

CUTTEN ELEMENTARY SCHOOL DISTRICT  
**BOARD OF TRUSTEES**  
**SPECIAL BOARD MEETING AGENDA**  
**May 24, 2023 4:00 pm**  
Ridgewood Commons  
2060 Ridgewood Drive Cutten, CA 95503

**1.0 CALL TO ORDER/FLAG SALUTE**

**2.0 CONSENT AGENDA**

- 2.1 Approval of MOU Between Eureka City Schools and Cutten District Regarding Bus Drop Off
- 2.2 Approval of Temporary Food Service Contract Between Eureka City Schools Food Service and Cutten School District for Summer Meal Service
- 2.3 Acceptance of Certificated Resignation

**3.0 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.

**4.0 INFORMATION / POSSIBLE ACTION ITEMS**

- 4.1 Annual Evaluation of BP 5030 Wellness Policy
- 4.2 Discussion Regarding Cutten School Neighbors, Redwood Drive, Concerns: Tree and Field Usage
- 4.3 Discussion/Approval of .6 FTE Temporary Short Term Substitute for Social Work Position
- 4.4 Discussion/Approval of TK Playground Design and Authorization of up to \$65,179.00 to Superintendent to Use to Complete Project
- 4.5 Approval of Proposed Change Order #21-Ridgewood- Revised Scope of Work at School Parking Lot per CCD-10, \$20, 014.14
- 4.6 Discussion/Approval of the Revised Summer School/Summer Camp Staffing

**5.0 SUPERINTENDENT REPORT**

**6.0 BOARD MEMBER COMMENTS / COMMUNICATION**

**7.0 PUBLIC COMMENT ON CLOSED SESSION ITEM**

**8.0 CLOSED SESSION**

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

*8.1 PUBLIC EMPLOYEE-DISCIPLINE/DISMISSAL/RELEASE (GC § 54957)*

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

*Agency Negotiator: Becky MacQuarrie*

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

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

*Agency Negotiator: Beth Johnston*

*Unrepresented Employee: Cutten Principal*

8.4 CONFERENCE WITH LABOR NEGOTIATOR (GC § 54957.6)

*Agency Negotiator: Beth Johnston*

*Unrepresented Employee: Ridgewood Principal*

8.5 CONFERENCE WITH LABOR NEGOTIATOR (GC § 54957.6)

*Agency Negotiator: Beth Johnston*

*Unrepresented Employee: Superintendent*

**9.0 RECONVENE TO OPEN SESSION**

9.1 Ratification of Cutten Principal's Employment Agreement

9.2 Ratification of Ridgewood Principal's Employment Agreement

9.3 Ratification of Cutten Elementary School District Superintendent Employment Agreement

**10.0 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.

**MEMORANDUM OF UNDERSTANDING BETWEEN**  
**EUREKA CITY SCHOOLS**  
**AND**  
**CUTTEN ELEMENTARY SCHOOL**

This Memorandum of Understanding (MOU) is entered into as of May 11, 2023, by and between Eureka City Schools (ECS) and Cutten School District (Cutten), and sets forth the terms and understanding between the two parties.

**Background**


Cutten School District has received requests from Ridgewood School parents to have their students dropped off at the “Out of the Box” after school program at Sequoia Park Zoo. As the Sequoia Park Zoo is located within Eureka City School boundaries, Cutten is requesting that their bus be allowed to stop on Russell Street, near the zoo, so that personnel from the program can meet the children there.

Eureka City Schools is willing to accede to the request under the following condition:

The number of Ridgewood students that will be dropped off by bus at the Out of the Box program shall be limited to eight students. Cutten will not increase the number of participating students without the express written permission of Eureka City Schools.

**Duration**

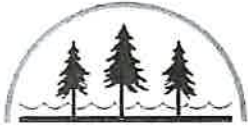
This MOU will remain in effect through the 2023-24 school year, and may be modified by mutual consent of authorized officials from ECS and Cutten.

  
\_\_\_\_\_  
Signature  
Fred Van Vleck, Ed.D, Superintendent  
Eureka City Schools

Date: 04-26-23\_\_\_\_\_

\_\_\_\_\_  
Signature  
Becky MacQuarrie, Superintendent  
Cutten School District

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



**Eureka City  
Schools**

**Kevin Ralston, Director  
Food Services**

642 W 14th Street | Eureka, CA 95501

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April 17<sup>th</sup>, 2023

MEMORANDUM

To: Becky MacQuarrie  
Cutten School District Superintendent

From: Kevin Ralston, Food Services Director  
Eureka City Schools

Subject: School Temporary Food Service Contract for summer meal service between  
Cutten School District and Eureka City Schools

Enclosed please find copies of the summer school year Food Service Agreement for food provided at Ridgewood Elementary School by Eureka City Schools.

Enclosures

## FOOD SERVICES AGREEMENT

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

**WHEREAS**, Cutten is in need of Food Services at their Ridgewood elementary site;

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

1. The term of this agreement is from June 26, 2023, through August 11th, 2023.
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 24 hours to make the change.
5. Cutten will pick up meals daily from the Central Kitchen at 642 West 14<sup>th</sup> Street, Eureka, CA 95501, at a mutually agreed upon time that works for both parties. Food will be made available by 9:00 am daily. 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.
6. 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**

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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: \_\_\_\_\_

Becky MacQuarrie, Ed.D.  
Cutten School Principal  
Cutten School District Superintendent

Date: 4/24/23

By: 

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

# Delaney Rice

Education Specialist  
dmcrice17@gmail.com  
(707) 599-8086

## Becky MacQuarrie

Superintendent  
Cutten School District

May 23, 2023

Dear Becky MacQuarrie,

It is with a mixture of excitement and sadness that I submit this letter of resignation. I am excited to be continuing my teaching career, working with early elementary aged students, at Dow's Prairie Elementary and excited to have built a toolkit of skills and strategies during my time at Cutten School District.

That excitement is, however, tempered by a bit of sadness to be leaving the schools, staff, and students that have made the last three years so much fun. I am so grateful for the support and encouragement I received throughout my time in Cutten and I cannot imagine a better place to have begun my teaching career.

As I move on to this next chapter of my journey in education, I will look back fondly on my time spent serving Cutten School District and the people I have had the great pleasure of getting to know along the way.

Kindly,



Delaney Rice

**STUDENT WELLNESS**

The Governing Board recognizes the important link between student health and student learning. The Board also acknowledges that schools play a vital role in childhood nutrition and fitness. In addition, as part of the larger community, schools have a responsibility to promote family health and provide a strong foundation for children's future health and well-being.

The Superintendent or designee shall build a coordinated school health system that supports and reinforces health literacy through health education, physical education and activity, health services, nutrition services, psychological and counseling services, health promotion for staff, a safe and healthy school environment, and parent/guardian and community involvement.

- (cf. 3513.3 - Tobacco-Free Schools)*
- (cf. 3514 - Environmental Safety)*
- (cf. 3555 - Nutrition Program Compliance)*
- (cf. 5131.6 - Alcohol and Other Drugs)*
- (cf. 5131.61 - Drug Testing)*
- (cf. 5131.62 - Tobacco)*
- (cf. 5131.63 - Steroids)*
- (cf. 5141 - Health Care and Emergencies)*
- (cf. 5141.22 - Infectious Diseases)*
- (cf. 5141.3 - Health Examinations)*
- (cf. 5141.31 - Immunizations)*
- (cf. 5141.32 - Health Screening for School Entry)*
- (cf. 5141.6 - School Health Services)*
- (cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Education)*
- (cf. 6164.2 - Guidance/Counseling Services)*

To encourage consistent health messages between the home and school environment, the Superintendent or designee may disseminate health information and/or the district's student wellness policy to parents/guardians through district or school newsletters, handouts, parent/guardian meetings, district and school web sites, and other communications. Outreach to parents/guardians shall emphasize the relationship between student health and academic performance.

- (cf. 1100 - Communication with the Public)*
- (cf. 1112 - Media Relations)*
- (cf. 1113 - District and School Web Sites)*
- (cf. 1114 - District-Sponsored Social Media)*
- (cf. 6020 - Parent Involvement)*

**School Health Council/Committee**

The Superintendent or designee shall encourage parents/guardians, students, food service employees, physical education teachers, school health professionals, Board members, school administrators, and members of the public to participate in the development, implementation, and periodic review and update of the district's student wellness policy. (42 USC 1758b)

To fulfill this requirement, the Superintendent or designee may appoint a school health council or other district committee whose membership shall include representatives of these groups. He/she also may invite participation of other groups or individuals, such as health educators, curriculum directors, counselors, before- and after-school program staff, health practitioners, and/or others interested in school health issues.

- (cf. 1220 - Citizen Advisory Committees)*
- (cf. 9140 - Board Representatives)*

The school health committee shall advise the district on health-related issues, activities, policies, and programs. At the discretion of the Superintendent or designee, the duties of the committee



**STUDENT WELLNESS**

may also include the planning, implementation, and evaluation of activities to promote health within the school or community.

**Nutrition and Physical Activity Goals**

The Board shall adopt goals for nutrition promotion and education, physical activity, and other school-based activities that promote student wellness. (42 USC 1758b)

*(cf. 0000 - Vision)*

*(cf. 0200 - Goals for the School District)*

The district's nutrition education and physical education programs shall be based on research, consistent with the expectations established in the state's curriculum frameworks and content standards, and designed to build the skills and knowledge that all students need to maintain a healthy lifestyle.

*(cf. 6011 - Academic Standards)*

*(cf. 6143 - Courses of Study)*

Nutrition education shall be provided as part of the health education program and, as appropriate, shall be integrated into other academic subjects in the regular educational program. Nutrition education also may be offered through before- and after-school programs.

*(cf. 5148.2 - Before/After School Programs)*

*(cf. 6142.8 - Comprehensive Health Education)*

All students shall be encouraged to be physically active on a regular basis. Opportunities for moderate to vigorous physical activity shall be provided through physical education and recess and may also be provided through school athletic programs, extracurricular programs, before- and after-school programs, programs encouraging students to walk or bicycle to and from school, in-class physical activity breaks, and other structured and unstructured activities.

*(cf. 5142.2 - Safe Routes to School Program)*

*(cf. 6142.7 - Physical Education and Activity)*

*(cf. 6145 - Extracurricular and Co-curricular Activities)*

*(cf. 6145.2 - Athletic Competition)*

The Board may enter into a joint use agreement to make district facilities or grounds available for recreational or sports activities outside the school day and/or to use community facilities to expand students' access to opportunity for physical activity.

*(cf. 1330.1 - Joint Use Agreements)*

The Superintendent or designee shall encourage staff to serve as positive role models.

**Nutritional Guidelines for Foods Available at School**

For all foods available on each campus during the school day, the district shall adopt nutritional guidelines which are consistent with 42 USC 1773 and 1779 and support the objectives of promoting student health and reducing childhood obesity. (42 USC 1758b)

The Board believes that foods and beverages available to students at district schools should support the health curriculum and promote optimal health, taking into consideration the needs of students with special dietary needs. Nutritional standards adopted by the district for all foods and beverages sold to students, including foods and beverages provided through the district's food service program shall meet or exceed state and federal nutritional standards.

*(cf. 3312 - Contracts)*

*(cf. 3550 - Food Service/Child Nutrition Program)*

*(cf. 3554 - Other Food Sales)*

*(cf. 5141.27 - Food Allergies/Special Dietary Needs)*

## Cutten Elementary School District

### Students

BP 5030

#### **STUDENT WELLNESS**

*(cf. 5148 - Child Care and Development)*

*(cf. 5148.3 - Preschool/Early Childhood Education)*

In order to maximize the district's ability to provide nutritious meals and snacks, schools may participate in available federal school nutrition programs, including the National School Lunch and School Breakfast Programs and after-school snack programs, to the extent possible. When approved by the California Department of Education, the district may sponsor a summer meal program.

*(cf. 3552 - Summer Meal Program)*

*(cf. 3553 - Free and Reduced Price Meals)*

The Superintendent or designee shall encourage school organizations to use healthy food items or non- food items for fundraising purposes. Fundraising activities shall not include candy sales, with the exception of school activities outside of the regular school day, such as athletic and performing arts events. He/she also shall encourage school staff to avoid the use of non-nutritious foods as a reward for students' academic performance, accomplishments, or classroom behavior.

*(cf. 1230 - School-Connected Organizations)*

School staff shall encourage parents/guardians or other volunteers to support the district's nutrition education program by considering nutritional quality when selecting any snacks which they may donate for occasional class parties.

#### **Program Implementation and Evaluation**

The Superintendent shall designate one or more district or school employees, as appropriate, to ensure that each school site complies with this policy. (42 USC 1758b)

*(cf. 0500 - Accountability)*

*(cf. 3555 - Nutrition Program Compliance)*

The Superintendent or designee shall inform and update the public, including parents/guardians, students, and others in the community, about the contents and implementation of this policy. He/she shall periodically measure and make available to the public an assessment of the extent to which district schools are in compliance with this policy, the extent to which this policy compares to model wellness policies available from the U.S. Department of Agriculture, and a description of the progress made in attaining the goals of the wellness policy. (42 USC 1758b)

#### **Posting Requirements**

Each school shall post the district's policies and regulations on nutrition and physical activity in public view within all school cafeterias or in other central eating areas. (Education Code 49432)

## Cutten Elementary School District

Students

BP 5030

### STUDENT WELLNESS

#### Legal Reference:

#### EDUCATION CODE

33350-33354	CDE responsibilities re: physical education
49430-49436	Pupil Nutrition, Health, and Achievement Act of 2001
49490-49494	School breakfast and lunch programs
49500-49505	School meals
49510-49520	Nutrition
49530-49536	Child Nutrition Act
49540-49546	Child care food program
49547-49548.3	Comprehensive nutrition services
49550-49561	Meals for needy students
49565-49565.8	California Fresh Start pilot program
49570	National School Lunch Act
51210	Course of study, grades 1-6
51220	Course of study, grades 7-12
51222	Physical education
51223	Physical education, elementary schools
51795-51796.5	School instructional gardens .
51880-51921	Comprehensive health education

#### CODE OF REGULATIONS, TITLE 5

15500-15501	Food sales by student organizations
15510	Mandatory meals for needy students
15530-15535	Nutrition education
15550-15565	School lunch and breakfast programs

#### UNITED STATES CODE, TITLE 42

1751-1769	National School Lunch Program, especially:
1758b	Local wellness policy
1771-1791	Child Nutrition Act, including:
1773	School Breakfast Program
1779	Rules and regulations, Child Nutrition Act

#### CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31	National School Lunch Program
220.1-220.21	National School Breakfast Program

#### COURT DECISIONS

Frazer v. Dixon Unified School District, (1993) 18 Cal.App.4th 781

#### Management Resources:

#### CSBA PUBLICATIONS

Building Healthy Communities: A School Leader's Guide to Collaboration and Community Engagement, 2009  
Safe Routes to School: Program and Policy Strategies for School Districts, Policy Brief, 2009  
Monitoring for Success: Student Wellness Policy Implementation Monitoring Report and Guide, 2007  
Nutrition Standards for Schools: Implications for Student Wellness, Policy Brief, rev. October 2007  
Physical Education and California Schools, Policy Brief, rev. October 2007  
Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. April 2006  
School-Based Marketing of Foods and Beverages: Policy Implications for School Boards, Policy Brief, March 2006

#### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Physical Education Framework for California Public Schools, Kindergarten Through Grade Twelve, 2009  
Healthy Children Ready to Learn: A White Paper on Health, Nutrition, and Physical Education, January 2005

Health Framework for California Public Schools, Kindergarten Through Grade Twelve, 2003  
CALIFORNIA PROJECT LEAN PUBLICATIONS

Policy in Action: A Guide to Implementing Your Local School Wellness Policy, October 2006  
CENTER FOR COLLABORATIVE SOLUTIONS

Changing Lives, Saving Lives: A Step-by-Step Guide to Developing Exemplary Practices in Healthy Eating, Physical

## Cutten Elementary School District

Students

BP 5030

### STUDENT WELLNESS

*Activity and Food Security in Afterschool Programs, March 2010*

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

*School Health Index for Physical Activity and Healthy Eating: A Self-Assessment and Planning Guide, 2005*

NATIONAL ASSOCIATION OF STATE BOARDS OF EDUCATION PUBLICATIONS

*Fit, Healthy and Ready to Learn, 2000*

U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS

*Dietary Guidelines for Americans, 2005*

*Changing the Scene, Improving the School Nutrition Environment: A Guide to Local Action, 2000* WEB SITES

CSBA: <http://www.csba.org>

Action for Healthy Kids: <http://www.actionforhealthykids.org>

California Department of Education, Nutrition Services Division: <http://www.cde.ca.gov/ls/nu> California Department of Public Health: <http://www.cdph.ca.gov>

California Healthy Kids Resource Center: <http://www.californiahealthykids.org> California Project LEAN (Leaders Encouraging Activity and Nutrition): <http://www.californiaprojectlean.org>

California School Nutrition Association: <http://www.calsna.org> Center for Collaborative Solutions: <http://www.ccscenter.org> Centers for Disease Control and Prevention: <http://www.cdc.gov> Dairy Council of California: <http://www.dairycouncilofca.org>

National Alliance for Nutrition and Activity: <http://www.cspinet.org/nutritionpolicy/nana.html> National Association of State Boards of Education: <http://www.nasbe.org>

National School Boards Association: <http://www.nsba.org> School Nutrition Association: <http://www.schoolnutrition.org> Society for Nutrition Education: <http://www.sne.org>

U.S. Department of Agriculture, Food Nutrition Service, wellness policy: <http://www.fns.usda.gov/tn/Healthy/wellnesspolicy.html>

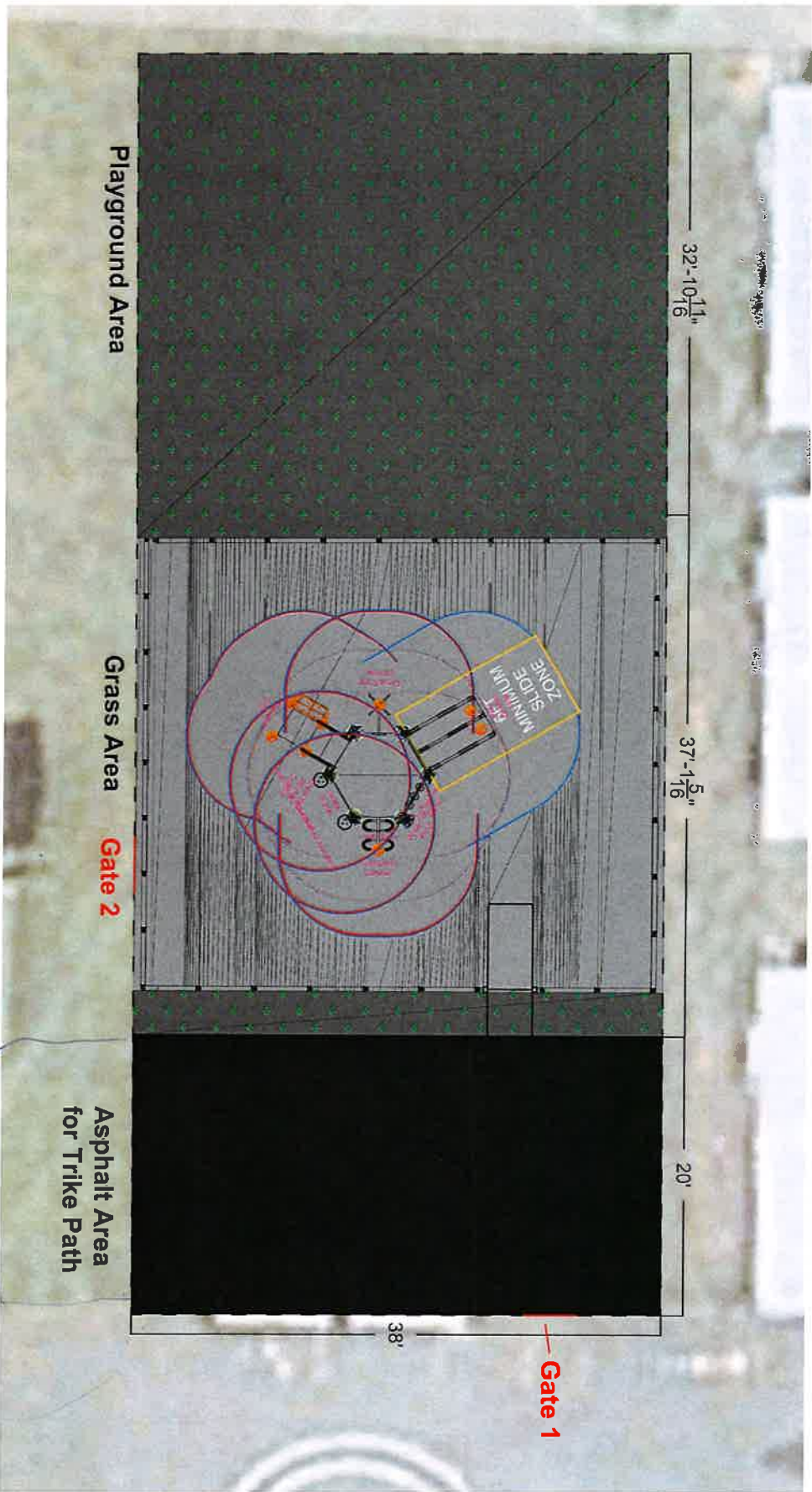
Board Policy 5030

CUTTEN ELEMENTARY SCHOOL DISTRICT

First reading: April 10, 2014

Eureka, California

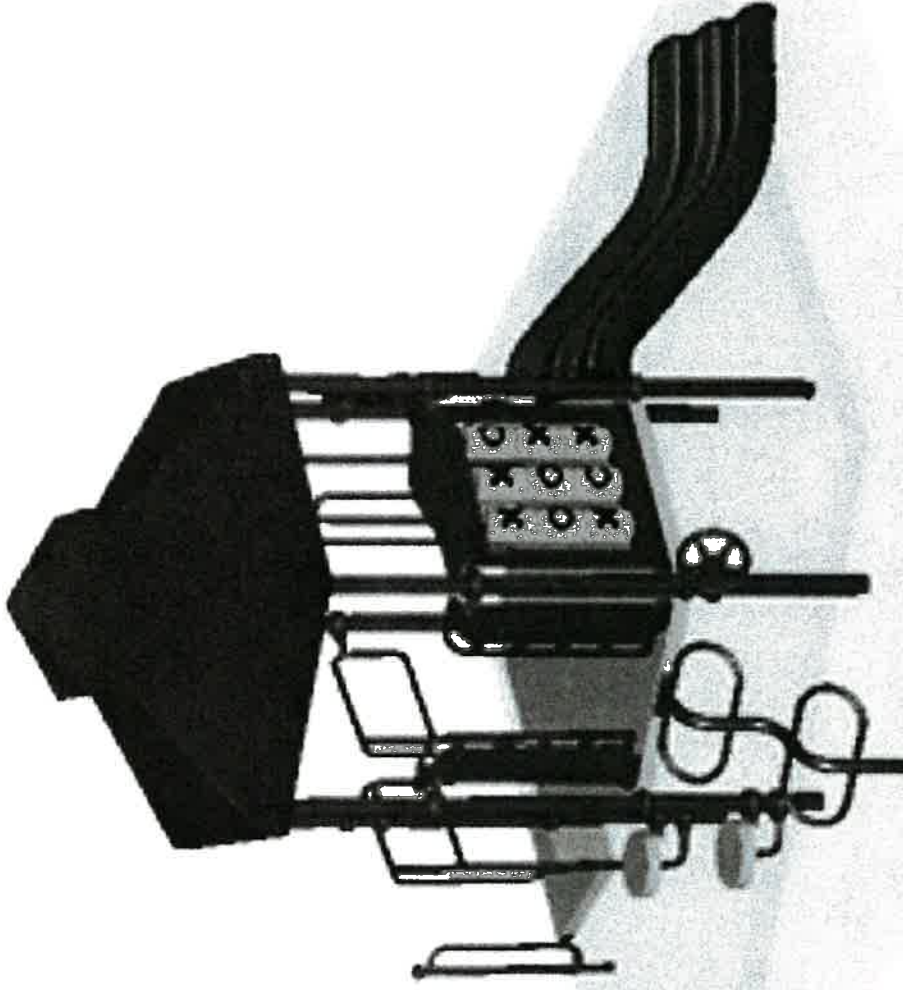
Adopted: May 12, 2014



RIDGEWAY SCHOOL  
NE VIEW

FOR KIDS  
AGES  
2-5

R35

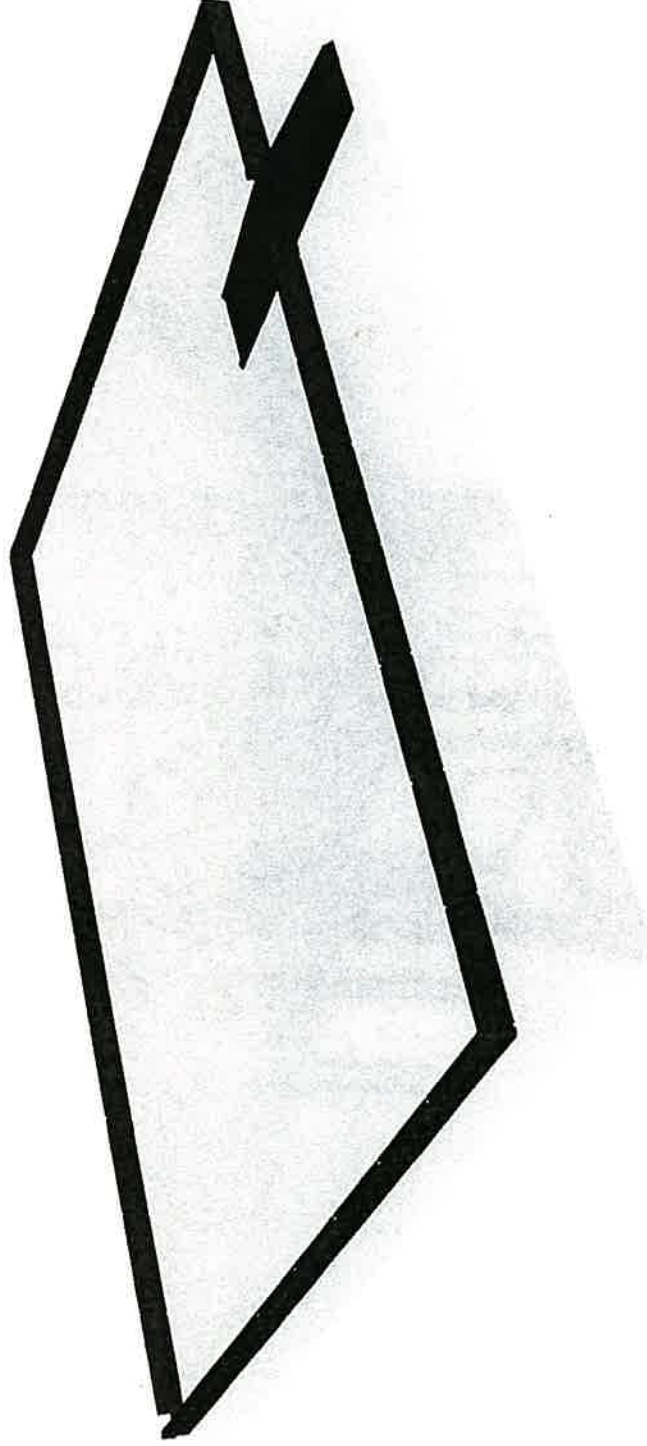


STRUCTURE # R356248CA  
PROJECT # PPT236248CA  
DATE 5/10/2023

 **PLAYCRAFT**  
SYSTEMS

RIDGEWAY SCHOOL  
SW VIEW

FOR KIDS  
AGES  
5-12



STRUCTURE # STAPC1205  
PROJECT # PPT236248CA  
DATE 5/10/2023



**RIDGEWAY SCHOOL**  
**TOP VIEW**

**ADA ACCESSIBILITY GUIDELINES - ADAAG CONFORMANCE**

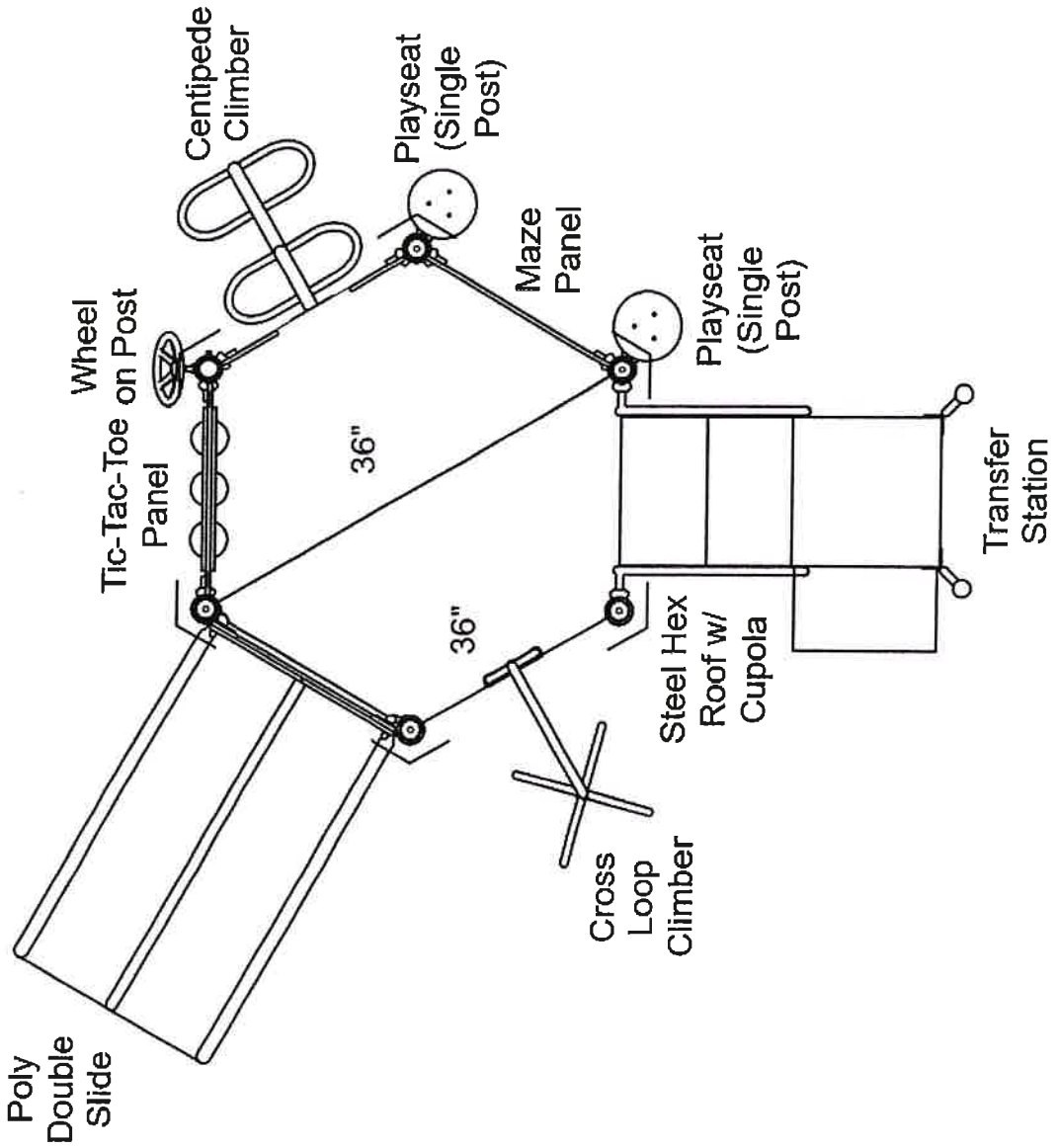
ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
5	5/3	0/0	3/2	2/2
CHILD CAPACITY 44		MAX FALL HEIGHT 48		

**R35**  
FOR KIDS  
AGES  
2-5

**GENERAL NOTES**

This conceptual plan is based on information provided prior to construction. Detailed site information, including the following, should be obtained, evaluated, and utilized in the final project design. Exact site dimensions, topography, existing utilities, soil conditions and drainage solutions.

**WARNING:** Accessible safety surfacing material is required beneath and around this equipment that has a critical height value (Fall Height) appropriate for the highest accessible part of this equipment. Refer to the CPSC'S Handbook For Public Playground Safety, Section 4: Surfacing.



STRUCTURE # R356248CA  
PROJECT # PPT236248CA  
DATE 5/10/2023

**Park Planet**  
MIN. USE ZONE 26' x 26' (7.838m x 7.91m)





# RIDGEWAY SCHOOL TOP VIEW

## ADA ACCESSIBILITY GUIDELINES - ADAAG CONFORMANCE

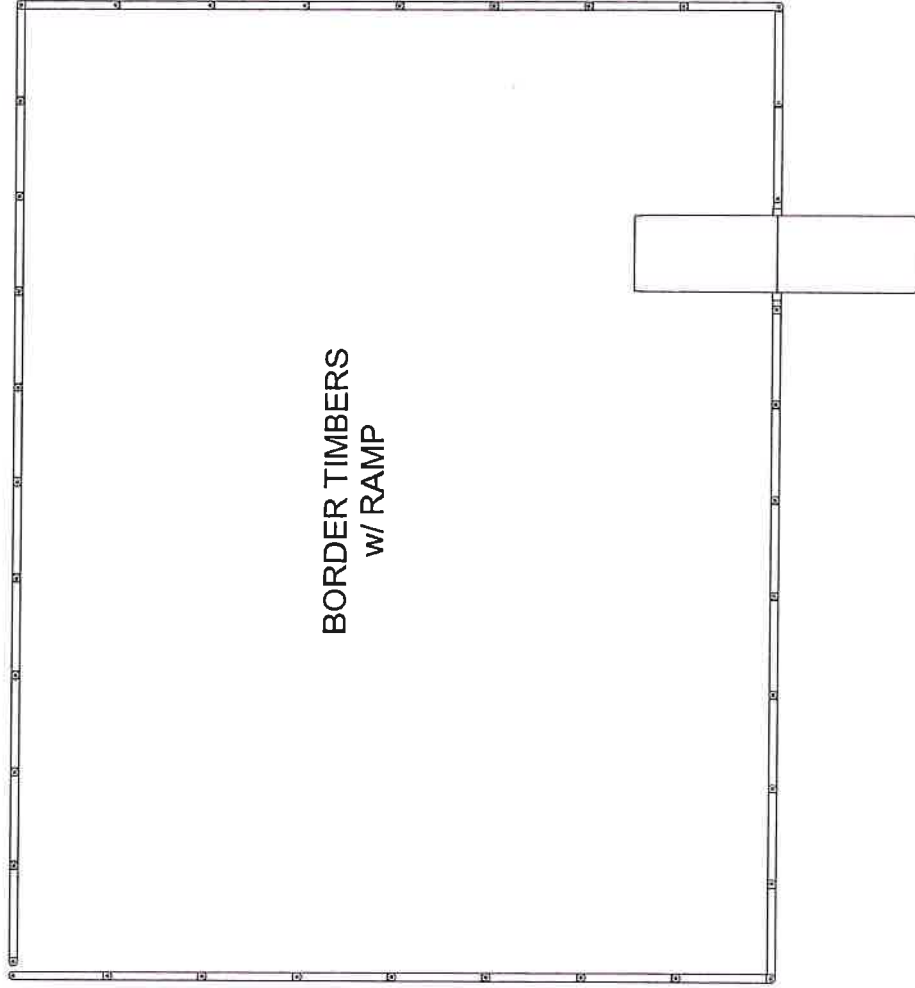
ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
0	0/0	0/0	0/0	0/0
CHILD CAPACITY	0	MAX FALL HEIGHT	0	

FOR KIDS  
AGES  
5-12

### GENERAL NOTES

This conceptual plan is based on information provided prior to construction. Detailed site information, including the following, should be obtained, evaluated, and utilized in the final project design. Exact site dimensions, topography, existing utilities, soil conditions and drainage solutions.

**WARNING:** Accessible safety surfacing material is required beneath and around this equipment that has a critical height value (Fall Height) appropriate for the highest accessible part of this equipment. Refer to the CPSC'S Handbook For Public Playground Safety, Section 4: Surfacing.



BORDER TIMBERS  
w/ RAMP

STRUCTURE # STAPC1205  
PROJECT # PPT236248CA  
DATE 5/10/2023

Park Planet  
MIN. USE ZONE 0' x 0' (0m x 0m)



# RIDGEWAY SCHOOL SITE PLAN

## ADA ACCESSIBILITY GUIDELINES - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
5	5/3	0/0	3/2	2/2

**R35**

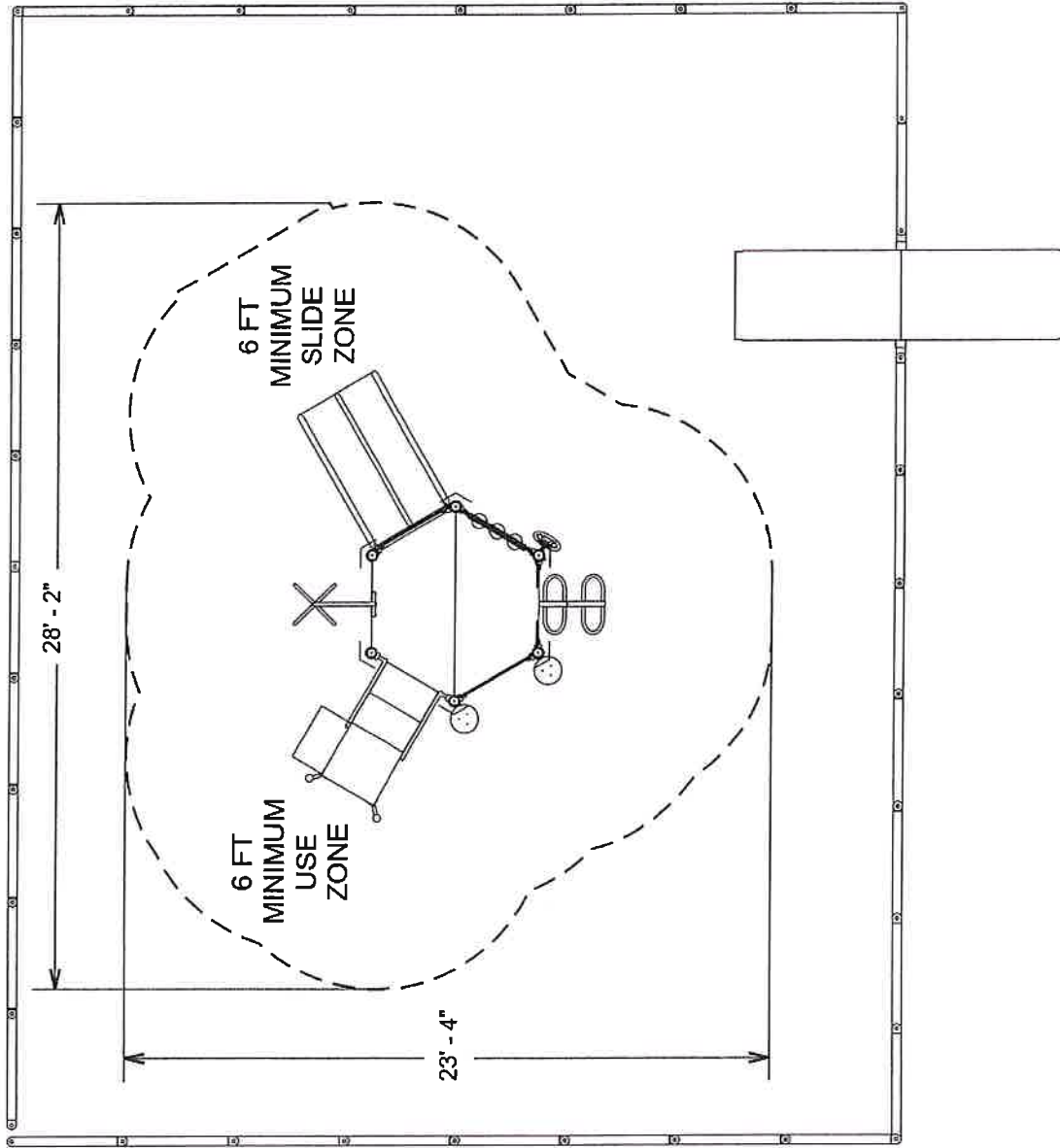
FOR KIDS  
AGES  
[Mixed]

### GENERAL NOTES

This Preliminary Site Plan is based on measurements that were provided in the initial planning phase. All dimensions must be verified prior to the submission of a purchase order. Playcraft Systems will not be held responsible for any discrepancies between actual dimensions and dimensions submitted in the planning phase.

The Minimum Use Zone for a play structure is based on the product design at the time of proposal. Components and structure designs may be subject to change which may affect dimensions. Therefore, before preparing the site, we strongly recommend obtaining final drawings from the factory (available after the order is placed and included in the Assembly Manual).

**WARNING:** Accessible safety surfacing material is required beneath and around this equipment that has a critical height value (Fall Height) appropriate for the highest accessible part of this equipment. Refer to the CPSC'S Handbook For Public Playground Safety, Section 4: Surfacing.



PROJECT # PPT236248CA  
DATE 5/10/2023

**Park Planet**  
MIN. USE ZONE 29' x 24' (8.593m x 7.118m)



**RIDGEWAY SCHOOL**

**Project # PPT236248CA**

**Date 5/10/2023**

<b>Item / Part Number</b>	<b>Description</b>	<b>Qty</b>
<b>[R356248CA]</b>		
HS-1004-R35	Collars	19
S-1012-R35-12ft	Post, 12ft R3.5	6
S-1106-R35	Hex Deck, Half (4 Post)	2
S-1209-24-R35	Transfer Station, 36in-L	1
S-1220-3	Climber, Centipede 30-36in	1
S-1229-3R35	Climber, Cross Loop 30-36in	1
S-1309-2-R35	Half Walls (Pair) R35	1
S-1607-R35	Maze Panel	1
S-1616-R35	Tic-Tac-Toe Panel	1
S-1702-3R35	Slide, Double 36in	1
S-1803-R35STLCUP	Metal Roof, Hex w/ Cupola	1
S-1812-R35	Driver Wheel (Post Mounted)	1
S-1963-R35	Playseat (Single Post)	2
<b>[STAPC1205]</b>		
1205-2	Access Ramp (2-Section, Female Pivot)	1
540407	Border Timber w/ Stake	35



- Compose
- Mail
  - Inbox 1,971
  - Starred
  - Snoozed
  - Sent
  - Drafts 127
  - Categories
  - Social
  - Updates 1,210
  - Forums 151
  - Promotions 1,432
  - More

Labels

- [imap]/Drafts
- bmacquarrie@arca... 2
- bmacquarrie@mail.fresn...
- Food Service
- Legal updates
- Norcal ELC grant
- Notes
- Oversight Committee



**Becky MacQuarrie** <bmacquarrie@cuttensd.org>  
to Kyle

Thank you!



**Kyle Knox**  
to me

Hi Becky,

Attached is an overall site plan in the space we had discussed onsite. I have also attached renderings of the playground stru

Here is a quick price breakdown;

- Playground equipment
  - \$22,120.00
- Shipping
  - \$1,600.00
- Installation
  - \$11,500.00

I think to help keep the cost down I shouldn't provide pricing for the additional pricing for the fencing and added asphalt. I thir

Let me know what you think!

Thank you,

**Kyle Knox** Site Assistant



**Ridgewood Elementary School**  
**Multi-Purpose Building Modernization, Phase 1**  
PROPOSED CHANGE ORDER 21  
Revised Scope of Work at School Parking Lot per CCD-10

April 7, 2023

Per CCD-010 additional labor and materials to complete revised scope of work at school parking lot.

Demolition and grading			
Labor:	36 hrs. at \$111.55/hr.	\$	4,015.80
Mini excavator:	14 hrs. at \$150/hr.	\$	2,100.00
Dump Truck:	8 hrs. at 155/hr.	\$	1,240.00
Form and pour concrete			
Labor:	48 hrs. at \$111.55	\$	5,354.40
Materials:	Baserock, concrete, rebar, form boards	\$	1,026.00
Asphalt paving			
Labor:	16 hrs. at \$111.55/hr.	\$	1,784.80
Materials:		\$	540.00
Trucking:	4 hrs. at \$155/hr.	\$	620.00
		Subtotal:	\$ 16,681.00
		O&P (15%):	\$ 2,502.15
		Bond (1.5%):	\$ 287.75
		Insurance (2.79%):	\$ <u>543.24</u>
		<b>Total:</b>	<b>\$ 20,014.14</b>

Additional contract time requested: 0 days

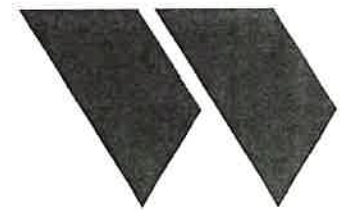
Upon approval by District, this work will commence and these changes will be submitted as a Change Order to the contract.

Submitted by:

Approved by:

  
 \_\_\_\_\_  
 Will Adams, ACGC, Inc.                      4/7/2023                      Date

\_\_\_\_\_  
 Cutten Elem. School Dist.                      Date



STUDIO W  
ARCHITECTS

## PROPOSAL EVALUATION TRANSMITTAL

**Date:** 05/11/23

**Sent via:**  Fax  U.S. Mail  UPS  E-mail  Hand

**To:** Becky MacQuarrie **Project #:** 19006, Phase 1

**Firm/Agency:** Cutten School District **Project Name:** Ridgewood School Modernization

**Address:** 4182 Walnut Drive **DSA App No.** 01-118464

**City, State, Zip:** Eureka, CA 95503 **CC:**

**From:** Brie Gargano

**Phone:** 916.254.5603

**Attachments:**

Date	Proposal No.	Description
04/07/23	PCO_021	Per CCD-010: Revise parking lot scope of work to create a code complying ADA Access.

**BCA takes no exception to this proposal**  **Please revise and resubmit this proposal per comments below.**

Becky,

Studio W has reviewed **PCO\_021** and finds the cost to be within industry standard. This cost will increase the contract sum. Upon District acceptance of this cost, a change order will be prepared in the amount of **\$20,014.14**.

**Accepted by the Cutten School District**

Signed: *Brie Gargano*

Client Leader, Senior Associate

District's Authorized Agent

**STUDIO W REASON CODE**

Agency Requirement  Design Error  Discovery Item  Field Condition  Plans Inaccurate  Owner Requested  Value Add Omission  Value Engineering