

**CUTTEN ELEMENTARY SCHOOL DISTRICT  
BOARD OF TRUSTEES  
BOARD MEETING AGENDA  
May 13, 2024 6:00 pm  
Ridgewood Commons  
2060 Ridgewood Drive Cutten, CA 95503**

**1.0 CALL TO ORDER/FLAG SALUTE**

**2.0 EMPLOYEE RECOGNITION PRESENTATION**

- 2.1 Email from HCOE Transportation Supervisor Commending Crossing Guard Gidget Hulstrom

**3.0 CONSENT AGENDA**

- 3.1 Approval of Minutes, April 8, 2024
- 3.2 Approval of Warrants and Payroll
- 3.3 Approval of Waste Removal Agreement with Eureka City Schools, 2024-2025
- 3.4 Approval of Northern Humboldt Union High School District Transportation Services Agreement 2024-2025
- 3.5 Approval Cal Poly Humboldt MOU for Student Teaching, Observation, and Teaching
- 3.6 Approval of Eureka City Schools Summer School Food Service Agreement
- 3.7 Approval of Interdistrict Attendance Agreement for 2024 - 25
- 3.8 Approval of Employment of 1.45 FTE Classified Positions (2024-2025)
- 3.9 Approval of Employment of .725 FTE SAI Program Aide (2024-2025)
- 3.10 Approval of Employment of 1.0 FTE Art Teacher (2024-2025)

**4.0 VISITOR COMMENTS ON NON-AGENDA ITEMS**

The Board reserves the right to limit speakers to three minutes only. The Board may comment, but cannot take action at this time. The Board President may refer the matter to the Superintendent for review, if appropriate.

**5.0 REPORTS**

- 5.1 Cutten-Ridgewood PTA Report
- 5.2 School Site Council Report
- 5.3 HBTA Report
- 5.4 Norcal ELC Math Identity & Mindset Presentation (Leadership Team)
- 5.5 Principal's Report
- 5.6 2022 – 2023 Student Registration Report
- 5.7 LCAP Update
- 5.8 Bond Update

**6.0 CORRESPONDENCE**

- 6.1 HCOE Positive Certification of 2023-2024 Second Interim Letter
- 6.2 County of Humboldt Office of Elections & Voter Registration Letter

**7.0 INFORMATION / POSSIBLE ACTION ITEMS**

- 7.1 Consider Approval of Authorization for Fiscal Year 2024-25 Warrant Distribution
- 7.2 Discussion/Consider Approval of Teacher Assignments for 2024 – 2025
- 7.3 Discussion/Consider Approval to Place a Bond On the Nov. 2024 Ballot
- 7.4 Discussion/Consider Approval of Social Science Curriculum 3-6th Grades TCI, and TK-2nd Grades McGraw Hill Impact

- 7.5 Discussion/Consider the ELOP Portable Project Plan Revisions
- 7.6 Discussion/Consider Approval of ELOP funds to purchase Passenger Van \$71,855.05
- 7.7 Discussion/Consider Approval of TK Playground Using UTK Funds \$34,678.67
- 7.8 Discussion/Consider Approval of Studio W Architects Amendment to Professional Services Agreement Increase of \$12,857
- 7.9 Discussion/Consider Approval of Grant for Electric Bus Approximate Cost for District \$70,000

**8.0 SUPERINTENDENT REPORT**

**9.0 BOARD MEMBER COMMENTS / COMMUNICATION**

**10.0 PUBLIC COMMENT ON CLOSED SESSION ITEM**

**11.0 CLOSED SESSION**

With respect to every item of business to be discussed in closed session:

*11.1 CONFERENCE WITH LABOR NEGOTIATOR (GC § 54957.6)*

*Agency Negotiator: Becky MacQuarrie*

*Name of organization representing employees: Humboldt Bay Teachers Association.*

**12.0 RECONVENE TO OPEN SESSION**

**13.0 ADJOURNMENT**

NOTICE: Any writing, not exempt from public disclosure under Government Code Section 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22, which is distributed to all or a majority of the members of the governing board by any person in connection with a matter subject to discussion or consideration at an open meeting of the board is available for public inspection at Ridgewood School, 2060 Ridgewood Drive, Eureka.

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**Crossing guard**

3 messages

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**Christine Marney** <cmarney@hcoe.org>  
To: Becky MacQuarrie <bmacquarrie@cuttensd.org>

Wed, May 8, 2024 at 12:24 I

Hi Becky,

I have come to be somewhat of a super fan of the crossing guard down here on Walnut for Cutten School! I would like to do something for her because she is so awesome with the kids and so perfect with the traffic. She never turns her back to traffic and she is always so upbeat with the kids! Every school should have such a good helper! Anyway, I don't even know what her name is. Would you tell me her name so I can properly address her? Do you know if there is anything special she likes? Plants, chocolate, etc.

Thank you,

Chris

***Christine (Chris) Marney***  
**Transportation Supervisor / Fleet Manager**

**Humboldt County Office of Education**  
901 Myrtle Ave. | Eureka, CA 95501

cmarney@hcoe.org | 707-445-7090 | 707-445-7114 FAX

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**CUTTEN ELEMENTARY SCHOOL DISTRICT  
BOARD OF TRUSTEES  
BOARD MEETING MINUTES  
April 8, 2024 6:00 pm  
Ridgewood Commons  
2060 Ridgewood Drive Cutten, CA 95503**

**1.0 CALL TO ORDER/FLAG SALUTE**

The meeting was called to order at 6:01 PM. Board members in attendance were Dennis Reinholtsen, Mary DeWald, Andy Sundquist, Becky Reesee, and Beth Johnson. The flag salute was observed.

**2.0 CONSENT AGENDA**

The consent agenda was motioned by Andy Sundquist and seconded by Dennis Reinholtsen. The motion carried 4-0.

- 2.1 Approval of Minutes, March 11, 2024
- 2.2 Approval of Warrants and Payroll
- 2.3 Quarterly Report on William Uniform Complaints
- 2.4 Approval of MOU Humboldt-Del Norte SELPA Transfer of Educationally Related Mental Health Services Funds (ERMHS) From Member LEA's to SELPA
- 2.5 Approval of MOU Between Cutten School District and HBTA Regarding School Climate Team Stipends
- 2.6 Approval of MOU Between Cutten School District and HBTA Regarding Leadership Team Stipends
- 2.7 Approval of MOU Between Cutten School District and HBTA Regarding Yearbook Stipends
- 2.8 Approval of Resignation 1.0 FTE Certificated Teacher
- 2.9 Approval of Employment of 4.0 FTE Certificated Teaching Staff 2024-2025
- 2.10 Approval of Employment of 1.0 FTE Certificated Teaching Staff (Temporary) ELCC Position 2024-25

**3.0 VISITOR COMMENTS ON NON-AGENDA ITEMS**

There were no comments. The Board reserves the right to limit speakers to three minutes only. The Board may comment, but cannot take action at this time. The Board President may refer the matter to the Superintendent for review if appropriate.

**4.0 REPORTS**

- 4.1 Cutten-Ridgewood PTA Report: A raffle and Dutch auction are being planned for the carnival happening on April 26th. Past student scholarships are open until May 3rd. Staff appreciation events are scheduled for May 2nd-6th at both school sites.
- 4.2 School Site Council Report: SIPSA was reviewed and approved. The beautification date scheduled for May 10th was moved due to miscommunication.
- 4.3 HBTA Report: Mike Richards shared -Kencke received an excellence in teaching award. A weather show by Dickinson's class was held. The fire department visited the 2nd grade again, and a symphony trip was taken by the 3rd grade. Animal reports by 2nd grade are going well. There is a proposal to change the multipurpose room's name to the "rainbow room" as a tribute to Mrs. Filbey.
- 4.4 2024 - 2025 Student Registration Report: There are few new additions to current enrollment, but not much movement.
- 4.5 LCAP Update: The LCAP is being worked on with no significant updates at this time.

**5.0 CORRESPONDENCE**

**6.0 INFORMATION / POSSIBLE ACTION ITEMS**

- 6.1 Consider Approval of 2024-25 Medical, Dental, and Vision Rates, NCSMIG: Motioned by Andy Sundquist seconded by Beth Johnson. Motion carried 4-0.
- 6.2 Consider Approval of Cutten & Ridgewood 2023-2024 School Plan for Student Achievement (SPSA): Motioned by Dennis Reinholtsen seconded by Beth Johnson. Motion carried 4-0.

- 6.3 Discussion/Consider Tentative Staffing Options: More discussion needed.
- 6.4 Discussion/Consider Approval of Prop 28 Arts & Music Budget/Plan: Motioned by Andy Sundquist seconded by Beth Johnson. Motion carried 4-0.
- 6.5 Discussion/Direction to Move in Regarding Placing a Bond On the Nov. 2024 Ballot: Bring back in May meeting.
- 6.6 Discussion/Consider Approval of PGE Electric Pole & Upgrade Cutten School/BESC project: Motioned by Andy Sundquist seconded by Dennis Reinholtsen. Motion carried 4-0.
- 6.7 Discussion/Consider the ELOP Portable Project Plan Revisions: First portable ended up not being up to code. Used one is double in cost to be put in. Seeming to be unable to be completed by deadline

#### **7.0 SUPERINTENDENT/PRINCIPAL REPORT**

Summer school planning is underway with up to 120 enrolled already. Buddy wellness is scheduled for May 20th; pictures are being printed, and an expectation video is being made. Another TK play structure was installed. A new social studies curriculum is being considered. Ridgewood open house is scheduled for May 8th, and Cutten open house is scheduled for April 10th at 6 PM. The 5th grade has a chick project underway. The float parade is scheduled for Friday, April 12th. Marci Zapengo is providing training on trauma reporting and responding. The math framework supports standards and teaching practices. The student council will be painting the wall during spring break. The Spanish club has begun meeting in the mornings. ELOP soccer will be taught twice a day. Leadership will be presenting their project next month.

#### **8.0 BOARD MEMBER COMMENTS / COMMUNICATION**

There is a request for the installation of a sound system in the Multipurpose room.

#### **9.0 ADJOURNMENT**

The meeting was adjourned at 7:20 PM.

NOTICE: Any writing, not exempt from public disclosure under Government Code Section 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22, which is distributed to all or a majority of the members of the governing board by any person in connection with a matter subject to discussion or consideration at an open meeting of the board is available for public inspection at Ridgewood School, 2060 Ridgewood Drive, Eureka.

EARNINGS by Earnings Code	Income	Adjustments	TAXES	Employee	Employer	Total	Subject Grosses
No Gross Pay		290.32-	Federal Withholding	26,698.11		26,698.11	379,291.23
Regular	441,436.80		State Withholding	8,703.10		8,703.10	379,291.23
			Social Security	8,838.39	8,838.39	17,676.78	142,554.93
			Medicare	6,174.18	6,174.18	12,348.36	425,806.28
			SUI	212.94	212.94	425,806.28	425,806.28
			Workers' Comp	11,782.08	11,782.08	11,782.08	425,806.28
<b>TOTAL</b>	<b>441,436.80</b>	<b>290.32-</b>	<b>SUBTOTAL</b>	<b>50,413.78</b>	<b>27,007.59</b>	<b>77,421.37</b>	

EARNINGS by Group	Income	Adjustments	REDUCTIONS	Employee	Employer	Total	Subject Grosses
Base Pay	421,057.38		PERS	2,927.34	11,157.39	14,084.73	41,819.32
Docks	8,924.65-		PERS / 62	6,616.05	22,064.62	28,680.67	82,700.99
Extra Duty	9,462.38		STRS / 60	24,512.43	45,676.81	70,189.24	239,145.32
Gross Pay Adjs		298.32-	STRS / 62	5,509.23	10,311.25	15,820.48	53,985.55
Miscellaneous		8.00	Tax Sheltered Annuit	6,950.00		6,950.00	
Stipends	3,590.00		Health & Welfare	13,650.00	73,697.80	87,347.80	
Substitutes	12,875.00		Dependent Care	120.00		120.00	
Vacation Pay	3,376.69		Supplemental Insuran	838.86		838.86	
			Flex Medical Savings	1,021.66		1,021.66	
<b>TOTAL</b>	<b>441,436.80</b>	<b>290.32-</b>	<b>SUBTOTAL</b>	<b>62,145.57</b>	<b>162,907.87</b>	<b>225,053.44</b>	

EARNINGS	Person Type	Female Employees	DEDUCTIONS	Employee	Employer	Total	Subject Grosses
Certificated	46	313,749.56	Dues & Memberships	3,303.95		3,303.95	31.80
Classified	56	127,687.24	403b ROTH	3,050.00		3,050.00	
			Garnishments	469.55		469.55	
			Health & Welfare		6,434.80	6,434.80	
			Miscellaneous	850.00		850.00	
			Supplemental Insuran	2,896.40		2,896.40	
			Summer Savings	27,955.46		27,955.46	167,847.04
<b>TOTAL</b>	<b>102</b>	<b>441,436.80</b>	<b>SUBTOTAL</b>	<b>38,525.36</b>	<b>6,434.80</b>	<b>44,960.16</b>	

Vendor Summary for Pay Date 04/10/2024 thru 04/30/2024	Employee	Employer	Total
Vendor Checks	9,500.42		9,500.42
Vendor Liabilities	337,934.55		337,934.55
	347,434.97		347,434.97
<b>TOTALS</b>	<b>151,084.71</b>	<b>196,350.26</b>	<b>347,434.97</b>

Cancel/Reissue for Process Date 04/10/2024 thru 04/30/2024	Employee	Employer	Total
Reissued			
Cancel Checks			
Void ACH			

Pay01a

Payroll Summary by Org

Pay Date 04/10/2024 through 04/30/2024

Fiscal Year 2023/24

BALANCING DATA

NET

Gross Earnings	441,436.80	290,352.09	Net Pay	255,395.18	77
District Liability	196,350.26	151,084.71	Deductions	34,956.91	25
	<b>637,787.06</b>	196,350.26	Contributions		
		<b>637,787.06</b>			
			Direct Deposits		
			Checks		
			Partial Net ACH		
			Negative Net		
			Check Holds		
			Zero Net		
			<b>TOTAL</b>	<b>290,352.09</b>	<b>102</b>

**Checks Dated 04/01/2024 through 04/30/2024**

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
3000235879	04/01/2024	ADVANCED SECURITY SYSTEM	01-5804		978.00
3000235880	04/01/2024	Arenivaz, Alanzo	13-4710		106.03
3000235881	04/01/2024	BDJtech	01-4310		2,045.53
3000235882	04/01/2024	CARTER, JOYCE	01-5635		40.00
3000235883	04/01/2024	CRYSTAL CREAMERY	13-4711		3,972.58
3000235884	04/01/2024	CRYSTAL SPRINGS BOTTLED WATER	01-5531	70.00	
			01-5623	14.00	84.00
3000235885	04/01/2024	FRANZ FAMILY BAKERY	13-4710		336.00
3000235886	04/01/2024	MAPLES SERVICE	01-5635		595.88
3000235887	04/01/2024	MISSION LINEN SUPPLY	01-5550		658.77
3000235888	04/01/2024	NO. HUMBOLDT RECREATION & PARK	01-5801		375.00
3000235889	04/01/2024	P G & E	01-5520		36.28
3000235890	04/01/2024	PIERSON BLDG CENTER	01-4381		30.58
3000235891	04/01/2024	STAPLES ADVANTAGE	01-4310		800.47
3000235892	04/01/2024	Verizon Wireless	01-5921		292.15
3000236265	04/04/2024	AT&T CALNET 2	01-5909		315.27
3000236266	04/04/2024	Goodman, Kimberly A	01-4310		222.75
3000236267	04/04/2024	JOHNSON'S MOBILE RENTALS	21-5800		145.46
3000236268	04/04/2024	JONES SCHOOL SUPPLY CO. INC	01-4310		139.30
3000236269	04/04/2024	KEENAN ASSOCIATES	01-9540		28,754.50
3000236270	04/04/2024	Kristyn Fresz	01-5800		2,700.00
3000236271	04/04/2024	MENDES SUPPLY COMPANY	01-4374		1,921.54
3000236272	04/04/2024	MISSION LINEN SUPPLY	01-5550		462.75
3000236273	04/04/2024	P G & E	01-5511		794.34
3000236274	04/04/2024	Precision Heating & Air Cond	01-5635		1,478.20
3000236275	04/04/2024	STUDIO W ARCHITECTS	21-6210		432.19
3000236276	04/04/2024	SYSCO SACRAMENTO	01-4710	2,851.01	
			13-4396	1,926.15	
			13-4710	15,938.43	
			13-5623	121.70	20,837.29
3000236277	04/04/2024	U.S. BANK	01-4310	1,634.98	
			01-4393	91.51	
			01-5210	756.27	2,482.76
3000236278	04/04/2024	U.S. BANK EQUIPMENT FINANCE	01-5637		2,058.42
3000236279	04/04/2024	VALLEY PACIFIC PETROLEUM SVCS	01-4365		1,027.82
3000236280	04/04/2024	VALLEY PACIFIC PETROLEUM SVCS	01-4364	277.99	
			01-4365	839.88	
			01-5881	16.54	1,134.41
3000236281	04/04/2024	Arenivaz, Alanzo	13-4710		139.03
3000236601	04/08/2024	(HARRIS) SHAFER'S ACE HARDWARE	01-4374		384.30
3000236602	04/08/2024	Girard, Anne E	01-4391		191.57
3000236603	04/08/2024	Ibbitson, Bethany I	01-4310		354.60
3000236604	04/08/2024	STAPLES ADVANTAGE	01-4310		914.24
3000237711	04/18/2024	BAILEY ELECTRIC	01-5800		2,485.00

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.





**Checks Dated 04/01/2024 through 04/30/2024**

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
3000237712	04/18/2024	Chastain, Amy R	01-4310		293.19
3000237713	04/18/2024	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	01-5861		96.00
3000237714	04/18/2024	Dickinson, Lori J	01-4310		76.44
3000237715	04/18/2024	Girard, Anne E	01-4310		187.14
3000237716	04/18/2024	HUMB COMMUNITY SERVICES DIST	01-5530		931.49
3000237717	04/18/2024	JUNIOR LIBRARY GUILD	01-4310		2,129.55
3000237718	04/18/2024	PLAYHOUSE ARTS	01-5800		206.00
3000237719	04/18/2024	Quattrocchi Kwok Architects	01-6210		2,290.75
3000237720	04/18/2024	REVOLVING CASH FUND	01-5210	200.00	
			01-5950	204.00	
			01-8699	294.00	
			13-4710	701.94	1,399.94
3000237721	04/18/2024	Rutter, Darcie R	01-4391		112.56
3000237722	04/18/2024	Seghetti, Nadine M	01-4310		236.70
3000237723	04/18/2024	Ubeo West, LLC	01-5637		1,993.53
3000237724	04/18/2024	Weitzel, Rebecca	01-4310		56.81
3000238214	04/25/2024	CA DEPT OF TAX & FEE ADMINISTR	01-5884		5.00
3000238215	04/25/2024	CLENDENEN'S CIDER WORKS	13-4310		88.00
3000238216	04/25/2024	ERIK MENDES	01-5800		474.75
3000238217	04/25/2024	HUMBOLDT NO. 1 FIRE PROTECTION	01-5800		252.63
3000238218	04/25/2024	LEON'S CAR CARE CENTER	01-4362		580.73
3000238219	04/25/2024	P G & E	01-5511		2,170.01
3000238220	04/25/2024	SANDERS ROOFING	01-6250		10,992.00
3000238221	04/25/2024	SECURITY LOCK & ALARM	01-5635		87.25
3000238222	04/25/2024	Silverline Tree Service LLC	01-5800		9,350.00
			<b>Total Number of Checks</b>	<b>58</b>	<b>113,737.13</b>

**Fund Recap**

Fund	Description	Check Count	Expensed Amount
01	GENERAL FUND	51	89,829.62
13	CAFETERIA FUND	7	23,329.86
21	BUILDING FUND	2	577.65
Total Number of Checks		58	113,737.13
Less Unpaid Tax Liability			.00
Net (Check Amount)			113,737.13

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.



**Eureka City  
Schools**

**Paul Ziegler, Assistant Superintendent**

**Business Services**

2100 J Street | Eureka, CA 95501

**WASTE REMOVAL AGREEMENT**

- Whereas the Cutten School District is in need of waste removal services;
- Whereas Eureka City Schools has available waste removal services;
- Whereas Education Code Section 35160 provides authority for Eureka City Schools to enter into arrangements that are not violative of existing law; and
- Whereas Education Code Section 1200 et seq provides authority for the Cutten School District to enter into arrangements that assist school districts;
- Therefore, the Cutten School District and Eureka City Schools agree as follows:
  1. The term of this agreement is from July 1, 2024 through June 30, 2025.
  2. This agreement may be terminated by either party at any time by the giving of sixty (60) days written notice.
  3. Eureka City Schools shall provide waste removal services for the Cutten School District at the following sites:

Cutten School  
 4182 Walnut Drive  
 Cutten, CA 95534  
 (2) two-yard containers

Ridgewood School  
 2060 Ridgewood Drive  
 Cutten, CA 95534  
 (1) two-yard container

Cutten School District shall provide and maintain two (2) two-yard containers at Cutten School and one (1) two-yard container at Ridgewood School. ECS will provide for pick-up two times per week. Cutten School District agrees not to place hazardous waste or construction debris in the containers, and agrees to be fully responsible for any cost associated with the removal of any Hazardous Waste placed in the containers.

4. The Cutten School District shall pay to Eureka City \$703.00 per container per month for a sum of \$2,109.00 beginning July 1, 2024. Such amount may be adjusted by the percentage of increase in the transfer site disposal fees and fuel cost. Cutten School District agrees to pay from a monthly invoice via inter-district transfer for waste disposal services. Eureka City Schools will have the responsibility for keeping appropriate records of disposal charges at the landfill.
5. Eureka City Schools and the Cutten School District shall mutually agree to indemnify and hold harmless each other and their employees against any and all loss, damage, or liability (including court costs and attorney's fees) arising against the other as a result of their own discharge of their obligations identified in this agreement. If liability is shared between the parties, each party shall be responsible only to the extent of its proportionate liability. This obligation shall survive the termination of this agreement, and shall apply to any and all claims asserted with regard to the services provided for in this agreement.
6. The Cutten School District and Eureka City Schools shall provide Workers Compensation coverage for their respective employees. Nothing in this agreement shall be construed as providing that the employees of one entity are employees of the other entity.

\_\_\_\_\_  
 Superintendent or Authorized Designee  
 Cutten School District

Date: \_\_\_\_\_

  
 \_\_\_\_\_  
 Paul Ziegler, Assistant Superintendent  
 Eureka City Schools

Date: 4/26/24

**NORTHERN HUMBOLDT UNION HIGH SCHOOL DISTRICT  
TRANSPORTATION SERVICES AGREEMENT  
2024-2025 SCHOOL YEAR**

THIS AGREEMENT is made and entered into by and between the CUTTEN SCHOOL DISTRICT (CSD) at its Board of Trustees meeting on, 5/13/24, and the NORTHERN HUMBOLDT UNION HIGH SCHOOL DISTRICT (NHUHSD), at its Board of Trustees meeting on \_\_\_\_\_.

(CSD) and NHUHSD hereby agree as follows:

1. **Description of Services:** NHUHSD agrees to provide the following services to (CSD): (Mark with a "X" all that apply and NA for those that don't apply)

\_\_\_\_\_ I. Regular Home-to-School Transportation

\_\_\_\_\_ II. Field Trips (Services provided based on availability of drivers.)

N/A III. Special Education Transportation Services (Services provided based on availability of drivers.)

X IV. Maintenance Service

\_\_\_\_\_ V. Fuel Agreement

\_\_\_\_\_ VI. Bus Storage

2. **Term of Agreement:**

The term of this Agreement shall be from July 1, 2024, to June 30, 2025.

3. **Use of Facilities:**

NHUHSD will provide the Facilities (and any associated equipment) for use by (CSD) subject to the terms and conditions of this Agreement. (CSD) and its employees may use the Facilities subject to the terms and conditions of this Agreement.

4. **Modifications:**

This Agreement may be modified or amended in writing without additional consideration at any time by mutual consent of the parties.

5. **Applicable Law and Venue:**

This Agreement will be governed by the law of the State of California and venue shall be in the Superior Court of Humboldt County and no other place. Every provision or clause required by law to be inserted in this Agreement shall be deemed to be inserted and the Agreement shall be read and enforced as though it were included. If for any reason such provision is not inserted, or is not correctly stated, then upon application of either party, the changes shall be made by amendment to this Agreement which is acceptable to both parties.

6. **Execution in Counterparts:**

This Agreement may be executed in any number of counterparts, each of which shall be an original, but all of which together shall constitute one instrument.

7. **Authorization:**

Each individual executing this Agreement, or its counterpart, on behalf of the respective party, warrants that he/she is authorized to do so and that this Agreement constitutes the legally binding obligation of the entity which he/she represents.

8. **No Third Part Beneficiaries:**

Nothing in this Agreement shall be construed to create any duty or any liability to any person or entity not at party to this Agreement.

9. **Additional Conditions:**

A. While providing services under this Agreement, **NHUHSD** is an independent contractor and not an officer, agent, or employee of **(CSD)**. **NHUHSD** shall not perform any services otherwise provided for under this Agreement if specifically not requested to do so by **(CSD)**, nor interfere with the policy-making functions of **(CSD)** unless expressly requested to do so. The parties also understand that some of the services to be performed under this Agreement may require additional express written authorization from **(CSD)** and will not be performed unless and until such authorization is given.

B. **NHUHSD** shall hold harmless, defend and indemnify **(CSD)** from and against any liability, claim, action, cost, damage or loss for injury, including death, to any person or damage to any property to the extent that such is caused by, or results from, the negligence or misconduct of **NHUHSD** or its officers, agents, or employees or others under its control. This obligation shall continue beyond the term of this Agreement as to any act or omission which occurred during or under this Agreement.

C. **(CSD)** shall hold harmless, defend and indemnify **NHUHSD** from and against any liability, claim, action, cost, damage or loss for injury, including death, to any person or damage to any property to the extent that such is caused by, or results from, the negligence or misconduct of **(CSD)** or its officers, agents, or employees or others under its control. This obligation shall continue beyond the term of this Agreement as to any act or omission which occurred during or under this Agreement.

D. This Agreement may be terminated at any time by either party upon thirty (30) days prior written notice. Any notice of termination shall be transmitted via hand delivery, facsimile or U.S. mail.

10. **Scope of Work and Compensation:**

As full compensation for all services contemplated by this Agreement, **NHUHSD** shall receive the following from **(CSD)**: **(Mark with a "X" all that apply and NA for those that don't apply as in 1 above)**

**I. Regular Home-to-School Transportation (N/A currently due to driver shortage):**

NHUHSD will provide home-to-school transportation of Regular Education students of the (CSD).

Bus Charges Fiscal Year \$ \_\_\_\_\_  
\$4.25 per mile and \$56.75 per hour for driver.  
The per mile charge will be adjusted quarterly to reflect increased fuel prices of 5% or greater as of July 1, 2024.

       **II. Field Trips:**

NHUHSD will provide transportation of students for field trips and/or other extra-curricular activities of the (CSD). **The availability of field trips may be limited depending on the availability of drivers.**

Bus Charges \$4.25 per mile and \$56.75 per hour for driver.  
The per mile charge will be adjusted quarterly to reflect increased fuel prices of 5% or greater as of July 1, 2024.

Van Charges IRS rate plus 20% plus a \$35 fee per van per rental. NHUHSD driver may be requested at \$56.75 per hour.

  N/A **III. Special Education Transportation Services:(N/A currently due to driver shortage):**

NHUHSD will provide transportation of Special Education students of the (CSD).

Apportionment for Special Education Transportation and excess costs at a rate of \$N/A per mile. The per mile charge will be adjusted quarterly to reflect increased fuel prices of 5% or greater as of July 1, 2024.

In the event that it is impossible to transport a student with disabilities due to medical needs, safety issues for the student or passengers, availability of drivers, or other unforeseen circumstances, alternative transportation may need to be secured. Alternative transportation will be discussed with (CSD) to determine the best solution available. If the best solution of alternative transportation is provided by NHUHSD and creates an additional expense, the additional expense will be covered by (CSD).

  X **IV. Maintenance Service:**

NHUHSD shall provide maintenance services to (CSD) vehicles, as requested. These services include, but are not limited to preventive maintenance services, smog inspections, repairs, and safety checks.

The service rate is \$100.00\* per hour per mechanic billed in quarter hour increments. Parts are charged at the cost plus 8% for handling fees and indirect costs. Emergency road call



service requiring time outside of regular business hours, 7:30 AM to 4:30 PM, will be charged time and one-half, \$150.00\* per hour mechanic billed in quarter hour increments.

       **V. Fuel Agreement:**

NHUHSD shall provide renewable diesel fuel for (CSD) vehicles.

Costs will be calculated based on the current bulk rate price charged to NHUHSD plus 20% per gallon handling fee. All fuel use reports are the responsibility of (CSD)

       **VI. Bus Storage:**

NHUHSD will provide the facilities for storage for (CSD) vehicles based on available space.

The storage rate is \$100.00 per month per vehicle for a bus.  
The storage rate is \$50.00 per month per vehicle for a van.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the days and year first written above.

FOR:

CUTTEN SCHOOL DISTRICT

\_\_\_\_\_  
President, Board of Trustees

Date: \_\_\_\_\_

\_\_\_\_\_  
Superintendent

Date: \_\_\_\_\_

FOR:

NORTHERN HUMBOLDT UNION HSD

\_\_\_\_\_  
Natalie Giannini, President, Board of Trustees

Date: \_\_\_\_\_

\_\_\_\_\_  
Roger Macdonald, Superintendent

Date: \_\_\_\_\_

# Cal Poly Humboldt.

## MEMORANDUM OF UNDERSTANDING FOR STUDENT TEACHING, OBSERVATION OR FIELD WORK

the period for which the students are assigned to the District by the State University. All premiums or any other costs therefore shall be paid by the State University.

4. Except as otherwise provided herein, the State University shall inform each student regarding the availability of professional liability insurance. Students enrolled in Education credential programs are covered by the State University Student Professional Liability Insurance Program. Evidence of Coverage is provided upon request.
5. All the terms and conditions of this agreement apply to the placement of students of the State University for observational experience, with the exception that those students will not be covered by workers' compensation insurance as provided in Paragraph 3 hereof. In addition, all the terms and conditions of this agreement apply to the placement of students of the State University for assigned field work other than practice teaching.
  - a. State University shall defend, indemnify and hold District, its officers, employees and agents harmless from and against any and all liability, loss, expense (including reasonable attorney's fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorney's fees or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of District, its officers, agents, or employees.
  - b. District shall defend, indemnify and hold State University, its officers, employees and agents harmless from and against any and all liability, loss, expense (including reasonable attorney's fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorney's fees or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of State University, its officers, agents, or employees.
6. The District agrees to accept students without regard to race, ethnic origin, sex, sexual orientation, gender, gender identity, gender expression, age, religion, disability, handicap, or political belief.
7. District is aware of and informed about the hazards currently known to be associated with the novel coronavirus referred to as "COVID-19". District is familiar with and informed about the Centers for Disease Control and Prevention (CDC) current guidelines regarding COVID-19 as well as applicable federal, state, and local governmental directives regarding COVID-19. District, to the best of its knowledge and belief, is in compliance with those current CDC guidelines and applicable governmental directives. If the current CDC guidelines or applicable government directives are modified, changed or updated, District will take steps to comply with the modified, changed or updated guidelines or directives. If at any time District becomes aware that it is not in compliance with CDC guidelines or an applicable governmental directive, it will notify the State of that fact.
8. State University will ensure that participating students will not be placed at District with unsupervised access to children until a background check by the Department of Justice, including fingerprint clearance, is completed and participating students are granted Certificate of Clearance by the State of California.
9. State University shall ensure that participating students have provided evidence of tuberculosis screening administered in the first semester of their teacher preparation program.
10. The District shall provide to the University's credential candidates experiences through practice teaching, observations, or other field work in schools and classes of the district. The experience provided by said candidate placements shall be provided in appropriate schools or classes of the District and under the direct supervision and instruction of such employees of the District, as the District and State through their duly authorized representatives may agree upon.

# Cal Poly Humboldt.

## MEMORANDUM OF UNDERSTANDING FOR STUDENT TEACHING, OBSERVATION OR FIELD WORK

THIS AGREEMENT, made and entered into as of this 1st day of July, 2024 by and between the State of California through THE TRUSTEES OF THE CALIFORNIA STATE UNIVERSITY, all of which are hereinafter called the "State" or "State University," and the Cutten School District of Humboldt County, herein after called the "District":

### WITNESSETH:

WHEREAS, the District is authorized to enter into agreements with the State, to provide teaching experience through practice teaching or observation to students enrolled in teacher training curricula, and other fieldwork experience to students enrolled in other curricula of the State University; and

WHEREAS, any such agreement will provide no payment for the Practice Teaching services rendered by the District; NOW, THEREFORE, it is mutually agreed between the State and the District as follows:

### SPECIAL PROVISIONS

The TERM of the Agreement is from \_\_\_\_\_, \_\_\_\_\_ to June 30, \_\_\_\_\_. The State shall provide no payment to the District for services required for any Practice Teaching placements.

### GENERAL TERMS

1. The District shall provide to State University students experience through practice teaching, observations or other field work in schools and classes of the District. The experience provided by said student placements shall be provided in such schools or classes of the District and under the direct supervision and instruction of such employees of the District, as the District and the State through their duly authorized representatives may agree upon.

The District may, for good cause, refuse to accept for such observational, practice teaching or other field work placement any student of the State University assigned in the District, and upon request of the District, made for good cause, the State shall terminate the assignment of any student of the State University in the District.

"Practice Teaching" as used herein and elsewhere in this agreement means active participation in the duties and functions of classroom teaching under the direct supervision and instruction of employees of the District holding valid life diplomas or credentials issued by the State Board of Education, other than emergency or provisional credentials, authorizing them to serve as classroom teachers in the schools or classes in which the practice teaching is provided.

2. An assignment of a student of the State University to schools or classes of the District shall be, at the discretion of the State, for (1) Practice Teaching or for (2) Field Work. A student may be given more than one assignment by the State University in such schools or classes.

The assignment of a student of the State University to the District shall be deemed to be effective for purposes of this agreement as of the date the student presents to the proper authorities of the District the assignment card or other document given the student by the State University effecting such assignment, but not earlier than the date of such assignment as shown on such card or other document.

Absences of a student from assigned practice teaching shall not be counted as absences in computing the semester units of practice teaching provided the student by the District.

3. Except as otherwise provided herein, the State University shall provide workers' compensation insurance during




# Cal Poly Humboldt.

## MEMORANDUM OF UNDERSTANDING FOR STUDENT TEACHING, OBSERVATION OR FIELD WORK

11. The District shall provide opportunities for the University students to practice and provide literacy instruction. The University's credential candidates will engage in practice teaching of oral and written language including meaning-making, language development, and effective expression, as appropriate to the credential program. The University students will have the opportunity in the clinical practice placement to practice screening and diagnostic techniques that inform teaching and assessment and early intervention techniques, as appropriate to the credential and as identified in the teacher performance expectations and standard. While in the clinical practice placement, the University credential candidates will be expected to take and pass a literacy performance assessment approved by the Commission on Teacher Credentialing that includes a focus on foundational literacy skills and the additional cross-cutting themes in literacy.

TRUSTEES OF THE CALIFORNIA STATE UNIVERSITY      District:  
California State Polytechnic University, Humboldt

  
Edna J Lewis  
2024.04.08  
15:24:23 -07'00'

Edna Lewis,  
Procurement Specialist  
Contracts & Procurement

Signature

By: \_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

### CERTIFICATION (if applicable)

I, the duly appointed and acting Clerk or Secretary or Governing Board of the Board of School District listed below, do hereby certify that the following is a true and exact copy of a portion of the Minutes of the regular meetings of said Board held on \_\_\_\_\_, \_\_\_\_\_.

"It was moved, seconded, and carried that the attached contract with the Trustees of the California State University, whereby the University may assign students to the schools in the School District for practice teaching be approved; and the \_\_\_\_\_ is hereby authorized to execute the same."

School District:

By: \_\_\_\_\_  
Clerk, Secretary (strike one) of the Governing Board of the School District

County:



**Eureka City  
Schools**

**Kevin Ralston, Director**  
**Food Services**

642 W 14th Street | Eureka, CA 95501

April 12, 2024

**MEMORANDUM**

<b>To:</b>	Becki MacQuarrie, District Superintendent Cutten Elementary School District
<b>From:</b>	Kevin Ralston, Food Services Director Eureka City Schools
<b>Subject:</b>	School Temporary Food Service Contract for: Summer Meal Services between Cutten School District and Eureka City Schools

Enclosed please find copies of the summer school temporary school Food Service Agreement for food provided to Cutten School District by Eureka City Schools.

We thank you for your continued partnership with Eureka City Schools Food Services. Please feel free to call us with any questions, concerns, or comments at (707)441-2501.

Enclosures

## FOOD SERVICES AGREEMENT

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This is an Agreement between Cutten Elementary School District (hereinafter referred to as Cutten) and Eureka City Schools (hereinafter referred to as ECS).

**WHEREAS**, the Cutten School District is in need of Food Services;

**WHEREAS**, the Eureka City Schools has available Food Services;

**WHEREAS**, Education Code Section 35160 provides authority for the ECS to enter into arrangements that are not violative of existing law; and

**WHEREAS**, Education Code Section 1200 et seq provides authority for Cutten to enter into arrangements that assist school districts;

**THEREFORE**, the Cutten Elementary School District and Eureka City Schools agree as follows:

1. The term of this agreement is from June 24, 2024, through August 2, 2024.
2. This agreement may be terminated by either party at any time by the giving of sixty (60) days written notice.
3. ECS shall provide meals that meet the National School Meal Program meal requirements. Meals will include all required components including milk.
4. Cutten shall pay ECS the sum of \$4.75 per student meal for lunch services and \$2.85 per student meal for breakfast service. The number of meals requested will be a set number. This number can be adjusted as needed with a phone call to the ECS Food Service Department. ECS may need 48 hours to make the change.
5. ECS shall deliver meals to Cutten at a mutually agreed upon time that works for both parties. Cutten will pay ECS for delivery of meals each school day. Delivery charges will be \$8.90 per site per delivery, which includes an hourly wage and mileage billed monthly.
6. ECS will provide a monthly invoice to Cutten for payment. This service may be changed or eliminated with a 60 day written notice by either party. Cutten will agree to pay from a monthly invoice for all meals ordered, whether served or not, and will be responsible for keeping eligible meal counts, collecting money, and filing appropriate reimbursement forms.
7. Cutten staff will be responsible for serving meals. The daily transport record will be a two-part record that will be completed in part by ECS kitchen staff and in part by Cutten staff. The record will obtain information needed to meet state and federal requirements. This form needs to stay on site at Cutten for their records, and be kept for three years plus the current year. ECS will retain the portion needed for their records.

FOOD SERVICES AGREEMENT

8. Cutten will provide necessary utensils, straws, and napkins each day. These supplies may be purchased from ECS for an additional charge.

9. Cutten shall hold ECS harmless and indemnify it for any and all liability that may result from Cutten actions under this agreement.

ECS shall hold Cutten harmless and indemnify it for any and all liability that may result from ECS actions under this agreement.

10. Cutten and ECS shall provide workers compensation coverage for their respective employees. Nothing in this agreement shall be construed as providing that the employees of one entity are employees of the other entity.

11. Notice pursuant to this agreement shall be by first class United States Mail postage prepaid addressed as follows:

Date: \_\_\_\_\_

By: \_\_\_\_\_

Becki MacQuarrie, Superintendent  
Cutten Elementary School District  
4182 Walnut Drive  
Eureka, CA 95503

Date: 4/10/24

By: P. Ziegler

Paul Ziegler, Assistant Superintendent  
Eureka City Schools  
2100 J Street  
Eureka, CA 95503

**INTERDISTRICT ATTENDANCE  
AGREEMENT**

*Effective July 1, 2024~~3~~*

This Multi-District Interdistrict Attendance Agreement (“Agreement”) is made and entered into by the school districts of Humboldt County listed in Attachment A to this Agreement, and is made pursuant to California Education Code section 46600 *et seq.* The parties agree to the terms of this Agreement through June 30, 2025~~24~~. This Agreement affects student enrollment upon district board approval of this Agreement and through the 2025~~24~~-2026~~5~~ school year.

**I. RECITALS:**

- A. California’s Education Code permits two or more school districts to enter into an agreement for a term not to exceed five (5) years to allow pupils to enroll in a school district that is not their district of residence through a process known as “interdistrict transfer.”
- B. California Education Code requires school districts to respond to a Parent’s request for an interdistrict transfer, if made in the current year, within thirty (30) calendar days of the request; and allows for Parents to appeal any denial of their request.
- C. California’s Education Code requires school districts to respond to “future year” requests for interdistrict transfers as soon as possible but no later than 14 calendar days after the commencement of instruction in the year for which the interdistrict transfer is sought.
- D. Humboldt County has a history of allowing pupils to attend school districts that are not the pupil’s district of residence where the capacity exists at the receiving district.
- E. This Agreement addresses the interdistrict transfer process for parent requests to transfer a pupil during the current year or to transfer a pupil in the future school year. Parents benefit from knowing if the student will attend their preferred district in the future school year. Districts benefit from knowing accurate student enrollment projections by early February for the upcoming school year, to determine if layoff notices are warranted in advance of the legally mandated March 15 deadline to issue layoff notices. Districts need to analyze projected enrollment and school boards must consider taking action on layoffs, usually at their February board meetings.
- F. This Agreement establishes deadlines for interdistrict transfers. The parties recognize that a countywide information dissemination campaign will be critical to this Agreement’s success.

- G. Each district will maintain board policies and regulations that address acceptance, rejection, revocations and enrollment priorities; and operate in conformance with those policies and regulations. Examples of enrollment priorities may include, but are not limited to, the following: sibling(s) attend, children of staff member(s), older sibling(s) previously attended the school, and others.

## II. TERM OF AGREEMENT:

This Agreement shall take effect for each party on July 1, 2024<sup>3</sup> or upon its execution of the Agreement, whichever comes later, and shall expire on June 30, 2025<sup>24</sup>. The parties understand that as to each party to the Agreement, the Agreement does not take effect unless that party's governing board approves the Agreement. This Agreement supersedes any past interdistrict agreements among the parties to this Agreement that are in conflict with this Agreement.

## III. DEFINITIONS:

**Active Military Parent:** An "active military duty parent" means a parent with full-time military duty status in the active uniformed service of the United States, including members of the National Guard and the State Guard on active duty orders pursuant to Chapter 1209 (commencing with Section 12301) and Chapter 1211 (commencing with Section 12401) of Part II of Subtitle E of Title 10 of the United States Code.

**Capacity:** A district's determination of the space and resources it has available for students.

**Capacity Determination (for purposes of establishing a waitlist):** A capacity determination is made by the District of Proposed Enrollment no later than 15 days after the close of the Priority One enrollment window. Approval of an interdistrict transfer requires that the receiving District of Proposed Enrollment have capacity for the student.

**Current year request:** A request for interdistrict transfer received beginning 15 calendar days before the commencement of instruction in the school year for which interdistrict transfer is sought and anytime thereafter for that school year.

**Denial:** For purposes of appealing to the county board of education, a "denial" is a written rejection of a request, but also includes a school district's failure to provide written notification of the school district's decision within the timelines prescribed in this Agreement. A "denial" shall not include any of the following:

1. A request that has been deemed abandoned, meaning the Parent has not met required timelines established by the district.
2. An existing interdistrict transfer permit that has been revoked or rescinded in accordance with the policy of the governing board of the school district.

3. A denial by the District of Proposed Enrollment when no permit has been first issued by the District of Residence

**District of Proposed Enrollment or “DPE”:** A school district other than the school district in which the Parent of a pupil resides, and in which the Parent of the pupil intends to enroll the pupil through an interdistrict transfer.

**District of Residence or “DOR”:** A school district in which the Parent of a pupil resides and in which the pupil would otherwise be required to enroll pursuant to the compulsory education requirements.

**Enrollment Window:** The period of time that interdistrict transfer requests for the upcoming year shall be considered by both the District of Residence and the District of Proposed Enrollment.

**Future year request:** A request for interdistrict transfer received up until 15 calendar days before the commencement of instruction in the school year for which interdistrict transfer is sought. A request received 15 calendar days before or thereafter is a “current year” request.

**Hardship:** Extreme difficulty or suffering.

**Interdistrict transfer or “IDT”:** Interdistrict transfer; the act of a student attending a school district that is not the student’s district of residence.

**IDT Permit:** The form which authorizes an individual interdistrict transfer, signed by the District of Residence, the District of Proposed Enrollment, and the Parent. The form is attached as Attachment B to this Agreement. Permits are good for one (1) school year. Parents must re- apply for each school year.

**IDT Request:** The formal process of a Parent seeking written permission from both the District of Residence and the District of Proposed Enrollment for the child to attend a school district outside of his or her District of Residence. A District of Residence makes the initial determination as to whether an interdistrict transfer request shall be granted; the District of Proposed Enrollment then reviews the request and determines whether it will grant the request for the transfer to the District of Proposed Enrollment.

**New Sibling Requests:** Requests for a student to attend a District of Proposed Enrollment when the student’s sibling(s) will be enrolled at the District of Proposed Enrollment in the same year.

**Parent:** The natural or adoptive parent or guardian, the person having legal custody, or other educational rights holder.

**Reasonable Enrollment Activities:** Activities that a District of Residence may require a



Parent to participate in to demonstrate the District of Residence's ability to meet the student and/or Parent's needs. "Reasonable enrollment activities" include a discussion with the District of Residence's school administration or their designees, attending an orientation meeting, a site visit, and/or review of informational literature.

**Renewals:** A renewal of a previously granted Interdistrict Transfer Permit. Renewals must be sought annually.

**School-level transitions:** Transitions from one grade span to another, based upon the District of Residence's transitions, e.g. elementary school to middle school, or middle school to high school.

**Victim of an act of bullying:** A "victim of an act of bullying" means a pupil that has been determined to have been a victim of bullying by an investigation pursuant to the complaint process described in Education Code Section 234.1. The bullying must have been committed by any pupil in the school district of residence, and the parent of the pupil must have filed a written complaint regarding the bullying with the school, school district personnel, or a local law enforcement agency.

#### **IV. INTERDISTRICT TRANSFER REQUESTS:**

Parents are advised that this Agreement establishes deadlines to apply for enrollment in a school district for the upcoming school year.

##### **A. Preferential Enrollment ("Priority One Open Enrollment Window"): Requests for an IDT for the Future School Year Received from December 1 through February 1**

1. The DOR will approve an IDT Request submitted by a Parent if it is received at the DOR between December 1st through February 1st by 4:00 p.m. each year if Parents have complied with the process described herein. If February 1st falls on a weekend, the deadline will be the next school day after February 1st. IDT Requests for the future school year may not be submitted prior to December 1st.
2. The DOR will have 10 school days after the close of the enrollment window to approve the request and to forward the IDT Request to the DPE. The DOR may deny a Parent request for an IDT if the Parent does not participate in DOR Reasonable Enrollment Activities, absent good cause such as hardships due to medical conflicts, work schedule, child care, transportation, language barriers, etc. All other IDT Requests received within the Priority One Enrollment Window will be approved by the DOR, unless the Parent withdraws their IDT Request.
3. The DPE will have 15 school days after the close of the Priority One



Open Enrollment Window (or 5 school days from receipt of the approved IDT Permit from the DOR, whichever is later) to approve or deny the IDT Request and to notify both the Parent and DOR of the DPE's decision.

4. Renewals and New Sibling Requests will be approved and will follow the same timelines listed within Priority One, above.
5. A DOR may require a Parent to participate in Reasonable Enrollment Activities prior to granting a renewal when the student transfer involves a School Level Transition (defined above).

**B. Priority Two Enrollment Window – Requests for an IDT for the Future School Year Received After February 1 and for Requests Made In the Current School Year**

IDT Requests received from a Parent for the current school year, and for the future year received after the February 1 enrollment window, will be processed and approved by a DOR under the following circumstances:

1. Parent did not reside in Humboldt County school districts' boundaries prior to Priority One deadline.
2. Parent moved from one district to another district subsequent to the Priority One deadline.
3. Parent has a reasonable argument and a compelling reason, including hardship, such as medical conflicts, work schedule, child care, transportation, language barriers, for why the Priority One deadline was not met, or why the circumstance did not warrant a request for an IDT at the time of the Priority One deadline.
4. Parent has a reasonable explanation for not being able to participate in DOR Reasonable Enrollment Activity.
5. The DOR may require the Parent to participate in Reasonable Enrollment Activities as outlined in Subsection IV.A.2. (Priority One). If approved by the DOR, IDT Requests will be forwarded to the DPE for approval or denial.

**C. Wait Listed Students for the Upcoming Year**

If a DOR granted an IDT Request for the future year, that approval is valid until the commencement of the DPE's new school year. This is to allow time for school districts to determine if there is capacity for the student. Each DPE is limited to accepting the equivalent of two students per grade level from its waitlist, or 7% of the school's total enrollment from the waitlist, whichever is greater. The waitlist must be established at the time of the DPE's lottery or capacity determination.

**V. STATUTORY PREFERENCES:**

Notwithstanding the foregoing, regardless of when the following requests are made, these preferences exist outside of the timeframes set forth above.

**A. Victims of Bullying**

If a school within the DOR has only one school offering the grade level of the victim of an act of bullying, and therefore there is no option for an intradistrict transfer, the victim of an act of bullying may apply for an interdistrict transfer and the DOR shall not prohibit the transfer if the DPE approves the application for transfer.

**B. Children of Active Military Service Men and Women**

Notwithstanding any other terms of this agreement, a DOR shall not prohibit the transfer of a pupil who is a child of an active military duty parent to a school district of proposed enrollment if the DPE approves the application for transfer.

**C. Effect of DPE Accepting Such Students**

A DPE that elects to accept an interdistrict transfer of a student who is the victim of an act of bullying or a child of active military service men or women shall accept all pupils who apply to transfer under these statutory preference until the DPE is at maximum capacity. A DPE shall ensure that pupils admitted under this preference are selected through an unbiased process that prohibits an inquiry into or evaluation or consideration of whether or not a pupil should be enrolled based on academic or athletic performance, physical condition, proficiency in English, family income, or any of the individual characteristics set forth in Section 220 of the Education Code, including, but not limited to, race or ethnicity, gender, gender identity, gender expression, and immigration status.

**VI. APPEALS:**

Parents have a right to appeal to the Humboldt County Office of Education ("HCOE") when a school district denies an IDT Request. HCOE shall process these appeals in accordance with California Education Code section 46601, the terms of this Agreement, and HCOE's Board

Policies and Regulations. Parents are entitled to notice of their right to appeal to HCOE. Failure to appeal within the required time is good cause for denial of an appeal.

Students who are under consideration for expulsion, or who have been expelled pursuant to California Education Code sections 48915 and 48918, may not appeal interdistrict attendance denials or rescissions while expulsion proceedings are pending, or during the term of the expulsion.

Appeals must be filed by the Parent within thirty (30) days of a denial of a request. See “definitions” above for the definition of a denial.

**Provisional Enrollment in DPE Pending Appeal:** The parties agree that no DPE will grant provisional enrollment of a pupil pending an appeal before Humboldt County Office of Education (“HCOE”), except that a DPE may provisionally enroll a student who has been attending a DPE school in the immediate past and who has been historically continuously enrolled. For example, a Parent moves from District A in April to District B, but wants her child to continue attending District A for continuity. A pupil shall be eligible for provisional attendance only upon providing reasonable evidence that a final decision for a request for interdistrict transfer is pending either with the DOR, the DPE, or HCOE. Where provisional enrollment is granted under these limited circumstances, and for a period not to exceed two school months, the governing board of a DPE may provisionally admit to the schools of the school district a pupil who resides in another school district, pending a decision of the governing boards of the two school districts, or by HCOE upon appeal, regarding the interdistrict attendance. The period of provisional attendance begins on the first day of the pupil's attendance in the school. If a decision by the school districts or HCOE has not been rendered by the conclusion of two school months, and the school districts or HCOE are still operating within the prescribed timelines, the pupil shall not be allowed to continue attendance at the DPE. If the pupil is subject to compulsory full-time education pursuant to California Education Code section 48200, he or she shall enroll in the DOR or in another educational program.

Provisional attendance shall not guarantee that a school district or HCOE will approve a request for interdistrict transfer.

## **VII. REVOCATIONS:**

Neither a DOR nor a district that has accepted a student on an interdistrict transfer may revoke an IDT for a student after June 30 following the completion of grade 10, or for pupils in grades 11 or 12. Any other IDT Permit may be revoked pursuant to the policies and regulations of either the district that has accepted a student on an interdistrict transfer or DOR, or as set forth on the IDT Permit itself, as permitted by law. If a school district revokes an IDT Permit, it will promptly provide written notice of the revocation to the other district.

## **VIII. CHANGES IN LAW:**

If any law modifies or conflicts with a provision of this Agreement, the new law shall prevail as if written into the Agreement. A change in law, or a finding that one portion of this Agreement is not legally compliant, shall not invalidate the other terms of the Agreement.

**IX. COMMUNICATIONS AND PUBLIC AWARENESS**

In order to maximize awareness of the interdistrict transfer process the Humboldt County Office of Education (HCOE), in partnership with participating districts, will coordinate a public awareness campaign that will include print, radio, and social media advertisements. In addition, school districts, charter schools, early childhood providers, and other relevant public/private agencies will receive copies of media print materials to post on their websites and/or share with families. The public awareness campaign will begin in November of each year and run through the end of the priority one window.

ATTACHMENT A: LIST OF PARTIES

ATTACHMENT B: IDT REQUEST

FORM

For Each Party:

\_\_\_\_\_ School District

Signature of Superintendent and Date:

Board approval:

Date: \_\_\_\_\_



# ANNUAL INTERDISTRICT ATTENDANCE TRANSFER AGREEMENT for SCHOOL DISTRICTS IN HUMBOLDT COUNTY for school year 2025-2026

Date Request Received  
by DOR

## Part A – To be completed by parent/guardian

Parent/Guardian: Complete applicable steps on page 1 and 2 and then submit it to your District of Residence (DOR). If it is approved, it will be forwarded to the District of Proposed Enrollment (DPE). **Only new requests submitted between December 1<sup>st</sup> and February 1<sup>st</sup> are assured of approval by the DOR, subject to reasonable enrollment activities.** (See the DOR district office for exceptions and for information on reasonable enrollment activities). If both districts approve, and you agree to any additional terms and conditions required by the district(s), you may enroll your student in the DPE.

District of Residence \_\_\_\_\_ District of Proposed Enrollment \_\_\_\_\_

Foster Youth <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	Homeless/McKinney-Vento Youth <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
If <b>Yes</b> or <b>Unknown</b> to either of the above please contact the district of residence Foster/Homeless liaison or the Humboldt County Office of Education Foster & Homeless Youth Education Services office at 707-445-7187 before proceeding with application.	

COMPLETE ALL SECTIONS	<b>STEP 1: Student Information</b> (PLEASE PRINT)		<input type="checkbox"/> New Application	<input type="checkbox"/> Renewal
			<input type="checkbox"/> Sibling(s) at school? Sibling Grade(s): _____	<input type="checkbox"/> No change in address
			Sibling Name(s): _____	<input type="checkbox"/> Address change
	Have you applied for a transfer to any other district for this same school year? <input type="checkbox"/> Yes <input type="checkbox"/> No If so, list all:		Student Grade in 2025-2026:	
	Student Name (Last, First)		Birth Date	
	Current or Last School of Attendance			
	Student Address		City, Zip Code	
	Parent / Guardian Name			
Primary Phone		Other Phone	Email address	

NEW APPLICATIONS ONLY	<b>STEP 2: Reason for Request:</b> <input type="checkbox"/> Childcare <input type="checkbox"/> Parent Employment <input type="checkbox"/> Other (Explain below)		
	Please explain the reason for your request. Include as much information as possible to help districts make an informed decision. Use additional pages as needed. If reason is parent employment or childcare, provide name, address, and phone number of childcare or work.		
	What special services has the student received? (Check all that apply)		
	<input type="checkbox"/> Gifted (GATE) <input type="checkbox"/> Section 504 <input type="checkbox"/> Special Education <input type="checkbox"/> English Language Learner <input type="checkbox"/> None If the student is receiving Special Education services, what is their current placement (Please attach IEP) <input type="checkbox"/> Special Day (SDC) <input type="checkbox"/> Resource (RSP) <input type="checkbox"/> Speech Services <input type="checkbox"/> Pending Assessment		
Is the student currently pending disciplinary action or under an expulsion order? <input type="checkbox"/> Yes <input type="checkbox"/> No			

I have read the terms and conditions and understand the regulations and policies governing interdistrict attendance permits and hereby submit my application. I also understand that approval or denial of this application and revocation of the Permit is subject to the terms of this Permit and the policies and/or regulations of the individual districts. I understand that this information may be verified and that inaccurate or false information may subject my request to denial or revocation. I certify under penalty of perjury that the information provided above is true and correct to the best of my knowledge and belief. I also understand and agree to the above terms.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Student Name \_\_\_\_\_

**PART B: Terms and Conditions:**

The following terms and conditions apply to this Permit if it is approved by both districts:

1. Students will be required to re-apply for interdistrict attendance for any subsequent school year.
2. As permitted by law, the Permit may be revoked by either district pursuant to its policies and regulations and any applicable terms and conditions in Part C and/or D. Grounds for revocation of the Permit include, but may not be limited to, the failure of a pupil to attain satisfactory academic progress, follow established rules of conduct, or maintain regular attendance, as determined by the district of proposed enrollment.
3. Neither district will be responsible for pupil transportation unless required by law.
4. The District of Proposed Enrollment (DPE) will be responsible for special education services and related costs.
5. Approval of this Permit does not guarantee athletic eligibility.

**PART C: Action of District of Residence (to be completed by DOR):**

Decision:  Approved  Denied for the school year 2025-2026

Comments:

Date of action by DOR

DOR Authorizing Signature: \_\_\_\_\_

Title: \_\_\_\_\_

District: \_\_\_\_\_

**PART D: Action of District of Proposed Enrollment (to be completed by DPE):**

Decision:  Approved  Denied  Denied, but on waitlist for the school year 2025-2026

Comments:

Date of action by DPE

DPE Authorizing Signature: \_\_\_\_\_

Title: \_\_\_\_\_

District: \_\_\_\_\_

If one or both districts deny the permit you may contact the Humboldt County Office of Education at 707-445-7031 if you wish information on the appeal process or go online at <https://www.hcoe.org/inter-district/>. **(An interdistrict attendance appeal request must be filed with the Humboldt County Board of Education within thirty (30) calendar days of notification that the request was denied.)**

The parent/guardian and each district shall be provided with and retain a copy of this form.

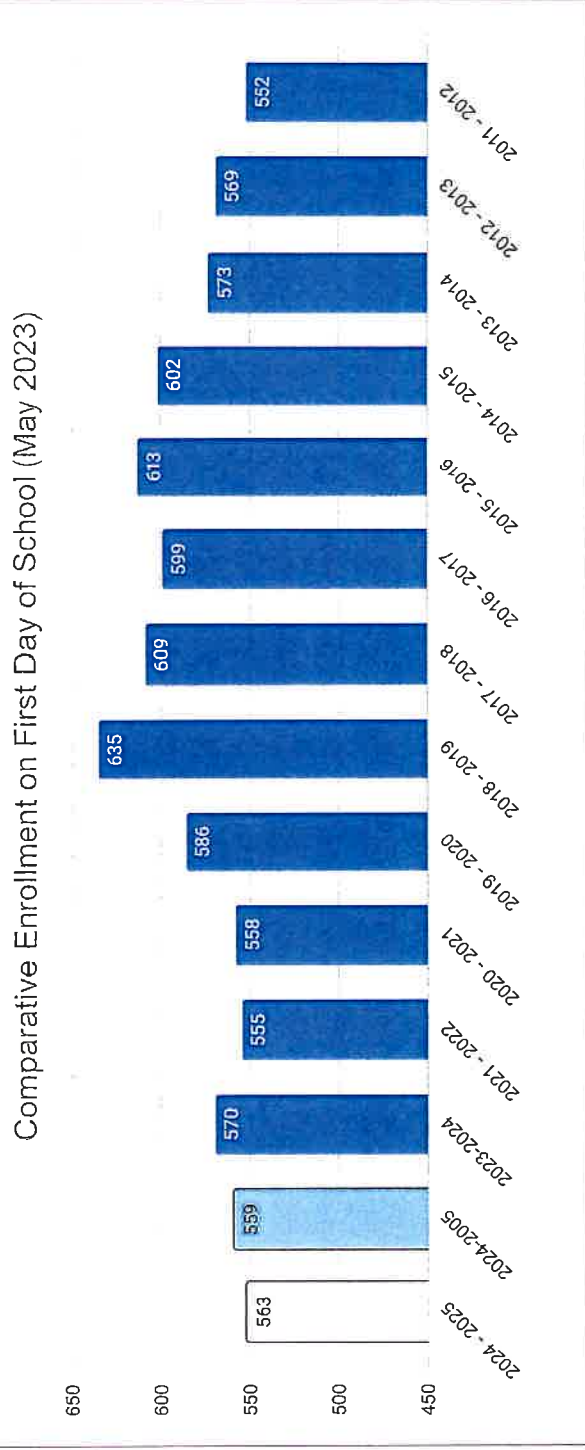


**CUTTEN SCHOOL DISTRICT Certificated Staffing / Enrollment for 2023-2024**  
**May 2024**

Grade Level	Classroom Teacher	Classroom Aide	1st Day Class Size	Class Size	Grade	Grade Totals	School Totals
SDC	Veeh, Tom	Hartridge, Catherine	8	9	SDC	9	
TK	Chastain, Amy	O'Kane, Taryn	15	16	TK	30	
TK	Seghetti, Nadine	Copeland, Linda	14	14			
K	Gabbert, Stacey	Emerson, Lilly	20	20	Kindergarten	80	
K	Lemmon, Katrin	Thayer, Tracy	20	20			
K	Seymour, Melissa	Gutierrez, Teia	20	20			
K	Escuttia, Liz	Curriel, Isabella	20	20			
1	Felmler, Jamie	Blacketer, Kacie	19	19	First	76	Ridgewood Total 263
1	Dickinson, Lori	Morgan, Aubrie	19	18			
1	Kencke, Joe	Urban, Michelle	20	19			
1	Hinrichs, Dani	Wagner, Ella	19	20			
2	Davis, Becky	Blevins, Trinity	23	22	Second	68	
2	Rice, Suzanne	Blaisdell, Leina	22	23			
2	Richards, Mike	Kidd, Lorna	23	23			
3	Hassler, Jeannie	Pino, Karen	21	21	Third	63	
3	Watkins, Lindsay	Hulstrom, Gidget	20	22			
3	Watson, Harriet	Hulstrom, Mike	20	20			
4	Code, Jen	Bell, Marissa	27	27	Fourth	93	Cutten Total 307
4	Ibbitson, Bethany	Houseworth, Stepha	27	27			
4	Wheeler, Jesse	Comas, Maria	27	27			
4	Bon, Mindi	Houseworth, Brenae	11	12			
5	Benbow, Tracy	Wheeler, Sharon	27	27	Fifth	67	
5	Hague, Jaime	Lawson, Barandi	27	27			
5	Bon, Mindi	Houseworth, Brenae	10	13			
6	Yip, Andrea	Holgerson, Ashlee	27	28	Sixth	84	
6	Cook, Kaycee	McCarty, Sydney	27	28			
6	Mitchell, Brandee	Creason, Valerie	27	28			
	<b>Totals</b>	<b>Totals</b>	<b>560</b>	<b>570</b>		<b>570</b>	<b>570</b>

	SDC	TK	K	1	2	3	4	5	6	TOTAL
2024 - 2025 Projection	11	32	65	82	77	70	67	94	65	552
2024-2005 Actual to Date	9	36	64	84	80	68	67	94	66	559
2023-2024	9	30	80	76	68	63	93	67	84	570
2022 - 2023	9	37	70	66	61	85	65	85	86	555
2021 - 2022	13	10	69	60	86	74	86	95	68	558
2020 - 2021	10	14	69	88	80	84	95	79	67	586
2019 - 2020	11	23	93	80	82	104	80	86	76	635
2018 - 2019	10	27	81	77	88	83	81	86	76	609
2017 - 2018	5	21	79	88	81	79	82	80	84	599
2016 - 2017	NA	19	93	82	84	85	84	85	81	613
2015 - 2016	NA	24	82	85	85	88	78	92	68	602
2014 - 2015	NA	20	84	76	82	76	86	72	77	573
2013 - 2014	NA	17	75	86	81	83	77	82	68	569
2012 - 2013	NA	1	77	79	82	80	88	73	72	552
2011 - 2012	NA	NA	82	92	80	83	78	71	64	550

2024 - 2025 Projection	552
2024-2005 Actual to Date	559
2023-2024	570
2021 - 2022	555
2020 - 2021	558
2019 - 2020	586
2018 - 2019	635
2017 - 2018	609
2016 - 2017	599
2015 - 2016	613
2014 - 2015	602
2013 - 2014	573
2012 - 2013	569
2011 - 2012	552



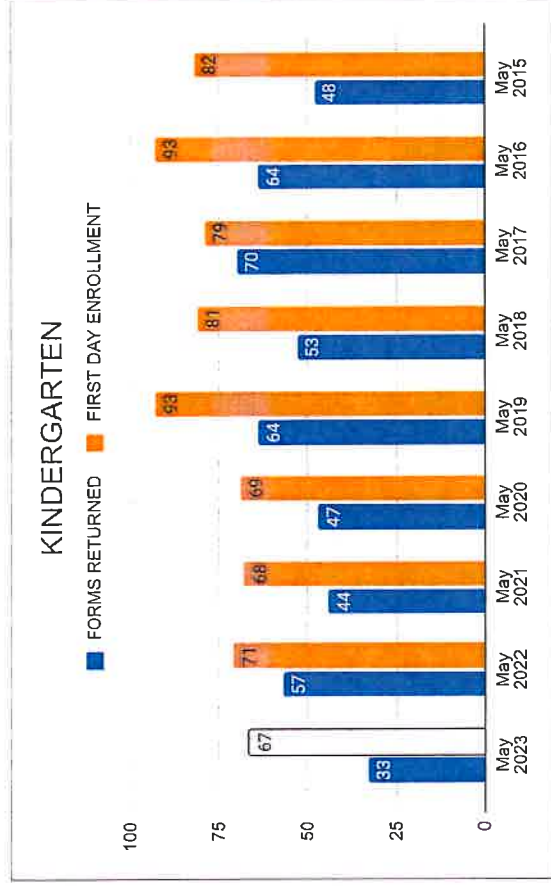
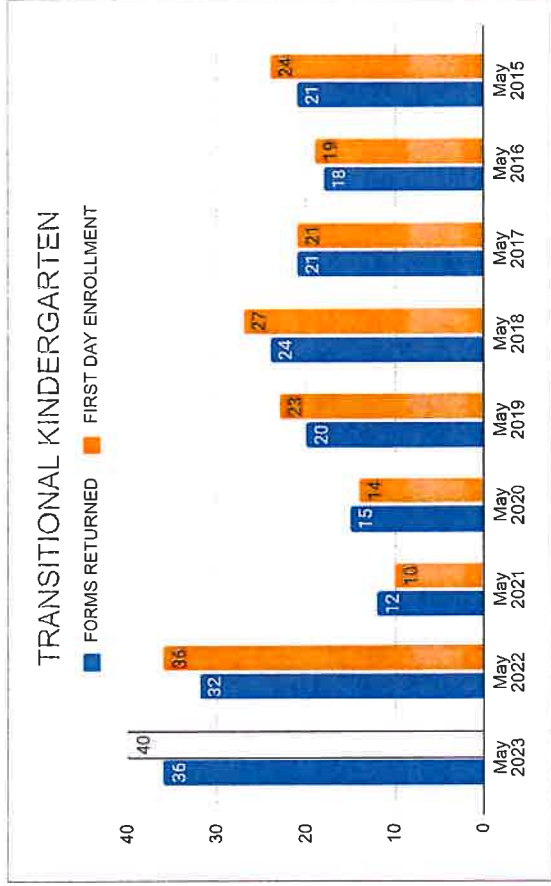
TRANSITIONAL KINDERGARTEN (5/--/23)		
YEAR	FORMS RETURNED	FIRST DAY ENROLLMENT
May 2023	36	40
May 2022	32	36
May 2021	12	10
May 2020	15	14
May 2019	20	23
May 2018	24	27
May 2017	21	21
May 2016	18	19
May 2015	21	24

Projected increase = May 2022 increase  
In district forms out = 4

KINDERGARTEN (5/--/23)		
YEAR	FORMS RETURNED	FIRST DAY ENROLLMENT
May 2023	33	30
May 2022	57	9
May 2021	44	14
May 2020	47	24
May 2019	64	27
May 2018	53	19
May 2017	70	24
May 2016	64	18
May 2015	48	19

Ave increase from May to Aug = 4

Projected increase 80% of historical average  
In district forms out = 3



April 12, 2024

Becky MacQuarrie, Superintendent  
Cuttan School District  
4182 Walnut Dr  
Eureka, CA 95503

Subject: Certification of 2023-2024 Second Interim Report

Dear Becky MacQuarrie:

Thank you for the timely submission of the district's 2023-2024 Second Interim Report. We acknowledge that you and the governing board have issued a positive certification of the district's financial status.

In accordance with Education Code Section 42131, we have completed our review and analysis of the district's Second Interim Report. Given the assumptions underlying these budget projections, we concur with your positive certification.

Although we concur with your positive certification, we wish to bring your attention to the following:

Facilities

We noted that the budget contains expenditures related to bond facility projects. As the district moves forward with current and future projects, we recommend the district closely monitor the expenditures to avoid any unintended fiscal impact to district reserves or cash.

We wish to acknowledge and express our appreciation to the district's staff, the governing board and the community for their continued diligence and hard work. If you have any questions regarding our review process, please feel free to contact our office.

Sincerely,



Corey Weber  
Assistant Superintendent of Business Services  
Humboldt County Office of Education

CW: ts

c: Michael Davies-Hughes, Superintendent, HCOE  
District School Board President



COUNTY OF HUMBOLDT  
Office of Elections & Voter Registration  
2426 6<sup>th</sup> Street  
Eureka, CA 95501-0788  
707-445-7481 / Fax 707-445-7204  
humboldt\_elections@co.humboldt.ca.us

TO: Cutten Elementary School District  
FROM: Christina Strevey, Administrative Analyst  
DATE: April 24, 2024  
SUBJECT: General Election on November 5, 2024  
**Officer Terms Expiring & District Preferences**

The Office of Elections is preparing for the General Election on November 5, 2024 and requests your assistance. Please complete and return this form **by May 31, 2024**.

Mailing Address: 2426 6<sup>th</sup> Street, Eureka, CA 95501  
Email: [humboldt\\_elections@co.humboldt.ca.us](mailto:humboldt_elections@co.humboldt.ca.us)

### OFFICER TERMS EXPIRING IN 2024

Elections records indicate your board has officer terms that will expire in 2024. Please review the below information and make necessary corrections or notations.

Title	Incumbent	Term
Governing Board Member	Rebecca Josephine Reece	4 yr
Governing Board Member	Elizabeth Bowen Johnston	4 yr

### DISTRICT PREFERENCES & CHANGES

Please provide the Office of Elections with the below information.

#### Candidacy

Who will pay for candidate statements? Circle one.      **DISTRICT**      **CANDIDATE**

Maximum word length for candidate statements. Circle one.      **200 words**      **400 words**

#### Tie Breaker

How will your district resolve a tie? Circle one.      **BY LOT**      **RUNOFF**

#### Boundary Changes

Has there been changes to district borders in the last two years? Circle one.      **YES**      **NO**  
(If "YES", please return a new map with current district boundaries.)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name & Title

AUTHORIZATION FOR FISCAL YEAR: 2024-25

CS-1

DATE: 5-13, 20 24 SCHOOL DISTRICT Cutten

### WARRANT DISTRIBUTION AUTHORIZATION

*Please complete and return to Brittany Moreano at HCOE in the Business Office.*

**Please check the appropriate box(es).**

#### PAYROLL

I will pick it up when ready

Names of persons authorized to pick up payroll warrants:

Vanessa Carillo Salas, Becky MacQuarrie

Please list an after-hours emergency number: \_\_\_\_\_

Mail all payroll to: *Individual's Name* \_\_\_\_\_  
(Postage cost to be reimbursed to HCOE)

Other (specify) \_\_\_\_\_  
\_\_\_\_\_

#### COMMERCIAL WARRANTS

I will pick it up when ready.  
Please list the emergency number: \_\_\_\_\_

Courier.

Mail all APY warrants to: *Individual's Name* \_\_\_\_\_  
(Postage cost to be reimbursed to HCOE)

Mail all VOL DED warrants to: *Individual's Name* \_\_\_\_\_  
(Postage cost to be reimbursed to HCOE)

Other (specify) \_\_\_\_\_  
\_\_\_\_\_

#### DISTRICT AUTHORIZATION

*Superintendent or Trustee* \_\_\_\_\_

*Return to HCOE Business Office*




AUTHORIZATION FOR FISCAL YEAR 2024-25 CS-7

DATE: 5-13-24, 2024 SCHOOL DISTRICT Cullen

## CERTIFICATION

This is to certify that the Board of Trustees of the above stated School District passed the following motion at its May 13, 2024 meeting authorizing the following to sign commercial warrants and payroll payment orders as agent of the Board.

"It was moved by \_\_\_\_\_  
and seconded by \_\_\_\_\_  
that \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Be authorized to sign commercial warrants and payroll payment orders as agent of the Board of trustees of the \_\_\_\_\_ School District.  
Ayes (Members' Names): \_\_\_\_\_  
\_\_\_\_\_  
Noes (Members' Names): \_\_\_\_\_  
\_\_\_\_\_  
Motion Carried."

Authorized Signatures:  
  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Board of Trustees Signatures:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
*(signed) Clerk, Board of Trustees*

Return to HCOE Business Office

Projected 2024-2025 Tentative  
Cuten/Ridgewood Staffing and Enrollment

NOW

OPTION A		w/SDC in totals gen ed	
SDC	Tom Veeh	8(11)	
TK	Amy Chastain	18	36
	Nadine Seghetti	18	
	Stacy Gabbert	16	
K	Katrin Lemmon	16	64
	Melissa Seymour	16	
	Liz Escoutia	16	
1	Jaimie Felme	24	
	Dani Hinrichs	24	84
	Chara Troyer	24	
1	Joe Kencke	12	
		8	
2	Bethany Ibbitson	24	80
	Mike Richards	24	
	Suzanne Rice	24	
3	Harriet Watson	22	
	Lindsay Watkins	23	68
	Tina Standish	23	
4	Jen Code	22	
	Jaime Hague	22	67
	Tracy Benbow	23	
5	Coach Bon	28	
	Shandi Ashmore	28	94
	Marybeth Stokes	28	
5	Kaycee Cook	10	
		10	
6	Brandee Mitchell	28	66
	Andrea Yip	28	
<b>PROJECTED TOTAL</b>		<b>559</b>	

OPTION B		w/SDC in totals gen ed	
SDC	Tom Veeh	8(11)	
TK	Amy Chastain	18	36
	Nadine Seghetti	18	
	1	21	
K	2	21	64
	3	22	
	Jaimie Felme	21	
1	Dani Hinrichs	21	84
	Chara Troyer	21	
	Joe Kencke	21	
2	Mike Richards	20	
	Bethany Ibbitson	20	80
	Suzanne Rice	20	
3	?	20	
	Harriet Watson	22	
	Lindsay Watkins	23	68
4	Tina Standish	23	
	Jen Code	22	
	Jaime Hague	22	67
5	Tracy Benbow	23	
	Coach Bon	27	
	Shandi Ashmore	27	94
5	Marybeth Stokes	27	
	Kaycee Cook	13	
6	Brandee Mitchell	11	66
	Andrea Yip	27	
<b>PROJECTED TOTAL</b>		<b>523</b>	

OPTION C		w/SDC in totals gen ed	
SDC	Tom Veeh	8(11)	
TK	Amy Chastain	18	36
	Nadine Seghetti	18	
	Stacy Gabbert	16	
K	Katrin Lemmon	16	64
	Melissa Seymour	16	
	Liz Escoutia	16	
1	Jaimie Felme	21	
	Dani Hinrichs	21	84
	Chara Troyer	21	
2	Joe Kencke	21	
	Mike Richards	20	
	Bethany Ibbitson	20	80
3	Suzanne Rice	20	
	?	20	
	Harriet Watson	22	
4	Lindsay Watkins	22	67
	Tina Standish	23	
	Jen Code	22	
5	Jaime Hague	22	67
	Tracy Benbow	23	
	Coach Bon	27	
5	Shandi Ashmore	27	94
	Marybeth Stokes	27	
5	Kaycee Cook	13	
		11	
6	Brandee Mitchell	27	66
	Andrea Yip	27	
<b>PROJECTED TOTAL</b>		<b>523</b>	



## Attachment C – Bond Implementation

February 4, 2019

### AMENDMENT #001 TO ADD PROJECT TO AGREEMENT (PERCENTAGE FEE)

Pursuant to the agreement between the **Cutten School District** (“District”) and **BCA Architects** (“Architect”) effective October 8, 2018 (“Agreement”) for the Bond Measure L construction program, the District and Architect agree to amend the Agreement to add architectural services for design and construction administration of the following project (“Project”): **Cutten School Bond Implementation Project**.

#### Scope of Work:

##### Ridgewood School:

###### Phase 1:

- Modernized Multipurpose / Work Room Space

###### Phase 2:

- New Parking / Drop Off Area with Paving and Landscape
- New Administration / Classroom Building (1,920 SF)
- Replace Clerestory Window Systems with Wall Area on South Classrooms (5)
- Modernized Food Service Area

##### Cutten Elementary School:

- Replace Clerestory Window Systems with Wall Area on South Classrooms (11)
- Replace Single Pane Window System with Dual Pane on North Classrooms (11)
- New Fencing at Parking / Playfield
- Modernized Kitchen

#### The Preliminary Construction Cost Budget:

##### Ridgewood School:

###### Phase 1:

• Construction Cost:	\$982,100
• <u>Escalation @ 4% / year x 1 year:</u>	<u>\$39,284</u>
• Subtotal:	\$1,021,384
• <u>Contingency @ 10%:</u>	<u>\$102,138</u>
• Total:	\$1,123,522

###### Phase 2:

• Construction Cost:	\$1,969,500
• <u>Escalation @ 4% / year x 3 years:</u>	<u>\$236,640</u>
• Subtotal:	\$2,205,840
• <u>Contingency @ 10%:</u>	<u>\$220,584</u>
• Total:	\$2,426,424

Cutten Elementary School:

• Construction Cost:	\$605,750
• Escalation @ 4% / year x 3 years:	<u>\$72,690</u>
• Subtotal:	\$678,440
• Contingency @ 10%:	<u>\$67,844</u>
• Total:	\$746,284

The terms of the Agreement are incorporated into, and govern, this amendment except as may be provided otherwise by this amendment. In the event of a conflict between the Agreement and this amendment, the terms of this amendment shall control.

For this Project, Architect shall perform the Basic and Additional Services. Basic Services within the fee schedules below include architectural design services, structural, plumbing, mechanical and electrical engineering services normally required to complete the Project.

**BASIC SERVICES FEE SCHEDULE**

	<u>Construction Cost</u>	<u>Fee</u>
First	\$500,000	12.0%
Next	\$500,000	11.5%
Next	\$1,000,000	11.0%
Next	\$4,000,000	10.0%
Next	\$4,000,000	9.0%
Greater than	\$10,000,000	8.0%

The Basic Service Fee calculation, when calculated using an estimate, is based upon the current understanding of the District budget. The total Basic Service fee amount may change due to the scale of the project as it proceeds. The Basic Service Fee calculation will be updated at the end of the Schematic Design, Design Development, Construction Documents, and Bidding phases. **Final Computed Basic Service Fee:** The total award from the initial construction contract(s), plus the cost of all approved additive contract change orders with the exception of items resulting from wrongful acts and omissions on the part of the Architect.

Upon any adjustment (increase or decrease) to the Project Construction Cost, including but not limited to any adjustment made at such time as bids are received, change orders are approved by the District and when the final construction contract amount has been determined, the Architect's total compensation for Basic Services for the Project shall also be increased or decreased, including retroactively for Basic Services already performed and payments already made. Such adjustments may be effected by the District by either (a) adjusting any future payment due under the payment schedule immediately above, or (b) issuing a revision notice to Architect that either tenders any additional payment owed or demands reimbursement from the Architect of any overpayment to date.

Direct Project Expenses shall be in addition to the Basic Service fee and calculated at 10% of the Basic Service fee amount. Direct Project Expenses shall be paid based upon the percentage of completion. Such expenses shall include travel, mileage, printing for deliverables to the District, and submittals to outside governmental agencies, in house reproductions, shipping, long distance



**Architect's Direct Project Expense (DPE) amount shall be:**

Ridgewood School:

Phase 1:

- DPE: \$11,985

Phase 2:

- DPE: \$24,808

Cutten Elementary School:

- DPE: \$8,052

**Architect's Additional Service Scope of work shall be:**

Ridgewood School:

Phase 1:

- Survey: assumes existing boundary is mapped and monumented  
\*civil engineer and landscape architect are not required at this time in Phase 1

Ridgewood School:

Phase 2:

- Civil Engineering
- Landscape Architect
- Food Service Consultant  
\*\*fire protection engineer for new building is not required at this time

Cutten Elementary School:

- Food Service Consultant:  
\*\*\*Survey, civil engineer and landscape architect are not required at this time

**Architect's Additional Service Compensation for Specialty Consultants shall be:**

Ridgewood School:

Phase 1:

- Topographic Survey: \$22,000
- BCA mark-up @ 15%: \$3,300

---

- Total Survey Fee: \$25,300

Ridgewood School:

Phase 2:

- Civil Engineering: \$31,500
- Food Service Consultant: \$15,500
- Landscape Architect: \$7,500

---

- Subtotal: \$54,500
- BCA mark-up @ 15%: \$8,175

---

- Total Specialty Consultant Fee: \$62,675

Cutten Elementary School:

- Food Service Consultant: \$21,500
- BCA mark-up @ 15%: \$3,225

---

- Total Specialty Consultant Fee: \$24,725

**Fee Summary:**

**Ridgewood School:**

**Phase 1:**

• Basic Service Fee:	\$119,852
• DPE:	\$11,985
• <u>Survey Fee:</u>	<u>\$25,300</u>
• <b>Total Fee:</b>	<b>\$157,137</b>

**Phase 2:**

• Basic Service Fee:	\$248,084
• DPE:	\$24,808
• <u>Specialty Consultant Fee:</u>	<u>\$62,675</u>
• <b>Total Fee:</b>	<b>\$335,567</b>

**Cutten Elementary School:**

• Basic Service Fee:	\$80,521
• DPE:	\$8,052
• <u>Specialty Consultant Fee:</u>	<u>\$24,725</u>
• <b>Total Fee:</b>	<b>\$113,298</b>

**Total Fee for 3 projects:** **\$606,002**

**ARCHITECT:**

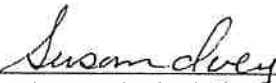
BCA Architects



By: \_\_\_\_\_  
Brian Whitmore, AIA, President, C30345

**DISTRICT:**

CUTTEN SCHOOL DISTRICT

By:   
Susan Ivey, Principal-Superintendent

**Enclosures:**

- Cutten SD Master Plan Projects - Project Prioritization & Alignment with Future Bond Funds dated 2/4/19
- Total Project Cost Estimate dated 2/4/19
- Ridgewood Phase 1 Fee worksheet dated 2/4/19
  - NorthStar Survey fee proposal dated 2/4/19
- Ridgewood Phase 2 Fee worksheet dated 2/4/19
  - NorthStar Civil fee proposal dated 2/4/19
  - AMD fee proposal for Ridgewood dated 2/2/19
  - MSLA fee proposal dated 2/4/19
- Cutten ES Fee worksheet dated 2/4/19
  - AMD fee proposal for Cutten ES dated 2/2/19



Bank Review 267784

CUTTEN ELEMENTRY

01:45 PM 05/03/2024

CORNING FORD

Source: WALK IN DRIVE B		Salesperson: PAUL BEISCH	
Price	65,150.00	Trade	0.00
Taxable A.M.O.	499.00	Payoff	0.00
Document Processing Charge	85.00	Net Trade	0.00
Emissions Testing Charge	0.00	Cash Down	0.00
Sales Tax	6,000.32	Deferred Down	0.00
Non-Tax A.M.O.	0.00	Rebate	0.00
Service Contract	0.00	Total Down	0.00
Subtotal	71,813.30		
DMV Fees	0.00	APR	0.00
State Emissions Certification or Exemption Fee	0.00	Term	1
California Tire Fee	6.75	Monthly Payment	71,865.05
Electronic Veh Reg or Transfer Charge	33.00	Final Payment of	
Total Insurance	0.00		
Total	71,855.05		
Amount Financed	71,855.05		
Finance Charge	0.00		
Total of Payments	71,855.05		

\*\*\* BUYER \*\*\*

\*\*\* CO-BUYER \*\*\*

CUTTEN ELEMENTRY

DUREKA, CA 95603

Date of Birth: \_\_\_\_\_  
 Home Phone Number: (707) 362-3619  
 Work Phone Number: \_\_\_\_\_  
 County: HUMBOLDT  
 Email: \_\_\_\_\_

Date of Birth: \_\_\_\_\_  
 Home Phone Number: \_\_\_\_\_  
 Work Phone Number: \_\_\_\_\_  
 County: \_\_\_\_\_  
 Email: \_\_\_\_\_

\*\*\* PURCHASE \*\*\*

\*\*\* TRADE 1 \*\*\*

\*\*\* TRADE 2 \*\*\*

Stock Number \_\_\_\_\_  
 Year \_\_\_\_\_  
 Make \_\_\_\_\_  
 Model \_\_\_\_\_  
 Body Style \_\_\_\_\_  
 Color \_\_\_\_\_  
 Trim \_\_\_\_\_  
 Key 1 Number \_\_\_\_\_  
 Key 2 Number \_\_\_\_\_  
 Weight \_\_\_\_\_  
 License \_\_\_\_\_  
 Odometer \_\_\_\_\_  
 VIN \_\_\_\_\_  
 Cylinders: 0  
 Vehicle Type: USED

\*\*\* BANK \*\*\*

\*\*\* INSURANCE \*\*\*

MSME

CA



Park Planet  
 a Division of Park Associates, Inc.  
 415 Elm Street  
 Red Bluff CA 96080

**% Deposit Invoice for  
 Quote #Q24-2028**

**OP24-1450 Ridgewood  
 Elementary**

#PREPAY-10202  
 04/30/2024

**Bill To**

Cutten Elementary School District  
 4182 Walnut Drive  
 Eureka CA 95503  
 United States

**Deposit Due**

**\$34,678.67**

Sales Rep: Kyle Knox

Item	Description	Quantity	Rate	Amount
A2-1906-H	Thunder Half Wedge	1	\$4,582.00	\$4,582.00
A2-ER1236-3-CO	Erector Rock Crawl Over	1	\$3,988.00	\$3,988.00
540407	Border Timber (Male Pivot)	25	\$70.00	\$1,750.00
PR-R5	Custom Round 5 Steel Play System..SN: TBD - Jungle Traverse	1	\$4,024.00	\$4,024.00
PR-R5	Custom Round 5 Steel Play System..SN: TBD - Balance Beam 1	1	\$2,004.00	\$2,004.00
PR-R5	Custom Round 5 Steel Play System..SN: TBD - Balance Beam 2	1	\$1,002.00	\$1,002.00
PR-R5	Custom Round 5 Steel Play System..SN: TBD - Tri-Pad Step	4	\$267.00	\$1,068.00
PCF	Playcraft Freight	1	\$1,700.00	\$1,700.00

Subtotal: \$20,113.00

Tax: \$1,703.67

**Deposit Due: \$34,673.67**

Project Total: \$34,673.67

\*Deposits do not include installation costs.

Please remit payment to: Park Planet 415 Elm St. Red Bluff, CA 96080



Gate

38'

20'

Asphalt Area  
for Trike Path

Grass Area Gate 2

Playground Area

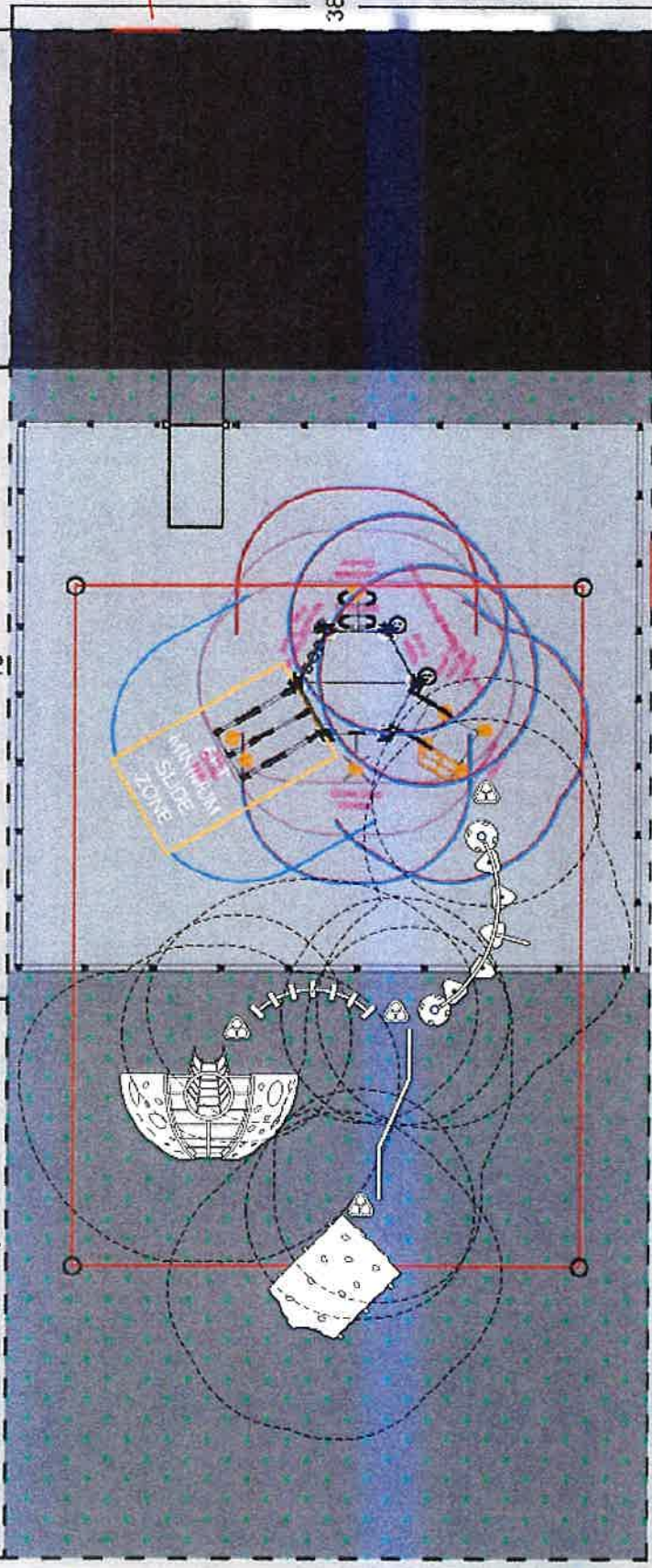
40'

37'-15/16"

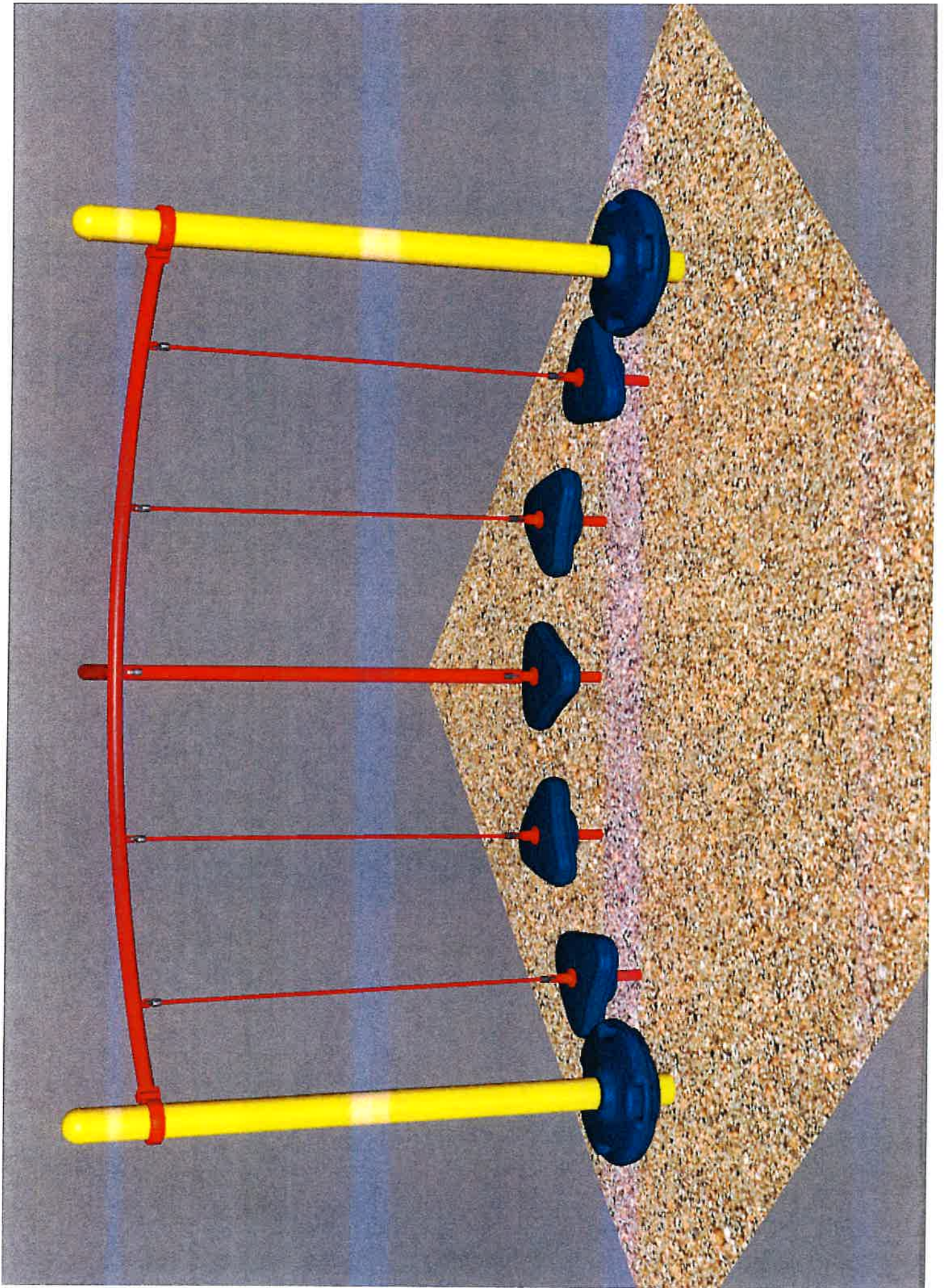
32'-10 11/16"

30'

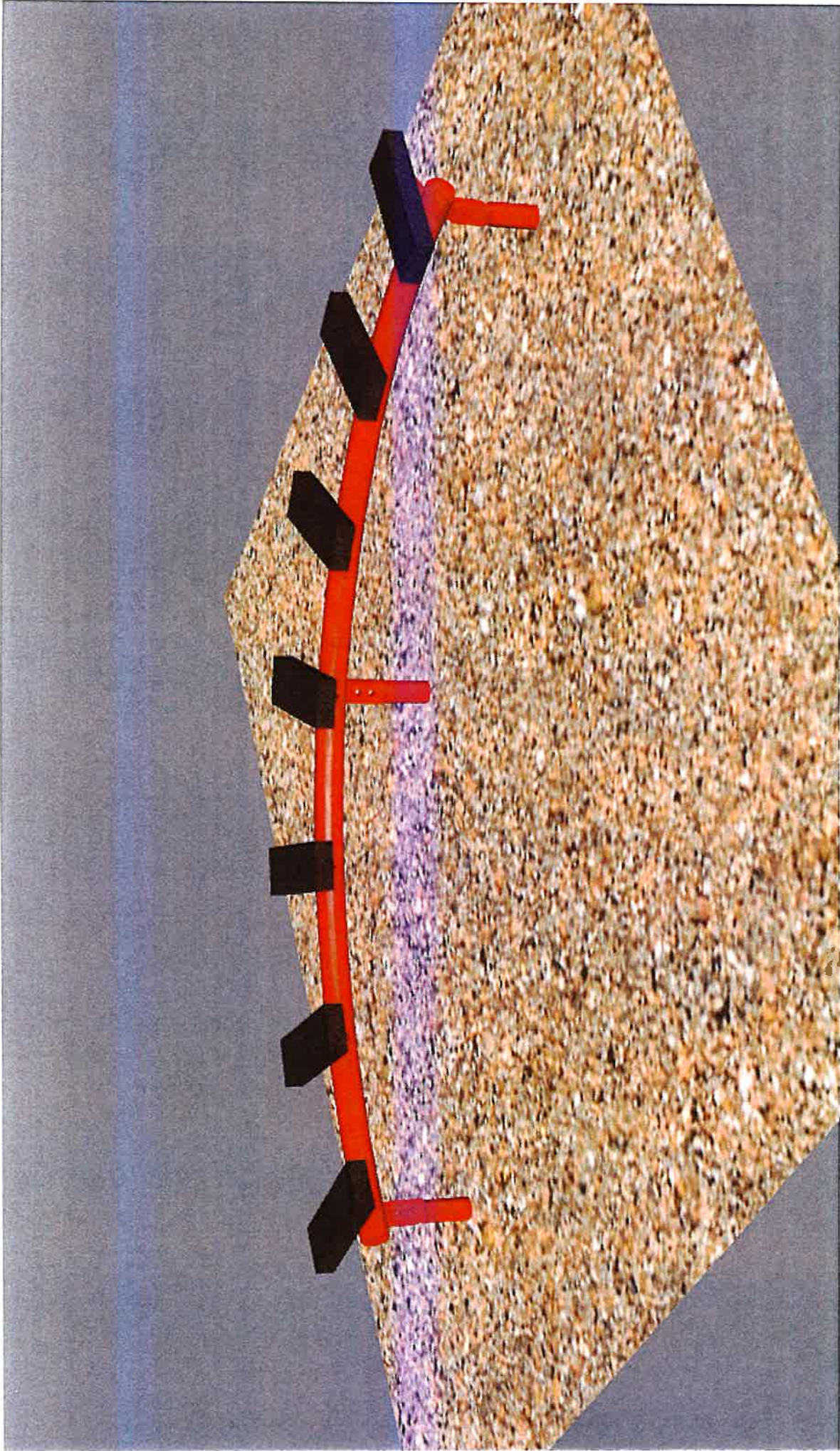
Hinman Ln



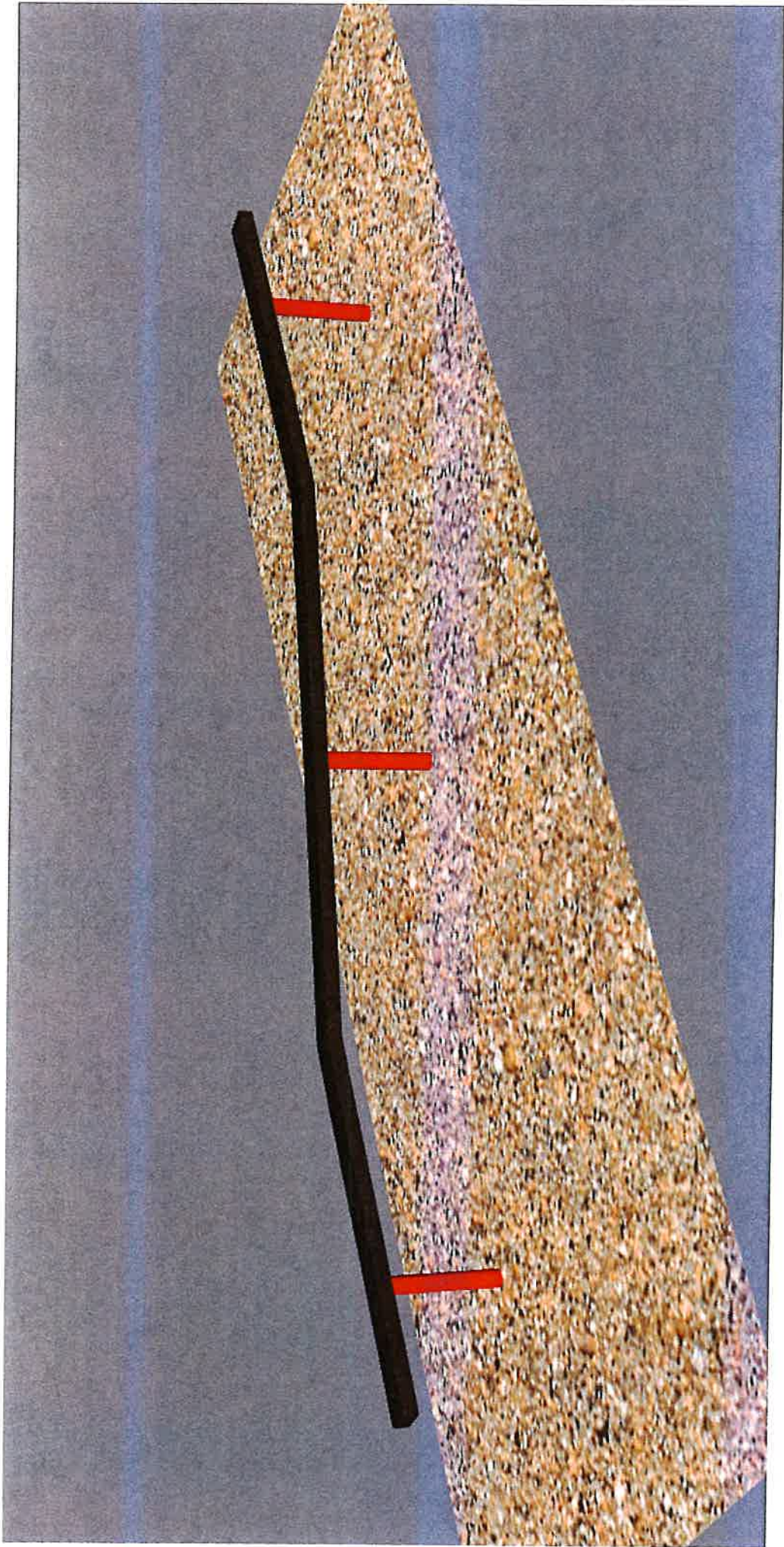




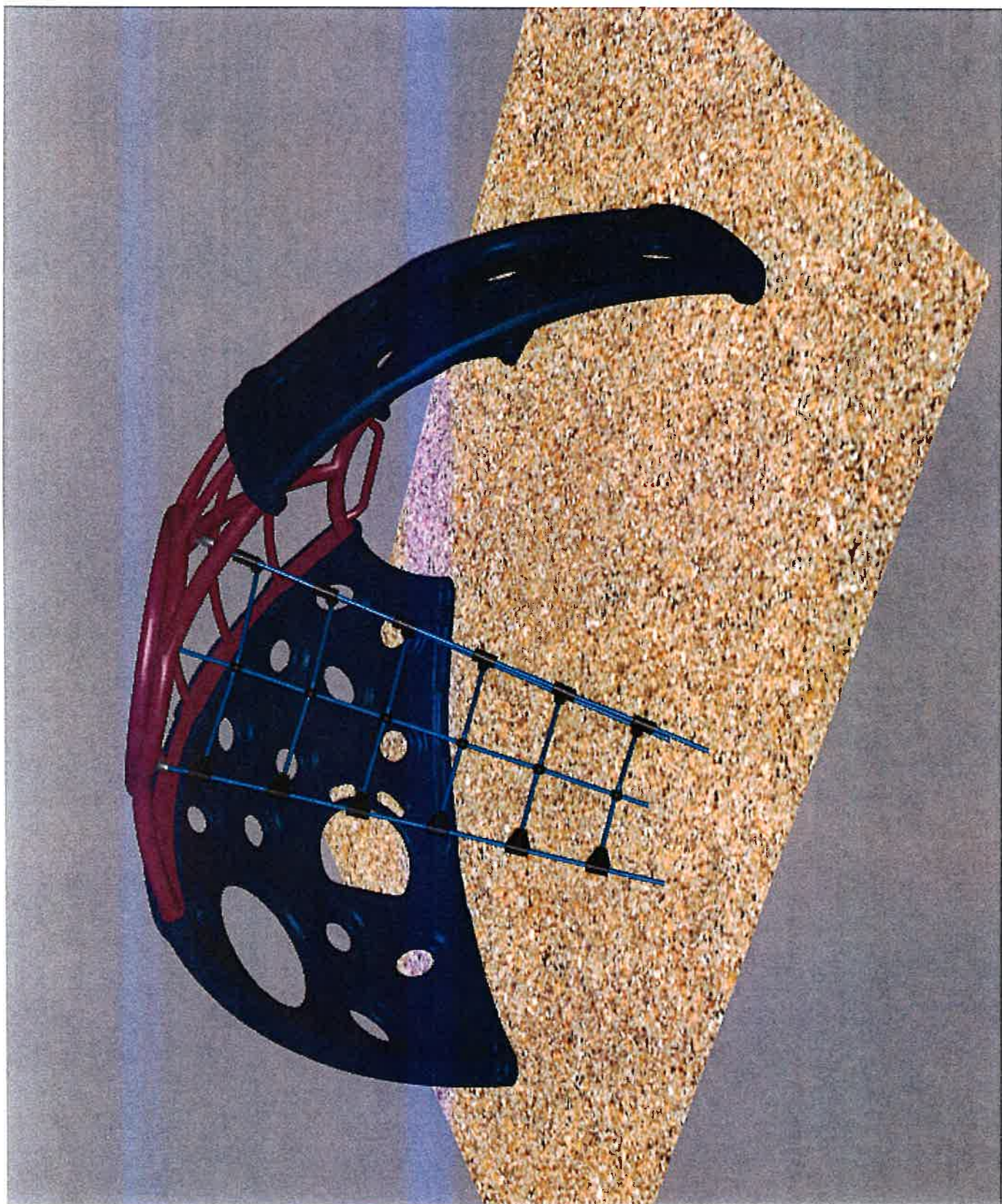




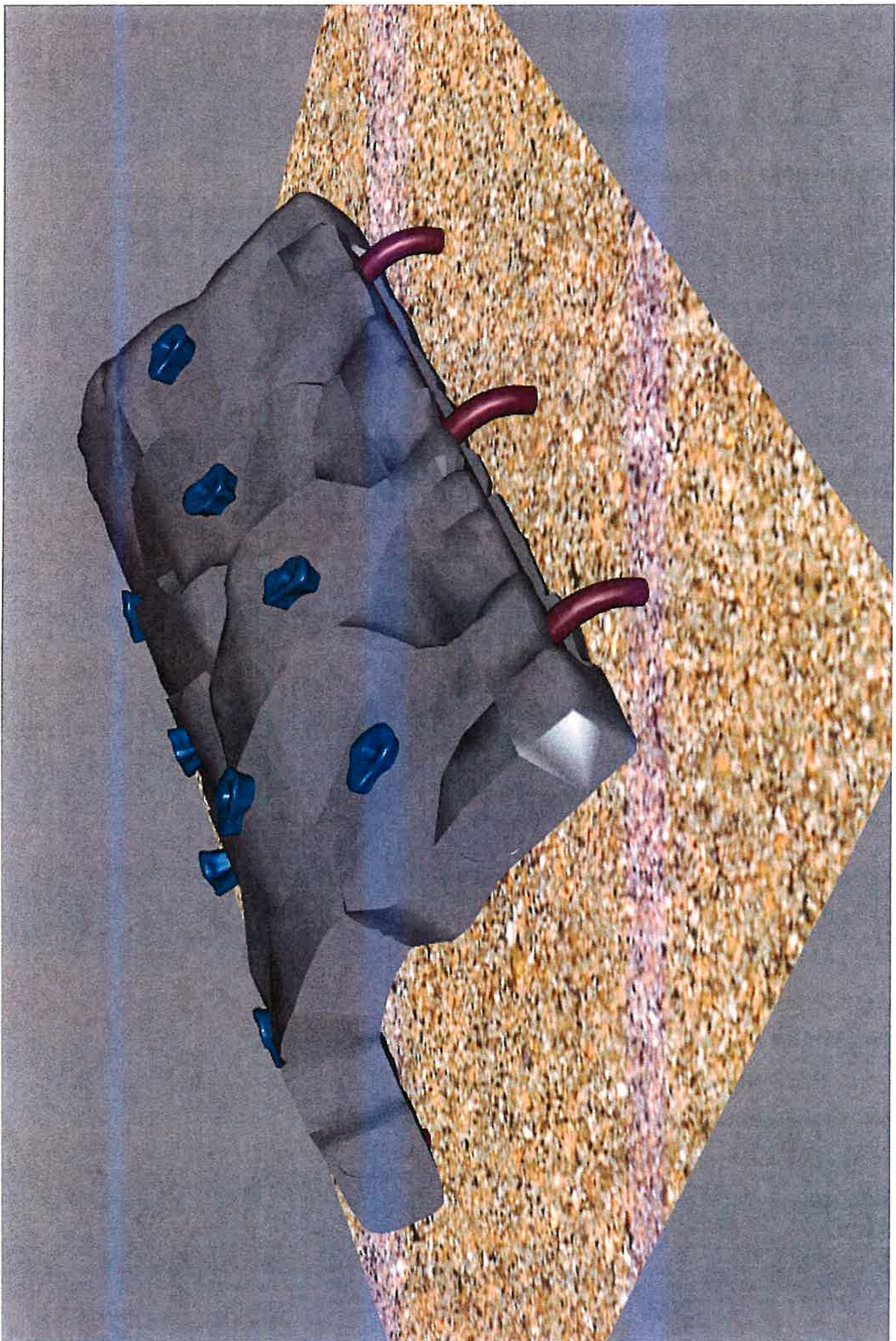














## Amendment to the Professional Services Agreement

**PROJECT:** *(name and address)*

Ridgewood ES Phase 1  
2060 Ridgewood Drive  
Eureka, CA 95503

**AGREEMENT INFORMATION:**

Date: February 4, 2019

**AMENDMENT INFORMATION:**

Amendment Number: 004 for Phase 1  
Date: 5/6/2024

Studio W Architects Project #19006

**OWNER:** *(name and address)*

Cutten School District

4182 Walnut Drive

Eureka, C A95503

**ARCHITECT:** *(name and address)*

Studio W Associates, Inc. dba Studio W

Architects

111 N. Market Street, Suite 710

San Jose, CA 95113

The Owner and Architect amend the Agreement as follows:

Ridgewood ES Phase 1 final A/E fee:

District-Architect Agreement Amendment 001 dated February 4, 2019 allows for the adjustment of the basic service fee calculation upon completion of the project. "Final Computed Basic Service Fee: The total award from the initial construction contract, plus the cost of all approved additive contract change orders with the exception of items resulting from wrongful acts or omissions on the part of the Architect." Per Amendment 001, the Direct Project Expenses is 10% of the basic service fee.

Increase basic service fee per modernization sliding scale fee schedule using the ACGC final contract amount, excluding the cost any of A/E errors and omissions and cost savings items. The construction cost used to calculate the final fee is \$1,228,690.70. Refer to enclosed Ridgewood ES Phase 1 Fee Worksheet.

For reference:

Ridgewood ES Phase 1 Fee Worksheet dated 5/6/2024.

Change Order 7 executed

Ridgewood ES Cost Changes Log Summary

Ridgewood ES Cost Changes Log

Amendment 003 signed by District on 8/8/2022 lists prior total fee

District-Architect Agreement Amendment 001 dated February 4, 2019

The Architect's compensation and schedule shall be adjusted as follows:

Compensation Adjustment:

Ridgewood ES Phase 1:

Basic Service fee increase of \$11,688 from \$130,968 to \$142,656.

Direct Project Expense increase of \$1,169 from \$13,097 to \$14,266.

No change to the previously approved Phase 1 specialty consultant fees: \$25,300

No change to the previously approved Phase 1 Amendment 1 fee: \$11,323

No change to the previously approved Phase 1 Amendment 2 fee: \$12,075

Total Fee: increase of \$12,857 from \$192,763 to \$205,620.

Schedule Adjustment:

N/A



**SIGNATURES:**

Studio W Architects

**ARCHITECT** *(Firm name)*



**SIGNATURE**

Brian P. Whitmore, President and  
CEO

**PRINTED NAME AND TITLE**

5/6/2024

**DATE**

Cutten School District

**OWNER** *(Firm name)*



**SIGNATURE**

Becky MacQuarrie, Superintendent

**PRINTED NAME AND TITLE**

**DATE**

Cullen SD - Ridgewood School Phase 1 Studio W Project Number 19006

Prepared by Studio W Architects, Inc.

REVISED: 5/6/2024

FINAL FEE

ARCHITECTURAL FEE SCHEDULE

Scope of Work: • Modernized Multipurpose / Work Room Space	ACGC Award Amount	\$ 1,122,435	
	Non E&O change orders per Studio W Cost Changes Log	\$ 106,255.70	excludes PCO 2, 6 and 7 (partial costs applied to \$100,000 Allowance)
	<b>Subtotal:</b>	<b>\$ 1,228,690.70</b>	
	A/E Error change order costs	\$ -	excluded from fee calculations
	A/E Omissions change order costs	\$ 3,108.48	excluded from fee calculations
	Cost Savings	\$ (2,331.15)	excluded from fee calculations
	Final Construction Cost:	\$ 1,229,468.03	matches CO #7 final contract sum
	<b>Construction Cost used to Calculate Basic Service Fee</b>	<b>\$ 1,228,690.70</b>	

STANDARD ARCHITECTURAL FEE SCHEDULE FOR PUBLIC SCHOOL MODERNIZATION PROJECTS:

% RATE	CONTRACT AMOUNT	FEE
12% first	\$ 500,000.00	\$ 60,000
11.50% next	\$ 500,000.00	\$ 57,500
11% next	\$ 1,000,000.00	\$ 25,156
10% next	\$ 4,000,000.00	-
9% next	\$ 4,000,000.00	-
8% of costs in excess of \$10 million	\$ 10,000,000.00	-
	<b>ESTIMATED FEE</b>	<b>\$ 142,656</b> (11.61%)
	Prior amount	\$ 130,968
	Increase	\$ 11,688

Direct Project Expense

Direct Project Expense calculated at 10% of Basic Service Fee Amount per Agreement	\$ 14,266
Prior amount	\$ 13,097
Increase	\$ 1,169

Specialty Consultants

Topographic Survey (assumes existing boundary is mapped and monumented) Phase 1:	NorthStar, Chico	\$ 22,000
Civil Engineering	not required	
Food Service Consultant	not required	
Fire Protection Engineering	not required	
Landscape Architect	not required	
	<b>Subtotal:</b>	<b>\$ 22,000</b>
	Studio W mark up @ 15%	\$ 3,300
		<b>\$ 25,300</b>

Total to Client (PO Request, If applicable)

ASA 001: Modify the Multipurpose Commons	\$ 11,323	approved by District 2/21/2021
ASA 002: Add Fire Lane survey and design (North Star) \$12,075	\$ 12,075	approved by District 4/12/2021
<b>Estimated Fee plus Expenses plus Specialty Consultants plus ASA's</b>	<b>\$ 205,620</b>	
19006 Ridgewood ES Fee on 8/8/2022:	\$ 192,763	approved by District 8/8/2022
Increase	\$ 12,857	

PAYMENT SCHEDULE AND BILLING STATUS

	% OF FEE	TOTAL FEE	% COMPLETE	TOTAL NOW DUE
SCHEMATIC DESIGN	15%	\$ 21,398	100%	\$ 21,398
DESIGN DEVELOPMENT	20%	\$ 28,531	100%	\$ 28,531
CONSTRUCTION DOCUMENTS	30%	\$ 42,797	100%	\$ 42,797
AGENCY APPROVALS	7%	\$ 9,986	100%	\$ 9,986
BIDDING OR NEGOTIATION	5%	\$ 7,133	100%	\$ 7,133
CONSTRUCTION ADMINISTRATION	20%	\$ 28,531	100%	\$ 28,531
CLOSEOUT	3%	\$ 4,280	85%	\$ 3,638
<b>Total Base Contract Compensation</b>	<b>100%</b>	<b>\$ 142,656</b>	<b>100%</b>	<b>\$ 142,614</b>

# AIA Document G701<sup>®</sup> – 2017

## Change Order

**PROJECT:** *(Name and address)*  
Ridgewood Elementary School  
2060 Ridgewood Drive  
Eureka, CA 95503

**CONTRACT INFORMATION:**  
Contract For: General Construction  
Date: 2/24/2022

**CHANGE ORDER INFORMATION:**  
Change Order Number: 007  
Date: 4/11/2024

**OWNER:** *(Name and address)*  
Cuten Elementary School District  
4182 Walnut Drive  
Eureka, CA 95503

**ARCHITECT:** *(Name and address)*  
Studio W Associates, dba.;  
Studio W Architects  
111 N. Market Street, Suite 710  
San Jose, CA 95113

**CONTRACTOR:** *(Name and address)*  
Adam's Commercial General  
Contracting, Inc.  
217 E Street  
Eureka, CA 95501

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

Item #1: PCO 025.3 - Revise Fire Alarm System per IOR request. Disconnect and remove existing fire alarm sub-system and connect to new system.

Change Order Increase by: \$3,031.75

Reason: Agency Requirement

Requested by: IOR

\$107,033.03 total increase


The original Contract Sum was  
The net change by previously authorized Change Orders  
The Contract Sum prior to this Change Order was  
The Contract Sum will be increased by this Change Order in the amount of  
The new Contract Sum including this Change Order will be


\$	1,122,435.00
\$	104,001.28
\$	1,226,436.28
\$	3,031.75
\$	1,229,468.03


The Contract Time will be increased by Zero (0) days.  
The new date of Substantial Completion will be 8/15/2023

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

Studio W Architects  
**ARCHITECT** *(Firm name)*  
  
**SIGNATURE**  
Brian Whitmore  
**PRINTED NAME AND TITLE**  
President & CEO  
4/11/2024  
**DATE**

Adam's Commercial General Contracting  
**CONTRACTOR** *(Firm name)*  
  
**SIGNATURE**  
Will Adams  
**PRINTED NAME AND TITLE**  
President  
4/11/2024  
**DATE**

Cuten Elementary School District  
**OWNER** *(Firm name)*  
  
**SIGNATURE**  
Becky MacQuarrie  
**PRINTED NAME AND TITLE**  
Superintendent  
4/24/2024  
**DATE**

**Ridgewood School Modernization Cost Changes Log**  
**Studio W Project Number: 19006**  
**Contractor Name: ACGC**



<b>19006 Ridgewood ES Phase 1</b>	
Agency Required Change	\$ 23,045.89
Discovery Item	\$ 39,629.68
Field Condition	\$ 31,806.42
Inaccurate As-Built Drawings	\$ -
Owner Requested Change	\$ 11,773.71
<b>Total non-E&amp;O costs</b>	<b>\$ 106,255.70</b>
A/E Errors:	\$ -
A/E Omissions:	\$ 3,108.48
Cost Savings:	\$ (2,331.15)
<b>Total change order costs:</b>	<b>\$ 107,033.03</b>

Cost Changes Log

Rigwood School Modernization  
Studio W Project #19036  
Contractor Name: ACGC



20 Total Contractor Cost Proposal (C1) Received  
21 Revised Evaluation Issued  
2 In Studio Review

Pay App #3 Item 4 total amount and ORIGINAL CONTRACT TIME: \$ 1,226,450.00  
TOTAL RECOMMENDED COST CHANGES: \$ 167,033.00  
TOTAL RECOMMENDED COST CHANGES: \$ 167,033.00  
0.6%

01% OWNER CONTINGENCY: \$ 100,000.00  
LEAD OWNER CONTINGENCY: \$ 100,000.00  
REMARKS: Increase in Contingency  
NEW CONTRACT BAAK: \$ 20,747.77  
Increase by Change Order 1: \$ 8,899.87  
Increase by Change Order 2: \$ 1,927,861.41  
Increase by Change Order 3: \$ 6,823.24  
NEW CONTRACT BAAK: \$ 1,928,691.41  
Increase by Change Order 4: \$ 71,466.17  
TOTAL CHANGES ORDER INCREASE (INC) CO 4: \$ 71,466.17  
TOTAL CHANGES ORDER INCREASE (INC) CO 5: \$ 103,148.03  
TOTAL CHANGES ORDER INCREASE (INC) CO 6: \$ 104,001.28  
TOTAL CHANGES ORDER INCREASE (INC) CO 7: \$ 107,033.00  
NEW CONTRACT BAAK: \$ 2,035,724.48

100% Redeemed ES Phase 1  
Asst. Rec'd. Change \$ 20,747.77  
Delivery Fee \$ 2,000.00  
Incentive \$ 3,000.00  
Owner Reimbursed Change \$ 31,727.77  
Total Revenue \$ 50,955.74  
AT Disburse: \$ 3,108.48  
AT Disburse: \$ 3,331.18  
Total Change order cost: \$ 70,023.16

(2,331.15) deductive change order items  
100,361.15 reduce change order items

CD No.	RFI No.	AST No.	RFI No.	Proposed/Change Order No.	DESCRIPTION	Proposed Amount	Balance of Commitment	Days since Rec'd	Owner Contingency	Change Rate Increase	Asst. Rec'd. Change	Drafting Error	Electrical Item	Final Condition	Incentive As-Built	Owner Requested	On/Off/Rel. Valg			
001		001		6200202	1-14 Remove Acoustic ceiling system for Classroom Room	187,800.00	187,800.00	6/20/2022	100.00%	0	187,800.00	0	21,945.91	3,108.48	21,945.91	1,773.71	3,108.48	10,231.15		
001		001		6200203	Acoustic Alternative proposal (furnished by Allowance 1) Field	86,675.00	86,675.00	6/20/2022	100.00%	0	86,675.00	0	4,206.00	0	4,206.00	0	0	0	0	
001		001		6200204	Remove existing cable tray over classrooms as a defined location per as-built and field work until all teachers workstation is installed. All cables shall be removed and installed in new tray system. All physical cabling in existing tray shall be installed in new tray system. All physical cabling in existing tray shall be installed in new tray system.	4,206.00	4,206.00	7/20/2022	100.00%	0	4,206.00	0	0	0	0	0	0	0	0	0
001		001		6200205	Acoustic Alternative proposal (furnished by Allowance 1) Field	31,974.53	31,974.53	7/19/2022	100.00%	0	31,974.53	0	0	0	0	0	0	0	0	
001		001		6200206	Copy of invoice copy of ceiling concrete curb at restroom	587.50	587.50	7/19/2022	100.00%	0	587.50	0	0	0	0	0	0	0	0	
001		001		6200207	Set in returns base on existing conditions (furnished by Allowance 1) Electrical	6,761.18	6,761.18	8/8/2022	100.00%	0	6,761.18	0	0	0	0	0	0	0	0	
001		001		6200208	Change Contractor details the door empty all the bags and pile. The new concrete base for the entrance recessed for the doors and the new concrete base for the doors. The door shall be installed in the existing opening.	3,061.07	3,061.07	9/30/2022	100.00%	0	3,061.07	0	0	0	0	0	0	0	0	
001		001		6200209	Acoustic Alternative proposal (furnished by Allowance 1) Field	1,125.34	1,125.34	9/22/2022	100.00%	0	1,125.34	0	0	0	0	0	0	0	0	
001		001		6200210	Acoustic Alternative proposal (furnished by Allowance 1) Field	1,183.50	1,183.50	9/22/2022	100.00%	0	1,183.50	0	0	0	0	0	0	0	0	
001		001		6200211	Acoustic Alternative proposal (furnished by Allowance 1) Field	408.00	408.00	9/22/2022	100.00%	0	408.00	0	0	0	0	0	0	0	0	
001		001		6200212	Acoustic Alternative proposal (furnished by Allowance 1) Field	4,903.83	4,903.83	9/22/2022	100.00%	0	4,903.83	0	0	0	0	0	0	0	0	
001		001		6200213	Acoustic Alternative proposal (furnished by Allowance 1) Field	0	0	9/22/2022	100.00%	0	0	0	0	0	0	0	0	0	0	
001		001		6200214	Acoustic Alternative proposal (furnished by Allowance 1) Field	6,411.00	6,411.00	9/22/2022	100.00%	0	6,411.00	0	0	0	0	0	0	0	0	
001		001		6200215	Acoustic Alternative proposal (furnished by Allowance 1) Field	1,183.50	1,183.50	9/22/2022	100.00%	0	1,183.50	0	0	0	0	0	0	0	0	
001		001		6200216	Acoustic Alternative proposal (furnished by Allowance 1) Field	1,058.86	1,058.86	9/22/2022	100.00%	0	1,058.86	0	0	0	0	0	0	0	0	
001		001		6200217	Acoustic Alternative proposal (furnished by Allowance 1) Field	462.48	462.48	9/22/2022	100.00%	0	462.48	0	0	0	0	0	0	0	0	
001		001		6200218	Acoustic Alternative proposal (furnished by Allowance 1) Field	15,883.26	15,883.26	10/2/2022	100.00%	0	15,883.26	0	0	0	0	0	0	0	0	
001		001		6200219	Acoustic Alternative proposal (furnished by Allowance 1) Field	1,122.51	1,122.51	10/2/2022	100.00%	0	1,122.51	0	0	0	0	0	0	0	0	
001		001		6200220	Acoustic Alternative proposal (furnished by Allowance 1) Field	8,023.21	8,023.21	10/2/2022	100.00%	0	8,023.21	0	0	0	0	0	0	0	0	
001		001		6200221	Acoustic Alternative proposal (furnished by Allowance 1) Field	20,014.14	20,014.14	10/2/2022	100.00%	0	20,014.14	0	0	0	0	0	0	0	0	
001		001		6200222	Acoustic Alternative proposal (furnished by Allowance 1) Field	5,027.21	5,027.21	10/2/2022	100.00%	0	5,027.21	0	0	0	0	0	0	0	0	
001		001		6200223	Acoustic Alternative proposal (furnished by Allowance 1) Field	1,147.85	1,147.85	10/2/2022	100.00%	0	1,147.85	0	0	0	0	0	0	0	0	
001		001		6200224	Acoustic Alternative proposal (furnished by Allowance 1) Field	3,017.25	3,017.25	10/2/2022	100.00%	0	3,017.25	0	0	0	0	0	0	0	0	

