



Board Members:

Jessika Lawrence, Chair
Lowell Daun, Vice Chair
Michele Mittman, Treasurer
Chris Constantin, Secretary
Brian Ausland, Member
Charles Thompson, Member
Suzanne Zivnuska, Member

AGENDA

BOARD OF DIRECTORS REGULAR MEETING

June 13, 2018, 5:30pm

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 (5:30pm)

2. CLOSED SESSION (Closed Session will take place in Room 7)

2.1 Conference with Legal Counsel – Anticipated Litigation:

Significant exposure to litigation pursuant to Government Code §54956.9(b) (one case)

2.2 Public Employee Evaluation

Per Government Code §54957

Title: Director of Education, Dean of Students, Special Education Director, Chief Business Officer

If Closed Session is not complete by 6:00pm, it will resume immediately following the regular meeting

3. REGULAR SESSION (6pm)

3.1 Approval of Regular Agenda

4. PUBLIC COMMENTS CONCERNING ITEMS NOT ON THE AGENDA

5. CONSENT AGENDA

5.1 MOU with Nord Country School regarding Special Education Services

5.2 Minutes from the meetings on 5/21/18, 6/6/18

6. DISCUSSION/ACTION ITEMS

6.1 2018-19 LCAP Final

6.2 2018-19 Budget Proposal

6.3 Strategic Planning Discussion and formation of Strategic Planning Subcommittee

6.4 Designation of Regular Board Meeting dates for 2018-19

7. ADJOURNMENT: Adjourn; Next board meeting – August 8, 2018



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Suzanne Zivnuska, Member

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.

**CHARTER SCHOOL
BUDGET REPORT - ALTERNATIVE FORM**

Charter School Name: Chico Country Day School
 CDS #: 04-61424-6113773
 Charter Approving Entity: Chico Unified School District
 County: Butte
 Charter #: 112
 Budgeting Period: 2018/19

This charter school uses the following basis of accounting:

- Accrual Basis** (Applicable Capital Assets / Interest on Long-Term Debt / Long-Term Liabilities objects are 6900, 7438, 9400-9499, and 9660-9669)
 Modified Accrual Basis (Applicable Capital Outlay / Debt Service objects are 6100-6170, 6200-6500, 7438, and 7439)

Description	Object Code	Est. Actuals Prior Year	Current Budget Year		Total
			Unrest.	Rest.	
A. REVENUES					
1. Revenue Limit Sources					
Local Control Funding Formula	8011	2,253,044.00	2,461,165.00	0.00	2,461,165.00
Education Protection Act Funds	8012	659,718.00	671,988.00	0.00	671,988.00
Charter Schools Gen. Purpose Entitlement - State Aid	8015	0.00	0.00	0.00	0.00
State Aid - Prior Years	8019	50,574.66	0.00	0.00	0.00
Tax Relief Subventions (for rev. limit funded schools)	8020-8039	0.00	0.00	0.00	0.00
County and District Taxes (for rev. limit funded schools)	8040-8079	0.00	0.00	0.00	0.00
Miscellaneous Funds (for rev. limit funded schools)	8080-8089	0.00	0.00	0.00	0.00
Revenue Limit Transfers (for rev. limit funded schools):					
PERS Reduction Transfer	8092	0.00	0.00		0.00
Other Revenue Limit Transfers	8091, 8097	0.00	0.00	0.00	0.00
Total, Revenue Limit Sources		2,963,336.66	3,133,153.00	0.00	3,133,153.00
2. Federal Revenues					
No Child Left Behind	8290	0.00		0.00	0.00
Special Education - Federal	8181, 8182	63,089.00		63,718.00	63,718.00
Child Nutrition - Federal	8220	0.00		0.00	0.00
Other Federal Revenues	8110, 8260-8299	12,000.00		6,000.00	6,000.00
Total, Federal Revenues		75,089.00	0.00	69,718.00	69,718.00
3. Other State Revenues					
Charter Schools Categorical Block Grant	8480	0.00	0.00		0.00
Special Education - State	StateRevSE	163,289.00		165,343.00	165,343.00
All Other State Revenues	StateRevAO	216,967.00	271,151.00	25,872.00	297,023.00
Total, Other State Revenues		380,256.00	271,151.00	191,215.00	462,366.00
4. Other Local Revenues					
Charter Schools Funding in Lieu of Property Taxes	8780	1,280,548.00	1,280,548.00		1,280,548.00
All Other Local Revenues	LocalRevAO	508,100.00	464,540.00	23,760.00	488,300.00
Total, Local Revenues		1,788,648.00	1,745,088.00	23,760.00	1,768,848.00
5. TOTAL REVENUES					
		5,207,329.66	5,149,392.00	284,693.00	5,434,085.00
B. EXPENDITURES					
1. Certificated Salaries					
Teachers' Salaries	1100	1,362,000.00	1,416,000.00	0.00	1,416,000.00
Certificated Pupil Support Salaries	1200	343,675.00	98,800.00	236,000.00	334,800.00
Certificated Supervisors' and Administrators' Salaries	1300	265,000.00	222,040.00	47,960.00	270,000.00
Other Certificated Salaries	1900	59,550.00	47,900.00	7,800.00	55,700.00
Total, Certificated Salaries		2,030,225.00	1,784,740.00	291,760.00	2,076,500.00
2. Non-certificated Salaries					
Instructional Aides' Salaries	2100	100,000.00	0.00	106,200.00	106,200.00
Non-certificated Support Salaries	2200	457,100.00	453,000.00	0.00	453,000.00
Non-certificated Supervisors' and Administrators' Sal.	2300	98,800.00	86,800.00	12,000.00	98,800.00
Clerical and Office Salaries	2400	208,200.00	202,700.00	12,500.00	215,200.00
Other Non-certificated Salaries	2900	8,500.00	8,800.00	0.00	8,800.00
Total, Non-certificated Salaries		872,600.00	751,300.00	130,700.00	882,000.00

**CHARTER SCHOOL
BUDGET REPORT - ALTERNATIVE FORM**

Charter School Name: Chico Country Day School

Description	Object Code	Est. Actuals Prior Year	Current Budget Year		Total
			Unrest.	Rest.	
3. Employee Benefits					
STRS	3101-3102	281,780.00	275,520.00	46,480.00	322,000.00
PERS	3201-3202	107,580.00	109,500.00	13,500.00	123,000.00
OASDI / Medicare / Alternative	3301-3302	93,900.00	82,000.00	11,000.00	93,000.00
Health and Welfare Benefits	3401-3402	389,507.00	458,000.00	48,000.00	506,000.00
Unemployment Insurance	3501-3502	23,380.00	27,500.00	1,500.00	29,000.00
Workers' Compensation Insurance	3601-3602	37,942.00	35,722.00	3,900.00	39,622.00
Retiree Benefits	3701-3702	0.00	0.00	0.00	0.00
PERS Reduction (for revenue limit funded schools)	3801-3802	0.00	0.00	0.00	0.00
Other Employee Benefits	3901-3902	0.00	0.00	0.00	0.00
Total, Employee Benefits		934,089.00	988,242.00	124,380.00	1,112,622.00
4. Books and Supplies					
Approved Textbooks and Core Curricula Materials	4100	8,800.00	37,000.00	1,000.00	38,000.00
Books and Other Reference Materials	4200	5,900.00	5,500.00	500.00	6,000.00
Materials and Supplies	4300	114,472.00	140,472.00	7,000.00	147,472.00
Noncapitalized Equipment	4400	27,000.00	28,000.00	1,000.00	29,000.00
Food	4700	8,200.00	7,500.00	500.00	8,000.00
Total, Books and Supplies		164,372.00	218,472.00	10,000.00	228,472.00
5. Services and Other Operating Expenditures					
Home to School Transportation	5100	0.00	0.00	0.00	0.00
Travel and Conferences	5200	26,600.00	26,000.00	6,500.00	32,500.00
Dues and Memberships	5300	10,980.00	11,000.00	1,000.00	12,000.00
Insurance	5400	62,500.00	63,617.00	0.00	63,617.00
Operations and Housekeeping Services	5500	102,600.00	102,600.00	0.00	102,600.00
Rentals, Leases, Repairs, and Noncap. Improvements	5600	208,000.00	202,000.00	0.00	202,000.00
Professional/Consulting Services and Operating Expend.	5800	327,333.00	318,037.00	34,000.00	352,037.00
Communications	5900	19,600.00	19,600.00	0.00	19,600.00
Total, Services and Other Operating Expenditures		757,613.00	742,854.00	41,500.00	784,354.00
6. Capital Outlay					
Sites and Improvements of Sites	6100	0.00			0.00
Buildings and Improvements of Buildings	6200	0.00			0.00
Books and Media for New School Libraries or Major Expansion of School Libraries	6300	0.00			0.00
Equipment	6400	0.00			0.00
Equipment Replacement	6500	0.00			0.00
Depreciation Expense (for full accrual only)	6900	237,350.00	233,631.00		233,631.00
Total, Capital Outlay		237,350.00	233,631.00	0.00	233,631.00
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
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
All Other Transfers	7280-7299	0.00			0.00
Debt Service:					
Interest	7438	95,000.00	74,670.00		74,670.00
Principal	7439	0.00	0.00		0.00
Transfers of Indirect / Direct Support Costs	7300-7399				0.00
Total, Other Outgo		95,000.00	74,670.00	0.00	74,670.00
8. TOTAL EXPENDITURES		5,091,249.00	4,793,909.00	598,340.00	5,392,249.00
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)		116,080.66	355,483.00	(313,647.00)	41,836.00

**CHARTER SCHOOL
BUDGET REPORT - ALTERNATIVE FORM**

Charter School Name: Chico Country Day School

Description	Object Code	Est. Actuals Prior Year	Current Budget Year		Total
			Unrest.	Rest.	
D. OTHER FINANCING SOURCES / USES					
1. Other Sources	8930-8979	0.00	0.00	0.00	0.00
2. Less: Other Uses	7630-7699	0.00	0.00	0.00	0.00
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980-8999	0.00	(313,647.00)	313,647.00	0.00
4. TOTAL OTHER FINANCING SOURCES / USES		0.00	(313,647.00)	313,647.00	0.00
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)					
		116,080.66	41,836.00	0.00	41,836.00
F. FUND BALANCE, RESERVES					
1. Beginning Fund Balance					
a. As of July 1	9791	6,761,717.61	6,877,798.27	0.00	6,877,798.27
b. Adjustments to Beginning Balance	9793, 9795	0.00	0.00	0.00	0.00
c. Adjusted Beginning Balance		6,761,717.61	6,877,798.27	0.00	6,877,798.27
2. Ending Fund Balance, June 30 (E + F.1.c.)		6,877,798.27	6,919,634.27	0.00	6,919,634.27
Components of Ending Fund Balance (Optional):					
a) Nonspendable					
Revolving Cash	9711	467,410.34	467,410.34		467,410.34
Stores	9712	0.00	0.00	0.00	0.00
Prepaid Expenditures	9713	0.00	0.00	0.00	0.00
All Others	9719	258,700.00	258,700.00	0.00	258,700.00
b) Restricted	9740	3,761,260.87		3,593,086.42	3,593,086.42
c) Committed					
Stabilization Arrangements	9750	0.00	0.00		0.00
Other Commitments	9760	198,622.80	198,622.80		198,622.80
d) Assigned					
Other Assignments	9780	0.00	50,000.00		50,000.00
e) Unassigned					
Reserve for Economic Uncertainties	9789	451,283.00	475,000.00		475,000.00
Unassigned/Unappropriated	9790	2,665,254.40	6,444,634.27		2,851,547.85

Minutes

CCDS Special Governing Board of Directors Meeting

Date: Monday, May 21, 2018

Time: 5:00 p.m.

Location: CCDS Middle School

1054 Broadway Campus, Room 7

1. **CALL TO ORDER & ROLL CALL:** Attendees: Jessika Lawrence, Lowell Daun, Chris Constantin, Michele Mittman, Brian Ausland, Suzanne Zivnuska. Absent: Charles Thompson. Lawrence called meeting to order at 5:01 p.m.
2. **REGULAR SESSION**
 - 3.3 **Approval of Regular Agenda:** Daun/Constantin to approve (6-0 – Lawrence, Daun, Constantin, Mittman, Ausland, Zivnuska).
3. **PUBLIC COMMENTS** – None
4. **CONSENT CALENDAR:**
 - 5.1 **Approval of Minutes from Board Meeting of 5/14/18**
 - 5.2 **Board Policy #101 Update: Annual Organizational Meeting**
 - 5.3 **School Operations Policy#501: FERPA for Elementary & Secondary Schools**
Constantin/Daun to approve consent: (6-0 – Lawrence, Daun, Constantin, Mittman, Ausland, Zivnuska).
5. **DISCUSSION/ACTION ITEMS**
 - 5.1 **Consideration of application for membership in the BSSP for employee health insurance benefitsIndicators –** Staff presented information about BSSP and gave a financial overview. Daun motioned to approve application for membership with a contribution of \$1000 per month per 1.0FTE employee for health insurance benefits. Second by Mittman. (6-0 – Lawrence, Daun, Constantin, Mittman, Ausland, Zivnuska).
 - 5.2 **Consideration of membership in CharterNation –** Staff recommends joining Charter Nation for information about charter schools in California at no cost to CCDS. Motion by Mittman, Second by Daun. (6-0 – Lawrence, Daun, Constantin, Mittman, Ausland, Zivnuska).
6. **ADJOURNMENT:** Constantin/Daun Adjourned meeting at 5:20 p.m. (6-0 – Lawrence, Daun, Constantin, Mittman, Ausland, Zivnuska).
Next meeting is June 6, 2018 – special meeting.

Respectively Submitted,
Margaret Reece

Minutes

CCDS Special Governing Board of Directors Meeting

Date: Wednesday, June 6, 2018

Time: 8:30 a.m.

Location: CCDS Elementary Campus
102 W. 11th Street, Room 18

1. **CALL TO ORDER & ROLL CALL:** Attendees: Jessika Lawrence, Charles Thompson, Lowell Daun, Michele Mittman. Absent: Chris Constantin, Suzanne Zivnuska and Brian Ausland. Lawrence called meeting to order at 8:33 a.m.
2. **REGULAR SESSION**
 - 2.1 **Approval of Special Agenda:** Thompson/Daun. All in favor: 4-0 Lawrence, Daun, Mittman, Thompson.
3. **PUBLIC COMMENTS** – Several parents attended with questions and concerns regarding the following: library, Christmas show, monkey bars, board openings, board meetings on calendar, garden, independent study counting for attendance for perfect attendance awards.
4. **DISCUSSION/ACTION ITEMS**
 - 4.1 **Conference Call with Greenwich Leadership Partners** - Greenwich Leadership partners in attendance. Discussion regarding planning and next steps in moving forward in an exploratory phase about the CCDS charter. No action taken.
5. **ADJOURNMENT:** Meeting adjourned at 9:45 a.m. Next meeting is June 13, 2018 at 5:30 p.m. (Open Session at 6pm)

Respectively Submitted,
Margaret Reece

**Special Education Memorandum of Understanding between
Nord Country School and Chico Country Day School**

This special education memorandum of understanding (“MOU” or “Agreement”) is between Nord Country Charter School (NCS) and Chico Country Day School (“CCDS”), which are referred to as the “parties”.

RECITALS:

- A. NCS is a charter school authorized by Chico Unified School District (CUSD). NCS operates as an independent Local Education Agency (“LEA”) member of the El Dorado County Charter SELPA for purposes of special education.
- B. CCDS is a charter school authorized by the Chico Unified School District. CCDS operates as an independent LEA member of the Butte County SELPA for purposes of special education.
- C. NCS wishes to contract with CCDS for CCDS’s provision of School Psychology services to NCS students, as more fully discussed in this MOU.

NOW, THEREFORE, in consideration of the promises and the mutual covenants and agreements herein set forth, the parties do hereby agree as follows:

1. Purpose

The purpose of the MOU is to ensure that NCS students are provided with assessments in the area of school psychology by CCDS when required and in conformity with their IEPs. It is agreed that NCS shall retain all financial and legal responsibilities under the Individuals with Disabilities Education Improvement Act (“IDEA”) and related federal and California laws for NCS students served by CCDS in accordance with this MOU. NCS shall remain liable for all complaints, mediations, due process matters and/or other litigation initiated by or on behalf of NCS students which arise under such laws. CCDS's sole responsibility with respect to NCS students is to assist NCS in conducting psychological assessments, assisting in developing IEPs for students, and providing School Psychology services described in the student’s IEP. Thus, CCDS shall only be considered a service provider and not the responsible LEA for any NCS student and shall incur no costs associated with the provision of these services, all of which shall be paid by NCS as set forth in this MOU. Unless the parties agree otherwise in writing, CCDS is not required to provide anything beyond what is specifically identified in this MOU. Any and all additional assessments, program, placement and services shall be the responsibility of NCS.

2. Evaluations/Assessments

At the request of NCS, CCDS shall timely conduct initial and reevaluation assessments of students limited to the following areas: cognitive, psychological processing, social/emotional, behavior, academic performance, and communication. CCDS shall consult with NCS staff when selecting and conducting assessments and shall assist NCS staff in preparing the assessment plan.

3. Individualized Education Plan Development/FAPE

CCDS will assist NCS in developing written individualized education plans (IEP) for students with exceptional needs through the IEP team process, by providing a School Psychologist at .20 FTE. A calendar outlining the expected workdays of the School Psychologist is attached in Exhibit A. NCS shall be responsible for ensuring the IEP team shall have all legally mandated members, including but not limited to an ACS administrator or designee. CCDS shall provide collaborative input to NCS in its development of IEPs. CCDS shall participate in IEP meetings to report on assessments, or any other service provided under this MOU. NCS and CCDS will collaboratively schedule all IEP meetings in which CCDS may be involved. An NCS administrator or designee will serve as the Administrator of Record at each IEP meeting. NCS shall be responsible to make an offer a free appropriate public education (“FAPE”) for NCS students.

CCDS shall do the following to assist in IEP development and implementation for NCS students who receive Section 2 listed services pursuant to their IEP:

- (a) Track referral, assessment, and all IEP timelines.
- (b) Assist NCS in drafting IEPs and IEP Addendums including present levels of performance, goals and objectives, accommodations and modification in the areas listed in section 2.
- (c) Assist NCS in developing its offer of FAPE related to the area listed in Section 2.
- (d) Ensure that progress reports from CCDS service providers are provided to parents in accordance with the student’s IEPs.
- (e) Assist NCS in ensuring that student's services listed in Section 2 are being implemented in accordance with the IEP.
- (f) Assist NCS with investigating and responding to compliance complaints, special education audits, and other investigations or complaints related to services listed in Section 2.

4. Special Education Services

The IEP team shall have responsibility for determining the appropriate placements and services for NCS students with exceptional needs in accordance with applicable laws. NCS shall be responsible for providing placements for special education students in accordance with the student's IEP, which shall be provided in the least restrictive environment and shall be consistent with state and federal laws and regulations.

CCDS will provide the following services to NCS related to special education functions, in accordance with the Fiscal Agreement identified in this MOU:

- (a) CCDS will provide only school-based consultation services to special education students in accordance with their IEPs.
- (b) In order to implement the services identified in paragraph 4(a), CCDS shall employ appropriately qualified personnel. CCDS school psychology staff and services will

be provided both on and off NCS's site, as CCDS and NCS administrators determine appropriate.

- (c) As the school psychology staff may be serving other schools with different calendars, the service provider will follow the calendar of the school site where the greatest percentage of time is spent.

5. Additional NCS Obligations

NCS shall:

- (a) Pay CCDS for services identified herein, consistent with the Fiscal Agreement set forth in paragraph 9 below.
- (b) Provide CCDS personnel with appropriate designated workspace for the delivery of services within NCS buildings as assigned.
- (c) Provide internet data connections in workspaces designated for CCDS personnel at the NCS site.
- (d) Be responsible for funding all regional program assessments and services through the Butte County SELPA bill-back process.
- (e) Contracting with any and all nonpublic agencies, nonpublic schools, or other providers for assessments, services, and placements of students, as necessary.
- (f) Implement all general education accommodations, modifications, and services specified in students' IEPs.
- (g) Ensure the attendance of appropriate NCS personnel who are required to attend IEP meetings, including an NCS administrator or designee and general education teacher(s).
- (h) Store confidential files at the NCS site.
- (i) Provide all necessary low incidence materials and equipment in accordance with student's IEPs.
- (j) Provide psychologist with assessment results a minimum of 72 hours prior to a scheduled IEP meeting. The CCDS staff will communicate assessment results 24 hours prior to a scheduled IEP meeting.

6. Dispute Resolution

In the event that either party disputes the meaning of the terms of this agreement, the parties shall attempt to resolve the dispute in good faith first through a joint meeting of their representatives. If an agreement cannot be reached through the joint meeting, then the parties agree to attempt to resolve the dispute in a meeting with the Butte County SELPA Director or their designee. If agreement cannot be reached with the assistance of the Butte County SELPA, then any party may

seek remedy in the appropriate court of law.

7. Due Process and/or Litigation

NCS assumes full responsibility for the provision of communication assessments and speech and language therapy services to NCS students. It shall be the financial and legal responsibility of NCS to handle any and all legal disputes and claims, including but not limited to, negotiating settlement agreements, mediations, due process hearings, compliance complaints and any and all other legal actions related to a student's educational program pursuant to this MOU. If CCDS is named as a party to a legal dispute, NCS will cooperate in dismissing, with prejudice, CCDS as a party. If NCS is unable to obtain dismissal of CCDS as a party to a dispute, NCS shall fully defend and indemnify CCDS in said proceedings in accordance with the Indemnification provision in paragraph 8 below. CCDS shall fully cooperate with NCS in any legal dispute, including making its employees and documents available.

8. Indemnification

NCS shall protect, defend, indemnify, forever hold harmless and assume the costs of defense, including attorneys' fees, of CCDS, its Board, officers, members, representatives, agents, guests, invitees, and/or employees, from and against any and all liabilities, claims, losses, judgments, damages, demands or expenses resulting from or related to the policies and procedures of the Butte County SELPA, the requirements of the IDEA, California Education Code section 56000 and following sections, Title 5 of the California Code of Regulations section 3000 and following sections, the Americans with Disabilities Act, and/or Section 504 or any other causes of action, including but not limited to actions related to or arising from CCDS's obligations under this Agreement. NCS shall indemnify CCDS and its Board, officials, employees and agents against any remedies, including compensatory education, reimbursement, money damages, attorneys fees and/or costs that may be awarded or agreed to, for failure to provide appropriate and/or compliant special education and related services.

9. Fiscal Agreement

CCDS will bill NCS in advance for school psychology on a monthly basis, for 10 months, at the rate of:

- School Psychology:
 - a. 0.20 FTE or equivalent of 39 days based on the employee's position on the CUSD Certificated Management Salary Schedule and a contract of 195 working days. Any additional days of work required by NCS shall be requested in writing and approved by both NCS and CCDS administrators. NCS will be billed at the employee's daily rate, daily benefit costs plus a 4% fee based on the daily amounts.
 - b. Twenty percent (20%) of the benefit cost of the employee, including STRS, payroll fees and other fees associated with an employee.
- Mileage rate equal to the IRS Standard Mileage Rates (CCDS to NCS; NCS to CCDS), if applicable.

- Actual costs of translation services as needed and requested by NCS for any reports and assessments performed by CCDS staff.
- 4% Administrative Fee based upon the salary and benefit rates listed above.

NCS has thirty (30) days from the date of billing to issue payment to CCDS.

10. Agreement / Term

- (a) This MOU constitutes the entire understanding between parties and supersedes any prior or concurrent agreement, oral or written, between or among CCDS and/or NCS concerning its subject matter. Any modification to this MOU shall be effective only if in writing and signed by all parties. If any provision or any part of this MOU is for any reason held to be invalid or unenforceable or contrary to public policy, law, or statute, and/or ordinance, the remaining provisions of this MOU shall not be affected thereby and shall remain valid and fully enforceable.
- (b) The term of this Agreement and services shall commence on July 1, 2018 and continue through June 30, 2019.
- (c) CCDS will seek advisement and input from NCS in regards to periodic program evaluation and evaluating delivery of psychological services. NCS retains the ability to perform an independent evaluation of the School Psychologist services provided. CCDS retains the sole responsibility to perform staff evaluations of CCDS employees who implement services in accordance with this MOU; however, CCDS is invited to collaborate with NCS staff in this regard as needed.
- (d) This Agreement has been made and entered into the State of California and the laws of said State will govern the validity and interpretation of this Agreement.
- (e) The persons signing this MOU warrant that they are duly authorized to sign it on behalf of the persons and entities being bound.
- (f) This Agreement may be executed in counterparts, all of which, taken together, shall be deemed an original.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the date and year first above written.

On Behalf of Nord Charter School

Date: _____ By: _____

NCS Director

By: _____

NCS Board Chairperson

On Behalf of Chico Country Day School

Date: _____ By: _____

CCDS Special Education Director

Date: _____ By: _____

CCDS Board Chair

Board Meeting of June 6, 2018

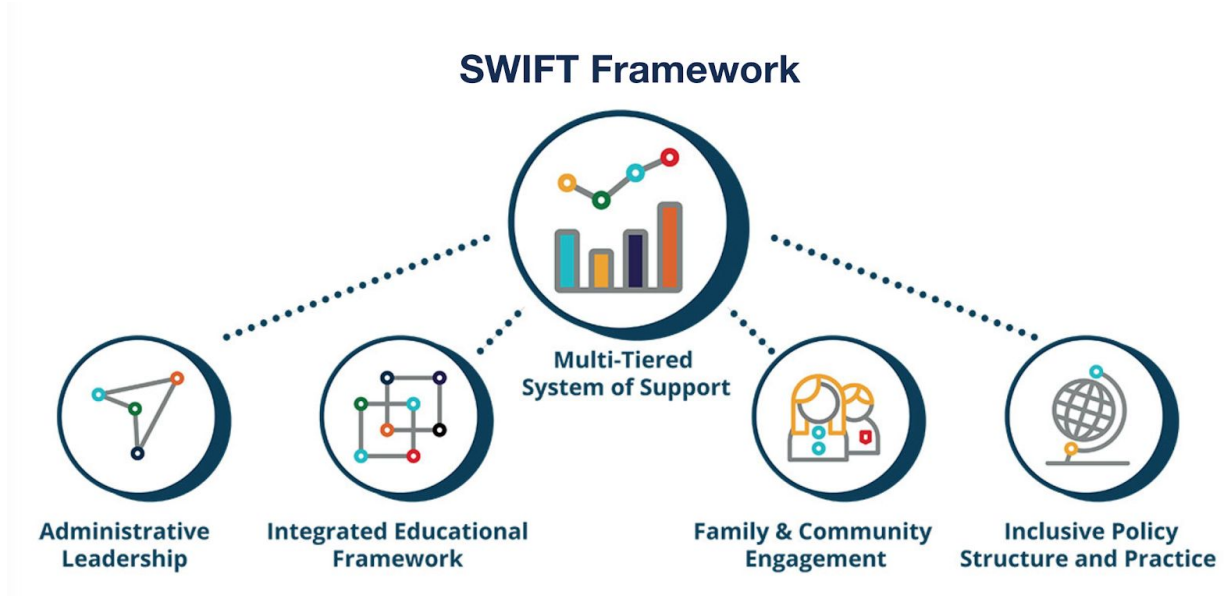
Leadership Team Report:

- Our audit will be taking place on June 14.
- A team of 6 teachers attended HTH Assessment 2.0 conference the last week of May. We look forward to share in their learning next school year.
- Summer Training: Teachers in K-5 will be attending training and implementing new English Language Arts curriculum made by Expeditionary Learning. The curriculum serves as a supportive bridge between project work and the needed skills to build foundations for reading, writing, and habits of scholarship, while also doing deep project work.

Board Members - you are invited!!! We'd be honored to have you at the following events:

- Our annual Bridging ceremony will occur on **June 7 from 8:45-9:30** on the field (weather permitting). Should it rain, we will enact Plan B, which is the gym with staggered times.
- Graduation will be **June 7, 2018 at 3 PM in the gym**. Board Secretary and Rotarian Chris Constantin will be presenting the Rotary Citizenship Awards - thank you Chris!

- We have access to partial student score reports for state testing. The various draft indicators look positive for school wide improvement.
- The MTSS/SUMS grant provided us with the free opportunity to participate in a SWIFT-FIT (Schoolwide Integration for Transformation- Fidelity Implementation Tool) third party analysis of our school systems. CCDS had a school visit from Dr. Allyson Satter who conducted the FIT. This tool is designed to measure growth and maturation of a school's inclusive educational practices and to help simplify school decision making about installing or improving practice. [More on SWIFT](#). We expect to see the final report in June.





Highlights of the Budget Report: 2018-2019

The Budget Report is due to Chico Unified, Butte County Office of Education, and the state by June 30 of every year. The report sums up the projected income and expenses for the upcoming year. As the state budget has not been passed as of the production of our projected budget, we will be coming back in August with a “45 Day Budget” Update. This is not required of charter schools but we do this every year after the budget is officially passed at the state level and when we have a solid idea of our enrollment, schedule changes and HR staffing. A budget deal was announced on Friday, June 8 but too late to use that in this budget.

- Full funding for the LCAP/LCFF target rates: This means that the LCFF will be 100% “funded” this coming year – this is driven by our LCAP which dictates the LCFF Supplemental Grant funding. This is supplemental funding, not “supplant” funding. Our unduplicated count for this budget is 116 and the total ADA projected is 539.
- COLA of 2.71%, CPI is 3.58%.
- One time per ADA grants: \$383/ADA: This will be used to purchase the new English Language Arts curriculum, professional development related to that curriculum, the purchase of our LEXIA program for 5 years which will be a significant savings in the future 4 years, accounting software which will also result in subsequent year savings, and the start of a pension set-aside fund in our balance sheet.
- The one time funding is helpful but cannot be used on salaries, benefits or ongoing costs.
- Step & Column increases are reflected in the budget which is approximately a 3% increase in salary for certificated staff and a 3% increase for classified staff. Several certificated staff worked hard on obtaining additional credits and have moved over a column this coming year. We will see an additional increase for some hourly classified staff on January 1 when minimum wage rises to \$12 per hour. This impacts all staff and we will be working this coming year to try to come up with solutions to this issue.
- Increases in health insurance benefits are reflected. Employees should see relief in premium costs in October. We were accepted into BSSP with a 10/1 effective date.
- The impact of the stepped up increase in STRS and PERS is large. Included in this budget is 16.28% for STRS contributions and 18.062% for PERS contributions. The out years are projected to be 24.6% PERS contributions and 19.10% for STRS in 2021-22.
- Balance Sheet: Our Total Assets as of June 1 remain similar to the 2nd Interim and are \$10.894 million – the majority being capital assets. Our total liabilities are \$4.19 million, the majority being Long Term Liabilities, including the loan on the Prop 1D buildings. I’m proud to say the loan on the middle school building was paid off in May.

Recommendation: We recommend the board approve the budget as presented.

**CHARTER SCHOOL
MULTI-YEAR PROJECTION - ALTERNATIVE FORM**

Charter School Name: Chico Country Day School

CDS #: 04-61424-6113773

Charter Approving Entity: Chico Unified School District

County: Butte

Charter #: 112

Fiscal Year: 2018/19

This charter school uses the following basis of accounting:

- Accrual Basis** (Applicable Capital Assets / Interest on Long-Term Debt / Long-Term Liabilities objects are 6900, 7438, 9400-9499, and 9660-9669)
- Modified Accrual Basis** (Applicable Capital Outlay / Debt Service objects are 6100-6170, 6200-6500, 7438, and 7439)

Description	Object Code	FY 2018/19			Totals for 2019-20	Totals for 2020-21
		Unrestricted	Restricted	Total		
ADA Assumptions	ADA			559.00	560.00	560.00
	Undup Pupils			116.00	117.00	118.00
A. REVENUES						
1. Revenue Limit Sources						
Local Control Funding Formula	8011	2,461,165.00	0.00		2,583,644.00	2,705,570.00
Education Protection Act Funds	8012	671,988.00	0.00		671,988.00	671,988.00
Charter Schools Gen. Purpose Entitlement - State Aid	8015	0.00	0.00	0.00	0.00	0.00
State Aid - Prior Years	8019	0.00	0.00	0.00	0.00	0.00
Tax Relief Subventions (for rev. limit funded schools)	8020-8039	0.00	0.00	0.00	0.00	0.00
County and District Taxes (for rev. limit funded schools)	8040-8079	0.00	0.00	0.00	0.00	0.00
Miscellaneous Funds (for rev. limit funded schools)	8080-8089	0.00	0.00	0.00	0.00	0.00
Revenue Limit Transfers (for rev. limit funded schools):						
PERS Reduction Transfer	8092	0.00	0.00	0.00	0.00	0.00
Other Revenue Limit Transfers	8091, 8097	0.00	0.00	0.00	0.00	0.00
Total, Revenue Limit Sources		3,133,153.00	0.00	3,133,153.00	3,255,632.00	3,377,558.00
2. Federal Revenues						
No Child Left Behind	8290	0.00	0.00	0.00	0.00	0.00
Special Education - Federal	8181, 8182	0.00	63,718.00	63,718.00	63,700.00	63,700.00
Child Nutrition - Federal	8220	0.00	0.00	0.00	0.00	0.00
Other Federal Revenues	8110, 8260-8299	0.00	6,000.00	6,000.00	6,000.00	6,000.00
Total, Federal Revenues		0.00	69,718.00	69,718.00	69,700.00	69,700.00
3. Other State Revenues						
Charter Schools Categorical Block Grant	8480	0.00	0.00	0.00	0.00	0.00
Special Education - State	StateRevSE	0.00	165,343.00	165,343.00	165,343.00	165,343.00
All Other State Revenues	StateRevAO	271,151.00	25,872.00	297,023.00	112,146.00	112,146.00
Total, Other State Revenues		271,151.00	191,215.00	462,366.00	277,489.00	277,489.00
4. Other Local Revenues						
Charter Schools Funding in Lieu of Property Taxes	8780	1,280,548.00	0.00	1,280,548.00	1,280,550.00	1,280,550.00
All Other Local Revenues	LocalRevAO	464,540.00	23,760.00	488,300.00	509,200.00	510,850.00
Total, Local Revenues		1,745,088.00	23,760.00	1,768,848.00	1,789,750.00	1,791,400.00
5. TOTAL REVENUES		5,149,392.00	284,693.00	5,434,085.00	5,392,571.00	5,516,147.00
B. EXPENDITURES						
1. Certificated Salaries						
Teachers' Salaries	1100	1,416,000.00	0.00	1,416,000.00	1,443,850.00	1,479,572.00
Certificated Pupil Support Salaries	1200	98,800.00	236,000.00	334,800.00	343,170.00	351,750.00
Certificated Supervisors' and Administrators' Salaries	1300	222,040.00	47,960.00	270,000.00	245,380.00	252,675.00
Other Certificated Salaries	1900	47,900.00	7,800.00	55,700.00	55,850.00	55,990.00
Total, Certificated Salaries		1,784,740.00	291,760.00	2,076,500.00	2,088,250.00	2,139,987.00
2. Non-certificated Salaries						
Instructional Aides' Salaries	2100	0.00	106,200.00	106,200.00	108,855.00	111,576.00
Non-certificated Support Salaries	2200	453,000.00	0.00	453,000.00	466,590.00	480,590.00
Non-certificated Supervisors' and Administrators' Sal.	2300	86,800.00	12,000.00	98,800.00	98,800.00	98,800.00
Clerical and Office Salaries	2400	202,700.00	12,500.00	215,200.00	222,000.00	228,600.00
Other Non-certificated Salaries	2900	8,800.00	0.00	8,800.00	8,900.00	9,000.00
Total, Non-certificated Salaries		751,300.00	130,700.00	882,000.00	905,145.00	928,566.00

**CHARTER SCHOOL
MULTI-YEAR PROJECTION - ALTERNATIVE FORM**

Charter School Name: Chico Country Day School

Description	Object Code	FY 2018/19			Totals for 2019-20	Totals for 2020-21
		Unrestricted	Restricted	Total		
3. Employee Benefits						
STRS	3101-3102	275,520.00	46,480.00	322,000.00	367,250.00	394,875.00
PERS	3201-3202	109,500.00	13,500.00	123,000.00	135,000.00	145,000.00
OASDI / Medicare / Alternative	3301-3302	82,000.00	11,000.00	93,000.00	94,000.00	95,000.00
Health and Welfare Benefits	3401-3402	458,000.00	48,000.00	506,000.00	510,000.00	510,000.00
Unemployment Insurance	3501-3502	27,500.00	1,500.00	29,000.00	29,500.00	29,800.00
Workers' Compensation Insurance	3601-3602	35,722.00	3,900.00	39,622.00	40,000.00	41,000.00
Retiree Benefits	3701-3702	0.00	0.00	0.00	0.00	0.00
PERS Reduction (for revenue limit funded schools)	3801-3802	0.00	0.00	0.00	0.00	0.00
Other Employee Benefits	3901-3902	0.00	0.00	0.00	0.00	0.00
Total, Employee Benefits		988,242.00	124,380.00	1,112,622.00	1,175,750.00	1,215,675.00
4. Books and Supplies						
Approved Textbooks and Core Curricula Materials	4100	37,000.00	1,000.00	38,000.00	10,000.00	10,000.00
Books and Other Reference Materials	4200	5,500.00	500.00	6,000.00	6,000.00	6,000.00
Materials and Supplies	4300	140,472.00	7,000.00	147,472.00	149,000.00	150,000.00
Noncapitalized Equipment	4400	28,000.00	1,000.00	29,000.00	22,500.00	22,500.00
Food	4700	7,500.00	500.00	8,000.00	8,500.00	8,500.00
Total, Books and Supplies		218,472.00	10,000.00	228,472.00	196,000.00	197,000.00
5. Services and Other Operating Expenditures						
Home to School Transportation	5100	0.00	0.00	0.00	0.00	0.00
Travel and Conferences	5200	26,000.00	6,500.00	32,500.00	24,000.00	24,000.00
Dues and Memberships	5300	11,000.00	1,000.00	12,000.00	12,000.00	13,000.00
Insurance	5400	63,617.00	0.00	63,617.00	64,000.00	64,500.00
Operations and Housekeeping Services	5500	102,600.00	0.00	102,600.00	49,800.00	49,800.00
Rentals, Leases, Repairs, and Noncap. Improvements	5600	202,000.00	0.00	202,000.00	205,000.00	206,000.00
Professional/Consulting Services and Operating Expend.	5800	318,037.00	34,000.00	352,037.00	317,061.00	319,601.00
Communications	5900	19,600.00	0.00	19,600.00	20,000.00	20,300.00
Total, Services and Other Operating Expenditures		742,854.00	41,500.00	784,354.00	691,861.00	697,201.00
6. Capital Outlay (Obj. 6100-6170, 6200-6500 for mod. accr. basis only)						
Sites and Improvements of Sites	6100	0.00	0.00	0.00	0.00	0.00
Buildings and Improvements of Buildings	6200	0.00	0.00	0.00	0.00	0.00
Books and Media for New School Libraries or Major Expansion of School Libraries	6300	0.00	0.00	0.00	0.00	0.00
Equipment	6400	0.00	0.00	0.00	0.00	0.00
Equipment Replacement	6500	0.00	0.00	0.00	0.00	0.00
Depreciation Expense (for full accrual only)	6900	233,631.00	0.00	233,631.00	233,631.00	233,631.00
Total, Capital Outlay		233,631.00	0.00	233,631.00	233,631.00	233,631.00
7. Other Outgo						
Tuition to Other Schools	7110-7143	0.00	0.00	0.00	0.00	0.00
Transfers of Pass-through Revenues to Other LEAs	7211-7213	0.00	0.00	0.00	0.00	0.00
Transfers of Apportionments to Other LEAs - Spec. Ed.	7221-7223SE	0.00	0.00	0.00	0.00	0.00
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO	0.00	0.00	0.00	0.00	0.00
All Other Transfers	7280-7299	0.00	0.00	0.00	0.00	0.00
Debt Service:						
Interest	7438	74,670.00	0.00	74,670.00	73,555.00	71,290.00
Principal	7439	0.00	0.00	0.00	0.00	0.00
Transfers of Indirect / Direct Support Costs	7300-7399	0.00	0.00	0.00		
Total, Other Outgo		74,670.00	0.00	74,670.00	73,555.00	71,290.00
8. TOTAL EXPENDITURES		4,793,909.00	598,340.00	5,392,249.00	5,364,192.00	5,483,350.00
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)		355,483.00	(313,647.00)	41,836.00	28,379.00	32,797.00

**CHARTER SCHOOL
MULTI-YEAR PROJECTION - ALTERNATIVE FORM**

Charter School Name: Chico Country Day School

Description	Object Code	FY 2018/19			Totals for 2019-20	Totals for 2020-21
		Unrestricted	Restricted	Total		
D. OTHER FINANCING SOURCES / USES						
1. Other Sources	8930-8979	0.00	0.00	0.00	0.00	0.00
2. Less: Other Uses	7630-7699	0.00	0.00	0.00	0.00	0.00
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980-8999	(313,647.00)	313,647.00	0.00	0.00	0.00
4. TOTAL OTHER FINANCING SOURCES / USES		(313,647.00)	313,647.00	0.00	0.00	0.00
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)						
		41,836.00	0.00	41,836.00	28,379.00	32,797.00
F. FUND BALANCE, RESERVES						
1. Beginning Fund Balance						
a. As of July 1	9791	6,877,798.27	0.00	6,877,798.27	6,919,634.27	6,948,013.27
b. Adjustments to Beginning Balance	9793, 9795	0.00	0.00	0.00		
c. Adjusted Beginning Balance		6,877,798.27	0.00	6,877,798.27	6,919,634.27	6,948,013.27
2. Ending Fund Balance, June 30 (E + F.1.c.)		6,919,634.27	0.00	6,919,634.27	6,948,013.27	6,980,810.27
Components of Ending Fund Balance (Optional):						
a) Nonspendable						
Revolving Cash	9711	0.00		0.00	0.00	0.00
Stores	9712	0.00	0.00	0.00	0.00	0.00
Prepaid Expenditures	9713	0.00	0.00	0.00	0.00	0.00
All Others	9719	0.00	0.00	0.00	0.00	0.00
b) Restricted	9740		3,593,086.42	3,593,086.42	3,478,148.52	3,360,900.37
c) Committed						
Stabilization Arrangements	9750	0.00		0.00	0.00	0.00
Other Commitments	9760	0.00		0.00	198,622.80	198,622.80
d) Assigned						
Other Assignments	9780	0.00		0.00	50,000.00	50,000.00
e) Unassigned						
Reserve for Economic Uncertainties	9789	475,000.00		475,000.00	475,000.00	475,000.00
Unassigned/Unappropriated	9790	6,444,634.27		2,851,547.85	2,746,241.95	2,896,287.10

**Chico Country Day School
Board of Directors Meeting Schedule
2018-2019**

Date	Time	Notes
Wednesday, August 8, 2018	5:30 PM	Regular Board meeting
Wednesday September 12, 2018	5:30 PM	Regular Board meeting
Wednesday December 12, 2018	5:30 PM	Regular Board meeting
Wednesday, March 13, 2019	5:30 PM	Regular Board meeting
Wednesday, May 8, 2019	5:30 PM	Regular Board meeting
Wednesday, June 12, 2019	5:30 PM	Regular Board meeting