Chico Unified School District Measure K Charter School Committee Meeting Notice
Date: June 29, 2020
Time/Location: 3:45pm via Zoom

Join Zoom Meeting
https://us04web.zoom.us/j/76465072481?pwd=QTYrYjFka0wxYIYveUVkWWdyczM2dz09
Meeting ID: 764 6507 2481
Password: 6FgNRv

REGULAR MEETING AGENDA

1. REGULAR SESSION
   1.1 Call to Order and Roll Call
   1.2 Approval of Minutes from Regular Meeting of 4/27/2020 and 5/18/2020

2. PUBLIC COMMENTS

3. DISCUSSION/ACTION ITEMS
   3.1 CORE: Project Request - Technology Devices
       CORE is requesting funding for additional technology on campus
   3.2 CORE: Project Request - Classroom AV Equipment
       CORE is requesting funds for Classroom AV Equipment
   3.3 CORE: Project Request - Gym AV Equipment
       CORE is requesting additional funds for the Gym AV project
   3.4 Appointment of Alternate Committee members for Sherwood Montessori & Forest Ranch
       Sherwood Montessori & Forest Ranch will appoint an alternates to the committee

4. ITEMS FROM COMMITTEE MEMBERS

5. ADJOURNMENT
   4.1 Adjourn; Next meeting July 27, 2020 via Zoom

Information, Procedures and Conduct of CUSD Measure K Charter School Committee Meetings:

Student Participation:
At the discretion of the Chair, students may be given priority to address items to the Committee

Public input on specific agenda items and those items not on the agenda:
The CUSD Measure K Charter School Committee welcomes and encourages public comments. Any person of the public desiring to speak shall be allowed to speak during public comment time and has the option of speaking once on any agenda item when it is being discussed. Speaking time shall generally be limited to three minutes, unless a longer period is permitted by the Committee Chair. In the case of numerous requests to address the same item, the Committee may select representatives to speak on each side of the item. Each person who addresses the Committee must be first recognized by the presiding officer and give his or her name. Comments must be directed to the Committee as a whole and not to individual committee members. The Committee 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. Items brought forth at this part of the meeting may be taken under advisement by the Committee and may be placed on the agenda of a subsequent meeting for discussion or action by the Committee at the discretion of the Committee Chair & Vice Chair.

Special Needs: If you have special needs because of a disability or you require assistance or auxiliary aids to participate in the meeting, please contact the CUSD office at 530.891.3000. CUSD will attempt to accommodate your disability.

Copies of Agendas and Related Materials: Materials are available at the meeting, on the CUSD website at www.chicousd.org, or in the district office prior to the meeting @ 1163 East 7th Street, Chico, CA 95928.
Measure K Charter School Committee Members
Blue Oak Charter School: Susan Domenighini & Buck Ernest
Chico Country Day Charter School: Margaret Reece, co-chair & Lori McGlone
CORE Butte Charter School: Mary Cox, Vice Chair & Susan Smith
Forest Ranch Charter School: Kiersten Morgan & Christia Marasco
Herzog
Inspire School of Arts and Sciences: Doris Luther, co-chair & Jen Josephson
Nord Country School: Lisa Speegle & Kathy Dahlgren
Sherwood Montessori: Michelle Yezbick & Monica Woodward
Wildflower Open Classroom: Tom Hicks & Jonas

Chico Unified School District Measure K Charter School Committee Meeting Notice
Date: April 27, 2020
Time/Location: 3:30pm via Zoom

Join Zoom Meeting
https://us04web.zoom.us/j/71241238551?pwd=QTllbnVZSjFBRIBWNIZXMOJVT1Q3dz09
Meeting ID: 712 4123 8551
Password: 6SrCB7

DRAFT:
REGULAR MEETING MINUTES

1. REGULAR SESSION
   1.1 Called to Order at 3:33 p.m.
   1.2 Attendance:
      Blue Oak Charter School: Susan Domenighini (arrived at 3:35 p.m.)
      Inspire School of Arts and Sciences: Doris Luther, Jen Josephson
      Chico Country Day Charter School: Margaret Reece
      Nord Country School: Lisa Speegle
      CORE Butte Charter School: Mary Cox (absent)
      Sherwood Montessori: Michelle Yezbick
      Forest Ranch Charter School: Christia Marasco
      Wildflower Open Classroom: Tom Hicks
      Chico Unified School District: Jacklyn Kruger, Julie Kistle, Mike Weisenborn

   1.2 Approval of Minutes from Regular Meeting of 2/24/20 & Special Meeting of 2/24/20
      Lisa Speegle motioned to approve the minutes with amendments; Doris Luther seconded. Motion passes.

Information, Procedures and Conduct of CUSD Measure K Charter School Committee Meetings:

Student Participation:
At the discretion of the Chair, students may be given priority to address items to the Committee

Public input on specific agenda items and those items not on the agenda:
The CUSD Measure K Charter School Committee welcomes and encourages public comments. Any person of the public desiring to speak shall be allowed to speak during public comment time and has the option of speaking once on any agenda item when it is being discussed. Speaking time shall generally be limited to three minutes, unless a longer period is permitted by the Committee Chair. In the case of numerous requests to address the same item, the Committee may select representatives to speak on each side of the item. Each person who addresses the Committee must be first recognized by the presiding officer and give his or her name. Comments must be directed to the Committee as a whole and not to individual committee members. The Committee 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. Items brought forth at this part of the meeting may be taken under advisement by the Committee and may be placed on the agenda of a subsequent meeting for discussion or action by the Committee at the discretion of the Committee Chair & Vice Chair.

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2. PUBLIC COMMENTS
Doris Luther commented on the need for a special meeting.

3. DISCUSSION/ACTION ITEMS
3.1 Cash flow of Measure K funds in the charter school apportionment:
   Jaclyn shared a simplified tracking worksheet with summaries of each charter school's
   Measure K spending and available balances, and the charter facilities group activities as a whole. The
   worksheets include series A, B, C as well as Step Up's activity, each project requested, and remaining
   balances. This simplified tracking worksheet is intended to be user-friendly and transparent for
   charter school board members.

3.2 Chico Country Day School: Project Request - Building Project
   CCDS requested funds for the Kinder/Main Office project
   Doris Luther motioned to approve; Lisa Speegle seconded. Motion passes.
   Discussion included the need to develop timelines of projects to ensure that cash flow will
   be adequate for projects’ completions. These will be on the next agenda.
3.3 Appointment of Alternate Committee members for Forest Ranch Charter school. Forest Ranch asked to table this item until next meeting.

4. ITEMS FROM COMMITTEE MEMBERS
4.1 Doris Luther requested a special meeting to consider a time-sensitive project, this will be Monday, May 4th at 3:30 p.m.

5. ADJOURNMENT
5.1 Adjourned at 4:07 p.m.; Next regular meeting May 18, 2020 via Zoom; special meeting May 4th.
Chico Unified School District Measure K Charter School Committee Meeting Notice Date: May 18, 2020
Time/Location: 3:45pm via Zoom

Join Zoom Meeting
https://us04web.zoom.us/j/79682429336?pwd=akhTdllUQldtRnBIM0xL3pINWM3QTV9
Meeting ID: 796 8242 9336
Password: 9EBvq4

REGULAR MEETING MINUTES

1. REGULAR SESSION
   1.1 Called to order at 3:46 p.m.

   Attendance:
   Blue Oak Charter School: Buck Ernest
   Inspire School of Arts and Sciences: Doris Luther, Jen Josephson
   Chico Country Day Charter School: Margaret Reece
   Nord Country School: Lisa Speegle
   CORE Butte Charter School: Mary Cox
   Sherwood Montessori: Michelle Yezbick
   Forest Ranch Charter School: Kiersten Morgan & Christia Marasco
   Chico Unified School District: Jacklyn Krueger, Julie Kistle, Mike Weisenborn
   Wildflower Open Classroom: Tom Hicks (absent)

   1.2 Approval of Minutes from Regular Meeting of 4/27/2020
      Tabled until June meeting.

2. PUBLIC COMMENTS
   None.

3. DISCUSSION/ACTION ITEMS
   3.1 Sherwood Montessori: Project Request - Building Project - portable relocation
      Sherwood requested funds for the remaining costs of the portable relocation.
      Christian Marasco motioned to approve the request; Doris Luther seconded; Motion
      passes.

<table>
<thead>
<tr>
<th></th>
<th>Aye</th>
<th>Nay</th>
<th>Abstain</th>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>BOCS: Buck Ernest</td>
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<td></td>
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<tr>
<td>CCDS: Margaret Reece</td>
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<td></td>
<td></td>
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<tr>
<td>CBCS: Mary Cox</td>
<td>x</td>
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</tbody>
</table>
3.2 Forest Ranch Charter School: Project Request - Flooring Forest Ranch requested funds for the flooring project.
Doris Luther motioned to approve request; Mary Cox seconded; Motion passes.

<table>
<thead>
<tr>
<th>Approved</th>
<th>Aye</th>
<th>Nay</th>
<th>Abstain</th>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
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<td>x</td>
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<td>x</td>
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<td>Nord: Lisa Speegle</td>
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<td>Inspire: Doris Luther, Jen Josephson</td>
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<td>FRCS: Christian Marasco</td>
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<td>Sherwood: Michelle Yezbick</td>
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<td>WOC: Tom Hicks</td>
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<td>x</td>
</tr>
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</table>

3.3 Cash Flow for future projects:
Tabled until next meeting. Committee members will fill a document to the best of their ability describing plans for Measure K funds and timelines for needing funds to complete projects.

3.4 Appointment of Alternate Committee members for Forest Ranch Charter school. Forest Ranch will appoint an alternate to the Measure K Committee
Tabled until future meeting. Sherwood Montessori will also propose an appointee for alternative member.
4. ITEMS FROM COMMITTEE MEMBERS

5. ADJOURNMENT
   5.1 Adjourned at 4:05 p.m. Next meeting June 29, 2020 via Zoom.
Measure K Charter School Facilities Committee
Project Recommendation Form for Consideration by CUSD Board of Trustees

GENERAL INFORMATION: Technology Devices (COVID-19)

<table>
<thead>
<tr>
<th>Name of School</th>
<th>CORE Butte Charter School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address of School</td>
<td>2847 Notre Dame Blvd</td>
</tr>
<tr>
<td>Contact Name</td>
<td>Mary Cox</td>
</tr>
<tr>
<td>Contact Phone/Email</td>
<td>530-809-4152</td>
</tr>
<tr>
<td>Year Established</td>
<td>2007</td>
</tr>
<tr>
<td>Charter Renewal Date</td>
<td>6-2024</td>
</tr>
<tr>
<td>CDS Code</td>
<td>04100410114991</td>
</tr>
<tr>
<td>Charter Number</td>
<td>0945</td>
</tr>
<tr>
<td>Website</td>
<td>corebutte.org</td>
</tr>
</tbody>
</table>

1. **Type of Project:**
   - Planning
   - Construction
   - Health Safety (Including ADA)
   - Modernization/Repair/Renovation/Improve
   - Purchase or lease Project
   - Other (including FF&E)

2. **Project Narrative:**
   CORE Butte is considering moving to a 1:1 device model for 6th-12th grade students. Due to COVID-19 the recommendation is that students do not share devices as that is where germs are easily spread and computers are difficult to keep sanitized. In order for CORE Butte to move toward this model, we are in need of additional laptops to check out to students.

3. **Charter School Property Project Location:** *(If project location is different from address above.)*
   a. Does your school currently operate on a CUSD School Site: _____ yes  _x_ no
   b. Does your school lease property/buildings from a private owner:  _x_ yes  _____ no

4. **Current enrollment and ADA:**  _892/833_

5. **Financial Questions**
   a. Was your prior annual audit report free of any negative findings?  _x_ yes  _____ no  
      *(if no, please explain)*
   b. What were your cash reserves as a percent of expenditures at the end of the prior fiscal year?  _29.21_

6. **Project Schedule**
   Please briefly describe the timeline for the project planning and completion.
   The timeline of the project is dependent upon approval from CUSD. Items will be ordered upon approval with the hopes that they will be installed and ready to use before the start of school.
8. **Preliminary Estimate (Cost)**

<table>
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<tr>
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<th>Round I</th>
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<tr>
<td>Allocation (revised)</td>
<td>$1,243,689.00</td>
<td>$1,544,531.00</td>
</tr>
<tr>
<td>Plus Funds Returned</td>
<td>$2,502.50</td>
<td></td>
</tr>
<tr>
<td>Less Previously Allocated Funds (proj)</td>
<td>$1,245,993.98</td>
<td>837,544.02</td>
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<tr>
<td>Less Previously Allocated Funds (exps)</td>
<td>2,246.21</td>
<td>721.89</td>
</tr>
<tr>
<td>Less Current Project Funds Req.</td>
<td></td>
<td>40,000.00</td>
</tr>
<tr>
<td>Remaining Allocation</td>
<td>$(2,048.69)</td>
<td>$666,265.09</td>
</tr>
</tbody>
</table>

**School Facilities Projects to be Funded with Proceeds of Bonds**

“Bond proceeds will be expended to repair, modernize, replace, renovate, expand, construct, acquire, equip, furnish and otherwise improve the classrooms and school facilities the [charter’s] existing schools, new school sites, and other [charter] owned properties to provide equity among campuses, improved facilities, and student access to instructional technology.”—Measure K

**Documentation (please indicate those completed)**

**All Projects**

- Project Narrative: general scope of work
  - Included
- Enrollment Capacity: Current Facility and/or Proposed
  - Included
- Preliminary Estimate (Cost)
  - Included
- Project Schedule
  - Included

**Building/Modernization/Renovation Projects**

- Feasibility Study and Site Review
  - Included
- Enrollment Capacity: Current Facility and/or Proposed
  - Included
- Pre-Schematics (to be completed by a District approved architect and/or engineering team)
  - Included
- Facility Assessment
  - Included
- Schematic Drawing(s) (areas of work)
  - Included
- CEQA Process Determination (pre-CEQA-form)
  - Included
- Design Development Drawings
  - Included
- Design or Bid Estimate
  - Included
- Construction Documents
  - Included


For Committee Use:

All necessary documents were included: _____ yes _____ no
(if no: request for additional documentation)

CORE QUESTIONS:
1. Does the project fall under the bond language?
2. Given the life span of a bond, did the proposal explain how this project was an appropriate use of funds?
3. Has the school demonstrated the feasibility of project completion?
4. Has the local school board approved the project? 6/12/2020

MEASURE K—CHARTER FACILITIES COMMITTEE APPROVAL

Date of Committee Approval: ________________________________

Attestation of Committee Secretary: ________________________________

For questions or clarifications relative to the completion of this application, please contact:
Kevin Bultema at kbultema@chicousd.org or (530) 891-3000 x. 112
Measure K Charter School Facilities Committee  
Project Recommendation Form for Consideration by CUSD Board of Trustees

GENERAL INFORMATION: Classroom AV Equipment for Telecasting Lessons (COVID-19)

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1. Type of Project:
   - Planning
   - Construction
   - Health Safety (Including ADA)
   - Modernization/Repair/Renovation/Improve
   - Purchase or lease Project
   - x Other (including FF&E)

2. Project Narrative:
   CORE Butte is preparing to re-open school sites in August and will support a blended program which may require teachers to regularly telecast their classes. Installing A/V equipment in the classrooms will allow CORE Butte teachers to continue instructing students through distance learning and allow the school to run a hybrid model program.

3. Charter School Property Project Location: (If project location is different from address above.)
   a. Does your school currently operate on a CUSD School Site:  yes  no
   b. Does your school lease property/buildings from a private owner:  yes  no

4. Current enrollment and ADA:  892/833

5. Financial Questions
   a. Was your prior annual audit report free of any negative findings?  yes  no
      (if no, please explain)
   b. What were your cash reserves as a percent of expenditures at the end of the prior fiscal year?  29.21%

6. Project Schedule
   Please briefly describe the timeline for the project planning and completion. The timeline of the project is dependent upon approval from CUSD. Items will be ordered upon approval with the hopes that they will be installed and ready to use before the start of school.
8. **Preliminary Estimate (Cost)**

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<td>40,000.00</td>
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<td>Remaining Allocation</td>
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**School Facilities Projects to be Funded with Proceeds of Bonds**

“Bond proceeds will be expended to repair, modernize, replace, renovate, expand, construct, acquire, equip, furnish and otherwise improve the classrooms and school facilities the [charter’s] existing schools, new school sites, and other [charter] owned properties to provide equity among campuses, improved facilities, and student access to instructional technology.”—Measure K

**Documentation (please indicate those completed)**

**All Projects**

- Project Narrative: general scope of work
  - Included
- Enrollment Capacity: Current Facility and/or Proposed
  - Included
- Preliminary Estimate (Cost)
  - Included
- Project Schedule
  - Included

**Building/Modernization/Renovation Projects**

- Feasibility Study and Site Review
  - Included
- Enrollment Capacity: Current Facility and/or Proposed
  - Included
- Pre-Schematics (to be completed by a District approved architect and/or engineering team)
  - Included
- Facility Assessment
  - Included
- Schematic Drawing(s) (areas of work)
  - Included
- CEQA Process Determination (pre-CEQA-form)
  - Included
- Design Development Drawings
  - Included
- Design or Bid Estimate
  - Included
- Construction Documents
  - Included
For Committee Use:

All necessary documents were included: ____ yes ____ no
(if no: request for additional documentation)

CORE QUESTIONS:
1. Does the project fall under the bond language?
2. Given the life span of a bond, did the proposal explain how this project was an appropriate use of funds?
3. Has the school demonstrated the feasibility of project completion?
4. Has the local school board approved the project? 06/12/2020

MEASURE K—CHARTER FACILITIES COMMITTEE APPROVAL

Date of Committee Approval: ________________________________

Attestation of Committee Secretary: ________________________________

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Measure K Charter School Facilities Committee  
Project Recommendation Form for Consideration by CUSD Board of Trustees

GENERAL INFORMATION: Gym AV Equipment Addition Correction

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1. Type of Project:
   - Planning
   - Construction
   - Health Safety (Including ADA)
   - Modernization/Repair/Renovation/Improve
   - Purchase or lease Project
   - Other (including FF&E)

2. Project Narrative:
   CORE Butte is working on building in AV equipment for the gymnasium. In order to make the equipment ADA compliant, and to complete the project CORE Butte will need to add additional funds to the project. This equipment will allow conferences, presentations, and community events to better utilize the gym space as more than just a gym. This will also allow the school to have sound equipment for sporting events.
   This project was approved at the February 24, 2020 Measure K meeting. Unfortunately, the estimated project amount that was listed on the form was incorrect and did not match what the CORE Board of Directors request be submitted. The approved amount of $20,000 is $10,000 shy of the $30,000 the CORE Board recommended and approved on February 27, 2020. This request is to correct the submission error.

3. Charter School Property Project Location: (If project location is different from address above.)

   a. Does your school currently operate on a CUSD School Site:  
      - yes  
      - no
   b. Does your school lease property/buildings from a private owner:  
      - yes  
      - no

4. Current enrollment and ADA:  
   - 892/833

5. Financial Questions
   a. Was your prior annual audit report free of any negative findings?  
      - yes  
      - no
      (if no, please explain)
   b. What were your cash reserves as a percent of expenditures at the end of the prior fiscal year?  
      - 29.21%
6. **Project Schedule**
   
   *Please briefly describe the timeline for the project planning and completion.*
   
   *The timeline of the project is dependent upon approval from CUSD. Items will be ordered upon approval with the hopes that they will be installed and ready to use before the end of the semester.*

7. **Preliminary Estimate (Cost)**

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**Documentation** *(please indicate those completed)*

**All Projects**

- Project Narrative: general scope of work
  - Included
- Enrollment Capacity: Current Facility and/or Proposed
  - Included
- Preliminary Estimate (Cost)
  - Included
- Project Schedule
  - Included

**Building/Modernization/Renovation Projects**

- Feasibility Study and Site Review
  - Included
- Enrollment Capacity: Current Facility and/or Proposed
  - Included
- Pre-Schematics *(to be completed by a District approved architect and/or engineering team)*
  - Included
- Facility Assessment
  - Included
- Schematic Drawing(s) *(areas of work)*
  - Included
- CEQA Process Determination *(pre-CEQA-form)*
  - Included
- Design Development Drawings
  - Included
- Design or Bid Estimate
  - Included
- Construction Documents
  - Included
For Committee Use:

All necessary documents were included:  ____ yes  ____ no
(if no: request for additional documentation)

CORE QUESTIONS:

1. Does the project fall under the bond language?
2. Given the life span of a bond, did the proposal explain how this project was an appropriate use of funds?
3. Has the school demonstrated the feasibility of project completion?
4. Has the local school board approved the project? 2/27/2020

MEASURE K—CHARTER FACILITIES COMMITTEE APPROVAL

Date of Committee Approval: __________________________

Attestation of Committee Secretary: __________________________

For questions or clarifications relative to the completion of this application, please contact:
Kevin Bultema at kbultema@chicousd.org or (530) 891-3000 x. 112