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=akhTdllUQldtRnBlM0xyL3piNWM3QT09

Meeting ID: 796 8242 9336
Password: 9EBvq4

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

2. PUBLIC COMMENTS

3. DISCUSSION/ACTION ITEMS
   3.1 Sherwood Montessori: Project Request - Building Project - portable relocation
       Sherwood is requesting funds for the remaining costs of the portable relocation
   3.2 Forest Ranch Charter School: Project Request - Flooring
       Forest Ranch is requesting funds for the flooring project
   3.3 Cash Flow for future projects:
       Schools will present rough drafts of planned future projects over the next 5 years in order to
develop a cash flow mechanism for remaining Measure K funds.
   3.4 Appointment of Alternate Committee members for Forest Ranch Charter school.
       Forest Ranch will appoint an alternate to the Measure K Committee

4. ITEMS FROM COMMITTEE MEMBERS

5. ADJOURNMENT
   4.1 Adjourn; Next meeting June 29, 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
Inspire School of Arts and Sciences: Doris Luther, co-chair & Jen Josephson
Chico Country Day Charter School: Margaret Reece, co-chair & Lori McGlone
Nord Country School: Lisa Speegle & Kathy Dahlgren
CORE Butte Charter School: Mary Cox, Vice Chair & Susan Smith
Sherwood Montessori: Michelle Yezbick & Monica Woodward
Forest Ranch Charter School: Kiersten Morgan & Christia Marasco
Wildflower Open Classroom: Tom Hicks & Jonas Herzog

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=QTllbnVSZjFBKnBWNlJXZXM0JVT1Q3dz09
Meeting ID: 712 4123 8551
Password: 6SrCB7

REGULAR MEETING MINUTES

1. REGULAR SESSION
   1.1 Call to Order and Roll Call
   1.2 Approval of Minutes from Regular Meeting of 2/24/20 & Special Meeting of 2/24/20

2. PUBLIC COMMENTS

3. DISCUSSION/ACTION ITEMS
   3.1 Cash flow of Measure K funds in the charter school apportionment
       Jaclyn Kruger will present the new budget tracking/cash flow worksheet
   3.2 Chico Country Day School: Project Request - Building Project
       CCDS is requesting funds for the Kinder/Main Office project
   3.3 Appointment of Alternate Committee members for Forest Ranch Charter school.
       Forest Ranch will appoint an alternate to the Measure K Committee

4. ITEMS FROM COMMITTEE MEMBERS

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@ 1163 East 7th Street, Chico, CA 95928.
Measure K Charter School Facilities Committee
Project Recommendation Form for Consideration by CUSD Board of Trustees

GENERAL INFORMATION:

<table>
<thead>
<tr>
<th>Name of School</th>
<th>Sherwood Montessori</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address of School</td>
<td>1010 Cleveland Ave.</td>
</tr>
<tr>
<td>Contact Name</td>
<td>Michelle Yezbick</td>
</tr>
<tr>
<td>Contact Phone/Email</td>
<td>530-345-6600  <a href="mailto:michelle@sherwoodmontessori.org">michelle@sherwoodmontessori.org</a></td>
</tr>
<tr>
<td>Year Established</td>
<td>2010</td>
</tr>
<tr>
<td>Charter Renewal Date</td>
<td>January, 2017</td>
</tr>
<tr>
<td>CDS Code</td>
<td>04-61424-00121475</td>
</tr>
<tr>
<td>Charter Number</td>
<td>1166</td>
</tr>
<tr>
<td>Website</td>
<td><a href="http://www.sherwoodmontessori.org">www.sherwoodmontessori.org</a></td>
</tr>
</tbody>
</table>

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

2. Project Narrative:

   On June 26, 2019, the Chico Unified School District’s Board of Education approved $40,000 from Measure K to be spent on planning for the placement of a third relocatable classroom containing a teaching kitchen at the 1010 Cleveland Ave. site. On December 11, 2019, $366,379 was approved to execute the plan. Since then, additional costs are now required by the County of Butte related to site improvements in anticipation of the location being annexed to the City of Chico.

   This proposal is to request that the remainder of the costs for this project be allocated from Round 3 of Sherwood’s bond allocation.

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: **X** yes      ____ no
   
   b. Does your school lease property/buildings from a private owner: ____ yes **X** no

   Note: Sherwood also operates on a site it owns, adjacent to Chapman Elementary, at 1010 Cleveland Ave,

4. Current enrollment and ADA: 151/143

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? **30%**
6. Project Schedule

Please briefly describe the timeline for the project planning and completion.

Programming/Schematic Design Documents – completed
Design Development Documents – completed
Construction Documents – completed
DSA Review & Approval – n/a
Bid & Award – May/June 2020

7. Preliminary Estimate (Cost)

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Series A-C Allocation</td>
<td>$1,402,006</td>
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<tr>
<td>Less Previously Allocated Funds</td>
<td>$961,781</td>
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<tr>
<td>Less Current Project Funds Requested</td>
<td>$25,000</td>
</tr>
<tr>
<td>Remaining Allocation</td>
<td>$415,225</td>
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</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
  - X Included
- Enrollment Capacity: Current Facility and/or Proposed
  - X Included
- Preliminary Estimate (Cost)
  - X Included
- Project Schedule
  - X Included

**Building/Modernization/Renovation Projects**

- Feasibility Study and Site Review
  - X Included
- Enrollment Capacity: Current Facility and/or Proposed
  - X Included
- Pre-Schematics (to be completed by a District approved architect and/or engineering team)
  - X Included
- Facility Assessment
  - Not Applicable
- Schematic Drawing(s) (areas of work)
  - Not Applicable
- CEQA Process Determination (pre-CEQA-form)
  - Not Applicable
- Design Development Drawings
  - Not Applicable
- Design or Bid Estimate
  - Not Applicable
- Construction Documents
  - Not Applicable
For Committee Use:

All necessary documents were included:  

X  yes  no

(if no: request for additional documentation)

CORE QUESTIONS:

1. Does the project fall under the bond language? yes
2. Given the life span of a bond, did the proposal explain how this project was an appropriate use of funds? yes
3. Has the school demonstrated the feasibility of project completion? yes
4. Has the local school board approved the project? May 21, Regular Meeting

MEASURE K—CHARTER FACILITIES COMMITTEE APPROVAL

Date of Committee Approval:  May 18, 2020

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
<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Unit</th>
<th>Unit Cost</th>
<th>Item Total</th>
</tr>
</thead>
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<td>Mobilization</td>
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<td>ls</td>
<td>$3,000</td>
<td>$3,000</td>
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<tr>
<td>Project Layout</td>
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<td>$600</td>
<td>$600</td>
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<tr>
<td>Site demolition</td>
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<td>ls</td>
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<td>$2,000</td>
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<tr>
<td>Excavation/fill</td>
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<tr>
<td>Asphalt Concrete (2&quot;)</td>
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<td>cy</td>
<td>$200</td>
<td>$800</td>
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<td>Sidewalk</td>
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<td>sf</td>
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<tr>
<td>Curb &amp; Gutter</td>
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<td>lf</td>
<td>$30</td>
<td>$4,200</td>
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<tr>
<td>Valley gutter</td>
<td>312</td>
<td>sf</td>
<td>$15</td>
<td>$4,680</td>
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<tr>
<td>Adjust signage</td>
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<td>ls</td>
<td>$475</td>
<td>$475</td>
</tr>
<tr>
<td>City Std. ADA ramp</td>
<td>2</td>
<td>ea</td>
<td>$2,500</td>
<td>$5,000</td>
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<tr>
<td>Storm Drain inlet and drywell</td>
<td>1</td>
<td>ea</td>
<td>$5,000</td>
<td>$5,000</td>
</tr>
</tbody>
</table>

| Sub Total                        |          |       | $31,020   |            |
| Engineering 5%                   |          |       | $1,861    |            |
| Plan Check/Inspection 4%         |          |       | $1,241    |            |
| Contingency 15%                  |          |       | $4,653    |            |

| Total                            |          |       | $38,775   |            |