YEAR 2016-2017	
Annual Fee for License and Maintenance - includes 1.5% COLA	162,656.00
Annual Webinar Fee	2,500.00
Escape Technology:Software for the Business of Education	<b>Total</b> \$165,156.00



June 8, 2015

Chico Unified School District  
Jeanne Slocomb  
1163 East 7th Street  
Chico, CA 95928

Dear Jeanne,

I feel fortunate to say that each year at Escape has been more rewarding than the last and this will be my 9<sup>th</sup> year at Escape so that's saying something!

As reported in the Spring on our blog, our 17,000+ users in over 350 organizations have done amazing work with the Escape Online 5 system. They have paid over 144,000 employees over \$4.6B and \$4.1B to vendors....WOW! And those numbers will keep growing since we also brought on several new customers during this past year including Moreno Valley USD, Fremont USD, Del Norte COE and Kairos Public Schools.

While that's very impressive, none of it would be possible without any of you. I'm thankful *and* continually impressed at what amazing customers we have. You have been very supportive in providing continual feedback on our key development efforts this past year, mainly the Employee Online Portal and our Affordable Care Act functionality. Thank you for being honest and constructive, and thank you for sharing your appreciation with our employees for their hard work. They love hearing that all their hard work has paid off and is making your work easier!

Thank you to the 175 of you that attended our 2 day 'Beyond Escape' User Conference in October. The feedback we received from attendees exceeded our wildest expectations. This year's conference on October 6 & 7 will be even bigger and better, with room for 250 each day in Sacramento's premier conference hotel, the Hyatt Regency. If you haven't already registered please visit our conference website at <http://www.escape.technology/be2016intro/>.

The FY16/17 annual invoice is attached. This year's increase of 1.5% is comprised of the California CPI and COLA as estimated in the Governor's May budget revision presented by School Services of California. Our Professional Services rate will also have a slight increase this year to \$250/hour.

As we look forward, we will continue to use both COLA and the California CPI as the basis of our annual increase but have established a minimum annual increase of 2% for FY17/18 and beyond. As you can see from the attached School Services dartboard, 2% is below the expected California CPI for the next several years. We appreciate your support as the revenues from these invoices are used to fund all we do here at Escape Technology.

We are very grateful to have so many wonderful customers and we look forward to continuing to exceed your expectations.

Thank you,

*Ramona Marshall*

Ramona Marshall  
Chief Operating Officer, Escape Technology

## SSC School District and Charter School Financial Projection Dartboard 2016-17 May Revision

This version of SSC's Financial Projection Dartboard is based on the 2016-17 May Revision. We have updated the cost-of-living adjustment (COLA), Consumer Price Index (CPI), and ten-year T-bill planning factors per the latest economic forecasts. We have also updated the Local Control Funding Formula (LCFF) factors. We rely on various state agencies and outside sources in developing these factors, but we assume responsibility for them with the understanding that they are general guidelines.

LCFF ENTITLEMENT FACTORS				
Entitlement Factors per ADA	K-3	4-6	7-8	9-12
2015-16 Base Grants	\$7,083	\$7,189	\$7,403	\$8,578
COLA at 0.00%	\$0	\$0	\$0	\$0
2016-17 Base Grants	\$7,083	\$7,189	\$7,403	\$8,578
Entitlement Factors per ADA	K-3	4-6	7-8	9-12
2016-17 Base Grants	\$7,083	\$7,189	\$7,403	\$8,578
Grade Span Adjustment Factors	10.4%	—	—	2.6%
Grade Span Adjustment Amounts	\$737	—	—	\$223
2016-17 Adjusted Base Grants	\$7,820	\$7,189	\$7,403	\$8,801
Supplemental Grants (% Adj. Base)	20%	20%	20%	20%
Concentration Grants	50%	50%	50%	50%
Concentration Grant Threshold	55%	55%	55%	55%

LCFF DARTBOARD FACTORS					
Factor	2015-16	2016-17	2017-18	2018-19	2019-20
LCFF Planning Factors	SSC Simulator <sup>1</sup>	SSC Simulator <sup>1</sup>	SSC Simulator <sup>2</sup>	SSC Simulator <sup>2</sup>	SSC Simulator <sup>2</sup>
SSC Gap Funding Percentage	52.20%	54.84%	19.30%	34.25%	36.74%
Department of Finance Gap Funding Percentage	52.20%	54.84%	73.96%	41.22%	75.16%
Gap Funding Percentage <sup>3</sup> (May Revise)	53.08%	54.84%	—	—	—

PLANNING FACTORS					
Factor	2015-16	2016-17	2017-18	2018-19	2019-20
Statutory COLA	1.02%	0.00%	1.11%	2.42%	2.67%
COLA on state and local share only of Special Education, Child Nutrition, Foster Youth, Preschool, American Indian Education Centers/American Indian Early Childhood Education	1.02%	0.00%	1.11%	2.42%	2.67%
California CPI	2.02%	2.15%	2.26%	2.49%	2.36%
California Lottery	Base	\$140	\$140	\$140	\$140
	Proposition 20	\$41	\$41	\$41	\$41
Interest Rate for Ten-Year Treasuries	1.98%	2.05%	2.43%	2.58%	2.70%
CalPERS Employer Rate (projected)	11.847%	13.888%	15.50%	17.10%	18.60%
CalSTRS Employer Rate (statutory)	10.73%	12.58%	14.43%	16.28%	18.13%
CalSTRS On-Behalf Rate	7.125890%	8.578248% <sup>4</sup>	8.578248% <sup>4</sup>	8.578248% <sup>4</sup>	8.578248% <sup>4</sup>

RESERVES		
State Reserve Requirement	District ADA Range	Reserve Plan <sup>5</sup>
The greater of 5% or \$65,000	0 to 300	SSC recommends one year's increment of planned revenue growth
The greater of 4% or \$65,000	301 to 1,000	
3%	1,001 to 30,000	
2%	30,001 to 400,000	
1%	400,001 and higher	

<sup>1</sup> Go to the SSC LCFF Simulator at [www.sscal.com](http://www.sscal.com). Your LCFF amounts for multiyear planning purposes will be provided based on your district-specific data.

<sup>2</sup> For the forecast years, the total dollar amount needed to fund the statutory COLA is applied to the SSC LCFF Simulator.

<sup>3</sup> Either this percentage or the final State Budget gap percentage can be used for calculating movement toward class sizes of 24:1 at grades transitional kindergarten-3.

<sup>4</sup> 2016-17 rate is preliminary until February 2017

<sup>5</sup> District reserve requirements as stated in the State Board of Education (SBE) adopted criteria and standards based solely on district size is not as relevant when financial volatility and exposure is disparate under the LCFF. We recommend that every district first observe the current SBE-required reserve for the traditional economic uncertainties. We also recommend the establishment of a separate reserve based on the annual LCFF revenue increase projected for the district in Year 2 and Year 3 of the multiyear projection. We recommend that the district develop a plan to, over time, set aside one year's growth in LCFF funding as a reserve due to the potential volatility inherent in state revenues. Within that set aside, we also recommend assigning the supplemental and concentration grant dollars.



**AGENDA ITEM:** Approval of Contract, Computers for Classrooms

**Prepared by:** John Vincent, Director Information Technology

☒ Consent

Board Date June 15, 2016

☐ Information Only

☐ Discussion/Action

**Background Information**

Computers For Classrooms (CFC) and Chico Unified School District (CUSD) wish to continue our working relationship to provide computer equipment into classrooms to support student learning. We have developed a multi-year agreement which will ensure this relationship will continue through June 30, 2020.

**Educational Implications**

CFC will continue to provide CUSD computer equipment supporting the learning environment with needed technology. CFC has provided approximately 1,000 to 1,500 computers to CUSD annually.

**Fiscal Implications**

The cost of the contract services is \$12,500 per month totaling \$150,000 annually for a term of three years with expiration date of June 30, 2020.

**Contract for Equipment and Services BETWEEN  
Chico Unified School District AND Computers For Classrooms  
FOR Computer Equipment**

THIS MEMORANDUM OF UNDERSTANDING (hereinafter "MOU") is made and entered into by and between the Chico Unified School District hereinafter "CUSD") and Computers For Classrooms, (hereinafter "CFC") for the purpose of CFC providing computer equipment to CUSD.

**Contract Terms**

- a. **DAY-TO-DAY OPERATIONS:** The day-to-day operations of CFC shall be conducted through and by CFC's Management and Board of Directors functioning as a nonprofit public benefit 501(c)(3) organization. It is not the intent or the understanding CUSD will assume financial responsibilities for CFC.
- b. **RELATIONSHIP BETWEEN PARTIES:** CUSD is a public school District operating as a government agency within the state of California and CFC is a nonprofit public benefit 501(c)(3) organization. For the purposes of this MOU, CFC will provide computer equipment to CUSD and CUSD will pay an annual fee for the equipment and services.
- c. **SCOPE:** CFC will provide computer equipment as requested by CUSD. CUSD intends to use computer equipment provided by CFC for use in classrooms throughout the District. CFC will provide equipment with the following minimum requirements:
  - Any donations of computers, whether in form of laptops, desktops, tablets or other forms of mobile devices, will need to be 48 months or newer. The age includes the manufacture date of the unit and the components within (i.e. hard drive, video card, CPU processor, etc.). If the unit(s) are not manufactured by a name brand such as Dell, HP, Apple, Lenovo, or Acer, then the date will shall be determined by components such as BIOS date, Motherboard and/or CPU processor manufacture date.
- d. **TERM:** This MOU will be in effect from July 1, 2017 through June 30, 2020. This agreement may be terminated by either party with one hundred twenty (120) day written notice of their intent to end the agreement.
- e. **ANNUAL FEE:** CUSD shall pay CFC \$150,000 annually for equipment and services provided in this MOU. Payment of this fee shall be made monthly to CFC in the amount of \$12,500.
- f. **FUEL COST:** CFC may purchase gasoline and/or diesel fuel from CUSD at the cost CUSD pays to purchase fuel. CFC will utilize fuel cards to track its use of fuel and CUSD will bill CFC quarterly for their fuel use.
- g. **GARBAGE SERVICES:** CFC may receive garbage services as part of the CUSD District-wide contract for garbage services. CFC shall reimburse CUSD for the cost of the garbage services they receive on a quarterly basis.
- h. **OTHER COSTS:** All other costs incurred by CFC in the course of its business operations will be CFC's responsibility.
- i. **INDEMNIFICATION:** CFC shall defend, indemnify, and hold CUSD, its officers, agents, services, representatives, employees, and subcontractors harmless from and against all claims, demands, actions, and proceedings of whatever cause or nature, and all costs and expenses connected therewith, including reasonable attorneys' fees, on account of any damage to or the loss or destruction of any property, or injury to or destruction of any property, or injury to or death of any person, caused in whole or in part by any negligent act or omission of CFC or any of its officers, agents, services, representatives, employees, or subcontractors arising directly or indirectly in



connection with services performed under this Agreement. CFC shall reimburse CUSD for any expenditures, including reasonable attorneys' fees, CUSD may make by reason of the matters that are the subject of this indemnification, and if requested by CUSD, will defend any claims or litigation to which this indemnification provision applies, at the sole cost and expense of CUSD.

CUSD shall defend, indemnify, and hold CFC, its officers, agents, servants, representatives, employees, and subcontractors harmless from and against all claims, demands, actions, and proceedings of whatever cause or nature, and all costs and expenses connected therewith, including reasonable attorneys' fees, on account of any damage to or the loss or destruction of any property, or injury to or destruction of any property, or injury to or death of any person, caused in whole or in part by any negligent act or omission of CUSD or any of its officers, agents, servants, representatives, employees, or subcontractors arising directly or indirectly in connection with services performed under this Agreement. CUSD shall reimburse CFC for any expenditures, including reasonable attorneys' fees, CFC may make by reason of the matters that are the subject of this indemnification, and if requested by CFC, will defend any claims or litigation to which this indemnification provision applies, at the sole cost and expense of CUSD.

Notwithstanding anything to the contrary contained in this MOU, no indemnification shall be provided under this MOU based on, arising out of, or relating to any of the following:

- a. Any liability expressly assumed by a party;
- b. Any negligent or intentional misconduct of any officer, agents, servants, representatives, employees, and subcontractors;
- c. Any violation by officers, agents, servants, representatives, employees, and subcontractors of any applicable laws of the United States, including, without limitation, the California Charter School Act.

IN WITNESS WHEREOF, each of the Parties hereto has duly executed this Agreement as of the dates shown below.

\_\_\_\_\_  
Kelly Staley  
Superintendent  
On Behalf of Chico Unified School District  
1163 East Seventh Street  
Chico, CA 95928

\_\_\_\_\_  
Date

\_\_\_\_\_  
Ozzie Serrano  
CEO  
On Behalf of Computers For Classrooms

\_\_\_\_\_  
Date

**AGENDA ITEM:** Approval of Contract – Burke, Williams, & Sorensen, LLP

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

☒ Consent

Board Date June 15, 2016

☐ Information Only

☐ Discussion/Action

**Background Information**

Chico Unified School District (CUSD) has previously received and intends to continue receiving legal services from Burke, Williams, & Sorensen, LLP (Burke) in 2016-2017. Burke provides legal services as directed with respect to general business, legal, educational, and governance matters, including representation, advice, and counseling on charter school matters.

**Educational Implications**

N/A

**Fiscal Implications**

CUSD paid Burke, Williams, & Sorensen, LLP approximately \$4,029.00 in 2015-2016 for legal services.

The hourly rate for legal services with Burke, Williams, & Sorensen, LLP is as follows:

- Partners \$255 per hour
- Associates \$220 per hour



Direct No.: 650.327.2672  
Our File No.: 05862-0001  
jyeh@bwslaw.com

May 31, 2016

**VIA ELECTRONIC MAIL ONLY:** kstaley@chicousd.org

Kelly Staley, Superintendent  
Chico Unified School District  
1163 East 7<sup>th</sup> Street  
Chico, CA 95928-5999

Re: Agreement for Legal Services (2016-2017)  
Chico Unified School District  
Burke, Williams & Sorensen, LLP

Dear Superintendent Staley:

Burke, Williams & Sorensen, LLP (Burke) is privileged to continue serving the Chico Unified School District (District) for the 2016-2017 school year. Enclosed for review, board action, and signature is an original Legal Services Agreement for the 2016-2017 school year.

Formed in 1927, Burke, with nearly 100 attorneys in eight offices statewide, serves several hundred public agencies throughout California. Our depth uniquely situates us to partner with school district administrators and elected officials in navigating the complex landscape of education law while carrying out their challenging educational missions – always placing the best interests of the District first.

Our Education Law practice group provides comprehensive representation to public school districts in California. Our areas of specialty include labor and employment, litigation, real property, student issues, conflicts of interest, Brown Act and Public Records Act compliance, and charter school oversight. We represent a variety of school districts – from large urban unified school districts to smaller suburban elementary districts. We are sensitive to the unique legal issues facing school districts, and are experienced in navigating the unique culture of each district and its various constituents: parents, community, educators, elected officials, employees, advocates and, most importantly, students.

Burke clients receive regular updates on education law, as well as a complimentary copy of Burke's *Legal Trends*, an annual comprehensive update of public agency law.

The firm's rate will remain unchanged: \$220 an hour for associates, and \$255 an hour for partners.

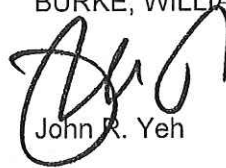
BURKE, WILLIAMS & SORENSEN, LLP

Kelly Staley, Superintendent  
Chico Unified School District  
May 31, 2016  
Page 2

Please contact us if you have any questions. We look forward to continuing to serve the District during the upcoming school year.

Very truly yours,

BURKE, WILLIAMS & SORENSEN, LLP



John R. Yeh

Enclosure: Legal Services Agreement (2016-2017)



Direct No.: 650.327.2672  
Our File No.: 05862-0001  
jyeh@bwslaw.com

May 31, 2016

**VIA ELECTRONIC MAIL ONLY:** [kstaley@chicousd.org](mailto:kstaley@chicousd.org)

Kelly Staley, Superintendent  
Chico Unified School District  
1163 East 7<sup>th</sup> Street  
Chico, CA 95928-5999

Re: Agreement for Legal Services – 2016-2017  
Chico Unified School District  
Burke, Williams & Sorensen, LLP

Dear Superintendent Staley:

We are pleased to represent Chico Unified School District ("Client") with respect to the matters described in this Agreement. The following sets forth the terms pursuant to which Burke, Williams & Sorensen, LLP ("Burke") and Client agree that Burke will provide legal services to Client. The hallmark of any productive professional relationship is effective communication. We invite you to contact us at any time during or after our representation with regard to any questions you may have associated with our representation or the matters described herein.

**1. CONDITIONS.** The effective date of this Agreement will be July 1, 2016 through June 30, 2017. This Agreement shall remain in effect until terminated by either party in accordance with the terms contained herein or by mutual agreement of the parties.

**2. SCOPE OF SERVICES.** Client hires Burke to provide legal services as directed by the Superintendent, administrators, or the Board of Trustees with respect to its general business, legal, educational and governance matters, including representation, advice, and counseling on charter school matters. No representation outside of the services set forth herein shall be provided by Burke to Client. No representation of any directors, officers, employees, or any other persons or entities affiliated with Client shall be provided unless such representation is expressly included in this Agreement. Client will provide those legal services reasonably required to represent Client. Burke will take reasonable steps to keep Client informed of progress and to respond to all inquiries of Client. Services in any matter not described herein will require a separate written request from Client.

**3. CLIENT OBLIGATIONS.** Client agrees to cooperate and be truthful with Burke, to keep Burke informed of any information or developments which may come to their attention, to abide by the terms of this Agreement, to pay Burke's bills on time, and to keep Burke advised

Kelly Staley, Superintendent  
Chico Unified School District  
May 31, 2016  
Page 2

of their current address, telephone number, and all other contact information. Client will assist Burke in providing necessary information and documents, and will appear when necessary at legal proceedings.

**4. CONFLICTS OF INTEREST.** Before accepting representation of Client, Burke has undertaken reasonable and customary efforts to determine whether there are any potential conflicts of interest or adversity of positions between Client and any other person or entity that would bar Burke from representing Client in general or in any of the specific matters listed herein. Burke has reviewed this issue in accordance with the Rules of Professional Conduct adopted in California. Burke believes that those rules, rather than the rules of any other jurisdiction, are applicable to Client's representation. Client's execution and return of the enclosed copy of this Agreement represents an express agreement to the applicability of the Rules of Professional Conduct adopted in California to any and all representation arising under this Agreement.

**5. DISCLOSURE.** Pursuant to the requirements of California Business & Professions Code Section 6148, Burke hereby discloses that it maintains professional errors and omissions insurance.

**6. LEGAL FEES AND BILLING PRACTICES.** Client agrees to pay by the hour at Burke's prevailing rates for all time spent on Client's matter(s) by Burke's legal personnel. Current hourly rates for Burke's legal personnel are set forth in Attachment A to this Agreement.

Burke's rates are subject to change on 30 days' written notice to Client. If Client declines to pay the increased rates, Burke will have the right to withdraw as attorney for Client.

Time will be billed in a minimum increment of one-tenth (.1) hour. The time charged will include the time Burke spends on telephone calls relating to Client's matter(s), including calls with Client, witnesses, opposing counsel, or court personnel. The legal personnel assigned to Client's matter(s) may confer among themselves about the matter(s), as required and appropriate. When they do confer, each person will charge for the time expended, as long as the work done is reasonably necessary and not duplicative. Likewise, if more than one of Burke's legal personnel attends a meeting, court hearing, or other necessary proceeding, each will charge for the time spent for doing so. Burke will charge for waiting time in court and elsewhere and for travel time, both local and out of town, except as otherwise agreed to by Client and Burke.



Kelly Staley, Superintendent  
Chico Unified School District  
May 31, 2016  
Page 3

## **7. COSTS AND OTHER CHARGES.**

(a) Costs and Expenses. Burke will incur various costs and expenses in performing legal services under this Agreement. In addition to Burke's hourly fees, Client agrees to pay for all costs, disbursements, and expenses associated with our legal representation of Client. These costs and expenses commonly include: service of process charges, filing fees, court and deposition reporters' fees, jury fees, notary fees, deposition costs, long distance telephone charges, messenger and other delivery fees, postage, photocopying and other reproduction costs, travel costs including parking, mileage, transportation, meals and hotel costs, investigation expenses, consultants' fees, expert witness, professional, mediator, arbitrator and/or special master fees, and other similar items. Except for the items listed below, all costs and expenses will be charged at Burke's cost.

In-office photocopying (per page):	\$ .20
In-office color photocopying (per document):	\$1.00
Facsimile charges (per document):	\$1.00

(b) Experts, Consultants, and Investigators. To aid in the preparation or presentation of Client's case, it may become necessary to hire expert witnesses, consultants, investigators, and outsourced support services. Client agrees to pay such fees and charges. Burke will select any expert witnesses, consultants, investigators, or support services to be hired only with the express consent of the Client, and Client will be informed of persons chosen and their charges.

Additionally, Client understands that if the matter proceeds to court action or arbitration, Client may be required to pay fees and/or costs to other parties in the action. Any such payment will be entirely the responsibility of Client.

**8. BILLING STATEMENTS.** Burke will send Client periodic statements for fees and costs incurred. Each statement will be payable within 30 days of its mailing date. Client may request a statement at intervals of less than 30 days. If Client so requests, Burke will provide one within 10 days. The statements shall include the amount, rate, basis of calculation, or other method of determination of the fees and costs, which costs will be clearly identified by item and amount.

**9. DISCHARGE AND WITHDRAWAL.** Client may discharge Burke at any time. Burke may withdraw with Client's consent or for good cause. Good cause includes Client's breach of this Agreement, refusal to cooperate or to follow Burke's advice on a material matter, or any fact or circumstance that would render Burke's continuing representation of Client unlawful or unethical. When Burke's services conclude, all unpaid charges will immediately become due and payable by Client. Additionally, Burke will, upon Client's request, deliver all Client files and property in Burke's possession, whether or not Client has paid for all services.

Kelly Staley, Superintendent  
Chico Unified School District  
May 31, 2016  
Page 4

**10. DOCUMENT RETENTION POLICY.** Upon written request, Client is entitled to any files in Burke's possession relating to the legal services performed by Burke for Client, excluding Burke's internal accounting records and other documents not reasonably necessary to Client's representation, subject to Burke's right to make copies of any files withdrawn by Client. Once a matter is concluded, Burke will close the file, and Client will receive notice thereof. Client's physical files may be sent to storage offsite, and thereafter there may be an administrative cost for retrieving these materials from storage. Thus, it is recommended that Client request the return of a file at the conclusion of a matter. Under Burke's document retention policy, Burke normally destroys files five (5) years after a matter is closed, unless other arrangements are made with Client, or as otherwise required by law.

All Client-supplied materials and all attorney end product (referred to generally as "client material") are the property of Client. Attorney end product includes, for example, finalized contracts, pleadings, and trust documents. Attorney work product is the property of Burke. Attorney work product includes, for example, drafts, notes, internal memoranda and electronic files, and attorney representation and administration materials, including attorney-client correspondence and conflicts materials.

After the close of a matter, Burke will notify Client of any client materials that remain in Burke's possession. Client will be invited to retrieve these materials within 45 days of notice, or Client may direct Burke to forward the materials to Client, at Client's expense.

After the 45-day period, Burke will, consistent with all applicable rules of professional conduct, use its discretion as to the retention or destruction of all attorney work product and any client materials that remain in Burke's possession.

**11. DISCLAIMER OF GUARANTEE AND ESTIMATES.** Nothing in this Agreement, and nothing in Burke's statements to Client, will be construed as a promise or guarantee regarding the outcome of the matter. Burke makes no such promises or guarantees. Burke's comments about the outcome of the matter are expressions of opinion only. Any estimate of fees given by Burke shall not be a guarantee. Actual fees may vary from estimates given.

**12. ENTIRE AGREEMENT.** This Agreement contains the entire agreement of the parties. No other agreements, statements, or promises made on or before the effective date of this Agreement, will be binding on the parties.

**13. SEVERABILITY IN EVENT OF PARTIAL INVALIDITY.** If any provision of this Agreement is held in whole or in part to be unenforceable for any reason, the remainder of that provision and of the entire Agreement will be severable and remain in effect.



BURKE, WILLIAMS &amp; SORENSEN, LLP

Kelly Staley, Superintendent  
Chico Unified School District  
May 31, 2016  
Page 5

**14. MODIFICATION BY SUBSEQUENT AGREEMENT.** This Agreement may be modified by subsequent agreement of the parties only by an instrument in writing signed by both of them, or an oral agreement only to the extent that the parties carry it out.

**15. EFFECTIVE DATE.** This Agreement will govern all legal services performed by Burke on behalf of Client commencing with the date Burke first performed legal services. The date at the beginning of this Agreement is for reference only. Even if this Agreement does not take effect, Client will be obligated to pay Burke the reasonable value of any services Burke may have performed for Client.


THE PARTIES HAVE READ AND UNDERSTAND THE FOREGOING TERMS, AND AGREE TO THEM AS OF THE DATE BURKE FIRST PROVIDED LEGAL SERVICES. IF MORE THAN ONE CLIENT SIGNS BELOW, EACH AGREES TO BE LIABLE, JOINTLY AND SEVERALLY, FOR ALL OBLIGATIONS UNDER THIS AGREEMENT. CLIENT SHALL RECEIVE A FULLY-EXECUTED DUPLICATE OF THIS AGREEMENT.

DATED: \_\_\_\_\_

CHICO UNIFIED SCHOOL DISTRICT

By: \_\_\_\_\_  
KELLY STALEY, SuperintendentDATED: May 31, 2016

BURKE, WILLIAMS &amp; SORENSEN, LLP

By:  \_\_\_\_\_  
JOHN R. VEH

BURKE, WILLIAMS & SORENSEN, LLP

Kelly Staley, Superintendent  
Chico Unified School District  
May 31, 2016  
Page 6

ATTACHMENT A

Rates for Attorneys and other timekeepers through June 30, 2017:

Shareholders:

John R. Yeh	\$255 / hour
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Associates:

Jaime L. Bodiford	\$220 / hour
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**CHICO UNIFIED SCHOOL DISTRICT  
1163 EAST SEVENTH STREET  
CHICO, CALIFORNIA 95928**

9.4.1.  
Page 1 of 2

DATE: June 15, 2016  
MEMORANDUM TO: Board of Education  
FROM: Kelly Staley, Superintendent  
SUBJECT: Certificated Human Resources Actions

**Temporary Appointments 2016/17**

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>
Baber, Darcy	Elementary	8/16/16-6/07/17	0.4 FTE
Barry, Erin	Elementary	8/16/16-6/07/17	0.2 FTE
Biertuempfel, Christy	Elementary	8/16/16-6/07/17	0.2 FTE
Borello, Erica	Elementary	8/16/16-6/07/17	0.2 FTE
Dreiss, Holly	Special Education	8/16/16-6/07/17	0.2 FTE
Enciso, Miroslaba	Secondary	8/16/16-6/07/17	0.6 FTE
Evans, Andrea	Speech	8/16/16-6/07/17	0.4 FTE
Faniani, Jenna	Elementary	8/16/16-6/07/17	0.4 FTE
Garrett, Hannah	Secondary	8/16/16-6/07/17	1.0 FTE
Gecik, Kelley	Secondary	8/16/16-6/07/17	0.2 FTE
Gudeman G. Paul	Secondary	8/16/16-6/07/17	0.6 FTE
Hagan, Kaitlyn	Secondary	8/16/16-6/07/17	1.0 FTE
Hervey, Patience	Psychologist	7/28/16-6/30/17	1.0 FTE
Huber, Brianna	Elementary	8/16/16-6/07/17	0.4 FTE
Irving, Carissa	Elementary	8/16/16-6/07/17	0.2 FTE
Kennedy, Kellie	Nurse	8/16/16-6/07/17	1.0 FTE
Lemieux, Jeremy	Elementary	8/16/16-6/07/17	1.0 FTE
Osak, Gina	Elementary	8/16/16-6/07/17	0.3 FTE
Pembroke, Peter	Elementary	8/16/16-6/07/17	1.0 FTE
Quevedo, Vanessa	Secondary	8/16/16-6/07/17	1.0 FTE
Ray, Katherine	Secondary	8/16/16-6/07/17	0.6 FTE
Sfarzo, Nicholas	Secondary	8/16/16-6/07/17	1.0 FTE
Smith, Katherine	Elementary	8/16/16-6/07/17	0.5 FTE
Southam, Kirsten	Elementary	8/16/16-6/07/17	0.25 FTE
Trezza, Ashley	Counselor	8/16/16-6/07/17	1.0 FTE
Trowbridge, Daymi	Psychologist	7/28/16-6/30/17	1.0 FTE
Yuill, Michelyn	Elementary	8/16/16-6/07/17	0.2 FTE

**Probationary Appointments 2016/17**

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>
Abbott, Diana	Secondary	8/16/16	1.0 FTE Probationary 1
Armstrong, Rachel	Secondary	8/16/16	1.0 FTE Probationary 1
Barry, Erin	Elementary	8/16/16	0.2 FTE Probationary 2
Bullock, Courtney	Secondary	8/16/16	1.0 FTE Probationary 0
Calderon, Kristopher	Special Education	8/16/16	1.0 FTE Probationary 1
Chevallier, D. Chase	Secondary	8/16/16	1.0 FTE Probationary 1
Creamer-Conley, Christy	Elementary	8/16/16	1.0 FTE Probationary 0
Duchon, Lauren	Secondary	8/16/16	1.0 FTE Probationary 1
Faniani, Jenna	Elementary	8/16/16	0.6 FTE Probationary 0
Ferneau, Rachel	Elementary	8/16/16	0.6 FTE Probationary 0
Gecik, Kelley	Secondary	8/16/16	0.4 FTE Probationary 2
Gocke, Mary	Counselor	8/16/16	1.0 FTE Probationary 0
Gontiz, Rebecca	Special Education	8/16/16	1.0 FTE Probationary 2

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>
Hislop, Nathan	Secondary	8/16/16	1.0 FTE Probationary 1
Holbrook, Marylyn	Elementary	8/16/16	1.0 FTE Probationary 2
Huber, Brianna	Elementary	8/16/16	0.6 FTE Probationary 0
Jacks, Garrett-Rochelle	Secondary	8/16/16	1.0 FTE Probationary 2
Jeangerard, Danielle	Elementary	8/16/16	1.0 FTE Probationary 0
Johnson, Stephanie	Secondary	8/16/16	1.0 FTE Probationary 0
Kermen, Sherie	Secondary	8/16/16	0.8 FTE Probationary 1
Lape, Kristen	Counselor	8/16/16	0.6 FTE Probationary 0
Leitner, Victoria	Secondary	8/16/16	0.8 FTE Probationary 1
Lovgren, Kenneth	Secondary	8/16/16	1.0 FTE Probationary 0
Mathrole, Natalie	Counselor	8/16/16	1.0 FTE Probationary 1
Mathrole, Robert	Secondary	8/16/16	0.6 FTE Probationary 1
Mendez, Monica	Elementary	8/16/16	1.0 FTE Probationary 2
Parry, Wynona	Secondary	8/16/16	1.0 FTE Probationary 1
Pithoud, Jeffrey	Secondary	8/16/16	1.0 FTE Probationary 2
Salzman, Julie	Elementary	8/16/16	0.7 FTE Probationary 0
Santana, Marissa	Elementary	8/16/16	1.0 FTE Probationary 0
Smith, Katherine	Elementary	8/16/16	0.4 FTE Probationary 0
Spini, Brianna	Elementary	8/16/16	1.0 FTE Probationary 1
Sullins, Susan	Secondary	8/16/16	1.0 FTE Probationary 2
Sutton, Stormie	Special Education	8/16/16	1.0 FTE Probationary 2
Taylor, Lawrence	Secondary	8/16/16	0.8 FTE Probationary 2
Trulock, Ashley	Special Education	8/16/16	1.0 FTE Probationary 2
Wardlow, Matthew	Secondary	8/16/16	1.0 FTE Probationary 2

#### Leave Requests

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>
Niepoth, Andrea	Elementary	2016/17	0.11 FTE Personal - Revised (STRS Reduced Workload)
Scott, Ann	Nurse	2016/17	0.2 FTE Personal
Sprotte, Karen	Elementary	2016/17	0.55 FTE Personal
Timmel, Katherine	Special Education	4/12/16-5/11/16	1.0 FTE Child Bonding

#### Retirements/Resignations

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment</u>
Carey, Laura	Secondary	6/3/2016	Resignation
Lourenco, Vickie	Elementary PE	6/3/2016	Resigning 0.5 FTE of position – remaining at 0.3 FTE
McGuire, Matt	Secondary	6/3/2016	Resignation
Thompson, Frank	Secondary	8/1/2016	Retirement



**AGENDA ITEM:** Preschool Site Licensing

**Prepared by:** Christi Bangsund, TOSA

☐ Consent

Board Date June 15, 2016

☐ Information Only

☒ Discussion/Action

**Background Information**

Chico Unified Schools has been awarded the California State Preschool Program Expansion funds. Preschool classrooms will be located at Chapman Elementary, Citrus Elementary, and McManus Elementary. Each site classroom will need to be licensed by the Community Care Licensing Division before the August 2016.

State of California Community Care Licensing requirements include:

- Board Resolution
- Administrative Organization
- Personnel Report
- Job Descriptions
- Health and Safety Training certifications of staff
- Orientation Training of the Director
- Facility Sketches- indoor and outdoor spaces with square footage noted
- Fire Safety Inspection Report
- Emergency Disaster Plan
- Discipline Policies
- Verification of Director Qualifications

**Educational Implications**

Site licensing ensures that Chico Unified Schools meet the necessary requirements for state preschool locations. Once licensing is approved, sites can begin to get rooms ready for students.

**Fiscal Implications**

Initial licensing in Summer 2016 will cost \$484 per site for a total of \$1,452. Each year, starting in 2017, we will renew each site's license at \$242 per site for a total of \$726. All licensing fees will be paid by the funds awarded through the grant.



**Administrative Offices** 1163 E. Seventh Street Chico, CA 95928-5999  
phone: (530) 891-3000 • fax: (530) 891-3220 • [www.ChicoUSD.org](http://www.ChicoUSD.org)

June 15, 2016

## Letter of Authorization for Preschool Site Licensing

We, the Chico Unified School Board, authorize Christi Bangsund, Chico Unified Teacher on Special Assignment, to proceed with and adhere to the State of California Community Care Licensing requirements.

Licensing will occur at the following sites:

Little Paws Preschool <b>Chapman Elementary</b> 1071 E. 16 <sup>th</sup> St. Chico, CA 95928	Little Bobcats Preschool <b>Citrus Elementary</b> 1350 Citrus Ave. Chico, CA 95926	Little Mustangs Preschool <b>McManus Elementary</b> 988 East Ave. Chico, CA 95926
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Signed,

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Signature, Board President

---

Date

**AGENDA ITEM:** Public Hearing for Draft 2016-17 Local Control Accountability Plan

**Prepared by:** Educational Services Staff

☐ Consent

Board Date June 15, 2016

☒ Information Only / Public Hearing

☐ Discussion/Action

### **Background Information**

Commencing in 2013-14, funding for K-12 public education in California is now allocated through the Local Control Funding Formula (LCFF). The LCFF requires school districts to develop a Local Control Accountability Plan (LCAP) which delineates the manner in which the district proposes to meet annual goals for all students in addition to specific activities to address state and local priorities.

The District LCAP Advisory Committee held several meetings this school year – site and district-wide. The LCAP Advisory Committee is comprised of parents, teachers, classified staff, administrators, interested community members and students. The LCAP Advisory Committee worked collaboratively to address the District's LCAP Goals and the Eight State priorities: *Student Achievement, Implementation of California Content Standards, Course Access, Basic Services, Parent Involvement, Student Engagement, School Climate and Other Student Outcomes.*

The LCAP process requires that the plan, in addition to the 2016-17 Budget, be presented in two public meetings. The meeting held this evening is the first of those public hearings, during which the Board and the public are encouraged to present recommendations about the LCAP and the Budget. The LCAP and the 2016-17 Budget will be on the Board Agenda for adoption on June 22.

### **Educational Implications**

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

### **Fiscal Implications**

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



**AGENDA ITEM:** Public Hearing of 2016-17 Original Budget

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

☐ Consent

Board Date June 15, 2016

☐ Information Only

☒ Public Hearing/Discussion/Action

### **Background Information**

With the implementation of the Local Control Accountability Plan (LCAP), the Chico Unified School District (CUSD) is required to hold a public hearing of the annual budget at a meeting prior to the adoption of the annual budget and in conjunction with the public hearing for the LCAP. This budget appropriates dollars for the activities identified in the LCAP.

### **Educational Implications**

The 2016-17 Original Budget is the financial planning document for the Chico Unified School District. It supports the educational program by allocating resources to meet the districts goals.

### **Fiscal Implications**

The 2015-16 Estimate Actual (EA) budget estimates a positive change in fund balance of \$7,689,588 in unrestricted programs and a positive change of \$304,420 in restricted programs. The positive change in unrestricted fund balance is largely due to not spending the 2015-16 One-time funds in the current year.

CUSD's General Fund ending balance as of June 30, 2016 is projected to be \$20,870,617. The unrestricted ending fund balance is estimated to be \$16,364,421 and the restricted ending fund balance estimated is \$4,506,196.

The 2016-17 Original Budget estimates a negative change in unrestricted fund balance of \$2,581,872 and a negative change in fund balance for restricted programs of \$3,605,521. The change in the unrestricted fund balance is largely due to the spending the carryover of the 2015-16 One-time Funds in 2016-17.

CUSD's General Fund ending balance as of June 30, 2017 is projected to be \$14,683,224. The unrestricted ending fund balance is estimated to be \$13,782,549 and the restricted ending fund balance is estimated to be \$900,675.

\*A detailed report of the 2016-17 Original Budget will be presented at the board meeting.

**AGENDA ITEM:** Public Hearing of 2016-17 Original Budget – Reserves Disclosure

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

☐ Consent

Board Date June 15, 2016

☐ Information Only

☒ Public Hearing/Discussion/Action

**Background Information**

Senate Bill (SB) 858, Chapter 32/2014, establishes a hard cap on district reserve levels if certain conditions are met.

1. Proposition 98 maintenance factor must be fully repaid
2. Proposition 98 must be funded based on Test 1
3. Proposition 98 provides sufficient funds to support enrollment growth and the statutory Cost Of Living Adjustment
4. A deposit must be made into the Proposition 98 reserve when capital gains revenues exceed 8 of General fund revenues

All four conditions will not be met in 2016-17 and thus the trigger for CUSD to implement a cap on reserves is not in effect. However, the legislation also requires additional disclosure of the districts reserves at the public hearing of the Original Budget as noted in Education Code (EC) 42127(a)(2)(B). CUSD is providing a disclosure of reserve amounts in a template provided by Butte County Office of Education complying with the new reserve disclosure requirement.

**Educational Implications**

N/A

**Fiscal Implications**

Maintaining appropriate levels of reserves is prudent in the management of public funds for education. There is no fiscal impact related to SB 858 in the 2016-17 fiscal year.

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

**2016-17 Budget Attachment**

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

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

Combined and Unassigned/Unappropriated Fund Balances (Resources 0000-1999, Objects 9780, 9789 and 9790)			
Form	Fund		2016-17 Budget
01	General Fund/County School Service Fund	Form 01	\$14,683,224.00
17	Special Reserve Fund for Other Than Capital Outlay Projects	Form 17	\$0.00
Total Assigned and Unassigned Ending Fund Balances			\$14,683,224.00
District Standard Reserve Level			3%
Less District Minimum Recommended Reserve for Economic Uncertainties			\$3,905,840.00
Remaining Balance to Substantiate Need			\$10,777,384.00
Substantiation of Need for Fund Balances in Excess of Minimum Recommended Reserve for Economic Uncertainties			Amount
Fund	Descriptions		
01	Revolving Cash		\$25,200.00
01	Stores Inventory		\$143,669.00
01	Prepaid Expenditures		\$276,590.00
01	Additional 2% Board Reserve		\$2,603,891.00
01	2015-16 One-time Funds Carryover		\$606,900.00
01	2016-17 CUTA Negotiated Compensation Settlement		\$1,623,528.00
01	Restricted Programs Carryover Budgets		\$900,675.00
	Insert Lines above as needed		
	Total of Substantiated Needs		\$6,180,453.00
	Remaining Unsubstantiated Balance		\$4,596,931.00



**AGENDA ITEM:** Public Hearing of 2016-17 Education Protection Account

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

☐ Consent

Board Date June 15, 2016

☐ Information Only

☒ Discussion/Action

### **Background Information**

Proposition 30 added Article XIII, Section 36 to the California constitution effective November 7, 2012. School districts are required to determine how the money received from the Education Protection Account (EPA) are spent in the schools within its jurisdiction on an annual basis. The governing board must make the spending determination in an open session of a public meeting. Funds shall not be used for the salaries and benefits of administrators or any other administrative costs. Chico Unified must also post annually on its website an accounting of how much money was received from EPA and how it was spent.

### **Educational Implications**

None.

### **Fiscal Implications**

EPA funds are not new money. They are simply a reclassification of unrestricted revenues to a separate unrestricted resource code for tracking purposes only. For Chico Unified, the estimated 2016-17 EPA amount is \$15,028,485. These dollars will be distributed to Chico Unified on a quarterly basis.

### **Recommendation:**

The EPA spending plan spreadsheet is attached.

Chico Unified School District  
 Education Protection Account, Resource 1400  
 Budgeted Expenditures for 2016-17  
 June 17, 2015

10.2.3.  
 Page 2 of 2

Description	Object Codes	Amount
AMOUNT AVAILABLE FOR THIS FISCAL YEAR		
Adjusted Beginning Fund Balance	9791-9795	
Revenue Limit Sources	8010-8099	15,028,485
Deferred Revenue	9650	
TOTAL AVAILABLE		15,028,485
EXPENDITURES AND OTHER FINANCING USES	Function	Amount
(Objects 1000-7999)		
Instruction	1000-1999	15,028,485
Instruction-Related Services		
Instructional Supervision and Administration	2100-2150	
AU of a Multidistrict SELPA	2200	
Instructional Library, Media, and Technology	2420	
Other Instructional Resources	2490-2495	
School Administration	2700	
Pupil Services		
Guidance and Counseling Services	3110	
Psychological Services	3120	
Attendance and Social Work Services	3130	
Health Services	3140	
Speech Pathology and Audiology Services	3150	
Pupil Testing Services	3160	
Pupil Transportation	3600	
Food Services	3700	
Other Pupil Services	3900	
Ancillary Services	4000-4999	
Community Services	5000-5999	
Enterprise	6000-6999	
General Administration	7000-7999	
Plant Services	8000-8999	
Other Outgo	9000-9999	
TOTAL EXPENDITURES AND OTHER FINANCING USES		15,028,485
BALANCE (Total Available minus Total Expenditures and Other Financing Uses)		-

**AGENDA ITEM:** Athletic Sustainability Plan

**Prepared by:** Jim Hanlon – Assistant Superintendent of Human Resources

☐ Consent

Board Date June 15, 2016

☐ Information Only

☒ Discussion/Action

**Background Information** During the severe budget cuts of the Great Recession, CUSD developed an "Athletic Accountability Plan" to essentially save athletics in the district from elimination. The district partnered with school sites, Booster groups and the community to keep the sports programs viable at both high schools. In recent years the budget picture has improved markedly and the name of the plan was modified to "Athletic Sustainability Plan" to better describe what is now happening. As in prior years we are reporting to the board the state of athletics in the district and reviewing the new plan.

**Educational Implications** Many of our students remain engaged in school due to their participation in athletics. Some of our students go on to play at the junior college level and a select few play at the university level. Approximately half of our high school students participate in at least one sport at both of our comprehensive high schools.

**Fiscal Implications** Total annual funding for districtwide athletics is \$580,000. This includes the cost of all Coaches stipends plus \$12,500 per high school for athletic equipment replacement.



### 2016 CUSD Athletic Sustainability Plan

**The District will** *“Pay for the Game” including all coaches salaries, Athletic Director program administration, equipment repair, facilities and game officials. These elements will be funded by both a district contribution from the general fund and gate receipts from athletic events. This includes:*

- Pay all Athletic Coaches’ salaries based on the new stipend schedule negotiated between CUSD and CUTA beginning in the 2016-2017 school year.
  - There will be one schedule for all new coaches hired after July 1st, 2016.
  - Returning coaches will have a one-time option in May 2016 to move from the old factor system to the new stipend system.
  - Returning coaches may choose to stay on the factor system until they give up their current coaching assignment.
    - Movement to a higher level coaching position within a sport may be maintained on the factor system.
- Continue to issue coaches a contract each year, based on the new salaries if applicable (some veteran coaches may choose to remain on factored system).
  - Have checks to the school sites by the end of each sports season.
- Athletic Directors (AD’s) will use gate receipts to pay for the “cost of the league and play-off games”, therefore making additional monies available for other expenses.
- Athletic Directors will have up to ten (10) additional non-contract work days to fulfill AD duties (beyond the required 183 work days) at the discretion of the school Administration and the CUSD.
- Provide \$12,500 per comprehensive high school site for equipment repair/replacement *per year to be spent equitably between male and female sports.*

#### **Team Coaches will:**

- Adhere to their budget allocation established in conjunction with the site AD.
  - Failure to end the year with a positive budget will result in one year probation for the coach.
    - During the one year probation, the coach/team will fundraise and/or make necessary reductions in order to reimburse debt from prior year and provide a positive ending balance during probationary year.
    - If after 2 years, the coaches’ accounts (both ASB and Booster team accounts) are not in the positive, the coach will not be rehired.
- Work to keep team costs low in order to minimize the fundraising expectations for the student-athletes.
- Acknowledge that any **non-league contests** will be financed entirely by team fundraising. All expenses for non-league contests must be covered by the teams’ fundraising, with final responsibility falling on the head coach.
- If coaching a “gate sport” (a sport in which admission is charged) the team will keep the profits (net gain after expenses) of their first home contest to help pay for their other non-league contests.
- Maintain their coaching certification at all times during their season of sport to include Title V codes, CIF, NSCIF and CUSD rules and regulations.
  - Coaches will not start coaching until cleared by CUSD Personnel Office and AD.
- Coaches will abide by the CIF Pursuing Victory with Honor guidelines and CIF Coaches Code of Conduct.
- Fulfill all contract requirements.



**The Athletic Director will:**

- Continue to use gate receipts from all contests (except the first home contest for each “gate sport” which goes to the team) to help pay for the cost of the league and play-off contests. Continue to use gate receipts, which are actually District funds, to pay for the “cost of the game”.
- Work with all athletic coaches to ensure all accounts end with a positive balance each year.
  - Meeting with coaches to ensure they understand all costs of contests both home and away.
- Work with the site Comptroller to ensure all coaches are updated on their team accounts on a regular basis.
- Prepare an annual report for the Board of Education documenting allocations, income, expenditures and other budgetary matters.
- Meet with parents to address any concerns regarding the athletic program.

**Site Administration will:**

- Evaluate athletic staff on the basis of this proposal to ensure effective compliance.
- Ensure school staff is trained in the financial procedures needed to run the athletic program.

**Sports Boosters will:**

- Focus on their primary mission of supporting athletic programs.
- Continue to support Athletic program in consultation with the Athletic Director.
  - Their resources may come in a different form at each high school.
- Continue to maintain a financial system where all financial activity is transparent to stake holders and provide annual accounting of funds to CUSD Board of Education.
- Assist with transportation as funds and volunteer resources allow.

**Parents of Student-Athletes will:**

- Assist their student-athlete to accurately complete (including all signatures) the information on the Athletic Physical Packet prior to showing up for the physical.
- Encourage student-athletes to be involved in fundraising for their sport.
- Continue to provide financial assistance in the form of donations to the extent possible as determined by each individual family.
- Attend the yearly required Athlete Committed Program or, on alternate years, participate in one of the other options available.
- Be a positive member of the school community and, if there are concerns, express them through the proper process in a meeting with school personnel. Parents are asked to first address concerns directly with the head coach. If situation is not resolved, concerns should be addressed with Athletic Director who will consult with the school principal if concerns remain.

**Student-Athletes will:**

- Accurately complete (including all signatures) the information on the Athletic Physical Packet prior to showing up for the physical.
- Be involved in fundraising for their sport as teams are responsible for the cost of their non-league contests.
- Help the coach determine the appropriate non-league schedule based on the amount of fundraising to which they can commit.
- Attend the yearly required Athlete Committed and Goal Setting Program.

**AGENDA ITEM:** Approval of Tentative Agreement with CUTA (2016-17)

**Prepared by:** Jim Hanlon – Assistant Superintendent of Human Resources

☐ Consent

Board Date June 15, 2016

☐ Information Only

☒ Discussion/Action

**Background Information** Negotiations between the CUSD and CUTA bargaining teams started on November 12, 2015. The negotiations teams reached a tentative agreement (TA) on May 12, 2016 and the CUTA membership voted to ratify the agreement on May 25<sup>th</sup>. The TA covers Articles 6-10, 16, 20-22, 25 and 27 as well as 8 separate appendices.

**Educational Implications** The completion of negotiations and the ratification and board approval of the TA, markedly improves staff morale helping staff to focus on students and student achievement.

**Fiscal Implications** The utilization of *one-time* dollars for the 2016-17 school year to cover increased costs of Health and Welfare Benefits will cost the district \$969,216. The *ongoing* costs of a 1% increase to the Health and Welfare Benefits package totals \$631,596 annually.



**AGENDA ITEM:** Proposed Change in 17-18 Calendar

**Prepared by:** Jim Hanlon – Assistant Superintendent of Human Resources

☐ Consent

Board Date June 15, 2016

☐ Information Only

☒ Discussion/Action

**Background Information** When the school board last adopted the three-year calendar for Chico Unified School District it adopted a calendar that placed Spring Break for 2017-18 on the week of March 12-16. Since that adoption, both Chico State and Butte College have adopted calendars that place Spring Break on the week of March 19-23. In an effort to synchronize calendars for all institutions we are proposing to the board to modify the 2017-18 CUSD calendar so we also have Spring Break during the week of March 19-23.

**Educational Implications** This will have no direct educational implications on instruction but will allow our families that have students at two or more of these institutions to coordinate family time/vacations.

**Fiscal Implications** None.

# Chico Unified School District 2017 - 2018 Student Calendar

Kelly Staley, Superintendent



JULY							AUGUST							SEPTEMBER						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
						1			1	2	3	4	5						1	2
2	3	4	5	6	7	8	6	7	8	9	10	11	12	3	4	5	6	7	8	9
9	10	11	12	13	14	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16
16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23
23	24	25	26	27	28	29	27	28	29	30	31			24	25	26	27	28	29	30
30	31																			

OCTOBER							NOVEMBER							DECEMBER						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
1	2	3	4	5	6	7				1	2	3	4						1	2
8	9	10	11	12	13	14	5	6	7	8	9**	10	11	3	4	5	6	7	8	9
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23
29	30	31					26	27	28	29	30			24	25	26	27	28	29	30

JANUARY							FEBRUARY							MARCH						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
		1	2	3	4	5					1	2	3					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28				25	26	27	28	29	30	31

APRIL							MAY							JUNE						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
1	2	3	4	5	6	7			1	2	3	4	5							
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23
29	30						27	28	29	30	31			24	25	26	27	28	29	30

# #	= No school for students	11/9 **	= Elementary Pupil Free Day (Full day for secondary schools)	12/22 *	= Secondary Pupil Free Day (Full day for elementary schools)
8/21/17	= First Day of School Minimum day for Bidwell, Chico Jr., and Marsh Jr. High Schools	6/7/18	= Last Day of School (Minimum day for secondary; Full day for elementary schools)		

# District designated holidays per Education Code 37220 and 45205

Tuesday	July 4	Independence Day Holiday
Monday	Sep 4	Labor Day
Friday	Nov 10	Veterans Day
Thursday	Nov 23	Thanksgiving Day
Friday	Nov 24	Day after Thanksgiving
Monday	Dec 25	Christmas Eve Holiday
Tuesday	Dec 26	Christmas Holiday
Monday	Jan 1	New Year's Eve
Tuesday	Jan 2	New Year's Day
Monday	Jan 15	Martin Luther King, Jr. Day observed
Friday	Feb 16	Lincoln's Birthday observed
Monday	Feb 19	Presidents' Day
Friday	Mar 30	Spring Travel Day
Monday	Apr 2	In lieu Admission Day
Monday	May 28	Memorial Day observed

<b>Winter Recess - All Schools</b>	
December 25, 2017 - January 5, 2018	
<b>Spring Recess</b>	
March 12 - 16, 2018	

ELEMENTARY GRADING PERIODS		
First Trimester	August 21 - October 27, 2017	49 days
Second Trimester	October 30, 2017, - February 23, 2018	65 days
Third Trimester	February 26 - June 7, 2018	66 days
SECONDARY GRADING PERIODS		
First Semester	August 21 - December 21, 2017	82 days
Second Semester	January 8 - June 7, 2018	98 days

Note: Jr. High Quarter Periods end on 10/20/17 and 3/9/18

**AGENDA ITEM:** CUSD Board Self Evaluation

**Prepared by:** \_\_\_\_\_

☐ Consent

Board Date June 15, 2016

☒ Information Only

☐ Discussion/Action

**Background Information**

The Board of Education shall annually and in conjunction with the Superintendent's evaluation conduct a self-evaluation in order to demonstrate accountability to the community and ensure that district governance effectively supports student achievement and the attainment of the district's vision and goals. The Board is being provided with the documents used in prior years to facilitate the Board Self-Evaluation. The Board is asked to review and complete the provided forms in preparation for the July 20 CUSD Board meeting.

**Educational Implications**

How the Board conducts business, including working together to set goals, has an impact on the Educational Program of the District.

**Fiscal Implications**

n/a



**AGENDA ITEM:**     Review Process for Setting CUSD Board Adopted District Wide Goals for 2016-2017

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**Prepared by:** \_\_\_\_\_

☐ Consent

Board Date June 15, 2016

☐ Information Only

☒ Discussion/Action

**Background Information**

Review process for setting CUSD Board adopted district wide goals for 2016/2017 School Year.

**Educational Implications**

As the Board Adopted Goals set the direction for the entire District, there is a direct impact on the Chico Unified School District Educational program. As the District has done extensive work in developing a Local Control Accountability Plan (LCAP) that represents input from education stakeholders, it is recommended that the Board Goals align closely with the Goals set forth in the 2016/17 adopted LCAP.

**Fiscal Implications**

The fiscal impact will vary depending upon the goals adopted. However, for the goals outlined in the LCAP, a budget has been developed and presented with the LCAP.

**AGENDA ITEM:** Update CUSD Governance Handbook for 2016-2017 School Year

**Prepared by:** \_\_\_\_\_

☐ Consent

Board Date June 15, 2016

☐ Information Only

☒ Discussion/Action

**Background Information**

Each year the Board of Education reviews the CUSD Governance Handbook. It is suggested that Board members review prior to the June 22, 2016 Board meeting and bring forth suggestions for change at that Board meeting.

**Educational Implications**

As the Board sets policy for the District, how the Board conducts business and sets goals and priorities has an impact on the educational program of the District.

**Fiscal Implications**

n/a