



BOARD OF DIRECTORS REGULAR MEETING AGENDA

September 14, 2022

Time: 5:45pm

Middle School Campus, Room 5: 1054 Broadway Street, Chico, CA 95928

PUBLIC PARTICIPATION- Chico Country Day School ("CCDS") welcomes your participation at its board and Committee meetings. The purpose of a public meeting is to conduct the affairs of CCDS in public. We are pleased that you are in attendance and hope that you will visit these meetings often. Your participation assures us of continuing community interest in CCDS.

This meeting will be available via zoom: <https://us02web.zoom.us/j/6362513717>

The following guidelines are provided to assist you in participating in our meetings:

- Agendas are available to all audience members at the door to the meeting and [online](#).
- "Public Comments" is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board or Committee can only listen to your issue, not respond or take action. Direction to staff may be given in response to your concern.
- With regard to items that are on the agenda, the Board will ask for comments and the public will have an opportunity to speak when that item is discussed. A three minute time limit will be in place and may be adjusted based on the interest in the specific agenda item. More detailed participation guidelines outlined at the end of the agenda for your reference.

Mission Statement

Chico Country Day School provides a safe, joyful environment where all learners are inspired to achieve their personal best.

2022-2023 CCDS Board Members:

Thang Ho, Chair
Devjani Banerjee-Stevens, Vice Chair
Santy Gray, Secretary
Ross Simmons, Treasurer
Melissa Pearson, Member
Jamie Clyde, Member
Charles CC Carter, Member

1. CALL TO ORDER & ROLL CALL

2. CLOSED SESSION (5:45pm)

- 2.1 Public Employee Performance Evaluation: Per Government Code §54957
Title: Chief Executive Officer

3. REGULAR SESSION (6:00pm)

- 3.1 Approval of Regular Agenda
3.2 Report from Closed Session

4. CELEBRATIONS

5. PUBLIC COMMENTS: This portion of the meeting is set aside for the audience to make comments or raise issues that are not specifically on the agenda. This agenda item is included for the

purpose of giving anyone in attendance an opportunity to ask questions or share non-agenda items with the Board of Directors. Due to public meeting rules, the Board will not enter into a dialogue with those making public comments. Questions from Board Members will be for clarification purposes only. Public comment will not be used as a time for problem solving or reacting to comments, but rather, for receiving information only.

6. CONSENT AGENDA: All matters listed under the Consent Agenda are to be considered routine and will be enacted by one motion followed by a roll call vote. There will be no separate discussion of these items unless the Board of Directors, audience, or staff request specific items to be removed from the Consent Agenda for separate action. Any items removed will be considered after the motion to approve the Consent Agenda.

- 6.1 Minutes from meetings (8/10/22 Regular Meeting)
- 6.2 Board Report of Checks, August 2022
- 6.3 Agreement for Special Services with AALRR
- 6.4 Overnight Field Trip Request: 8th Grade to Oregon Shakespeare Festival
- 6.5 CDE Consolidated Application, 2022-2023
- 6.6 MOU Between BCOE and CCDS for CALPADS Data Management Services

7. DISCUSSION/ACTION ITEMS

- 7.1 CCDS Leadership Report
- 7.2 WASC Update
- 7.3 Fiscal year 2021-2022 Unaudited Actuals
- 7.4 Payscale Updates, Equity Adjustments, and Cost of Living Adjustments.

8. REFLECTION

9. ADJOURNMENT: Adjourn; Next Regular Meeting is scheduled for October 19, 2022

Information, Procedures and Conduct of CCDS Board Meetings:

Student Participation:

At the discretion of the Board Chair, students may be given priority to address items to the Board

Public input on specific agenda items and those items not on the agenda:

The CCDS Board of Directors welcomes and encourages public comments. Any person of the public desiring to speak shall be allowed to speak during public comment time and has the option of speaking once on any agenda item when it is being discussed. Speaking time shall generally be limited to three minutes, unless a longer period is permitted by the Board Chair. In the case of numerous requests to address the same item, the Board may select representatives to speak on each side of the item. Each person who addresses the Board must be first recognized by the presiding officer and give his or her name. Comments must be directed to the Board as a whole and not to individual board members or employees. 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. Items brought forth at this part of the meeting may be referred to the Administration 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.

Special Needs: If you have special needs because of a disability or you require assistance or auxiliary aids to participate in the meeting, please contact the CCDS office at 530.895.2650. CCDS will attempt to accommodate your disability.

Copies of Agendas and Related Materials: Materials are available at the meeting, on the website at www.chicocountryday.org, or in the Main office prior to the meeting @ 102 W. 11th Street, Chico, CA 95928.



Minutes

CCDS Board of Directors Regular Meeting

Date: Wednesday, August 10, 2022

Time: 5:30 pm

Location: In-person, Room 4, Middle School Campus

1. CALL TO ORDER & ROLL CALL

Pearson called meeting to order at 5:35 pm.

Attendees: Thang Ho, Jamie Clyde, Santy Gray, Melissa Pearson, Devjani (Juni) Banerjee-Stevens

Absent: Charles (CC) Carter

2. CLOSED SESSION (5:30pm)

2.1 No Action Taken

3. REGULAR SESSION (6:00pm)

3.1 Approval of Regular Agenda

Gray/Ho to approve. All in favor: Clyde, Pearson, Banerjee-Stevens

3.2 Report from Closed Session

Nothing to report

4. PUBLIC COMMENTS CONCERNING ITEMS NOT ON THE AGENDA

No public comments.

5. CONSENT AGENDA

Ho/Banerjee-Stevens to approve. All in favor: Clyde, Pearson, Gray

6. DISCUSSION/ACTION ITEMS

6.1 CCDS Leadership Report

Fairon announced the addition of Gretchen Bender, Chief Business Officer, to the administrative team. Fairon also reported that the Graduate Profile has been revised and will launch this fall. At the time of this meeting, K-8 enrollment was 563 students, 14 fewer than total capacity. Noted that a more accurate report on enrollment numbers will be available next week.

6.2 **Board Development Committee: Appointment of new board member 2022-2025**

The Board Development Committee recommended the appointment of Ross Simmons to the CCDS Board for a three-year term (2022-2025).

Ho/Gray to approve. All in favor: Clyde, Pearson, Banerjee-Stevens

6.3 **Election of Officers of the Board for 2022-2023**

Board members elected the following individuals to fulfill these officer roles:

Thang Ho, Chair
Devjani Banerjee-Stevens, Vice Chair
Santy Gray, Secretary
Ross Simmons, Treasurer

6.4 **Public Hearing and Adoption of Updated Independent Study Policy**

Trout requested that the board approve an updated policy for independent study guidelines. Noted that this new policy was less restrictive than in the past unless a student will not be attending class for more than 15 days. Stated that this will help faculty and staff adapt assignments/learning for students who must miss class due to COVID-related illness.

Gray/Ho to approve. All in favor: Clyde, Pearson, Banerjee-Stevens. Abstain: Simmons

6.5 **Public Employee Appointment: Chief Executive Officer, Chief Business Officer, Director of Student Affairs, Director of Student Support Services**

Annual appointment of CCDS administrative officers.

Banerjee-Stevens/Gray to approve. All in favor: Clyde, Pearson, Ho. Abstain: Simmons

7. **ADJOURNMENT**

Pearson adjourned the meeting at 6:40 pm. Next Regular Meeting on September 14, 2022 at 6 pm.

Checks Dated 08/01/2022 through 08/31/2022

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
0020348	08/04/2022	AFLAC	01-9587		99.46
0020349	08/04/2022	Amazon Capital Services, Inc	01-4200	140.19	
			01-4300	1,053.69	
			01-4453	764.83	1,958.71
0020350	08/04/2022	AT & T	01-5930		211.05
0020351	08/04/2022	Bonney, Mary	01-4300		120.00
0020352	08/04/2022	Butte County Office of Ed Attn Student Program Services	01-5850		2,327.22
0020353	08/04/2022	CharterSAFE	01-5450		8,585.33
0020354	08/04/2022	Dawson Landscaping	01-4300		1,300.00
0020355	08/04/2022	Druin Heal	01-5212		295.00
0020356	08/04/2022	Ferguson, Stacy M	01-4300		1,024.56
0020357	08/04/2022	Half a Bubble Out, Inc.	01-4341	90.00	
			01-5852	87.50	177.50
0020358	08/04/2022	Home Depot	01-4300		106.57
0020359	08/04/2022	Hoppe, Lisa M	01-5920		36.00
0020360	08/04/2022	Learning A to Z	01-4300		680.43
0020361	08/04/2022	Mission Linen and Uniform	01-5550		365.54
0020362	08/04/2022	Procopio, Cory, Hargreaves & Savitch, LLP	01-5802		5,611.00
0020363	08/04/2022	Stan B. McDaniel	01-5635		3,400.00
0020364	08/04/2022	T Mobile	01-5930		100.00
0020365	08/10/2022	Accrediting Commission for Schools	01-5300		830.00
0020366	08/10/2022	Amazon Capital Services, Inc	01-4200	237.78	
			01-4300	2,337.80	2,575.58
0020367	08/10/2022	Anderson, Tyson J	01-4300		30.49
0020368	08/10/2022	Ann Elizabeth Nikolai	01-5850		487.50
0020369	08/10/2022	Bender, Gretchen	01-4300		304.86
0020370	08/10/2022	Butte Schools Self Funded Programs	01-9514	46,886.80	
			01-9586	99.60	
			01-9587	27.80	47,014.20
0020371	08/10/2022	CA Water Service Company	01-5530		1,455.13
0020372	08/10/2022	Carlson Electrical Systems	01-5807		1,700.88
0020373	08/10/2022	Dell Financial Svcs, LCC	01-5610		3,285.58
0020374	08/10/2022	Evergreen Janitorial Supply, Inc.	01-4300		343.01
0020375	08/10/2022	Finney, Andrea C	01-4300		106.56
0020376	08/10/2022	Hayden Fire Protection	01-5630		183.62
0020377	08/10/2022	Immediate Care	01-4300		155.00
0020378	08/10/2022	Leading Well	01-5210		5,224.71
0020379	08/10/2022	Oregon Shakespeare Festival	01-5829		3,870.00
0020380	08/10/2022	PG &E	01-5510	172.45	
			01-5520	9,869.15	10,041.60
0020381	08/10/2022	Pitney Bowes Inc Reserve Accou nt	01-5920		500.00
0020382	08/10/2022	Schoolmate	01-4300		256.00
0020383	08/10/2022	T Mobile	01-5930		328.00
0020384	08/10/2022	Verizon Wireless	01-5930		210.50
0020385	08/10/2022	Waste Management	01-5560		479.28

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.



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Checks Dated 08/01/2022 through 08/31/2022

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
0020386	08/10/2022	Tacos El Paisa	Cancelled		1,405.00 *
	Cancelled on 08/10/2022				
0020388	08/17/2022	Brendan Nash	01-5838		250.00
0020389	08/17/2022	Charles Thompson	01-5838		250.00
0020390	08/17/2022	CSE/UBO	01-5829		428.00
0020391	08/17/2022	Dewald Parent, Amie L	01-4300		287.39
0020392	08/17/2022	Hardoy, Nicole M	01-4300		54.50
0020393	08/17/2022	Harper Maiorano	01-5838		250.00
0020394	08/17/2022	Quincy Shern	01-5838		250.00
0020395	08/17/2022	Rubio, Denai E	01-4300		107.89
0020396	08/17/2022	Trout, Claudia	01-4300		1,405.00
0020397	08/17/2022	US Screenprinting & Embroidery	01-5878		800.08
0020398	08/17/2022	Williams, Julee J	01-4300		95.41
0020399	08/25/2022	Access Information Management	01-4300		136.84
0020400	08/25/2022	Adams, Lora R	01-5210		167.87
0020401	08/25/2022	AFLAC	01-9587		99.46
0020402	08/25/2022	Alexander, Bryn K	01-4300		119.99
0020403	08/25/2022	Beatniks	01-5210		1,900.55
0020404	08/25/2022	Burgoon, Sarah V	01-4300		93.10
0020405	08/25/2022	CalPERS	01-5812		350.00
0020406	08/25/2022	Certifix Live Scan	01-5861		60.00
0020407	08/25/2022	Currie, Patricia E	01-9500		161.71
0020408	08/25/2022	Dawson Landscaping	01-5630		1,300.00
0020409	08/25/2022	Dewald Parent, Amie L	01-4300		40.74
0020410	08/25/2022	Evergreen Janitorial Supply, Inc.	01-4470		1,381.44
0020411	08/25/2022	Fairon, Wendy A	01-4300	16.61	
			01-5875	46.73	63.34
0020412	08/25/2022	Focal Point Landscape Supply	01-5635		588.80
0020413	08/25/2022	Janke, Lisa C	01-4300		82.89
0020414	08/25/2022	Loy J Mattison	01-5887		390.00
0020415	08/25/2022	ODP Business Solutions, LCC	01-4300		1,248.45
0020416	08/25/2022	Procopio, Cory, Hargreaves & Savitch, LLP	01-5802		248.00
0020417	08/25/2022	Randy's Plumbing	01-5615		796.74
0020418	08/25/2022	SchoolAbility, LLC	01-5800		16,000.00
0020419	08/25/2022	Story Heating & Air	01-5615		654.79
0020420	08/25/2022	Trites Backflow Services	01-5631		390.00
0020421	08/25/2022	Tucker Pest Control	01-5570		305.00
Total Number of Checks			73		137,943.85

	Count	Amount
Cancel	1	1,405.00
Net Issue		136,538.85

Fund Recap

Fund	Description	Check Count	Expensed Amount
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The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.



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Checks Dated 08/01/2022 through 08/31/2022

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
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Fund Recap

<u>Fund</u>	<u>Description</u>	<u>Check Count</u>	<u>Expensed Amount</u>
01	General Fund	72	136,538.85
	Total Number of Checks	72	136,538.85
	Less Unpaid Tax Liability		.00
	Net (Check Amount)		136,538.85

Includes checks for only Bank Account 100MAIN

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.



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AGREEMENT FOR SPECIAL SERVICES

I. PARTIES

This Agreement for Special Services (“Agreement”) is entered into by and between the law firm of ATKINSON, ANDELSON, LOYA, RUUD & ROMO, a professional corporation, hereinafter referred to as the “Law Firm” and CHICO COUNTRY DAY SCHOOL, hereinafter referred to as “School.”

II. PURPOSE

The School desires to retain and engage Law Firm to perform legal and, upon request, non-legal consultant services on the School’s behalf. Law Firm accepts this engagement on the terms and conditions contained in this Agreement.

III. TERMS AND CONDITIONS

A. Fees for Services

1. Standard Hourly Rate Services

School agrees to pay the Law Firm at the following standard hourly rates:

Senior Partners	\$325.00
Partners/Senior Counsel	\$305.00
Senior Associates	\$295.00
Associates	\$285.00
Non-Legal Consultants	\$250.00
Senior Paralegals/Law Clerks	\$205.00
Paralegals/Legal Assistants	\$195.00

2. Fixed Fee Services

School agrees to pay the Law Firm a fixed fee for the following services:

A full day of training (up to 8 hours)	\$5,500
A half day of training (up to 4 hours)	\$4,500

A two hour training \$3,500

A one hour training \$2,500

3. Fee Arrangements for Specialized Legal Services

For specialized litigation and transactional services in the areas of construction, procurement, technology, prevailing wage, real property, CEQA, mitigation negotiations, school and college finance, tax, bankruptcy, copyright, non-profit organizations, immigration and appellate law, the School agrees to pay Law Firm at rates higher than the standard hourly rates for special projects or particular scopes of work. The Law Firm shall inform the School of the rates for specialized services and the Superintendent or designee shall agree to such rates in writing prior to any billings for specialized legal services by the Law Firm.

4. Costs and Expenses

In addition to the fees described above, the School agrees to pay a five percent (5%) “administrative fee” calculated and based on the total monthly billed fees to cover certain operating expenses of the Law Firm incurred in providing services to the School. This administrative fee is in lieu of charging the School for Westlaw, photocopies, automobile mileage, parking, facsimiles, telephone, document preparation, and postage.

Costs relating to fees charged by third parties retained to perform services ancillary to the Law Firm’s representation of School are not included in the administrative fee and are charged separately. These include, but are not limited to, deposition and court reporter fees, transcript costs, witness fees (including expert witnesses), process server fees, and other similar third party fees. The Law Firm shall not be obligated to advance costs on behalf of the School; however, for purposes of convenience and in order to expedite matters, the Law Firm reserves the right to advance costs on behalf of the School with the prior approval of the Superintendent or designee in the event a particular cost item exceeds \$2,000.00 in amount, and without the prior approval of the Superintendent or designee in the event a particular cost item totals \$2,000.00 or less.

If the Law Firm retains, with authorization from the School, experts or outside consultants for the benefit of the School, rather than the School contracting directly with any expert or outside consultant, the School agrees to pay a five percent (5%) “consultant processing fee” in addition to the actual costs paid by the Law Firm to the expert or outside consultant in order to offset related costs to the Law Firm resulting from administering and initially paying such expert and outside consultant fees on behalf of the School. This fee shall not apply to the services of Law Firm-provided non-legal consultants as set forth in paragraph F., below.

B. Billing Practices

1. A detailed description of the work performed and the costs and expenses advanced by the Law Firm will be prepared on a monthly basis as of the last day of the month and will be mailed to the School on or about the 15th of the following month, unless other arrangements are made. Payment of the full amount due, as reflected on the monthly statement,

will be due to the Law Firm from the School by the 10th of the month following delivery of the statement, unless other arrangements are made. In the event that there are funds of the School in the Law Firm's Trust Account at the time a monthly billing statement is prepared, funds will be transferred from the Law Firm's Trust Account to the Law Firm's General Account to the extent of the balance due on the monthly statement and a credit will be reflected on the monthly statement. Any balance of fees or costs advanced remaining unpaid for a period of 30 days will be subject to a 1% per month service charge.

2. The Law Firm shall bill in one-quarter hour increments.

3. Certain tasks shall be billed at established minimum time increments. These include: (a) telephone conference (.25 hour), (b) electronic correspondence (.25 hour), (c) standard written correspondence (.50 hour), (d) provide a document (.50 hour).

4. The Law Firm may charge the full hourly rate to more than one client for services provided concurrently during the same time period. For example, in the course of traveling to the School or while providing legal services at the School, it may be necessary for the Law Firm to provide billable services to other clients.

5. School agrees to review the Law Firm's monthly statements promptly upon receipt and to notify the Law Firm, in writing, with respect to any disagreement with the monthly statement. Failure to communicate written disagreement with the Law Firm's monthly statement within thirty (30) days of the School's receipt thereof shall be deemed to signify the School's agreement that the monthly billing statement accurately reflects the services performed; and the proper charge for those services.

6. After the conclusion of a particular engagement (e.g. an investigation) should a need arise for the Firm to respond to any subpoena or discovery, to provide testimony at deposition, trial or arbitration, or to otherwise perform services with respect to any matter relating to or arising out of that engagement, the School shall compensate the Firm at its then applicable rates for time expended, including all required preparation time.

C. Termination of Representation on a Particular Matter

The Law Firm reserves the right to discontinue the performance of legal services on behalf of the School on a particular matter upon the occurrence of any one or more of the following events:

1. Upon order of a court of law requiring the Law Firm to discontinue the performance of legal services;

2. Upon a determination by the Law Firm in the exercise of its reasonable and sole discretion, that state or federal legal ethical principles require it to discontinue the performance of legal services;

3. Upon a failure of the School to perform any of the School's obligations with respect to the payment of the Law Firm's fees, costs or expenses as reflected on the monthly bill;

4. Upon a failure of the School to perform any of the School's obligations with respect to the duty of cooperation with the Law Firm in connection with the Law Firm's representation of the School.

In the event that the Law Firm ceases to perform services for the School on a matter, the School agrees that it will promptly pay to the Law Firm any and all unpaid fees and costs advanced, and retrieve all of its files, signing a receipt therefor. Further, the School agrees that, with respect to any litigation where the Law Firm has made an appearance in a court of law on its behalf, the School will promptly execute an appropriate Substitution of Attorney form. Any termination of Law Firm's representation on such a matter may be subject to approval by the applicable court of law.

D. Consent to Joint Representation

The School acknowledges that from time to time Law Firm may be asked to perform legal services on a matter affecting two or more public education local agencies. In such situations before proceeding with representation, Law Firm shall seek separate written consent to joint representation from all involved parties if permissible according to ethical principles applicable to attorneys. The School acknowledges that it is often in the best interest of the School for such representation to commence without undue delay which may result from waiting until a regularly-scheduled Board meeting. Therefore, pursuant to Education Code section 7, the Governing Board of the School hereby delegates to the Superintendent or designee authority to consent to joint representation in the circumstances described in this paragraph.

E. Client Cooperation

The School agrees to fully cooperate with the Law Firm in connection with the Law Firm's representation of the School, including but not limited to, attending mandatory court hearings and other appearances, making its employees and officials available, and providing accurate information documentation necessary to enable the Law Firm to adequately represent the School.

F. Services Performed by Law Firm-Provided Non-Legal Consultants

The Law Firm has an affiliation with non-legal consultants who are available to provide services in areas including, but not limited to, personnel/business office audits, human resources/collective bargaining consultation, special education consultation, public/employee relations surveys and communications, media and public relations, budget analysis/support services, instructional coaching/counseling at school improvement sites, leadership coaching, board/superintendent relations and best practices, and interim management placement.

Because the Law Firm has a financial interest in the School's use of these affiliated non-legal consultants, the rules of the State Bar of California require that the School provide its informed written consent to this arrangement prior to utilizing these services. Execution of this Agreement shall be deemed "informed consent" for the purpose of this paragraph. The School is hereby advised that it may seek the advice of an independent attorney of your choice prior to providing such written consent.

Please also be advised that because the services of these non-legal consultants are provided to the School outside of the attorney-client relationship, communications with these non-legal consultants will not be protected from disclosure by the attorney-client privilege.

G. Consent to Law Firm Communication

As part of our commitment to client service, the Law Firm will send the School periodic alerts on case developments and legislative changes, and notices of breakfast briefings, conferences, and other training opportunities designed to help the School with daily legal concerns. The Law Firm will send those and other additional service notices to the School via regular mail and/or electronic mail at the email address which you designate or the email used in your daily communications with us. By execution of this Agreement, the School and designated contact(s) consent to receive such communications by electronic mail subject to the right to unsubscribe at any time.

H. Identification of Insurance Coverage

With respect to insurance coverage for any matters covered by the scope of services under this Agreement, you agree that it is your own responsibility, rather than the Law Firm's responsibility, to identify potential insurance coverage and to tender legal matters to any appropriate insurance companies that may insure you. If you desire that the Law Firm become involved in identifying potential insurers and/or the tender of legal disputes, then a separate written agreement between you and the Law Firm to that effect will be required.

I. Miscellaneous

1. The Law Firm maintains errors and omissions insurance coverage applicable to the services to be rendered.

2. The parties agree that the Law Firm, while engaged in carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and is not an employee of the School.

3. After a file on a matter is closed, the School has a right to request the Law Firm to return the file to the School. Absent such a request, the Law Firm shall retain the file on the School's behalf.

IV. BINDING ARBITRATION

If any dispute arises out of, or related to, a claimed breach of this agreement, the professional services rendered by attorneys, or any other disagreement of any nature, type, or description, regardless of the facts or the legal theories which may be involved, including attorney malpractice, breach of fiduciary duty, misrepresentation, or conflict of interest, such dispute shall be resolved by confidential and binding arbitration upon the written request of one party after service of that request on the other party.

There are significant advantages and disadvantages of binding arbitration. The parties shall agree on an arbitrator with special skills and experience to hear and determine the dispute

unlike in a court proceeding where a judge is assigned. If the parties cannot agree, then the Superior Court of Los Angeles County shall choose an impartial arbitrator whose decision shall be final and conclusive on all matters.

The parties shall each have the right of discovery in accordance with Code of Civil Procedure Section 1283. Arbitrations conducted pursuant to this agreement permit the same discovery rights as in a court proceeding. Each party shall bear their own costs and attorney fees, including payments to the arbitrator which can be significantly more costly than the filing fee in Court proceedings where costs may be awarded to the prevailing party. Each party to this agreement waives and therefore gives up important constitutional rights in arbitration as the arbitrator's decision is final. There is no right to appeal to challenge any errors made in the arbitration proceeding. Unlike court proceedings, arbitration proceedings are conducted privately and the outcome will remain confidential. There is no right to a trial by a judge or jury of one's peers. There is no limitation on the type of monetary damage that can be awarded by the arbitrator. The client is advised that the client has the right to have an independent lawyer of client's choice review this arbitration provision.

V. DURATION

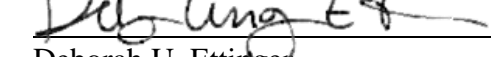
This Agreement shall commence August 1, 2022 and terminate on June 30, 2023 and shall thereafter continue from month to month at the then current rate schedules until modified in writing by agreement between the Law Firm and the School up to a maximum of five (5) years duration per Education Code section 17596.

Either the School or the Law Firm may terminate this Agreement on thirty (30) days' written notice.

"Law Firm"

ATKINSON, ANDELSON, LOYA, RUUD &
ROMO

Dated: August 23, 2022

By: 
Deborah U. Ettinger

"School"

CHICO COUNTRY DAY SCHOOL

Dated: _____

By: _____
Amie Parent, Director of Student Support
Services



Chico Country Day
SCHOOL

Overnight Field Trip Request Form

Requested By:

Date:

Birchard

9/6/12

Person Responsible for Trip:

Destination:

Birchard

Ashland, OR

Purpose:

Dates:

Oregon Shakespeare Festival

Sept. 29-30

Adult Supervisors:

Time of Arrival & Departure:

Birchard/Greenfield/Norton

6:30^{29m} am - 2:45^{30m} pm

Number of Students Participating:

Number of Students NOT Participating:

~~60~~ 55

N/A @ this time

Cost of Field Trip:

Overnight Housing:

\$4,920.⁰⁰

Emmigrant Lake Campground

Number of Vehicles Needed:

Number of Chaperone's Needed:

14

14

Field Trip Itinerary:

see attached

Administrative Approval:

Board of Director Approval:

Claudia Z

2022–23 CONSOLIDATED APPLICATION FOR FUNDING - CATEGORICAL AID PROGRAMS

This letter provides information related to the completion of the 2022–23 Consolidated Application (ConApp) for Funding Categorical Aid Programs in the ConApp and its categorical programs.

Funding Opportunities

The LEAs, including direct-funded charter schools, may review a funding profile for each program on the CDE [ConApp Programs](#) web page. Each funding profile contains a brief description of the program, eligibility criteria, funding information, and the CDE contacts for additional program or fiscal information.

New Funding for 2022-23 includes:

Arts Education: SB181 Education (Resource Code 6762)

Allocation: \$357, 207

Allocation Year: 2022-23

Program period: 2022/23- 2025/26 (4 years)

Program activities:

(1) Obtain standards-aligned professional development and acquire instructional materials, in the following subject areas:

- Visual and performing arts.
- World languages.
- Mathematics.
- Science.
- English language arts, including early literacy.
- Ethnic studies.
- Financial literacy, including the content specified in Section 51284.5 of the Education Code.
- Media literacy.
- Computer science.

(2) Obtain instructional materials and professional development aligned to best practices for improving school climate, including training on de-escalation and restorative justice strategies, digital literacy, physical education, and learning through play.

(3) Develop diverse book collections and obtain culturally relevant texts, including leveled texts, in both English and pupils' home languages, to support pupils' independent reading.

(4) Operational costs, including but not limited, to retirement and health care cost increases.

Learning Recovery Emergency Block Grant (Resource Code 7435)

Allocation: \$317,357

Allocation Year: 2022-23

Program period: 2022/23- 2026/27 (4 years)

Program Activities

- Learning recovery initiatives through the 2027–28 school year that, at a minimum, support academic learning recovery, and staff and pupil social and emotional well-being.
- Instructional learning time, providing summer school or actions that increase or stabilize the amount of instructional time or services provided to pupils, or decrease or stabilize staff-to-pupil ratios, based on pupil learning needs.
- Implementation, expansion or enhancement of learning supports.
- Addressing other barriers to learning.
-

Data Privacy
Memorandum of Understanding
Butte County Office of Education
and

Date: _____

The Memorandum of Understanding ("MOU") is entered into on _____, _____
by and between Butte County Office of Education ("BCOE" or "Provider"), _____
_____ and the District ("LEA" and collectively, "Parties").

RECITALS

WHEREAS, the Provider has agreed to provide the Local Education Agency ("LEA") with certain data services ("Services") pursuant to a contract dated _____ ("Service Agreement"); and

WHEREAS, in order to provide the Services described in the MOU, the Provider may receive and the LEA may provide documents or data that are covered by several federal and statutes, among them, the Family Educational Rights and Privacy Act ("FERPA") at 20 U.S.C. 1232g, Children's Online Privacy Protection Act ("COPPA"), 15 U.S.C. 6501-6502; Protection of Pupil Rights Amendment ("PPRA") 20 U.S.C. 1232 h; and

WHEREAS, the documents and data transferred from California LEAs are also subject to several California student privacy laws, including AB 1584, found at California Education Code Section 49073.1 and the Student Online Personal Information Protection Act (sometimes referred to as either "SB 1177" or "SOPIPA") found at California Business and Professions Code section 22584; and

WHEREAS, the Parties wish to enter into this MOU to ensure that all data services conform to the requirements of the privacy laws referred to above and to establish implementing procedures and duties; and

NOW THEREFORE, for good and valuable consideration, the parties agree as follows:

ARTICLE I: PURPOSE AND SCOPE

- Purpose of MOU.** The purpose of this MOU is to describe the duties and responsibilities to protect student data transmitted to Provider from the LEA, including compliance with all applicable privacy statutes, including the FERPA, PPRA, COPPA, SB 1177 (SOPIPA), and AB 1584. In performing these services, the Provider shall be considered a School Official with a legitimate educational interest, and performing services otherwise provided by the LEA. Provider shall be under the direct control and supervision of the LEA. Control duties are set forth below.
- Nature of Services Provided.** The Provider has agreed to provide the following data services described below and as may be further outlined in Exhibit "A" hereto:

3. **Student Data to Be Provided.** In order to perform the Services described in Exhibit A, LEA shall provide the categories of data described below or as indicated in the Schedule of Data, attached hereto as Exhibit "B":
4. **MOU Definitions.** The definition of terms used in this MOU is found in Exhibit "C". In the event of a conflict, definitions used in this MOU shall prevail over term used in any Service Agreement.

ARTICLE II: DATA OWNERSHIP AND AUTHORIZED ACCESS

1. **Student Data Property of LEA.** All Student Data or any other Pupil Records transmitted to the Provider is and will continue to be the property of and under the control of the LEA. The Parties agree that as between them all rights, including all intellectual property rights in and to Student Data or any other Pupil Records shall remain the exclusive property of the LEA. For the purposes of FERPA, the Provider shall be considered a School Official, under the control and direction of the LEAs as it pertains to the use of student data notwithstanding the above. Provider may transfer pupil-generated content to a separate account, according to the procedures set forth below.
2. **Parent Access.** LEA shall establish reasonable procedures by which a parent, legal guardian, or eligible student may review personally identifiable information on the pupil's records, correct erroneous information, and procedures for the transfer of pupil-generated content to a personal account, consistent with the functionality of services. Provider shall respond in a reasonably timely manner to the LEA's request for personally identifiable information in a pupil's records held by the Provider to view or correct as necessary. In the event that a parent of a pupil or other individual contacts the Provider to review any of the Pupil Records of Student Data accessed pursuant to the Services, the Provider shall refer the parent or individual to the LEA, who will follow the necessary and proper procedures regarding the requested information.
3. **Separate Account.** Provider shall, at the request of the LEA, transfer Student generated content to a separate student account.
4. **Third Party Request.** Should a Third Party, including law enforcement and government entities, contact Provider with a request for data held by the Provider pursuant to the Services, the Provider shall redirect the Third Party to request the data directly from the LEA. Provider shall notify the LEA in advance of a compelled disclosure to a Third Party unless legally prohibited.

5. **No Unauthorized Use.** Provider shall not use Student Data or information in a Pupil Record for any purpose other than as explicitly specified in Exhibit A.
6. **Subprocessors.** Provider shall enter into written agreements with all Subprocessors performing functions pursuant to Exhibit A, whereby the Subprocessors agree to protect Student Data in manner consistent with the terms of this MOU.

ARTICLE III: DUTIES OF LEA

1. **Provide Data In Compliance With FERPA.** LEA shall provide data for the purposes of Exhibit A in compliance with the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. section 1232 g, AB 1584 and the other privacy statutes quoted in this MOU.
2. **Reasonable Precautions.** LEA shall take reasonable precautions to secure usernames, passwords, and any other means of gaining access to the services and hosted data.
3. **Unauthorized Access Notification.** LEA shall notify Provider promptly of any known or suspected unauthorized access. LEA will assist Provider in any efforts by Provider to investigate and respond to any unauthorized access.
4. **District Representative.** At request of Provider, LEA shall designate an employee or agent of the District as the District representative for the coordination and fulfillment of the duties of this MOU.

ARTICLE IV: DUTIES OF PROVIDER

1. **Privacy Compliance.** The Provider shall comply with all California and Federal laws and regulations pertaining to data privacy and security, including FERPA, COPPA, PPRA, AB 1584, and SOPIPA.
2. **Authorized Use.** The data shared pursuant to Exhibit A including persistent unique identifiers, shall be used for no purpose other than the Services stated and/or otherwise authorized under the statutes referred to in subsection (1), above.
3. **Employee Obligation.** Provider shall require all employees and agents who have access to Student Data to comply with all applicable provisions of FERPA laws with respect to the data shared.

4. **No Disclosure.** Provider shall not disclose any data obtained in a manner that could identify an individual student to any other entity in published results of studies. Deidentified information may be used for the purposes of development and improvement of educational sites, services, or applications.
5. **Disposition of Data.** Provider shall dispose of all personally identifiable data obtained under Exhibit A when it is no longer needed for the purpose for which it was obtained and transfer said data to LEA or LEA's designee within 60 days of the date of termination and according to a schedule and procedure as the Parties may reasonably agree. Nothing in Exhibit A authorizes Provider to maintain personally identifiable data obtained beyond the time period reasonably needed to complete the disposition. Disposition shall include (1) the shredding of any hard copies of any Pupil Records; (2) Erasing; or (3) Otherwise modifying the personal information in those records to make it unreadable or indecipherable. Provider shall provide written notification to LEA when the Data has been disposed. The duty to dispose of Student Data shall not extend to data that has been deidentified or placed in a separate Student account, pursuant to the other terms of the MOU. Nothing in Exhibit A authorizes Provider to maintain personally identifiable data beyond the time period reasonably needed to complete the disposition.
6. **Advertising Prohibition.** Provider is prohibited from using Student Data to conduct or assist targeted advertising directed at students or their families/guardians. This prohibition includes the development of a profile of a student, or their families/guardians or group, for any commercial purpose other than providing the service to client. This shall not prohibit Providers from using data to make product or service recommendations to LEA.

ARTICLE V: DATA PROVISIONS

1. **Data Security.** The Provider agrees to abide by and maintain adequate data security measures to protect Student Data from unauthorized disclosure or acquisition by an unauthorized person. The general security duties of Provider are set forth below. These measures shall include, but are not limited to:
 - a. **Passwords and Employee Access.** Provider shall make best efforts practices to secure usernames, passwords, and any other means of gaining access to the Services or to Student Data, at a level suggested by Article 4.3 of NIST 800-63-3. Provider shall only provide access to Student Data to employees or contractors that are performing the Services. All employees with access to Student Records shall pass criminal background checks.
 - b. **Destruction of Data.** Provider shall destroy all personally identifiable data obtained under Exhibit A when it is no longer needed for the purpose for which it was

obtained or transfer said data to LEA or LEA's designee, according to a schedule and procedure as the parties may reasonably agree. Nothing in Exhibit A authorizes Provider to maintain personally identifiable data beyond the time period reasonably needed to complete the disposition.

- c. **Security Protocols.** Both parties agree to maintain security protocols that meet industry best practices in the transfer or transmission of any data, including ensuring that data may only be viewed or accessed by parties legally allowed to do so. Provider shall maintain all data obtained or generated pursuant to Exhibit A in a secure computer environment and not copy, reproduce, or transmit data obtained pursuant to Exhibit A, except as necessary to fulfill the purpose of data requests by LEA.
- d. **Employee Training.** The Provider shall provide periodic security training to those of its employees who operate or have access to the system. Further, Provider shall provide LEA with contact information of an employee who LEA may contact if there are any security concerns or questions.
- e. **Security Technology.** When the service is accessed using a supported web browser, Secure Socket Layer ("SSL"), or equivalent technology protects information, using both server authentication and data encryption to help ensure that data are safe secure only to authorized users. Provider shall host data pursuant to Exhibit A in an environment using a firewall that is periodically updated according to industry standards.
- f. **Security Coordinator.** Provider shall provide the name and contact information of Provider's Security Coordinator for the Student Data received pursuant to Exhibit A.
- g. **Subprocessors Bound.** Provider shall enter into written agreements whereby Subprocessors agree to secure and protect Student Data in a manner consistent with the terms of this Article V. Provider shall periodically conduct or review compliance monitoring and assessments of Subprocessors to determine their compliance with this Article.

2. **Data Breach.** In the event that Student Data is accessed or obtained by an unauthorized individual, Provider shall provide notification to LEA within a reasonable amount of time of the incident. Provider shall follow the following process:

- a. The security breach notification shall be written in plain language, shall be titled "Notice of Data Breach," and shall present the information described herein under the following headings: "What Happened," "What Information Was Involved," "What We Are Doing," "What You Can Do," and "For More Information." Additional information may be provided as a supplement to the notice.
- b. The security breach notification described above in section 2(a) shall include, at a minimum, the following information:
 - i. The name and contact information of the reporting LEA subject to this section.
 - ii. A list of the types of personal information that were or are reasonably believed to have been the subject of a breach.

- iii. If the information is possible to determine at the time the notice is provided, then either (1) the date of the breach, (2) the estimated date of the breach, or (3) the date range within which the breach occurred. The notification shall also include the date of the notice.
 - iv. Whether the notification was delayed as a result of a law enforcement investigation, if that information is possible to determine at the time the notice is provided.
 - v. A general description of the breach incident, if that information is possible to determine at the time the notice is provided.
- c. At LEA's discretion, the security breach notification may also include any of the following:
 - i. Information about what the agency has done to protect individuals whose information has been breached.
 - ii. Advice on steps that the person whose information has been breached may take to protect himself or herself.
- d. Any agency that is required to issue a security breach notification pursuant to this section to more than 500 California residents as a result of a single breach of the security system shall electronically submit a single sample copy of that security breach notification, excluding any personally identifiable information, to the Attorney General. Provider shall assist LEA in these efforts.
- e. At the request and with the assistance of the District, Provider shall notify the affected parent, legal guardian or eligible pupil of the unauthorized access, which shall include the information listed in subsections (b) and (c), above.

ARTICLE VI: MISCELLANEOUS

1. **Term**. The Provider shall be bound by the terms and obligations of this MOU **for one year**, or so long as the Provider maintains any student data.
2. **Termination**. In the event that either party seeks to terminate this MOU, they may do so by mutual written consent so long as any corresponding Service Agreement has lapsed or has been terminated.
3. **Effect of Termination Survival**. If a Service Agreement is terminated, the Provider shall destroy all of LEA's data pursuant to Article V, section 1(b).

4. **Priority of Agreements.** This MOU shall govern the treatment of student records in a service agreement in order to comply with the privacy protections, including those found in FERPA and AB 1584.
5. **Notice.** All notices or other communication required or permitted to be given hereunder must be in writing and given by personal delivery, facsimile or e-mail transmission (if contact information is provided for the specific mode of delivery), or first class mail, postage prepaid, sent to the addresses set forth herein.
6. **Entire Agreement.** This MOU constitutes the entire agreement of the parties relating to the subject matter hereof and supersedes all prior communications, representations, or agreements, oral or written, by the parties relating thereto. This MOU may be amended and the observance of any provision of this MOU may be waived (either generally or in any particular instance and either retroactively or prospectively) only with the signed written consent of both parties. Neither failure nor delay on the part of any party in exercising any right, power, or privilege hereunder shall operate as a waiver of such right, nor shall any single or partial exercise of any such right, power, or privilege preclude any further exercise thereof or the exercise of any other right, power, or privilege.
8. **Severability.** Any provision of this MOU that is prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions of this MOU, and any such prohibition or unenforceability in any jurisdiction shall not invalidate or render unenforceable such provision in any other jurisdiction. Notwithstanding the foregoing, if such provision could be more narrowly drawn so as not to be prohibited or unenforceable in such jurisdiction while, at the same time, maintaining the intent of the parties, it shall, as to such jurisdiction, be so narrowly drawn without invalidating the remaining provisions of this MOU or affecting the validity or enforceability of such provision in any other jurisdiction.

9. **Governing Law; Venue and Jurisdiction.** THIS MOU WILL BE GOVERNED BY AND CONSTRUCTED IN ACCORDANCE WITH THE LAWS OF THE STATE OF CALIFORNIA, WITHOUT REGARD TO CONFLICTS OF LAW PRINCIPLES. EACH PARTY CONSENTS AND SUBMITS TO THE SOLE AND EXCLUSIVE JURISDICTION TO THE STATE AND FEDERAL COURTS LOCATED IN BUTTE COUNTY, CALIFORNIA FOR ANY DISPUTE ARISING OUT OF OR RELATING TO THIS MOU OR THE TRANSACTIONS CONTEMPLATED HEREBY.

Notice may be sent to:

Butte County Department of Education
Attn: Student Programs Administrator
1859 Bird St.
Oroville, CA 95965
(530) 532-5650

SIGNATURES

_____, _____
Print Name Title

Signature: _____

Date: _____

_____, _____
Mary Sakuma BCOE Superintendent of Schools
Print Name Title

Signature: _____

Date: _____

EXHIBIT "A"

DESCRIPTION OF SERVICES

EXHIBIT “B” SCHEDULE OF DATA

Category of Data	Elements	Check if used by your system
Application Technology Meta Data	IP Addresses of users, Use of cookies etc.	
	Other application technology meta data-Please specify:	
Application Use Statistics	Meta data on user interaction with application	
Assessment	Standardized test scores	
	Observation data	
	Other assessment data-Please specify:	
Attendance	Student school (daily) attendance data	
	Student class attendance data	
Communications	Online communications that are captured (emails, blog entries)	
Conduct	Conduct or behavioral data	

Category of Data	Elements	Check if used by your system
Demographics	Date of Birth	
	Place of Birth	
	Gender	
	Ethnicity or race	
	Language information (native, preferred or primary language spoken by student)	
	Other demographic information-Please specify:	
Enrollment	Student school enrollment	
	Student grade level	
	Homeroom	
	Guidance counselor	
	Specific curriculum programs	
	Year of graduation	

EXHIBIT “B” SCHEDULE OF DATA

Category of Data	Elements	Check if used by your system
	Other enrollment information-Please specify:	
Parent/Guardian	Address	
	Email	
	Phone	
Parent/Guardian ID	Parent ID number (created to link parents to students)	
Parent/Guardian Name	First and/or Last	
Schedule	Student scheduled courses	
	Teacher names	
Special Indicator	English language learner information	
	Low income status	
	Medical alerts	

Category of Data	Elements	Check if used by your system
	Student disability information	
	Specialized education services (IEP or 504)	
	Living situations (homeless/foster care)	
	Other indicator information-Please specify:	
Student Contact Information	Address	
	Email	
	Phone	
Student Identifiers	Local (School district) ID number	
	State ID Number	
	Vendor/App assigned student ID number	
	Student app username	
	Student app passwords	
Student Name	First and/or Last	

EXHIBIT “B” SCHEDULE OF DATA

Category of Data	Elements	Check if used by your system
Student In App Performance	Program/application performance (typing program-student types 60 wpm, reading program-student reads below grade level)	
Student Program Membership	Academic or extracurricular activities a student may belong to or participate in	
Student Survey Responses	Student responses to surveys or questionnaires	
Student Work	Student generated content; writing, pictures, etc.	
Other	Other student word data-Please specify:	
Transcript	Student course grades	
	Student course data	
	Student course grades/performance scores	
	Other transcript data – Please specify:	

Category of Data	Elements	Check if used by your system
Transportation	Student bus assignment	
	Student pick up and/or drop off location	
	Student bus card ID number	
	Other transportation data – Please specify:	
Other	Please list each additional data elements used, stored or collected by your application	

EXHIBIT "C"

DEFINITIONS

AB 1584, Buchanan: The statutory designation for what is now California Education Code § 49073.1, relating to pupil records.

De-Identifiable Information (DII): De-Identification refers to the process by which the Vendor removes or obscures any Personally Identifiable Information ("PII") from student records in a way that removes or minimizes the risk of disclosure of the identity of the individual and information about them.

NIST 800-63-3: Draft National Institute of Standards and Technology ("NIST") Special Publication 800-63-3 Digital Authentication Guideline.

Operator: For the purposes of SB 1177, SOPIPA, the term "operator" means the operator of an Internet Website, online service, online application, or mobile application with actual knowledge that the site, service, or application is used primarily for K–12 school purposes and was designed and marketed for K–12 school purposes. For the purpose of the MOU, the term "Operator" is replaced by the term "Provider." This term shall encompass the term "Third Party," as it is found in AB 1584.

Personally Identifiable Information (PII): The terms "Personally Identifiable Information" or "PII" shall include, but are not limited to, student data, metadata, and user or pupil-generated content obtained by reason of the use of Provider's software, website, service, or app, including mobile apps, whether gathered by Provider or provided by LEA or its users, students, or students' parents/guardians. PII includes, without limitation, at least the following:

First and Last Name	Home Address
Telephone Number	Email Address
Discipline Records	Test Results
Special Education Data	Juvenile Dependency Records
Grades	Evaluations
Criminal Records	Medical Records
Health Records	Social Security Number
Biometric Information	Disabilities
Socioeconomic Information	Food Purchases
Political Affiliations	Religious Information
Text Messages	Documents
Student Identifiers	Search Activity
Photos	Voice Recordings
Videos	

General Categories:

Indirect Identifiers: Any information that, either alone or in aggregate, would allow a reasonable person to be able to identify a student to a reasonable certainty

Information in the Student's Educational Record

Information in the Student's Email

Provider: For purposes of the MOU, the term "Provider" means provider of digital educational software or services, including cloud-based services, for the digital storage, management, and retrieval of pupil records. Within the MOU the term "Provider" replaces the term "Third Party as defined in California Education Code § 49073.1 (AB 1584, Buchanan), and replaces the term as "Operator" as defined in SB 1177, SOPIPA.

Pupil Generated Content: The term “pupil-generated content” means materials or content created by a pupil during and for the purpose of education including, but not limited to, essays, research reports, portfolios, creative writing, music or other audio files, photographs, videos, and account information that enables ongoing ownership of pupil content.

Pupil Records: Means both of the following: (1) Any information that directly relates to a pupil that is maintained by LEA and (2) any information acquired directly from the pupil through the use of instructional software or applications assigned to the pupil by a teacher or other local educational LEA employee.

SB 1177, SOPIPA: Once passed, the requirements of SB 1177, SOPIPA were added to Chapter 22.2 (commencing with Section 22584) to Division 8 of the Business and Professions Code relating to privacy.

Service Agreement: Refers to the Contract or Purchase Order to which this MOU supplements and modifies.

School Official: For the purposes of this Agreement and pursuant to CFR 99.31 (B), a School Official is a contractor that: (1) Performs an institutional service or function for which the agency or institution would otherwise use employees; (2) Is under the direct control of the agency or institution with respect to the use and maintenance of education records; and (3) Is subject to CFR 99.33(a) governing the use and re-disclosure of personally identifiable information from student records.

Student Data: Student Data includes any data, whether gathered by Provider or provided by LEA or its users, students, or students' parents/guardians, that is descriptive of the student including, but not limited to, information in the student's educational record or email, first and last name, home address, telephone number, email address, or other information allowing online contact, discipline records, videos, test results, special education data, juvenile dependency records, grades, evaluations, criminal records, medical records, health records, social security numbers, biometric information, disabilities, socioeconomic information, food purchases, political affiliations, religious information text messages, documents, student identifies, search activity, photos, voice recordings or geolocation information. Student Data shall constitute Pupil Records for the purposes of this Agreement, and for the purposes of California and Federal laws and regulations. Student Data as specified in Exhibit B is confirmed to be collected or processed by the Provider pursuant to the Services. Student Data shall not constitute that information that has been anonymized or de-identified, or anonymous usage data regarding a student's use of Provider's services.

Subscribing LEA: An LEA that was not party to the original Services Agreement and who accepts the Provider's General Offer of Privacy Terms.

Subprocessor: For the purposes of this Agreement, the term "Subprocessor" (sometimes referred to as the "Subcontractor") means a party other than LEA or Provider, who Provider uses for data collection,

analytics, storage, or other service to operate and/or improve its software, and who has access to PII. This term shall also include in its meaning the term "Service Provider," as it is found in SOPIPA.

Targeted Advertising: Targeted advertising means presenting an advertisement to a student where the selection of the advertisement is based on student information, student records or student generated content or inferred over time from the usage of the Provider's website, online service or mobile application by such student or the retention of such student's online activities or requests over time.

Third Party: The term "Third Party" as appears in California Education Code § 49073.1 (AB 1584, Buchanan) means a provider of digital educational software or services, including cloud-based services, for the digital storage, management, and retrieval of pupil records. However, for the purpose of this Agreement, the term "Third Party" when used to indicate the provider of digital educational software or services is replaced by the term "Provider."

**CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2021 to June 30, 2022

Charter School Name: Chico Country Day School

CDS #: 04614246113773

Charter Approving Entity: Chico Unified School District

County: Butte

Charter #: 112

This charter school uses the following basis of accounting:

(Please enter an "X" in the applicable box below; check only one box)

☒ **Accrual Basis** (Applicable Capital Assets/Interest on Long-Term Debt/Long-Term Liabilities/Net Position objects are 6900, 6910, 7438, 9400-9489, 9660-9669, 9796, and 9797)

☐ **Modified Accrual Basis** (Applicable Capital Outlay/Debt Service/Fund Balance objects are 6100-6170, 6200-6500, 6600, 7438, 7439, and 9711-9789)

Description	Object Code	Unrestricted	Restricted	Total
A. REVENUES				
1. LCFF Sources				
State Aid - Current Year	8011	1,706,592.00		1,706,592.00
Education Protection Account State Aid - Current Year	8012	1,805,715.00		1,805,715.00
State Aid - Prior Years	8019	(19,751.03)		(19,751.03)
Transfers to Charter Schools in Lieu of Property Taxes	8096	1,418,912.00		1,418,912.00
Other LCFF Transfers	8091, 8097			0.00
Total, LCFF Sources		4,911,467.97	0.00	4,911,467.97
2. Federal Revenues (see NOTE in Section L)				
No Child Left Behind/Every Student Succeeds Act	8290		0.00	0.00
Special Education - Federal	8181, 8182		79,858.00	79,858.00
Child Nutrition - Federal	8220		0.00	0.00
Donated Food Commodities	8221			0.00
Other Federal Revenues	8110, 8260-8299	0.00	242,340.21	242,340.21
Total, Federal Revenues		0.00	322,198.21	322,198.21
3. Other State Revenues				
Special Education - State	StateRevSE		356,689.50	356,689.50
All Other State Revenues	StateRevAO	140,068.46	161,208.17	301,276.63
Total, Other State Revenues		140,068.46	517,897.67	657,966.13
4. Other Local Revenues				
All Other Local Revenues	LocalRevAO	540,966.79	0.00	540,966.79
Total, Local Revenues		540,966.79	0.00	540,966.79
5. TOTAL REVENUES		5,592,503.22	840,095.88	6,432,599.10
B. EXPENDITURES (see NOTE in Section L)				
1. Certificated Salaries				
Certificated Teachers' Salaries	1100	1,920,156.78	233,879.85	2,154,036.63
Certificated Pupil Support Salaries	1200	89,500.70	96,187.07	185,687.77
Certificated Supervisors' and Administrators' Salaries	1300	259,799.71	128,747.24	388,546.95
Other Certificated Salaries	1900	0.00	0.00	0.00
Total, Certificated Salaries		2,269,457.19	458,814.16	2,728,271.35
2. Noncertificated Salaries				
Noncertificated Instructional Salaries	2100	350,265.53	74,020.81	424,286.34
Noncertificated Support Salaries	2200	118,503.89	0.00	118,503.89
Noncertificated Supervisors' and Administrators' Salaries	2300	281,491.11	7,138.89	288,630.00
Clerical, Technical and Office Salaries	2400	281,448.17	26,329.04	307,777.21
Other Noncertificated Salaries	2900	35,289.16	9,565.00	44,854.16
Total, Noncertificated Salaries		1,066,997.86	117,053.74	1,184,051.60

**CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2021 to June 30, 2022

Charter School Name: Chico Country Day School

CDS #: 04614246113773

Description	Object Code	Unrestricted	Restricted	Total
3. Employee Benefits				
STRS	3101-3102	357,671.10	91,900.79	449,571.89
PERS	3201-3202	179,233.11	29,870.01	209,103.12
OASDI / Medicare / Alternative	3301-3302	117,849.92	21,928.36	139,778.28
Health and Welfare Benefits	3401-3402	456,871.22	87,281.91	544,153.13
Unemployment Insurance	3501-3502	16,313.84	3,475.58	19,789.42
Workers' Compensation Insurance	3601-3602	0.00	0.00	0.00
OPEB, Allocated	3701-3702	0.00	0.00	0.00
OPEB, Active Employees	3751-3752	0.00	0.00	0.00
Other Employee Benefits	3901-3902	0.00	0.00	0.00
Total, Employee Benefits		1,127,939.19	234,456.65	1,362,395.84
4. Books and Supplies				
Approved Textbooks and Core Curricula Materials	4100	25,013.31	196.94	25,210.25
Books and Other Reference Materials	4200	5,202.13	18,100.36	23,302.49
Materials and Supplies	4300	94,835.56	71,208.60	166,044.16
Noncapitalized Equipment	4400	27,954.53	55,940.43	83,894.96
Food	4700	0.00	0.00	0.00
Total, Books and Supplies		153,005.53	145,446.33	298,451.86
5. Services and Other Operating Expenditures				
Subagreements for Services	5100	0.00	0.00	0.00
Travel and Conferences	5200	55,704.85	52,319.50	108,024.35
Dues and Memberships	5300	6,183.00	1,971.48	8,154.48
Insurance	5400	132,028.59	0.00	132,028.59
Operations and Housekeeping Services	5500	130,585.22	0.00	130,585.22
Rentals, Leases, Repairs, and Noncap. Improvements	5600	254,959.97	48,029.95	302,989.92
Transfers of Direct Costs	5700-5799	0.00	0.00	0.00
Professional/Consulting Services and Operating Expend.	5800	337,997.68	13,422.15	351,419.83
Communications	5900	12,794.57	0.00	12,794.57
Total, Services and Other Operating Expenditures		930,253.88	115,743.08	1,045,996.96
6. Capital Outlay				
(Objects 6100-6170, 6200-6500 modified accrual basis only)				
Land and Land Improvements	6100-6170			0.00
Buildings and Improvements of Buildings	6200			0.00
Books and Media for New School Libraries or Major				
Expansion of School Libraries	6300			0.00
Equipment	6400			0.00
Equipment Replacement	6500			0.00
Lease Assets	6600			0.00
Depreciation Expense (accrual basis only)	6900	236,107.00	0.00	236,107.00
Amortization Expense - Lease Assets	6910	0.00	0.00	0.00
Total, Capital Outlay		236,107.00	0.00	236,107.00
7. Other Outgo				
Tuition to Other Schools	7110-7143	0.00	0.00	0.00
Transfers of Pass-Through Revenues to Other LEAs	7211-7213	0.00	0.00	0.00
Transfers of Apportionments to Other LEAs - Spec. Ed.	7221-7223SE		0.00	0.00
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO	0.00	0.00	0.00
All Other Transfers	7281-7299	0.00	0.00	0.00
Transfers of Indirect Costs	7300-7399	0.00	0.00	0.00
Debt Service:				
Interest	7438	126,722.00	0.00	126,722.00
Principal (for modified accrual basis only)	7439			0.00
Total Debt Service		126,722.00	0.00	126,722.00
Total, Other Outgo		126,722.00	0.00	126,722.00
8. TOTAL EXPENDITURES		5,910,482.65	1,071,513.96	6,981,996.61

**CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2021 to June 30, 2022

Charter School Name: Chico Country Day School

CDS #: 04614246113773

Description	Object Code	Unrestricted	Restricted	Total
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)		(317,979.43)	(231,418.08)	(549,397.51)
D. OTHER FINANCING SOURCES / USES				
1. Other Sources	8930-8979	0.00	0.00	0.00
2. Less: Other Uses	7630-7699	0.00	0.00	0.00
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980-8999	(127,170.58)	127,170.58	0.00
4. TOTAL OTHER FINANCING SOURCES / USES		(127,170.58)	127,170.58	0.00
E. NET INCREASE (DECREASE) IN FUND BALANCE /NET POSITION (C+D4)		(445,150.01)	(104,247.50)	(549,397.51)
F. FUND BALANCE / NET POSITION				
1. Beginning Fund Balance/Net Position				
a. As of July 1	9791	8,035,970.41	186,498.00	8,222,468.41
b. Adjustments/Restatements	9793, 9795	0.00	0.00	0.00
c. Adjusted Beginning Fund Balance /Net Position		8,035,970.41	186,498.00	8,222,468.41
2. Ending Fund Balance /Net Position, June 30 (E+F1c)		7,590,820.40	82,250.50	7,673,070.90
Components of Ending Fund Balance (Modified Accrual Basis only)				
a. Nonspendable				
1. Revolving Cash (equals Object 9130)	9711			0.00
2. Stores (equals Object 9320)	9712			0.00
3. Prepaid Expenditures (equals Object 9330)	9713			0.00
4. All Others	9719			0.00
b. Restricted	9740			0.00
c. Committed				
1. Stabilization Arrangements	9750			0.00
2. Other Commitments	9760			0.00
d. Assigned	9780			0.00
e. Unassigned/Unappropriated				
1. Reserve for Economic Uncertainties	9789			0.00
2. Unassigned/Unappropriated Amount	9790M			0.00
3. Components of Ending Net Position (Accrual Basis only)				
a. Net Investment in Capital Assets	9796	0.00	0.00	0.00
b. Restricted Net Position	9797		82,250.50	82,250.50
c. Unrestricted Net Position	9790A	7,590,820.40	0.00	7,590,820.40

**CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2021 to June 30, 2022

Charter School Name: Chico Country Day School

CDS #: 04614246113773

Description	Object Code	Unrestricted	Restricted	Total
G. ASSETS				
1. Cash				
In County Treasury	9110	0.00	0.00	0.00
Fair Value Adjustment to Cash in County Treasury	9111	0.00	0.00	0.00
In Banks	9120	1,845,329.41	(220,420.45)	1,624,908.96
In Revolving Fund	9130	10,355.17	0.00	10,355.17
With Fiscal Agent/Trustee	9135	499,006.07	0.00	499,006.07
Collections Awaiting Deposit	9140	0.00	0.00	0.00
2. Investments	9150	0.00	0.00	0.00
3. Accounts Receivable	9200	844,491.15	314,972.42	1,159,463.57
4. Due from Grantor Governments	9290	0.00	0.00	0.00
5. Stores	9320	0.00	0.00	0.00
6. Prepaid Expenditures (Expenses)	9330	66,101.63	0.00	66,101.63
7. Other Current Assets	9340	0.00	0.00	0.00
8. Lease Receivable	9380	0.00	0.00	0.00
9. Capital Assets (accrual basis only)	9400-9489	8,149,001.40	0.00	8,149,001.40
10. TOTAL ASSETS		11,414,284.83	94,551.97	11,508,836.80
H. DEFERRED OUTFLOWS OF RESOURCES				
1. Deferred Outflows of Resources	9490	0.00	0.00	0.00
2. TOTAL DEFERRED OUTFLOWS		0.00	0.00	0.00
I. LIABILITIES				
1. Accounts Payable	9500	522,067.67	12,301.47	534,369.14
2. Due to Grantor Governments	9590	0.00	0.00	0.00
3. Current Loans	9640	0.00	0.00	0.00
4. Unearned Revenue	9650	0.00	0.00	0.00
5. Long-Term Liabilities (accrual basis only)	9660-9669	3,301,396.76	0.00	3,301,396.76
6. TOTAL LIABILITIES		3,823,464.43	12,301.47	3,835,765.90
J. DEFERRED INFLOWS OF RESOURCES				
1. Deferred Inflows of Resources	9690	0.00		0.00
2. TOTAL DEFERRED INFLOWS		0.00	0.00	0.00
K. FUND BALANCE /NET POSITION				
Ending Fund Balance /Net Position, June 30 (G10 + H2) - (I6 + J2) (must agree with Line F2)		7,590,820.40	82,250.50	7,673,070.90

**CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2021 to June 30, 2022

Charter School Name: Chico Country Day School

CDS #: 04614246113773

L. FEDERAL EVERY STUDENT SUCCEEDS ACT (ESSA) MAINTENANCE OF EFFORT REQUIREMENT

NOTE: IF YOUR CHARTER SCHOOL RECEIVED FEDERAL FUNDING, AS REPORTED IN SECTION A2, THE FOLLOWING ADDITIONAL INFORMATION MUST BE PROVIDED IN ORDER FOR THE CDE TO CALCULATE COMPLIANCE WITH THE FEDERAL EVERY STUDENT SUCCEEDS ACT (ESSA) MAINTENANCE OF EFFORT REQUIREMENT:

1. Federal Revenue Used for Capital Outlay and Debt Service

Included in the Capital Outlay and Debt Service expenditures reported in sections B6 and B7 are the following amounts paid out of federal funds:

Federal Program Name (If no amounts, indicate "NONE")	Capital Outlay	Debt Service	Total
a. NONE	\$ 0.00	0.00	0.00
b.			0.00
c.			0.00
d.			0.00
e.			0.00
f.			0.00
g.			0.00
h.			0.00
i.			0.00
j.			0.00
TOTAL FEDERAL REVENUES USED FOR CAPITAL OUTLAY AND DEBT SERVICE	0.00	0.00	0.00

2. Community Services Expenditures

Provide the amount of State and Local funds reported in Section B that were expended for Community Services Activities:

Objects of Expenditures	Amount (Enter "0.00" if none)
a. Certificated Salaries 1000-1999	0.00
b. Noncertificated Salaries 2000-2999	0.00
c. Employee Benefits except 3801- 4000-4999	0.00
d. Books and Supplies 4000-4999	0.00
e. Services and Other Operating Expenditures 5000-5999	0.00
TOTAL COMMUNITY SERVICES EXPENDITURES	0.00

**CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2021 to June 30, 2022

Charter School Name: Chico Country Day School

CDS #: 04614246113773

3. Supplemental State and Local Expenditures resulting from a Presidentially Declared Disaster

Brief Description i.e., COVID-19 (If no amounts, indicate "None")	Amount
a. <u>COVID-19</u>	<u>160,256.81</u>
b. _____	<u>0.00</u>
c. _____	<u>0.00</u>
d. _____	<u> </u>
TOTAL SUPPLEMENTAL EXPENDITURES (Should not be negative)	<u>160,256.81</u>

4. State and Local Expenditures to be Used for ESSA Annual Maintenance of Effort Calculation:

Results of this calculation will be used for comparison with 2020-21 expenditures. Failure to maintain the required 90 percent expenditure level on either an aggregate or per capita expenditure basis may result in reduction to allocations for covered programs in 2023-24.

a. Total Expenditures (B8)	<u>6,981,996.61</u>
b. Less Federal Expenditures (Total A2) [Revenues are used as proxy for expenditures because most federal revenues are normally recognized in the period that qualifying expenditures are incurred]	<u>322,198.21</u>
c. Subtotal of State & Local Expenditures [a minus b]	<u>6,659,798.40</u>
d. Less Community Services [L2 Total]	<u>0.00</u>
e. Less Capital Outlay & Debt Service [Total B6 plus objects 7438 and 7439, less L1 Total, less objects 6600 and 6910]	<u>362,829.00</u>
f. Less Supplemental State and Local Expenditures resulting from a Presidentially Declared Disaster	<u>160,256.81</u>
TOTAL STATE & LOCAL EXPENDITURES SUBJECT TO MOE [c minus d minus e minus f]	\$ <u>6,136,712.59</u>

2022/23 Pay Scale Updates and Adjustments

Agenda Item: Payscale Updates, Equity Adjustments, and Cost of Living Adjustments.

Prepared by: Gretchen Bender

Board Meeting Date: 9/14/22

Action Item

Recommendations:

1. Consider approval of consolidated Classified Salary Scale.
2. Consider approval of “equity adjustment” to standardize the formula for computing step & column increases.
3. Consider approval of 4% Cost of Living Adjustment (COLA).

Background Information:

Item 1 - Consolidated Classified Salary Scale

Currently, CCDS classified employee wages are divided into separate pay scales for part-time and full time employees. Further, each individual classification is assigned to its own scale. Consolidating all classified positions into one pay scale will simplify and rolling up like positions with similar duties and pay will simplify, streamline the current structure and allow for more flexibility in budgeting, hiring, and managing workload.

Item 2 - Equity Adjustment

Step increases on all pay scales are inconsistent, ranging from a low of 2% to a high of 4%.

- Certificated Staff: Proposed Equity Adjustment will increase the step progression by 2%. No column changes are proposed at this time.
- Classified Staff: Proposed Equity Adjustment will increase the step progression by 0-1.5%
- Administrative Staff: The Proposed Equity Adjustment will increase the step progression by 1%

Item 3 - COLA

Although periodic pay scale adjustments have been approved in the past, no formal COLAs or other all staff increases have occurred in recent years. 4% is a modest increase in comparison to California’s statewide inflation rates for FY 2021/22 and 2022/23 (7% and 4.7% respectively).

Educational Impact

Competitive compensation is critically important for attracting and retaining staff.

Fiscal Impact

The combined fiscal impact on salary and benefits is anticipated to be 5% per year (\$875,000 over three years): \$275,000 per year

- FY 2022/23: \$200,000 net cost over 8 months
- FY 2023/24: \$300,000 net increase
- FY 2024/25: \$375,000 net increase

The increased costs will be offset by \$1.2 million in projected revenue growth over the next 3 years.

Classified Pay Scale
CURRENT

		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11-12	Step 13-15	Step 16-18	Step 19-21	Step 22-25
		2.50%		2.50%	2.50%	2.50%	2.50%	2.50%	3.50%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.50%
Preschool Director (195)	Hourly	\$28.00	\$28.70	\$29.42	\$30.15	\$30.91	\$31.68	\$32.47	\$33.61	\$34.62	\$35.65	\$36.72	\$37.83	\$38.96	\$40.13	\$41.53
	Daily	\$224.00	\$229.60	\$235.34	\$241.22	\$247.25	\$253.44	\$259.77	\$268.86	\$276.93	\$285.24	\$293.79	\$302.61	\$311.69	\$321.04	\$332.27
	Annually	\$43,680.00	\$44,772.00	\$45,891.30	\$47,038.58	\$48,214.55	\$49,419.91	\$50,655.41	\$52,428.35	\$54,001.20	\$55,621.23	\$57,289.87	\$59,008.57	\$60,778.82	\$62,602.19	\$64,793.27
		3.00%		3.00%	3.00%	3.50%	3.50%	3.50%	4.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.50%
After School Program Director (195)	Hourly	\$27.00	\$27.81	\$28.64	\$29.50	\$30.54	\$31.61	\$32.71	\$34.02	\$35.04	\$36.09	\$37.17	\$38.29	\$39.44	\$40.62	\$42.04
	Daily	\$216.00	\$222.48	\$229.15	\$236.03	\$244.29	\$252.84	\$261.69	\$272.16	\$280.32	\$288.73	\$297.39	\$306.32	\$315.50	\$324.97	\$336.34
	Annually	\$42,120.00	\$43,383.60	\$44,685.11	\$46,025.66	\$47,636.56	\$49,303.84	\$51,029.47	\$53,070.65	\$54,662.77	\$56,302.65	\$57,991.73	\$59,731.49	\$61,523.43	\$63,369.13	\$65,587.05
		2.50%		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Advisory/Elective Teacher (classified)	Hourly	\$26.62	\$27.29	\$27.97	\$28.67	\$29.38	\$30.12	\$30.87	\$31.64	\$32.43	\$33.24	\$34.08	\$34.93	\$35.80	\$36.70	\$37.61
	Monthly	\$4,614.13	\$4,729.49	\$4,847.72	\$4,968.92	\$5,093.14	\$5,220.47	\$5,350.98	\$5,484.75	\$5,621.87	\$5,762.42	\$5,906.48	\$6,054.14	\$6,205.50	\$6,360.63	\$6,519.65
	Annually	\$55,369.60	\$56,753.84	\$58,172.69	\$59,627.00	\$61,117.68	\$62,645.62	\$64,211.76	\$65,817.05	\$67,462.48	\$69,149.04	\$70,877.77	\$72,649.71	\$74,465.96	\$76,327.61	\$78,235.80
		3.00%		3.00%	3.00%	3.50%	3.50%	3.50%	4.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.50%
School Facility Manager	Hourly	\$26.00	\$26.78	\$27.58	\$28.41	\$29.41	\$30.43	\$31.50	\$32.76	\$33.74	\$34.75	\$35.80	\$36.87	\$37.98	\$39.12	\$40.49
	Daily	\$4,506.67	\$4,641.87	\$4,781.12	\$4,924.56	\$5,096.92	\$5,275.31	\$5,459.94	\$5,678.34	\$5,848.69	\$6,024.15	\$6,204.88	\$6,391.02	\$6,582.75	\$6,780.24	\$7,017.54
	Annually	\$54,080.00	\$55,702.40	\$57,373.47	\$59,094.68	\$61,162.99	\$63,303.69	\$65,519.32	\$68,140.10	\$70,184.30	\$72,289.83	\$74,458.52	\$76,692.28	\$78,993.05	\$81,362.84	\$84,210.54
		3.00%		3.00%	3.00%	3.50%	3.50%	3.50%	4.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.50%
Administrative Support Specialists Elementary Office Manager HR Specialist Accounting Technical Enrollment/Data Manager *	Hourly	\$24.00	\$24.72	\$25.46	\$26.23	\$27.14	\$28.09	\$29.08	\$30.24	\$31.15	\$32.08	\$33.04	\$34.04	\$35.06	\$36.11	\$37.37
	Monthly	\$4,160.00	\$4,284.80	\$4,413.34	\$4,545.74	\$4,704.85	\$4,869.51	\$5,039.95	\$5,241.55	\$5,398.79	\$5,560.76	\$5,727.58	\$5,899.41	\$6,076.39	\$6,258.68	\$6,477.73
	Annually	\$49,920.00	\$51,417.60	\$52,960.13	\$54,548.93	\$56,458.14	\$58,434.18	\$60,479.38	\$62,898.55	\$64,785.51	\$66,729.07	\$68,730.94	\$70,792.87	\$72,916.66	\$75,104.16	\$77,732.80
		3.00%		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Public Information Officer Community & Communication	Hourly	\$23.85	\$24.57	\$25.30	\$26.06	\$26.84	\$27.65	\$28.48	\$29.33	\$30.07	\$30.82	\$31.59	\$32.38	\$33.19	\$34.02	\$34.87
	Daily	\$4,134.00	\$4,258.02	\$4,385.76	\$4,517.33	\$4,652.85	\$4,792.44	\$4,936.21	\$5,084.30	\$5,211.41	\$5,341.69	\$5,475.23	\$5,612.11	\$5,752.42	\$5,896.23	\$6,043.63
	Annually	\$49,608.00	\$51,096.24	\$52,629.13	\$54,208.00	\$55,834.24	\$57,509.27	\$59,234.55	\$61,011.58	\$62,536.87	\$64,100.29	\$65,702.80	\$67,345.37	\$69,029.01	\$70,754.73	\$72,523.60
		2.50%		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Instructional Para-Professional Class II Response to Intervention Director	Hourly	\$21.75	\$22.29	\$22.85	\$23.42	\$24.01	\$24.61	\$25.22	\$25.85	\$26.50	\$27.16	\$27.84	\$28.54	\$29.25	\$29.98	\$30.73
	Monthly	\$3,770.00	\$3,864.25	\$3,960.86	\$4,059.88	\$4,161.37	\$4,265.41	\$4,372.04	\$4,481.35	\$4,593.38	\$4,708.21	\$4,825.92	\$4,946.57	\$5,070.23	\$5,196.99	\$5,326.91
	Annually	\$45,240.00	\$46,371.00	\$47,530.28	\$48,718.53	\$49,936.50	\$51,184.91	\$52,464.53	\$53,776.14	\$55,120.55	\$56,498.56	\$57,911.02	\$59,358.80	\$60,842.77	\$62,363.84	\$63,922.94
		2.50%		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Preschool Teacher	Hourly	\$19.75	\$20.24	\$20.75	\$21.27	\$21.80	\$22.35	\$22.90	\$23.48	\$24.06	\$24.67	\$25.28	\$25.91	\$26.56	\$27.23	\$27.91
	Monthly	\$3,423.33	\$3,508.92	\$3,596.64	\$3,686.56	\$3,778.72	\$3,873.19	\$3,970.02	\$4,069.27	\$4,171.00	\$4,275.27	\$4,382.16	\$4,491.71	\$4,604.00	\$4,719.10	\$4,837.08
	Annually	\$41,080.00	\$42,107.00	\$43,159.68	\$44,238.67	\$45,344.63	\$46,478.25	\$47,640.21	\$48,831.21	\$50,051.99	\$51,303.29	\$52,585.87	\$53,900.52	\$55,248.03	\$56,629.23	\$58,044.96

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11-12	Step 13-15	Step 16-18	Step 19-21	Step 22-25
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Enrollment/Data Manager *

IT Technician

Operations
Custodian
Cafeterial Manager

Administrative Support Assistant
Middle School Office Clerk

Instructional Para-Professional
Class I
Special Education Academic
Coach
RTI Academic Coach

Expanded Learning/Play
Supervisors
Yard Duty Sup.
ASP Asst. Dir.

Expanded Learning/Play Assistance
Yard Duty (Play Facilitator)
ASP Aide
Preschool Aid
Cafeteria Asst.

ASP/Yard Duty Substitute		RTI/SPED Substitute		Clerical Substitute	
Hourly	\$ 15.00	Hourly	\$ 16.00	Hourly	\$ 16.00

Classified Pay Scale
Proposed

COLA 4%	Equity Adjustment 4%		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11-12	Step 13-15	Step 16-18	Step 19-21	Step 22-25
Preschool Director (195)	Hourly		\$29.12	\$30.15	\$30.90	\$31.67	\$32.46	\$33.28	\$34.45	\$34.95	\$36.36	\$37.45	\$38.58	\$39.73	\$40.92	\$42.15	\$43.20
	Daily		\$232.96	\$241.20	\$247.20	\$253.36	\$259.68	\$266.24	\$275.60	\$279.60	\$290.88	\$299.60	\$308.64	\$317.84	\$327.36	\$337.20	\$345.60
	Annually		\$45,427.20	\$47,034.00	\$48,204.00	\$49,405.20	\$50,637.60	\$51,916.80	\$53,742.00	\$54,522.00	\$56,721.60	\$58,422.00	\$60,184.80	\$61,978.80	\$63,835.20	\$65,754.00	\$67,392.00
After School Program Director (195)	Hourly		\$28.08	\$29.21	\$30.09	\$30.99	\$31.76	\$32.87	\$34.04	\$35.38	\$36.81	\$37.91	\$39.05	\$40.22	\$41.43	\$42.67	\$44.16
	Daily		\$224.64	\$233.68	\$240.72	\$247.92	\$254.08	\$262.96	\$272.32	\$283.04	\$294.48	\$303.28	\$312.40	\$321.76	\$331.44	\$341.36	\$353.28
	Annually		\$43,804.80	\$45,567.60	\$46,940.40	\$48,344.40	\$49,545.60	\$51,277.20	\$53,102.40	\$55,192.80	\$57,423.60	\$59,139.60	\$60,918.00	\$62,743.20	\$64,630.80	\$66,565.20	\$68,889.60
Advisory/Elective Teacher	Hourly		\$27.68	\$28.66	\$29.38	\$30.11	\$30.86	\$31.64	\$32.43	\$33.24	\$34.07	\$35.27	\$35.79	\$36.69	\$37.61	\$38.55	\$38.06
	Monthly		\$4,797.87	\$4,967.73	\$5,092.53	\$5,219.07	\$5,349.07	\$5,484.27	\$5,621.20	\$5,761.60	\$5,905.47	\$6,113.47	\$6,203.60	\$6,359.60	\$6,519.07	\$6,682.00	\$6,597.07
	Annually		\$57,574.40	\$59,612.80	\$61,110.40	\$62,628.80	\$64,188.80	\$65,811.20	\$67,454.40	\$69,139.20	\$70,865.60	\$73,361.60	\$74,443.20	\$76,315.20	\$78,228.80	\$80,184.00	\$79,164.80
School Facility Manager	Hourly		\$27.04	\$28.13	\$28.97	\$29.84	\$30.73	\$31.81	\$32.92	\$34.07	\$35.44	\$36.51	\$37.60	\$38.73	\$39.89	\$41.09	\$42.32
	Daily		\$4,686.93	\$4,875.87	\$5,021.47	\$5,172.27	\$5,326.53	\$5,513.73	\$5,706.13	\$5,905.47	\$6,142.93	\$6,328.40	\$6,517.33	\$6,713.20	\$6,914.27	\$7,122.27	\$7,335.47
	Annually		\$56,243.20	\$58,510.40	\$60,257.60	\$62,067.20	\$63,918.40	\$66,164.80	\$68,473.60	\$70,865.60	\$73,715.20	\$75,940.80	\$78,208.00	\$80,558.40	\$82,971.20	\$85,467.20	\$88,025.60
Administrative Support Specialists Elementary Office Manager HR Specialist Accounting Technician Enrollment/Data Manager *	Hourly		\$24.96	\$25.97	\$26.74	\$27.55	\$28.37	\$29.36	\$30.39	\$31.45	\$32.72	\$33.70	\$34.71	\$35.75	\$36.82	\$37.93	\$39.06
	Monthly		\$4,326.40	\$4,501.47	\$4,634.93	\$4,775.33	\$4,917.47	\$5,089.07	\$5,267.60	\$5,451.33	\$5,671.47	\$5,841.33	\$6,016.40	\$6,196.67	\$6,382.13	\$6,574.53	\$6,770.40
	Annually		\$51,916.80	\$54,017.60	\$55,619.20	\$57,304.00	\$59,009.60	\$61,068.80	\$63,211.20	\$65,416.00	\$68,057.60	\$70,096.00	\$72,196.80	\$74,360.00	\$76,585.60	\$78,894.40	\$81,244.80
Public Information Officer Community & Communication	Hourly		\$24.80	\$25.80	\$26.58	\$27.38	\$28.20	\$29.04	\$29.91	\$30.81	\$31.74	\$32.53	\$33.34	\$34.18	\$35.03	\$35.91	\$36.81
	Daily		\$4,298.67	\$4,472.00	\$4,607.20	\$4,745.87	\$4,888.00	\$5,033.60	\$5,184.40	\$5,340.40	\$5,501.60	\$5,638.53	\$5,778.93	\$5,924.53	\$6,071.87	\$6,224.40	\$6,380.40
	Annually		\$51,584.00	\$53,664.00	\$55,286.40	\$56,950.40	\$58,656.00	\$60,403.20	\$62,212.80	\$64,084.80	\$66,019.20	\$67,662.40	\$69,347.20	\$71,094.40	\$72,862.40	\$74,692.80	\$76,564.80
Instructional Para-Professional Class II Response to Intervention Director	Hourly		\$22.62	\$23.53	\$24.12	\$24.72	\$25.34	\$25.98	\$26.63	\$27.29	\$27.97	\$28.67	\$29.39	\$30.12	\$30.88	\$31.65	\$32.44
	Monthly		\$3,920.80	\$4,078.53	\$4,180.80	\$4,284.80	\$4,392.27	\$4,503.20	\$4,615.87	\$4,730.27	\$4,848.13	\$4,969.47	\$5,094.27	\$5,220.80	\$5,352.53	\$5,486.00	\$5,622.93
	Annually		\$47,049.60	\$48,942.40	\$50,169.60	\$51,417.60	\$52,707.20	\$54,038.40	\$55,390.40	\$56,763.20	\$58,177.60	\$59,633.60	\$61,131.20	\$62,649.60	\$64,230.40	\$65,832.00	\$67,475.20
Preschool Teacher	Hourly		\$20.54	\$21.37	\$21.90	\$22.45	\$23.01	\$23.59	\$24.18	\$24.78	\$25.40	\$26.04	\$26.69	\$27.35	\$28.04	\$28.74	\$29.46
	Monthly		\$3,560.27	\$3,704.13	\$3,796.00	\$3,891.33	\$3,988.40	\$4,088.93	\$4,191.20	\$4,295.20	\$4,402.67	\$4,513.60	\$4,626.27	\$4,740.67	\$4,860.27	\$4,981.60	\$5,106.40
	Annually		\$42,723.20	\$44,449.60	\$45,552.00	\$46,696.00	\$47,860.80	\$49,067.20	\$50,294.40	\$51,542.40	\$52,832.00	\$54,163.20	\$55,515.20	\$56,888.00	\$58,323.20	\$59,779.20	\$61,276.80
Enrollment/Data Manager *	Hourly		\$19.76	\$20.56	\$21.17	\$21.81	\$22.46	\$23.25	\$24.06	\$24.90	\$25.90	\$26.81	\$27.61	\$28.44	\$29.29	\$30.17	\$31.07
	Monthly		\$3,425.07	\$3,563.73	\$3,669.47	\$3,780.40	\$3,893.07	\$4,030.00	\$4,170.40	\$4,316.00	\$4,489.33	\$4,647.07	\$4,785.73	\$4,929.60	\$5,076.93	\$5,229.47	\$5,385.47
	Annually		\$41,100.80	\$42,764.80	\$44,033.60	\$45,364.80	\$46,716.80	\$48,360.00	\$50,044.80	\$51,792.00	\$53,872.00	\$55,764.80	\$57,428.80	\$59,155.20	\$60,923.20	\$62,753.60	\$64,625.60
IT Technician	Hourly		\$18.46	\$19.21	\$19.69	\$20.18	\$20.68	\$21.20	\$21.73	\$22.27	\$22.83	\$23.40	\$23.98	\$24.58	\$25.20	\$25.83	\$26.60
	Monthly		\$3,199.73	\$3,329.73	\$3,412.93	\$3,497.87	\$3,584.53	\$3,674.67	\$3,766.53	\$3,860.13	\$3,957.20	\$4,056.00	\$4,156.53	\$4,260.53	\$4,368.00	\$4,477.20	\$4,610.67
	Annually		\$38,396.80	\$39,956.80	\$40,955.20	\$41,974.40	\$43,014.40	\$44,096.00	\$45,198.40	\$46,321.60	\$47,486.40	\$48,672.00	\$49,878.40	\$51,126.40	\$52,416.00	\$53,726.40	\$55,328.00
Operations Custodian Cafeteria Manager	Hourly		\$17.68	\$18.39	\$18.94	\$19.51	\$20.10	\$20.80	\$21.53	\$22.28	\$23.17	\$23.87	\$24.59	\$25.32	\$26.08	\$26.87	\$27.67
	Monthly		\$3,064.53	\$3,187.60	\$3,282.93	\$3,381.73	\$3,484.10	\$3,605.33	\$3,731.87	\$3,861.87	\$4,016.13	\$4,137.47	\$4,262.27	\$4,388.80	\$4,520.53	\$4,657.47	\$4,796.13
	Annually		\$36,774.40	\$38,251.20	\$39,395.20	\$40,580.80	\$41,808.00	\$43,264.00	\$44,782.40	\$46,342.40	\$48,193.60	\$49,649.60	\$51,147.20	\$52,665.60	\$54,246.40	\$55,889.60	\$57,553.60
Administrative Support Assistant Middle School Office Clerk Health Aid	Hourly		\$17.68	\$18.39	\$18.85	\$19.33	\$19.81	\$20.30	\$20.81	\$21.33	\$21.86	\$22.41	\$22.97	\$23.55	\$24.13	\$24.74	\$25.36
	Monthly		\$3,064.53	\$3,187.60	\$3,267.33	\$3,350.53	\$3,433.73	\$3,518.67	\$3,607.07	\$3,697.20	\$3,789.07	\$3,884.40	\$3,981.47	\$4,082.00	\$4,182.53	\$4,288.27	\$4,395.73
	Annually		\$36,774.40	\$38,251.20	\$39,208.00	\$40,206.40	\$41,204.80	\$42,224.00	\$43,284.80	\$44,366.40	\$45,468.80	\$46,612.80	\$47,777.60	\$48,984.00	\$50,190.40	\$51,459.20	\$52,748.80
Instructional Para-Professional Class I Special Education Academic RTI Academic Coach	Hourly		\$17.42	\$18.12	\$18.58	\$19.04	\$19.52	\$20.00	\$20.50	\$21.02	\$21.54	\$22.08	\$22.63	\$23.20	\$23.78	\$24.37	\$24.98
	Monthly		\$3,019.47	\$3,140.80	\$3,220.53	\$3,300.27	\$3,383.47	\$3,466.67	\$3,553.33	\$3,643.47	\$3,733.60	\$3,827.20	\$3,922.53	\$4,021.33	\$4,121.87	\$4,224.13	\$4,329.87
	Annually		\$36,233.60	\$37,689.60	\$38,646.40	\$39,603.20	\$40,601.60	\$41,600.00	\$42,640.00	\$43,721.60	\$44,803.20	\$45,926.40	\$47,070.40	\$48,256.00	\$49,462.40	\$50,689.60	\$51,958.40

Classified Pay Scale
Proposed

COLA 4%	Equity Adjustment 4%		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11-12	Step 13-15	Step 16-18	Step 19-21	Step 22-25	
Expanded Learning/Play Supervisors			Hourly	\$16.64	\$17.31	\$17.74	\$18.19	\$18.64	\$19.11	\$19.59	\$20.08	\$20.58	\$21.09	\$21.62	\$22.16	\$22.71	\$23.28	\$23.86
Yard Duty Sup.			Monthly	\$2,884.27	\$3,000.40	\$3,074.93	\$3,152.93	\$3,230.93	\$3,312.40	\$3,395.60	\$3,480.53	\$3,567.20	\$3,655.60	\$3,747.47	\$3,841.07	\$3,936.40	\$4,035.20	\$4,135.73
ASP Asst. Dir.			Annually	\$34,611.20	\$36,004.80	\$36,899.20	\$37,835.20	\$38,771.20	\$39,748.80	\$40,747.20	\$41,766.40	\$42,806.40	\$43,867.20	\$44,969.60	\$46,092.80	\$47,236.80	\$48,422.40	\$49,628.80
Expanded Learning/Play Assistants			Hourly	\$15.60	\$16.23	\$16.64	\$17.05	\$17.48	\$17.91	\$18.36	\$18.82	\$19.29	\$19.77	\$20.27	\$20.78	\$21.29	\$21.83	\$22.37
Yard Duty (Play Facilitator)			Monthly	\$2,704.00	\$2,813.20	\$2,884.27	\$2,955.33	\$3,029.87	\$3,104.40	\$3,182.40	\$3,262.13	\$3,343.60	\$3,426.80	\$3,513.47	\$3,601.87	\$3,690.27	\$3,783.87	\$3,877.47
ASP Aide			Annually	\$32,448.00	\$33,758.40	\$34,611.20	\$35,464.00	\$36,358.40	\$37,252.80	\$38,188.80	\$39,145.60	\$40,123.20	\$41,121.60	\$42,161.60	\$43,222.40	\$44,283.20	\$45,406.40	\$46,529.60
Preschool Aid																		
Cafeteria Asst.																		

ASP/Yard Duty	RTI/SPED Substitute	Clerical Substitute
Hourly \$ 15.60	Hourly \$ 17.42	Hourly \$ 17.68

**CCDS Certificated Salary Schedule
Proposed 9/14/2022**

Step	Class 1: BA + 30 Wage	Equity + COLA	Class 2: BA + 45 Wage	Equity + COLA	Class 3: BA + 60 Wage	Equity + COLA	Class 4: BA + 75 Wage	Equity + COLA	Class 5: BA + 90 Wage	Equity + COLA
1	49250	51220	50728	52757	52249	54339	53817	55970	55431	57648
2	50235	52244	51742	53812	53294	55426	54893	57089	56540	58802
3	51240	53290	52777	54888	54360	56534	55991	58231	57671	59978
4	52264	54355	53832	55985	55447	57665	57111	59395	58824	61177
5	53310	55442	54909	57105	56556	58818	58253	60583	60001	62401
6	54376	56551	56007	58247	57687	59994	59418	61795	61201	63649
7	55463	57682	57127	59412	58841	61195	60606	63030	62425	64922
8	56573	58836	58270	60601	60018	62419	61819	64292	63673	66220
9	57707	60015	59435	61812	61218	63667	63055	65577	64947	67545
10	58858	61212	60624	63049	62443	64941	64316	66889	66246	68896
11	60035	62436	61837	64310	63692	66240	65602	68226	67570	70273
12	61236	63685	63073	65596	64965	67564	66914	69591	68922	71679
13	62461	64959	64335	66908	66265	68916	68253	70983	70300	73112
14	63710	66258	65621	68246	67590	70294	69618	72403	71706	74574
15	64984	67583	66934	69611	68942	71700	71010	73850	73140	76066
16	64984	67583	68273	71004	70321	73134	72430	75327	74603	77587
17	64984	67583	69638	72424	71727	74596	73879	76834	76095	79139
18	64984	67583	71031	73872	73162	76088	75357	78371	77617	80722
19	64984	67583	71031	73872	74628	77613	76864	79939	79170	82337
20	67583	70286	71031	73872	76117	79162	78401	81537	80753	83983
21	67583	70286	71031	73872	77640	80746	79969	83168	82368	85663
22	67583	70286	71031	73872	80745	83975	81568	84831	84015	87376
23	67583	70286	73872	76827	80745	83975	83200	86528	85696	89124
24	67583	70286	73872	76827	80745	83975	84864	88259	87410	90906
25	70286	73097	73872	76827	80745	83975	84864	88259	89158	92724
26	70286	73097	73872	76827	80745	83975	84864	88259	89158	92724
27	70286	73097	73872	76827	83975	87334	84864	88259	89158	92724
28	70286	73097	76827	79900	83975	87334	88259	91789	92724	96433
29	70286	73097	76827	79900	83975	87334	88259	91789	92724	96433
30	70286	73097	76827	79900	83975	87334	88259	91789	92724	96433
31	70286	73097	76827	79900	83975	87334	88259	91789	92724	96433
32	72395	75291	79132	82297	86494	89954	90907	94543	95506	99326

Masters Degree: \$1500

Wage divided by 185 =
Daily Wage

Daily Wage divided by 7 =
Hourly Wage

**CCDS Certificated Salary Schedule
Proposed 9/14/2022**

School Psychologist

CURRENT

		Step 1	Step 2	Step 3	Step 4	Step 5	Step 10	Step 15	Step 20	Step 25	Step 30
195 Days	Hourly	\$ 46.79	\$ 48.20	\$ 49.64	\$ 51.13	\$ 52.67	\$ 55.30	\$ 58.07	\$ 60.97	\$ 64.02	\$ 67.22
	Daily	\$ 374.36	\$ 385.59	\$ 397.16	\$ 409.07	\$ 421.34	\$ 442.41	\$ 464.53	\$ 487.76	\$ 512.15	\$ 537.75
	Annually	\$ 73,000	\$ 75,190	\$ 77,446	\$ 79,769	\$ 82,162	\$ 86,270	\$ 90,584	\$ 95,113	\$ 99,869	\$ 104,862
	w/MA	\$ 74,665	\$ 76,855	\$ 79,111	\$ 81,434	\$ 83,827	\$ 87,935	\$ 92,249	\$ 96,778	\$ 101,534	\$ 106,527

PROPOSED

		Step 1	Step 2	Step 3	Step 4	Step 5	Step 10	Step 15	Step 20	Step 25	Step 30
195 Days	Hourly	\$48.67	\$50.61	\$52.13	\$53.70	\$55.31	\$56.97	\$60.39	\$ 62.80	\$ 65.94	\$ 69.24
	Daily	\$365.00	\$379.60	\$390.99	\$402.72	\$414.80	\$427.24	\$452.92	\$471.04	\$494.59	\$519.32
	Annually	\$71,175.00	\$74,022.00	\$76,242.66	\$78,529.94	\$80,885.84	\$83,312.41	\$88,319.17	\$91,851.94	\$96,444.53	\$101,266.76
	w/MA	\$72,840.00	\$75,687.00	\$77,907.66	\$80,194.94	\$82,550.84	\$84,977.41	\$89,984.17	\$93,516.94	\$98,109.53	\$102,931.76

hold harmless

Administration											
CURRENT		Step 1	Step 2	Step 3	Step 4	Step 5	Step 10	Step 15	Step 20	Step 25	Step 30
Director of Education	212	3%3%3%3%5%5%5%5%5%									
	Hourly	\$58	\$60	\$61	\$63	\$65	\$68	\$72	\$75	\$79	\$83
	Daily	\$463	\$477	\$491	\$506	\$521	\$547	\$574	\$603	\$633	\$665
	Annually	\$98,113	\$101,056	\$104,088	\$107,211	\$110,427	\$115,948	\$121,746	\$127,833	\$134,225	\$140,936
	w/MA	\$99,778	\$102,721	\$105,753	\$108,876	\$112,092	\$117,613	\$123,411	\$129,498	\$135,890	\$142,601
Director of Student Affairs	212										
	Hourly	\$58	\$60	\$61	\$63	\$65	\$68	\$72	\$75	\$79	\$83
	Daily	\$463	\$477	\$491	\$506	\$521	\$547	\$574	\$603	\$633	\$665
	Annually	\$98,113	\$101,056	\$104,088	\$107,211	\$110,427	\$115,948	\$121,746	\$127,833	\$134,225	\$140,936
	w/MA	\$99,778	\$102,721	\$105,753	\$108,876	\$112,092	\$117,613	\$123,411	\$129,498	\$135,890	\$142,601
Director of Student Support Services	212										
	Hourly	\$58	\$60	\$61	\$63	\$65	\$68	\$72	\$75	\$79	\$83
	Daily	\$463	\$477	\$491	\$506	\$521	\$547	\$574	\$603	\$633	\$665
	Annually	\$98,113	\$101,056	\$104,088	\$107,211	\$110,427	\$115,948	\$121,746	\$127,833	\$134,225	\$140,936
	w/MA	\$99,778	\$102,721	\$105,753	\$108,876	\$112,092	\$117,613	\$123,411	\$129,498	\$135,890	\$142,601
Chief Business Officer	212										
	Hourly	\$58	\$60	\$61	\$63	\$65	\$68	\$72	\$75	\$79	\$83
	Daily	\$463	\$477	\$491	\$506	\$521	\$547	\$574	\$603	\$633	\$665
	Annually	\$98,113	\$101,056	\$104,088	\$107,211	\$110,427	\$115,948	\$121,746	\$127,833	\$134,225	\$140,936
	w/MA	\$99,778	\$102,721	\$105,753	\$108,876	\$112,092	\$117,613	\$123,411	\$129,498	\$135,890	\$142,601
Masters Degree: \$1165											

Administration			COLA	Equity	Step 1	Step 2	Step 3	Step 4	Step 5	Step 10	Step 15	Step 20	Step 25	Step 30
PROPOSED			4%	4%										
CEO			TBD											
Director of Education	212	Hourly	\$60.16	\$62.59	\$64.45	\$66.38	\$68.37	\$71.79	\$75.38	\$79.15	\$83.11	\$87.26		
Director of Student Affairs		Daily	\$481	\$501	\$516	\$531	\$547	\$574	\$603	\$633	\$665	\$698		
Director of Student Support Services		Annually	\$102,038	\$106,150	\$109,303	\$112,582	\$115,959	\$121,757	\$127,845	\$134,237	\$140,949	\$147,996		
Chief Business Officer		w/MA	\$103,703	\$107,815	\$110,968	\$114,247	\$117,624	\$123,422	\$129,510	\$135,902	\$142,614	\$149,661		
		Net % Increase	4%	5%	5%	5%	5%	5%	5%	5%	5%	5%		
Masters Degree: \$1165														