SPECIAL AGENDA
BOARD OF DIRECTORS SPECIAL MEETING
December 12, 2018, 6:00pm
Chico Country Day School – Common Area (Middle School Campus)
102 West 11th Street/1054 Broadway, Chico, CA 95928

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

1. CALL TO ORDER & ROLL CALL

2. SPECIAL SESSION
   2.1 Approval of Special Agenda

3. AGENDA ITEMS
   3.1 Measure K Request: DSA Fee Request for Measure K Campus Improvements

4. ADJOURNMENT: Adjourn;

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

GENERAL INFORMATION:

<table>
<thead>
<tr>
<th>Name of School</th>
<th>Chico Country Day School</th>
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</thead>
<tbody>
<tr>
<td>Address of School</td>
<td>102 West 11th Street, Chico, CA 95928</td>
</tr>
<tr>
<td>Contact Name</td>
<td>Margaret Reece</td>
</tr>
<tr>
<td>Contact Phone/Email</td>
<td><a href="mailto:margaret@chicocountryday.org">margaret@chicocountryday.org</a>; 530-895-2650</td>
</tr>
<tr>
<td>Year Established</td>
<td>1997</td>
</tr>
<tr>
<td>Charter Renewal Date</td>
<td>2020</td>
</tr>
<tr>
<td>CDS Code</td>
<td>04-61424-6113773</td>
</tr>
<tr>
<td>Charter Number</td>
<td>112</td>
</tr>
<tr>
<td>Website</td>
<td><a href="http://www.chicocountryday.org">www.chicocountryday.org</a></td>
</tr>
</tbody>
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1. Type of Project:
   - Planning
   - Construction
   - Health Safety (Including ADA)
   - Modernization/Repair/Renovation/Improve
   - Purchase or lease Project
   - Other (including FF&E)

2. Project Narrative:
   CCDS was approved for project planning with our architect in 2017 and the second phase of architectural design. The plans for the relocation of modulars to the northwest side of campus for temporarily housing office staff and students during construction will be submitted to DSA on January 21, 2018. This request is for the DSA fees associated with that part of the project.

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

4. Current enrollment and ADA:  560/540.4

5. Financial Questions
   a. Was your prior annual audit report free of any negative findings?
      - yes  
      - x no
   
      CCDS had an audit finding in 17/18.

   b. What were your cash reserves as a percent of expenditures at the end of the prior fiscal year?
      CCDS has an undesignated reserve of $2,173,781.29. Total reserves as of July 1, 2018 was $6,914,550.53 with designations for Prop 1D loan liabilities, fiscal stabilization fund, special education reserves and capital improvements/maintenance reserves.

6. Project Schedule
   Please briefly describe the timeline for the project planning and completion.
   Programming/Schematic Design Documents – completed
   Design Development Documents – December 2018
   Construction Documents – March 2019
   DSA Review & Approval – September 2019
   Bid & Award – October/November 2019
   Construction Administration – December 2019 – December 2020
### Preliminary Estimate (Cost)

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<th>Amount</th>
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<tr>
<td>Round I Allocation</td>
<td>$1,631,012</td>
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<tr>
<td>Less Previously Allocated Funds</td>
<td>$793,423</td>
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<tr>
<td>Less Current Project Funds Requested</td>
<td>$3,000</td>
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<tr>
<td>Remaining Round I Allocation</td>
<td>$790,423</td>
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**School Facilities Projects to be Funded with Proceeds of Bonds**

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

**Documentation (please indicate those completed)**

**All Projects**

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

**Building/Modernization/Renovation Projects**

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

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**For Committee Use:**

**All necessary documents were included:**

_x__ yes  

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(If no: request for additional documentation)

**CORE QUESTIONS:**

1. Does the project fall under the bond language?
2. Given the life span of a bond, did the proposal explain how this project was an appropriate use of funds?
3. Has the school demonstrated the feasibility of project completion?
4. Has the local school board approved the project?  
   _12/12/18_
MEASURE K—CHARTER FACILITIES COMMITTEE APPROVAL

Date of Committee Approval: ____________________________

Attestation of Committee Secretary: ____________________________

For questions or clarifications relative to the completion of this application, please contact:
Kevin Bulterman at kbultema@chicousd.org or (530) 891-3000 x. 112
Plan/Field Review Fee Calculator

Project submitted to DSA
- on or after 10/1/2017
- between 2/1/2016 and 9/30/2017
- between 12/1/2014 and 1/31/2016
- between 6/1/2013 and 11/30/2014
- between 2/1/2010 and 5/31/2013
- before 2/1/2010

Project Type: Access Compliance

Estimated

| Amt: | 140,000 |

Contracted

| Amt: | 0 |

Change Order

| Amt: | 0 |

- Access Compliance
- Fire & Life Safety
- Structural Safety

**Calculate**

<table>
<thead>
<tr>
<th></th>
<th>Access Compliance</th>
<th>Fire &amp; Life Safety</th>
<th>Structural Safety</th>
<th>Total Due</th>
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<tr>
<td>Filing Fee</td>
<td>$700.00</td>
<td>$420.00</td>
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<td>Additional Fee</td>
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<tr>
<td>Further Fee</td>
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DGS Links

https://www.app2.dgs.ca.gov/dsa/tracker/FeeCalculator.aspx

12/5/2018