

**CHICO UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION**

**Special Board Meeting**

**Wednesday, October 5, 2016**

**5:00 p.m. Open with Closed Directly Following Open**

**Chico Unified District Office, Large Conference Room**

**1163 East 7<sup>th</sup> Street, Chico, CA 95928**

**AGENDA**

**1. CALL TO ORDER**

**2. CONSENT CALENDAR**

**2.1. EDUCATIONAL SERVICES**

2.1.1. Consider Approval of California Mathematics and Science Partnership Contract Agreements

2.1.2. Review of School Safety Plans to Ensure Compliance with Annual Notification to California Department of Education

**2.2. BUSINESS SERVICES**

2.2.1. Consider Approval of Notice of Completion for Chico Jr. Science Building and Modernization Project

2.2.2. Consider Approval of Notice of Completion for Window Coverings at Chico High School

2.2.3. Consider Approval of Notice of Completion for Marsh Multipurpose Building Project

2.2.4. Consider Approval of Notice of Completion for Marsh Science Building Project

**3. DISCUSSION/ACTION CALENDAR**

**3.1. EDUCATIONAL SERVICES**

3.1.1. **Information:** Supporting Student Achievement (Michael Morris)

3.1.2. **Information:** Computers for Classrooms Status Report (John Vincent)

**3.2. BUSINESS SERVICES**

3.2.1. **Discussion/Action:** Board Policy 3312, Contracts – Update (Kevin Bultema)

3.2.2. **Discussion/Action:** Resolution 1354-16, a Cash Fund at the Butte County Treasurer's Office Related to Refunding of the CUSD 1998 Series B Bond (Kevin Bultema)

**4. CLOSED SESSION**

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

**4.2. 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

**4.3. Conference with Legal Counsel –**

**Anticipated Litigation**

Per Subdivision (b) of Government

Code §54956.9 (one case)

4.4. **Public Employee Performance Evaluation**

Per Government Code §54957

Title: Superintendent

4.5. **Public Employee Discipline/**

**Dismissal/Release**

Per Government Code §54957

5. **RECONVENE TO REGULAR SESSION**

5.1. Call to Order

5.2. Report Action Taken in Closed Session

6. **ADJOURNMENT**

Eileen Robinson, President  
Board of Education  
Chico Unified School District

Posted:09/30/16  
:mm



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

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

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

#### **CONSENT CALENDAR**

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

#### **STUDENT PARTICIPATION**

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

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

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

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

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

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

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

#### **WRITTEN MATERIAL:**

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

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

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

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

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

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

**AGENDA ITEM:** California Mathematics and Science Partnership

**Prepared by:** John Bohannon

☒ Consent

Board Date October 5, 2016

☐ Information Only

☐ Discussion/Action

### **Background Information**

Chico Unified School District is a recipient of the California Mathematics and Science Partnership (CaMSP) grant. The project is entitled; The Mathematics Task Initiative in Middle and Elementary (Math TIME). The project is a collaborative partnership among Chico Unified School District (CUSD), Glenn County Office of Education (GCOE), Chico Math Project (CMP) and California State University, Chico (CSUC) to provide professional development for K-8 teachers. The primary goal of the program is to strengthen student engagement with mathematics and improve student mathematical achievement. Both Public Works and CSUC are sub-contractors within the grant.

### **Educational Implications**

The focus will be on increasing the content knowledge and pedagogical content knowledge of K-8 teachers in relation to Common Core standards. Additional emphasis will aim to strengthen teachers' capacity to incorporate electronics in lesson delivery. Teachers will participate in intensive summer institutes and will have experiences-as-learners. Coaching sessions and lesson study during the school year follow-up will support teachers as they incorporate what they have learned during their own instruction.

### **Fiscal Implications**

These contract agreements with CSU, Chico and Public Works has no impact on the general fund. Funds will come directly from the Math TIME grant.



# California Math & Science Grant

Fiscal Year: 2016-17

Updated: 11/12/2015

		Fiscal Year 2016-17	TOTAL
8290	Federal Revenue	775,813	775,813
	Total Revenues	775,813	775,813
1174	Certificated Teachers - Extra Duty (stipends: \$2,500 @ 39 participants)	97,500	97,500
1174	Certificated Teachers - Robert's summer work (30 days @ \$32.85 per hour)	7,391	7,391
1174	Certificated Teachers - Sarah's summer work (15 days @ \$32.85 per hour)	3,696	3,696
1177	Certificated Teachers - Director position (Robert Preston)	80,576	80,576
1177	Certificated Teachers - Academic Coach (Sarah Lawrence-Oldfield)	60,485	60,485
1179	Certificated Teacher Release Time (1 day @ \$95 per day for 39 participants)	3,705	3,705
2474	Clerical Salaries - Extra Duty (10 days @ \$17.41 per hour)	0	-
2974	Other Classified Salaries - Extra Duty		-
3000's	Benefits	87,476	87,476
	Subtotal Salaries and Benefits	340,829	340,829
4100	Textbooks		-
4200	Reference Materials (86 participants x \$55)	4,730	4,730
4300	Materials & Supplies - iPad connectors (95 x \$60), misc.	6,520	6,520
4400	Non capitalized purchases (items over \$500) - iPads Replacement (5 x \$650)	0	-
5100	Subcontract Evaluator- Public Works	13,791	23,982
5100	Subcontract - Other District Stipends/ Release Days	120,700	160,600
5100	Subcontract - CSUC	169,027	222,987
5200	Travel & Conference - Math registration fee (\$40 x 87 participants)	3,480	3,480
5200	Mileage for Robert & TBD (300 miles RT x 2 people x 3 conferences)	972	972
5200	Conferences Costs - \$1,200 per conference x 2 people x 3 conferences	7,200	7,200
5200	Mileage (75 miles RT x 1 Robert x 120 visits)	4,860	4,860
5200	Mileage (30 miles RT x 1 Sarah x 80 visits)	2,592	2,592
5600	Rent, Lease & Repairs		-
5800	Contracted Services - copying service at Kinko's	2,000	2,000
5800	Subcontract Evaluator- Public Works	25,000	25,000
5800	Subcontract - Other District Stipends/ Release Days	25,000	25,000
5800	Subcontract - CSUC	25,000	25,000
5900	Communications		-
6400	Capital Outlay (greater than \$5,000)		-
	Subtotal Operating Expenses	751,701	751,701
7310	Indirect Cost	24,112	24,112
	Total Operating Expenses	775,813	775,813
	Revenues Less Expenses	0	0

**AGENDA ITEM:** Review of School Safety Plans to Ensure Compliance with Annual Notification to California Department of Education

**Prepared by:** Pedro Caldera, CJHS Principal/David McKay, Director of Secondary Education

☒ Consent

Board Date October 5, 2016

☐ Information Only

☐ Discussion/Action

**Background Information**

Education Code requires that each Board of Education notify the CDE of any schools that do not have a school safety plan. The Plans have been reviewed for each school in Chico Unified School District. The plans submitted do meet the State requirements; therefore, all schools in CUSD remain in compliance with respect to school site safety plans. The Board is asked to accept the school site safety plans.

**Educational Implications**

Having appropriate school safety plans allows for a more orderly and well prepared educational environment. CUSD has a long and rich history of being a leader in Northern California with respect to preparing for, managing, responding and debriefing school crises. We have an excellent relationship with emergency service providers that have served the community well.

**Fiscal Implications**

None.



**AGENDA ITEM:** Notice of Completion for Chico Jr. Science Building and Modernization Project

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

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☒ Consent

Board Date October 5, 2016

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☐ Information Only

☐ Discussion/Action

**Background Information**

The project was successfully completed on September 23, 2016.

**Educational Implications**

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

**Fiscal Implications**

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

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

**Additional Information**

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

**Recommendation**

It is requested that the Board of Education authorize the Superintendent or designee to approve and execute the Notice of Completion for the Science Building Project and Modernization Project at Chico Jr. High School.

WHEN RECORDED MAIL TO:

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

SPACE ABOVE THIS LINE IS FOR RECORDER'S USE

DSA FILE NO. # 4-H2  
 DSA APPL NO. 02-114107  
 PROJECT NO. 61424-96

**NOTICE OF COMPLETION**

1. The undersigned is OWNER or agent of the OWNER of the interest or estate stated below in the property hereinafter described.
2. The FULL NAME of the OWNER is **CHICO UNIFIED SCHOOL DISTRICT.**
3. The FULL ADDRESS of the OWNER is **1163 EAST SEVENTH STREET, CHICO, CALIFORNIA, 95928-5999.**
4. The NATURE OF THE INTEREST or ESTATE of the undersigned is: **IN FEE**
5. A work of improvement on the property hereinafter described was COMPLETED on **September 23, 2016** and accepted by the Chico Unified School District on **October 5, 2016.**
6. The work of improvement completed is described as follows: **FURNISHING OF ALL LABOR, MATERIALS AND SERVICES FOR New Science Building and Modernization Project at Chico Jr. High School FOR THE CHICO UNIFIED SCHOOL DISTRICT, CHICO, BUTTE COUNTY, CALIFORNIA.**
7. The NAME OF THE ORIGINAL CONTRACTOR for such work of improvement is  
 Clark and Sullivan, 2024 Opportunity Drive, Suite 150 , Roseville, CA 95678
8. The street address of said property is:  
**Chico Jr. High School, 280 Memorial Way, Chico, CA 95928**
9. The property on which said improvement was completed in the **CITY OF CHICO, COUNTY OF BUTTE, STATE OF CALIFORNIA**, and described as follows:

**ASSESSORS PARCEL NUMBER: 003-177-001-000, 003-175-004-000, 003-180-014-000, 003-180-017-000**

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

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

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

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

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



**AGENDA ITEM:** Notice of Completion for Window Coverings at Chico High School

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

☒ Consent

Board Date October 5, 2016

☐ Information Only

☐ Discussion/Action

**Background Information**

The project was successfully completed on August 30, 2016.

**Educational Implications**

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

**Fiscal Implications**

The projects identified will be funded with Measure E. All available State reimbursement will be pursued.

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

**Additional Information**

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

**Recommendation**

It is requested that the Board of Education authorize the Superintendent or designee to approve and execute the Notice of Completion for Window Coverings project at Chico High School.

WHEN RECORDED MAIL TO:

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

SPACE ABOVE THIS LINE IS FOR RECORDER'S USE

DSA FILE NO. # n/a  
DSA APPL NO. n/a  
PROJECT NO. SS-01

**NOTICE OF COMPLETION**

1. The undersigned is OWNER or agent of the OWNER of the interest or estate stated below in the property hereinafter described.
2. The FULL NAME of the OWNER is **CHICO UNIFIED SCHOOL DISTRICT.**
3. The FULL ADDRESS of the OWNER is **1163 EAST SEVENTH STREET, CHICO, CALIFORNIA, 95928-5999.**
4. The NATURE OF THE INTEREST or ESTATE of the undersigned is: **IN FEE**
5. A work of improvement on the property hereinafter described was COMPLETED on **August 30, 2016** and accepted by the Chico Unified School District on **October 5, 2016.**
6. The work of improvement completed is described as follows: **FURNISHING OF ALL LABOR, MATERIALS AND SERVICES FOR Window Coverings project at Chico High School FOR THE CHICO UNIFIED SCHOOL DISTRICT, CHICO, BUTTE COUNTY, CALIFORNIA.**
7. The NAME OF THE ORIGINAL CONTRACTOR for such work of improvement is  
**North State Blinds & Draperies, 1256 Franklin Street, Red Bluff, CA 96080**
8. The street address of said property is:  
**Chico High School, 901 Esplanade, Chico, CA 95926**
9. The property on which said improvement was completed in the **CITY OF CHICO, COUNTY OF BUTTE, STATE OF CALIFORNIA**, and described as follows:

**ASSESSORS PARCEL NUMBER:**  
**003-140-001-000**

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

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

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

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



**AGENDA ITEM:** Notice of Completion for Marsh Multipurpose Building Project

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

☒ Consent

Board Date October 5, 2016

☐ Information Only

☐ Discussion/Action

**Background Information**

The project was successfully completed on September 20, 2016.

**Educational Implications**

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

**Fiscal Implications**

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

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

**Additional Information**

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

**Recommendation**

It is requested that the Board of Education authorize the Superintendent or designee to approve and execute the Notice of Completion for the Multipurpose Building Project at Marsh Jr. High School.

WHEN RECORDED MAIL TO:

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

SPACE ABOVE THIS LINE IS FOR RECORDER'S USE

DSA FILE NO. # 4-H2  
DSA APPL NO. 02-113742  
PROJECT NO. 61424-80

**NOTICE OF COMPLETION**

1. The undersigned is OWNER or agent of the OWNER of the interest or estate stated below in the property hereinafter described.
2. The FULL NAME of the OWNER is **CHICO UNIFIED SCHOOL DISTRICT.**
3. The FULL ADDRESS of the OWNER is **1163 EAST SEVENTH STREET, CHICO, CALIFORNIA, 95928-5999.**
4. The NATURE OF THE INTEREST or ESTATE of the undersigned is: **IN FEE**
5. A work of improvement on the property hereinafter described was COMPLETED on **September 20, 2016** and accepted by the Chico Unified School District on **October 5, 2016.**
6. The work of improvement completed is described as follows: **FURNISHING OF ALL LABOR, MATERIALS AND SERVICES FOR New Multipurpose Building at Marsh Jr. High School FOR THE CHICO UNIFIED SCHOOL DISTRICT, CHICO, BUTTE COUNTY, CALIFORNIA.**
7. The NAME OF THE ORIGINAL CONTRACTOR for such work of improvement is  
Modern Building Company, PO Box 772, Chico, CA 95927
8. The street address of said property is:  
**Marsh Jr. High School, 2253 Humboldt Road, Chico, CA 95928**
9. The property on which said improvement was completed in the **CITY OF CHICO, COUNTY OF BUTTE, STATE OF CALIFORNIA**, and described as follows:

**ASSESSORS PARCEL NUMBER: 002-180-090-000**

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

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

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

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

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



**AGENDA ITEM:** Notice of Completion for Marsh Science Building Project

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

☒ Consent

Board Date October 5, 2016

☐ Information Only

☐ Discussion/Action

**Background Information**

The project was successfully completed on September 20, 2016.

**Educational Implications**

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

**Fiscal Implications**

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

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

**Additional Information**

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

**Recommendation**

It is requested that the Board of Education authorize the Superintendent or designee to approve and execute the Notice of Completion for the Science Building Project at Marsh Jr. High School.

WHEN RECORDED MAIL TO:

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

SPACE ABOVE THIS LINE IS FOR RECORDER'S USE

DSA FILE NO. # 4-H2  
DSA APPL NO. 02-114124  
PROJECT NO. 61424-98

**NOTICE OF COMPLETION**

1. The undersigned is OWNER or agent of the OWNER of the interest or estate stated below in the property hereinafter described.
2. The FULL NAME of the OWNER is **CHICO UNIFIED SCHOOL DISTRICT.**
3. The FULL ADDRESS of the OWNER is **1163 EAST SEVENTH STREET, CHICO, CALIFORNIA, 95928-5999.**
4. The NATURE OF THE INTEREST or ESTATE of the undersigned is: **IN FEE**
5. A work of improvement on the property hereinafter described was COMPLETED on **September 20, 2016** and accepted by the Chico Unified School District on **October 5, 2016.**
6. The work of improvement completed is described as follows: **FURNISHING OF ALL LABOR, MATERIALS AND SERVICES FOR Science Building at Marsh Jr. High School FOR THE CHICO UNIFIED SCHOOL DISTRICT, CHICO, BUTTE COUNTY, CALIFORNIA.**
7. The NAME OF THE ORIGINAL CONTRACTOR for such work of improvement is  
Modern Building Company, PO Box 772, Chico, CA 95927
8. The street address of said property is:  
**Marsh Jr. High School, 2253 Humboldt Road, Chico, CA 95928**
9. The property on which said improvement was completed in the **CITY OF CHICO, COUNTY OF BUTTE, STATE OF CALIFORNIA**, and described as follows:

**ASSESSORS PARCEL NUMBER: 002-180-090-000**

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

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

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

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

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



**AGENDA ITEM:** Supporting Student Achievement

**Prepared by:** Michael Morris, Director

☐ Consent

Board Date October 5, 2016

☒ Information Only

☐ Discussion/Action

### **Background Information**

This Board Workshop will provide an overview regarding efforts to improve student achievement with a focus on secondary English Language Arts, Mathematics, Science, and Special Education. Additionally, there will be an overview of CUSD California Assessment of Student Performance and Progress (CAASPP) results by school, grade level, and student subgroup. Extensive reports with the state test results in English Language Arts and Mathematics for the district and all schools may be accessed on the public state test results website: <http://caaspp.cde.ca.gov/sb2016/Search>

### **Educational Implications**

The district endeavors to support the continual improvement of instruction which in turn influences student achievement. State and federal accountability data are reviewed by district staff for planning and monitoring educational programs and strategies and to allocate resources to best support the improvement of CUSD students' academic achievement.

### **Fiscal Implications**

Mandated testing is reimbursed by the state. Professional development is supported by funding such as Title II and Educator Effectiveness and does not impact the general fund.

**AGENDA ITEM:** Computers for Classrooms - Status Report

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

☐ Consent

Board Date October 5, 2016

☒ Information Only

☐ Discussion/Action

**Background Information**

On June 15, 2016, the Board approved a contract renewal between CUSD and Computers for Classrooms. The district was asked to report and quantify what we received from Computers for Classrooms by reporting the number of computers and laptops. This report is an update on devices received from Computers for Classrooms for the 2015-16 school year.

**Educational Implications**

Currently there are over 5,800 computers on the CUSD network, with over 4,500 of them checking in over the past 60 days. The computers are used across the district, not only in classrooms for teachers and students, but also in libraries, computer labs and in school and district offices.

**Fiscal Implications**

CUSD received 1,523 desktop computers, 353 laptops and 14 non-Windows machines from Computer for Classrooms between July 1, 2015 and June 30, 2016. **This brings the total number of computers CUSD received this fiscal year to 1,890.** If we paid \$250 for each computer, the cost to the district would have been over \$472,000. These dollar figures do not include the numerous monitors, keyboards, mice, cables, video cards and other components we have also received from Computer for Classrooms.

The cost of refreshing CUSD computer and laptop hardware would take millions of dollars if we purchased new, used or refurbished computers on a regular cycle. Without another plan and/or more resources, we need to foster our relationship with Computers for Classrooms and understand the great value we get for our \$150,000. Last year that was about \$79 per computer/laptop.

<b>Computers for Classrooms - Annual Report</b>			
<b>July 1, 2015 - June 30, 2016</b>			
<u>Quarter</u>	<u>Desktops</u>	<u>Laptops</u>	<u>Other</u>
1	524	112	5
2	307	90	9
3	332	97	
4	360	54	
	1,523	353	14
<b>TOTAL:</b>			<b>1,890</b>



**AGENDA ITEM:** Board Policy 3312, Contracts - Update

**Prepared by:** Kevin Bulterma, Assistant Superintendent, Business Services

☐ Consent

Board Date October 5, 2016

☐ Information Only

☒ Discussion/Action

**Background Information**

Chico Unified School District (CUSD) updates Board Policies on a regular basis to comply with changes in law. CUSD uses the services of the California School Boards Association (CSBA) to provide recommendations for changes in policy and administrative regulations to ensure the district is in compliance with the law. Changes to CUSD Board Policy 3312 made at the September 5, 2015, Board meeting did not include all required language to be in compliance with education code and other legal requirements. Administration is bringing changes to Board Policy 3312, Contracts in accordance with CSBA recommendations.

**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**

The only change in operations will be to bring all contracts to the Board for approval. Education Code 17604 specifically states... "no contract made pursuant to the delegation and authorization shall be valid or constitute an enforceable obligation against the district unless and until the same shall have been approved or ratified by the Governing Board, the approval or ratification to be evidenced by a motion of the Board duly passed and adopted."



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

**Board Policy: #3312**

**Section: 3000**      **Business and  
Noninstructional  
Operations  
Page 1 of 4**

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## CONTRACTS

The Governing Board recognizes its responsibility to enter into contracts on behalf of the district for the acquisition of equipment, supplies, services, and other resources necessary for the achievement of district goals. In exercising this authority to enter into a contract, the Board shall ensure that the district's interest is protected and that the terms of the contract conform to applicable legal standards, including the bidding requirements in Public Contract Code 20111.

(cf. 2121- Superintendent's Contract)  
(cf. 3311 – Bids)  
(cf. 4312.1 - Contracts)  
(cf. 9124 - Attorney)

The Board may, by a majority vote, delegate to the Superintendent or designee the authority to enter into contracts on behalf of the district. **To be valid or to constitute an enforceable obligation against the district, all such contracts must be approved and/or ratified by the Board.**

(cf. 3300 - Expenditures and Purchases)  
(cf. 3314 - Payment for Goods and Services)

Every contract entered into on behalf of the district shall be made available for public inspection, except when the law prohibits disclosure. **No contract shall prohibit a district employee from disparaging the goods or services of any contracting party.**

(cf. 1340 - Access to District Records)

### **Contracts for Non-nutritious Foods or Beverages**

The district shall not enter into or renew a contract for the sale of foods or beverages that do not meet applicable nutritional standards specified in Education Code 49431-49431.7, 5 CCR 15500-15501 or 15575-15578, or 7 CFR 210.11 or 220.12, unless the contract specifies that such sale will occur off campus or outside the time restriction specified in the applicable law.

(cf. 3554 - Other Food Sales)  
(cf. 3555 - Nutrition Program Compliance)

Before the district enters into or renews a contract that grants exclusive or nonexclusive advertising or sale of carbonated beverages, non-nutritious beverages, or non-nutritious foods as defined in law, the Board shall ensure that the district has sufficient internal controls in place to protect the integrity of public funds and to ensure that funds raised as a result of the contract benefit public education. (Education Code 35182.5)

The Superintendent or designee shall develop the district's internal control procedures to protect the integrity of public funds. **Such internal controls may include, but not be limited to, the following:**

1. Procedures that produce accurate and reliable financial statements and, at the same time, safeguard the assets, financial resources, and integrity of every employee responsible for handling money or property. Control systems shall be systematically evaluated and revised to keep pace with the changing responsibilities of management.

(cf. 3100 - Budget)  
(cf. 3400 - Management of District Assets/Accounts)  
(cf. 3460 - Financial Reports and Accountability)





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2. Procedures to ensure that district personnel do not handle cash or product at the school site. The contract shall specify that the vendor stock the machines and shall provide cash accounting, along with a check, for district proceeds directly to the control office.

Any contract for the sale or advertisement of non-nutritious foods or carbonated or non-nutritious beverages shall be entered into on a competitive bid basis pursuant to Public Contract Code 20111 or through the issuance of a Request for Proposal. (Education Code 35182.5)

(cf. 3311 - Bids)

The Board shall not enter into or renew any contract that grants exclusive or nonexclusive advertising or sale of carbonated beverages, non-nutritious beverages, or non-nutritious foods until parents/guardians, students, and members of the public have had an opportunity to comment on the contract at a public hearing held during a regularly scheduled Board meeting. The Board shall clearly, and in a manner recognizable to the general public, identify in the agenda the contract to be discussed at the meeting. (Education Code 35182.5.)

(cf. 9322 - Agendas/Meeting Materials)

(cf. 9323 - Meeting Conduct)

The public hearing shall include, but not be limited to, a discussion of the nutritional value of foods and beverages sold within the district; the availability of fresh fruit, vegetables, and grains in school meals and snacks, including locally grown and organic produce; the amount of fat, sugar, and additives in the foods and beverages discussed; and barriers to student participation in school breakfast and lunch programs. (Education Code 35182.5)

(cf. 5030 - Student Wellness)

The contract shall be accessible to the public and may not include a confidentiality clause that would prevent the district or a district school from making any part of the contract public. (Education Code 35182.5)

#### **Contracts for Electronic Products or Services**

The Board shall not enter into a contract for electronic products or services that requires the dissemination of advertising to students, unless the Board: (Education Code 35182.5)

1. Enters into the contract at a noticed, public hearing of the Board.

(cf. 9320 - Meetings and Notices)

2. Makes a finding that the electronic product or service is or would be an integral component of the education of students.

(cf. 0440 - District Technology Plan)

3. Makes a finding that the district cannot afford to provide the electronic product or service unless it contracts to permit dissemination of advertising to students.

(cf. 1325 - Advertising and Promotion)

4. As part of the district's normal, ongoing communication to parents/guardians, provides written notice that the advertising will be used in the classroom or other learning center.





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*(cf. 5145.6 - Parental Notifications)*

5. Offers parents/guardians the opportunity to request in writing that their child not be exposed to the program that contains the advertising. A request shall be honored for the school year in which it is submitted, or longer if specified, but may be withdrawn by the parents/guardians at any time.

**Contracts for Digital Storage and Maintenance of Student Records**

The district may enter into or renew a contract with a third party for the purpose of providing services, including cloud-based services, for the digital storage, management, and retrieval of student records and/or to provide digital educational software that authorizes a third-party provider of digital educational software to access, store, and use student records. For these purposes, student records include any information maintained by the district that is directly related to a student and any information acquired directly from the student through the use of instructional software or applications assigned to the student by a teacher or other district employee, and do not include de-identified information. (Education Code 49073.1)

*(cf. 5125 - Student Records)*

Any such contract shall contain all of the following: (Education Code 49073.1)

1. A statement that student records continue to be the property of and under the control of the district
2. If applicable, a description of the means by which students may retain possession and control of their own student-generated content, as defined in Education Code 49073.1, including options by which a student may transfer student-generated content to a personal account
3. A prohibition against the third party using any information in the student record for any purpose other than those required or specifically permitted by the contract
4. A description of the procedures by which a parent/guardian or a student age 18 years or older may review personally identifiable information in the student's records and correct erroneous information
5. A description of the actions the third party will take, including the designation and training of responsible individuals, to ensure the security and confidentiality of student records
6. A description of the procedures for notifying the affected parent/guardian, or the affected student if age 18 years or older, in the event of an unauthorized disclosure of the student's records
7. A certification that a student's records shall not be retained or available to the third party upon completion of the terms of the contract and a description of how that certification will be enforced, except that these requirements shall not apply to student-generated content if the student chooses to establish or maintain an account with the third party for the purpose of storing that content
8. A description of how the district and the third party will jointly ensure compliance with the federal Family Educational Rights and Privacy Act, 20 USC 1232g
9. A prohibition against the third party using personally identifiable information in student records to engage in targeted advertising



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**Legal Reference:**

**EDUCATION CODE**

200-262.4 Prohibition of discrimination on the basis of sex  
14505 Provisions required in contracts for audits  
17250.10-17250.55 Design-build contracts  
17595-17606 Contracts  
35182.5 Contract prohibitions  
45103.1 Personal services contracts  
45103.5 Contracts for management consulting service related to food service  
49073.1 Contract requirements for digital storage, maintenance and retrieval of student records  
49431-49431.7 Nutritional standards

**CODE OF CIVIL PROCEDURE**

685.010 Rate of interest

**GOVERNMENT CODE**

12990 Nondiscrimination and compliance employment programs  
53260 Contract provision re maximum cash settlement  
53262 Ratification of contracts with administrative officers

**LABOR CODE**

1775 Penalties for violations  
1810-1813 Working hours

**PUBLIC CONTRACT CODE**

4100-4114 Subletting and subcontracting fair practices  
7104 Contracts for excavations; discovery of hazardous waste  
7106 Noncollusion affidavit  
20111 Contracts over \$50,000; contracts for construction; award to lowest responsible bidder  
20104.50 Construction Progress Payments  
22300 Performance retentions

**CODE OF REGULATIONS, TITLE 5**

15500 Food sales by student organizations  
15501 Sales in high schools and junior high schools  
15575-15578 Food and beverage requirements outside of the federal school meal programs

**UNITED STATES CODE, TITLE 20**

1232g Family Educational Rights and Privacy Act  
1681-1688 Title IX, discrimination

**CODE OF FEDERAL REGULATIONS, TITLE 7**

210.1-210.31 National School Lunch Program  
220.1-220.21 National School Breakfast Program

**Management Resources:**

**CSBA PUBLICATIONS**

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

**WEB SITES**

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

California Association of School Business Officials: <http://www.casbo.org>



**AGENDA ITEM:** Resolution 1354-16, to Establish a Cash Fund at the Butte County Treasurer's Office Related to Refunding of the CUSD 1998 Series B Bond

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

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☐ Consent

Board Date October 5, 2016

☐ Information Only

☒ Discussion/Action

### **Background Information**

As a result of the passage of the refunding bond resolution at the September 7, 2016 Board meeting, the Butte County Treasurer's office is requiring Chico Unified School District (CUSD) to establish a new cash fund at the Butte County Treasury. This new fund will be used to track the property tax revenues and bond payment expenditures related to the refunding of the 1998 Series B Bonds.

### **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**

By establishing a separate cash fund for the future refunding at the Butte County Treasury, CUSD will be in compliance with the Butte County Treasurer's office. Additionally, CUSD will be able to accurately track property tax revenues and bond payment expenditures and cash related to the refunding of the 1998 Series B bond.

### **Recommendation**

It is recommended that the Board approve the Resolution to establish a new cash fund at the Butte County Treasury to account for the refunding of the 1998 Series B Bond.



**Resolution 1354-16**

**RESOLUTION AUTHORIZING THE CREATION OF CASH FUND AT THE BUTTE COUNTY  
TREASURER'S OFFICE FOR THE 1998 SERIES B BOND REFUNDING**

**WHEREAS**, the Chico Unified School District approved a Refunding of the 1998 Series B bonds (Refunding) at its meeting on September 7, 2016, and

**WHEREAS**, the Refunding will provide substantial cost savings to the taxpayers within the Chico Unified School District (District) boundaries, and

**WHEREAS**, the savings on the Refunding will only go to taxpayers and will not be available to the District for facility improvements, and

**WHEREAS**, the property tax revenue and bond payment expenditures need to be accounted for separately to accurately report the financial obligation of the Refunding,

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Board of the Chico Unified School District that a new cash fund be established at the Butte County Treasurer's Office for the use and recording of the expenditures related to the Refunding of the 1998 Series B bonds.

**PASSED AND ADOPTED** at a special meeting of the Governing Board of the Chico Unified School District of Butte County on October 5, 2016.

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

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Eileen Robinson  
President of the Board of Education

**ATTESTED TO:**

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Clerk/Secretary of the Governing Board  
of the Chico Unified School District