

CUSD Board of Education

Regular Meeting Agenda

Chico City Council Chambers

May 21, 2008

CLOSED SESSION – 6:15 P.M.

REGULAR BOARD MEETING – 7:00 P.M.



Board Members

Jann Reed, President

Rick Anderson, Vice President

Dr. Andrea Lerner Thompson, Clerk

Dr. Kathy Kaiser, Member

Rick Rees, Member

Kelly Staley, Superintendent

This Agenda is Available at:
Chico Unified School District
1163 E. 7th Street
Chico, CA 95928
(530) 891-3000
Or Online at:
www.chicousd.org

Posted: 05/16/08

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

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 five (5) 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

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.
- 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 five (5) 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 3rd 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
- 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 ex. 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.

CHICO UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Regular Meeting – May 21, 2008

Closed Session – 6:15 p.m.

Regular Session – 7:00 p.m.

**Chico City Council Chambers
421 Main Street, Chico, CA 95928**

AGENDA

1. CALL TO ORDER

2. CLOSED SESSION

2.1 Update on Labor Negotiations

Employee Organizations:

CUTA

CSEA, Chapter #110

Representatives:

Kelly Staley, Superintendent

Bob Feaster, Assistant Superintendent

Jan Combes, Assistant Superintendent

If Closed Session is not completed before 7:00 p.m., it will resume immediately following the regular meeting.

3. RECONVENE TO REGULAR SESSION

3.1 Call to Order

3.2 Closed Session Announcements

3.3 Flag Salute

4. STUDENT REPORTS

5. SUPERINTENDENT'S REPORT

6. CONSENT CALENDAR

A. GENERAL

1. Consider approval of minutes of special session on May 13, 2008, special session on May 7, 2008, special session on April 30, 2008, regular session on April 16, 2008 and Special Session on February 19, 2008.

2. Consider approval of Items donated to Chico Unified School District.

B. EDUCATIONAL SERVICES

1. Consider approval of Expulsions of students with the following IDs: 27479, 34604, 36449, 38011, 38987, 39136, 39178, 39674, 40665, 56671, 58732, 60748, 63936, and 66060.

2. Consider approval of Quarterly Report on Williams Uniform Complaints (Janet Brinson)

3. Consider approval of the California High School Exit Examination (CAHSEE): Waiver of Test Passage for Students With a Disability (Cynthia Kampf)

C. HUMAN RESOURCES

1. Consider approval of Certificated Human Resources Actions.

2. Consider approval of Classified Human Resources Actions.

D. BUSINESS SERVICES

1. Consider approval of the Monthly Board Report on Average Daily Attendance (Jan Combes)
2. Consider approval of the Monthly Board Report on Enrollment (Jan Combes)

7. DISCUSSION/ACTION CALENDAR

A. EDUCATIONAL SERVICES

1. Discussion/Action: Consider approval of New Course Proposal from PVHS - *Vocational Exploration* (Rich Utterback)
2. Information/PUBLIC HEARING/Discussion: Forest Ranch Charter School-Public Hearing (Sara Simmons)
3. Discussion/Action: CHS Closed Campus for Freshmen (Jim Hanlon)
4. Discussion/Action: Charter Schools-Annual Site Visit Reports (Sara Simmons)
5. Information: College Connection Calendar and Update (Sara Simmons)
6. Information: 2007 Base Academic Performance Index Report (Cynthia Kampf)

B. BUSINESS SERVICES

1. Discussion/Action: Service Agreement with School Innovations & Advocacy (Jan Combes)
2. Discussion/Action: Budget Update – 2007-08 Third Period Interim Report (Jan Combes)
3. Information: Budget Update – Preliminary Budget for 2008-09 (Jan Combes)
4. Discussion/Action: Energy Conservation Resolution (Mary Leary)

C. HUMAN RESOURCES

1. Discussion/Action: Consider Approval of Voluntary Reduction in Compensation from CUMA (Chico Unified Management Association)
2. Discussion/Action: Consider Approval of a Subsequent Variable Term Waiver Request for an Administrative Services Credential for Certificated Employee Jeaner Kassel (Bob Feaster)
3. Discussion/Action: Consider Approval of the Memorandum of Understanding Between Chico Unified School District and CSEA, Chapter #110 Regarding Staffing Changes in Nutritional Services as Recommended by the Quality Circle (Bob Feaster)

8. ITEMS FROM THE FLOOR

9. ANNOUNCEMENTS

10. ADJOURNMENT

MINUTES

1. CALL TO ORDER

At 7:05 p.m. Board Vice President Anderson called the Special Session Meeting to order at Chico Unified School District, in the Large Conference Room. No public members were in attendance, so the Board Vice President Anderson moved to the Consent Calendar.

Present: Rick Anderson, Dr. Andrea Lerner Thompson, Dr. Kathy Kaiser, and Rick Rees.

Absent: Jann Reed

2. CONSENT CALENDAR

At 7:07 p.m., Board Vice President Anderson asked if anyone wanted to pull the single consent item for further discussion. Board Clerk Thompson asked to pull 2.A.1.

A. EDUCATIONAL SERVICES

1. The Board approved the Fund Raising Request for Chico High School and Pleasant Valley High School to hold a community baseball game with the Chico Outlaws on 5/28/08.

(Consent Vote)

AYES: Anderson, Thompson, Kaiser and Rees

NOES: None

ABSTAIN: None

ABSENT: Reed

3. DISCUSSION/ACTION CALENDARITEMS REMOVED FROM CONSENT FOR FURTHER DISCUSSION:

Item 2.A.1. ~ At 7:10 p.m. Board Clerk Thompson spoke regarding the timing of the advertising of the event and the late placement on the Board Agenda. She understood the conflict of the need to move quickly to sell the tickets and thanked Mr. Linscheid for his generosity. A motion was made by Board Member Kaiser and seconded by Board Clerk Thompson to approve the Fund Raising Request for Chico High School and Pleasant Valley High School to hold a community baseball game with the Chico Outlaws on 5/28/08.

AYES: Anderson, Thompson, Kaiser and Rees

NOES: None

ABSTAIN: None

ABSENT: Reed

A. HUMAN RESOURCES

1. Approval of Resolution #1027-08, Authorization and Direction that Certificated Services be Reduced for the coming 2008-2009 School Year Due to Reduction or Elimination of Particular Kinds of Service

Assistant Superintendent Feaster explained that one of the layoff notices sent to management staff dealt with the possible layoff of a School Psychologist who is currently funded with categorical funds that may not be available next school year. Resolution #1027-08 will allow the District to send a final layoff notice to the affected employee. A motion was made by Board Member Rees and seconded by Board Member Kaiser to approve Resolution #1027-08, Authorization and Direction that Certificated Services be Reduced for the coming 2008-2009 School Year Due to Reduction or Elimination of Particular Kinds of Service.

AYES: Anderson, Thompson, Rees and Kaiser

NOES: None

ABSTAIN: None

ABSENT: Reed

4. ITEMS FROM THE FLOOR

Assistant Superintendent Feaster explained that per request from the employee, Item 6.2 in the Closed Session on the original Agenda had been moved to Item 3.A.2. in the Open Session on the Amended Agenda. At 4:04 p.m., on Tuesday, May 13, the employee had requested that Item 3.A.2. on the Amended Agenda be moved back to Closed Session. Board Vice President Anderson asked if there were any procedural questions/concerns about moving the item back to Closed Session. George Young, CUTA President, asked if discussions would be recorded during a Closed Session. It was noted that Closed Session discussions are not recorded and no minutes are taken. There were no questions, procedural issues or objections from the floor; Item 3.A.2. on the Amended Agenda was moved to Item 6.2 in the Closed Session.

MINUTES

5. ANNOUNCEMENTS

At 7:18 p.m. Board Vice President Anderson asked if there were any announcements. CUTA President Young reminded everyone about the Rally downtown, tomorrow. The May Revise will become public tomorrow, Wednesday, May 14. There is a Friends of Ag Banquet at Chico High School at 6:30 p.m. tomorrow. There is also the CHS Concert, at 7:00 p.m. tomorrow and the CJHS Concert, tonight. The preliminary budget will be presented next week.

6. CLOSED SESSION

At 7:20 p.m., Board Vice President Anderson announced they would recess into closed session and if there were no objections Item 6.2 will be discussed before Item 6.1. There were no objections. The Board will discuss Item 6.2 with Superintendent Staley, Assistant Superintendent Feaster and Assistant Superintendent Combes. There would be a brief break and then the employee and representatives, George Young and Attorney Ted Lindstrom, would return to the room.

6.1 Update on Labor Negotiations

Employee Organizations:

CUTA

CSEA, Chapter #110

Representatives:

Kelly Staley, Superintendent

Bob Feaster, Assistant Superintendent

Jan Combes, Assistant Superintendent

6.2 Public Employee Dismissal/Discipline/Release Action
for One Certificated Employee

Pursuant to Government Code §54957

Closed Session Announcements

Board Vice President Anderson stated that the Board went into closed session at 7:20 p.m. regarding the above items. Board Member Kaiser motioned and Board Member Rees seconded to uphold the findings of Assistant Superintendent Feaster regarding Item 6.2. There were no other announcements.

AYES: Anderson, Thompson, Rees and Kaiser

NOES: None

ABSTAIN: None

ABSENT: Reed

7. ADJOURNMENT

At 8:50 p.m., Vice President Anderson adjourned the meeting.

:mm

APPROVED:

Board of Education

Administration

MINUTES

1. CALL TO ORDER

At 6:30 p.m. Board President Reed called the Special Session Meeting to order at the Chico Unified School District, Large Conference Room.

Present: Jann Reed, Rick Anderson, Dr. Andrea Lerner Thompson, and Rick Rees.

Absent: Dr. Kathy Kaiser

2. CONSENT CALENDAR

At 6:33 p.m., Board President Reed asked if anyone from the public or the Board wanted to pull any consent items for further discussion. There being none, a motion was made by Board Clerk Thompson and seconded by Board Member Rees to approve the consent item.

A. EDUCATIONAL SERVICES

1. The Board approved the Fund Raising Request for Chico High School for the Class of 2008 to hold a community auction for selling birdhouses on 5/2/08-5/3/08.

(Consent Vote)

AYES: Reed, Anderson, Thompson, and Rees

NOES: None

ABSTAIN: None

ABSENT: Kaiser

3. DISCUSSION/ACTION CALENDARA. HUMAN RESOURCES

1. Approval of Resolution #1026-08, Approval and Implementation of a Stipulated Decision between Affected Teachers and the District Concerning the Reduction in Certificated Staff Due to Reduction or Elimination of Particular Kinds of Service for the 2008/2009 School Year

At 6:35 p.m. Assistant Superintendent Feaster explained that on April 24, 2008, the District and CTA reached a settlement in the matter pertaining to the layoff resulting from the hearings requested by certificated employees who received a "Notice of Recommendation that Services Will Not be Required" with respect to the 2008-09 school year. This settlement included the agreement that specific certificated employees can receive notices of non-reemployment for the 2008-09 school year. Resolution 1026-08 allows the District to send such notices. The Revised Resolution was received at 4:15 p.m. last night. The revised list includes additional information regarding temporary teachers who were moved to probationary (the determination was made by the CUTA Attorney working with the HR department). CUTA President Young had no objections to accepting the Revised Resolution. A motion was made by Board Vice President Anderson and seconded by Board Member Rees to approve Resolution #1026-08.

AYES: Reed, Anderson, Thompson, and Rees

NOES: None

ABSTAIN: None

ABSENT: Kaiser

2. Approval of Senior Management Compensation

At 7:55 p.m. Superintendent Staley presented information on Senior Cabinet Budget Reductions for 2008-09. Administration has been reducing positions. The Nutrition Specialist, the Principal at FVHS, Small School Principals, and the Assistant Superintendent positions have not been filled, plus the district will not replace the Fiscal Services Manager or the IT Director who are retiring this year for a total savings of \$526,250.00. Senior Cabinet Members would like to propose that the vacant Assistant Superintendent position be eliminated for a 25% reduction in senior cabinet positions. In addition, all three senior cabinet members are volunteering to revise their individual contracts for a 3% reduction in total compensation (salary and/or benefits) for the 2008-09 fiscal year.

A motion was made by Board Vice President Anderson and seconded by Board Clerk Thompson to accept the 3% reduction in total compensation for each of the senior cabinet members.

AYES: Reed, Anderson, Thompson, and Rees

ABSTAIN: None

ABSENT: Kaiser

MINUTES

4. ITEMS FROM THE FLOOR

At 8:20 p.m., Board President Reed asked if there were any items from the floor. A PVHS Parent asked when parents would be informed about what programs/classes were going to be cut. Assistant Superintendent Feaster told the parent that he would sit down with her and go over the numbers and would encourage principals to get the information out to parents as soon as possible. Vice President Anderson said the Board would like a list of electives continued and those not continued, also.

5. ANNOUNCEMENTS

Board President Reed announced the following upcoming events: The FFA Parent/Member Banquet on May 14. The Art Studio Open House at PVHS this Friday, 1:00-2:30 p.m. Grandparents Day at Shasta Elementary on Friday, May 9; 11:30 a.m. The CJHS Band concert on May 13. The CHS Band concert on May 14 and the Choir concert on May 18. Both the Jr. High and High school concerts would be performed at CSUC.

Superintendent Staley stated work has begun on creating two district-wide calendars one for listing events for staff and one for listing events for the public.

Superintendent Staley also said that there was a possibility that in two weeks, the Chico Outlaws may have an exhibit game with half the team playing with PVHS students and half the team playing with CHS students and all pre-sale ticket sales would go to the athletic departments at both schools. The tentative date is May 28; hopefully this will become an Annual event. We will need to sell a lot of tickets in a short time.

Board Member Anderson stated that the Board of Directors for CSBA would be having conversations with the delegate assembly on Saturday regarding CSBA's position on many of the bills that come before the state legislature. The Delegate for Butte County is Kathy White from Oroville Elementary. If you have ideas send them to Rick.

George Young stated that next Wednesday a Coalition Budget Rally would take place at Park Plaza. He also presented information on a website, next10.org, where you can try to balance the CA state budget. It was very informative.

At 7:53 p.m. Board President Reed stated the Board would recess into closed session.

6. CLOSED SESSION6.1 Update on Labor Negotiations

Employee Organizations:

CUTA

CSEA, Chapter #110

Representatives:

Kelly Staley, Superintendent

Bob Feaster, Assistant Superintendent

Jan Combes, Assistant Superintendent

6.2 Public Employee Performance Evaluation

Pursuant to Government Code §54957

Title: Assistant Superintendent

6.3 Public Employment: Terms of Contract

Pursuant to Government Code §54957

Instructions to Negotiators, Jann Reed and Rick Rees, concerning Superintendent Contract

Closed Session Announcements

At 10:15 p.m., President Reed stated there was nothing to report.

7. ADJOURNMENT

At 10:20 p.m., President Reed adjourned the meeting.

:mm

APPROVED:

Board of Education

Administration

MINUTES

1. CALL TO ORDER

At 6:33 p.m. Board President Reed called the Special Session Meeting to order at Chico High School, Williams Theatre. The Board will start with the consent items and then open the floor for discussion. It was announced that if anyone in the audience wanted to speak, they should fill out a card in the lobby and turn it in.

Present: Jann Reed, Dr. Andrea Lerner Thompson, Dr. Kathy Kaiser, and Rick Rees. Rick Anderson arrived at 7:27 p.m.

Absent: None

2. CONSENT CALENDAR

Board President Reed asked if anyone from the public or the Board wanted to pull any consent items for further discussion. There being none, a motion was made by Board Member Kaiser and seconded by Board Clerk Thompson to approve the consent items.

A. EDUCATIONAL SERVICES

1. The Board approved the Field Trip Request from Little Chico Creek 6th grade classes to attend Environmental School at Whiskeytown, in Redding, CA from 5/12/08-05/16/08..
2. The Board approved the Fund Raising Request for Little Chico Creek to hold a Jog-A-Thon on 05/02/08.

B. HUMAN RESOURCES

1. The Board approved the Classified Human Resources Actions:

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Comment/PRF # Fund/Resource</u>
<u>Appointment</u>			
TORREY, VICKIE	LT CAFETERIA ASST/ CHAPMAN/3.0	4/15/2008 -6/05/2008	VACATED POSITION/217/ NUTRITION/0000
<u>Leave of Absence</u>			
SCHMIDT, LISA	CAFETERIA ASST/ CHS/2.0	4/17/2008	EARLY RETURN FROM LOA/ NUTRITION/

(Consent Vote)

AYES: Reed, Thompson, Kaiser and Rees

NOES: None

ABSTAIN: None

ABSENT: Anderson (arrived late)

3. DISCUSSION/ACTION CALENDAR

A. GENERAL

1. Approval of Resolution #1021-08, Teacher Appreciation Day

At 6:35 p.m. Assistant Superintendent Feaster presented the resolution to recognize and honor the teachers for the great work they do every day. Board President Reed read the resolution. A motion was made by Board Clerk Thompson and seconded by Board Member Kaiser to approve Resolution #1021-08, Teacher Appreciation Day.

AYES: Reed, Thompson, Rees and Kaiser

NOES: None

ABSTAIN: None

ABSENT: Anderson (arrived late)

2. Approval of Resolution #1022-08, Classified School Employee Week

At 6:40 p.m. Assistant Superintendent Feaster presented the resolution to recognize and honor the classified staff. Classified personnel provide valuable services in support of educating students. Board President Reed read the resolution and asked for comments. Superintendent Staley addressed the issue that it was difficult to talk about appreciating employees and then move to layoff discussion. Employees are valued, but the financial crisis has to be dealt with. A motion was made by Board Member Kaiser and seconded by Board Member Rees to approve Resolution #1022-08, Classified School Employee Week.

MINUTES

AYES: Reed, Thompson, Rees and Kaiser

NOES: None

ABSTAIN: None

ABSENT: Anderson (arrived late)

B. EDUCATIONAL SERVICES

1. Discussion: CHS Closed Campus for 9th Grade

At 6:45 p.m. Superintendent Staley introduced Jim Hanlon, CHS Principal, who presented a proposal to keep freshmen students on campus next school year, rather than allowing them an open campus as in the past. Communication with parents, newspapers, neighborhoods, CSUC, and downtown Chico businesses was encouraged. The issue will be brought before the Board for consideration at a future meeting.

C. HUMAN RESOURCES

At 7:38 p.m. Bob Feaster introduced Sheila Vickers, Fiscal Advisor, Butte County Office of Education, who explained that the Board's action was critical to move the district ahead in solving its financial crisis. If the district can show itself solvent, then it can borrow locally to meet short-term commitments, such as payroll. If the district has to borrow from the state, the state will assign a controller to take over from the administration and the Board. The district would have to pay its new controller for bi-annual audits, while it also tries to repay a loan. Meanwhile, students would leave the district, exacerbating the loss of revenue. It takes longer and costs more to recover if you go to a state loan.

At 7:47 p.m. Assistant Superintendent Feaster explained that on April 16, 2008, the Board approved the Superintendent's Budget Reductions Recommendation. The first part of the layoffs are part of the cuts to programs and schools approved by the Board two weeks ago, and the second part includes all non-teaching positions funded by state grants, which the district is uncertain will be funded next year.

Resolutions 1018-08 and 1019-08 have different timelines to notify two groups. Special Ed. classes will be staffed with sufficient classified staff to provide a safe and productive learning environment. It was noted that the following revisions needed to be made: the 7th item on Resolution 1019-08, IA-Special Education, was being removed from the list as the employee is still serving at Nord; and on Resolution 1018-08, the effective date should be June 30, 2008, not June 20, 2008, in the first and second paragraphs.

At 7:55 p.m. Board President Reed asked for public comment. Comments were received from public, staff and community members. Jack Metcalf, representing the classified labor union described many of the jobs that non-teaching staff do, and how they touch students' lives. The Board acknowledged that the cuts were difficult, but necessary. Employees were encouraged to keep looking for budget reduction ideas.

1. Approval of Resolution #1018-08, Elimination of Classified Services and Ordering Layoffs in the Classified Service for the 2008-2009 School

At 9:25 p.m. Board Vice President Anderson made a motion, seconded by Board Member Kaiser to adopt Resolutions #1018-08 and #1019-08 with the above mentioned revisions.

AYES: Reed, Anderson, Thompson, Rees and Kaiser

NOES: None

ABSTAIN: None

ABSENT: None

2. Approval of Resolution #1019-08, Elimination of Classified Services and Ordering Layoffs in the Classified Service for the 2008-2009 School Year

At 9:25 p.m. Board Vice President Anderson made a motion, seconded by Board Member Kaiser to adopt Resolutions #1018-08 and #1019-08 with the above mentioned revisions.

AYES: Reed, Anderson, Thompson, Rees and Kaiser

NOES: None

ABSTAIN: None

ABSENT: None

MINUTES

3. Approval of Resolution #1023-08, Elimination of Classified Services and Ordering Layoffs in the Classified Service for the 2008-2009 School Year

At 9:25 p.m. Assistant Superintendent Feaster presented Resolutions #1023-08 and #1024-08. These Resolutions include all non-teaching positions funded by state grants, which the district is uncertain will be funded next year. There are two Resolutions because of different timeline requirements. Also, there should be a revision to Resolution #1024-08 changing the date from June 20, 2008 to June 30, 2008, in paragraphs one and two on pages 1 and 2. Board President Reed asked for public comment, there being none, Board Member Rees made a motion, seconded by Board Member Kaiser to approve Resolutions #1023-08 and #1024-08 with revisions noted above.

AYES: Reed, Anderson, Thompson, Rees and Kaiser

NOES: None

ABSTAIN: None

ABSENT: None

4. Approval of Resolution #1024-08, Elimination of Classified Services and Ordering Layoffs in the Classified Service for the 2008-2009 School Year

Board Member Rees made a motion, seconded by Board Member Kaiser to approve Resolutions #1023-08 and #1024-08 with revisions noted above.

AYES: Reed, Anderson, Thompson, Rees and Kaiser

NOES: None

ABSTAIN: None

ABSENT: None

D. BUSINESS SERVICES

1. Approval of Resolution #1025-08, Authorizing District Staff to Proceed with the Preparation and Circulation of a Request for Qualifications Relating to the Construction of a New Performing Arts Center at Pleasant Valley High School

At 9:30 p.m., Assistant Superintendent Combes introduced Facilities Manager Weissenborn who explained that the adoption of this Board resolution will allow the district to proceed with the preparation and circulation of a request for qualifications relating to the construction of a new Performing Arts Center at Pleasant Valley High School. Addison Covert, with Kronick, Moskovitz, Tiedemann and Girard presented additional information and answered questions regarding the process. Board Member Kaiser made a motion, seconded by Board Clerk Thompson to approve Resolution #1025-08.

AYES: Reed, Anderson, Thompson, Rees and Kaiser

NOES: None

ABSTAIN: None

ABSENT: None

2. Discussion: Update on Chico High School New Classroom Building

At 10:05 p.m. Facilities Manager Weissenborn introduced the DLR Group of Sacramento representatives, Rick Parks and John Anderson, who updated the Board on the conceptual planning process and the progress they have made to date for the Chico High School New Classroom Building.

At 10:40 p.m. Facilities Manager Weissenborn stated that he and Board Clerk Thompson met with Friends of Agriculture representatives who discussed the development of the Henshaw/Quinn site as a teaching station for Agriculture working in conjunction with the Career Tech Grant. The Friends of Ag members would like to clear the weeds and stumps and activate the abandoned well and let Ag students use for projects. The group is committed to talk with the Board and the City to determine steps to move forward.

4. **ITEMS FROM THE FLOOR**

Board President Reed asked if there were any items from the floor. There were none.

5. **ANNOUNCEMENTS**

At 10:51 p.m. Board President Reed asked if there were any announcements, there being none, the meeting was adjourned and announced the Board would recess into Closed Session.

MINUTES

6. CLOSED SESSION**6.1 Public Employee Performance Evaluation**

Pursuant to Government Code §54957

Title: Superintendent

6.2 Public Employment: Terms of Contract

Pursuant to Government Code §54957

Title: Superintendent

6.3 Public Employee Complaint/Discipline

Pursuant to Government Code §54957

6.4 Update on Labor Negotiations

Employee Organizations:

Representatives:

CUTA

CSEA, Chapter #110

Kelly Staley, Superintendent

Bob Feaster, Assistant Superintendent

Jan Combes, Assistant Superintendent

7. RECONVENE TO REGULAR SESSIONClosed Session Announcements

Board President Reed stated the Board went into closed session at 10:51 p.m. regarding the above items. The Board Members signed the Superintendent Evaluation and approved the recommendation of the Superintendent regarding Item 6.3. There were no other announcements.

8. ADJOURNMENT

At 11:10 p.m., President Reed adjourned the meeting.

:mm

APPROVED:

Board of Education

Administration

MINUTES

1. CALL TO ORDER

At 6:30 p.m. the Board convened and announced they would recess into closed session to discuss Items 2.1-2.4.

Present: Jann Reed, Rick Anderson, Dr. Andrea Lerner Thompson, Dr. Kathy Kaiser, and Rick Rees

Absent: None

2. CLOSED SESSION**2.1 Public Employee Performance Evaluation**

Pursuant to Government Code §54957

2.2 Liability Claim/Claim No. 080149

Claimant: Tarrant for KM

Agency claimed against: Chico Unified School District

Pursuant to Government Code §54957

2.3 Update on Existing Litigations

Government Code Section §54956.9(a)

Name of Cases: Black vs. CUSD and Crews vs. CUSD

Attending:

Kelly Staley, Superintendent

Bob Feaster, Assistant Superintendent

Jan Combes, Assistant Superintendent

2.4 Update on Labor Negotiations

Employee Organizations:

Representatives:

CUTA

CSEA, Chapter #110

Kelly Staley, Superintendent

Bob Feaster, Assistant Superintendent

Jan Combes, Assistant Superintendent

3. RECONVENE TO REGULAR SESSION

Present: Jann Reed, Rick Anderson, Dr. Andrea L. Thompson, Dr. Kathy Kaiser and Rick Rees

Absent: None

3.1 Board President Reed called the Regular Session Meeting to Order in the City Council Chambers at 7:05 p.m. It was announced that if anyone wished to speak, they should fill out a card in the lobby and turn it in.**3.2 Closed Session Announcements**

Board President Reed stated that the Board had been in closed session since 6:15 p.m. regarding the above items. The Board unanimously denied Item 2.2, Claim No. 080149. There were no other announcements.

3.3 Board President Reed led the salute to the Flag.**4. STUDENT REPORTS**

Kitty Lopez, Asst. Rally Commissioner and Prom Coordinator reported on Chico High School events. Pedro Quentana, Kena Vigil, and Natalie Eggleston reported on Fair View High School events. Courtney Bobinger, Senior Class Vice President, and Vincent Walker, Senior Class Spirit Coordinator, reported on Pleasant Valley High School events. Every 15 Minutes was a big success. Superintendent Staley thanked everyone (staff, students and community) who participated in the Every 15 Minutes program.

5. SUPERINTENDENT'S REPORT

Students who won statewide awards in the Federal Junior National Duck Stamp program were announced. Mark Rodriguez introduced Marigold students: Haley Barnhart, Evan Drake, Juan Pablo Martinez, and Dylan Whaley, 3rd grade; and Anthony Thao, 5th grade. Joyce Burdette introduced CJHS students Corina Ahlswede and Travis Peebles. Jim Baumgartner, CJHS teacher and Mark Rodriguez, Marigold teacher were recognized for their work with students in this program for the last several years.

Rob Williams introduced 7th and 8th grade students from Hooker Oak who worked collaboratively with the CSUC Museum of Anthropology to create an artifact display of the Renaissance. Board members and the community were invited to the Grand Opening at Hooker Oak School on April 24, 7:00pm.

Superintendent Staley congratulated Marigold Elementary School for being recognized as a California Distinguished School.

Larry Spini, Principal, introduced Shasta students who performed a song from their 7th Spring Musical, *No Strings Attached*, under the direction of Jack Tulley and Mrs. Darcy Wigham.

MINUTES

6. **CONSENT CALENDAR**

At 7:30 p.m., Board President Reed asked if anyone from the public or the Board wanted to pull any consent items for further discussion. Board Member Kaiser pulled Items 6.A.1. and 6.B.1. A motion was made by Board Member Rees and seconded by Board Member Kaiser to approve the remaining consent items.

A. GENERAL

1. The Board approved the minutes of special session, April 9, 2008, special session on March 29, 2008, and regular session on March 26, 2008 (with the correction that Board Member Kaiser was present).
2. The Board accepted the items donated to Chico Unified School District.

Donor	Item	Recipient
Washington Mutual	\$374.76	Chapman
Emma Wilson PTA	\$3,304.50	Emma Wilson/6th Grade
Emma Wilson PTA	\$500.00	Emma Wilson
Jim Crane	Mailbox Storage Unit @ \$150.00	Forest Ranch
Becki & James Gilbert	10 Books @ \$150.00	Hooker Oak School
Yvonne Gailey	2 rolls of paper @ \$120.00	Hooker Oak School
James Gilbert	Plant Containers and Trays @ \$50.00	Little Chico Creek
Donald Fowkes, DDS	\$50.00	McManus
Rajendra Bhakta	\$100.00	McManus/Ms. Lewis' Class
Lindy Hoppough	1 Fiskars 12" Rotary Cutter @ \$68.00	Neal Dow
Marva Burr	Misc. Microphone Items @ \$497.29	Neal Dow
David & Kelly Zeichick	\$5,000.00	Parkview
Target Stores	\$171.08	Parkview
Washington Mutual	\$402.82	Parkview
Mr./Ms. Heyman	\$25.00	Shasta
Shasta PTO	\$1,000.00	Shasta
Samuel Medrano, M.D.	\$250.00	Shasta
Kathryn Miller	\$20.00	Sierra View/6th Grade
Best Buy Co., Inc.	Gift Certificates/USB Drive @ \$2,100.00	Sierra View
Cozy Diner		Sierra View/6th Grade
Great Harvest Bread	Granola @ \$40.00	Sierra View/6th Grade
Longs Drugs	Ice Cream @ \$35.00	Sierra View/6th Grade
Morning Sun Martial Arts	Bowls @ \$40.00	Sierra View/6th Grade
Walmart	Gift Card @ \$50.00	Sierra View/6th Grade
Theresa McGowan	Couch @ \$1,600.00	Bidwell Jr. High
Betty & David Nopel	Miscellaneous Supplies @ \$65.54	Chico Jr. High/Science Dept
Nancy & Kevin Barry	\$100.00	Chico Jr. High
Jennifer Rossovich	\$50.00	Chico Jr. High
CJHS PTSA	\$872.00	Chico Jr. High
Azad's Martial Arts		
Academy	\$400.00	Chico Jr. High
Target Stores	\$110.80	Chico Jr. High
United Way	\$27.50	Chico Jr. High
United Way	\$10.00	Chico Jr. High
Debbi Pisani	\$50.00	Marsh Jr. High
North Valley Tree Service	Wood Chips @ \$9,500.00	Marsh Jr. High
PG&E	Three Checks @ \$399.00	Marsh Jr. High
Target Stores	\$74.66	Marsh Jr. High
John & Judee D'Anna	\$200.00	CHS/Boys' Volleyball
Mark & Michelle Hill	\$150.00	CHS/Boys' Volleyball
Bruce & Cindi McGowan	\$150.00	CHS/Boys' Volleyball
Charlie Copeland/Sally Foltz	Books/DVD @ \$3,008.00	PVHS Library

MINUTES

John Copeland	Digests/Quarterlies @ \$78.50	PVHS Library
Ann Dempsey	Books/Video/DVDs/CDs @ \$250.00	PVHS Library
Trevor Irwin	Books @ \$55.00	PVHS Library
Lauren Taylor	Books @ \$400.00	PVHS Library
Team Sports, Inc.	Uniforms @ \$180.00	PVHS /Culinary-Prostart
Mary Kemp	\$20.00	PVHS
Metal Works	Welding Materials @ \$2,200.00	PVHS/ROP Welding
		PVHS/Building Construction
Tile City	Material @ \$102.48	Class
Washington Mutual	\$312.18	PVHS
Wizard Mfg.	6,000 lbs Steel Sheet @ \$3,600.00	PVHS/ROP Welding
Sara Simmons	Thursday Night Market Fee/\$196.00	Chico Unified

B. EDUCATIONAL SERVICES

2. The Board approved the expulsions of students with the following IDs: 35284, 39611, 39857, 41894, 54670, and 58675.
3. The Board approved the Field Trip Request from Rosedale 5th grade class to attend Whiskeytown Environmental Camp from 5/27/08-5/30/08.
4. The Board approved the Field Trip Request for CJHS students to attend the Shakespeare Festival in Ashland, Oregon from 4/26/08-4/27/08.
5. The Board approved the Field Trip Request for PVHS Athletics to attend the Summer Basketball Tournament at the College of the Siskiyous from 5/31/08-6/1/08.
6. The Board approved the Field Trip Request for PVHS Fellowship of Christian Athlete Club to attend "Summit Adventure" at Yosemite National Park from 5/9/08-5/11/08.
7. The Board approved the Carl Perkins Vocational and Technical Education Grant.

C. HUMAN RESOURCES

1. The Board approved the Certificated Human Resources Actions.

Name/Employee #	Assignment	Effective	Comment
Administrative Appointment(s) – Summer Session 2008			
Kassel, Jeaner	Principal-Loma Vista School Summer Session		
Retirement(s)/Resignation(s)			
Employee #1857		06/06/08	Retirement
Beaton, Patricia		07/01/08	Retirement
Cannon, Lynn		06/06/08	Retirement
Cooper, Michael		06/05/08	Resignation
Davis, Janice		06/06/08	Retirement
Gulbrandsen, Patricia		06/06/08	Retirement
Helman, Patricia		06/06/08	Retirement
McGettrick-Kirkland, Peggy		06/06/08	Retirement
Neumann, Arthur		07/01/08	Retirement

MINUTES

2. The Board approved the Classified Human Resources Actions.

<u>NAME</u>	<u>CLASS/LOCATION/ ASSIGNED HOURS</u>	<u>EFFECTIVE</u>	<u>COMMENTS/PRF #/ FUND/RESOURCE</u>
<u>APPOINTMENTS</u>			
ADAMS, MOLLY	INSTRUCTIONAL ASST/ CITRUS/1.0	3/25/2008	VACATED POSITION/118/ GRANT/6010
DECKER, TAMALA	SCHOOL BUS DRIVER-T2/ TRANSPORTATION/7.8	4/10/2008	VACATED POSITION/203/ TRANS SPECIAL ED/7240
DOLAN, ANDREW	CAFETERIA ASST/ EMMA WILSON/2.0	4/3/2008	VACATED POSITION/189/ NUTRITION/0000
DORGHALLI, RANIA	LT CAFETERIA ASST/ CITRUS/3.1	3/25/2008- 6/5/2008	VACATED POSITION/223/ NUTRITION/0000
FARMER, AFTEN	LT CAFETERIA ASST/ CJHS/1.5	3/27/2008- 6/5/2008	VACATED POSITION/181/ NUTRITION/0000
LOWREY, KAREN	CAFETERIA ASST/ PVHS/2.0	3/25/2008	VACATED POSITION/109/ NUTRITION/0000
RODGERS, ROBIN	INSTRUCTIONAL ASST/ ROSEDALE/2.5	3/25/2008	NEW POSITION/172/ GRANT/6010
SANDS, JEREMIAH	LT CAFETERIA ASST/ CJHS/1.5	3/25/2008- 6/5/2008	VACATED POSITION/182/ NUTRITION/0000
<u>INCREASE IN HOURS</u>			
CURRLIN, EUGENIA	HEALTH CARE ASST- SPEC/ EDUCATION SERVICES/6.0	4/1/2008	VACATED POSITION/226/ SPECIAL ED/6501
<u>VOLUNTARY REDUCTION IN HOURS</u>			
ALEXANDER, JENNIFER	IA-SPECIAL ED/ AFC/5	3/26/2008	EXISTING POSITION/ SPECIAL ED/6010
<u>LEAVE OF ABSENCE</u>			
BAKER, CHRISTINA	CAFETERIA COOK-NSS/ COHASSET/6.0	4/26/2008- 5/8/2008	PER CBA 5.3.3
CLEMENT, NICOLE	IPS-CLASSROOM/ LOMA VISTA/2.0	4/16/2008- 5/27/2008	PER CBA 5.11
CLEMENT, NICOLE	IPS-HEALTHCARE/ LOMA VISTA/4.0	4/16/2008- 5/27/2008	PER CBA 5.11
<u>RESIGNED ONLY POSITION LISTED</u>			
CURRLIN, EUGENIA	HEALTH CARE ASST- SPEC/ LOMA VISTA/5.0	3/31/2008	INCREASE IN HOURS
<u>RESIGNATION/TERMINATION</u>			
COOPER, BRENDA	SCHOOL BUS DRIVER-T2/ TRANSPORTATION/7.5	4/4/2008	VOLUNTARY RESIGNATION

D. BUSINESS SERVICES

1. The Board approved the Declaration of Surplus Property.
2. The Board approved the Bid Approval for Heater Replacement at the Bidwell Junior High School Gym.
3. The Board approved the Bid Approval for Reroofing of Units E&M at Chapman Elementary School.
4. The Board approved the Monthly Board Report on Average Daily Attendance.
5. The Board approved the Monthly Board Report on Enrollment.

MINUTES

(Consent Vote)

AYES: Reed, Anderson, Thompson, Kaiser, Rees

NOES: None

7. DISCUSSION/ACTION CALENDAR

ITEMS REMOVED FROM CONSENT FOR FURTHER DISCUSSION:

Item 6.A.1 – At 7:30 p.m. Board Member Kaiser stated the minutes of the regular session on March 26, 2008, showed her as both present and absent from the same meeting. The minutes will be corrected to show she was present. A motion to approve was made by Board Vice President Anderson and seconded by Board Member Rees.

AYES: Reed, Anderson, Thompson, Kaiser, Rees

NOES: None

ABSTAIN: None

ABSENT: None

Item 6.B.1 – At 7:35 p.m. Board Member Kaiser removed herself from voting. A motion to approve was made by Board Vice President Anderson and seconded by Board Clerk Lerner.

AYES: Reed, Anderson, Thompson, Rees

NOES: None

ABSTAIN: Kaiser

ABSENT: None

A. EDUCATIONAL SERVICES

1. Information: BIGS in Schools

Carolyn Adkisson shared information on the BIGS in Schools program. The school based mentoring program is a partnership with CUSD, Big Brothers and Big Sisters, and the Chico Chamber of Commerce. Members volunteer to meet one day per week with students. Claudia de la Torre, Principal, Sheri Zeno, teacher, Weldon Marston, volunteer, Cathy Barrett, Manager, Erin Guilbranson, teacher, Max Littlejohn, student, and Roy Ragstaedt, volunteer, all spoke about the success/meaningfulness of the program.

B. BUSINESS SERVICES

1. Action: Consider Approval of Recommended Budget Reductions Recommendation

At 7:55 p.m. President Reed thanked everyone for attending. President Reed read sections from a Butte County Office of Education letter regarding possible actions that could occur if the district does not make necessary budget adjustments. President Reed explained how the meeting was to proceed: the Superintendent would speak first; 30 minutes would be allowed for speakers to address sports items left off the reduction list presented at the April 9, 2008 Special Meeting; 30 minutes would be allowed for speakers to address solutions/suggestions; the Board would be allowed to discuss the Recommendation and then additional comments would be allowed. Speakers were reminded to fill out a card and told they would be allowed three minutes to speak.

At 8:04 p.m. Superintendent Staley reiterated the seriousness of the budget situation and presented the Budget Reductions Recommendation including the new proposal that rather than eliminating funding for specific sports, PVHS and CHS would each receive \$100,000 for sports and they would determine how it would be spent.

At 8:23 p.m. Sheila Vickers, the Fiscal Advisor from Butte County Office of Education, told the Board that approving these first reductions would be moving in the right direction to avoid a state takeover. She explained if the district has to resort to borrowing money from the state, the Board would lose control and the administrators would be replaced by a state official. Local control would not be completely regained for as long as 25 years.

Students, Coaches, parents and community members asked the Board not to cut sports, music and other programs. Residents of Forest Ranch and Cohasset asked to preserve their schools. CUTA President Young encouraged people to write their legislators.

At 9:20 p.m. Board Members assured the public that they all agreed with the speakers, and would keep all programs and schools in place if it were possible. But as sworn trustees, they have a higher responsibility to protect the district and its students by keeping it financially sound. Additional comments were heard from the public. At 10:40 p.m. Board Vice President Anderson made a motion, seconded by Board Member Kaiser to

MINUTES

adopt the revised Budget Reductions Recommendation as presented tonight.

AYES: Reed, Anderson, Thompson, Kaiser, Rees

NOES: None

ABSTENTIONS: None

ABSENT: None

8. ITEMS FROM THE FLOOR

A spectator encouraged people to look at the glass as half full. There was also a question regarding the savings for cutting the music program at grades 4-6. The savings would amount to \$151,200.

9. ANNOUNCEMENTS

CUTA President Young announced two upcoming rallies regarding the state budget the first one, "Focus on Higher Education", on May 5, at 2:00 p.m., at Butte College, and he second one on May 14, 3:30 p.m. in the downtown park.

Board Vice President Anderson stated that CSBA representatives will be at the capitol on May 17, 18, and 19 to talk with representatives from the state.

10. ADJOURNMENT

At 10:46 p.m., President Reed adjourned the meeting.

:mm

APPROVED:

Board of Education

Administration

MINUTES

1. **CALL TO ORDER**

Board President Jann Reed called the February 19, 2008, Special Session Meeting to order at the Chico Unified School District, Large Conference Room, at 1163 E. 7th Street, Chico, CA, at 6:30 p.m. and indicated that the timeline would be as follows: 6:30-7:15 p.m. discuss Superintendent Evaluation Tool components; 7:15-8:30 p.m., closed session for Board members only; and at 8:30 p.m. Kelly Staley would be called back to the meeting to discuss her evaluation.

Present: Jann Reed, Rick Anderson, Dr. Kathleen Kaiser, Rick Rees and Andrea Lerner Thompson.

2. **Discussion/Action**

Board members discussed the Superintendent Evaluation tools first brought forward at the February 6, 2008, Special meeting.

2.1 **Evaluation Tools**

At 7:30 p.m. Jann Reed moved that the Board adopt Standards 1-9 (with a modification to Standard 4), score 0-4, and use results as an indicator for areas to be used for goals the following year. Andrea Lerner Thompson seconded the motion. The motion was passed unanimously.

AYES: Reed, Thompson, Rees, Anderson and Kaiser

3. **CLOSED SESSION**3.1 **Public Employee Performance Evaluation per Government Code §54957**

At 7:35 p.m. the Board entered into Closed Session to discuss the performance evaluation of the Interim Superintendent.

4. **Announcements**

There were no announcements.

5. **ADJOURNMENT**

At 9:35pm the Board meeting was adjourned.

Posted:

mm

APPROVED:

Board of Education

Administration

DONATIONS/GIFTS

Donor	Item	Recipient
Betty & David Nopel	12 Books @ \$218.65	Citrus Elementary
Andrew Gersch	John Deere Tricycle/Wagon @ \$100.00	Citrus Elementary
Soroptimist International of Chico	\$400.00	Emma Wilson Elementary
Rebecca & Wade Lacque	Garden Plants @ \$100.00	Emma Wilson Elementary
Sophia Boulas &	Wire Rack @ \$80.00	Emma Wilson Elementary
Julie Wiik		
Ken & Karen Krause	HP Scan Jet, Printer & Keyboard @ \$150.00	Emma Wilson Elementary
Tri Counties Bank	\$500.00	McManus Elementary
Cheri Berg	\$40.00	Neal Dow Elementary
Jill Worswick	\$50.00	Neal Dow Elementary
Jerry Worswick	\$50.00	Neal Dow Elementary
Chico Rotary Club	12x12Ft. Canopy @ \$107.24	Parkview Elementary
Box Tops for Education	\$52.50	Parkview Elementary
Chico Physical Therapy Assoc.	\$88.00	Parkview Elementary
Community Care Licensing Adoptions	Furniture @ \$325.00	Rosedale Elementary
Kim Nelson	Wooden Puppet Theater @ \$40.00	Shasta Elementary
Mark & Kim Nelson	Computer Printer @ \$229.99	Shasta Elementary
Cody Coy	\$250.00	Shasta Elementary/Library
Dawn Fedeli	\$100.00	Shasta Elementary
Shasta PTO	\$1,000.00	Shasta Elementary
Louwane Parsons	Jewelry @ \$218.00	Shasta Elementary
Rita Burns	Books @ \$40.00	Shasta Elementary
Sandra & Kevin Harrasser	\$200.00	Sierra View Elementary
Eric Koch	\$30.00	Sierra View Elementary
PG&E/Laird Oelrichs	\$50.00	Sierra View Elementary
Lori Welsh	Sandwich Bags @ \$8.00	CJHS/Science Dept.
Craig & Glenda Strobe	Pentax Camera @ \$800.00	CJHS/Art Dept.
Casa Grande	Tomatoes @ \$40.00	CJHS/Garden Project
Fostine's Nursery	Plant Starts @ \$40.00	CJHS/Garden Project
Chico Creek Nursery	Plant Starts @ \$40.00	CJHS/Garden Project
Michelle Borg, DDS	\$50.00	CJHS/Garden Project
Savannah, Brian & Karen Williams	Paradise Rose Bush @ \$25.00	MJHS/In memory of Sandi Marsicola
CA Gov. Office/		
Secretary of Education	\$45.00	CHS/Library
David and Sally Scott	\$100.00	CHS/Cross Country Team
Cornwell Scribeworks	4 Drawings @ \$208.50	CHS/Band
Terry Horne @ Elks Lodge	\$250.00	PVHS/Key Club
Soroptimist International/Bidwell Rancho	\$2,000.00	PVHS/AVID Program
Chico Running Club	\$1,500.00	PVHS/Cross Country Team
PG&E Corp./Randy Leppard and		
Janet Walther	\$327.00	PVHS
June Craig	Books @ \$86.00	PVHS Library
Terrie Morales	Books @ \$14.00	PVHS Library
Linda Elliott	Books @ \$144.00	PVHS Library
Charlie Copeland/Sally Foltz	Books @ \$252.00	PVHS Library
Wizard Mfg./Allen Reif/Cory Pierce	4000 lbs steel @ \$2,800.00	PVHS Welding Class
David Hopper	\$100.00	PVHS/FHA HERO/Culinary/Prostart
Mark Gailey	\$5.00	PVHS/FHA HERO/Culinary/Prostart
Sutter Buttes Communication	\$200.00	PVHS/FHA HERO/Culinary/Prostart
Chris Gulbrandsen	\$100.00	PVHS/FHA HERO/Culinary/Prostart
River Valley Enterprises	\$250.00	PVHS/FHA HERO/Culinary/Prostart

DONATIONS/GIFTS

Donor	Item	Recipient
Happy Garden Restaurant	\$40.00	PVHS/FHA HERO/Culinary/Prostart
Monique Claverie	\$40.00	PVHS/FHA HERO/Culinary/Prostart
Travis Satterlund	\$400.00	PVHS Social Science Scholarship
Scott & Monique Claverie	\$150.00	PVHS/Boys Volleyball
Gary & Vicki Drews	\$150.00	PVHS/Boys Volleyball
Tim & Paula O'Laughlin	\$300.00	PVHS/Boys Volleyball
Mark & Leanne Chrisman	\$150.00	PVHS/Boys Volleyball
Charles & Paula Beehner	\$150.00	PVHS/Boys Volleyball
Jeffrey & Christina Freeman	\$150.00	PVHS/Boys Volleyball
Mark & Ann Dickman	\$150.00	PVHS/Boys Volleyball
Lou & Shirley Diaz	\$150.00	PVHS/Boys Volleyball
Steve & Carole Lotti	\$150.00	PVHS/Boys Volleyball
Sean & Denise Crosswhite	\$150.00	PVHS/Boys Volleyball
Paul & Dona Watters	\$150.00	PVHS/Boys Volleyball
Jeffrey & Elizabeth Gray	\$150.00	PVHS/Boys Volleyball
Marilyn & Mark Burington	\$150.00	PVHS/Boys Volleyball
Mark & Leanne Chrisman	\$90.00	PVHS/Boys Volleyball
Hair Is	\$25.00	Academy For Change
James Padilla	\$30.00	Academy For Change
Mr. & Mrs. Ratner	\$50.00	Academy For Change
Mary Gabaldon	\$100.00	Academy For Change
Mr. & Mrs. Lucero	\$25.00	Academy For Change
Mr. & Mrs. Betcher	\$25.00	Academy For Change
Gary & Maryanne Swinehart	\$10.00	Oakdale School
Gloria Bevers	Books @ \$800.00	District Library

PROPOSED AGENDA ITEM: Quarterly Report on *Williams* Uniform Complaints

- ☒ Consent
- ☐ Information Only
- ☐ Discussion/Action

Board Date: May 21, 2008

Background Information

Williams case legislation requires a school district to use its Uniform Complaint Process to help identify and resolve any deficiencies related to instructional materials, teacher vacancy or missassignment, and emergency or urgent facilities conditions that pose a threat to the health and safety of the pupils or staff. Complaint process information is posted at each school site. Complaint forms are available upon request.

Education Implications

Quarterly reports are required to be submitted to the board for review. Once the report is approved, it is sent to the County Office of Education.

Fiscal Implications

N/A

Additional Information

N/A

Recommendation

Recommended for approval

13
5/5/08

VALENZUELA/CAHSEE Lawsuit Settlement
QUARTERLY REPORT on *Williams* Uniform Complaints
2007-2008 FISCAL YEAR
[Education Code § 35186(d)]

6.B.2.
Page 2 of 2

District: Chico Unified School District

Person completing this form: Janet Brinson

Title: Director

Quarterly Report Submission Date:
(check one)

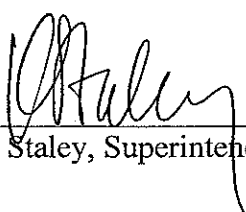
- ☒ April 2008
☐ July 2008
☐ October 2008
☐ January 2009

Date for information to be reported publicly at governing board meeting: May 21, 2008

Please check the box that applies:

- ☒ No complaints were filed with any school in the district during the quarter indicated above.
- ☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials			
Teacher Misassignments or Vacancies			
Facilities Conditions			
CAHSEE Intensive Instruction and Services			
TOTALS			



Kelly Staley, Superintendent

5-15-08

Date

TITLE: Proposed Agenda Item

Action: _____
Consent: X
Information: _____

May 21, 2008

Prepared by: Cynthia Kampf, Ed.D.

Background Information

Students with disabilities who take the High School Exit Exam with **modifications** (for example, using a calculator on the math test or having the English Language Arts test read aloud) receive an invalid score on the test. The school board may grant a waiver of the requirement to pass the HSEE under certain conditions.

A waiver is ONLY required for students who:

- (1) Took one or both portions of the CAHSEE with a **modification(s)**; AND,
- (2) Attained the "equivalent of a passing score" (350 or more points) on the CAHSEE.

At the parent or guardian's request, a school principal shall submit a request for a waiver of the requirement to successfully pass the high school exit examination to the governing board of the school district.

Educational Implications

If a student takes the test with modifications and receives a score of 350 or higher, s/he is eligible for a waiver of the requirement to pass the High School Exit Exam. All other graduation requirements must be met.

Fiscal Implications

None.

Recommendation

It is recommended that the board approve the waivers for the students indicated on the lists included in the board packet.

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

6.C.1.
Page 1 of 2

May 21, 2008

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

Name/Employee #	Assignment	Effective	Comment
<u>Change in Status from Temporary to Probationary Effective 2007/08</u>			
Armstrong, Douglas (Brad)	1.0 FTE Secondary	2007/08	Status change from Temporary to Probationary
Keene, Kristine	1.0 FTE Elementary	2007/08	Status change from Temporary to Probationary
Sullivan, Kelly	1.0 FTE Secondary	2007/08	Status change from Temporary to Probationary
von der Mehden, Alan	1.0 FTE Secondary	2007/08	Status change from Temporary to Probationary
LaFollette, Corrine	0.8 FTE Secondary	2007/08	Status change from Temporary to Probationary
Dunsmoor, Jeanine	0.2 FTE Secondary	2007/08	Status change from Temporary to Probationary
LaGrave, Nicole	1.0 FTE Secondary	2007/08	Status change from Temporary to Probationary
Camy, Loyce	0.2 FTE Secondary	2007/08	Status change from Temporary to Probationary
Stoffel, Lauri	0.4 FTE Elementary	2007/08	Status change from Temporary to Probationary
<u>Part-Time Leave Request(s) for 2008/09</u>			
Albert, Karla	Elementary	2008/09	0.2 FTE Leave
Allen, Joanna	Psychologist	2008/09	0.1 FTE Leave
Brodsky, Ann	Administrative	2008/09	0.4 FTE Leave (Policy #4475 STRS Reduced Workload)
Bunch, Michelle	Elementary	2008/09	0.4 FTE Leave
Calhoon, Lee-Anne	Secondary	2008/09 (1 st Semester)	0.4 FTE Leave
Cannon, Marilyn	Elementary	2008/09	0.2 FTE Leave (Policy #4475 STRS Reduced Workload)
Copeland, Charles	Secondary	2008/09	0.4 FTE Leave (Policy #4475 STRS Reduced Workload)
Fanucchi, Gary	Elementary	2008/09	0.5 FTE Leave (Policy #4475 STRS Reduced Workload)
Glick, Melanie	Elementary	2008/09	0.2 FTE Leave
Goldsmith, Charlotte	Elementary	2008/09	0.4 FTE Leave (Policy #4475 STRS Reduced Workload)
Hanson, Robert	Secondary	2008/09	0.4 FTE Leave (Policy #4475 STRS Reduced Workload)
Hayes, Janet	Elementary	2008/09	0.2 FTE Leave (Policy #4475 STRS Reduced Workload)
Kendall, Colleen	Speech Therapist	2008/09	0.5 FTE Leave (Policy #4475 STRS Reduced Workload)
Kindopp, Heather	Elementary	2008/09	0.8 FTE Leave
Malnar, Peggy	Elementary	2008/09	0.2 FTE Leave

Reed, Barbara	Elementary	2008/09	0.4 FTE Leave (Policy #4475 STRS Reduced Workload)
Regall, Darcie	Elementary	2008/09	0.2 FTE Leave (Policy #4475 STRS Reduced Workload)
Taylor, Natalie	Secondary	2008/09	0.4 FTE Leave
Vickers, Lark	Elementary	2008/09	0.2 FTE Leave

Retirement(s)/Resignation(s)

Brown, Ross M.	6/30/08	Retirement
Giampaoli, Elizabeth	6/06/08	Retirement
Hauer, Priscilla	6/06/08	Retirement
O'Donoghue, Ingrid	4/28/08	Resignation from Leave
Schulz, Kathleen	6/07/08	Retirement
Toaspern, Dianne	6/6/08	Retirement
Williams, Robert jm-5/15/08	6/30/08	Resignation

CHICO UNIFIED SCHOOL DISTRICT
1163 EAST SEVENTH STREET
CHICO, CA 95928-5999

6.C.2.
Page 1 of 2

May 21, 2008

MEMORANDUM TO: Board of Education

FROM: Kelly Staley, Superintendent

SUBJECT: Classified Human Resources Actions

<u>ACTION</u>	<u>NAME</u>	<u>CLASS/LOCATION/ ASSIGNED HOURS</u>	<u>EFFECTIVE</u>	<u>COMMENTS/PRF #/ FUND/RESOURCE</u>
APPOINTMENT	BIANCO, CELIA	SR ACCOUNT CLERK/ NUTRITION/8.0	4/21/2008	VACATED POS/216/ NUTRITION/0000
APPOINTMENT	DOMINGUEZ-CALKINS, DEBRA	LT OFFICE ASST ELEMENTARY ATTENDANCE/ MARIGOLD/4.0	4/28/2008- 6/13/2008	VACATED POS/245/ GENERAL/0000
APPOINTMENT	GUDGEON, RICHARD	CAMPUS SUPERVISOR/ MJHS/1.0	5/2/2008	VACATED POS/208/ GENERAL/0000
APPOINTMENT	SANDS, JEREMIAH	CAFETERIA ASST/ NEAL DOW/2.5	4/21/2008	VACATED POS/218/ NUTRITION/0000
INCREASE IN HOURS	ALSTAD, MARK	SCHOOL BUS DRIVER-2/ TRANS/8.0	2/8/2008	EXISTING POS/ TRANS SPECIAL ED/7240
INCREASE IN HOURS	DAY, DORIS	SCHOOL BUS DRIVER-2/ TRANS/7.8	2/8/2008	EXISTING POS/ TRANS SPECIAL ED/7240
INCREASE IN HOURS	ECKERT, PAMELA	SCHOOL BUS DRIVER-2/ TRANS/7.6	2/8/2008	EXISTING POS/ TRANS SPECIAL ED/7240
INCREASE IN HOURS	HAYES, DENNIS	SCHOOL BUS DRIVER-2/ TRANS/7.8	2/8/2008	EXISTING POS/ TRANS SPECIAL ED/7240
INCREASE IN HOURS	RIVAS, HANA	SCHOOL BUS DRIVER-2/ TRANS/6.3	2/8/2008	EXISTING POS/ TRANS SPECIAL ED/7240
INCREASE IN HOURS	TRITCHLER, STACY	SCHOOL BUS DRIVER-2/ TRANS/7.9	2/8/2008	EXISTING POS/ TRANS SPECIAL ED/7240
LEAVE OF ABSENCE	DOMINGUEZ-CALKINS, DEBRA	IA-SPECIAL ED/ MCMANUS/2.5	4/28/2008- 6/13/2008	APPOINTMENT TO LT POSITION
LEAVE OF ABSENCE	KOEHLI-OWNBY, KAREN	HEALTH CARE ASST-SPEC/ LOMA VISTA/3.5	4/01/2008- 4/22/2008	PER CBA 5.3.3
LEAVE OF ABSENCE	KOEHLI-OWNBY, KAREN	HEALTH CARE ASST-SPEC/ LOMA VISTA/3.0	4/23/2008- 4/30/2008	P/T RETURN FROM LOA
LEAVE OF ABSENCE	XIONG, BAO	IA-ELEMENTARY GUIDANCE/ NEAL DOW/2.0	3/27/2008- 4/26/2008	PER CBA 5.2.9
LEAVE OF ABSENCE	XIONG, BAO	IA-ELEMENTARY GUIDANCE/ NEAL DOW/2.0	4/27/2008- 1/27/2009	PER CBA 5.12
RESIGNED ONLY POS LISTED	ALSTAD, MARK	SCHOOL BUS DRIVER-2/ TRANS/7.9	2/7/2008	INCREASE IN HOURS
RESIGNED ONLY POS LISTED	DAY, DORIS	SCHOOL BUS DRIVER-2/ TRANS/7.6	2/7/2008	INCREASE IN HOURS
RESIGNED ONLY POS LISTED	ECKERT, PAMELA	SCHOOL BUS DRIVER-2/ TRANS/7.1	2/7/2008	INCREASE IN HOURS

RESIGNED ONLY POS LISTED	HAYES, DENNIS	SCHOOL BUS DRIVER-2/ TRANS/7.7	2/7/2008	INCREASE IN HOURS
RESIGNED ONLY POS LISTED	RIVAS, HANA	SCHOOL BUS DRIVER-2/ TRANS/5.8	2/7/2008	INCREASE IN HOURS
RESIGNED ONLY POS LISTED	SANDS, JEREMIAH	LT CAFETERIA ASST/ CJHS/1.5	4/20/2008	APPOINTMENT
RESIGNED ONLY POS LISTED	TRITCHLER, STACY	SCHOOL BUS DRIVER-2/ TRANS/7.8	2/7/2008	INCREASE IN HOURS
TERMINATION	MARSICOLA, SANDRA	HEALTH ASST/MJHS/6.0	4/27/2008	DECEASED
TERMINATION	RHYANS, NICOLE	PARENT CLASSROOM AIDE- RESTR/ MCMANUS/2.6	6/5/2008	RESTRICTED RELEASED

Monthly Board Report: Average Daily Attendance as of 3/21/08 P2

	Prior Year Funded P-2 ADA			Current Year Cumulative ADA as of Eighth School Month			Change Over Prior Year		
	Elem	HS	Total	Elem	HS	Total	Elem	HS	Total
Kindergarten	883.92			816.64			-67.28		
Grade 1 -3	2597.78			2584.16			-13.62		
Grade 4-6	2607.97			2556.74			-51.23		
Grade 7 - 8	1897.95			1866.78			-31.17		
Subtotal, Elementary	7987.62			7824.32			-163.30		
Regular Ed Grade 9-12		3674.12			3701.47			27.35	
Continuation (Fairview)		189.22			194.66			5.44	
Opportunity	0.00	31.70			14.59		0.00	-17.11	
Home and Hospital	5.95	17.50		5.20	18.31		-0.75	0.81	
SDC (Special Ed)	212.58	158.24		236.87	158.56		24.29	0.32	
NPS (Non Public School)	1.78	4.41		2.38	4.32		0.60	-0.09	
AFC (Community Day Sch)	14.48	59.33		12.57	53.55		-1.91	-5.78	
Extended Year Spec Ed	14.11	8.59		8.80	7.24		-5.31	-1.35	
Extended Year Non Public	0.30	0.76		0.23	0.77		-0.07	0.01	
Total	8236.82	4143.87	12380.69	8090.37	4153.47	12243.84	-146.45	9.60	-136.85
ADA Included Above that is from Ind Study:			131.67						
Projected ADA for 2008-09 as of Second Period Interim Report:									
Difference									

Chico Unified School District
Central Attendance Office

2007-08
Total Monthly Enrollment By School

	-----SCHOOL MONTH-----										
	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th
	Sept 7	Oct 5	Nov 2	Nov 30	Dec 28	Jan 25	Feb 22	Mar 21	Apr 18	May 16	June 6
Chapman	341	340	337	340	337	334	330	327	328		
Citrus	451	450	447	447	446	457	448	450	448		
Cohasset	38	36	36	36	36	36	37	39	40		
Forest Ranch	46	46	46	46	45	46	46	45	47		
Emma Wilson	673	677	676	682	686	686	688	686	686		
Hooker Oak K-6	376	378	379	375	376	384	382	380	378		
John McManus	635	627	619	630	624	628	630	628	635		
Little Chico Crk	563	572	565	570	567	572	571	576	580		
Marigold	530	530	531	541	539	546	546	547	546		
Neal Dow	461	462	462	486	486	468	470	470	464		
Parkview	464	460	456	455	455	450	451	448	446		
Rosedale	446	437	422	419	419	416	427	429	430		
Shasta	611	611	609	609	605	609	609	611	618		
Sierra View	593	596	593	593	590	592	590	588	587		
Oakdale	5	5	4	6	10	9	9	9	9		
Loma Vista K-6	13	15	13	13	13	13	13	13	14		
SUBTOTAL K-6	6246	6242	6195	6248	6234	6246	6247	6246	6256	0	0

Hooker Oak 7-8	60	60	58	57	55	55	52	52	52		
BJHS	788	780	782	779	777	783	778	770	773		
CJHS	678	685	684	678	678	681	682	682	679		
MJHS	684	686	686	678	676	688	691	688	687		
CSHS	2037	2024	2020	2014	1972	1984	1977	1967	1953		
PVSHS	2025	2015	2001	1980	1964	1964	1933	1934	1920		
Fair View	231	250	246	252	229	234	238	238	248		
AFC	74	85	106	106	74	98	102	106	111		
Ind St 7-12	108	122	125	124	109	129	128	120	128		
Loma Vista 7-12	9	10	11	11	11	15	15	15	15		
SUBTOTAL 7-12	6694	6717	6719	6679	6545	6631	6596	6572	6566	0	0

CURRENT YEAR	12940	12959	12914	12927	12779	12877	12843	12818	12822	0	0
PRIOR YEAR	13085	13080	13007	13037	12842	12958	12990	12961	12946	12920	
DIFFERENCE	-145	-121	-93	-110	-63	-81	-147	-143	-124		

Action: X
Consent:
Information:

Prepared by: Rich Utterback, SDC Teacher, PVHS

Background Information

This course is designed to provide Special Education students that may not be on a diploma track with the opportunity through hands-on activities, to obtain and build vocational knowledge and skills that may transfer to legitimate employment during summer vacation and after they leave the high school system. Students will gain knowledge and skills in the areas of (Careers, Critical Thinking, Safety, Work Ethics, Jobsite Management and Building Construction skills). Students will apply consumer math and English skills as part of the curriculum. This course will be available to all students with an IEP (Individualized Education Plan) and instructor approval.

Educational Implications

The main educational implication is that students will gain skills and knowledge in a vocational area that may provide them with tools to become gainfully employed after they have left the high school setting. A positive impact should be that students with learning disabilities will gain needed knowledge and skills to increase their self-efficacy and ability to compete in the world of work after high school.

Fiscal Implications

Currently, there would be no fiscal impact on the district. Students would be working in conjunction with the janitorial and maintenance departments. School self improvement funds may also be a source of funding. Possible equipment donations from the business community would provide materials such as hand tools, paint, sprinkler parts, lumber, etc.

Additional Information

It has always been hard to place some of the special education students in electives that are truly relative for them. This will give the teachers of the Visions Program an opportunity to provide an elective class while also freeing up potential seats in an already overcrowded Fine Arts or Physical Education class.

Recommendation:

FV



Administrative Offices
1163 E. Seventh Street
Chico, CA 95928-5999

530 / 891-3000
fax: 891-3220
www.chicousd.org

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NEW COURSE PROPOSAL OUTLINE

Course Title:	Vocational Exploration
Grade Level:	9 th -12 th
Required/Elective:	Elective
Length/Credits:	Year (5 credits per semester)
Prerequisites:	IEP
Course Number:	(To be completed by District)

I. Course Rationale and Description:

Rational - This course will provide an opportunity for those Special Education students that may not be on a diploma track or to gain vocational experience through hands-on activities/jobs on the Pleasant Valley campus or community service projects.

Description – Students will receive hands-on instruction in everyday vocational activities on Pleasant Valley High Schools campus and community projects while also using the classroom to reinforce basic math and reading/writing skills to complete work tasks. Students will benefit from this course by acquiring basic work skills, developing learning strategies, and preparing for possible job opportunities. Students will identify individual areas of vocational interest and their vocational aptitude. Students will be able to identify appropriate attendance for the world of work. Students will demonstrate appropriate safety rules in the work environment. This course will help those students who are not on diploma track, but will also be available to all students with an IEP and instructor approval.

II. Instructional and Supplemental Materials:

Approved Core Instructional Materials:

Life Skills for Vocational Success – Bart M. Trench, MA
Everyday Life Skills – American Guidance Service, Inc.
Building Life Skills – Liddell & Gentzler

Supplemental Materials:

COIN – Career Targets (Career exploration and educational planning guide)
Career Cruising – Internet Research

III. Course Outline/Standards/ Instructional Methods/Assessments:

Prepare a course outline that indicates the following: 1) name of unit; 2) time allocated for the unit; 3) standards addressed in each unit (please use Content Standards Framework numbering system and write out each standard); 4) Instructional strategies used in each unit; 5) Assessments utilized. (Use additional pages as needed.)

Unit Name	Standards Addressed	Time	Instructional Strategies	Assessments
Careers	3.0 Career Planning and Management			
Critical Thinking	5.0 Problem Solving and Critical Thinking			
Safety	6.0 Health and Safety			
Work Ethics	7.0 Responsibility and Flexibility			
Jobsite Management	9.0 Leadership and Teamwork			
Building Construction Skills	Residential and Commercial Construction Pathway			

IV. Instructional Methods: Please indicate instructional methods to be used for special needs students, including Special Education, English Language Learners, and Honors.

Instructional methods will vary according to the accommodations and modifications indicated in the special education student's most recent IEP and each student's particular learning style. Students will receive Visual and Verbal instruction while obtaining hands-on experience.

V. Grading Policy:

Students will be graded by a combination of classroom and on-the-job activities. Participation in physical activities/assignments will be required by all students to gain knowledge/experience of work requirements/responsibilities.

Class participation:	70%
Class work:	30%

Aligned with State Frameworks: ☐ Yes ☒ No

CSU/UC Requirement: ☐ Yes ☒ No

Sites offered:

Curriculum Council Approval Date:

Board Approval Date:

New Course Proposal Signature Page

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Course Title: Vocational Exploration
Submitted by: Rich Utterback
Department: Special Education/Visions **Campus:** PVHS

STEP 1 - Same Grade Level Department Chairperson Approval

Chico High School	<i>Allison Schnell</i>	Date	<i>5/8/08</i>
Pleasant Valley High School	<i>Mark A. Farley</i>	Date	<i>5/2/08</i>
Fair View High School		Date	
Oakdale School		Date	

Bidwell Jr. High School		Date	
Chico Jr. High School		Date	
Marsh Jr. High School		Date	
CAL		Date	
Oakdale School		Date	

STEP 2 - Same Grade Level Campus Principal Approval

Chico High School	<i>[Signature]</i>	Date	<i>5/8/08</i>
Pleasant Valley High School	<i>[Signature]</i>	Date	<i>5/2/08</i>
Fair View High School		Date	<i>5/9/08</i>
Oakdale School	<i>[Signature]</i>	Date	<i>5-7-08</i>

Bidwell Jr. High School		Date	
Chico Jr. High School		Date	
Marsh Jr. High School		Date	
CAL		Date	
Oakdale School		Date	

STEP 1 and 2 above. Appropriate consideration in the above steps must be made within 10 days of receipt. Consideration may be: approval or rejection. If rejected, it must be returned to originator with rationale.

Content Area Task Force Approval (if appropriate):

_____ Date _____

CUSD Educational Services Approval:

Carolyn Anderson _____ Date *5/16/08*

CUSD Curriculum Council Approval:

_____ Date _____

Pleasant Valley High School
1475 East Avenue
Chico, Ca 95926
(530) 879-5100

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COURSE DESCRIPTION SHEET
For
Vocational Exploration

Teacher's Name: Rich Utterback
E-Mail: rutterback@pvchico.org
Voice Mail: 879-5100 ext. 125
Room: B8

Department: Vision's Program
Year: 2008-09

Course Description:

Students will receive hands-on instruction in everyday vocational activities on campus while also using the classroom to combine basic math and reading/writing skills to complete work tasks. Students will benefit from this course by acquiring basic work skills, developing learning strategies, and preparing for possible job opportunities. Students will identify individual areas of vocational interest and their vocational aptitude. Students will be able to identify appropriate attendance for the world of work. Students will demonstrate appropriate safety rules in the work environment. This course will help those students who are not on diploma track, but will also be available to all students that have an IEP and Instructor approval.

Topics:

Landscaping	Household Smarts	Employability
Social Awareness	Career Planning	Time Management
Self Advocacy	Appropriate Behavior	Filling out appropriate paperwork
Public Transportation	Money Management	Social Skills

Grading Policy:

Students will be graded by a combination of classroom and on-the-job activities. Participation in some physical activities/assignments will be required by all students.

Hands-on activities: 70%
Class work: 30%

Grading Scale:

100 - 90% = A	89 - 80% = B
79 - 70% = C	69 - 60% = D
59% and below = F	

Homework/Class Routines:

No homework will be required with the exception of obtaining possible paperwork to further their opportunities to gain employment through Workability-I or in the civilian sector.

Classroom Rules:

1. Be to class on time with all materials.
2. Give full attention to the lesson for that day.
3. Respect all persons and property.
4. Wait until excused by the teacher before leaving the classroom.
5. Work in a safe and efficient manner.

Tardies/Tuancies:

A tardy is not being in the classroom or pre-determined work area/site when the bell rings to begin class. Tardies may result in disciplinary action. Tuancy is any un-cleared absence. Tuancies cannot be made up therefore will result in zero/reduced credit for that day. All absences must be cleared through the office.

I HAVE READ AND UNDERSTAND THE COURSE EXPECTATIONS FOR VISIONS
HEALTH.

Print Name of Student

Signature of Student

Print Name of Parent/Guardian

Signature of Parent/Guardian

PROPOSED AGENDA ITEM: Forest Ranch Charter School-Public Hearing

Prepared by: Sara Simmons

- ☐ Consent
- ☐ Information Only
- ☐ Discussion/Action

Board Date: 5/21/08 _____

Background Information

Due to declining enrollment and our budget deficit, the board made the difficult decision to close Forest Ranch School at the conclusion of the 2007-2008 school year. Parents and community members have been working quickly to establish a charter school which would serve students for the 2008-2009 school year.

A proposed charter petition was delivered to the district on May 15. The charter school petitioners require a decision from the board by June 10 in order to meet SBE guidelines for opening the Fall of 2008. This public hearing is the beginning of that process.

Educational Implications

Students from the Forest Ranch area will have the choice to continue to attend school in their community or in another of our schools.

Fiscal Implications

The proposed school intends to be direct funded, which means that any ADA generated will flow back to the school and will not come to CUSD.

Additional Information

The district's Charter Review Committee will provide a recommendation regarding approval or denial at a later, special meeting of this board prior to June 10.

DO Recommendation: Approve _____

TITLE: Closed Campus for Freshmen

Action: X

Consent:

May 21, 2008

Information: _____

Prepared by Jim Hanlon

Background Information

Over the past two years Chico High School has been working toward the development of a Professional Learning Community culture among staff. One of the outcomes of this work is the implementation of the beginnings of an intervention system that identifies and supports students who are struggling academically. The initial target group for these efforts will be freshmen. We are proposing to close campus for freshman.

Educational Implications

Based on attendance, discipline, and academic data, we believe that the freedoms that open campus affords freshmen place undue pressure on their ability to achieve success here at Chico High.

Fiscal Implications

No foreseeable negative implications.

Potential positive implications:

- Increased revenue generated by on-campus food sales thus decreasing the drain on the general fund by Food Services
- Increase in ADA through increased attendance

Additional Information

In conjunction with closing campus for freshmen, we will be implementing a "Learning Center" to made available at lunch for freshmen that are receiving an F in Math or English

PROPOSED AGENDA ITEM: Charter Schools-Annual Site Visit Report

Prepared by: Sara Simmons

- ☐ Consent
- ☐ Information Only
- ☐ Discussion/Action

Board Date: 5/21/08 _____

Background Information

Per Education Code, the chartering agency of approved charter schools must exercise oversight authority. One of the components of oversight is an annual Site Visit. The Charter School Site Visitation Committee went to Nord Country School on February 26, 2008 and to Chico Country Day School on March 4, 2008. Attached is the report from the committee.

Educational Implications

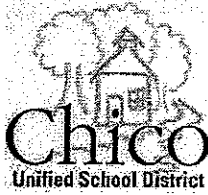
Committee members who have district responsibilities for aspects of the educational program were asked to examine each school's practice and verify that each school was staying true to the terms of its' charter.

Fiscal Implications

Committee members who have district responsibilities for fiscal issues were asked to examine each school's practice with regard to financial viability.

Additional Information

These reports were previously shared with representatives from Nord and CCDS.



Administrative Offices
1163 E. Seventh Street
Chico, CA 95928-5999

530/891-3000
fax 891-3220
www.ChicoUSD.org

Oversight Visit – February 26, 2008

Sara Simmons, Director, Educational Services:

Attendance, Recruitment, Enrollment/Governance Structure

The following are my observations from the visit to Nord Country School on February 26, 2008. I focused my attention on two areas; enrollment and the governance structure.

Recruitment/Enrollment/Attendance:

Nord Country School continues to practice an ongoing and successful recruitment campaign, which is reflected in their growing student population. The school welcomes all age appropriate students.

The system for tracking enrollment and attendance seems to be efficient. The school submits copies of state attendance reports to the district.

Nord Country School has developed a Strategic Plan to guide the school and the board of directors with long-term growth.

Commendations:

- The student population of Nord Country School is diverse and reflects both the community of Nord and the surrounding area.
- The Nord community continues to actively support the school. The level of community dedication and commitment remains high.
- Communication to stakeholders in both English and Spanish continues to be both visible and ongoing.
- The process of Strategic Planning has been completed and will prove extremely beneficial to the school community as the school continues to grow and serve the students of the area.

Governance Structure:

Nord Country School is governed by a Board of Directors whose members include representatives from parents, community and staff. Day to day responsibility for academic issues is assumed by the Principal, while the responsibility for business decisions rests with the Executive Director.

Commendations:

- The composition of the Board of Directors reflects the long-standing Nord community interest in and pride for their school. Directors have many different areas of expertise, providing a built-in knowledge base for NCS. The board continues to communicate with district staff in an open and professional manner.
- One of the founding members of Nord Country School, Catherine Oviedo, served as both the Principal and Executive Director when the school began. Mrs. Oviedo has since trained and transferred duties of the Principal to Mrs. Kathy Dahlgren. Mrs. Oviedo continues to function as the Executive Director. Both women are commended for continuing to 'grow the school' in their respective positions.

Carolyn Adkisson, Director, Educational Services:

Academic Program & Goals

The Chico Unified Visiting Committee was warmly greeted by a Nord Country School leadership group comprised of parents, community members and staff. Each committee member was provided a guide who escorted us around the school campus and answered questions. The following are my observations from the visit. I focused my attention on the areas of the academic program and academic goals.

- The school library was a very inviting place for students.
- State approved standards aligned textbooks were used for instruction in all classrooms.
- Teachers utilized a variety of instructional approaches to meet the learning needs of students including direct instruction, small group instruction, large group instruction, one-on-one aide assistance.
- Thematic instruction was utilized in all classrooms with language arts skills integrated into science and social studies instruction.
- A well-balanced literacy program was evident in all classrooms with the instructional program utilizing the basal reader, literature groups and independent reading.
- Differentiated instruction was evident through the use of leveled reading groups and leveled math instruction in the primary grades.
- Writing instruction included the writing process and the Step-up-to-Writing program. Samples of student writing demonstrated the integration of writing across the curriculum and strong student writing skills across the grades.
- Spelling instruction included the Houghton Mifflin spelling program.
- Math instruction incorporated the math textbook, daily practice of math facts and the use of manipulatives.
- There was an abundance of literature books available for students to read in each classroom.
- Technology was integrated into the instructional program in all classrooms.
- Classrooms were orderly with students on task and actively engaged in learning activities.

Commendations:

- The individual learning needs of students were addressed as evidenced by the use of a variety of instructional resources and instructional practices in each classroom.
- The learning environment in each classroom was warm, nurturing and safe for students. Motivational practices were in place to encourage students to become more engaged and responsible for their learning.

Recommendations:

- Continue to provide a well-designed and implemented instructional program that meets the varying learning needs of your students and a caring and nurturing learning environment that enhances each child's learning.

Dr. Cynthia Kampf, Director, Testing and After School Programs:

State Testing and Accountability Programs

Nord Country School was visited on February 26, 2008. Nord Country School met 5 of 5 Adequate Yearly Progress criteria for 2006-2007. The 2006-07 Growth Academic Performance Index was 695, a drop of 14 points from the 2006 Base API. The API score of 695 is comparable to Oakdale School and higher than Chapman and Rosedale.

All test security and test administration procedures have been followed. Nord Country School has submitted all required test data and reports.

Adequate provisions have been made for secure test storage.

Dave Scott, Director, Student Support Services:

Special Education

The members of the District's Charter Review Committee met with members of the Nord Country School (NCS) staff and community members on Tuesday, February 26, 2008. Ms. Cathy Oviedo, Executive Director of Nord Country School, staff and Board members provided the Committee with an update of significant changes since the Committee's previous visit on March 2, 2007 in the areas of curriculum, instruction, personnel and facilities. During the visit, I had the opportunity to converse with NCS staff and community members, visit several classrooms and tour the campus.

Special Education Services:

Nord Country School is a school of the District with respect to special education services. The District provides the following services to NCS:

- 0.25 FTE Resource Specialist Teacher (1.5 days per week)
- 0.10 FTE Speech Therapist (0.50 day per week)
- 0.10 FTE School Nurse (0.125 day per week or approximately 4 hours per month)
- 0.11 FTE Instructional Aide – Special Education (0.56 day per week or approximately 4.5 hours per week)
- 0.10 FTE School Psychologist (0.50 day per week)

NCS students needing more intensive special education services (e.g. a Special Day Class placement) are offered a placement in other programs in the District or SELPA.

As of March 26, 2008 there are nine (9) students at NCS with Individualized Education Programs (IEPs). The primary disabilities for these students are in five of the fourteen federal disability categories as follows:

Specific Learning Disability	3 students
Speech or Language Impairment	3 students
Other Health Impairment	1 student
Autism	1 student
Hard of Hearing	<u>1 student</u>
Total	9 students

The student enrollment at NCS is 93 students. The percentage of students with disabilities at NCS is 9.67. As reported in the December 1, 2007 SELPA Student Report, the percentage for the District is 11.38 percent.

Commendation:

1. The NCS staff is commended for their enthusiastic efforts in serving a diverse group of students, including students from the Nord community, English Learner students, students with disabilities and economically disadvantaged students.

Recommendation:

1. The Resource Specialist Teacher (RST) currently meets with students in a room that previously served as a custodial storage area. The NCS Administration is encouraged to find another location for the RST and other itinerant specialists to provide their services to students.

Bernard Vigallon, Director, Alternative Education:

Discipline:

I made contact with Catherine Oviedo, Administrator, of the Nord Country Charter School regarding the school's Suspension and Expulsion policy and process. Mrs. Oviedo provided a

text demonstrating a dedicated approach to the task. I reviewed all aspects of NCS's discipline and alignment to the California Ed Code.

Findings:

All Nord Country Day School documents regarding discipline (Ed Code 48900 and 48915 suspension and expulsion) have been aligned with California Ed Code.

Recommendation:

NCCS provide the CUSD Office of Suspension and Expulsion Review Suspension and Expulsion information weekly. The reported information to include student data, Ed Code violation(s), days of suspension and specific information regarding any Expulsions.

Leroy Christophersen, Safety & Loss Control Coordinator:

School Safety

I participated in the Oversight visit that took place on February 26, 2008 at Nord Country School. I spoke with Cathy Oviedo, Director, Board members Roy Roney, Robert and Barbara Henigan and several staff members. In addition, I was able to talk to a few students during their break.

School Safety:

A log is maintained recording NCS Fire, Earthquake and Code Red Drills. Cathy Oviedo stated arrangements are being made to have their Fire Drill observed by the local Fire authority. Evacuation maps have been placed in each room and the evacuation process is practiced by Staff and students monthly. Periodic site inspections are done by Jessie the Maintenance person for hazards to be addressed. All parents and volunteers are required to register at the office prior to going to the classroom.

Each week there is a physical education activity that involves running around the local neighborhood, which I was able to observe. This activity could involve several potential hazards. NCS staff has set up several "safe guards" such as posting several staff members along the way, placing warning cones and notifying the community.

A Commendation to the staff for providing a wonderful and safe environment.

Bob Feaster, Assistant Superintendent, Human Resources:

Personnel/Staff Performance:

Interviews were conducted with administrators, teaching staff and Board members along with documents provided by Nord Country School. Observations were also conducted in the classrooms. This process was very welcoming and pleasant. We were greeted warmly and had access to any and all information needed. The process of the site visit was well organized by the school.

Personnel issues in general are working well at the school. The school has expanded its staff. It appears that they have expanded in appropriate and needed positions and have been able to recruit and hire competent, dedicated and skilled employees.

Janet Brinson, Director, Categorical Programs:

Categorical Programs/Services and Student Interventions

Members of the CUSD Charter Review Committee met with staff and board members at Nord Country School on February 28, 2008. Director, Cathy Oviedo, provided the review team with an overview of current NCS programs and school data and schedules.

Nord Country School receives Title I funding and continues to utilize those funds to augment a well-designed support program to meet student needs. The school continues to have an

outpouring of community support and volunteerism which assist to enhance student learning. Nord Country School will be offering a summer school program this year that is fully funded by community donations. This ongoing support has afforded NCS the opportunity to establish and maintain a well-designed support program for students.

An ELD/Intervention teacher has been added to the staff to specifically work with English Language Learners. She currently works as "push-in" support in the classrooms and works with small groups and individual students based on language level and need. She uses English Language Development (ELD) and Specially Designed Academic Instruction in English (SDAIE) strategies to support the core curriculum. There are currently 40 EL students out of a total student population of 94.

Director, Cathy Oviedo, met with CUSD staff to review testing and recording criteria for EL students. NCS is currently utilizing the same documentation format as CUSD to record student data. This will assist both staffs as students may transition from one school to another. Additional parent notification letters and documentation information has been provided to Cathy for her review and possible utilization.

Scott Jones, Director, Fiscal Services:

Financial Viability:

2005/2006 – 2006/2007: NCS continues to not only maintain but improve upon their already very healthy fiscal condition. They ended the 05/06 year with a \$63,270 positive fund balance representing 12% of total expenditures. In 06/07 NCS improved fund balance by another \$75,654 for cumulative fund balance of \$138,924 which represents 22.5% of expenditures. The school continues to grow which has added revenues by over \$102,000 versus expenditure growth of about \$ 90,000 over the prior year.

1st Interim: 7/01/07- 10/31/07: NCS continues to show financial improvement through October 31, 2007. Although revenues of \$230,742 are less than expenditures through October, 2007 of 306,512 the school is still expecting to add \$15,710 to fund balance by year end.

2nd Interim: 11/01/07 – 1/31/08: Total revenues of \$388,895 exceed total expenditures of \$373,326 by \$15,569. When NCS adopted their budget they estimated adding \$28,526 to fund balance. The 2nd Interim budget reflects a lowered estimate but still adding \$12,110 to fund balance. NCS has established a 2.82% Designation for Economic Uncertainties as of the 2nd interim as well as an estimated Undesignated/ Unappropriated amount of \$208,758 which is a significant number for a school of about 90 students.

Based on similar school facilities within the Chico Unified School District and in compliance with Proposition 39, the district has worked with NCS during the 07/08 year to purchase and install a relocatable restroom facility for the campus.

The NCS Multi Year projections from last year show the school with slow steady growth for five years out to 100 students in the 2011/2012 fiscal year. NCS may exceed their projections since they have already hit their target of 94 students not projected to occur until the 2009/2010 year. A current five year Multi Year Projection will be requested of the school to update their projections.

NCS has obtained a five year \$125,000 loan commitment from Tri Counties Bank at 7.0% to finance additional classroom facilities at the loading standards desired by the school.



Administrative Offices
1163 E. Seventh Street
Chico, CA 95928-5999

530/891-3000
fax 891-3220
www.ChicoUSD.org

Oversight Visit – March 4, 2008

Sara Simmons, Director, Educational Services: **Attendance, Recruitment, Enrollment/Governance Structure**

The following are my observations from the visit to Chico Country Day School on March 4, 2008. I focused my attention on two areas; recruiting and enrollment, and the governance structure.

Recruitment/Enrollment:

Chico Country Day practices an ongoing recruitment campaign, which is reflected in their steadily growing student population. The system for tracking enrollment and attendance seems to be efficient. The school submits copies of state attendance reports to the district.

While the school has done an exemplary job of translating materials into both Spanish and Hmong, district staff remains concerned that, as of the 2007-2008 CBEDS reporting period, there were two (of a student population of 429) English Language Learners enrolled.

Commendations:

- Communication to parents of current students remains active and ongoing.
- CCDS has made outreach to underrepresented student populations a priority this year as evidenced by promotional materials, registration forms, wait list information, and lottery policy all translated into both Spanish and Hmong.
- This year information about the school was distributed to a local bi-lingual preschool in the neighborhood of CCDS, at the main office of Head Start Preschools and at the local county operated preschool. Additionally, advertisements were placed in a local Spanish language newspaper and Spanish translators were present at both Chico State's Kindergarten Fair as well as the Kindergarten Orientation held at CCDS.

Recommendations:

- Explore additional methods to enroll more English Language Learner students at CCDS to better reflect the demographics of the district. District staff understands that this issue is complicated by the CCDS charter which, like many charters, gives preference for enrollment to siblings of current students as well as children of staff.

Governance Structure:

Chico Country Day School is governed by a Board of Directors whose members include representatives from parents, community and staff. Day to day responsibility for academic issues is assumed by the Principal, while responsibility for business services is that of the Executive Director.

Commendations:

- The composition of the Board of Directors is varied and diversified. Directors have many different areas of expertise, providing a built-in knowledge base for the school.
- CCDS sponsored training in board management, legal issues and conduct for their own board members as well as other area non-profits at the beginning of this school year.

- Executive Director Margaret Reece is enrolled in and attending courses to become certified in Chief Business Officer (CBO) management.
- CCDS is involved in the process of Strategic Planning, which will guide the school in the future.

Carolyn Adkisson, Director, Educational Services:

Academic Program & Goals

The Chico Unified Visiting Committee met with Principal, Paul Weber, and CCDS staff at the beginning of our visit for an opportunity to update us on program components and to answer our questions. Committee members then visited classrooms and talked with classroom teachers. I focused my attention on the academic program and goals and noted the following observations.

- Thematic instruction was utilized in all classrooms with language arts being heavily integrated into mathematics, science and social studies instruction.
- There was a focus on developing academic vocabulary as was evidenced in math lessons and science, math and social studies vocabulary charts displayed in the classrooms.
- Standards aligned instruction is evident in classrooms through the use of learning targets posted in classrooms and students able to explain to the observer why they were working on a particular learning activity.
- A variety of instructional strategies were utilized in all classrooms.
- Mathematics instruction incorporated practice of math facts, hands-on instruction with the use of manipulatives and direct instruction of mathematical concepts and algorithms.
- Fine arts was integrated across the curriculum as evidenced by a variety of language arts, math, science and social studies projects observed in classrooms and the Fine Arts teacher's weekly sixty minute fine arts lesson.

Commendations:

- The integrated learning units provided students with motivating and content rich instruction. Students were actively engaged in learning and demonstrated a high level of understanding of the concepts they were learning. Teacher led discussions focused on critical thinking skills.

Dr. Cynthia Kampf, Director, Testing and After School Programs:

State Testing and Accountability Programs

Chico Country Day School was visited on March 11, 2008.

Chico Country Day School met 13 of 13 Adequate Yearly Progress criteria for 2006-2007. The 2006-07 Growth Academic Performance Index was 835, a drop of 27 points from the 2006 Base API. The API score of 835 is comparable to Marigold School.

All test security and test administration procedures have been followed. Chico Country Day School has submitted all required test data and reports.

Chico Country Day School is an independent charter for state testing programs. They contract with CUSD for STAR pre-ID labels and data submission.

Adequate provisions have been made for secure test storage.

Dave Scott, Director, Pupil Personnel Services:

Special Education

The members of the District's Charter Review Committee met with Chico Country Day School (CCDS) staff and a parent representative on Tuesday, March 4th, 2008. Paul Weber, Principal of Chico Country Day School, and Margaret Reece, Executive Director, provided the Committee with an update of the significant changes since the Committee's previous visit on February 28th, 2007 in the areas of student progress, student performance data, major decisions and policies

enacted by the Board of Directors, parent involvement and satisfaction, school health and safety policies, personnel and personnel qualifications, outreach efforts to Spanish and Hmong families, enrollment and admissions data and practices, and dispute resolution procedures. During the visit, I had the opportunity to converse with several CCDS staff members.

Special Education Services:

The Chico Country Day School currently operates as a school of the District with respect to special education services. The District provides the following services to CCDS:

0.50 FTE Resource Specialist Teacher (2.5 days per week)
0.20 FTE Speech Therapist (1 day per week)
0.20 FTE School Nurse (1 day per week)
1.61 FTE Instructional Aides – Special Education (approximately 11.9 hours per day)
0.20 FTE School Psychologist (1.0 day per week)

CCDS students needing more intensive special education services (e.g. a Special Day Class placement) are offered a placement in programs operated by the District or the Butte County SELPA.

As of March 25, 2008, there are twenty-three students at CCDS with Individualized Education Programs (IEPs). The primary disabilities for these students are clustered in five of the fourteen federal disability categories as follows:

Specific Learning Disability -	9 students
Speech or Language Impairment -	9 students
Orthopedic Impairment -	3 students
Autism-	1 student
Emotional Disturbance -	<u>1 student</u>
Total	23 students

The student enrollment at CCDS is 429 students. The percentage of students with disabilities at CCDS is 5.36. As reported in the December 1, 2007 SELPA Student Report, the percentage for the District is 11.38 percent.

Commencing July 1, 2008 the Chico Country Day School will operate its own special education programs. The CUSD staff listed above will no longer be assigned to CCDS. CCDS will be responsible for the provision of special education services as well as nursing and health services to its students in accordance with federal and state laws and regulations.

CUSD Special Education and Student Support Services staff will provide assistance to CCDS staff in order to facilitate the efficient transition of programs and records from CUSD to CCDS.

Commendation:

1. Mr. Weber and the CCDS staff are commended for their participation in the staff development activities provided through the Butte County Special Education Local Planning Area regarding the Response to Intervention model as well as for their efforts in implementing the "Neverstreaming" service delivery model for special education services.

Bernard Vigallon, Director, Alternative Education:

Discipline:

I made contact with Paul Weber, Principal, of Chico Country Day School regarding a review of the school's Suspension and Expulsion policy and process. As always, Mr. Weber was very helpful and provided the necessary documents to complete the review. I examined all documents.

Findings:

Chico Country Day School's discipline (Suspension) has been aligned with California Ed Code. It is my belief that CCDS consistently manages student discipline/suspension in a firm and fair manner.

Recommendation:

Suspension-

CCDS continue provide the CUSD Office of Suspension Review information weekly regarding Ed Code violation(s) and specific information: days of suspension and student data.

Expulsion-

Chico Country Day School, prior to the start of the 2008-09 school year, (approx July) provide the CUSD Office of Suspension/Expulsion Review an updated Policy/Procedure of their Ed Code aligned expulsion process.

Leroy Christophersen, Safety & Loss Control Coordinator:

School Safety

I participated in the Oversight visit that took place on March 4, 2008 at Chico Country Day School. I spoke with Principal Paul Weber and several staff members. In addition, I was able to talk to a few students during their break.

School Safety:

Paul Weber stated that they are working with the Fire Department to improve their fire drill and emergency preparedness. Mr. Weber provided a log showing when they have conducted various emergency drills. Staff and students seemed to understand what to do in the event of an emergency. All visitors are required to check-in at the office before going to classrooms.

Most of the rooms appear to have Evacuation maps though many were blocked. Mr. Weber provided their Emergency Plan and indicated that it is in the process of being updated. The facility appears to provide for good visual supervision. Campus Supervision appears to be adequate though a reminder to Staff to stay diligent at focusing on supervision is important. A substantial drop off next to the recently added walkway poses a potential tripping or falling hazard.

Mr. Weber stated that only small tasks related maintenance are done by the on-site maintenance person. Larger items are contracted out.

A Commendation to the staff for providing a wonderful and safe environment.

Bob Feaster, Assistant Superintendent, Human Resources:

Personnel/Staff Performance

Based on a meeting with the Executive Director and the Principal, it appears that Chico Country Day School has no issues of concern relative to personnel or staff performance at this time.

Janet Brinson, Director, Categorical Programs:

Categorical Program/Services and Student Interventions

Members of the CUSD Charter Review Committee met with staff and a parent representative at Chico County Day School on March 4, 2008. Paul Weber, CCDS principal and Executive Director, Margaret Reece provided the review team with an overview of current CCDS programs and school data.

Chico Country Day receives categorical program funding through a State Block Grant. As in years past, they combine these funds with general funds. CCDS continues to expand student intervention, enrichment and support services for students.

Staff is moving toward a Response to Intervention (RTI) model to monitor student progress. Intervention strategies are implemented based on student need. Programs currently being utilized are:

- Reading Recovery
- SIPPS
- Read Naturally
- Strategies for Non-Fiction reading

Math Club is offered and a homework club and tutoring program for all 6th – 8th graders has been implemented this year. Various staff development opportunities have been initiated this year to support teachers as they continue to meet the needs of their students.

CCDS currently has two English Learners enrolled. Both students are receiving English Language Development (ELD) and Specially Designed Academic Instruction in English (SDAIE) in a mainstream classroom setting.

Chico Country Day has continued their outreach efforts through various venues. All CCDS promotional and informational materials relating to school registration have been translated into Spanish and Hmong.

Scott Jones, Director, Fiscal Services:

Financial Viability

2005/2006 – 2006/2007: CCDS has improved their financial status significantly. They ended the 05/06 year with a negative fund balance of \$18,165 then turning it around to a 06/07 positive ending fund balance of \$244,645. The school continues to grow which has added revenues by over \$500,000 versus expenditure growth of \$200,000 over prior year.

1st Interim: 7/01/07- 10/31/07: CCDS continues to show financial improvement through October 31, 2007. Total revenues of \$898,804 exceed total expenditures of \$808,358 resulting in an addition of \$93,445 to ending fund balance.

2nd Interim: 11/01/07 – 1/31/08: Total revenues of \$1,618,696 exceed total expenditures of \$1,600,453 by \$15,243. When CCDS adopted their budget they estimated adding \$197,728 to fund balance. The 2nd Interim budget reflects a lowered estimate but still adding \$101,795 to fund balance. CCDS has established a 2.95% General Reserve as well as an estimated Undesignated/ Unappropriated amount of \$255,651.

CCDS expanded by a grade level this year by adding grade 8 and is now a K-8 school fulfilling its charter. Multi year enrollment projections show the 07/08 year with 429 students and growing each year for five years through the 2011-2012 year at 518 students representing a school wide growth of 20.75%. This growth, if realized, should continue to provide the school with healthy revenue increases.

Planned growth by the school resulted in CCDS obtaining a \$152,000 loan for portable classroom buildings. Payments are \$39,808 per year with the loan maturing on 10/01/12. The lender is NCB Capital Impact and the loan contains an interest rate of 7.5%.

CCDS obtained a non-revolving working capital loan of \$192,000 by the California Charter Schools Association is in essence a growth loan and will aid in the schools cash flow during the 07/08 year as they continue to expand. Full repayment of the loan is due on 6/01/08 with the opportunity to reapply during 08/09.

CCDS has decided not renew its agreement for financial services with Ed Tech for the 07/08 year. Instead the Executive Director, coupled with hiring bookkeeping services, has resulted in reducing operating costs while at the same time increasing in house expertise of the important functions of budgeting and accounting services.

Prepared by: Sara Simmons

- ☐ Consent
☒ Information Only
☐ Discussion/Action

Board Date: 5/21/08 _____

Background Information

College Connection is a self-contained, high school/college partnership program located on the Butte College campus. The goals of the program are to assist students in developing necessary study survival skills to successfully transition to college-level work and to provide students the opportunity to take challenging courses in an enriched learning environment.

College Connection students take a combination of high school and college courses. Since Butte College follows a different academic calendar than Chico Unified, board approval is necessary for this alternative 180 day student calendar.

Previously, the board approved an expansion of the program which doubled in size this year. At that time, the board requested an update on the program at the conclusion of this school year.

Educational Implications

None

Fiscal Implications

None

Draft College Connection Calendar 2008/09 **Chico Unified School District**

Fall Semester 2008

1 st Week	2 nd Week	3 rd Week	4 th Week	5 th Week	Days
M T W T F	M T W T F	M T W T F	M T W T F	M T W T F	
* Orientation (1st day Fall Semester)					
August.....	6 7 8	11 12 13 14 15	18 19 20 21 22	* Butte classes start 25 26 27 28 29	(18)
September					
**Labor Day					
1 2 3 4 5	8 9 10 11 12	15 16 17 18 19	22 23 24 25 26	29 30	(21)
October					
1 2 3	6 7 8 9 10	13 14 15 16 17	20 21 22 23 24	27 28 29 30 31	(23)
November					
** Veteran's Day					
3 4 5 6 7	10 11 12 13 14	17 18 19 20 21	24 25 26 27 28	* *Thanksgiving	(17)
December					
**End Semester 1					
1 2 3 4 5	8 9 10 11 12	15			(11)
					(90)

Spring Semester 2009

1 st Week	2 nd week	3 rd week	4 th week	5 th week	Days
January					
*First Day Spring Semester					
7 8 9	12 13 14 15 16	**MLK Birthday 19 20 21 22 23	*Butte classes start 26 27 28 29 30		(17)
February					
**Presidents					
**Washington's					
2 3 4 5 6	9 10 11 12 13	16 17 18 19 20	23 24 25 26 27		(18)
March					
*Spring Break					
2 3 4 5 6	9 10 11 12 13	16 17 18 19 20	23 24 25 26 27	30 31	(17)
April					
1 2 3	6 7 8 9 10	13 14 15 16 17	20 21 22 23 24	27 28 29 30	(22)
May					
*End Semester 2					
1	4 5 6 7 8	11 12 13 14 15	18 19 20 21 22		(16)
					(90)

****Legal Holidays per Ed.Code 37220**

Labor Day Sept. 1
Veteran's Day Nov. 11
Martin Luther King Day Jan. 19
Presidents' Birthdays-- Feb. 13, 16

***Local Holidays per Ed.Code 37220(a)(13)**

Thanksgiving Nov. 27, 28
Winter Break Dec. 16-Jan. 7
Butte Spring Break March 16-20

Fall Semester College Connection = 90 days, August 6 – December 15, 2008

Spring Semester College Connection = 90 days, January 7 – May 22, 2008

PROPOSED AGENDA ITEM: 2007 Base Academic Performance Index Report

Prepared by: Cynthia Kampf, Ed.D., Director of Testing

☒ Information Only

Board Date: May 21, 2008

Background Information

The Academic Performance Index (API) is a single number, ranging from a low of 200 to a high of 1000, that reflects a school's or district's performance level, based on the results of statewide testing. Its purpose is to measure the academic performance and growth of schools. The API was established by the PSAA, a landmark state law passed in 1999 that created a new academic accountability system for K-12 public education in California.

The API is calculated by converting a student's performance on statewide assessments across multiple content areas into points on the API scale. These points are then averaged across all students and all tests. The result is the API. An API is also calculated for districts and for each numerically significant subgroup of students at a school or district. Schools and numerically significant subgroups have unique annual API growth targets.


The key features of the API include the following:

- The API is based on an improvement model. It is used to measure the academic growth of a school. The API from one year is compared to the API from the prior year to measure improvement. Each school has an annual target, and all numerically significant subgroups at a school also have targets.
- The API requires subgroup accountability to address the achievement gaps that exist between traditionally higher- and lower-scoring student subgroups.
- The API is a cross-sectional look at student achievement. It does not track individual student progress across years but rather compares snapshots of school or district level achievement results from one year to the next.
- The API is used to rank schools. A school is compared to other schools statewide and to 100 other schools that have similar demographic characteristics.
- The API is currently a school-based requirement under state law. However, API reports are provided for districts in order to meet federal requirements under No Child Left Behind.

The 2007 Base API will be released to the public at 10:00 a.m. on May 21, 2008. Dr. Kampf will present those results at this board meeting.

Public information will be available on May 21st on the California Department of Education website at www.cde.ca.gov.

PROPOSED AGENDA ITEM: Service Agreement with School Innovations & Advocacy

Prepared by: Jan Combes, Assistant Superintendent, Business Services 

☐ Consent
☐ Information Only
☒ Discussion/Action

Board Date: May 21, 2008

Background Information

The California Legislature establishes new programs for local agencies to implement but do not fund these programs. The Commission on State Mandates decides on which state mandates are subject to reimbursement by the state. Once these determinations are made and the state appropriates funds under this program, agencies can file claims for reimbursement with supporting documentation. School Innovations & Advocacy (SIA) assists local education agencies (LEAs) obtain state reimbursement for the costs they incurred in implementing mandates.

The proposed contract with SIA is for four years and includes filing of all CUSD claims as well as site training and assistance on reporting requirements and working with the District Office on timely filing. SIA will defer 50% of the reimbursement services fee and 100% of the site service fee until such time as payments are made to the Mandate Reimbursement Process claim to cover those amounts.

If regulations change and the contract is no longer in the best interest of the district, the contract can be cancelled with 30 days notice.

Fiscal Implications

The money collected under this program goes directly to the General Fund, but lags behind. The cost of this contract will, eventually, be fully reimbursed to the district.

Additional Information

Tracking this reimbursement program is labor intensive. Those who file the claim must be up-to-date on current law as well as on those instructions given by the State Controller's Office.

Recommendation

Approve contract with SIA for 2007/08 through 2010/11.



MULTIPLE SERVICES AGREEMENT
Between
SCHOOL INNOVATIONS & ADVOCACY, INC.
And
CHICO UNIFIED SCHOOL DISTRICT

THIS AGREEMENT, dated _____, 2008 (the "Agreement") is made by and between Chico Unified School District ("Client"), and School Innovations & Advocacy, Inc., a California corporation ("Contractor"), each being a "Party" and collectively the "Parties".

RECITALS

WHEREAS, Client is authorized to retain consulting services to assist Client in the preparation and filing of reimbursement and estimated claims for the costs of the Mandate Reimbursement Process Program, legislatively mandated by the State of California ("State"), and Contractor is qualified to perform such services; and

WHEREAS, it is necessary and desirable that Contractor be retained by Client for the purpose of performing consulting services;

NOW, THEREFORE, the Parties agree as follows:

1. **Agreement Period.** The Agreement period begins June 1, 2008 (the "Effective Date") and will automatically expire on June 30, 2011 (the "Expiration Date"). The Agreement period consists of four (4) Client fiscal years (July 1, 2007 through June 30, 2008; July 1, 2008 through June 30, 2009; July 1, 2009 through June 30, 2010; and July 1, 2010 through June 30, 2011), the "Agreement Period". Each fiscal year within the Agreement Period is an "Agreement Year".

2. **Services.**

2.1 Description of Services. Contractor agrees to provide Client consulting services ("Services") as outlined in Exhibits A and B during the Agreement Period.

2.2 Scope of Services.

(a) Initial Scope. The Services (as described in Section 2.1) detail the initial scope of work anticipated by the Contractor as of the Effective Date ("Initial Scope of Services"). Client acknowledges that the Fee (as defined in Section 4) is based on this Initial Scope of Services. If the Initial Scope of Services is increased anytime

during the Agreement Period, Contractor reserves the right to increase the Fee to compensate for the unanticipated or additional services.

- (b) No Lobbying Services. This Agreement is not for lobbying services and Contractor is not being retained to provide lobbying services to Client.

3. Client's Obligations.

- 3.1 Client's Responsibilities; Client Acknowledgment. Client is responsible for (a) substantiation of each reimbursement and estimated claim; (b) preparing and maintaining true and correct documentation and accounting records; (c) establishing and maintaining data collection and tracking procedures; (d) implementation of internal controls sufficient to permit and support the preparation and filing of true and correct reimbursement and estimated claims; (e) ensuring that Client, its employees and contractors properly identify and comply with laws and regulations applicable to Client's activities; (f) ensuring Client has record retention policies sufficient to maintain original documentation used in support of claims (for audit or examination by any State or regulatory agency); and (g) maintaining original supporting documents for a period of four (4) years after the State's first payment of the claim. Client acknowledges that Contractor's full, accurate and timely performance under this Agreement is materially dependent upon Client's reasonable cooperation and assistance. Client further acknowledges that Contractor's Initial Scope of Services and Fee presumes a reasonable amount of cooperation and assistance from Client, such as Client's timely provision of certain information, documentation and personnel. Contractor has explained Contractor's requirements in this regard to Client and Client agrees to meet these requirements. Client also acknowledges that the Fee is based on the Initial Scope of Services anticipated by Contractor as of the Effective Date.
- 3.2 Obligations to Contractor. Client shall timely provide Contractor all records and information relevant to any claim in a timely manner and contact information for Client's personnel to whom Contractor may direct inquiries. Client shall complete Exhibit C Client Information page (attached hereto and incorporated herein by reference). Client understands and agrees that the results of Contractor's inquiries, the documentation obtained from Client and other corroborating information may be used by Contractor for filing and/or supporting the reimbursement claims, estimated claims or responding to audits or investigations.
- 3.3 Claim Approval. Upon presentation of a claim for Client's approval, Client agrees to review the claim and respond to Contractor by either: (a) certifying to Contractor, under penalties of perjury, that the time, costs and other data collected by Client and furnished to Contractor in support of the claim are true and correct (for reimbursement claims) or constitute Client's good faith estimates to the best of Client's knowledge (for estimated claims); or (b) provide Contractor with notice specifying why the foregoing certification may not be true. All notices and certifications must comply with the requirements of Section 7.

4. **Payment of Fees.** For Services provided pursuant to the terms of this Agreement, Client agrees to pay Contractor **\$191,100** (the "Fee") for fiscal years 2007/08, 2008/09, 2009/10 and 2010/11, as follows:

Services	FY 2007/08	FY 2008/09	FY 2009/10	FY 2010/11	3 Year Total
Mandate Reimbursement Services	-	34,700	34,700	34,700	104,100
Site Service Plan	15,000	24,000	24,000	24,000	87,000
Total	\$15,000	\$58,700	\$58,700	\$58,700	\$191,100

- 4.1 **Payment Plan.** Contractor agrees to defer 50% of the Reimbursement Fee and 100% of the Site Service Plan Fee for each Agreement Year as outlined in the following payment schedule:

Services	FY 2007/08	FY 2008/09	FY 2009/10	FY 2010/11	Deferred Amount
Mandate Reimbursement Services	-	17,350	17,350	17,350	52,050
Site Service Plan	0.00	0.00	0.00	0.00	87,000
Total Amount Due Annually	\$0.00	\$17,350	\$17,350	\$17,350	\$139,050

Client agrees to make payments to Contractor as follows:

- For the non-deferred portion of the Mandate Reimbursement Services Fee (\$52,050) Client agrees to pay Contractor in 12 quarterly installments of **\$4,337.50** each, due August 1 and November 1 of 2008, 2009 and 2010, and February 1 and May 1 of 2009, 2010 and 2011.
- For the deferred portion of the Mandate Reimbursement Services Fee (\$52,050), and the deferred Site Service Plan Fee (\$87,000), Client agrees to make payments to Contractor as monies are received from the State Controller's Office (SCO) for the Mandate Reimbursement Process (Program 042) claim in installments equal to the amounts received from the SCO until the entire deferred balance of **\$139,050** has been paid in full.

- 4.2 **Travel; Lodging Expenses.** If Contractor reasonably determines that travel to Client's site is necessary, Contractor and Client shall schedule mutually convenient date and times for such meetings. All travel and lodging expenses incurred by Contractor in connection with the Initial Scope of Services are included in the Fee.

4.3 **Late Fee.** Payment of the Fee is due thirty (30) days after Client receives Contractor's invoice. A late fee of ten percent (10%) will be added if the invoice is not paid in full within the thirty (30) day period.

5. **Termination.** Either party may terminate this Agreement, with or without cause, by delivering written notice (per Section 7) of termination not later than thirty (30) days prior to expiration of the current Agreement Year. The effective date of termination shall be the expiration of the then current Agreement Year. Upon termination, Contractor will invoice Client for the remaining Fee of the Agreement Year (in which the Agreement was terminated) and Client will pay the full invoice amount within thirty (30) days after receipt of Contractor's invoice. Except as set forth in this Section 5, neither Party shall have any liability to the other for damages resulting solely from a Party's termination of this Agreement in accordance with this Section 5.
6. **Further Assistances.** Upon request of the other Party, Contractor or Client shall execute and deliver additional instruments and take additional actions as may be necessary or appropriate to perform the Agreement.
7. **Notice; Certification.** All Agreement notices and certifications must be in writing and directed to the Party's address set forth below. A Party may change the address stated in this Agreement by giving notice. Notice shall be deemed effective upon actual receipt, except notices sent by certified United States mail shall be deemed effective on the earlier of (a) actual receipt, or (b) three (3) days after mailing.

Contractor: School Innovations & Advocacy, Inc., a California corporation
11130 Sun Center Drive, Suite 100
Rancho Cordova, CA 95670

Client: Chico Unified School District
1163 E. 7th Street
Chico, CA 95928

8. **Assignment Prohibited.** Neither Party may assign any rights or obligations under this Agreement without the prior written consent of the other Party. Any purported assignment in violation of the provisions of this Section 8 shall be null and void.
9. **California False Claims Act.** Client acknowledges that reimbursement and estimated claims filed under this Agreement constitute "claims" under the California False Claims Act (California Government Code Section 12650, et seq.) ("False Claims Act") and consequently, Client, its employees, contractors and other persons acting on its behalf, may be subject to the provisions of the False Claims Act. Among other things, the False Claims Act imposes liability for treble damages, penalties and costs of civil recovery actions upon persons who "knowingly" present or cause to be presented false claims, or who "knowingly" make or cause to be made false records or statements in support of a claim. Under the False

Claims Act, "knowingly" means that a person, with respect to information, has actual knowledge of the information or acts in deliberate ignorance or reckless disregard of the truth or falsity of the information.

10. Family Educational Rights and Privacy Act ("FERPA"); California Education Code.

Contractor will have limited access to student information only for purposes of providing the legally required notification services specified in this Agreement. Contractor performs the Services as an agent of Client and has no right to access or utilize student information for any other purpose. Contractor, its officers and employees, shall comply with the Family Educational Rights and Privacy Act and California Education Code Sections 49073 et seq. at all times.

11. Confidential and Proprietary Materials of Contractor.

During performance of this Agreement, Contractor will provide materials or disclose information to Client that Contractor considers proprietary or confidential including, but not limited to, Contractor's training handbooks, policy manuals, instructions, copyrighted checklists and forms ("Contractor's Materials"). Client agrees that Client acquires no interest of any kind in Contractor's Materials. At all times during and after the Agreement Period, Client agrees (a) to keep Contractor's Materials in confidence and trust for Contractor; (b) not to disclose, duplicate or otherwise use Contractor's Materials, except in furtherance of Contractor's performance per this Agreement; (c) to limit access to Contractor's Materials to Client's employees or contractors who have a "need to know"; and (d) to promptly return all copies of Contractor's Materials to Contractor after a request is made.

12. Independent Contractor. The Parties agree that Contractor is an independent contractor and the Agreement shall not be construed to create a relationship of agent, servant, employee, partnership, joint venture, association or any other relationship.

13. Limitation of Liability. In no event shall Contractor's liability to Client, for any reason arising out of this Agreement, exceed the amount of the Fee actually received by Contractor under this Agreement. Contractor shall not be liable for any consequential damages.

14. Indemnification.

14.1 Client. Client shall defend, indemnify and hold harmless Contractor and all of its agents, directors, officers and employees from and against any and all claims, liabilities, losses, damages, judgments, costs and expenses (including attorneys' fees) and threats thereof, whether arising in tort, contract, statute or otherwise, arising out of or in connection with or relating to Contractor's performance of the Services, unless it is finally determined to have arisen solely from Contractor's gross negligence or willful misconduct.

14.2 Contractor. Contractor shall defend, indemnify and hold harmless Client, and all of its agents, directors, officers and employees from and against any and all claims, liabilities, losses, damages, judgments, costs and expenses (including attorneys' fees) and threats thereof, whether arising in tort, contract, statute, or otherwise, arising out of

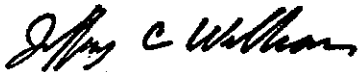
or in connection with or relating to Contractor's performance of the Services if it is finally determined to have arisen solely from Contractor's gross negligence or willful misconduct.

15. **Enforcement Costs.** If any legal action (including arbitration) is commenced to enforce the Agreement's terms or a Party's rights or obligations under this Agreement, then the prevailing Party shall be entitled to recover all fees and costs incurred by the action, including reasonable attorneys' fees and arbitrators' fees, in addition to any other relief to which the Party may be entitled.
16. **Governing Law.** This Agreement shall be governed by and construed in accordance with the substantive laws of California.
17. **Judicial Reference.** In the event a dispute is not resolved through discussions and negotiations among the Parties, the dispute shall be decided by general reference procedures pursuant to Code of Civil Procedure Section 638 et seq., as modified by the provisions of this Section 17, and any subsequent provisions mutually agreed upon in writing by the Parties. The reference shall be conducted in accordance with California law, including, but not limited to, the Code of Civil Procedure and the Evidence Code. The Parties shall be allowed to conduct discovery in the manner provided by Code of Civil Procedure Section 2017 et seq. BOTH PARTIES HEREBY WAIVE A JURY TRIAL OR PROCEEDING IN CONNECTION WITH ANY DISPUTE ARISING OUT OF THIS AGREEMENT. All general reference proceedings hereunder shall, unless all Parties hereto otherwise agree, be conducted in a mutually agreeable location in the County of Sacramento, State of California.
18. **Modification.** No modification or supplement to any provision of this Agreement shall be valid, unless executed in writing by both Parties.
19. **Severability.** No provision of this Agreement shall be construed to require the commission of any act contrary to law. If any term, provision, covenant or condition of this Agreement is held to be invalid or otherwise unenforceable, the rest of the Agreement shall remain in full force and effect and shall in no way be affected, impaired or invalidated.
20. **Entire Agreement.** This Agreement is the final expression of, and contains the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior understandings with respect thereto.
21. **Waiver.** Either Party's failure at any time to enforce any default or right reserved to it, or to require performance of any of the Agreement's terms, covenants, provisions by the other party at the time designated, shall not be a waiver of any such default or right to which the Party is entitled, nor shall it in any way affect the right of the Party to enforce such provisions thereafter.
22. **Headings.** The headings preceding the paragraphs of this Agreement are for convenience of reference only, are not part of this Agreement, and shall be disregarded in the interpretation of any portion of this Agreement.

23. **Force Majeure.** A Party shall not be liable under this Agreement as a result of any delay, failure or interruption caused by the other Party or third Parties, an act of God, acts or orders of governmental authorities, acts of civil or military authorities, catastrophes or other cause (other than financial) beyond the Party's reasonable control, and such nonperformance will not be a default hereunder or a ground for termination of this Agreement.
24. **Counterparts; Facsimile Signatures.** This Agreement may be executed in counterparts, each of which shall be deemed an original (including copies sent to a party by facsimile transmission or in portable document format (pdf)) as against the Party signing such counterpart, but which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Client and Contractor have made and executed this Agreement as set forth below.

Contractor: SCHOOL INNOVATIONS & ADVOCACY, INC., a California Corporation.



By: _____
Name: Jeffrey C. Williams
Title: Chief Executive Officer

Dated: _____

Client: CHICO UNIFIED SCHOOL DISTRICT

By: _____

Dated: _____

Name: _____

Title: _____

EXHIBIT A

MANDATE REIMBURSEMENT SERVICES

During the Agreement Period, Contractor agrees to provide Client the following mandate reimbursement services:

The Services.

(a) Prepare and file (based on information provided by Client):

(i) For Agreement Year 2008/2009:

- (1) 2007/2008 reimbursement claims;
- (2) 2008/2009 estimated claims;
- (3) Late and amended 2006/2007 reimbursement claims; and
- (4) Newly claimable programs approved by the Commission on State Mandates ("Commission") if the filing deadline is within the Agreement Period;

(ii) For Agreement Year 2009/2010:

- (1) 2008/2009 Reimbursement Claims;
- (2) 2009/2010 Estimated Claims;
- (3) Late and amended 2007/2008 reimbursement claims; and
- (4) Newly claimable programs approved by the Commission if the filing deadline is within the Agreement Period;

(iii) For Agreement Year 2010/2011:

- (1) 2009/2010 reimbursement claims;
- (2) 2010/2011 estimated claims;
- (3) Late and amended 2008/2009 reimbursement claims; and
- (4) Newly claimable programs approved by the Commission if the filing deadline is within the Agreement Period;

- (b) Hold training sessions for Client's staff during the Agreement Period, as necessary or appropriate (as reasonably determined by Contractor);

- (c) Monitor Client's mandated cost tracking systems for each Agreement Year;
- (d) Research and assist Client with data collection for test claims approved by the Commission during the Agreement Period;
- (e) Serve as a liaison with the State Controller's Office and Commission regarding (i) statewide cost estimate request responses, and (ii) general questions from the State Controller's Office; and
- (f) Provide representation of Client with respect to any State audit of claims that were prepared and submitted with Contractor's assistance pursuant to this Agreement, unless prior to claim submission Contractor advised Client that Contractor would not provide audit assistance, due to potentially unresolved audit issues (such as documentation or data problems) or claim rejection concerns.

EXHIBIT B

SITE SERVICE PLAN

During the Agreement Period, Contractor agrees to provide Client the following services for site service plan development:

The Services.

Services will include the development of a site service plan for each site on Attachment B-1 ("Designated Sites" or individually, "Designated Site") and will provide Client the following services ("Site Service Plan") during the Agreement Period:

- (a) One Spring 2008 on-site visit for training and advisory sessions at each Designated Site, and two (2) on-site visits for training and advisory sessions at each Designated Site each subsequent Agreement Year;
- (b) Coordinate between Client and Designated Sites for data collection;
- (c) Advise and assist each Designated Site and its personnel to (1) develop a more in-depth understanding of reimbursable costs under the State's mandates, (2) determine the documentation required to substantiate such costs, and (3) meet the school's documentation completion deadlines to enable Contractor to prepare claims for timely submission to the State Controller's Office;
- (d) Expanded training sessions with Contractor and Client which may be held concurrently with Client or other Designated Site training sessions. A mutually acceptable schedule will be developed specifying the dates when the training sessions will occur. Since new State mandates not in effect on the Effective Date ("New Mandates") may be authorized during an Agreement Year, Contractor shall incorporate training for New Mandates into the Site Service Plan if the New Mandates are approved by the State Controller's Office and the filing deadline falls within the Agreement Period; and
- (e) Include milestones to be achieved by each Designated Site in the Site Service Plan and prepare a district level summary status report showing each Designated Site's progress regarding its ability to remain current on documentation requirements for site based claims at the end of each milestone. Contractor's resources for addressing issues identified in the summary status report are beyond the Initial Scope of Services.

ATTACHMENT B-1

Sites

Academy for Change
Bidwell Junior High
Chapman Elementary
Chico High
Chico Junior High
Citrus Avenue Elementary
Emma Wilson Elementary
Fair View High (Continuation)
Hooker Oak Elementary
Little Chico Creek Elementary
Marigold Elementary
Marsh (Harry M.) Junior High
McManus (John A.) Elementary
Neal Dow Elementary
Oakdale
Parkview Elementary
Pleasant Valley High
Rosedale Elementary
Shasta Elementary
Sierra View Elementary

EXHIBIT C
CLIENT INFORMATION



11130 Sun Center Drive, Suite 100
Rancho Cordova, CA 95670
Bus 916.669.0888
Fax 916.669.0889

Chico Unified School District
S04020

In an effort to ensure the accuracy of our client records, please fill in the appropriate information and return this form with the signed copy of the SI&A contract. Thank you.

Person responsible for signing contracts:

Name: Jan Combes
Job Title: Assistant Superintendent of Business
Physical Address: 1163 E. 7th Street
Chico, CA 95928
Mailing Address: Same as above
Telephone: 530.891.3000 x112 Fax: 530.891.3220
Email: jcombes@chicousd.org

Person responsible for payment of SI&A invoices:

Name: Same as above
Job Title: _____
Mailing Address: _____
(If different from above) _____
Telephone: _____ Fax: _____
Email: _____

PROPOSED AGENDA ITEM: Budget Update
2007-08 Third Period Interim Report

Prepared by: Jan Combes, Assistant Superintendent, Business Services

_____ Consent
_____ Information Only
XXX Discussion/Action

Board Date: 05/21/2008

Background Information:

The district is required to submit the Third Period Interim Report for 2007-08 to the Butte County Office of Education in May for their review and approval by June 1. This report is a new requirement for the Chico Unified School District as a result of our negative certification. The state requires that the county analyze the district's projected year end balances and comment on any significant changes. These balances will also be represented on the Preliminary Budget for the 2008-09 school year. Next year's preliminary budget is provided as an information-only item.

This document is a budget, or estimate, of our financial statement. The "actuals to date" column represents our current income received and our expenses year-to-date as of April 30, 2008. Revenue and expenses will continue to post for May and June. On June 30 the district changes from "cash basis" accounting to "accrual basis". The business office will identify payables and receivables (in other words, what we owe and what is owed to us) as of June 30, and post accounting entries to our 2007-08 financial statements to recognize these transactions.

This report is prepared using the state software in a format approved by the Department of Education (Standardized Account Code Structure, known as SACS). Individual SACS reports are prepared for each of the district's funds. The financial statement for each fund displays the revenue, expense and projected ending balance. Following the Board's approval of the report staff will update the budget to match the new projections.

In addition supplementary schedules provide reconciliation of the district's attendance and revenue limit calculations, which have been updated to match the attendance report included in the consent part of the agenda packet. Average Daily Attendance (ADA) as of the second period reporting cycle (P-2) is now known. ADA fell short of the target by 63. The district is funded on prior year attendance so this factor becomes significant for our 2008-09 funding only and does not affect this year's income.

Education Implications:

School districts that maintain a balanced budget and have adequate reserves are able to provide a broad range of educational programs for their students.

Fiscal Implications:

The enclosed report addresses the changes in income and expenses since December, 2007. Revenues are and expenses are both up slightly, the revenue more than the expense. The report also updates the district reserve level. The reserve level was \$689,234 above the 3% requirement in March (3.62%) and is now \$1,092,058 above the 3% requirement, reflecting reserves of 3.96%.

Detailed Fiscal Analysis:

Unrestricted revenue changes include recognizing income from the Forest Reserve program (\$68,881), less a reduction in Class Size Reduction income of \$29,568. Local revenue increased by \$291,783, primarily the result of local donations to school sites. The transfers in to the General fund of the 3% administrative support charge for collecting developer fees has been reduced by \$18,000 because of reduced fee collections.

Unrestricted expenses are \$94,000 less than previously budgeted.

Contributions to restricted programs have been adjusted somewhat for improved revenues received for GATE and Transportation programs and for increased costs in Special Education. The net effect of all changes increases the contribution of general fund money to special programs by \$99,888.

Overall (restricted and unrestricted) costs have increased by \$149,451, primarily the result of Special Education cost increases and the special education bill-back by Butte County Office of Education for county operated programs. This increases the 3% reserve requirement, slightly, by \$4,485.

The multi year projection that normally accompanies an interim financial report is incorporated into the Preliminary Budget for 2008-09, which follows next on the agenda.

Recommendation:

Approve 2007-08 Third Period Interim: Negative Certification

PROPOSED AGENDA ITEM: Budget Update
Preliminary Budget / May Revise for 2008-09

Prepared by: Jan Combes, Assistant Superintendent, Business Services

_____ Consent
XXX Information Only
_____ Discussion/Action

Board Date: 05/21/2008

Background Information:

The district is required to adopt a budget for 2008-09 before June 30, 2008. That action is scheduled for the June 18, 2008 meeting. At the May 21 Board meeting, staff will be reviewing the preliminary budget with the Board and the factors on which it is based. No action will be required. The district was able to work into the preliminary budget the breaking news about the May Revision.

For the final budget, the budget report is prepared using the state software in a format approved by the Department of Education (Standardized Account Code Structure, known as SACS). Individual SACS reports are prepared for each of the district's funds. The SACS reports show the anticipated revenue, expense and projected ending balance for June 30, 2009. Due to the late breaking news of the May Revision, SACS forms of the preliminary budget were unable to be included in the packet, but will be made available at the Board meeting on May 21.

A summarized version of the budget for next year is being presented using the multi year projection format. While projected unrestricted ending balances continue to fall short of requirements in the General Fund for the 2008-09 through 2010-11 school years, the picture is much improved.

Education Implications:

School districts that maintain a balanced budget and have adequate reserves are able to provide a broad range of educational programs for their students.

Fiscal Implications/Key Points:

Attendance

The most important factor when developing a budget is average daily attendance (ADA). Districts are funded on the greater of current or prior year attendance. The basis for next year's budget is 12,214 ADA which represents this year's average daily attendance less 50. The reduction is for the potential loss of current year students to charter schools. This is a conservative estimate and assumes that Forest Ranch is successful in opening a charter school.

The district's previous estimates for 2008-09 were hopeful for 12,307 ADA. Attendance fell short of the target when rates dropped in the spring more than previously expected.

Revenues and the State's Budget Woes

The Revenue Limit income assumes a cost of living increase of 5.66% adjusted for a deficit factor of 5.357% (.94643). This means that the amount per ADA, currently \$5,799.62, would normally be increased by \$330, a 5.66% increase. The new base funding per ADA of \$6,129.62 is anticipated to be funded at a 94.643% which offsets the cost of living increase. Basically it provides status quo funding for the revenue limit dollars. The Governor is no longer proposing to suspend Proposition 98.

The Governor also proposes in the May Revision to fund special education at the same rate as 2007-08. We had previously anticipated a reduction in special education funding of 6.2%. The Governor eliminated the deferred maintenance match requirement, and the state funding for deferred maintenance, to be able to provide status quo funding for special education.

At the time this document was going to print, the Governor's announcements were "hot off the press." Additional changes to the budget estimate as a result of the May Revision are possible. We will be discussing the changed in detail at the Board meeting on May 21.

Expenses

The budget for 2008-09 includes all of the following components:

- ✓ An estimated 40 fewer classroom teachers, based on loading factors of 20:1 for K-3, 33:1 for 4-6 and 35:1 for 7-12
- ✓ All reductions in line with the Superintendent's Budget Recommendation that was adopted on April 16, 2008
- ✓ All step advancements based on current personnel
- ✓ All savings from retirements known-to-date
- ✓ All increases in the cost of health and welfare benefits in accord with contractual agreements and new rates announced by Butte Schools Self Funded Programs (BSSP), our health insurance JPA

Ending Balance/Reserves

The estimated unrestricted ending balance for 2008-09 is now estimated to be \$4.1 million.

Of this amount, \$305,834 must be set aside for stores inventory and the revolving cash fund. Another \$800,000 is designated as a staffing reserve. The reserve is in anticipation that 10 teachers may be required when we see the enrollment in August. The district is staffing very tightly. If these classes are not needed the funds can be released and will be undesignated, making them available for other purposes.

The district is required to maintain a 3% reserve (\$3,038,704). The preliminary budget anticipates that the district will fall short of the 3% by \$20,486. Deficit spending is projected to be about \$700,000. This deficit would increase if additional teachers are needed from the staffing reserve.

The 2008-09 budget is still being refined and will be made available on June 13.

Recommendation: This document is provided for information only.

Chico Unified School District General Fund Multiyear Projections - UNRESTRICTED ASSUMPTIONS Preliminary 2008-09 Budget May 15, 2008					
	Third Interim	Preliminary Budget	Projected 2009-10	Projected 2010-2011	
REVENUES:	2007-08	2008-09	2009-10	2010-2011	
Revenue Limit COLA (per School Services of California Inc Dartboard)	4.53%	5.66%	3.00%	2.60%	
Base Revenue Limit per ADA (Before Any Deficit)	\$5,799.62	\$6,129.62	\$6,313.51	\$6,477.66	
Anticipated Deficit Factor (reduction to Base Revenue Limit per ADA)	0%	5.375%	5.375%	5.375%	
Funded Base Revenue Limit per ADA (estimated for Chico USD)	\$5,799.62	\$5,801.26	\$5,975.29	\$6,130.65	
Funded Revenue Limit ADA (Prior Year P-2 adjusted for NPS and Charter)	12,382.23	12,214.12	12,114.37	12,014.62	
Enrollment Decline Based on Enrollment Projection Cohort	-113	-105	-128	-69	
Staffing Reduction (Teacher FTE)	-5	-40	-5	-2	
Charter School ADA Adjustment (net outgo K-8, incoming 9th) incl Forest Ranch	0	-50	0	0	
Class Size Reduction Revenue per Student (est 10% reduction 08-09, 09-10)	\$ 1,070	\$ 1,011	\$ 1,041	\$ 1,068	
CSR Participation (Average Daily Enrollment Grade K-3)	3554	3548	3537	3502	
Class Size Reduction Income, including COLA	\$ 3,794,973	\$ 3,586,931	\$ 3,682,958	\$ 3,741,050	
Equalization Aid, applied to Revenue Limit	None	None	None	None	
Mandated Cost Income: one time money, excluded	\$ -	\$ -	\$ -	\$ -	
MAA Income - portion used to support operating expenses	\$ 250,000	eliminated	eliminated	eliminated	
Redevelopment funds committed to support maintenance costs	\$ 1,780,392	\$ 1,871,090	\$ 1,908,512	\$ 1,946,682	
Increase in Redevelopment dollars needed to support General Fund		2%	2%	2%	
Lottery - Unrestricted Dollars per ADA	\$121	\$121	\$121	\$121	
EXPENSES:					
CUTA SALARIES					
Increase in employee compensation (COLA)	mid yr 3.00%	0%	0%	0%	
Anticipated Savings from Teacher Reductions (avg cost of temporary tohr)	included	included	\$ (320,000)	\$ (128,000)	
Anticipated Cost of Step Net of Attrition (1.5%)	included	included	\$ 1,025,000	\$ 1,040,375	
CSEA SALARIES					
Increase in employee compensation (COLA)	mid yr 3.00%	0%	0%	0%	
Anticipated Cost of Step Net of Attrition (2%)	included	included	\$ 147,092	\$ 150,034	
CUMA SALARIES					
Increase in employee compensation (COLA)	mid yr 3.00%	0%	0%	0%	
Anticipated Cost of Step Net of Attrition (2%)			\$ 81,769	\$ 83,404	
HEALTH AND WELFARE BENEFITS					
CUTA to cap in 2008-09 and then expect to negotiate hard cap			\$ 79,200	\$ -	
CUMA and CSEA, no increase above current "cap" (hard cap)			\$ -	\$ -	
Cost to district of increase in rate for retirees (across all groups)			\$ 240,000	\$ 120,000	
Cost of Golden Handshake, STRS (8 yrs x \$283,000/year beginning 08-09)			included	included	
Anticipated Cost of Election Year (Board Members) estimated to be		\$ 85,000			
Anticipated increase in Property and Liability Insurance		included	\$ 50,000	\$ 50,000	
Anticipated increase in Special Education encroachment		included	\$ 400,000	\$ 400,000	
Anticipated increase in utility costs		included	\$ 50,000	\$ 50,000	
Eliminate Deferred Maintenance Match per May Revise		\$ (500,000)	\$ (500,000)	\$ (500,000)	
Classroom teachers charged to Title II (CSR Grade 3)	\$ 519,000	\$ 519,000	\$ 519,000	\$ 519,000	
Estimated Required Reserve (3%)	\$ 3,422,316	\$ 3,038,704	\$ 3,091,295	\$ 3,144,270	

Chico Unified School District General Fund Multiyear Projections UNRESTRICTED								
Description	2007-08		2008-09		2009-10		2010-11	
	%	3rd Interim	%	Projected	%	Projected	%	Projected
Enrollment Decline								
ADA Decline (Prior Year)		-113		-105		-128		-69
Revenue And Other Financing Sources				-168		-100		-122
Base Revenue Limit (Before Deficit)	4.53%	\$ 5,799.62	5.66%	\$ 6,129.62	3.00%	\$ 6,313.51	2.60%	\$ 6,477.68
Revenue Limit ADA		12,382.23		12,214.12		12,114.37		12,014.62
Revenue Limit Sources, Unrestricted								
Federal Revenues (MAA)		\$ 71,284.421		\$ 70,794.624		\$ 72,341.182		\$ 73,626.775
Other State Revenues		\$ 318.881		\$ -		\$ -		\$ -
Other Local Revenue/Donations		\$ 6,124.284		\$ 5,828.368		\$ 5,924.395		\$ 5,982.488
Other Sources and Transfers In (Redevelopment Funds)		\$ 2,167.246		\$ 559.621		\$ 559.621		\$ 559.621
		\$ 1,900.170		\$ 1,907.090		\$ 1,944.512		\$ 1,982.882
TOTAL REVENUES and TRANSFERS IN		\$ 81,795.002	-3.31%	\$ 79,089.703	2.12%	\$ 80,769.710	1.71%	\$ 82,151.566
Expenditures And Other Financing Uses								
Certificated Salaries (1100, 1200, 1900)		\$ 36,668.017		\$ 35,135.607		\$ 35,840.607		\$ 36,752.982
Classified Salaries (2100, 2200, 2400, 2900)		\$ 7,236.296		\$ 6,954.362		\$ 7,101.454		\$ 7,251.498
Management Salaries (1300, 2300)		\$ 4,008.307		\$ 3,775.692		\$ 3,857.461		\$ 3,940.865
Health and Welfare Benefits		\$ 17,816.820		\$ 17,205.812		\$ 17,525.012		\$ 17,645.012
Books and Supplies		\$ 1,497.961		\$ 633.339		\$ 633.339		\$ 633.339
Services, Other Operating Expenses		\$ 4,739.723		\$ 4,548.571		\$ 4,648.571		\$ 4,748.571
Capital Outlay		\$ 113,747		\$ 5,116		\$ 5,116		\$ 5,116
Other Outgo		\$ 322.071		\$ 666.832		\$ 666.832		\$ 666.832
Direct Support/Indirect Costs		\$ (1,777.316)		\$ (1,283.025)		\$ (1,283.025)		\$ (1,283.025)
Transfer Out		\$ 365.280		\$ 327.760		\$ 327.760		\$ 327.760
TOTAL EXPENSES AND TRANSFERS OUT		\$ 70,990.886	-4.26%	\$ 67,970.066	1.99%	\$ 69,323.127	1.97%	\$ 70,688.940
Contribution to Special Ed		\$ (8,269.520)		\$ (8,402.032)		\$ (8,802.032)		\$ (9,202.032)
Contribution to Transportation		\$ (975.020)		\$ (747.513)		\$ (747.513)		\$ (747.513)
Contribution to RRMA		\$ (3,165.946)		\$ (2,556.906)		\$ (2,556.906)		\$ (2,556.906)
Contribution to GATE Program		\$ (9,878)		\$ (15,958)		\$ (15,958)		\$ (15,958)
Contribution to Community Day School		\$ -		\$ (93,384)		\$ (93,384)		\$ (93,384)
Other Adjustments		\$ 32,826		\$ -		\$ -		\$ -
Total		\$ (12,087.538)		\$ (11,815.793)		\$ (12,215.793)		\$ (12,615.793)
Net Increase (Decrease) in Fund Balance		\$ (1,293.422)		\$ (696.156)		\$ (769.210)		\$ (1,153.167)
Fund Balance								
Beginning Fund Balance		\$ 6,103.630		\$ 4,820.208		\$ 4,124.052		\$ 3,354.842
Audit Adjustments								
Ending Fund Balance		\$ 4,820.208		\$ 4,124.052		\$ 3,354.842		\$ 2,201.675
Available Reserves								
General Fund								
Stores and Revolving Cash		\$ 305.834		\$ 305.834		\$ 305.834		\$ 305.834
3% Required Reserve		\$ 3,422.316		\$ 3,038.704		\$ 3,091.295		\$ 3,144.270
Staffing Reserve for 10 Teachers		\$ -		\$ 800,000		\$ 800,000		\$ 800,000
Amount Above or (Below) Reserves		\$ 1,092.058		\$ (20,486)		\$ (842,287)		\$ (2,048,429)
Report on March 26, 2008		\$ 689,234		\$ (6,201,127)		\$ (13,528,075)		N/A
Improvement since last report:		\$ 402,823		\$ 6,180,641		\$ 12,685,788		

Chico Unified School District General Fund Multiyear Projections RESTRICTED									
Description	2007-08		2008-09		2009-10		2010-11		
	%	Third Interim	%	Projected	%	Projected	%	Projected	
Revenue And Other Financing Sources									
Revenue Limit Sources									
Revenue Limit Sources		\$ 704,321		\$ 784,895		\$ 784,895		\$ 784,895	
Federal Revenues		\$ 10,182,940		\$ 5,177,310		\$ 5,177,310		\$ 5,177,310	
Other State Revenues		\$ 15,766,181		\$ 11,953,638		\$ 11,953,638		\$ 11,953,638	
Other Local Revenues		\$ 3,900,003		\$ 3,588,418		\$ 3,588,418		\$ 3,588,418	
Other Sources and Transfers In (Redevelopment Funds)		\$ -		\$ -		\$ -		\$ -	
TOTAL REVENUES and TRANSFERS IN		\$ 30,543,445	-29.59%	\$ 21,504,261	0.00%	\$ 21,504,261	0.00%	\$ 21,504,261	
Expenditures And Other Financing Uses									
Certificated Salaries (1100, 1200, 1900)		\$ 13,262,793		\$ 10,175,856		\$ 10,575,856		\$ 10,975,856	
Classified Salaries (2100, 2200, 2400, 2900)		\$ 8,409,686		\$ 8,022,672		\$ 8,022,672		\$ 8,022,672	
Management Salaries (1300, 2300)		\$ 1,064,707		\$ 902,886		\$ 902,886		\$ 902,886	
Health and Welfare Benefits		\$ 7,619,405		\$ 7,355,431		\$ 7,355,431		\$ 7,355,431	
Books and Supplies		\$ 8,786,050		\$ 2,879,968		\$ 2,879,968		\$ 2,879,968	
Services, Other Operating Expenses		\$ 515,801		\$ 1,690,887		\$ 1,690,887		\$ 1,690,887	
Capital Outlay		\$ 143,795		\$ 2,903		\$ 2,903		\$ 2,903	
Other Outgo		\$ 860,715		\$ 847,442		\$ 847,442		\$ 847,442	
Direct Support/Indirect Costs		\$ 1,630,156		\$ 1,138,787		\$ 1,138,787		\$ 1,138,787	
Transfer Out		\$ 793,222		\$ 303,222		\$ 303,222		\$ 303,222	
TOTAL EXPENSES AND TRANSFERS OUT		\$ 43,086,330	-22.67%	\$ 33,320,054	1.20%	\$ 33,720,054	1.19%	\$ 34,120,054	
Contribution to Special Ed		\$ 8,269,520		\$ 8,402,032		\$ 8,802,032		\$ 9,202,032	
Contribution to Transportation		\$ 675,020		\$ 747,513		\$ 747,513		\$ 747,513	
Contribution to RRMA		\$ 3,165,946		\$ 2,556,906		\$ 2,556,906		\$ 2,556,906	
Contribution to GATE		\$ 9,878		\$ 15,958		\$ 15,958		\$ 15,958	
Contribution to Community Day School		\$ -		\$ 93,384		\$ 93,384		\$ 93,384	
Other Adjustments		\$ (32,826)		\$ -		\$ -		\$ -	
Total		\$ 12,087,538		\$ 11,815,793		\$ 12,215,793		\$ 12,615,793	
Net Increase (Decrease) In Fund Balance		\$ (455,347)		\$ -		\$ -		\$ -	
Fund Balance									
Beginning Fund Balance		\$ 4,676,634		\$ 4,221,287		\$ 4,221,287		\$ 4,221,287	
Audit Adjustments									
Restricted Carryover (budget freeze)		\$ 4,221,287		\$ 4,221,287		\$ 4,221,287		\$ 4,221,287	

Chico Unified School District General Fund Multiyear Projections COMBINED								
Description	2007-08		2008-09		2009-10		2010-11	
	%	Third Interim	%	Projected	%	Projected	%	Projected
Revenue And Other Financing Sources								
Revenue Limit Sources								
Revenue Limit Sources		\$ 71,988,742		\$ 71,579,519		\$ 73,126,077		\$ 74,411,670
Federal Revenues		\$ 10,501,821		\$ 5,177,310		\$ 5,177,310		\$ 5,177,310
Other State Revenues		\$ 21,880,465		\$ 17,782,006		\$ 17,878,033		\$ 17,936,126
Other Local Revenues		\$ 6,067,249		\$ 4,148,039		\$ 4,148,039		\$ 4,148,039
Other Sources and Transfers in (Redevelopment Funds)		\$ 1,900,170		\$ 1,907,090		\$ 1,944,512		\$ 1,982,682
TOTAL REVENUES AND TRANSFERS IN								
		\$ 112,338,447	-10.45%	\$ 100,593,964	1.67%	\$ 102,273,971	1.35%	\$ 103,655,827
Expenditures And Other Financing Uses								
Certificated Salaries (1100, 1200, 1900)		\$ 49,930,810		\$ 45,311,463		\$ 46,416,463		\$ 47,728,838
Classified Salaries (2100, 2200, 2400, 2900)		\$ 15,645,982		\$ 14,977,034		\$ 15,124,126		\$ 15,274,160
Management Salaries (1300, 2300)		\$ 5,073,014		\$ 4,678,578		\$ 4,760,347		\$ 4,843,751
Health and Welfare Benefits		\$ 25,436,225		\$ 24,561,243		\$ 24,880,443		\$ 25,000,443
Books and Supplies		\$ 10,284,011		\$ 3,513,307		\$ 3,513,307		\$ 3,513,307
Services, Other Operating Expenses		\$ 5,255,524		\$ 6,239,458		\$ 6,339,458		\$ 6,439,458
Capital Outlay		\$ 257,542		\$ 8,019		\$ 8,019		\$ 8,019
Other Outgo		\$ 1,182,786		\$ 1,514,274		\$ 1,514,274		\$ 1,514,274
Direct Support/Indirect Costs		\$ (147,160)		\$ (144,238)		\$ (144,238)		\$ (144,238)
Transfer Out		\$ 1,158,482		\$ 630,982		\$ 630,982		\$ 630,982
TOTAL EXPENSES AND TRANSFERS OUT								
		\$ 114,077,216	-11.21%	\$ 101,290,120	1.73%	\$ 103,043,181	1.71%	\$ 104,808,994
Net Increase (Decrease) In Fund Balance								
Fund Balance		\$ (1,738,769)		\$ (696,156)		\$ (769,210)		\$ (1,153,167)
Beginning Fund Balance		\$ 10,780,264		\$ 9,041,495		\$ 8,345,339		\$ 7,576,129
Audit Adjustments								
Ending Fund Balance		\$ 9,041,495		\$ 8,345,339		\$ 7,576,129		\$ 6,422,962

TITLE: Proposed Agenda Item

Action: X
Consent:
Information:

May 21, 2008

Prepared by: Mary K. Leary

Background Information

The 2008/09 Budget Sustainability Sub Committee was commissioned to review all budget suggestions relative to improving the District's sustainability and to reduce the use of consumables. The attached Board resolution was developed by the Committee to address energy issues.

Educational Implications

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

Fiscal Implications

It is anticipated with the adoption of this resolution and the policies and procedures that will be developed and implemented as a result of this resolution, the District will save as much as \$341,000 annually. This savings is a direct impact to the General Fund.

Additional Information

CHICO UNIFIED SCHOOL DISTRICT
1163 East Seventh Street
Chico, CA 95928

BOARD RESOLUTION NO. 1028-08
ENERGY CONSERVATION GUIDELINES

WHEREAS, the Board of Education of the Chico Unified School District recognizes the importance of minimizing the District's use of scarce natural resources, providing a high-quality learning environment that promotes health and productivity, and effectively manages the District's fiscal resources; and

WHEREAS, the Board recognizes that the current cost of utilities is a significant cost factor; and

WHEREAS, the Board desires to reduce the energy and water consumption to help lower utility costs and promote conservation principles.

NOW, THEREFORE, BE IT RESOLVED that the Chico Unified School District Board of Education adopts the following guideline for all District Office, Corporation Yard and school site administrative area, classroom, office or workspaces:

1. Lighting

- a. All lights shall be in proper working order.
- b. Banks of lights shall be turned out whenever and wherever possible.
- c. Lights shall be turned out each time a room is vacant, regardless of the amount of time the room will be empty.
- d. The District will strive to keep abreast of new lighting and ballast technologies and purchase those technologies when appropriate and cost effective.
- e. Maximize the ability to access all Pacific Gas and Electric rebates.

2. Heating/Ventilating/Air Conditioning

- a. When the heating and/or air conditioning are on, all doors and windows shall be closed.

- b. Thermostats shall be set at 78 degrees for air-conditioning and 68 degrees for heating.
- c. Thermostats shall not be artificially manipulated. Tampering with, disabling, or destroying the thermostats located in District facilities are prohibited by District policy.
- d. Programming problems will be reported to the school principal/designee immediately. They will in turn report the problems to the Maintenance Department via electronic work order.

3. Appliances

It is the District's intent to utilize energy efficient appliances in staff rooms and common areas. The principal at each respective school site will be responsible for designating the location of staff rooms and common areas.

- a. The following items will be removed from the District Office, Corporation Yard and site administrative offices, individual classrooms, offices, workstations, etc.:

- Small refrigerator
- Large refrigerator
- Coffee pot
- Microwave
- Toaster oven
- Dehumidifier
- Air cleaner
- Humidifier
- Space heater
- Hot plate
- Cup warmer

- b. Space heaters will be allowed only if they are energy star rated and the individual is willing to pay the cost to use the space heater as established by District policy and/or procedure.

The Superintendent/designee shall develop policy and administrative regulations to ensure that administrative area, classroom, office or workspace is in compliance.

PASSED AND ADOPTED by the Board of Education of the Chico Unified School District this ____ day of _____, 2008.

AYES:

NOES:

ABSTAIN:

ABSENT:

Date

Kelly Staley, Secretary to the Board

PROPOSED AGENDA ITEM: **Chico Unified Management Association (CUMA) Voluntary Reduction in Compensation Package**

Prepared by: **Jim Hanlon and Ted Sullivan, CUMA Co-Presidents**

☐ Consent

☐ Information Only

☒ Discussion/Action

Board Date May 21, 2008

Background Information

CUSD is in the midst of an unprecedented budget shortfall which has resulted in a negatively certified budget. While the current district contribution is \$807/month, CUMA employees have agreed to voluntarily reduce their impact to the general fund budget by accepting a district contribution of \$745/month for their medical plan. This will take effect July 1, 2008.

Educational Implications

Reduction in CUMA positions noted below will result in reduced direct supervision and oversight as well as decreased flexibility to provide assistance to staff and students.

Fiscal Implications

For this current school year (2007-08), CUMA positions (not including Senior Cabinet) were reduced by 2.4 positions for a savings of \$243,000. This represents a 3.33% decrease in the cost of administration.

The proposal for 2008-09 includes the reduction of one additional FTE (technology director), the demotion of one FTE in the facilities department, and the district reducing the contribution of the medical plan to \$745 per CUMA member. The savings for these changes represents \$200,000, another 2.5% reduction in the cost of administration.

Over the course of two years, CUMA reductions total \$543,000, or a 5.88% reduction.

2007/08 and 2008/09 Administration Reduction

Nutrition Specialist (Tanya Harter)
FVHS Principal (Steve Connolly)
.4 FTE Small Schools Principal (Eddi Deromedi)

2008-2009 Administrative Reductions

Fiscal Services Manager (Lynn Kampf)
Director, Information Technology (Vikki Gillett)

Additional Information

In consideration of their leadership role by voluntarily assisting to solve the budget deficit, CUMA respectfully requests first consideration to restore their total compensation package as the CUSD budget outlook improves to a positive certification.

TITLE: Approval of a subsequent Variable Term Waiver Request for an Administrative Services Credential for Certificated Employee Jeaner Kassel

Action: ☒
Consent: ☐
Information: ☐

May 21, 2008

Prepared by: Bob Feaster, Assistant Superintendent-Human Resources

Background Information

Request approval of a subsequent Variable Term Waiver Request for an Administrative Services credential to cover the assignment of a Certificated employee (Jeaner Kassel) in the position of Summer Session 2008 Special Education Principal and 2008/09 Special Education Assistant Principal.

Educational Implications

Approval of this subsequent Variable Term Waiver Request will allow Ms. Kassel to serve as a Special Education Summer Session Principal/Special Education Assistant Principal while completing the requirements for the credential.

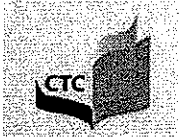
Fiscal Implications

None

Additional Information

Recommendation

It is recommended that the Board of Education approve the subsequent Variable Term Waiver Request for Jeaner Kassel.



State Of California
Commission On Teacher Credentialing
Certification, Assignment and Waivers Division
Box 1559
Sacramento, CA 95812-1559

VARIABLE TERM WAIVER REQUEST

Requests must be prepared by the employing agency, not the applicant. All materials must be clear enough to photocopy.

1. EMPLOYING AGENCY (include mailing address) Chico Unified School District 1163 E. 7th Street Chico, CA 95928 <input type="checkbox"/> NPS/NPA (list county code _____)	County/District CDS Code 04-61424	Contact Person: Heather Deaver Telephone #: (530) 891-3000 FAX #: (530) 891-3211 E-Mail: hdeaver@chicousd.org
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------

2. APPLICANT INFORMATION

Social Security Number -- --

If fingerprint clearance is not on file at CTC, include a completed application (form 41-4) and LiveScan receipt (41-LS). If needed, a review by the Division of Professional Practices will be concluded before a waiver approval letter will be issued.

Full Legal Name Kassel, Jeaner

Former Name(s) _____ Birth Date _____

Applicant's Mailing Address _____

Credential Needed for Waiver Administrative Services
(Specific title and subject area of the credential that authorizes the assignment. Note that the subject must be one that is available under current regulations.)

Assignment _____ Special Education Assistant Principal/Summer Session Principal
Specific position and grade level (e.g. chemistry teacher, grades 11-12)

For bilingual assignment list LANGUAGE: _____

Is this a full time position? Yes ☐ No ☒

If not, indicate how many periods a day the individual will be teaching the waiver assignment(s) 50%

Is this a subsequent waiver? (see #9 for additional information) Yes ☒ No ☐

3. EDUCATION CODE OR TITLE 5 SECTION TO BE WAIVED

Specific section(s) covering the assignment: 44270

4. EFFECTIVE DATES

06 / 01 / 08 to 06 / 30 / 09

Waivers are dated effective the beginning date of service. Provide the ending date of your school term, track or year below. A justification **MUST** be included if the expiration date extends beyond the term, track or year.

Ending date of school term, track, or year: 06 / 30 / 09

5. STATEWIDE HIGH INCIDENCE AREA WAIVER REQUESTS:

a. INDICATE THE HIGH INCIDENCE AREA FOR THE ASSIGNMENT

- ☐ Special Education
- ☐ Clinical or Rehabilitative Services
- ☐ Speech-Language Pathology Services
- ☐ Driver Education and Training
- ☐ 30-Day Substitute

b. INDICATE WHAT WAS DONE THIS YEAR TO LOCATE AND RECRUIT INDIVIDUALS TO FILL THIS POSITION

No copies are necessary if this is a recognized high incidence area.

- ☐ Advertised in local/national newspapers
- ☐ Advertised in professional journals
- ☐ Attended job fairs in California
- ☐ Attended recruitment out-of-state
- ☐ Contacted IHE placement centers
- ☐ Distributed job announcements
- ☐ Internet
- ☐ Other _____

c. IF THIS IS AN INITIAL WAIVER REQUEST, EXPLAIN WHAT MAKES THE APPLICANT THE BEST CANDIDATE

Include detailed information about the individual's professional preparation and expertise in the subject/area requested and attach appropriate documentation including transcripts, examination score reports, and verification of experience.

Note: Section 5 does not apply to this Request for Waiver.
Administrative Services is covered under Section 6 Non-Statewide
Low Incidence Area Waivers Requests (see next page)

6. NON STATEWIDE LOW INCIDENCE AREA WAIVER REQUESTS:

a. INDICATE THE LOW INCIDENCE AREA FOR THE ASSIGNMENT

- ☒ Administrative Services
- ☐ Single Subject Teaching (all subject areas)
- ☐ Designated Subjects – except driver education and training
- ☐ Library Media Services
- ☐ Multiple Subject Teaching
- ☐ Pupil Personnel Services: Counseling, Psychology, Social Work
- ☐ Reading Specialist/Certificate
- ☐ Teacher of English Learner Students

b. INDICATE WHAT WAS DONE THIS YEAR TO LOCATE AND RECRUIT INDIVIDUALS TO FILL THIS POSITION

Copies of announcements, advertisements, web site registration, etc. **must** be attached.

The employer must verify all of the following:

- ☐ Distributed job announcements
- ☐ Contacted IHE placement centers
- ☐ Internet (i.e. www.edjoin.org)

Optional recruitment methods:

- ☐ Advertised in local/national newspaper
- ☐ Attended job fairs in California
- ☐ Attended recruitment out-of-state
- ☐ Advertised in professional journals
- ☒ Other continuing position

c. PROVIDE DETAILED INFORMATION ABOUT THE RESULTS OF RECRUITMENT EFFORTS. BE SURE TO ANSWER EACH OF THE FOLLOWING QUESTIONS:

How many individuals credentialed in the authorization of the waiver request applied for the position?

n/a

How many individuals credentialed in the authorization of the waiver request were interviewed?

n/a

What were the results of those interviews? (Please indicate answers in numbers)

- Applicant(s) withdrew
- Candidate(s) declined job offer
- Candidate(s) found unsuitable for the assignment

d. PROVIDE THE SPECIFIC EMPLOYMENT CRITERIA FOR THE POSITION

What special skills and knowledge are needed to successfully perform in this position? These should also be described in your recruitment advertisements and announcements.

Knowledge of moderate/severe special education programs
Background and teaching experience in moderate/severe SH classroom
Experience in general education "Best Practices"
Knowledge of behavior management
Understanding of Severely Handicapped curriculum
Autism Training

e. IF THIS IS AN INITIAL WAIVER REQUEST, EXPLAIN WHAT MAKES THE APPLICANT THE BEST CANDIDATE

Include detailed information about the individual's professional preparation and expertise in the subject/area requested and attach appropriate documentation including transcripts, examination score reports, and verification of experience.

n/a - this is a subsequent waiver request

7. REQUIREMENTS AND TARGET COMPLETION DATES FOR REACHING CREDENTIAL GOAL

List the requirements that the applicant must complete to be eligible for the document named above as the credential goal and a target date by which he or she plans to complete those requirements

PROGRAM, COURSE, EXAMINATION, EXPERIENCE	TARGET COMPLETION DATE
Administrative Services Credential	Spring 08
Internship Program	
(see attached letter of pending completion)	

8. LIST THE NAME AND POSITION OF THE PERSON ASSIGNED TO PROVIDE SUPPORT AND ASSISTANCE TO THE APPLICANT DURING THE TERM OF THIS WAIVER

By assigning this individual, the employing agency makes a commitment to support and assist the applicant, as feasible, in completing the requirement(s) listed above.

Name Eric Snedeker Position Prin-Spec Ed

9. SUBSEQUENT WAIVER REQUESTS

- ☒ Attached is a copy of a personnel evaluation that verifies the applicant served satisfactorily in the position authorized by the previous waiver.

10. IS THIS EMPLOYING AGENCY GEOGRAPHICALLY ISOLATED?

Would the applicant have to travel more than 1 1/2 hours one-way to attend an institution with an approved program to meet the credential goal?

- ☐ Yes ☒ No ☐ Not applicable (program completion is not a requirement)

11. PUBLIC NOTICE -- CHECK THE BOX THAT APPLIES

- ☒ Public School District: Attached is a copy of the agenda item presented to the governing board of the school district in a public meeting showing the name of the applicant, the specific assignment including subject and grade level, and the fact that employment will be on the basis of a credential waiver. With the signature of the superintendent or his or her designee in item #13 below, the person signing verifies that the board acted upon the item favorably.

By submitting this waiver request the district is certifying that reasonable efforts to recruit a fully prepared teacher for the assignment(s) were made in the following order:

1. an individual who is scheduled to complete initial preparation requirements within six months
2. a candidate who is qualified to participate in an approved internship program in the region of the school district

- ☐ County Office of Education, State Agency, or Nonpublic, Nonsectarian School or Agency: Attached is a dated copy of the notice that was posted at least 72 hours before the position was filled showing the name of the applicant, the specific assignment including subject and grade level, and the fact that employment will be on the basis of a credential waiver. With the signature of the superintendent or administrator or his or her designee in item #13 below, the person signing verifies that there were no objections to this waiver request.

12. APPLICANT'S CERTIFICATION

I understand that in order to receive a subsequent waiver for this assignment I must pursue the completion of requirements to obtain full certification in the subject or area covered by this waiver request as specified in #7 above.

I understand that if my case is heard in a public meeting, all materials submitted to the Commission regarding my suitability, including grades and test scores, may be discussed.

Mark Kusl 5/14/08
Signature of Applicant Date
(Sign full legal name as listed in #2)

13. EMPLOYING AGENCY CERTIFICATION

The person for whom this waiver is requested will not be employed until he or she has been cleared by the Department of Justice under the provisions of Education Code Section 44332.6 and Section 44830.1 (AB1612). The employer acknowledges that the Commission's final approval of this individual's waiver will be determined by a fitness review covering, in part, criminal activity, including certain in-state and/or out-of-state convictions.

If this waiver request is for service to special education children, the Special Education Local Planning Area (SELPA) has been notified of our intent to request this waiver.

I certify under penalty of perjury that the information provided in this report is accurate and complete.

District/County Superintendent, Personnel Administrator, NPS/NPA Administrator, or Designee:

Signature: Robert V. Feaster
Title: Robert V. Feaster, Assistant Superintendent-HR
Date: 5-15-08

PROPOSED AGENDA ITEM: Memorandum Of Understanding Between Chico Unified School District and CSEA, Chapter #110 Regarding Staffing Changes In Nutritional Services As Recommended by the Quality Circle

Prepared by: Bob Feaster, Assistant Superintendent, Human Resources

Consent
Information Only
☒ Discussion/Action

Board Date: May 21, 2008

Background Information:

A Quality Circle (QC) was developed in the Nutritional Services Department to assist in the efficient management of the department. The QC consists of the interim Director and several staff in the department. They have reviewed the staffing needs of the department and have suggested numerous changes. These recommendations were further reviewed by the leadership of the Chapter in conjunction with District staff. The result is a Memorandum of Understanding (MOU) that was agreed to on May 6, 2008. The Chapter will be taking this to the membership for a vote on May 20th. Should this MOU be approved at that level, the Board will have an opportunity to approve it as well. Approval by both would allow the recommendations contained in the MOU to be implemented for the 2008-09 school year.

Educational Implications:

None

Fiscal Implications:

It is estimated that the implementation of this plan will save the District approximately \$285,000.

**MEMORANDUM OF UNDERSTANDING
BETWEEN
CHICO UNIFIED SCHOOL DISTRICT AND CSEA CHAPTER #110**

7.C.3.
Page 2 of 6

The Chico Unified School District and CSEA agree that the following staffing changes are approved. The changes are the result of a collaborative effort on the part of the District and CSEA. The specific effort was on the part of the Nutritional Services Quality Circle. The agreed upon changes are:

SECTION 1: REORGANIZATION SCHEME

SECONDARY SCHOOL SITES

- Increase the number of hands during the serve times.
- Decrease the total number of bulk hours within the kitchen.
- Removal/elimination of the Cook Manager 2, Cashier, and Cook Manager Assistant positions.
- Align the sites to reflect the serve time (meal periods), the number of points of sale each site has, and the amount of students each site serves.

ELEMENTARY SCHOOL SITES

- Combine breakfast and lunch shifts for efficiency and continuity within the school sites.
- Elimination of the Necessary Small School position.
- Align the sites to reflect the serve time (meal periods) and the amount of students each site serves.

1. CHICO HIGH SCHOOL

- Eliminate the Breakfast Cafeteria Assistant 2.0 hour position.
- Increase the 3.5 hour Cafeteria Assistant position to 6.0 hours.

2. PLEASANT VALLEY HIGH SCHOOL

- Eliminate the Breakfast Cafeteria Assistant position.
- Increase the 5.2 hour Cafeteria Assistant position to 6.0 hours.
- Reduce the 4.0 hour Cafeteria Assistant position to 3.0 hours. (This position is currently being served as a limited term at 3.0 hours.)

3. FAIRVIEW HIGH SCHOOL

- Eliminate the Breakfast Cafeteria Assistant 1.5 hour position.
- Reduce the Lunch Cafeteria Assistant from 4.5 to 1.5 hours.

4. ACADEMY FOR CHANGE

- Eliminate the Breakfast Cafeteria Assistant 2.0 hour position.
- Add a Cook Manager 1 position to 5.5 total hours.

5. CHICO JR. HIGH SCHOOL

- Eliminate the 8.0 hour Cook Manager 2 position.
- Add an 8.0 hour Cook Manager 1.
- Eliminate the 8.0 hour Assistant Cook Manager position.
- Add a 3.0 hour Cafeteria Assistant.
- Reduce the 3.2 hour Cafeteria Assistant to 3.0 hours.

6. BIDWELL JR. HIGH SCHOOL

- Eliminate the 8.0 hour Cook Manager 2 position.
- Add an 8.0 hour Cook Manager 1 position.
- Eliminate the 7.0 hour Assistant Cook Manager position.
- Add a 6.0 hour Cafeteria Assistant position.
- Eliminate the 4.3 hour Cashier position.
- Create a 4.0 hour Cafeteria Assistant position.
- Reduce the 4.6 hour Cafeteria Assistant position to 3.0 hours.
- Increase the 1.5 hour Cafeteria Assistant to 2.0 hours.

7. MARSH JR. HIGH SCHOOL
 - Eliminate the Breakfast Cafeteria Assistant 2.0 hour position.
 - Increase the Cook Manager 1 position from 5.0 to 7.0 hours.
 - Eliminate the 2.5 hour Cashier position.
 - Create a 2.0 hour Cafeteria Assistant position.
8. CHAPMAN
 - Eliminate the Breakfast Cafeteria Assistant 2.0 hour position.
 - Increase the Satellite Manager position from 6.0 to 7.5 hours.
 - Increase the Lunch Cafeteria Assistant from 3.0 to 3.3 hours.
9. CITRUS ELEMENTARY SCHOOL
 - Eliminate the Breakfast Cafeteria Assistant 2.0 hour position.
 - Increase the Satellite Manager position from 6.5 to 7.5 hours.
 - Increase the Lunch Cafeteria Assistant from 3.1 to 3.3 hours.
10. COHASSET ELEMENTARY SCHOOL
 - Eliminate the Cook Small School position.
11. FOREST RANCH ELEMENTARY SCHOOL
 - Eliminate the Cook Small School position.
12. HOOKER OAK ELEMENTARY SCHOOL
 - Eliminate the Breakfast Cafeteria Assistant 2.0 hour position.
 - Increase the Satellite Manager position from 4.7 to 6.0 hours.
 - Reduce the Lunch Cafeteria Assistant position from 2.5 to 2.0 hours.
13. McMANUS ELEMENTARY SCHOOL
 - Eliminate the Breakfast Cafeteria Assistant 2.0 hour position.
 - Increase the Satellite Manager position from 6.5 to 7.5 hours
14. MARIGOLD ELEMENTARY SCHOOL (which includes service to Loma Vista)
 - Eliminate the Breakfast Cafeteria Assistant 2.0 hour position.
 - Increase the Satellite Manager position from 4.9 to 7.0 hours.
 - Reduce the Lunch Cafeteria Assistant position from 4.9 to 2.5 hours.
15. NEAL DOW ELEMENTARY SCHOOL
 - Eliminate the Breakfast Cafeteria Assistant 2.0 position.
 - Increase the Satellite Manager position from 4.0 to 6.5 hours.
 - Reduce the Lunch Cafeteria Assistant position from 2.5 to 2.0 hours.
16. LITTLE CHICO CREEK ELEMENTARY SCHOOL
 - Eliminate the Breakfast Cafeteria Assistant 2.0 hour position.
 - Increase the Satellite Manager position from 6.0 to 7.0 hours.
 - Reduce the Lunch Cafeteria Assistant position from 4.0 to 2.5 hours.
17. PARKVIEW ELEMENTARY SCHOOL
 - Eliminate the Breakfast Cafeteria Assistant 2.0 hour position.
 - Increase the Satellite Manager position from 6.0 to 7.0 hours.
18. EMMA WILSON ELEMENTARY SCHOOL
 - Start a Breakfast program with the 2008-2009 school year.
 - Increase the Satellite Manager position from 4.7 to 6.5 hours.
19. ROSEDALE ELEMENTARY SCHOOL
 - Eliminate the Breakfast Cafeteria Assistant 3.0 hour position.
 - Increase the Satellite Manager position from 6.0 to 8 hours.
20. SHASTA ELEMENTARY SCHOOL
 - Eliminate the Breakfast Cafeteria Assistant 2.0 hour position.
 - Increase the Satellite Manager position from 4.5 to 6.0 hours.
 - Reduce the Lunch Cafeteria Assistant position from 2.3 to 1.5 hours.
21. SIERRA VIEW ELEMENTARY SCHOOL
 - Reduce the Satellite Manager position from 5.5 to 5.0 hours.
 - Reduce the Cafeteria Assistant position from 2.5 to 2.0 hours.

SECTION 2: SENIORITY, CAMPUS LUNCH CLOSURES, AND EFFECT OF AGREEMENT

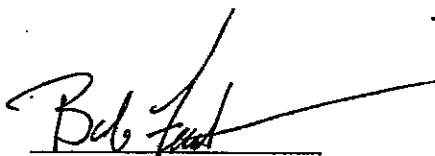
7.C.3.


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1. As a result of the elimination of the positions in the classifications, Cafeteria Cashier, Cafeteria Assistant Cook Manager and Cafeteria Cook-Necessary Small School, employees currently holding a position in those classifications who are adversely affected by this reorganization shall have their seniority date within those classifications transferred and applied, for all contractual purposes, to the classification of Cafeteria Satellite Manager. For example: if an employee has a seniority date of April 1, 1991, in the classification of Cafeteria Assistant Cook Manager, the employee shall be considered to have a seniority date of April 1, 1991 as a Cafeteria Satellite Manager also, regardless of whether or not they have served previously in the classification of Cafeteria Satellite Manager.
2. If as a result of #1 above an employee currently classified as a Cafeteria Satellite Manager is bumped and does not hold sufficient seniority in that classification to bump another less senior employee, and does not hold seniority in any other classification, the employee shall have their date-of-hire seniority transferred and applied for all contractual purposes to the classification of Cafeteria Assistant. For example: if an employee has a seniority date of April 1, 1991, in the classification of Cafeteria Satellite Manager, the employee shall be considered to have a seniority date of April 1, 1991 as a Cafeteria Assistant also, regardless of whether or not they have served previously in the classification of Cafeteria Assistant.
3. As a result of the elimination of the positions at Bidwell Junior High and Chico Junior High in the classification of Cook Manager 2 the two employees in those positions will continue to serve in the classification until such time as they vacate the position. Once the position has been vacated, it will be filled as Cook Manager 1 unless and until such time as it is deemed necessary to fill the position as Cook Manager 2.
4. The District shall fill Cook Manager 1 positions through internal recruitment only. The District shall conduct a recruitment for a new internal eligibility list by no later than June 30, 2008. The internal eligibility list shall be updated through recruitment every six (6) months thereafter. The District may seek outside applicants only in the event there is not adequate pool of qualified internal candidates on the then-current eligibility list. This provision shall remain in effect until:
 - the 63-month re-employment rights expire for Cafeteria Satellite Managers at Hooker Oak Elementary, Sierra View Elementary, Neal Dow Elementary, and Chapman Elementary who will demoted as a result of this reorganization,
 - or until they all are reemployed as Cafeteria Satellite Managers,
 - or until they are promoted into any other classification paid at Level 1.5 or higher, whichever comes first.
5. The execution of the MOU follows the timelines and implementation guidelines established in the Collective Bargaining Agreement.
6. The parties specifically acknowledge and agree that this agreement shall not constitute nor be construed to be a modification of the Merit Rules of Chico Unified School District or the Collective Bargaining Agreement. This MOU is simply intended by CSEA and the District to implement changes that will assist the effectiveness and fiscal strength of the Nutritional Services Department. This MOU in no way establishes a past practice or precedent.

NOTE: See attached charts which show the current staffing patterns at all sites and the proposed staffing patterns for all sites effective with the 2008-2009 school year.

Tentatively Agreed to on May 6, 2008.


Bob Feaster, CUSD


Jan Hays, CSEA


Ken Fisher, CSEA

Current Staffing 4-11-08

School	Hrs	Position	Shift
Chico High	8	Cook Manager 1	5:15 a.m.- 1:45 p.m.
Eliminate	2	Cafeteria Assistant	6:00 a.m.-8:00 a.m.
	3.5	Cafeteria Assistant	10:00 a.m. - 1:30 p.m.
	2	Cafeteria Assistant	11:30 a.m.- 1:30 p.m.
	2	Cafeteria Assistant	11:45 a.m.-1:45 p.m.
	2	Cafeteria Assistant	11:45 a.m.-1:45 p.m.
	2	Cafeteria Assistant	11:45 a.m.-1:45 p.m.
Pleasant Valley	8	Cook Manager 1	5:30 a.m. - 2:0 p.m.
Eliminate	2	Cafeteria Assistant	6:20 a.m.- 8:20 p.m.
Limited Term	3	Cafeteria Assistant	9:15 a.m.- 1:15 p.m.
	5.2	Cafeteria Assistant	8:20 a.m.-1:10 p.m.
	3.1	Cafeteria Assistant	10:15 a.m.-1:20 p.m.
	2	Cafeteria Assistant	11:15 a.m.- 1:15 p.m.
	2	Cafeteria Assistant	11:15 a.m.- 1:15 p.m.
Fairview			
Eliminate	1.5	Cafeteria Assistant 2	5:00 a.m.-6:30 a.m.
	6.5	Cook Manager	6:30 a.m.-1:30 p.m.
	4.5	Cafeteria Assistant	8:45 a.m.- 1:15 p.m.
AFC			
Eliminate	2	Cafeteria Assistant	6:15 a.m.-8:15 a.m.
	4	Cafeteria Cashier	9:00 a.m.-1:00 p.m.
Bidwell			
Eliminate	8	Cook Manager 2	6:00 a.m - 2:30 p.m.
Eliminate	7	Asst Cook Manager	6:00 a.m.-1:30 p.m.
Eliminate	4.3	Cashier	10:45 a.m.-2:00 p.m.
Limited Term	1.5	Cafeteria Assistant	8:30 a.m.- 10:00 a.m.
	4.6	Cafeteria Assistant	8:50 a.m. - 1:26 p.m.
	2.5	Cafeteria Assistant	10:30 a.m.-1:00 p.m.
Chico Junior			
Eliminate	8	Cook Manager 2	5:30 a.m.-2:00 p.m.
Eliminate	8	Asst. Cook Manager	5:30 a.m.-2:00 p.m.
	6	Cafeteria Assistant	6:45 a.m.-1:15 p.m.
	3.2	Cafeteria Assistant	10:00 a.m.-1:10 p.m.
	2	Cafeteria Assistant	11:00 a.m.-1:00 p.m.
	1.5	Cafeteria Assistant	11:30-1:00
	1.5	Cafeteria Assistant	11:30-1:00
Marsh Junior			
Eliminate	2	Cafeteria Assistant	6:45 a.m.-8:45 a.m.
	5	Cook Manager 1	9:15-2:15
	3.6	Cafeteria Assistant	9:30 a.m.-1:06 p.m.
	2	Cafeteria Assistant	10:30 a.m.-12:30 p.m.
Eliminate	2.5	Cashier	10:40 a.m.- 1:10 p.m.
	2.5	Cafeteria Assistant	10:00 a.m.-12:30 p.m.

Proposed Staffing for 2008-2009 School Year

School	Hrs	Position	Proposed Shift
Chico High	8	Cook Manager 1	5:30-2:00
Increase	6	Cafeteria Assistant	6:30-1:00
	2	Cafeteria Assistant	11:15-1:15
	2	Cafeteria Assistant	11:15-1:15
	2	Cafeteria Assistant	11:15-1:15
	2	Cafeteria Assistant	11:15-1:15
Pleasant Valley	8	Cook Manager 1	5:30-2:00
Increase	6	Cafeteria Assistant	7:00-1:30
	3.1	Cafeteria Assistant	10:15-1:20
Reduce	3	Cafeteria Assistant	9:15-1:15
	2	Cafeteria Assistant	11:15-1:15
	2	Cafeteria Assistant	11:15-1:15
Fairview	6.5	Cook Manager 1	6:15-1:15
Reduce	1.5	Cafeteria Assistant	11:00-12:30
AFC			
	5.5	Cook Manager 1	6:45-12:45
Bidwell	8	Cook Manager 1	6:00-2:30
	6	Cafeteria Assistant	7:00-1:30
	4	Cafeteria Assistant	9:30-1:30
Reduce	3	Cafeteria Assistant	10:30-1:30
	2	Cafeteria Assistant	11:30-1:30
	2	Cafeteria Assistant	11:30-1:30
Chico Junior	8	Cook Manager 1	6:00-2:30
	6	Cafeteria Assistant	7:00-1:30
Reduce	3	Cafeteria Assistant	10:00-1:00
Add	3	Cafeteria Assistant	10:00-1:00
	2	Cafeteria Assistant	11:00-1:00
	1.5	Cafeteria Assistant	11:30-1:00
	1.5	Cafeteria Assistant	11:30-1:00
Marsh Junior	7	Cook Manager 1	6:45-2:15
	3.6	Cafeteria Assistant	9:30-1:06
	2	Cafeteria Assistant	10:45-12:45
	2	Cafeteria Assistant	10:45-12:45
	2	Cafeteria Assistant	10:45-12:45

Chapman		7.5	Satellite Manager	6:00-2:00
		3.3	Cafeteria Assistant	9:30-1:25
Citrus				
		7.5	Satellite Manager	6:45-2:15
		3.3	Cafeteria Assistant	9:30-1:25
Cohasset				
		3.00	Satellite Manager	7:00-8:00 + 11:00-1:00
Forest Ranch		3.00	Satellite Manager	7:00-8:00 + 11:00-1:00
Hooker Oak		6	Satellite Manager	7:00-1:30
		2	Cafeteria Assistant	11:15-1:15
McManus		7.5	Satellite Manager	6:30-2:30
		4	Cafeteria Assistant	9:30-1:30
Marigold				
		7	Satellite Manager	6:30-2:00
		2.5	Cafeteria Assistant	10:30-1:00
Neal Dow		6.5	Satellite Manager	6:30-1:30
		2	Cafeteria Assistant	10:45-12:45
Little Chico				
		7	Satellite Manager	6:30-2:00
		2.5	Cafeteria Assistant	10:45-1:15
Parkview				
		7	Satellite Manager	6:30-2:00
		3	Cafeteria Assistant	10:00-1:00
Emma Wilson		6.5	Satellite Manager	6:45-1:45
*Breakfast Program		2	Cafeteria Assistant	11:10-1:10
Rosedale		8	Satellite Manager	6:00-2:30
		3	Cafeteria Assistant	10:00-1:00
Shasta				
		6	Satellite Manager	7:00-1:30
		1.5	Cafeteria Assistant	11:30-1:00
Sierra View				
		5	Satellite Manager	8:30-1:30
		2	Cafeteria Assistant	11:00-1:00
Delivery		8	Delivery	5:00 a.m.-1:00 p.m.
		6.5	Delivery	5:00 a.m.-12:00 p.m.
		8	Delivery	6:00 a.m.-2:30 p.m.
Bakery		8	Bakery	7:00 a.m.-3:30 p.m.
		8	Bakery	4:00 a.m.-12:30 p.m.
		8	Bakery	4:00 a.m.-12:30 p.m.
				291

Chapman		6	Satellite Manager	8:00 a.m.-2:30 p.m.
Eliminate		2	Cafeteria Assistant	6:00 a.m.-8:00 a.m.
Limited Term		3	Cafeteria Assistant	9:45 a.m.-1:25 p.m.
Citrus				
		2	Cafeteria Assistant	6:30 a.m.-8:30 a.m.
		6.5	Satellite Manager	7:30 a.m.-2:30 p.m.
Limited Term				
		3.1	Cafeteria Assistant	10:30 a.m.-1:35 p.m.
Cohasset		6	Cook Small School	7:00 a.m.-1:30 p.m.
Forest Ranch		6	Cook Small School	7:00 a.m.-1:30 p.m.
Hooker Oak		4.7	Satellite Manager	9:00 a.m.-1:40 p.m.
Eliminate		2	Cafeteria Assistant	6:30 a.m.-8:30 a.m.
		2.5	Cafeteria Assistant	10:45 a.m.-1:15 p.m.
McManus		6.5	Satellite Manager	7:30 a.m.-2:30 p.m.
Eliminate		2	Cafeteria Assistant	6:30 a.m.-8:30 a.m.
		4	Cafeteria Assistant	9:30 a.m.-1:30 p.m.
Marigold		4.9	Satellite Manager	9:15 a.m.-2:05 p.m.
		4.9	Cafeteria Assistant	8:30 a.m.-1:10 p.m.
Eliminate		2	Cafeteria Assistant	7:00 a.m.-9:00 a.m.
Neal Dow		4	Satellite Manager	9:30 a.m.-1:30 p.m.
Eliminate		2	Cafeteria Assistant	6:30 a.m.-8:30 a.m.
		2.5	Cafeteria Assistant	10:30 a.m.-1:00 p.m.
Little Chico				
Eliminate		2	Cafeteria Assistant	6:30 a.m.-8:30 a.m.
		6	Satellite Manager	8:30 a.m.-3:00 p.m.
Parkview		4	Cafeteria Assistant	10:00 a.m.-2:00 p.m.
Eliminate		6	Satellite Manager	8:30 a.m.-3:00 p.m.
		2	Cafeteria Assistant	6:40 a.m.-8:40 a.m.
Emma Wilson		3	Cafeteria Assistant	10:00 a.m.-1:00 p.m.
		4.7	Satellite Manager	9:00 a.m.-1:42 p.m.
		2	Cafeteria Assistant	11:10 a.m.-1:10 p.m.
Rosedale		6	Satellite Manager	7:15 a.m.-1:45 p.m.
Eliminate		3	Cafeteria Assistant	6:30 a.m.-9:30 a.m.
		3	Cafeteria Assistant	10:00 a.m.-1:00 p.m.
Shasta				
Eliminate		2	Cafeteria Assistant 2	7:00 a.m.-9:00 a.m.
		4.5	Satellite Manager	9:30 a.m.-2:00 p.m.
		2.3	Cafeteria Assistant	11:30 a.m.-1:45 p.m.
Sierra View		5.5	Satellite Manager	8:00 a.m.-1:30 p.m.
		2.5	Cafeteria Assistant	11:00 a.m.-1:30 p.m.
Delivery		8	Delivery	5:00 a.m.-1:00 p.m.
		6.5	Delivery	5:00 a.m.-12:00 p.m.
		8	Delivery	6:00 a.m.-2:30 p.m.
Bakery		8	Bakery	7:00 a.m.-3:30 p.m.
		8	Bakery	4:00 a.m.-12:30 p.m.
		8	Bakery	4:00 a.m.-12:30 p.m.
Change in total hours				323