

# RIVER DELTA UNIFIED SCHOOL DISTRICT

## Notice of a Regular Meeting of the Board of Trustees

By Order of the President of the Board of Trustees, this is a Call for the Regular Meeting of the Board of Trustees of the River Delta Unified School District to be held:

### Isleton Elementary School • 412 Union Street, Isleton, CA

**August 11, 2015 • Open Session 6:30pm**

A copy of the full agenda (with backup documents but without confidential closed session items) is available for public review at the District Office, 445 Montezuma St., Rio Vista, California, at least 72 hours prior to the announced meeting of the Board of Trustees or online at <http://riverdelta.org> under the heading: Board of Trustees

### REGULAR MEETING AGENDA

1. Call the Open Session to Order (@ 5:30 p.m.)
2. Roll Call
3. Review Closed Session Agenda (see attached agenda)
  - 3.1 Announce Closed Session Agenda
  - 3.2 Public Comment on Closed Session Agenda Items Only
4. Approve Closed Session Agenda and Adjourn to the **Closed Session** (@5:35 p.m.)  
  
Motioned: \_\_\_\_\_ Second: \_\_\_\_\_ Time: \_\_\_\_\_
5. Reconvene to Open Session (@6:30 p.m.)
  - 5.1 Retake Roll Call  
Member Donnelly \_\_\_\_; Member Fernandez \_\_\_\_; Member Olson \_\_\_\_; Member Rooney \_\_\_\_; Member Riley \_\_\_\_;  
Member Maghoney \_\_\_\_; Member Bettencourt \_\_\_\_
  - 5.2 Pledge of Allegiance
6. Report of Action taken, if any, during the Closed Session (Government Code Section 54957.1) -- Board President Donnelly
  - 6.1 Closed Session action taken, if any.
7. Review and Approve the **Open Session** Agenda  
  
Motioned: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_
8. Public Comment: **Anyone may address the Board at this time regarding any subject that is within the Board's subject-matter jurisdiction which is not on this night's agenda** [Government Code Section 54954.3 and Education Code Sections 35145.5 and 72121.5]. **However, please hold your comments on a specific agenda item until it is brought up for discussion.** To address the Board, raise your hand and when you have been called on, please step up to the podium and state your name. However, **understand the Board may not take action on any item which is not actually listed on this agenda** (except as authorized by Government Code Section 54954.2). (BB9323) **Individual speakers shall be allowed three minutes to address the Board on any non-agendized item. The Board shall limit the total time for public presentation and input on all items to a maximum of 20 minutes.** With Board consent, the Board President may increase or decrease the time allowed for public comment, depending on the topic and the number of persons wishing to be heard and the overall length of the agenda. The Board President may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add. (BB 9323) Anyone may appear at the Board meeting to testify in support of, or in opposition to, any item on this agenda being presented to the Board for consideration. {If you wish to have an item placed on the agenda for discussion and/or action by the Board, you must notify the Board Secretary/Superintendent in writing no later than ten working days prior to a regularly scheduled Board meeting requesting permission. After the Superintendent's Cabinet has met, you will be notified of their decision.}
9. **Reports, Presentations, Information**
  - 9.1 Board Member(s) and Superintendent Report(s) and/or Presentation(s) –
    - 9.1.1 Board Members' report(s)
    - 9.1.2 Committee Report(s)
    - 9.1.3 Superintendent Beno's report(s)
  - 9.2 Business Services' Reports and/or Presentations on: Routine Restricted Maintenance, Deferred Maintenance, Maintenance and Operations, Transportation Department, Food Services Department, District Technology, and District Budget – Elizabeth Keema-Aston, Chief Business Officer, Craig Hamblin, Director of MOT
    - 9.2.1 Monthly Financial Report
    - 9.2.2 Maintenance, Operations & Transportation Update, Craig Hamblin, Director of MOT
  - 9.3 Other – Education Services' Reports and/or Presentation(s) -
    - 9.3.1 Williams' Settlement Public Notification regarding sufficiency of teachers, facilities, CAHSEE, and textbook and instructional materials – Second Quarter (April - June) – Don Beno
    - 9.3.2 Migrant Summer School 2015 Report – Sue Moehlenbrock
    - 9.3.3 Receive presentations of the District Schools' Single Plan for Student Achievement for school year 2015-2016 presented by Laura Uslan, Principal of Delta High and Clarksburg Middle Schools.

10. **Consent Calendar**

- 10.1 Approve Board Minutes  
Special Meeting of the Board, July 6, 2015
- 10.2 Receive and Approve Monthly Personnel Reports  
As of August 11, 2015
- 10.3 District's Monthly Expenditure Report  
July 2015
- 10.4 Request the approval of Delta High and Clarksburg Middle School's Single Plan for Student Achievement for school year 2015-2016 – Laura Uslan
- 10.5 Request the approval for the affiliation agreement with The Regents of the University of California Davis Campus – Elizabeth Keema-Aston
- 10.6 Request the approval of out of state travel for Delta High School's FFA students to attend the National FFA Convention in Louisville, Kentucky from October 28-November 1, 2015 – Laura Uslan and Shanan Spears
- 10.7 Request to approve the contract with Rainforth Grau to provide Architectural Services for upgrades of the fire alarm system at Riverview Middle School – Craig Hamblin
- 10.8 Request to approve an overnight field trip for Walnut Grove, Isleton, and Bates Elementary Schools 6th grade students to the Sly Park Environmental Education Center – Carrie Norris
- 10.9 Request the approval of the SSTOnline Program (Student Study Team Online) for the 2015-2016 school year – at a cost not to exceed \$6,500 Fund (3310) – Sue Moehlenbrock
- 10.10 Donations to Receive and Acknowledge:
  - Walnut Grove Elementary School**  
Target - \$50
  - Rio Vista High School's Beautification Fund**  
Amy and Tony Bettencourt \$200  
Christy, Jacob, Trisha, Anthony Ricketts \$80

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_

**Action Items -- Individual speakers shall be allowed three minutes to address the Board on any agenda item. The Board shall limit the total time for public presentation and input on all items to a maximum of 20 minutes.** With Board consent, the Board President may increase or decrease the time allowed for public comment, depending on the topic and the number of persons wishing to be heard and the overall length of the agenda. The Board President may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add. (BB 9323) Anyone may appear at the Board meeting to testify in support of, or in opposition to, any item on this agenda being presented to the Board for consideration.

- 11. Request to approve a Board Policy regarding Anaphylaxis Treatment with EpiPen with Auto-Injectors due to changes in Ed. Code (49414) – Elizabeth Keema-Aston

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_

- 12. Request to approve a Budget of \$126,935 and authorize the Superintendent to finalize scope of negotiate a Lease Leaseback contact with deRutte Builders, Sebastopol, CA pursuant to the prescribed budget for the Rio Vista High Schools Exterior Gym Repairs – Don Beno and Ralph Caputo, RGM and Associates

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_

- 13. Request to approve the proposed rate increase for paid lunches in FY 2015-2016 due to USDA requirements – Elizabeth Keema-Aston

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_

- 14. Request to approve the contract with Ryland School Business Consulting for various Financial and Business Office Services in FY 2015-2016 – Elizabeth Keema-Aston

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_

- 15. Re-Adjourn to continue Closed Session, if needed

- 16. Report of Action taken, if any, during continued Closed Session (Government Code Section 54957.1) - Board President Donnelly

- 17. Adjournment

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_ Abstentions: \_\_\_\_\_ Time: \_\_\_\_\_

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**Americans with Disabilities Act Compliance:** Any and all requests for "...any disability-related modification or accommodation, including auxiliary aids or services..." needed to access our agendas or to participate in the public meetings, must be received in writing by the Superintendent's Office at 445 Montezuma Street, Rio Vista, CA 94571 at least annually before July 1 of each year -- or at least 5 calendar days prior to the individual meeting in question. All inquiries may be directed to the Superintendent's Office c/o Jennifer Gaston at (707) 374-1711.

**AFFIDAVIT OF NOTICING AND POSTING:**

I, Jennifer Gaston, Executive Assistant to the Board of Trustees, declare that a copy of this Regular Meeting Agenda/Notice was posted in the bulletin board in front of the District Office and that the Board of Trustees Members, District administrative offices and schools, the community libraries and the River News Herald were provided notice or caused to be provided notice via fax, e-mail and/or hand delivery on Friday, August 7, 2015, by or before 5:30 p.m.

**By:** *Jennifer Gaston* Jennifer Gaston, Executive Assistant, to the Superintendent.

ATTACHMENT

RIVER DELTA UNIFIED SCHOOL DISTRICT

Notice of a Regular Meeting of the Board of Trustees

By Order of the President of the Board of Trustees, this is a Call for the Regular Meeting of the Board of Trustees of the River Delta Unified School District to be held:

Isleton Elementary School • 412 Union Street, Isleton, CA
August 11, 2015

CLOSED SESSION

As provided by Government Code Section 54957, the Board is requested to meet in closed session for consideration of personnel appointment, employment, discipline, complaint, evaluation or dismissal [Government Code Section 54957], possible or pending litigation [Government Code 54956.9(a)(b)(c)], student discipline [Education Code Sections 49070 (c) and 76232 (c)], employee/employer negotiations [Government Code Section 3549.1 and 54957.6], or real property transactions [Government Code Section 54956.8].

A Closed Session will be held beginning at 5:35 p.m. on August 11, 2015, at the Isleton Elementary School, Isleton, California (which is prior to the full Open Session). Any formal action taken by the Board will be reported in the Open Session of this regular meeting of the Board of Trustees [Government Code Section 54957.1]. As needed, this Closed Session may be reconvened following the full Open Session. Any formal action taken by the Board will be reported in Open Session prior to adjournment.

4. CLOSED SESSION

4.1 Student Discipline [Education Code Sections 49070 (c) and 76232 (c)]. - None

4.2 Possible or Pending Litigation [Government Code 54956.9(a)(b)(c)]

Following Conference with Legal Counsel Following Conference with Legal Counsel (Kronick, Moskovitz, Tiedemann & Girard, Addison) – Pending or Anticipated Litigation/Potential Case(s) Update(s)

4.2.1 Name(s) unspecified as disclosure would jeopardize the service of process and/or existing/possible settlement negotiations

4.3 Personnel Evaluation, Searches, Appointment, Employment, Complaint, Discipline, Dismissal, Non-reelects and Releases [Government Code Section 54957]

Following Conference with Legal Counsel (Kronick, Moskovitz, Tiedemann & Girard, Addison):

Public Employee(s) Evaluation:

4.3.1 Superintendent

4.3.2 Certificated

4.3.3 Classified

4.3.4 Public Employee(s) Searches, Appointment, Employment conditions

4.3.5 Complaint, Discipline, Dismissal, Non-reelects, & Releases

4.3.6 Employee/Employer Negotiations [Government Code Section 3549.1 and 54957.6]

Following negotiation meetings any/all units.

4.3.6.1 RDUTA

4.3.6.2 CSEA

5. Adjourn to Open Session (@6:30 p.m.) Any formal action taken by the Board in the above items will be reported in Open Session of this regular meeting of the Board of Trustees [Government Code Section 54957.1]. The meeting may be reconvened as needed (i.e. following the end of Open Session).

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_ Time: \_\_\_\_\_

jg

**BOARD OF TRUSTEES**  
**RIVER DELTA UNIFIED SCHOOL DISTRICT**  
445 Montezuma Street  
Rio Vista, CA 94571-1651



**BOARD AGENDA BRIEFING**

Meeting Date: August 11, 2015 Attachments:  X

From: Elizabeth Keema-Aston, Chief Business Officer Item Number: 9.2.1

**SUBJECT** Monthly Financial Report Action: \_\_\_\_\_  
Consent Action: \_\_\_\_\_  
Information Only:  X

**Background:**

Each month the Chief Business Officer prepares a monthly financial summary report, showing both budgeted and actual revenues and expenditures for each district fund for the prior month. The report includes: the percentage of the districts ending fund from the prior month, the percentage of the districts ending fund balance (reserves) at the end of the reported month.

This report does not include any encumbered expenditures.

**Status:**

**Presenter:** Elizabeth Keema-Aston, Chief Business Officer

**Other People Who Might Be Present:**

**Cost &/or Funding Sources**

Not Applicable

**Recommendation:**

That the Board receives the Monthly Financial report as submitted.

Time: 5 mins.

**River Delta Unified School District**  
 2015-16 Working Budget vs. Actuals Report  
 July 31, 2015

Working Budget					Actuals thru: 7/31/2015					
	Estimated Beginning Balance ( A )	Net Income/ Contributions in ( B )	Expense/ Contributions out ( C )	Ending Balance ( D )	YTD Income ( E )	YTD Paid to Delta Charter ( F )	YTD Net Revenue ( G )	Percentage Received ( H )	YTD Expense ( I )	Percentage Spent ( J )
								(G/B=H)		(I/C=J)
General Fund:	<b>(01)</b>									
Unrestricted	1,959,954	15,565,799	14,250,257	3,275,496	371,775	(93,103)	278,672	1.79%	696,325	4.89%
Restricted	137,942	5,952,416	5,990,942	99,416	82,242		82,242	1.38%	113,490	1.89%
Combined	2,097,896	21,518,215	20,241,199	3,374,912	454,017	(93,103)	360,914	1.68%	809,815	4.00%
<i>TRAN's</i>										
General Fund - Fund Balance %    16.67% <i>Represents Ending Balances divided by Budget Expenses (D/C)</i>										
Other Funds										
Cafeteria ( 13 )	22,586	920,094	856,771	85,909	-		-	0.00%	6,374	0.74%
Bond Fund ( 21 )	742,448	942,782	334,442	1,350,788	-		-	0.00%	0	0.00%
Bond Fund- SFID #1 South ( 22 )	368,525	-	33,751	334,774	-		-	0.00%	-	0.00%
Bond Fund - SFID #2 North ( 23 )	108,976	125	18,021	91,080	-		-	0.00%	-	0.00%
Developer Fees ( 25 )	33,063	234,000	245,143	21,920	-		-	0.00%	420	0.17%
County School Facilities ( 35 )	1,207,475	-	1,207,475	-	-		-	0.00%	0	0.00%
Capital Projects ( 49 )	35,947	33	-	35,980	-		-	0.00%	0	0.00%

**BOARD OF TRUSTEES**  
**RIVER DELTA UNIFIED SCHOOL DISTRICT**  
445 Montezuma Street  
Rio Vista, CA 94571-1651



**BOARD AGENDA BRIEFING**

Meeting Date: 8-11-15

Attachments:  X

From: Craig Hamblin

Item Number: 9.2.2

**SUBJECT**      Monthly M.O.T. Information Report

Action: \_\_\_\_\_  
Consent Action: \_\_\_\_\_  
Information Only:  X

**Background:**

To provide a monthly update on the activities of the Maintenance, Operations & Transportation departments

**Status:**

See attached monthly report for the period of June/July 2015

**Presenter**

Craig Hamblin

**Other People Who Might Be Present**

**Cost &/or Funding Sources**

**Recommendation:**

That the Board receives this information

Time: 5 mins.

**Maintenance, Operations & Transportation**  
**Monthly Report for Board Meeting**  
**August 11, 2015**

**Maintenance & Operations:**

- **Bates Elementary**
  - Trimmed trees in preparation of Pear Fair - \$639.61
  - Installed electric hand dryers in boys/girls restrooms - \$4,129.52
  
- **Clarksburg Middle School**
  - Installed electric hand dryers in boys/girls restrooms - \$1,415.53
  
- **Delta High School**
  - Repaired malfunctioning alarm system - \$2,534.07
  - Built/setup graduation stage - \$314.30
  - Repaired/replaced visitors football bleachers - \$5,069.02
  - Rebuilt frame for garbage dump cart - \$180.92
  - Trimmed oak tree over building P - \$329.40
  - Installed electric hand dryers in boys/girls restrooms - \$3,087.24
  
- **D.H. White Elementary School**
  - Changed filters on HVAC units - \$562.57
  - Removed section of counter, painted wall, installed Formica - \$101.93
  - Installed electric hand dryers in boys/girls restrooms - \$1,260.07
  - Repaired swamp cooler @ custodian storage - \$222.43
  - Replaced broken electric hand dryers with new dryers - \$1,043.28
  - Installed new carpet in Room 14 - \$4,661.91
  
- **Isleton Elementary School**
  - Repaired walk-in refrigerator compressor - \$269.29
  - Installed electric hand dryers in boys/girls restrooms - \$2,587.06
  - Removed 3 pine trees in front of office/trimmed 3 Sycamores on grounds - \$6842.82
  - Painted portable building - \$380.48
  - Installed 150' of 4' tall chain link fence by bus drop-off of students area - \$2,423.82
  - Installed new VCT in Portable 1 - \$2,359.91
  
- **Rio Vista High School**
  - Changed filters on HVAC units - \$378.90
  - Replaced blower felt and motor saver modules - \$584.53
  - Replaced 2 bleacher seats - \$113.90
  - Installed electric hand dryers in boys/girls restrooms between library & cafeteria \$1,357.68
  - Installed new condensation pump with reservoir - \$508.12
  - Repaired soffits on front building eaves - \$911.37
  - Repaired 4" water pipe @ 1<sup>st</sup> base on JV baseball field - \$528.80
  - Trimmed 2 trees - \$537.05
  - Tree stumps removed and ground down and 6 new trees planted - \$567.58



○ **Riverview Middle School**

- Changed filters on HVAC units - \$127.44
- Replaced 3 sink faucets and drain traps in gym - \$777.92
- Installed electric hand dryers in boys/girls gym restrooms - \$1,260.93
- Trimmed trees by soccer field and Hamilton Street - \$3,759.36
- Painted cafeteria floor with epoxy - \$660.22
- Painted walls/ceilings in kitchen, laundry, storage and bathrooms - \$2,075.34
- Painted designated hallway areas - \$1,778.12

○ **Walnut Grove Elementary School**

- Repaired clogged condenser drain line - \$126.69
- Installed electric hand dryers in boys/girls restrooms - \$3,107.24
- Replaced carpet in Room 3, 4 & 5 - \$9,999.00
- Replaced 4 gym doors and 2 boy's locker room doors - \$10,283.02
- Resurface and regrade playground - \$48,725.00

○ **District Wide**

- Routine summer maintenance

**Transportation Dept:**

- Spread 22 tons of road base on North yard - \$1,603.00
- Spread 22 tons of road base on South yard - \$1,597.57

**2015-16  
SINGLE PLAN FOR STUDENT ACHIEVEMENT**



**Delta High School**

**River Delta Joint Unified District**



**Clarksburg Middle School**

**River Delta Joint Unified District**

**The District Governing Board  
approved this revision of the School  
Plan on:**

**CDS Code:**

**34674135731708**

**Principal:**

**Laura Uslan, Principal**

**Superintendent:**

**Don Beno**

**Address:**

**52810 Netherlands Ave.**

**Clarksburg, CA 95612-0100**

**Phone:**

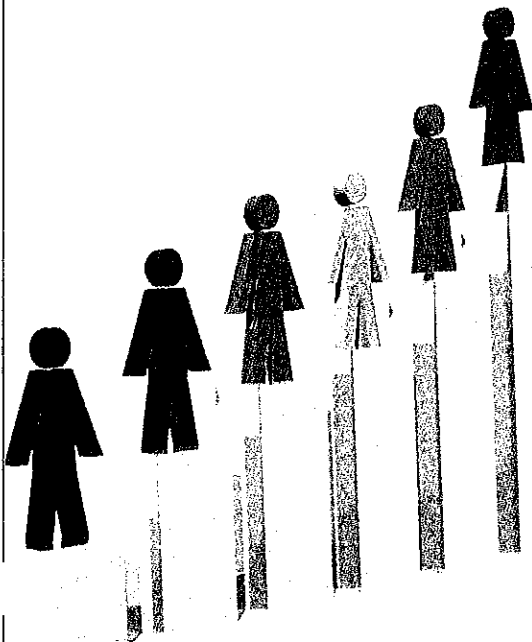
**(916) 744-1714**

**Email:**

**luslan@riverdelta.k12.ca.us**

**Website:**

**www.riverdelta.org**



Goals and Actions	Start Date	Completion Date	Amount
<b>LCAP Priority 1 - Basic Services</b>			
<b>Maintain facilities, equipment, and materials that support student achievement</b>			
Purchase instructional materials and supplies to support student achievement	8/12/2015	6/3/2016	\$13,361
Maintain and improve campus facilities and grounds	8/12/2015	6/3/2016	\$1,000
Purchase, lease, and maintain equipment and technology for student and staff usage	8/12/2015	6/3/2016	\$14,050
<b>LCAP Priority 2 - Implementation of State Standards</b>			
<b>Implement Common Core State Standards</b>			
Participate in ongoing professional development to enhance expertise in Common Core State Standards	8/12/2015	6/3/2016	\$2,000
Provide support materials for Common Core State Standard implementation	8/12/2015	6/3/2016	\$1,121
<b>LCAP Priority 3 - Parent Involvement</b>			
<b>Increase Parent Involvement in All Curricular and Extra-Curricular Programs</b>			
Increase communication to parents about student achievement	8/12/2015	6/3/2016	\$1,500
Increase communication to parents about events on campus	8/12/2015	6/3/2016	\$0
Involve all parents in Booster/Advisory groups	8/12/2015	6/3/2016	\$0
<b>LCAP Priority 4 - Pupil Achievement</b>			
<b>Increase Student Achievement in All Academic and Elective Areas</b>			
Motivate every student to achieve at their highest level of ability	8/12/2015	6/3/2016	\$3,000
Implement Strategic Schooling Model in all Academic and Elective Areas	8/12/2015	6/3/2016	\$0
Plan for Ongoing Assessment and Monitoring of Student Achievement	8/12/2015	6/3/2016	\$0
Support the Needs of All Learners Through Differentiated Instruction and Extended Programs	8/12/2015	6/3/2016	\$3,500
<b>LCAP Priority 5 - Pupil Engagement</b>			
<b>Increase Student Attendance and Overall School Engagement</b>			
Improve attendance rates in grades 7-12	8/12/2015	6/3/2016	\$2,000
Increase number of students passing CAHSEE Math and CAHSEE ELA in Sophomore year	8/12/2015	6/3/2016	\$0
Support 100% graduation rate for students entering Senior year at Delta High School	8/12/2015	6/3/2016	\$0
Implement quarterly celebrations for student success	8/12/2015	6/3/2016	\$1,000
Increase involvement in Sports, ASB, and Club activities	8/12/2015	6/3/2016	\$71,000
<b>LCAP Priority 6 - School Climate</b>			
<b>Provide a College Going Climate of Achievement</b>			
Establish Distinct Cultures of Success at DHS & CMS	8/12/2015	6/3/2016	\$3,500

**Delta High 2015-16  
Single Plan For Student Achievement Report**

Implement routines in every class that promote student preparation, punctuality, and participation	8/12/2015	6/3/2016	\$0
Enhance the College Going Culture	8/12/2015	6/3/2016	\$0
Enhance our safe school environment through mentoring and counseling support	8/12/2015	6/3/2016	\$1,000
<b>LCAP Priority 7 - Course Access</b>			
<b>Provide a wide variety of courses to engage and prepare students</b>			
Expand enrollment in CP, Honors, and AP courses	8/12/2015	6/3/2016	\$2,500
Increase the number of students completing CP Math series	8/12/2015	6/3/2016	\$2,396
Maintain and increase participation in the Music and Arts Programs	8/12/2015	6/3/2016	\$6,000
Maintain and increase participation in the Agriculture/FFA program	8/12/2015	6/3/2016	\$21,473
Increase enrollment in Foreign Language courses	8/12/2015	6/3/2016	\$1,000
Increase enrollment in AVID	8/12/2015	6/3/2016	\$1,000
<b>LCAP Priority 8 - Other Pupil Outcomes</b>			
<b>Positively impact the academic achievement of all students</b>			
Decrease the number of students on the academic ineligibility list each quarter	8/12/2015	6/3/2016	\$0
Provide alternatives to suspension that keep students in school	8/12/2015	6/3/2016	\$0
Maintain Advisory Program	8/12/2015	6/3/2016	\$0
Continue Tutorial Program	8/12/2015	6/3/2016	\$0
Implement recommendations from WASC 3-year Accreditation Process	8/12/2015	6/3/2016	\$0
<b>Total Annual Expenditures for Current Site Plan: \$152,401.00</b>			

## Goals

**LEA Goal:**

Student Achievement

**LCAP Goal:**

Not Aligned

### Goal Area : LCAP Priority 1 - Basic Services

#### School Goal : Maintain facilities, equipment, and materials that support student achievement

Students at Clarksburg Middle School and Delta High School will be provided with safe facilities, equipment, technology, and instructional materials to meet their educational and extra-curricular needs.

**What data did you use to form this goal (findings from data analysis)?**

Purchase orders from previous school year  
Teacher requests for instructional materials  
Course enrollment data  
Observation and walk-throughs of site classrooms and facilities  
Technology surveys of staff and work orders to district technology vendor

**What did the analysis of the data reveal that led you to this goal?**

Clarksburg Middle School and Delta High School students need instructional materials and supplies to meet their educational needs each school year. Facilities, equipment, and technology are aging and, in many cases, in need of repair and/or replacement.

**What process will you use to monitor and evaluate the data?**

Organization of Purchase Orders (POs) into binders in the main offices  
Completed work orders with Maintenance Direct and DataPath (technology vendor)  
Observational data of facilities and grounds

**Strategy:**

Work with staff, Booster groups, and community to determine needs and plan for ordering and completion of work.

#### Action Title: Purchase instructional materials and supplies to support student achievement

**Means of Achievement: Alignment of instruction with content standards**

**Action Type :** Form A: Planned Improvements in Student Performance.

**Tasks :**

**Delta High 2015-16**  
**Single Plan For Student Achievement Report**

Purchase Student Planners for each student at CMS and DHS  
 Create open purchase orders to maintain instructional materials needed (paper, composition books, folders, pencils, etc).  
 Purchase other materials, at teacher request, to support instruction in our classrooms  
 Work with the District Office to select and purchase updated textbooks, per the adoption cycle  
 Receive set of Chrome Books for the DHS side of campus  
 Maintain copiers/RISO in working order for staff use

**Measures :**

Daily usage of Student Planner in every classroom  
 Teachers reporting that students have the instructional materials necessary to learn  
 Utilization of open purchase orders throughout the year

**People Assigned :**

Principal  
 Teachers  
 Secretarial staff

**Start Date :** 8/12/2015

**Completion Date :** 6/3/2016

Funding Resources	Related Expenditures	Estimated Cost
Discretionary	Open POs for instructional materials, RISO, paper	\$12,000
Lottery: Unrestricted	Student Planners	\$1,361

**Action Title: Maintain and improve campus facilities and grounds**

**Means of Achievement: Alignment of instruction with content standards**

**Action Type :** Form A: Planned Improvements in Student Performance.

**Tasks :**

Communicate maintenance needs to site custodians and district maintenance staff through Maintenance Direct work orders (including handicap accessibility issues and temperature controls in all classes)  
 Work with Student Government at both CMS and DHS on projects to beautify our campus for student enjoyment as well as recycling program for all classrooms  
 Work with Booster and community groups to address athletic facility needs (Dick Dichiaro Stadium, track, baseball field, and re-creation of a softball diamond)  
 Assure proper "lock down" supplies and supports in all classes (working phones, intercom, door locks, etc).

**Measures :**

Completion of Maintenance Direct work orders  
 Completion of projects and installation of new equipment or facilities

**People Assigned :**

Principal  
 Custodial Staff  
 Heavenly Boosters  
 Student Government groups  
 Coaches  
 Teachers

**Delta High 2015-16**  
**Single Plan For Student Achievement Report**

Start Date : 8/12/2015

Completion Date : 6/3/2016

Funding Resources	Related Expenditures	Estimated Cost
Discretionary	Campus improvement projects	\$500
Discretionary	Supplies for emergency "lock down" drills	\$500

**Action Title: Purchase, lease, and maintain equipment and technology for student and staff usage**

**Means of Achievement: Alignment of instruction with content standards**

Action Type : Form A: Planned Improvements in Student Performance.

**Tasks :**

Update and pay for maintenance agreements for copy machines, RISO machines, and office/classroom printers  
 Participate in District Technology Plan implementation, including project to increase bandwidth and fully functioning WiFi  
 Continue to acquire updated laptop computers for teachers to utilize in instruction  
 Maintain document cameras and projectors for instructional use (bulbs, repair, etc.)  
 Repair existing "SmartBoards" for use in classrooms  
 Utilize Chrome Book carts in classrooms at both CMS and DHS

**Measures :**

Working machinery and technology for staff and student use  
 Equipment/technology inventory

**People Assigned :**

Principal  
 Vice Principal  
 Teachers  
 Office staff

Start Date : 8/12/2015

Completion Date : 6/3/2016

Funding Resources	Related Expenditures	Estimated Cost
Discretionary	Lease contracts for copiers, RISO, printers	\$12,550
Discretionary	Document camera/projector/SmartBoard repair	\$500
Discretionary	Teacher laptops	\$1,000

LEA Goal:

Student Achievement

LCAP Goal:

Not Aligned

**Goal Area : LCAP Priority 2 - Implementation of State Standards**

**School Goal : Implement Common Core State Standards**

Teaching staff will implement Common Core State Standards in all core subject areas (English Language Arts, Mathematics, Social Studies, and Science). All staff will participate in ongoing training through the district on Common Core implementation.

**What data did you use to form this goal (findings from data analysis)?**

Training agendas and professional development plan for 2015-16

**What did the analysis of the data reveal that led you to this goal?**

Teachers in ELA, Mathematics, Social Studies, and Science have been trained to begin implementation of Common Core State Standards. However, further training and materials are needed for all staff to fully implement CCSS.

**What process will you use to monitor and evaluate the data?**

Classroom observations by administration  
Peer teacher observations  
Attendance at district trainings  
Continued discussion and training at site Staff Meetings

**Strategy:**

Support ongoing professional development for all staff in Common Core State Standards  
Focus classroom visitations on the implementation of Common Core State Standards for all core subject areas

**Action Title: Participate in ongoing professional development to enhance expertise in Common Core State Standards**

**Means of Achievement: Alignment of instruction with content standards**

**Action Type :** Form A: Planned Improvements in Student Performance.

**Tasks :**

Utilize pre-service days and Staff Meeting time to further training in CCSS  
Utilize pre-service days and Staff Meeting time to prepare all teachers for teaching extended "block" periods two days per week (starting after Labor Day)  
Provide staff collaboration time by grade level or subject area to work on CCSS implementation and refinement  
Assign interested staff members to attend trainings at SCOE, CABE, and other conference opportunities  
Assign staff members to participate in district level trainings on CCSS  
Assign staff members to participate in district Curriculum Committees throughout the year  
Participate in "Book Study" groups about the development of academic vocabulary in CCSS

**Measures :**



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Staff attendance at trainings and staff meetings  
 Staff participation in district Curriculum Committees  
 Staff "Book Study" group conversations

**People Assigned :**

Principal  
 Vice Principal

**Start Date :** 8/12/2015

**Completion Date :** 6/3/2016

Funding Resources	Related Expenditures	Estimated Cost
Site Supplemental and Concentration	Staff development in CCSS	\$1,500
Site Supplemental and Concentration	Book Study materials	\$500

**Action Title: Provide support materials for Common Core State Standard implementation**

**Means of Achievement: Alignment of instruction with content standards**

**Action Type :** Form A: Planned Improvements in Student Performance.

**Tasks :**

Explore additional materials needed for CCSS implementation  
 Purchase materials identified by staff to support CCSS implementation

**Measures :**

Ability to access and order needed materials, if identified.

**People Assigned :**

Principal  
 Teachers  
 Office staff

**Start Date :** 8/12/2015

**Completion Date :** 6/3/2016

Funding Resources	Related Expenditures	Estimated Cost
Discretionary	Materials to support implementation of CCSS	\$1,121

LEA Goal:

Student Achievement

LCAP Goal:

Not Aligned

**Goal Area : LCAP Priority 3 - Parent Involvement**

**School Goal : Increase Parent Involvement in All Curricular and Extra-Curricular Programs**

Parents of students at Clarksburg Middle School and Delta High School will receive ongoing communication about their student and about school events. All parents will participate in events on our school campuses.

**What data did you use to form this goal (findings from data analysis)?**

Observational data and attendance/roll sheets from parent events

**What did the analysis of the data reveal that led you to this goal?**

Data revealed that a limited number of parents are involved in school activities and/or Booster groups. Increased communication and additional opportunities for parent participation will support more parents in becoming involved.

**What process will you use to monitor and evaluate the data?**

Observation, attendance/roll sheets at parent events, membership in Booster groups

**Strategy:**

Increase communication to parents about student academic status as well as campus events.  
Create more opportunities for parents to participate in campus events.

**Action Title: Increase communication to parents about student achievement**

**Means of Achievement: Alignment of instruction with content standards**

**Action Type :** Form A: Planned Improvements in Student Performance.

**Tasks :**

Utilize School Loop to communicate academic progress to students and their parents  
Establish expectation with staff about updating grades on School Loop to ensure accuracy in reporting to students/parents  
Utilize "School Messenger" program phone calls, text messages, and emails to communicate about academic issues  
Calendar Back to School Night in September to inform parents about academic expectations  
Establish a Parent Forum in October (after first quarter grades) and in March (after 3rd quarter grades) to allow parents to meet directly with all teachers about academic performance of their student(s)  
Establish Parent Conferences during October mini-days for targeted at-risk students and their parents  
Continue to mail all progress reports and official grade reports directly to households, along with newsletters to share important information from each school site  
Establish timely communication to parents about all Academic Award Nights & Honor Roll Celebrations

**Delta High 2015-16**  
**Single Plan For Student Achievement Report**

**Measures :**

Attendance at parent events, as measured by sign-in sheets  
 Improvement of student grades after parent events  
 Utilization data from School Loop

**People Assigned :**

Principal  
 Vice Principal  
 Teaching staff

**Start Date :** 8/12/2015

**Completion Date :** 6/3/2016

Funding Resources	Related Expenditures	Estimated Cost
Lottery: Unrestricted	Postage for mailings to families	\$1,500

**Action Title: Increase communication to parents about events on campus**

**Means of Achievement: Alignment of instruction with content standards**

**Action Type :** Form A: Planned Improvements in Student Performance.

**Tasks :**

Include newsletters with all mailings to families  
 Utilize "School Messenger" program phone calls, texts, and emails to communicate about campus activities and events  
 Explore effective use of Facebook, Twitter, new School Loop CMS/DHS website, and other social media for communication about events  
 Routinely change the CMS and DHS Marquee and sign to include important events  
 Allocate bilingual staff time to assist with communication between teachers and Spanish speaking parents/families

**Measures :**

Increased parent participation at campus events  
 Yearlong additions to website, Facebook, and other accounts  
 Scripts/tally for School Messenger communications

**People Assigned :**

Principal  
 Vice Principal  
 Teaching staff  
 Heavenly Boosters

**Start Date :** 8/12/2015

**Completion Date :** 6/3/2016

**Action Title: Involve all parents in Booster/Advisory groups**

**Means of Achievement: Alignment of instruction with content standards**

**Action Type :** Form A: Planned Improvements in Student Performance.

**Tasks :**

Increase involvement and participation in all site parent groups (ELAC, Heavenly Boosters, Ag Boosters, SSC)

Single Plan For Student Achievement Report

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Provide Spanish translators at all Booster group meetings  
Maintain a cleared driver list for all field trips and athletic events  
Continue "Coffee with the Principal" each month for parents to give direct input to school administration

**Measures :**

Increased parent attendance at all events  
Increased feeling of satisfaction with our school sites, as measured by annual survey  
Decrease in behavioral referrals due to parent involvement and information about school expectations

**People Assigned :**

Principal  
Vice Principal  
Teaching staff  
Booster groups

**Start Date :** 8/12/2015

**Completion Date :** 6/3/2016

LEA Goal:

Student Achievement

LCAP Goal:

Not Aligned

**Goal Area : LCAP Priority 4 - Pupil Achievement**  
**School Goal : Increase Student Achievement in All Academic and Elective Areas**

Our goal at Clarksburg Middle School and Delta High School is to support the highest level of achievement for each individual student enrolled and to close the achievement gap between student subgroups.

**What data did you use to form this goal (findings from data analysis)?**

MAP results for 2014-15  
SBAC results for 2014-15  
Transcripts/grades for students in grades 7-12  
Advanced Placement test results  
CELDT Test results  
CAHSEE results  
SAT/ACT/PSAT scores

**What did the analysis of the data reveal that led you to this goal?**

While we have a significant and growing number of students achieving at high academic levels, we also have a large number of students who are credit deficient and/or not reaching their fullest potential. Many of these under-performing students are English Language Learners and/or special education students.

**What process will you use to monitor and evaluate the data?**

Continued and ongoing monitoring of all assessment data and grade reports

**Strategy:**

Provide high quality instruction in all classrooms, every day of the school year.  
Build in supports for all students, with emphasis on providing support for English Learners, socioeconomically disadvantaged students, foster youth, and students on an Individualized Education Plan (IEP).

**Action Title: Motivate every student to achieve at their highest level of ability**

**Means of Achievement: Alignment of instruction with content standards**

Action Type : Form A: Planned Improvements in Student Performance.

**Tasks :**

Engage students with High Quality First Instruction lessons every day in every course  
Build in Tutorial time twice per month to allow students to access teachers for make-up work, test taking, and tutoring  
Continue with Advisory program to focus students on their own academic success  
Post weekly quote in all classroom and in Daily Bulletin; quotes to be focused on themes of success and hard work  
Continue with Honor Roll, Academic Awards Nights, & other celebrations of academic achievement

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Purchase t-shirts for all Advanced Placement students  
 Continue to recruit high-performing students to apply for CSF each grading period; increase number of CSF Life Members  
 Establish system for holding Student Study Team (SST) meetings each month in order to identify RTI (Response to Intervention) strategies for individual students  
 Determine which activities and events are related to academic eligibility and publicize these widely  
 Identify bilingual students who meet the qualifications for the State Seal of Bi-literacy and submit their names to CDE for certification and diploma stickers

**Measures :**

Grade reports  
 Increase in students on Honor Roll  
 Decrease in students on ineligibility list  
 Increase in students passing AP tests  
 Increase in the number of students qualifying for CSF Life Membership and the Seal of Bi-literacy

**People Assigned :**

Principal  
 Vice Principal  
 Teachers  
 Counselor

**Start Date :** 8/12/2015

**Completion Date :** 6/3/2016

Funding Resources	Related Expenditures	Estimated Cost
Discretionary	Honor Roll Celebrations	\$1,000
Site Supplemental and Concentration	Substitutes for SST meetings	\$1,500
Lottery: Unrestricted	AP t-shirts for staff and students	\$500

**Action Title: Implement Strategic Schooling Model in all Academic and Elective Areas**

**Means of Achievement: Alignment of instruction with content standards**

**Action Type :** Form A: Planned Improvements in Student Performance.

**Tasks :**

Inform students of lesson objective and connection to Common Core State Standards  
 Provide support for "target" students; establish criteria for identification of "target" students in each class/grade level at the start of the year  
 Give students feedback via Goal Setting, Advisory Lessons, & posting of student work in classrooms  
 Include frequent and varied checks for understanding; incorporate methods for students to "show what they know"  
 Incorporate instructional strategies that maintain student engagement (GLAD, pictures, hands-on, "2:10" teacher/student talk ratio)

**Measures :**

MAP and CELDT Data  
 SBAC results  
 CAHSEE Data  
 Fitness and BMI data in PE  
 Teacher lesson plans with standards posted for all lessons  
 Classroom observations by site administrators

**People Assigned :**

All teachers  
 Principal  
 Vice Principal

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Start Date : 8/12/2015

Completion Date : 6/3/2016

**Action Title: Plan for Ongoing Assessment and Monitoring of Student Achievement**

**Means of Achievement: Alignment of instruction with content standards**

Action Type : Form A: Planned Improvements in Student Performance.

**Tasks :**

Evaluate test results (SBAC, MAP, CELDT, CAHSEE, AP, SAT & ACT) to determine relative strengths and areas for growth; provide data for full staff to assess and evaluate during Staff Meeting time  
Utilize unit and chapter exams from core curriculum to monitor mastery of skills  
Use individual whiteboards and other methods in the classroom to informally/instantly monitor student understanding and adjust instruction, as needed  
Increase opportunities for students to self-evaluate and peer evaluate work and progress  
Weekly timed assessments in PE classes

**Measures :**

Results of formal assessment measures  
Classroom observation of methods to monitor student understanding  
PE fitness results

**People Assigned :**

Teachers  
Principal  
Vice Principal

Start Date : 8/12/2015

Completion Date : 6/3/2016

**Action Title: Support the Needs of All Learners Through Differentiated Instruction and Extended Programs**

**Means of Achievement: Alignment of instruction with content standards**

Action Type : Form A: Planned Improvements in Student Performance.

**Tasks :**

Include academic vocabulary instruction and other literacy skills in all subject areas  
Daily ELD instruction for all students achieving at Intermediate or below on the CELDT  
Implementation of curriculum designed specifically for LTEL (Long Term English Learner) students  
Maintain additional period for ELD teacher to monitor LTEL and newly RFEP students; ELD teacher to monitor progress and assist in designing appropriate support/"catch up" plans for each student  
Utilize SDAIE strategies in all classrooms and arrange peer observations to share and evaluate effectiveness of these strategies  
Utilize the Learning Center to provide homework help, tutoring, and support for all learners; continue to open the Learning Center at lunch three days per week to increase student access  
Expand Study Skills classes to include IEP students, students on 504 plans, and others identified through RTI/SST process  
Consistently utilize Student Planners in every classroom, at every grade level, to assure students have an accurate record of homework expected in each class  
Explicitly teach organization of binders, etc. to increase student success  
Summer credit recovery program and a period of Odyssey credit recovery for students who fall behind in credits  
Include an imbedded Tutorial Period every other week for students to access tutoring, mini-lessons, instructional materials, and teaching staff  
Utilize block scheduling to engage students in longer periods of high quality instruction, lab activities, etc.  
Continue to provide high-caliber Advanced Placement instruction and find methods for increasing student success on AP tests;  
search out qualified students who are EL and/or socioeconomically disadvantaged to enroll in advanced classes

# Delta High 2015-16

## Single Plan For Student Achievement Report

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Work with foster families to support the academic and emotional needs of foster youth enrolled in our schools thru counseling services and academic supports

### Measures :

Enrollment in ELD courses and support classes  
Enrollment in Study Skills courses  
Utilization of Learning Center  
Enrollment in credit recovery programs  
Logs of Tutorial access  
Enrollment in AP courses

### People Assigned :

Teaching staff  
Principal  
Vice Principal

Start Date : 8/12/2015

Completion Date : 6/3/2016

Funding Resources	Related Expenditures	Estimated Cost
Site Supplemental and Concentration	Substitute for peer observations	\$1,000
Site Supplemental and Concentration	Staff development for block scheduling	\$1,500
Lottery: Unrestricted	CAHSEE support materials	\$1,000



LEA Goal:

Student Achievement

LCAP Goal:

Not Aligned

**Goal Area : LCAP Priority 5 - Pupil Engagement**

**School Goal : Increase Student Attendance and Overall School Engagement**

At Clarksburg Middle School and Delta High School, we need every student to be here for every day of learning. Increasing student attendance will have a positive influence on graduation rates, CAHSEE passage, and student academic performance.

What data did you use to form this goal (findings from data analysis)?

Attendance rates

CAHSEE results

Graduation rates

Percentage of students on Honor Roll

What did the analysis of the data reveal that led you to this goal?

At Clarksburg Middle School and Delta High School, our attendance rates generally fall below the 97% goal each month. Absences contribute to struggling in school and poor performance rates in courses and academic testing.

What process will you use to monitor and evaluate the data?

Examination of monthly attendance reports, CAHSEE results, yearly graduation rate, and percentage of students on Honor Roll.

**Strategy:**

Staff will work together to increase attendance monitoring and to provide celebrations of student academic performance.

**Action Title: Improve attendance rates in grades 7-12**

**Means of Achievement: Alignment of instruction with content standards**

Action Type : Form A: Planned Improvements in Student Performance.

Tasks :

Establish a site based SARB committee to meet quarterly or as needed to address specific truancy cases

Provide positive incentives for 97% attendance or better each quarter

Continue weekly detention for students who are tardy to class

Continue classroom expectations and incentives for being in class on time

Effectively communicate Independent Study Contract requirements to all families; communicate vacations and encourage all families to travel during non-school weeks

Measures :

Meeting site goal of 97% attendance or better in each month of the school year

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Decrease in student tardies to class  
Decrease in number of students assigned to detention for attendance/tardy issues  
Reduction in Independent Study Contracts throughout the year

**People Assigned :**

Principal  
Vice Principal  
Teaching staff

Start Date : 8/12/2015

Completion Date : 6/3/2016

Funding Resources	Related Expenditures	Estimated Cost
Discretionary	Positive incentives/rewards	\$2,000

**Action Title: Increase number of students passing CAHSEE Math and CAHSEE ELA in Sophomore year**

**Means of Achievement: Alignment of instruction with content standards**

Action Type : Form A: Planned Improvements in Student Performance.

**Tasks :**

Utilize bi-monthly tutorial sessions for CAHSEE prep prior to March CAHSEE administration  
Identify students who have not passed CAHSEE and provide additional supports for these students

**Measures :**

Increased passage of both ELA and Math sections of CAHSEE during first administration in Sophomore year  
All students passing both sections of CAHSEE prior to graduation

**People Assigned :**

Principal  
Vice Principal  
Counselor

Start Date : 8/12/2015

Completion Date : 6/3/2016

**Action Title: Support 100% graduation rate for students entering Senior year at Delta High School**

**Means of Achievement: Alignment of instruction with content standards**

Action Type : Form A: Planned Improvements in Student Performance.

**Tasks :**

Scrutinize and evaluate all transcripts during the registration process to assure that all graduation requirements are incorporated in student schedules  
Maintain ongoing communication with parents and students about grades in grades 7-12  
Direct senior students to support via tutorial periods  
Maintain summer school program and credit recovery period for students to repeat/re-do failed classes  
Monitor Community Service Hours and guide students to opportunities to meet this requirement prior to the mid-point of their senior year

**Measures :**

Percent of students starting senior year compared to students meeting all graduation requirements by graduation

People Assigned :

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**People Assigned :**  
Principal  
Vice Principal  
Counselor  
Teaching staff

**Start Date :** 8/12/2015

**Completion Date :** 6/3/2016

**Action Title: Implement quarterly celebrations for student success**

**Means of Achievement: Alignment of instruction with content standards**

**Action Type :** Form A: Planned Improvements in Student Performance.

**Tasks :**

Implement quarterly Honor Roll celebrations for students meeting qualifications  
Establish celebrations and rewards for students maintaining 97% attendance each quarter  
Post Honor Roll, Attendance lists, College acceptance letters, and other measurements of success in public places to be viewed and celebrated by peers.

**Measures :**

Increase in number of students on Honor Roll  
Increase in individual and overall attendance rates

**People Assigned :**

Principal  
Vice Principal

**Start Date :** 8/12/2015

**Completion Date :** 6/3/2016

Funding Resources	Related Expenditures	Estimated Cost
Discretionary	Awards for academic achievement/Honor Roll	\$1,000

**Action Title: Increase involvement in Sports, ASB, and Club activities**

**Means of Achievement: Alignment of instruction with content standards**

**Action Type :** Form A: Planned Improvements in Student Performance.

**Tasks :**

Examine and update Athletic/Co-curricular handbook  
Increase participation on all athletic teams; declare all incoming 9th grade students eligible to start the school year  
Pay stipends to all coaches and advisors eligible per extra duty schedule  
Support travel athletic events off campus for each sport season; investigate offering a "fan bus" to offset the cost of the team bus  
Consider establishment of additional sports teams (softball for DHS, running club for CMS)  
Establish supports for maintaining eligibility, including the Athletic Leadership PE class  
Increase the number of clubs and other activities available on campus  
Elect a Student Government at both CMS and DHS to guide student activities  
Establish a class period for DHS Leadership and pursue enrollment that reflects the culture of our school

**Measures :**

# Delta High 2015-16 Single Plan For Student Achievement Report

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.....  
Addition of clubs, teams and activities  
Decrease in number of students who are ineligible for participation  
Increase in student participation at all events

**People Assigned :**

Principal  
Vice Principal  
Athletic Director  
Teaching Staff

**Start Date :** 8/12/2015

**Completion Date :** 6/3/2016

<b>Funding Resources</b>	<b>Related Expenditures</b>	<b>Estimated Cost</b>
Lottery: Unrestricted	Coaching, yearbook, and other stipends	\$55,000
Lottery: Unrestricted	Athletic transportation costs & supplies	\$16,000

LEA Goal:

Student Achievement

LCAP Goal:

Not Aligned

**Goal Area : LCAP Priority 6 - School Climate**

**School Goal : Provide a College Going Climate of Achievement**

Our goal for all Clarksburg Middle School and Delta High School students is that they be college and career ready by graduation from high school.

What data did you use to form this goal (findings from data analysis)?

Graduation rates  
Percentage of students meeting "a-g" requirements  
Enrollment in vocational education courses  
Discipline logs

What did the analysis of the data reveal that led you to this goal?

While the majority of our students are focused on academic success, we still have a gap between achievers and non-achievers.

What process will you use to monitor and evaluate the data?

Monthly analysis of data by Administration and Staff

**Strategy:**

Establish many avenues for engagement of students in a school culture that promotes academic success, college readiness, and career preparation.

**Action Title: Establish Distinct Cultures of Success at DHS & CMS**

**Means of Achievement: Alignment of instruction with content standards**

**Action Type :** Form A: Planned Improvements in Student Performance.

**Tasks :**

Divide administrative time equally between sites  
Continue Staff Meetings with both staffs together and an additional quarterly meeting for CMS staff to consider issues unique to the middle school  
Purchase class t-shirts for incoming 7th graders to receive at orientation  
Maintain and enhance the tradition of an 8th grade Promotional Ceremony and a 7/8 Awards Night  
Create engaging activities for each site, including college visits  
Support ASB/Student Council at both sites  
Create specific systems for CMS students to learn organization and skills for academic success during middle school (using Advisory and/or Tutorial periods)

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**Measures :**

Administrative schedule  
 Staff meeting agendas and minutes  
 Promotional and Awards Night programs  
 College visit documentation  
 Lesson plans for Advisory & Tutorial

**People Assigned :**

Principal  
 Vice Principal  
 Teaching staff  
 Counselor  
 AVID coordinator

**Start Date :** 8/12/2015

**Completion Date :** 6/3/2016

Funding Resources	Related Expenditures	Estimated Cost
Discretionary	7th grade t-shirts	\$500
Lottery: Unrestricted	PSAT registration for 10th grade students	\$1,000
Lottery: Unrestricted	Transportation to college field trips	\$1,000
Lottery: Unrestricted	ACT/SAT/PSAT prep programs	\$1,000

**Action Title: Implement routines in every class that promote student preparation, punctuality, and participation**

**Means of Achievement: Alignment of instruction with content standards**

**Action Type :** Form A: Planned Improvements in Student Performance.

**Tasks :**

All teachers will expect that students are in seat at bell, materials ready, planner out, homework ready to turn in  
 All teachers will require students to utilize their Student Planner to record homework in all classes  
 Daily instruction will begin promptly at the bell to promote timeliness to class  
 All teachers will incorporate a focused note taking strategy to encourage student engagement with course material (Cornell notes, etc).  
 Students will be systematically taught organizational skills necessary for academic success in each course

**Measures :**

Student notes  
 Student Planners  
 Student notebooks  
 Classroom observations

**People Assigned :**

Teaching Staff  
 Principal  
 Vice Principal

Start Date : 8/12/2015

Completion Date : 6/3/2016

**Action Title: Enhance the College Going Culture**

**Means of Achievement: Alignment of instruction with content standards**

Action Type : Form A: Planned Improvements in Student Performance.

**Tasks :**

Gain approval of additional "a-g" coursework, as needed  
Increase the number of students meeting "a-g" requirements each year, especially EL and SED students  
Engage in thorough analysis of student transcripts to assure graduation requirements and "a-g" coursework is complete  
Utilize the EAP testing program to place graduating seniors in CSU/CC coursework  
Utilize Advisory periods for college workshops, ACT/SAT prep, etc.  
Enroll all 10th grade students in PSAT  
Increase the number of students taking the SAT, ACT, ASVAB, AP, and PSAT exams  
Maintain partnership with elementary "Touch a College" program  
Provide students and families opportunities to attend field trips to local college campuses  
Maintain and expand the AVID program  
Create 4-year high school plans for all 8th grade students

**Measures :**

Number of students meeting "a-g" requirements  
Listing of approved "a-g" coursework  
Advisory lessons  
College field trip fliers  
AVID enrollment  
Copies of 4 year plans for all incoming 9th graders  
Scores for students taking college entry tests (SAT, ACT, etc.)

**People Assigned :**

Principal  
Vice Principal  
Counselor

Start Date : 8/12/2015

Completion Date : 6/3/2016

**Action Title: Enhance our safe school environment through mentoring and counseling support**

**Means of Achievement: Alignment of instruction with content standards**

Action Type : Form A: Planned Improvements in Student Performance.

**Tasks :**

Training and support for peer counselors at both CMS and DHS  
Continue partnerships with outside agencies to provide group and individual counseling  
Maintain an anti-bullying program at both sites, including a "Bullying Hotline"  
Continue refinement and practice of Emergency Drills; maintain necessary materials for actual emergencies  
Utilize Advisory Program to build mentoring relationships between student, teachers, and community members

**Delta High 2015-16**  
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**Measures :**

Peer counselor logs  
Counseling group logs  
Bullying hotline results  
Emergency procedure protocols  
Advisory lessons

**People Assigned :**

Principal  
Vice Principal  
Counselor

**Start Date :** 8/12/2015

**Completion Date :** 6/3/2016

<b>Funding Resources</b>	<b>Related Expenditures</b>	<b>Estimated Cost</b>
Discretionary	Anti-bullying programs and materials	\$1,000



**LEA Goal:**

Student Achievement

**LCAP Goal:**

Not Aligned

**Goal Area : LCAP Priority 7 - Course Access**

**School Goal : Provide a wide variety of courses to engage and prepare students**

All Clarksburg Middle School and Delta High School students will have access to advanced course work and engaging elective courses which motivate and prepare them for college and career.

**What data did you use to form this goal (findings from data analysis)?**

Enrollment in Ag, Art, AVID and Foreign Language courses  
Enrollment in all AP courses  
Students completing Alg I, Geometry and Alg II series

**What did the analysis of the data reveal that led you to this goal?**

CMS and DHS students have the opportunity to enroll in a breadth of courses to meet their educational needs and prepare them for life after middle and high school. However, additional focus must be paid to supporting students in passing course work and to availing themselves of more advanced classes. Added focus must also be maintained on assuring that all courses reflect the diversity of our total school population.

**What process will you use to monitor and evaluate the data?**

Evaluation of course enrollments, student transcripts, and course request forms.

**Strategy:**

During yearly registration process, students and families will be informed about all available coursework. Transcripts and grade reports will be utilized to tailor enrollment in the appropriate educational path for each individual student.

**Action Title: Expand enrollment in CP, Honors, and AP courses**

**Means of Achievement: Alignment of instruction with content standards**

**Action Type :** Form A: Planned Improvements in Student Performance.

**Tasks :**

Maintain current course offerings and explore adding additional courses  
Continue to train AP teachers each summer  
Examine enrollment numbers to ensure equity and access in CP, Honors and AP enrollment  
Actively recruit eligible EL and SED students to enroll in Honors and AP courses  
Continue use of Tutorial periods to support academic achievement

**Measures :**

Course catalog  
Course enrollments

**Delta High 2015-16**  
**Single Plan For Student Achievement Report**

Counseling logs  
 Registration materials and course selection sheets

**People Assigned :**

Principal  
 Vice Principal  
 Counselor

**Start Date :** 8/12/2015

**Completion Date :** 6/3/2016

Funding Resources	Related Expenditures	Estimated Cost
Discretionary	Print course catalogs	\$2,000
Site Supplemental and Concentration	Translation of registration materials	\$500

**Action Title: Increase the number of students completing CP Math series**

**Means of Achievement: Alignment of instruction with content standards**

**Action Type :** Form A: Planned Improvements in Student Performance.

**Tasks :**

- Increase the number of students completing Algebra I, Geometry, and Algebra II with grades of C or better
- Increase the number of students completing math through AP Calculus and/or AP Statistics
- Provide math support and tutoring to students in need of additional help
- Continue EMITS training for math teachers
- Investigate peer tutors for CMS math courses and Algebra I at DHS
- Actively support the recruitment and maintenance of highly qualified math teachers

**Measures :**

- Enrollment in all math courses
- Grade reports for all math courses
- Tutoring schedule

**People Assigned :**

Principal  
 Vice Principal  
 Counselor  
 Math teachers

**Start Date :** 8/12/2015

**Completion Date :** 6/3/2016

Funding Resources	Related Expenditures	Estimated Cost
Site Supplemental and Concentration	Math support materials	\$1,000
Site Supplemental and Concentration	Training for new math staff	\$1,396

**Action Title: Maintain and increase participation in the Music and Arts Programs**

**Means of Achievement: Alignment of instruction with content standards**

**Action Type :** Form A: Planned Improvements in Student Performance.

**Tasks :**

Single Plan For Student Achievement Report

Work in tandem with community members and professionals in the arts  
 Create a school Arts Festival and art exhibit to be on display during Awards Nights  
 Support a community band  
 Support a drama program  
 Increase student exposure to quality arts programs through field trips and community partnerships  
 Obtain scholarships for students in the arts  
 Nominate for "Dedication to the Arts" awards  
 Purchase necessary materials for all art and music courses  
 Support student involvement in Honor Band/Honor Choir and other outside music activities

**Measures :**

Enrollment in Visual and Performing Arts courses  
 Field trip fliers  
 Drama production program  
 Student artwork displayed in classrooms and hallways

**People Assigned :**

Principal  
 Vice Principal  
 Counselor  
 Art and Music teachers

**Start Date :** 8/12/2015

**Completion Date :** 6/3/2016

Funding Resources	Related Expenditures	Estimated Cost
Discretionary	Purchase drama scripts	\$1,000
Discretionary	Music program materials	\$1,000
Discretionary	Art materials and supplies	\$3,000
Discretionary	Professional development for VAPA teachers	\$1,000

**Action Title: Maintain and increase participation in the Agriculture/FFA program**

**Means of Achievement: Alignment of instruction with content standards**

**Action Type :** Form A: Planned Improvements in Student Performance.

**Tasks :**

Further develop the Ag Education pathway with attention paid to site ability to offer "capstone courses"  
 Continue development of Ag Discovery Program at CMS  
 Increase "a-g" offerings in the Ag Dept and enhance Junior College articulation  
 Support students in a variety of SAE projects  
 Maintain and explore replacement of Ag vehicles  
 Support students in achieving the 3 or 4 year Ag Student awards given at graduation  
 Maintain the yearly calendar of FFA activities and programs for our students  
 Support Ag teachers in travel for FFA activities and events  
 Purchase/replace materials and equipment for Vocational Education courses  
 Implement the new Viticulture and Environmental Science course  
 Plan and train staff for the new Veterinary Tech program, to be started in the 2016-17 school year

**Measures :**

Enrollment in Ag courses  
 FFA membership  
 Catalog listing course offerings in the Ag Department

**People Assigned :**

**Delta High 2015-16**  
**Single Plan For Student Achievement Report**

**People Assigned :**  
 Principal  
 Vice Principal  
 Counselor  
 Ag Teachers

**Start Date :** 8/12/2015

**Completion Date :** 6/3/2016

Funding Resources	Related Expenditures	Estimated Cost
Vocational Programs: Voc & Appl Tech Secondary II C, Sec 131 (Carl Perkins Act)	Materials for Construction, Mechanics and Floral classes	\$5,000
Agricultural Vocational Incentive Grants	Materials for Ag courses and programs	\$3,473
Agricultural Vocational Incentive Grants	Conference, registration, and travel costs for Ag teachers and program	\$10,000
Agricultural Vocational Incentive Grants	Ag Teacher stipends	\$3,000

**Action Title: Increase enrollment in Foreign Language courses**

**Means of Achievement: Alignment of instruction with content standards**

**Action Type :** Form A: Planned Improvements in Student Performance.

**Tasks :**

- Configure the Spanish program to maintain levels 1, 2, 3 and AP
- Examine rigor expectations and entrance requirements for Spanish 1
- Provide examination for students to skip Spanish 1 and enter at Spanish 2
- Examine the possibility of "Native Speakers" track
- Explore offering foreign language as an elective to college-bound 8th grade students
- Increase enrollment in Spanish III and AP
- Explore the addition of other foreign language offerings
- Promote field trip opportunity for advanced students to take a course-related field trip (Spanish 3 and AP students)

**Measures :**

- Enrollment in all levels of Spanish course work
- Course offerings in course catalog

**People Assigned :**

Principal  
 Vice Principal  
 Counselor  
 Spanish teacher

**Start Date :** 8/12/2015

**Completion Date :** 6/3/2016

Funding Resources	Related Expenditures	Estimated Cost
Discretionary	Professional development for new Spanish teacher	\$1,000

**Action Title: Increase enrollment in AVID**

**Means of Achievement: Alignment of instruction with content standards**

**Action Type :** Form A: Planned Improvements in Student Performance.

**Tasks :**

- Maintain AVID as an elective in grades 7-12

**Delta High 2015-16**  
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Increase the number of students who remain enrolled through graduation, with particular emphasis on recruiting students who are EL, first generation college students, or SED  
Check master schedule for conflicts that hinder registering for AVID classes  
Provide continued training for our AVID instructors  
Continue to utilize AVID strategies schoolwide (ex: focused note taking, Socratic seminars)  
AVID presentations at feeder schools and/or during 6th grade visits to CMS  
Provide certificates and cords at Senior Awards Night for completing years in AVID

**Measures :**

Enrollment numbers in all grade levels of AVID

**People Assigned :**

Principal  
Vice Principal  
Counselor  
AVID Coordinator  
AVID teachers

**Start Date :** 8/12/2015

**Completion Date :** 6/3/2016

<b>Funding Resources</b>	<b>Related Expenditures</b>	<b>Estimated Cost</b>
Discretionary	Professional development for AVID staff	\$1,000

LEA Goal:

Student Achievement

LCAP Goal:

Not Aligned

**Goal Area : LCAP Priority 8 - Other Pupil Outcomes**

**School Goal : Positively impact the academic achievement of all students**

Examine statistics of achievement for all Clarksburg Middle and Delta High School students to assure the elimination of disproportional academic success between student subgroups.

What data did you use to form this goal (findings from data analysis)?

Analysis of student performance on quarterly grade reports and students listed on ineligibility list.

What did the analysis of the data reveal that led you to this goal?

Results from the last round of CST testing (2013) revealed an achievement gap between White and Hispanic students on our campus. Also, students with low socioeconomic status fall behind in academic achievement. These statistics are also reflected in quarterly grade reporting and our site ineligibility list.

What process will you use to monitor and evaluate the data?

Quarterly analysis of ineligibility list and ongoing analysis of grading and testing results.

**Strategy:**

Provide data to staff on students needing additional assistance to achieve academic and social success on our campus. Create schoolwide supports to assist all students in achieving academic success.

**Action Title: Decrease the number of students on the academic ineligibility list each quarter**

**Means of Achievement: Alignment of instruction with content standards**

Action Type : Form A: Planned Improvements in Student Performance.

Tasks :

Share confidential ineligibility list with staff each quarter  
Analyze data related to students on each list (number of quarters ineligible, etc.)  
Hold SST meetings for students on ineligibility list to identify supports provided and engage parents in plan for improvement  
Utilize School Loop to provide current and upcoming assignment information for students and parents

Measures :

Decrease in number of students ineligible each quarter  
Proportionality of students on ineligibility list with total student population

**Delta High 2015-16**  
**Single Plan For Student Achievement Report**

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**People Assigned :**  
Principal  
Vice Principal  
Counselor  
Teaching staff

**Start Date :** 8/12/2015

**Completion Date :** 6/3/2016

**Action Title: Provide alternatives to suspension that keep students in school**

**Means of Achievement: Alignment of instruction with content standards**

**Action Type :** Form A: Planned Improvements in Student Performance.

**Tasks :**

Examine alternatives to off campus suspension for students committing non-violent offenses  
Examine supports to make on-campus suspension more successful  
Pursue training for administrative staff on California Education Code 48900 and alternatives to suspension  
Communicate with full teaching staff to ensure support for alternatives to suspension and related plans for students to be held academically responsible for work missed during any assigned consequence  
Design systems of detention, campus clean-up, counseling, and other community service opportunities to assign to students

**Measures :**

Decrease in number of students suspended and total number of days suspended  
Increase in student achievement based on student accountability and class attendance

**People Assigned :**

Principal  
Vice Principal  
Counselor  
Teaching staff

**Start Date :** 8/12/2015

**Completion Date :** 6/3/2016

**Action Title: Maintain Advisory Program**

**Means of Achievement: Alignment of instruction with content standards**

**Action Type :** Form A: Planned Improvements in Student Performance.

**Tasks :**

Establish 4th year of Advisory Lessons with students in first period classrooms  
Build relationships between first period teachers and students to assist in positive mentoring of students  
Focus Advisory curriculum on student achievement and academic success

**Measures :**

Increase in student responsibility for their own academic success (using School Loop, reflecting on academic progress)  
Decrease in students failing required course work (measured by decreased numbers on D and F list each quarter)

**People Assigned :**

Delta High 2015-16  
Single Plan For Student Achievement Report

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Principal  
Vice Principal  
Teaching staff

Start Date : 8/12/2015

Completion Date : 6/3/2016

**Action Title: Continue Tutorial Program**

**Means of Achievement: Alignment of instruction with content standards**

Action Type : Form A: Planned Improvements in Student Performance.

**Tasks :**

Continue bi-monthly tutorial program using Advisory bell schedule  
Work with staff to solidify expectations for all students to utilize tutorial to maximum effectiveness  
Incorporate ongoing evaluation of program into staff collaboration time to ensure success

**Measures :**

Log of students utilizing tutorial in each classroom  
Decrease in students on ineligibility list  
Decrease in number of D and F grades  
Increase in number of students on Honor Roll

**People Assigned :**

Principal  
Vice Principal  
Teaching staff

Start Date : 8/12/2015

Completion Date : 6/3/2016

**Action Title: Implement recommendations from WASC 3-year Accreditation Process**

**Means of Achievement: Alignment of instruction with content standards**

Action Type : Form A: Planned Improvements in Student Performance.

**Tasks :**

Address the Schoolwide Areas for Follow-up in the SPSA and in site staff collaborations for the next 3 years  
Engage in ongoing preparation for full self-study and WASC visitation in 2017-18

**Measures :**

Follow-up areas reflected in SPSA for next three years  
Readiness for visitation in 2017-18

**People Assigned :**

Principal  
Vice Principal



**Delta High 2015-16**  
**Single Plan For Student Achievement Report**

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Teaching staff

Start Date : 8/12/2015

Completion Date : 6/3/2016

**Delta High 2015-16**  
**Single Plan For Student Achievement Report**

**Funding Programs Included in this Plan**

Each state and federal categorical program in which the school participates.

Total Site Plan Budget : **\$152,401**

Total Annual Expenditures for Current School Plan: **(\$152,401)**

Balance: **\$0**

<b>Funding Resource Code</b>	<b>Funding Source</b>	<b>Allocation / Expenditure</b>
<b>1100</b>	<b>Lottery: Unrestricted</b>	<b>\$78,361</b>
	Action: Establish Distinct Cultures of Success at DHS & CMS	(\$3,000)
	Action: Increase communication to parents about student achievement	(\$1,500)
	Action: Increase involvement in Sports, ASB, and Club activities	(\$71,000)
	Action: Motivate every student to achieve at their highest level of ability	(\$500)
	Action: Purchase instructional materials and supplies to support student achievement	(\$1,361)
	Action: Support the Needs of All Learners Through Differentiated Instruction and Extended Programs	(\$1,000)
	<b>Balance:</b>	<b>\$0</b>
<b>7010</b>	<b>Agricultural Vocational Incentive Grants</b>	<b>\$16,473</b>
	Action: Maintain and increase participation in the Agriculture/FFA program	(\$16,473)
	<b>Balance:</b>	<b>\$0</b>
<b>710</b>	<b>Site Supplemental and Concentration</b>	<b>\$8,896</b>
	Action: Expand enrollment in CP, Honors, and AP courses	(\$500)
	Action: Increase the number of students completing CP Math series	(\$2,396)
	Action: Motivate every student to achieve at their highest level of ability	(\$1,500)
	Action: Participate in ongoing professional development to enhance expertise in Common Core State Standards	(\$2,000)
	Action: Support the Needs of All Learners Through Differentiated Instruction and Extended Programs	(\$2,500)
	<b>Balance:</b>	<b>\$0</b>
<b>100</b>	<b>Discretionary</b>	<b>\$43,671</b>
	Action: Enhance our safe school environment through mentoring and counseling support	(\$1,000)
	Action: Establish Distinct Cultures of Success at DHS & CMS	(\$500)
	Action: Expand enrollment in CP, Honors, and AP courses	(\$2,000)
	Action: Implement quarterly celebrations for student success	(\$1,000)
	Action: Improve attendance rates in grades 7-12	(\$2,000)
	Action: Increase enrollment in AVID	(\$1,000)

## Single Plan For Student Achievement Report

	Action: Increase enrollment in Foreign Language courses	(\$1,000)
	Action: Maintain and improve campus facilities and grounds	(\$1,000)
	Action: Maintain and increase participation in the Music and Arts Programs	(\$6,000)
	Action: Motivate every student to achieve at their highest level of ability	(\$1,000)
	Action: Provide support materials for Common Core State Standard implementation	(\$1,121)
	Action: Purchase instructional materials and supplies to support student achievement	(\$12,000)
	Action: Purchase, lease, and maintain equipment and technology for student and staff usage	(\$14,050)
	<b>Balance:</b>	<b>\$0</b>

**School Site Council Membership**

Education Code Section 64001(g) requires that the SPSA be reviewed and updated at least annually, including proposed expenditures of funds allocated to the School through the Consolidated Application, by the school site council. The current make-up of the school site council is as follows:

Name	Represents	Contact Info	Reviewed Plan Date
Laura Uslan	Principal	<i>Laura Uslan</i>	7/15/2015
Corrie Soderlund	Classroom Teacher	<i>Corrie Soderlund</i>	7/15/2015
Jenny Strom	Classroom Teacher	<i>Jenny Strom</i>	7/15/2015
Kristina Roys	Classroom Teacher	<i>Kristina Roys</i>	7/15/2015
Jennifer Walker	Classroom Teacher	<i>J. Walker</i>	7/15/2015
Mary Weathers	Other School Staff	<i>Mary Weathers</i>	7/15/2015
Nancy Kirchhoff	Parent or Community Member	<i>Nancy Kirchhoff</i>	7/15/2015
Sally Christie	Parent or Community Member	<i>Sally Christie</i>	7/15/2015
Ana Jimenez	Parent or Community Member	<i>Ana Jimenez</i>	7/15/2015
Otilio Patino	Secondary Student	<i>Otilio Patino</i>	7/15/2015
Lauren Christie	Secondary Student	<i>Lauren Christie</i>	7/15/2015
Alexis Clark	Secondary Student	<i>Alexis Clark</i>	7/15/2015

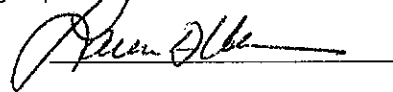
**Total Number of Committee Members**

	Principal	ClassRoom Teacher	Other School Staff	Parent or Community Member	Secondary Student
Number of Members of each Category	1	4	1	3	3

**Recommendations and Assurances**

The school site council (SSC) recommends this school plan and proposed expenditures to the district governing board for approval and assures the board of the following:

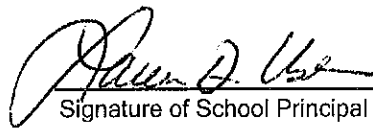
1. The SSC is correctly constituted and was formed in accordance with district governing board policy and state law.
2. The SSC reviewed its responsibilities under state law and district governing board policies, including those board policies relating to material changes in the Single Plan for Student Achievement (SPSA) requiring board approval.
3. The SSC sought and considered all recommendations from the following groups or committees before adopting this plan.

 Signature


4. The SSC reviewed the content requirements for school plans of programs included in this SPSA and believes all such content requirements have been met, including those found in district governing board policies and in the local educational agency plan.
5. This SPSA is based on a thorough analysis of student academic performance. The actions proposed here in form a sound, comprehensive, coordinated plan to reach stated school goals to improve student academic performance.
6. This SPSA was adopted by the SSC at a public meeting on: 7/15/2015

Attested:

Laura Uslan, Principal  
\_\_\_\_\_  
Typed name of School Principal

 \_\_\_\_\_  
Signature of School Principal 6-17-15-15  
\_\_\_\_\_  
Date

Corrie Soderlund  
\_\_\_\_\_  
Typed name of SSC Chairperson

 \_\_\_\_\_  
Signature of SSC Chairperson 7-15-15  
\_\_\_\_\_  
Date

**Analysis of Current Educational Practice**

**1. Use of state and local assessments to modify instruction and improve student achievement (ESEA):**

SBAC and MAP test results, as well as other data, are utilized throughout the year to evaluate student achievement in order to modify instruction.

**2. Use of data to monitor student progress on curriculum-embedded assessments and modify instruction (EPC):**

MAP testing for EL students is conducted 3 times per school year to assess the instructional program and to modify curriculum and supports for EL students. SBAC testing is conducted for indicated grades in the Spring. Ongoing curriculum assessments are utilized across all subject areas.

**3. Status of meeting requirements for highly qualified staff (ESEA):**

All staff members have been certified as Highly Qualified.

**4. Principals' Assembly Bill (AB) 75 training on State Board of Education (SBE) adopted instructional materials (EPC):**

All teachers have been trained on adopted instructional materials.

**5. Sufficiency of credentialed teachers and teacher professional development (e.g. access to AB 466 training on SBE-adopted instructional materials) (EPC):**

Teachers have access to AB 466 training when hired.

**6. Alignment of staff development to content standards, assessed student performance, and professional needs (ESEA):**

Currently all teachers are teaching within their credentialed area of expertise. Staff routinely attends professional development activities in their subject areas during the year or during summer months. Professional development is provided for staff based on our site-wide focus, the request of individual staff members, or as part of the district in-service days.

**7. Ongoing instructional assistance and support for teachers (e.g., use of content experts and instructional coaches) (EPC):**

Content experts and instructional coaches from Sacramento County Office of Education are utilized to support staff development and student achievement.

**8. Teacher collaboration by grade level (K-8) and department (9-12) (EPC):**

Teachers collaborate during Wednesday release time each week. Teachers also meet to collaborate by department and in cross-curricular teams.

**9. Alignment of curriculum, instruction, and materials to content and performance standards (ESEA):**

Our school uses both state and local assessments to modify instruction, improve, and monitor student achievement. Students are routinely assessed using standards-based materials which are designed to check progress. The staff utilizes curriculum-embedded assessments to monitor student progress for mastery. Both staff and administration use SBAC, MAP, CAHSEE, and CELDT assessment data to determine placement in core courses, intervention/support courses, instructional groups, SST referrals, GATE placements, at-risk referrals, ELL reclassification, AVID placement, and overall school wide and sub group progress.

**10. Adherence to recommended instructional minutes for reading/language arts and mathematics (K-8) (EPC):**

Students are enrolled in the appropriate number of instructional minutes for ELA and Mathematics in grades 7-8.

**11. Lesson pacing schedule (K-8) and master schedule flexibility for sufficient numbers of intervention courses (EPC):**

District pacing guides are used in core classes. The master schedule includes study skills intervention classes.

**12. Availability of standards-based instructional materials appropriate to all student groups (ESEA):**

Standards based materials are available in all subject areas; supplemental materials are available for ELD student instruction.

**13. Use of SBE-adopted and standards-aligned instructional materials, including intervention materials, and for high school students, access to standards-aligned core courses (EPC):**

All materials are SBE adopted and standards aligned.

**14. Services provided by the regular program that enable underperforming students to meet standards (ESEA):**

## Delta High 2015-16 Single Plan For Student Achievement Report

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All underperforming students receive differentiated instruction, SDAIE strategies, and supplemental material from adopted curriculum during the regular school day. Classroom teachers meet varying needs of underperforming students using research based, adopted instructional materials, differentiated grouping, and the use of extra support materials that supplement the core instructional program.

Special Education students are provided with an Individual Education Plan that is implemented by a team of teachers, parents, and administrators. Student Study Team meetings provide an avenue for staff to determine and give input into developing successful strategies for student success.

### **15. Research-based educational practices to raise student achievement at this school (ESEA):**

Teachers use GLAD strategies and other research-based practices on a daily basis to raise student achievement.

### **16. Resources available from family, school, district, and community to assist under-achieving students (ESEA):**

The School Site Council, English Language Advisory Council, Heavenly Boosters, and the AG Advisory Committee openly discuss resources with parents and staff to assist students at home and increase involvement at the school.

### **17. Involvement of parents, community representatives, classroom teachers, other school personnel, and students in secondary schools, in the planning, implementation, and evaluation of consolidated application programs. (5 CCR 3932):**

All groups are represented on the District Advisory Committee in support of evaluating the consolidated application.

### **18. Services provided by categorical funds that enable underperforming students to meet standards (ESEA) :**

Categorical funds are used to provide staff the necessary professional development and materials for regular school day activities. Additionally, student based materials, equipment, and technology have been provided for staff and student use to meet the standards.

### **19. Fiscal support (EPC):**

Fiscal support from the school district (LEA) is used to fund intervention programs and to provide support staffing.

**BOARD OF TRUSTEES**  
**RIVER DELTA UNIFIED SCHOOL DISTRICT**  
445 Montezuma Street  
Rio Vista, CA 94571-1651



**BOARD AGENDA BRIEFING**

Meeting Date: August 11, 2015

Attachments:  X

From: Don Beno, Superintendent

Item Number: 9.3.1

**SUBJECT:**

Williams Settlement Public Notification regarding sufficiency of teachers, facilities, CAHSEE, and textbook and instructional materials.

Action:

Consent Action:

Information Only:  X

**Background:**

The Williams Settlement requires that all students have qualified teachers, appropriate instructional materials and that their schools be clean and safe. The settlement holds schools accountable for delivering these fundamental elements. Education Code 35186 BP 13124 also requires the district to provide quarterly reports regarding Williams Settlement compliance.

**Status:**

The district has received no complaints this quarter.

**Presenter:**

Don Beno, Superintendent

**Other People Who Might Be Present:**

None

**Cost &/or Funding Sources**

No cost to the district

**Recommendation:**

That the board receives this item as fulfillment of Williams Settlement requirements.

Time: \_\_\_\_\_



## Trisha Salomon

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**From:** support@scoe.net  
**Sent:** Monday, July 13, 2015 2:59 PM  
**To:** Trisha Salomon  
**Subject:** Williams UCP Report Submission

\*\*\* COPY OF YOUR SUBMISSION \*\*\*

The following Williams UCP Quarterly Report information has been submitted. The form was submitted on 07/13/15. Questions about this report should be directed to Cyndi Kroeck: (916) 228-2672 or [ckroeck@scoe.net](mailto:ckroeck@scoe.net).

----- NAME: Trisha Salomon

TITLE: Secretary  
PHONE: (707)374-1729  
EMAIL: [tsalomon@riverdelta.k12.ca.us](mailto:tsalomon@riverdelta.k12.ca.us)  
DISTRICT: River Delta Unified School District  
YEAR: 2014  
QUARTER: Quarter 4 (April-June)  
TEXTBOOKS\_NUM\_COMPLAINTS: 0  
TEXTBOOKS\_NUM\_RESOLVED: 0  
TEXTBOOKS\_NUM\_UNRESOLVED: 0  
FACILITIES\_NUM\_COMPLAINTS: 0  
FACILITIES\_NUM\_RESOLVED: 0  
FACILITIES\_NUM\_UNRESOLVED: 0  
TEACHERS\_NUM\_COMPLAINTS: 0  
TEACHERS\_NUM\_RESOLVED: 0  
TEACHERS\_NUM\_UNRESOLVED: 0  
CAHSEE\_NUM\_COMPLAINTS: 0  
CAHSEE\_NUM\_RESOLVED: 0  
CAHSEE\_NUM\_UNRESOLVED: 0  
PRESENTED\_TO\_DISTRICT: Yes  
INCLUDES\_ALL\_SITES: Yes  
RESOLUTION\_DESCRIPTION: N/A

Sender: 50.250.206.60 Mozilla/5.0 (Windows NT 6.1; WOW64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/43.0.2357.132 Safari/537.36

**BOARD OF TRUSTEES  
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street  
Rio Vista, CA 94571-1651



**BOARD AGENDA BRIEFING**

Meeting Date: August 11, 2015

Attachments: \_\_\_x\_\_\_

From: Don Beno, Superintendent

Item Number: 10.1

**SUBJECT** Request to approve the minutes of the Board of Trustee's meeting held on July 6, 2015.

Action: \_\_\_\_\_  
Consent Action: x  
Information Only: \_\_\_\_\_

**Background:**

Attached are the minutes for the Board of Trustee's meetings held on:  
July 6, 2015

**Status:**

The board is to review for approval.

**Presenter**

Jennifer Gaston, recorder

**Other People Who Might Be Present**

Board

**Cost &/or Funding Sources**

None

**Recommendation:**

That the Board approves the Minutes as submitted.

# RIVER DELTA UNIFIED SCHOOL DISTRICT

## MINUTES

### SPECIAL MEETING

July 6, 2015

1. **Call Open Session to Order** – Board President Donnelly called the Open Session of the meeting of the Board of Trustees to order at 6:05 p.m. on July 6, 2015, at Walnut Grove Elementary School, Walnut Grove, California.

2. **Roll Call of Members:**

Sarah Donnelly, President  
Alicia Fernandez, Vice President  
Don Olson, Clerk  
Seann Rooney, Member  
Marilyn Riley, Member (Absent)  
Katy Maghoney, Member  
David Bettencourt

Also present: Don Beno, Superintendent; Elizabeth Keema-Aston, Chief Business Officer, and Jennifer Gaston, Recorder.

3. The Pledge of Allegiance was led by Carrie Norris, Principal of Walnut Grove Elementary School

4. **Review and Approve the Open Session Agenda**

Board President Donnelly requested a motion to approve the Open Session Agenda.

Member Rooney moved to approve, Member Fernandez seconded. Motion carried 6 (Ayes: Donnelly, Fernandez, Olson, Rooney, Maghoney, Bettencourt): 0 (Nays): 1 (Absent: Riley)

5. **Public Comment:** None

6. **Consent Calendar**

- 6.1 Approve Board Minutes

Regular Meeting of the Board – June 23, 2015

- 6.2 Receive and Approve Monthly Personnel Reports

As of July 6, 2015

- 6.3 Monthly Expenditure Reports

June 2015

- 6.4 Request to approve the District's revised Student Disciplinary Guide – Don Beno

- 6.5 Request to approve the MOU between River Delta USD and Sacramento County Office of Education (SCOE) to participate in the Beginning Teacher Support and Assessment (BTSA) Program for FY 2015-2016 – Elizabeth Keema-Aston

- 6.6 Request to approve the funding for the APEX Learning AP Program for the 2015-2016 school year at Delta High School – Don Beno

- 6.7 Request to approve the purchase of 12 Dell Precision T1700 MT Towers, replacing outdated technology at Rio Vista High School's Computer Lab, at a cost not to exceed \$16,000 - Crane and site funds – Gabino Perez

- 6.8 Request to approve the Independent Contract for Services Agreement with Sandi Smyth for the 2015-2016 school year at a cost not to exceed \$17,000 - Special Education Funds – Sue Moehlenbrock

- 6.9 Donations

**Rio Vista High School**

Soroptimist of Rio Vista - \$250 – Softball Team

Lira's Supermarket - \$1,000 – Lira's Supermarket Scholarship Fund

Knights of Columbus Delta Council #13445 - \$500 – Knights of Columbus Scholarship Fund

Julie McCormack - \$1,000 – William E. Dole Scholarship Fund

Susan Whitesell - \$2,000 – Al Eaton Scholarship Fund

Board President Donnelly acknowledged those who donated and thanked them for their support.

Member Fernandez moved to approve, Member Rooney seconded. Motion carried 6 (Ayes: Donnelly, Fernandez, Olson, Rooney, Maghoney, Bettencourt): 0 (Nays): 1 (Absent: Riley)

Mr. Beno introduced Maria Elena Becerra as the new Principal of Bates Elementary School. Ms. Becerra is a former student, and employee of the district. Ms. Becerra thanked Mr. Beno and the Board members for giving her the opportunity to work in the district as the Bates Elementary School Principal, this is a dream come true for her and her family.

7. Adjournment: There being no further business before the Board, Board President Donnelly asked for a motion to adjourn.

Member Fernandez moved to approve, Member Olson seconded. Motion carried 6 (Ayes: Donnelly, Fernandez, Olson, Rooney, Maghoney, Bettencourt): 0 (Nays): 1 (Absent: Riley)

The meeting was adjourned at 6:11 p.m.

Submitted:

Approved:

\_\_\_\_\_  
Don Beno, Superintendent and  
Secretary to the Board of Trustees

\_\_\_\_\_  
Don Olson, Clerk, Board of Trustees

By: Jennifer Gaston, Recorder  
End

BOARD OF TRUSTEES



RIVER DELTA UNIFIED SCHOOL DISTRICT

Meeting Date: August 11, 2015

Attachments: x\_\_\_  
Item No. 10.2

SUBJECT MONTHLY PERSONNEL TRANSACTION REPORT

Action: \_\_\_\_\_  
Consent: X\_\_\_

Background

Status:

Presenter: Don Beno, Superintendent

Other People Who Might Be Present:

Cost &/or Funding Sources

Recommendation: That the Board approve the Monthly Personnel Transaction Report as submitted.

Time: \_\_\_\_\_

RIVER DELTA UNIFIED SCHOOL DISTRICT  
PERSONNEL TRANSACTION AND REPORT  
DATE: August 11, 2015

NAME	SCHOOL OR DEPARTMENT	NEW OR CURRENT POSITION	TRANSACTION, EFFECTIVE AT
			*CLOSE OF THE DAY
			**BEGINNING OF THE DAY
<b>**ADMINISTRATIVE**</b>			
Sonia Rambo	Riverview Middle School	Principal 1.0 FTE	Hired effective **TBD (Vice Dan Mahoney)
<b>**CERTIFICATED**</b>			
Kevin Tao	Clarksburg Middle/Delta High	Math Teacher 1.0 FTE	Hired effective **8/7/15 (Vice Leah Limacher)
Emmanuel Wreh	Clarksburg Middle/Delta High	Math Teacher 1.0 FTE	Hired effective **8/7/15 (Vice Vong Xiong)
Kristy Apple	D.H. White/Riverview Middle	RSP Teacher 1.0 FTE	Hired effective **8/7/15 (Vice Courtney Callen)
Jennifer Lindsay	D.H. White School	3rd Grade Teacher .80 FTE	Hired effective **8/7/15 (Vice Shauna Okusako)
Hector Reyes	Bates/Walnut Grove	Elementary Counselor 1.0 FTE	Hired effective **8/3/15 (NEW)
Christopher Krohn	D.H. White/Isleton Elem.	Elementary Counselor 1.0 FTE	Hired effective **8/3/15 (NEW)
Maryn Anderson	Clarksburg Middle/Delta High	English Teacher 1.0 FTE	Hired effective **8/7/15 (Jennifer Strom)
Andrea Pomi	D.H. White School	1st Grade Teacher 1.0 FTE	Hired effective **8/7/15 (Vice Kim Ratola)
<b>**CLASSIFIED**</b>			
Maria Larios	1st Five Walnut Grove	Secretary	Hired effective **7/30/15 (Vice Elvia Navarro)
Maria Larios	Walnut Grove Elem.	Inst. Asst. I 1 hrs/day	Hired effective **8/12/15 (NEW)
Lacey Douglas	D.H. White School	Inst. Asst. I 1.5 hrs/day	Resigned effective *7/29/15
Kristina Buenrostro	District	Speech Lang. Path Asst. 21 hrs/wk	Hired effective **8/12/15 (Vice Jennie Gornto)
LuAnn Haley	Riverview Middle School	Inst. Asst. III 6.5 hrs/day	Hired effective **8/12/15 (Vice Darla Wacht)
Gloria Lane-Ricafrente	Rio Vista High School	Inst. Asst. III 6.5 hrs/day	Hired effective **8/12/15 (Vice Daniel Flores)

**BOARD OF TRUSTEES**  
**RIVER DELTA UNIFIED SCHOOL DISTRICT**  
445 Montezuma Street  
Rio Vista, CA 94571-1651



**BOARD AGENDA BRIEFING**

Meeting Date: August 11, 2015 Attachments: X

From: Elizabeth Keema-Aston, Chief Business Officer Item No.: 10.3

---

Action Item:       
Consent Action: X  
Information Only:     

**SUBJECT:** Approve Monthly Expenditure Summary

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**Background:** The staff prepares a report of expenditures for the preceding month.

**Presenter:** Elizabeth Keema-Aston, Chief Business Officer

**Other People Who Might Be Present:**

**Cost and/or Funding Sources:**

Not Applicable

**Recommendation:**

That the Board approves the monthly expenditure summary report as submitted.

Cutoff amount: \$1.00

Select vendors with 1099 flags: of any setting.

Select payments with 1099 flags: of any setting.

Input file: Unknown Updated:

Report prepared: Mon, Aug 03, 2015, 8:24 AM



Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
013287 ACSA FOUNDATION FOR ED ADMIN 1575 BAYSHORE HIGHWAY BURLINGAME, CA 94010  (800) 608-2272 N	1,668.30	JUNE 2015 DUES SUPINTENDNT ACSA DUES	07/02/2015 07/23/2015	16300207 CL-150001 16302037 PO-160091	123.30 1,545.00	N N
014183 ANDRADE, MAYRA 286 HOWE AVE SACRAMENTO, CA 95825  ( ) - N	51.52	JUNE 15 MILEAGE	07/16/2015	16301486 CL-150099	51.52	N
012964 ASSOCIATED VALUATION SERVICES 1501 COFFEE ROAD SUITE N MODESTO, CA 95355  (209) 543-8245 N	1,023.62	4915 WITS INVENTORY	07/30/2015	16303190 PO-160231	1,023.62	N
000757 BAGBY, RICHARD PO BOX 97 CLARKSBURG, CA 95612  (916) 744-1617 Y	98.04	510200 TRANS LOCKSMITH 510199/510198 MAINT LCKSMTH SV	07/30/2015 07/30/2015	16303209 CL-150141 16303191 PO-160211	43.04 55.00	7 7
014367 BANK OF AMERICA PO BOX 15710 WILMINGTON, DE 19886-5710  ( 0) - 0 N	1,192.10	GASTON PRINTER HR PRINTER	07/16/2015 07/16/2015	16301487 CL-150118 16301487 CL-150119	596.05 596.05	N N
001560 BAUDVILLE INC 5380 52ND STREET, SE GRAND RAPIDS, MI 49512-9765  ( ) - N	349.09	2908370 ANNIVERSARY LAPEL PINS 2908370 ANNIVERSARY LAPEL PINS 2908370 ANNIVERSARY LAPEL PINS	07/30/2015 07/30/2015 07/30/2015	16303177 PO-160058 16303177 PO-160058 16303177 PO-160058	27.93 27.93 349.09	N N N
012586 BAY ALARM	6,676.86	RVHS ALARM	07/30/2015	16303202 PV-160014	313.62	N

60 BERRY DRIVE  
PACHECO, CA 94553

(209) 465-1986

N BALCO HOLDINGS

RVHS ALARM  
RVHS ALARM  
RVHS ALARM  
RVHS ALARM  
RMS ALARM  
BATES ALARM  
DO ALARM

07/30/2015	16303202	PV-160014	369.66	N
07/30/2015	16303202	PV-160014	295.20	N
07/30/2015	16303202	PV-160014	153.15	N
07/30/2015	16303202	PV-160014	1,847.76	N
07/30/2015	16303202	PV-160014	375.06	N
07/30/2015	16303202	PV-160014	244.47	N
07/30/2015	16303202	PV-160014	342.93	N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
012586 BAY ALARM (Continued...)		DO ALARM	07/30/2015	16303202 PV-160014	237.03	N
		DO ALARM	07/30/2015	16303202 PV-160014	236.16	N
		DO ALARM	07/30/2015	16303202 PV-160014	1,741.65	N
		DO ALARM	07/30/2015	16303202 PV-160014	520.17	N
002104 BEL AIR P.O. BOX 15618 SACRAMENTO, CA 95852  (888) 208-8930	321.38	DHS AG JUNE 15 SUPPLIES	07/23/2015	16302049 CL-150016	321.38	N
014377 BIRDSEYE, MICAELA 1102 22ND ST SACRAMENTO, CA 95816  (530) 519-1547	137.13	RMS CONF REIMB	07/30/2015	16303210 CL-150144	137.13	N
013642 BLACK POINT ENVIRONMENTAL INC 930 SHILOH RD BLDG 40F WINDSOR, CA 95492  (707) 837-7407	148.75	1744 PROJ#247 MAGNOLIA	07/30/2015	16303211 CL-150140	148.75	N
014372 CA DEPT OF ED OFFICE OF SCHOOL TRANS 825 RIVERSIDE PKWY STE 110 W. SACRAMENTO, CA 95605  (916) 375-7100	1,000.00	TRANS MYERS DRIVERS PROGRAM	07/16/2015	16301469 PO-160212	1,000.00	N
014364 CA STATE UNIVERSITY STANISLAUS ONE UNIVERSITY CIRCLE TURLOCK, CA 95382  ( 0) - 0	100.00	TM10434201 LEO REGISTRATION	07/16/2015	16301476 PV-160008	100.00	N
003681 CALIFORNIA AMERICAN WATER P.O. BOX 7150	773.55	WG WATER SERVICE	07/16/2015	16301477 PV-160007	218.08	N
		WG WATER SERVICE	07/16/2015	16301477 PV-160007	337.32	N

PASADENA, CA 91109-7150

WG WATER SERVICE

07/16/2015 16301477 PV-160007

218.15 N

(888) 237-1333

N

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
002344 CALIFORNIA LABORATORY SERVICES 3249 FITZGERALD ROAD RANCHO CORDOVA, CA 95742	794.22	MAINT WATER TESTING	07/16/2015	16301488 CL-150020	2,800.00	N
		MAINT WATER TESTING	07/16/2015	16301488 CL-150020	2,632.00	N
		5071218 MAINT WATER TESTING	07/30/2015	16303192 PO-160204	98.98	N
		5071216 MAINT WATER TESTING	07/30/2015	16303192 PO-160204	368.48	N
( ) - N GLOBAL LABS IN		5071217 MAINT WATER TESTING	07/30/2015	16303192 PO-160204	98.98	N
		5071215 MAINT WATER TESTING	07/30/2015	16303192 PO-160204	59.78	N
013184 CALIFORNIA PUBLIC EMPLOYEE'S CASHIERING UNIT PO BOX 942703 SACRAMENTO, CA 94229-2703	2,296.70	JULY 2015 EMP SHARE RETIREES	07/02/2015	16300208 PV-160001	984.10	N
		JULY 2015 EMP SHARE RETIREES	07/02/2015	16300208 PV-160001	52.21	N
		JULY 2015 EMP SHARE RETIREES	07/02/2015	16300208 PV-160001	899.70	N
		JULY 2015 EMP SHARE RETIREES	07/02/2015	16300208 PV-160001	41.68	N
		JULY 2015 ADMIN COST ACTV EMPL	07/02/2015	16300208 PV-160002	195.74	N
( ) - N		JULY 2015 ADMIN COST ACTV EMPL	07/02/2015	16300208 PV-160002	123.27	N
014345 CENTER FOR THE COLLABORATIVE CLASSROOM 1250 53RD STREET SUITE 3 EMERYVILLE, CA 94608	2,859.40	90768 ED SV INTVNT PACKAGE	07/30/2015	16303212 CL-150142	2,859.40	N
(800) 666-7270 N						
000201 CITY OF ISLETON P.O. BOX 716 101 SECOND STREET ISLETON, CA 95641	411.05	48879 ISLE SEWER SERVICE	07/16/2015	16301474 PO-160092	411.05	N
(916) 777-7770 N						
000077 CITY OF RIO VISTA P.O. BOX 745 ONE MAIN STREET RIO VISTA, CA 94571	9,443.32	DO WATER	07/16/2015	16301489 CL-150104	174.94	N
		DO SEWER	07/16/2015	16301489 CL-150105	75.96	N
		RMS WATER	07/16/2015	16301489 CL-150106	1,552.93	N
		RMS SEWER	07/16/2015	16301489 CL-150107	636.70	N
		DHW WATER	07/16/2015	16301489 CL-150108	671.80	N
( ) - N RIO VISTA FIRE		DHW SEWER	07/16/2015	16301489 CL-150109	6,330.99	N
013796 CLM GROUP INC, THE 11000 SW STRATUS STREET #360 BEAVERTON, OR 97008	3,044.60	28000 CAFE LICENSING	07/16/2015	16301473 PO-160101	3,044.60	N

(800) 755-0904

N



Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
013914 COMCAST HOLDINGS CORPORATION ONE COMCAST CENTER 32ND FLOOR PHILADELPHIA, PA 19103  (800) 266-2278 N	737.91	RMS INTERNET RVHS INTERNET DHW INTERNET DO INTERNET	07/16/2015 07/16/2015 07/16/2015 07/16/2015	16301478 PV-160005 16301478 PV-160005 16301478 PV-160005 16301478 PV-160005	212.49 189.00 212.49 123.93	N N N N
014215 CONTERRA ULTRA BROADBAND PO BOX 281357 ATLANTA, GA 30384-1357  (704) 936-1722 N	1,491.99	007197 DISTRICT NETWORK	07/30/2015	16303193 PO-160114	1,491.99	N
014369 COOLE SCHOOL 1213 WEST LOOP NORTH HOUSTON, TX 77055  ( 0) - 0 N	32.50	DHW PLANNERS	07/16/2015	16301470 PO-160070	32.50	N
013876 DATAPATH PO BOX 396009 SAN FRANCISCO, CA 94139  (888) 693-2827 N	18,453.93	128927 DW TECH SERV 128927 DW TECH SERV 128927 DW TECH SERV 128927 DW TECH SERV 128927 DW TECH SERV 128774 DHS COMP SUPPLY 129045 CAFE APC BTRY BACKUP DW SCHOOL LOOP 3 YR CERTIFICAT 129145 DW RUCKUS WIRELESS SPRT	07/16/2015 07/16/2015 07/16/2015 07/16/2015 07/16/2015 07/23/2015 07/30/2015 07/30/2015 07/30/2015	16301475 PO-160094 16301475 PO-160094 16301475 PO-160094 16301475 PO-160094 16301475 PO-160094 16302041 CL-150133 16303189 PO-160084 16303179 PO-160230 16303179 PO-160245	201.10 7,541.25 201.10 100.55 2,011.00 66.22 180.03 209.79 7,942.89	N N N N N N N N N
013722 DE LAGE LANDEN PUBLIC FINANCE 1111 OLD EAGLE SCHOOL ROAD WAYNE, PA 19087  (800) 736-0220 N	895.58	46249956 DO COPIER LEASE	07/30/2015	16303194 PO-160233	895.58	N
012807 DELTA ELEMENTARY CHARTER SCHOOL 36230 N SCHOOL ST CLARKSBURG, CA 95612	93,102.58	JULY TAX IN LIEU	07/16/2015	16301479 PV-160011	93,102.58	N

(916) 995-1335

N





Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
013116 DEPARTMENT OF TOXIC SUBSTANCES CONTROL P.O. BOX 806 SACRAMENTO, CA 95812-0806  (916) 323-3251 N	487.50	TRANS EPA#CAL0000354973	07/30/2015	16303203 PV-160015	487.50	N
013500 DFS FLOORING 3075 52ND AVENUE SACRAMENTO, CA 95823  (916) 422-0677 N	16,947.00	1400163-1 MAINT CARPETING 1400162-1 MAINT ISLE CARPET	07/16/2015 07/30/2015	16301490 CL-150012 16303221 CL-150013	9,959.00 6,988.00	N N
010155 DOUGLAS, GWEN 736 ELM WAY RIO VISTA, CA 94571  ( ) - N	102.78	RMS CONF REIMB	07/30/2015	16303213 CL-150146	102.78	N
000116 DS WATERS OF AMERICA INCS 5660 NEW NORTHSIDE DRIVE SUITE 500 ATLANTA, GA 30328  ( ) - N DS WATERS OF A	160.07	5834061815 DO WATER 5834061815 DO WATER	07/16/2015 07/16/2015	16301485 CL-150026 16301485 CL-150026	136.28- 296.35	N N
010469 E.F. KLUDT & SONS INC P.O. BOX 166 LODI, CA 95241-0166  ( ) - N	2,779.32	380524 AG DHS FUEL 205593 TRANS FUEL	07/16/2015 07/30/2015	16301491 CL-150129 16303195 PO-150053	133.64 2,645.68	N N
011762 EDUCATIONAL SERVICE PRODUCTS A SUBSIDIARY OF K/P CORP 3700 SEAPORT BLVD WEST SACRAMENTO, CA 95691-3525  (800) 498-4377 N	224.59	228086 ED SV NURSE HEALTH FLDR	07/30/2015	16303183 PO-160145	224.59	N

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014376 FONSECA, BRIAN PO BOX 474 ISLETON, CA 95641  (559) 909-1217	59.44	RVHS CONF REIMB	07/30/2015	16303214 CL-150143	59.44	N
011339 FRONTIER COMMUNICATIONS CORPORATION THREE HIGH RIDGE PARK STAMFORD, CT 06905  ( ) -	160.54	CAFE LONG DISTANCE	07/16/2015	16301517 CL-150111	160.54	N
013283 GALINDO, JOE 3900 DRAESHIRE DR MODESTO, CA 95356  ( ) -	424.93	ED SV JUNE MILEAGE ED SV JULY 15 MILEAGE ED SV AVID CONF REIMB	07/16/2015 07/16/2015 07/30/2015	16301500 CL-150102 16301484 TC-160001 16303216 CL-150145	182.90 18.40 223.63	N N N
003905 GASTON, JENNIFER 329 SACRAMENTO ST RIO VISTA, CA 94571  ( ) -	197.80	AUG-JUN 15 MILEAGE	07/16/2015	16301492 CL-150101	197.80	N
012883 GOMES, BRANDI 230 RIVERVIEW STREET RIO VISTA, CA 94571  ( 0) - 0	155.63	RVHS CONF REIMB	07/16/2015	16301493 CL-150094	155.63	N
012288 HALL, JENNIFER PO BOX 1024 ISLETON, CA 95641  ( ) -	99.82	MAINT JUNE MILEAGE	07/16/2015	16301494 CL-150096	99.82	N
012522 HAMPTON-BROWN	1,635.28	55478711 ED SV BOOKS	07/30/2015	16303178 PO-160136	1,635.28	N

P.O. BOX 7457  
SPRECKELS, CA 93962

( ) - N

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
010027 INTERSTATE PLASTICS 330 COMMERCE CIRCLE SACRAMENTO, CA 95822  (916) 422-3110	1,679.76	744287 MAINT MATERIALS 744287 MAINT MATERIALS	07/16/2015 07/16/2015	16301498 CL-150042 16301498 CL-150042	820.24- 2,500.00	N N
N DONGALEN ENTER						
013836 IXL LEARNING INC 777 MARINERS ISLAND BLVD SUITE 600 SAN MATEO, CA 94404  (855) 255-8800	4,900.00	S272486 ED SV IXL RENEWAL	07/30/2015	16303182 PO-160169	4,900.00	N
014163 JIMENEZ, ARTURO 5346 BIRK WAY SACRAMENTO, CA 95835  ( ) -	54.05	FIRST 5 JUNE MILEAGE	07/16/2015	16301499 CL-150098	54.05	N
014096 JORANCO, JOHN 1724 LEBEC COURT LODI, CA 95240  ( ) -	134.99	RVHS CONF REIMB	07/30/2015	16303217 CL-150148	134.99	N
014365 JUDICIAL COUNCIL 5950 CHILES RD DAVIS, CA 95618  ( 0) - 0	2,000.00	TRANS 2005 FORD FREESTAR	07/02/2015	16300204 PO-160021	2,000.00	N
014233 KEEMA-ASTON, ELIZABETH 8068 HUXLEY CT. SACRAMENTO, CA 95829  (916) 397-6704	36.45	BUS OFF CONF REIMB	07/30/2015	16303207 TC-160003	36.45	N
012005 KIRK KENNER DBA DELTA REFRIDG	730.88	4213 MAINT REPAIR	07/16/2015	16301501 CL-150116	450.93	7

5 HILL CT.  
RIO VISTA, CA 94571

4217 CAFE REPAIR

07/16/2015 16301518 CL-150117

279.95 7

(707) 374-6213

Y KENNER, KIRK

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
000203 LAKESHORE LEARNING MATERIALS 2695 E DOMINGUEZ STREET CARSON, CA 90895  (800) 424-4772	111.82	5039720415 ASP SUPPLIES	07/30/2015	16303218 CL-150149	111.82	N
011595 LAND PARK ACADEMY 6400 FREEPORT BLVD SACRAMENTO, CA 95822  (916) 427-2273	12,409.75	MAY JUNE 15 NPS DUES MAY JUNE 15 NPS DUES MAY/JUNE 15 NPS DUES MAY/JUNE 15 NPS DUES	07/23/2015 07/23/2015 07/23/2015 07/23/2015	16302042 CL-150045 16302042 CL-150045 16302042 CL-150046 16302042 CL-150046	1,375.42- 7,086.38 1,590.97- 8,289.76	N N N N N ADVANCE EDUCAT
013900 LEARNING SOLUTIONS 3031 C STREET SACRAMENTO, CA 95816  (916) 442-2396	11,426.76	SP ED AUTISM SERVICE SP ED AUTISM SERVICE	07/23/2015 07/23/2015	16302043 CL-150047 16302043 CL-150047	15,742.98- 27,169.74	N N
014279 MCGREW BEHAVIOR INTERVENTION 229 NEWBURY WAY AMERICAN CANYON, CA 94503  (707) 246-7320	817.46	156162140CC SP ED NPS DUES 156162140CC SP ED NPS DUES	07/23/2015 07/23/2015	16302044 CL-150049 16302044 CL-150049	4,021.58 3,204.12-	N N
014231 MERIDIAN STUDENT PLANNERS 3131 W. MAIN SEDALIA, MO 65301  (888) 724-8512	1,775.85	76434 RVHS STUDENT PLANNERS	07/23/2015	16302038 PO-160195	1,775.85	N
012837 MOBILE MODULAR 5700 LAS POSITAS ROAD LIVERMORE, CA 94551  (925) 606-9000	420.00	770295 MAINT RMS PORTABLE	07/30/2015	16303201 PO-160115	420.00	N N MCGRATH RENTCO
014170 NAVARRO, ELVIA 24674 N. GRAHAM RD	73.26	FIRST 5 JUNE MILEAGE	07/16/2015	16301502 CL-150097	73.26	N



ACAMPO, CA 95220

( ) -

N

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
013068 NCS PEARSON INC 5601 GREEN VALLEY DRIVE DRIVE BLOOMINGTON, MN 55437	1,044.76	10291455 SP ED FORMS	07/30/2015	16303185 PO-160148	1,044.76	N
( ) -						N
014359 NORTH STATE TIRE CO 1610 KATHLEEN AVE SACRAMENTO, CA 95815	179.23	K63934 TRANS TIRE SERVICE K63934 TRANS TIRE SERVICE	07/23/2015 07/23/2015	16302045 CL-150051 16302045 CL-150051	238.28 59.05	N N
(916) 922-1075						N
014246 NORTHWEST EVALUATION ASSOCIATI 121 NW EVERETT STREET PORTLAND, OR 97209	12,609.00	34754 ED SV PROGRESS ASSESSMEN	07/30/2015	16303184 PO-160165	12,609.00	N
(503) 548-5259						N
014016 O'REILLY AUTO PARTS 233 S PATTERSON SPRINGFIELD, MO 65802	110.48	TRANS JUNE 15 PARTS TRANS JUNE 15 PARTS	07/23/2015 07/23/2015	16302046 CL-150052 16302046 CL-150052	8,454.15 8,564.63	N N
( ) -						N O'REILLY AUTOM
000193 OILWELL MATERIALS & HARDWARE CO INC 506 STATE HIGHWAY 12 RIO VISTA, CA 94571	1,443.52	#676 MAINT SUPPLIES #676 MAINT SUPPLIES #822 RVHS SUPPLIES	07/16/2015 07/16/2015 07/16/2015	16301503 CL-150053 16301503 CL-150053 16301503 CL-150114	1,475.93 2,316.22 603.23	N N N
( ) -						N
003218 ORIENTAL TRADING CO INC 4206 SOUTH 108TH STREET OMAHA, NE 68137	397.72	671202444-01 ASP SUPPLIES	07/16/2015	16301504 CL-150123	397.72	N
(800) 228-0475						N OTC DIRECT INC
013692 PATIN, ANGELA	64.40	NURSE JUNE MILEAGE	07/16/2015	16301505 CL-150095	64.40	N

220 TRINITY CT  
RIO VISTA, CA 94571

( ) - N

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
003270 PG&E 685 EMBARCADERO DRIVE SACRAMENTO, CA 95605	93.33	RADIO RIO ELECTRIC DHW ELECTRIC	07/16/2015 07/16/2015	16301506 CL-150113 16301480 PV-160010	17.41 75.92	N N
( ) - N PACIFIC GAS AN						
002526 PITNEY BOWES RESERVE ACCOUNT 1245 EAST BRICKYARD ROAD SUITE 250 SALT LAKE CITY, UT 84106-4278	2,500.00	DIS OFF POSTAGE	07/23/2015	16302039 PO-160022	2,500.00	N
( 0) - 0 N						
013554 POINT QUEST 6600 44TH STREET SACRAMENTO, CA 95823	2,700.00	SP ED JUNE 15 INST ASST SP ED JUNE 15 INST ASST	07/23/2015 07/23/2015	16302047 CL-150060 16302047 CL-150060	2,700.00- 5,400.00	N N
(916) 422-0571 N						
014333 PROCARE THERAPY 10151 DEERWOOD PARK BLVD BLDG 200 SUITE 400 JACKSONVILLE, FL 32256	2,640.00	7104128 SP ED OCC THERAPY 7104128 SP EDD OCC THERAPY 7104128 SP EDD OCC THERAPY	07/23/2015 07/23/2015 07/23/2015	16302048 CL-150061 16302048 CL-150062 16302048 CL-150062	2,120.00 5,000.00 4,480.00-	N N N
(678) 459-1120 N						
011770 QUALITY SOUND SYSTEMS P.O. BOX 5501 2010 EAST FREMONT ST STOCKTON, CA 95205	165.00	45005 DHS BOYS LOCKER ROOM	07/30/2015	16303219 CL-150139	165.00	N
( ) - N						
011749 RECALL SECURE DESTRUCTION SERVICES P.O. BOX 79245 CITY OF INDUSTRY, CA 91716-9245	144.98	80620000066 DO SHREDDING	07/16/2015	16301507 CL-150122	144.98	N
(866) 732-2556 N						

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
012473 RENAISSANCE LEARNING INC PO BOX 8036 2911 PEACH STREET WISCONSIN RAPIDS, WI 54495-8036  (800) 338-4204	32,044.27	4176556/57/59 ED SV SFTR RENWL 4176553/54 ED SV SFTWR RENEWAL	07/30/2015 07/30/2015	16303186 PO-160168 16303186 PO-160168	16,022.14 16,022.13	N N
000313 RIO VISTA CARE 125 SACRAMENTO STREET P.O. BOX 576 RIO VISTA, CA 94571  ( ) -	2,118.05	RB0021 ED SV COUNSELING	07/16/2015	16301508 CL-150103	2,118.05	N
010239 RIO VISTA SANITATION P.O. BOX 607 RIO VISTA, CA 94571-0607  ( ) -	117.00	DO WASTE SERV	07/16/2015	16301509 CL-150110	117.00	N
010048 RIVER DELTA REVOLVING FUND 445 MONTEZUMA ST RIO VISTA, CA 94571  ( ) -	188.00	TRANS FORD FREESTAR REGI #4037	07/23/2015	16302040 PV-160012	188.00	N
013958 ROOCO RENTS 9182 SARVEY ROAD ELK GROVE, CA 95624  ( ) -	2,200.18	10013/10014 MAINT MATERIALS 10013/10014 MAINT MATERIALS	07/23/2015 07/23/2015	16302050 CL-150064 16302050 CL-150064	799.82 3,000.00	7 7
000095 S M U D P.O. BOX 15555 SACRAMENTO, CA 95852  ( ) -	8,039.27	BATES ELECTRIC WG ELECTRIC BATES ELECTRIC WG ELECTRIC WG ELECTRIC BATES ELECTRIC WG ELECTRIC	07/16/2015 07/16/2015 07/16/2015 07/16/2015 07/16/2015 07/16/2015 07/16/2015	16301481 PV-160006 16301481 PV-160006 16301481 PV-160006 16301481 PV-160006 16301481 PV-160006 16301481 PV-160006 16301481 PV-160006	28.18 26.93 3,970.44 524.42 2,444.05 513.36 324.89	N N N N N N N

Y STANLEY, MONTY

TRANS ELECTRIC	07/16/2015	16301481	PV-160006	137.18	N
TRANS ELECTRIC	07/16/2015	16301481	PV-160006	13.46	N
BATES ELECTRIC	07/30/2015	16303205	PV-160013	56.36	N

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
012225 SACRAMENTO COUNTY COUNTY OF SACRAMENTO 700 H STREET ROOM 1710 SACRAMENTO, CA 95814  (916) 874-8250 N	864.61	4TH QTR FSCL AGNT FEES 2005-1 4TH QTR FSCL AGNT FEES 2006-01 4TH QTR FSCL AGNT FEES 2006-2 4TH QTR FSCL AGNT FEES 2008-2	07/30/2015 07/30/2015 07/30/2015 07/30/2015	16303222 CL-150134 16303222 CL-150136 16303223 CL-150137 16303223 CL-150138	211.36 211.36 230.53 211.36	N N N N
000090 SACRAMENTO COUNTY UTILITIES 9700 GOETHE ROAD SUITE C SACRAMENTO, CA 95827  ( ) - N	315.28	WG SEWER BATES SEWER	07/16/2015 07/16/2015	16301482 PV-160004 16301482 PV-160004	144.67 170.61	N N
014296 SCHOOL LOOP PO BOX 2416 SAN FRANCISCO, CA 94126  ( 0) - 0 N	10,603.85	60806573 SCHOOL LOOP 2015/16	07/16/2015	16301472 PO-160227	10,603.85	N
013891 SENTINEL FIRE EQUIPMENT CO INC 5702 BROADWAY SACRAMENTO, CA 95820  (916) 455-5630 N	359.11	69578/79/66 CAFE FIRE EXT MNT 69578/79/66 CAFE FIRE EXT MNT 69578/79/66 CAFE FIRE EXT MNT	07/30/2015 07/30/2015 07/30/2015	16303200 PO-160118 16303200 PO-160118 16303200 PO-160118	4.63 4.63 359.11	N N N
013320 SHARP, LAURA 4828 SUNSET TERRACE #K FAIR OAKS, CA 95628  (530) 304-5605 N	260.21	STALE DATE WARRANT# 99515905	07/30/2015	16303206 PV-160016	260.21	N
000055 SIA DELTA DENTAL P.O. BOX 276710 SACRAMENTO, CA 95827-6710  ( 0) - 0 N	3,562.43	JULY 2015 PREMIUMS JULY 2015 PREMIUMS	07/16/2015 07/16/2015	16301483 PV-160009 16301483 PV-160009	1,174.33 2,388.10	N N



Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
000056 SIA VISION SERVICE P.O. BOX 276710 SACRAMENTO, CA 95827-6710	576.80	JULY 2015 PREMIUM JULY 2015 PREMIUM	07/02/2015 07/02/2015	16300209 PV-160003 16300209 PV-160003	259.56 317.24	N N
( 0) - 0						N
014366 SONOMA STATE UNIVERSITY ATTN: VICKI JOHNSON 1801 E. COTATI AVE ROHNERT PARK, CA 94928	150.00	RVHS GOMES & MILLER CONF	07/02/2015	16300205 PO-160019	150.00	N
( 0) - 0						N
013858 SPURR 1850 GATEWAY BOULEVARD CONCORD, CA 94520  (888) 400-2155	2,270.65	ISLE GAS ISLE GAS TRANS GAS CAFE CMS GAS DHS GAS DO GAS RVHS GAS DHW GAS CMS GAS RMS GAS STORAGE PREPAID GAS	07/16/2015 07/16/2015 07/16/2015 07/16/2015 07/16/2015 07/16/2015 07/16/2015 07/16/2015 07/16/2015 07/16/2015 07/16/2015	16301510 CL-150083 16301510 CL-150084 16301510 CL-150085 16301519 CL-150086 16301510 CL-150087 16301510 CL-150088 16301510 CL-150089 16301510 CL-150090 16301510 CL-150091 16301510 CL-150092 16301510 CL-150093	86.75 13.71 24.22 97.70 839.58 40.38 275.43 252.74 81.21 75.13 483.80	N N N N N N N N N N N
014069 STAPLES ADVANTAGE 500 STAPLES DRIVE FRAMINGHAM, MA 01702  ( ) -	1,264.93	3269279024 TRANS SUPPLIES 3++5+0865 TRANS SUPPLIES 3269610675 TRANS SUPPLIES 3269610674 MAINT SUPPLIES 3271004895 BUS OFF SUPPLIES 3271235815 BUS OFF SUPPLIES 3271296355 BUS OFF SUPPLIES 3271235816 SP ED SUPPLIES	07/16/2015 07/16/2015 07/16/2015 07/16/2015 07/30/2015 07/30/2015 07/30/2015 07/30/2015	16301511 CL-150124 16301511 CL-150125 16301511 CL-150126 16301511 CL-150127 16303197 PO-160016 16303197 PO-160016 16303197 PO-160016 16303197 PO-160052	165.23 24.27 41.17 70.17 535.83 111.62 137.21 179.43	N N N N N N N N
013400 STATE BOARD OF EQUALIZATION PO BOX 942879 SACRAMENTO, CA 94279-8044  ( ) -	5,353.00	MAR-JUNE 15 SALES USE TAX	07/23/2015	16302051 CL-150131	5,353.00	N

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
013401 STATE BOARD OF EQUALIZATION FUEL TAXES DIVISION PO BOX 942879 SACRAMENTO, CA 94279-6155  (916) 322-9669 N	86.31	MAR-JUNE 15 FUEL TAX	07/23/2015	16302052 CL-150130	86.31	N
000096 STEWART INDUSTRIAL SUPPLY INC 608 HWY 12 RIO VISTA, CA 94571  (707) 374-5567 N	22.28	MAINT SUPPLIES	07/16/2015	16301512 CL-150128	22.28	N
014371 STUDIES WEEKLY, INC 1140 NORTH 1430 WEST OREM, UT 84057  (866) 311-8734 N	176.72	158260 WG USA STUDIES WEEKLY 158260 WG USA STUDIES WEEKLY 158260 WG USA STUDIES WEEKLY	07/30/2015 07/30/2015 07/30/2015	16303187 PO-160160 16303187 PO-160160 16303187 PO-160160	14.14- 14.14 176.72	N N N
013947 SUPPLY WORKS PO BOX 742056 LOS ANGELES, CA 90074-2056  (877) 577-1114 N	174.95	1654043-01 MAINT RVHS SUPPLIES 176870-00 MAINT RMS SUPPLIES 1654028-01 MAINT RMS SUPPLIES	07/30/2015 07/30/2015 07/30/2015	16303198 PO-160221 16303198 PO-160221 16303198 PO-160221	70.60 33.75 70.60	N N N
011818 SURLA, DONALDA 349 CRESCENT DR. RIO VISTA, CA 94571  ( ) - N	267.05	RVHS CONF REIMB RVHS CONF REIMB	07/30/2015 07/30/2015	16303220 CL-150147 16303208 TC-160002	101.34 165.71	N N
010199 TEACHER CREATED MATERIALS 6421 INDUSTRY WAY WESTMINSTER, CA 92683  ( ) - N	1,892.14	2114533 ED SV SUPPLIES 2114533 ED SV SUPPLIES	07/23/2015 07/23/2015	16302053 CL-150078 16302053 CL-150078	7.86- 1,900.00	N N
014151 TOBINWORLD	2,719.50	SP ED JUNE 15 NPS DUES	07/23/2015	16302054 CL-150079	3,578.25	N

920 E. BROADWAY BLVD.  
GLENDALE, CA 91205

SP ED JUNE 15 NPS DUES

07/23/2015 16302054 CL-150079

858.75- N

(818) 247-7474

N

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
012694 U.S. BANK ATTN: SHERRY GLANVILLE P.O. BOX 3168 PORTLAND, OR 97208  ( ) - N	9,277.00	JUNE 2015 PAYROLL GASB 45	07/02/2015	16300210 CL-150010	9,277.00	N
012972 U.S. BANK P.O. BOX 790428 ST. LOUIS, MO 63179-0428  ( 0) - 0 N	1,268.10	SP ED MOEHLNBROCK HOTEL ED SV GALINDO AVID HOTEL ED SV GALINDO AVID HOTEL	07/23/2015 07/23/2015 07/23/2015	16302055 CL-150120 16302055 CL-150121 16302055 CL-150121	604.14 30.00 693.96	N N N
013488 UC REGENTS UNIVERSITY OF CALIFORNIA DAVIS PO BOX 989062 WEST SACRAMENTO, CA 95798-9062  (530) 752-3646 N	120.00	RVHS GOMES MILLER CONF	07/02/2015	16300206 PO-160020	120.00	N
013419 US BANK NATIONAL ASSOCIATION 1310 MADRID ST SUITE 101 MARSHALL, MN 56258  (800) 328-5371 N	325.13	281883876 RVHS LEASE AGREEMENT	07/30/2015	16303199 PO-160202	325.13	N
011184 VAN DE MAELE, LINDA P.O. BOX 435 ISLETON, CA 95641  ( ) - N	587.58	NURSE AUG-MAY 15 MILEAGE	07/23/2015	16302056 CL-150132	587.58	N
000104 WARREN'S MACHINE & WELDING 52270 CLARKSBURG ROAD P.O. BOX 398 CLARKSBURG, CA 95612  (916) 744-1667 Y WIGLEY, WARREN	815.93	14544 DHS AG SERV 14544 DHS AG SERV 14544 DHS AG SERV 14544 DHS AG SERV	07/23/2015 07/23/2015 07/23/2015 07/23/2015	16302057 CL-150081 16302057 CL-150081 16302057 CL-150081 16302057 CL-150081	65.27 65.27 14.07 830.00	N N 7 7

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
010906 WASTE MANAGEMENT OF WOODLAND P.O. BOX 78251 PHOENIX, AZ 85062-8251	790.63	DHW WASTE	07/16/2015	16301514 CL-150112	790.63	N
( ) -						N
014195 WATERFALL CANYON ACADEMY 3375 HARRISON BLVD OGDEN, UT 84403	9,687.00	543 ED SV NPS DUES 543 ED SV NPS DUES	07/16/2015 07/16/2015	16301515 CL-150082 16301515 CL-150082	7,313.00- 17,000.00	N N
(801) 621-3901						N
013341 WESTERN ASSOCIATION 533 AIRPORT BLVD SUITE 200 BURLINGAME, CA 94010-2009	1,740.00	802550 RVHS ACCREDITATION 802551 DHS ACCREDITATION	07/30/2015 07/30/2015	16303188 PO-160103 16303188 PO-160103	870.00 870.00	N N
(650) 696-1060						N
001439 YOLO SOLANO AIR QUALITY MANAGEMENT DISTRICT 1947 GALILCO CT. STE 103 DAVIS, CA 95616	48.00	28922 TRANS TEST	07/16/2015	16301516 CL-150115	48.00	N
(530) 757-3650						N
District total:	477,955.08					
Report total:	477,955.08					





**AFFILIATION AGREEMENT**  
(River Delta Unified School District)

THIS AGREEMENT is made and entered into by and between THE REGENTS OF THE UNIVERSITY OF CALIFORNIA (University), on behalf of its Davis campus School of Education (School) and RIVER DELTA UNIFIED SCHOOL DISTRICT (District).

R E C I T A L S

WHEREAS, School conducts approved educational degree granting programs for its undergraduate and postgraduate teaching credential students (Students); and

WHEREAS, in order to conduct such programs, University requires access to facilities in which Students may learn through classroom observation, teaching experience, and research opportunities; and

WHEREAS, District possesses such facilities and is willing to permit the use thereof because of benefits to be obtained by District; and

WHEREAS, University research and scholarship combined with District professional educational experience shall permit the interchange of ideas and knowledge leading to furtherance of mutual educational goals, along with staff development and administrative training opportunities; and

WHEREAS, both District and University shall benefit from the conduct in District facilities of University professional preparation programs for its Students, as well as from University and District's joint pursuit of education research and training; and

NOW, THEREFORE, parties agree as follows:

1. Students. Students shall be placed at District schools each fall and continue their student teaching assignments through the end of the academic year. Though students will progress in their student teaching at their own pace, it is expected that generally Students will begin each fall by observing and assisting their assigned District teacher(s). During the fall quarter, Students should engage for instruction for two to five days at a time. By winter quarter and continuing through spring quarter, Students shall take over the instruction of the District classroom(s) in which they are student teaching.
2. District Performance. The District shall:
  - 2.1. Assign and name a District employee as the contact person for each training/education area of teaching, observation, research staff development, and administrative training;
  - 2.2. Make District's facilities available to Students as needed for proper training experiences;

- 2.3. Designate, after consultation with the School, teachers to serve as supervising teachers while Students are in the District; and
  - 2.4. Designate a District employee to meet periodically with School representatives to discuss this agreement and related issues.
3. University Performance. The School shall:
- 3.1. Provide the District with the names of faculty members participating under the terms of this agreement and responsible for the activities of the Students;
  - 3.2. Provide Students' names and their assignments to the District sufficiently in advance to allow for convenient planning of schedules and participation in beneficial District activities;
  - 3.3. Designate a faculty member to meet periodically with District representatives to discuss this agreement and related issues; and
  - 3.4. Through procedures established by mutual agreement, furnish those education materials, equipment, and supplies deemed necessary for instruction that are not customarily provided by the District.
  - 3.5. Ensure Students and faculty members have completed and passed background checks including fingerprinting as required by California Education Code section 45125.1.
4. Term. The term of this agreement shall be from July 1, 2015 through June 30, 2018.
5. Financial Obligations. Neither party shall have any financial obligation to the other party under the terms of this agreement.
6. Indemnification. The parties shall defend, indemnify, and hold one another, their officers, employees, and agents, harmless from and against any and all liability, loss, expense, attorneys' fees, or claims for injury or damages arising out of or in connection with 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 the indemnifying party, its officers, agents or employees.
7. University Insurance. University warrants that it shall maintain, during the term hereof, a program of self-insurance combining the coverages and minimum limits described in the following subsections. University shall provide District with a certificate of self insurance evidencing the insurance requirements. Certificate(s) shall name District as an additional insured under 7.1 and 7.2 below, and obligate the University to notify District at least thirty (30) days prior to and policy modification, change, or cancellation.
- 7.1 Commercial General Liability Insurance.

a. General Aggregate	\$5,000,000
b. Products, Completed Operations Aggregate	\$5,000,000
c. Personal and Advertising Injury	\$1,000,000
d. Each Occurrence	\$1,000,000
  - 7.2. Business Auto Liability. University shall maintain business automobile liability insurance for owned, scheduled, non-owned, or hired automobiles with a combined single limit of no less than \$1,000,000 per occurrence.

- 7.3. Workers' Compensation. University shall maintain workers' compensation insurance as required by California law.
8. District Insurance. District warrants that it shall maintain, during the term hereof, a program of self-insurance combining the coverages and minimum limits described in the following subsections. District shall provide University with a certificate of self insurance evidencing the insurance requirements. Certificate(s) shall name The Regents of the University of California as an additional insured under 8.1 and 8.2 below, obligate the District to notify University at least thirty (30) days prior to cancellation of or changes in any of the required insurance and include a provision that the coverage will be primary and will not participate with nor be excess to any valid and collectible insurance program of self-insurance carried or maintained by the University. Premiums on all insurance policies shall be paid directly by the District.
- 8.1. Commercial General Liability Insurance.
- |   |             |
|---|-------------|
| a. General Aggregate                        | \$5,000,000 |
| b. Products, Completed Operations Aggregate | \$5,000,000 |
| c. Personal and Advertising Injury          | \$1,000,000 |
| d. Each Occurrence                          | \$1,000,000 |
- 8.2. Business Auto Liability. District shall maintain business automobile liability insurance for owned, scheduled, non-owned, or hired automobiles with a combined single limit of no less than \$1,000,000 per occurrence.
- 8.3. Workers' Compensation. District shall maintain workers' compensation insurance as required by California law.
9. Student Status. In connection with Workers' Compensation, it is understood:
- 9.1 The University and District are responsible for only the actions of their respective officers, agents, and employees;
- 9.2 Students assigned to District are not employees of the District or members of the District's organized staff; and
- 9.3 District does not assume any liability under any laws or otherwise on account of any act of such Student in performing services, receiving training or clinical experience, or traveling to or from the District or other activities carried on in pursuance of this Agreement.
10. Use of University's Name. District shall not use the name or mark of University in any form or manner in advertisements, reports, or other information released to the public without the prior written approval of University.
11. Termination. This agreement may be terminated by either party upon ten days written notice to the other party.
12. Notices. Notices shall be directed to the appropriate parties at the following addresses:

UNIVERSITY  
Melanie Brown  
Business & Revenue Contracts  
University of California, Davis  
One Shields Avenue  
Davis, California 95616  
E-mail: [mcbbrown@ucdavis.edu](mailto:mcbbrown@ucdavis.edu)


DISTRICT  
Don Beno  
Superintendent  
River Delta Unified School District  
445 Montezuma Street  
Rio Vista, CA 94571  
E-mail: [dbeno@riverdelta.k12.ca.us](mailto:dbeno@riverdelta.k12.ca.us)


13. Amendment. No change in any term or condition of this agreement shall become effective unless by amendment in writing signed by both parties.
14. Entire Agreement. This agreement constitutes the entire understanding of the parties respecting the subject matter hereof and supersedes any prior understanding or agreement between them, written or oral, regarding the same subject matter.

AGREED:

RIVER DELTA UNIFIED  
SCHOOL DISTRICT

THE REGENTS OF THE  
UNIVERSITY OF CALIFORNIA

By:   
(authorized signature)

By:   
Kelly Gilmore  
Business & Revenue Contracts Manager  
University of California, Davis

Print name: Don Beno

Title: Superintendent

Date: July 21, 2015

Date: 7/22/2015



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
7/24/2015

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

<b>PRODUCER</b> Wells Fargo Insurance Services USA, Inc. 1039-A North McDowell Blvd. Petaluma, CA 94954 707-773-2900	<b>CONTACT NAME:</b> <b>PHONE (A/C, No. Ext):</b> _____ <b>FAX (A/C, No):</b> _____ <b>E-MAIL ADDRESS:</b> _____ <table style="width: 100%; border: none;"> <tr> <td style="text-align: center; border: none;"><b>INSURER(S) AFFORDING COVERAGE</b></td> <td style="text-align: right; border: none;"><b>NAIC #</b></td> </tr> <tr> <td style="border: none;"><b>INSURER A:</b> Schools Insurance Authority JPA</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;"><b>INSURER B:</b> State Compensation Insurance Fund</td> <td style="border: none; text-align: right;">35076</td> </tr> <tr> <td style="border: none;"><b>INSURER C:</b></td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;"><b>INSURER D:</b></td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;"><b>INSURER E:</b></td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;"><b>INSURER F:</b></td> <td style="border: none;"></td> </tr> </table>	<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>	<b>INSURER A:</b> Schools Insurance Authority JPA		<b>INSURER B:</b> State Compensation Insurance Fund	35076	<b>INSURER C:</b>		<b>INSURER D:</b>		<b>INSURER E:</b>		<b>INSURER F:</b>	
<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>														
<b>INSURER A:</b> Schools Insurance Authority JPA															
<b>INSURER B:</b> State Compensation Insurance Fund	35076														
<b>INSURER C:</b>															
<b>INSURER D:</b>															
<b>INSURER E:</b>															
<b>INSURER F:</b>															
<b>INSURED</b> Schools Insurance Authority River Delta Unified School District c/o P.O. Box 276710 Sacramento, CA 95827															

**COVERAGES**
**CERTIFICATE NUMBER: 9385089**
**REVISION NUMBER: See below**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: _____			REF NO 2015MOLC	7/1/2015	7/1/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
A	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			2015MOLC	07/01/2015	07/01/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED _____ RETENTION \$ _____						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			2015MWCC	07/01/2015	07/01/2016	<input type="checkbox"/> PER STATUTE <input checked="" type="checkbox"/> OTH-ER \$ 1,000,000 E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Excess Workers' Compensation			XWC-0400001-15	07/01/2015	07/01/2016	Statutory excess of \$ 1,000,000 Self Insured Retention

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

Memo Form RE: The Regents of the University of California are additional insured with respect to UC Davis Agreement # A20835, Affiliation Agreement.

**CERTIFICATE HOLDER**

 University of California, Davis  
 Business & Revenue Contracts  
 Attn: Melanie Brown  
 One Shields Avenue  
 Davis, CA 95616

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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**ACORD 25 (2014/01)**

POLICY NUMBER: REF NO 2015MOLC

EFFECTIVE DATE: 7/1/2015

**THIS ENDORSEMENT CHANGES THE MEMORANDUM OF COVERAGE.  
PLEASE READ IT CAREFULLY.**

**ADDITIONAL COVERED MEMBER — MANAGERS OR  
LESSORS OF PREMISES**

This endorsement modifies coverage provided under the following:

**GENERAL LIABILITY**

**SCHEDULE**

**Designation of Premises (Part Leased to You):**

**Name of Person or Organization (Additional Covered Member):**

RE: The Regents of the University of California are additional insured with respect to UC Davis Agreement # A20835, Affiliation Agreement.

WHO IS A COVERED MEMBER: (Section III) is amended to include as a covered member the person or organization shown in the Schedule but only with respect to liability arising out of the ownership, maintenance or use of that part of the premises leased to you and shown in the Schedule and subject to the following exclusions:

This coverage does not apply to:

1. Any "occurrence" which takes place after you cease to be a tenant in that premises.
2. Structural alterations, new construction or demolition operations performed by or on behalf of the person or organization shown in the Schedule.

**BOARD OF TRUSTEES**  
**RIVER DELTA UNIFIED SCHOOL DISTRICT**  
445 Montezuma Street  
Rio Vista, CA 94571-1651



**BOARD AGENDA BRIEFING**

**Meeting Date:** August 11, 2015 Attachments: \_\_\_X\_\_\_

**From:** Shanan Spears – Delta HS Agriculture Department /FFA Advisor Item Number: \_\_10.6\_\_

**SUBJECT** Action: \_\_\_\_\_  
Mrs. Spears, six parents and 13 students would like to Consent Action: \_\_X\_\_\_  
attend the National FFA Convention in Louisville, Kentucky, from Information Only: \_\_\_\_\_  
October 28-November 1, 2015.

**Background:**

The Agriculture Department/FFA of Delta High school requests to attend and participate in the National FFA Convention held in Louisville, Kentucky. The Delta FFA chapter has traditionally attended the event every other year, but had not been since 2011. We are planning to attend educational workshops, business sessions, industry tours, and participate in a day of service project and a tour of the career fair. Senior Damian Arceo was also selected to be one of the 38 delegates to represent the state of California at the convention.

**Status:**

Reservations for the group have been made and there has been active fundraising toward the trip throughout the summer.

**Presenter:** Mrs. Shanan Spears, FFA Advisor

**Other People Who Might Be Present:** Laura Uslan, DHS Principal

**Cost &/or Funding Sources**

It is \$1025 for each student, \$1125 for the delegate, and \$1225 for each teacher/adult to attend with the California FFA Association. This covers registration, flights, hotel and transportation. Price difference is room occupancy, four to a room for students and two to a room for adults. The chapter is actively fundraising and seeking donations to cover the total costs of \$22,000. Each student paid a non-refundable \$150 deposit to secure his or her participation. Funds for the advisor will come from the Ag Boosters and Ag Incentive Grant, as needed.

**Recommendation:**

That the Board approve the overnight and out-of-state travel request for the Delta High School FFA members to attend the National FFA Convention in Louisville, Kentucky, from October 28 through November 1, 2015.

Time: \_\_\_\_\_ mins.\_\_\_\_

**BOARD OF TRUSTEES**  
**RIVER DELTA UNIFIED SCHOOL DISTRICT**  
445 Montezuma Street  
Rio Vista, CA 94571-1651



**BOARD AGENDA BRIEFING**

Meeting Date: August 11, 2015

Attachments:  X

From: Craig Hamblin

Item Number: 10.7

**SUBJECT** Architectural Services for upgrade of fire alarm system at  
Riverview Middle School

Action: \_\_\_\_\_  
Consent Action: \_\_\_\_\_  
Information Only: \_\_\_\_\_

**Background:**

Architectural services were needed for the upgrade of the existing fire alarm system at Riverview Middle School. The upgrade is to meet code requirements. Rainforth Grau Architects have been hired to develop the packet for Department of School Architecture (DSA). Contract is not to exceed \$3500.00.

**Status:**

See attached documentation

**Presenter**

Craig Hamblin

**Other People Who Might Be Present**

**Cost &/or Funding Sources**

Not to Exceed \$3,500. Fund #21 State Reimbursements received from previous projects

**Recommendation:**

Request Board approves the Proposal for Architectural Services to upgrade automatic fire alarm and emergency evacuation system for Riverview Middle School.

Time: 5 mins.





July 10, 2015

River Delta Unified School District  
445 Montezuma Street  
Rio Vista, CA 94571

Attention: Craig Hamblin, Director of Maintenance & Operations

**Subject: Proposal for Architectural Services  
Riverview Middle School Fire Alarm Upgrades  
Architect's Project No.: 2015-TBD**

Dear Craig:

Thank you for considering Rainforth ■ Grau ■ Architects for this project. Our proposal reflects our understanding of the project and anticipated services.

Based on this information, we provide the following proposal:

- A. Project Description:** Upgrade fire alarm system at Riverview Middle School
- B. Scope of Services:** Our work will include the following services:
- DSA processing of fire alarm documents prepared by Bay Alarm including preparation of application; submission of documents to DSA; distribution of DSA comments to Bay Alarm / District; coordination of Over-the-Counter back check with DSA
  - DSA paperwork for start of construction, periodic reports and close-out
  - One (1) site visit at end of work as required to verify completion of work in accordance with documents

Consultant services:

- No consultants will be provided for this project. If an electrical engineer should be deemed necessary for review of documents or field verification, this will be an additional service.
- C. Schedule:** As determined by District.

July 10, 2015  
Proposal for Architectural Services  
Riverview Middle School Fire Alarm Upgrades  
Page 2

**D. Fees:**

Architectural services will be billed on a Time and Materials basis with a not-to-exceed maximum of \$3,500. Reimbursable expenses will be billed per the attached Fee Schedule "W" and are in addition to the fee amount. Reimbursable expenses include printing of documents for owner, agency and contractor use.

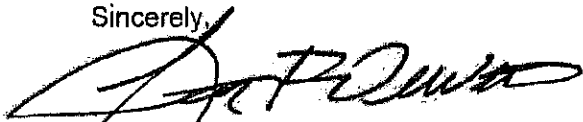
**E. Exclusions from Services:**

1. Plans and specifications; these are being prepared by Bay Alarm
2. Bidding services including issuance of bid documents, bid marketing, coordination of bid or receipt of bids
3. Cost estimating
4. Coordination of work
5. QA / QC services
6. Construction Administration services
7. Services or activities not specifically noted above

If this proposal is acceptable, please sign and return one copy of our agreement.

We appreciate this opportunity to again serve the River Delta Unified School District.

Sincerely,



Tim DeWitt  
Principal Architect



**FEE SCHEDULE "W"**  
Effective July 22, 2013

**Architectural:**

Principal Architect	\$	190.00/hour
Associate Architect	\$	175.00/hour
Senior Architect	\$	165.00/hour
Architect	\$	160.00/hour
Project Manager	\$	150.00/hour
Designer	\$	130.00/hour
Job Captain	\$	130.00/hour
Interior Designer	\$	130.00/hour
Intern Graduate	\$	95.00/hour
Clerical	\$	85.00/hour

**Consultants:** Consultant Billing x 115%

**Other:** Vehicle use (mileage): No Charge

Zone or Long Distance phone calls: No Charge

Mailing: No charge EXCEPT for "special express handling" when requested or necessary, which is billed at cost.

Printing: No charges for "in-house" or consultants check prints. Agency prints, Owner/Owner's Representative prints, Bid Documents, Submittals/Shop Drawings, Record Drawings and request prints are billed at printing invoice x 115%.

Fees Advanced: All fees paid in advance by the Architect will include a \$40.00 Processing and Handling Fee.

AGREEMENT BETWEEN CLIENT AND ARCHITECT  
FOR CALIFORNIA SCHOOL PROJECTS

This AGREEMENT, made in 2 copies on the 13th day of July, 2015, By and Between the River Delta Unified School District hereinafter called the CLIENT and Michael Rainforth ▪ Jeffrey Grau ▪ Architects, A Professional Corporation, hereinafter called the ARCHITECT.

For the Following PROJECT:

**Riverview Middle School Fire Alarm Upgrades**

NOW THEREFORE, The Client and Architect agree as follows:

1. BASIC SERVICES OF THE ARCHITECT:

A. Document Processing Services

- (1) The Architect shall assist the District with obtaining DSA approval of project documents as prepared by Bay Alarm.
- (2) The Architect shall assist the District and Bay Alarm with paperwork processing during construction and close-out. This shall include one (1) site visit as required to field verify completed work.
- (3) No other services are provided, unless requested by the Client in writing. Additional services will be invoiced on a time and materials basis.

2. EMPLOYEES AND CONSULTANTS

The Architect as part of the basic professional services, is not providing engineering consultants. Should engineering be required, this will be billed as an additional service.

3. THE CLIENT'S RESPONSIBILITIES

- A. The Client shall provide all documents necessary for a full and complete DSA package including drawings, specifications, calculations, product data and other items needed or requested.
- B. The Client shall furnish all inspection services.
- C. The Client shall furnish all legal advice and services required for the project.

4. ARCHITECTS COMPENSATION

The Architect agrees to perform professional services provided by this Agreement and any agreed upon scope of work and the Client agrees to pay the Architect for such services compensation in the amount of:

The amount determined by the Architect's Fee Schedule "W" (attached)  
as applied to personnel hours of Architect's staff and his consultant

engineers with a not-to-exceed maximum of \$3,500 and such Reimbursable Expenses as noted on the Schedule.

DSA review fees are to be paid directly by District.

5. PAYMENTS TO THE ARCHITECT

Payments on account of the agreed compensation in Article 4 shall be made upon presentation of Architect's monthly Invoice and Statement which will detail services rendered and expenses incurred by the Architect during the previous month's work. Payments to the Architect are due upon receipt and payable within 30 calendar days from the date of the invoice. If unpaid after 30 days, interest at 7% will accrue on any unpaid balance.

6. TERMINATION OF AGREEMENT

- A. The Client may terminate the Agreement on thirty (30) days written notice to the Architect for any reason provided that the Architect is compensated for all services completed to date in accordance with Section 6. B.
- B. In the event of such termination, the Client shall pay the Architect as full payment for all services performed and all expenses incurred under this agreement an amount the sum total of which bears the same ratio to the total fee otherwise payable under this agreement as the services actually rendered hereunder by the Architect bear to the total services necessary for the full performance of this agreement, plus any sums due the Architect for extra services agreed upon. In ascertaining the services actually rendered hereunder up to the date of termination of this agreement, consideration shall be given to both completed work and work in process of completion and to complete and incomplete drawings and other documents whether delivered to the Client or in the possession of the Architect. Notwithstanding any termination of the agreement or notice thereof, questions in dispute may be submitted to arbitration as provided in Article 12

9. ADDITIONAL SERVICES

When services not noted above are found necessary or desirable, Architect shall present a written proposal listing the specific additional services and fee associated therewith. Client's signature applied thereto will indicate acceptance of Architect's proposal for Additional Services.

10. LIMITATION OF LIABILITY

The Client agrees to limit the Architect's liability to the Client and all construction contractors and subcontractors on the Project arising from Architect's breach of this Agreement, professional acts, errors or omissions, such that the total aggregate liability of Architect to all those named shall not exceed \$50,000. The Architect shall carry insurance to protect himself from claims of professional errors and omissions during periods of construction and for two years after filing of the Notice of Completion.

In no event will the officers, directors, shareholders, owners, members, partners or employees of the Architect, or Architect's Consultants be personally liable for any obligation under this Agreement

Client and Architect agree that services performed by Architect under this Project Authorization are solely for the benefit of Client, and are not intended by either Client or Architect to benefit any other person or entity.

11. AMERICANS WITH DISABILITIES ACT

The Americans with Disabilities Act (ADA) provides that it is a violation of the ADA to design and construct a facility that does not meet the accessibility and usability requirements of the ADA except where an entity can demonstrate that it is structurally impractical to meet such requirements. The ADA also provides that alterations to a facility must be made in such a manner that, to the maximum extent feasible, the altered portions of the facility are readily accessible to and by individuals with disabilities. The Client acknowledges that the requirements of the ADA will be subject to various and possibly contradictory interpretations. The Architect therefore, will use his reasonable professional efforts to interpret applicable ADA requirements and other federal, state and local laws, rules, codes, ordinances and regulations as they apply to the project. The Architect, however, cannot and does not warrant or guarantee that the Client's project will comply with interpretations of ADA requirements and/or requirements of other federal, state and local laws, rules, codes, ordinances and regulations as they apply to the project.

12. MEDIATION AND ARBITRATION

A. In an effort to resolve any conflicts or disputes that arise regarding the performance of this agreement, the Client and Architect agree that all such disputes shall be submitted to nonbinding mediation, using a mutually agreed upon mediation services experienced in the resolution of construction disputes. Unless the parties mutually agree otherwise, such mediation shall be a pre-condition to the initiation of any litigation. The parties further agree to include a similar mediation provision in their agreements with other independent contractors & consultants retained for the project and require them to similarly agree to these dispute resolution procedures. Any fees for the mediation shall be shared equally.

This provision shall not be interpreted to restrict the right of either party to file an action in Small Claims Court or to preclude or limit the Architect's right to record, perfect or to enforce any applicable lien or stop notice rights.

B. Questions in dispute under this Agreement which are not settled by mediation may if the parties agree be submitted to arbitration upon written approval of both parties. Such arbitration shall be conducted in accordance with the rules of the American Arbitration Association insofar as the same are not in conflict with the laws of the State of California.

C. Client will make no claim (whether directly or in the form of a third party claim) against Architect unless Client has first provided Architect with a written certification executed by an independent architect, with similar experience to the project.

- D. As between Client and Architect, for any claim by Client against Architect for breach of contract, negligence, or any other cause of action, the time to commence a claim or law suit shall commence from the earlier of (1) the date Client learns of the right to the cause of action or (2) no later than the date of substantial completion of the Project. Thereafter, Client shall have two years to commence an arbitration (if the parties agree) or a law suit against Architect.

13. ACCEPTANCE BY CLIENT

- A. If this Agreement and Proposal are not accepted by the Client within 45 calendar days, the Architect may declare them void.
- B. If the start of services are delayed more than 45 calendar days, through no fault of the Architect, the Architect may declare the Agreement and Proposal void or seek additional compensation.
- C. If services are suspended for more than 30 calendar days, through no fault of the Architect, the Architect may seek additional compensation.

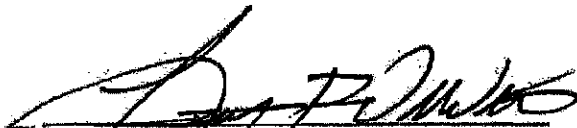
14. ADDITIONAL PROVISIONS

The following amendments and/or additions are made a part of this agreement and shall be given effect notwithstanding any other provision contained herein:

- a. Proposal letter dated July 10, 2015, is attached and considered a part of this Agreement.

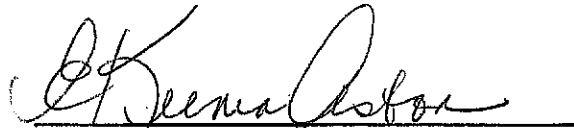
The Client and Architect hereby agree to the full performance of the covenants contained herein.

IN WITNESS WHEREOF, the CLIENT and the ARCHITECT have executed this agreement the day and the year first above written.



---

ARCHITECT:  
Timothy DeWitt  
Rainforth ■ Grau ■ Architects  
2407 J Street, Suite 202  
Sacramento, CA 95816



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CLIENT:  
River Delta Unified School District  
445 Montezuma Street  
Rio Vista, CA 94571

**BOARD OF TRUSTEES**  
**RIVER DELTA UNIFIED SCHOOL DISTRICT**  
445 Montezuma Street  
Rio Vista, CA 94571-1651



**BOARD AGENDA BRIEFING**

Meeting Date: August 11, 2015

Attachments: \_\_\_\_\_

From: Carrie Norris

Item Number: 10.8

**SUBJECT**

**Request to approve an overnight field trip for Walnut Grove Elementary, Isleton Elementary, and Bates Elementary 6th grade students to the Sly Park Environmental Education Center.**

Action: \_\_\_\_\_

Consent Action: X

Information Only: \_\_\_\_\_

**Background:**

This is an annual trip for the Walnut Grove, Bates, and Isleton Elementary School's 6<sup>th</sup> grade students. The schools use proceeds from fundraisers, community donations, and parental donations to fund the student participation fee.

**Status:**

The students are requesting the permission of the RDUSD Board of Education to travel to the Sly Park Environmental Education Center in Pollock Pines, CA for 5 days and 4 nights. The dates are as follows: Walnut Grove: April 11<sup>th</sup>-15<sup>th</sup>, 2016  
Isleton: May 16<sup>th</sup>-20<sup>th</sup>, 2016  
Bates: February 22<sup>nd</sup>-26<sup>th</sup>, 2016

**Presenter:** Carrie Norris, Principal

**Other People Who Might Be Present:**

**Cost &/or Funding Sources**

Participation fee and transportation cost per student is \$250.00. This cost will be funded by parent/community/PTA donations and fundraising.

**Recommendation:**

That the RDUSD Board of Education approves the 6<sup>th</sup> grade class at Walnut Grove, Bates and Isleton Elementary Schools to travel to the Sly Park Environmental Education Center in Pollock Pines, CA.

Time: \_\_\_\_\_ 2 mins. \_\_\_\_\_



**BOARD OF TRUSTEES**  
**RIVER DELTA UNIFIED SCHOOL DISTRICT**  
445 Montezuma Street  
Rio Vista, CA 94571-1651



**BOARD AGENDA BRIEFING**

**Meeting Date:** August 11, 2015

Attachments:   X  

**From:** Sue Moehlenbrock, Special Education Coordinator

Item #:   10.9  

**SUBJECT**

Request to approve the funding for the SSTOnline Program (Student Study Team Online) for the 2015-2016 school year.

Action: \_\_\_\_\_  
Consent Action:        
Information Only: \_\_\_\_\_

**Background & Status:**

Name of Vendor:   SSTOnline  

Description of Service(s): SSTOnline is a web-based SST data management tool created to facilitate and streamline the SST process. SSTOnline makes all of the details of the SST process easily accessible so that they can be seen and understood.

Date(s) of Service(s):   2015-2016 school year  

**Presenter:**

Sue Moehlenbrock, Special Education Coordinator

**Cost &/or Funding Sources (be specific)**

Not to exceed \$6,500 paid from IDEA (3310)

**Recommendation:**

That the Board approve the funding for the SSTOnline Program for the 2015-2016 school year.

Time:   2 mins.



# RIVER DELTA UNIFIED SCHOOL DISTRICT

445 Montezuma Street  
Rio Vista, California 94571-1651  
(707) 374-1700 Fax (707) 374-2995  
<http://riverdelta.org>

## INDEPENDENT CONTRACT FOR SERVICES AGREEMENT

THIS AGREEMENT is entered into by and between the River Delta Unified School District hereinafter referred to as "DISTRICT," and SSTOnline, hereinafter referred to as "CONSULTANT."

IT IS HEREBY MUTUALLY AGREED that Consultant will provide services under the following terms and conditions and the terms of this agreement shall supersede any conflicting provision in a contract provided by the Consultant which may be attached to this agreement. Consultant acknowledges and agrees that performance on this Agreement shall be subject to availability of District funds.

- TERM:** The term of this agreement is from **July 1, 2015** through **June 30, 2016**. Extension or renewal requires approval of DISTRICT Superintendent or authorized representative. Unless compensation is fixed on the basis of a daily or hourly rate, compensation will not be increased upon extension of the agreement without approval of the DISTRICT Superintendent or authorized representative. It is the right of the District to contact references, perform background checks, and/or audit data security procedures of the Consultant.

This agreement may be terminated at the convenience of either party upon 30 days advance written notice to the other party. In the event of termination, CONSULTANT shall immediately suspend any further performance of services pursuant to this agreement, except as otherwise authorized by the DISTRICT in writing, and Consultant shall be compensated only for services provided up through the date of termination.

- CONSULTANT SERVICES:** CONSULTANT agrees to perform during the term of this agreement, the tasks, obligations and services detailed as follows (extra pages may be added but must be identified as part of this paragraph): **To provide a web-based SST data management tool to facilitate and streamline the SST process.**

- PAYMENT FOR SERVICES:** CONSULTANT shall receive compensation at the rate of:  
**\$ Not to exceed \$6,500.00**

In the event the CONSULTANT is required to travel outside Solano, Yolo or Sacramento Counties at the request of the DISTRICT, it is agreed that actual and necessary expenses incurred while performing such services shall be reimbursed but must be pre-approved. All payments will be based on invoices submitted to DISTRICT by CONSULTANT and approved by DISTRICT'S authorized representative. The CONSULTANT shall provide an itemization of costs on submitted invoice with receipts attached.

- RECORDS:** CONSULTANT will maintain full and accurate records in connection with this agreement and will make them available to DISTRICT for inspection at any time. The District maintains the right to monitor the performance of Consultant and may require consultant to submit appropriate reports including but not limited to financial reports, audit reports, and/or internal control reports as determined by the District. In addition, the Consultant understands and agrees that Consultant's work product shall be subject disclosure in accordance with the Public Records Act (Gov. Code §§ 6250 et seq.).

*Creating Excellence To Ensure That All Students Learn*

Bates School                      Isleton School                      Walnut Grove School                      Delta High School                      Wind River School  
Clarksburg Middle                      Riverview Middle                      D.H. White Elementary                      Rio Vista High School                      Mokelumne High School  
River Delta High/Elementary School                      River Delta Community Day School.....Delta Elementary Charter School  
Delta Elementary Charter School

- 5. STATUS OF CONTRACTOR: DISTRICT and CONSULTANT agree that CONSULTANT, in performing the services specified in this agreement, shall act as an independent contractor and shall have control of all work and the manner in which it is performed. CONSULTANT shall be free to contract for similar service to be performed for other employers while under the contract with DISTRICT; CONSULTANT will not accept such engagements which interfere with performance under this agreement. CONSULTANT is not entitled to participate in any pension plan, insurance, bonus or similar benefits the DISTRICT provides for its employees. The CONSULTANT is not authorized to carry out any official act of the DISTRICT that is required to be done by an employee or office of the DISTRICT.
- 6. HOLD HARMLESS AND INDEMNIFICATION: CONSULTANT agrees to abide by the *Hold Harmless and Indemnification Agreement* attached to and made a part of this contract.
- 7. COMPLIANCE WITH LAWS: CONSULTANT shall comply with all applicable federal, state and local laws, rules, regulations and ordinances involving its employees, including workers' compensation and tax laws.
- 8. CONFLICTS OF INTEREST: Consultants are responsible for complying with the Regulations of the Fair Political Practices Commission, Title 2, Division 6, California Code of Regulations and may be required to file an annual Form 700 Conflict of Interest Statement of Economic Interests (as required following the passage of the Political Reform Act Government Code Section 81000, et seq.) (attached to and made a part of this contract). The Superintendent may determine in writing that a particular consultant is hired to perform a range of duties that are limited in scope and, thus, is not required to comply fully with the disclosure requirements described in those Sections cited above. The Superintendent's determination is a public record and shall be retained for public inspection in the same manner and location as the Conflict of Interest Code Form 700 Statements of Economic Interest. In addition, if the contract itself contains Conflict of Interest/Statements of Economic Interest Disclosures, the consultant is not required to re-file with the District annually.
- 9. MODIFICATION OR ASSIGNMENT: This agreement may not be assigned by either party without express written consent to the other. No modification shall be effective unless approved in writing by DISTRICT or authorized representatives.
- 10. ARBITRATION: It is mandated that all parties of this agreement jointly agree on the identification of the arbitrator, the venue of the arbitration hearing, the manner in which the arbitrator's fee is satisfied and by whom, and whether or not the decision is binding.

**CONTRACTOR/CONSULTANT:**

**RIVER DELTA UNIFIED SCHOOL DISTRICT:**

\_\_\_\_\_ Date  
 Printed/Typed Name  
 \_\_\_\_\_  
 Social Security Number/Federal Tax ID Number  
 \_\_\_\_\_  
 Address State Zip  
 \_\_\_\_\_  
 Contact Phone and Email

\_\_\_\_\_ Date  
 Requested By (signature/printed)  
 \_\_\_\_\_  
 Supt/Board Approval Signature Date  
 \_\_\_\_\_  
 Budget Code (Name & Coding)  
 \_\_\_\_\_  
 Date of Board of Trustees Action

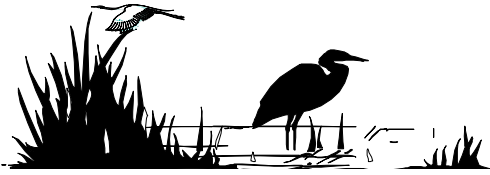
\_\_\_\_\_  
Signature (Contractor/Consultant Authorized Representative)

**Consultant must answer the two questions below:**

- 1. Are you presently or have you been a member of PERS: Yes\_\_\_ No\_ or STRS: Yes\_\_\_ No\_
- 2. Are you presently an employee of River Delta Unified School District? Yes \_\_\_\_\_ No \_\_\_\_\_

**This contract is not valid nor an enforceable obligation against the District until approved or ratified by the Board of Trustees, duly passed and adopted.**

By: SY of AALRR/BLM



**RIVER DELTA UNIFIED SCHOOL DISTRICT**

**445 Montezuma Street**

**Rio Vista, California 94571-1651**

(707) 374-1700 Fax (707) 374-2995

<http://riverdelta.org>

**HOLD HARMLESS & INDEMNIFICATION AGREEMENT**

To the fullest extent permitted by law, SSTOnline (Contractor/Consultant) agrees to defend, indemnify, hold harmless and waive all rights of subrogation against River Delta Joint Unified School District, its Board of Trustees, officers, agents and employees (collectively the "District") from and against any and all claims, costs, demands, expenses (including attorney's fees), losses, damages, injuries and liabilities, whether active or passive, arising from any death or injury negligently caused by the Contractor/Consultant to any person or tangible property because of, arising out of, or in any way related to the Contract/Consultant's performance of this Agreement, except that Contractor/Consultant shall not be liable to defend, indemnify or hold harmless the District for the negligent or intentional acts of the District. It is understood and agreed that such indemnity shall survive the termination of this agreement. Contractor/Consultant shall maintain their own contractual liability insurance to cover its obligations under this Agreement. This indemnification is independent of and shall not in any way be limited by insurance carried by the Contractor/Consultant.

In the case of Facility Use Agreements, Contractor/Consultant further agrees to comply with the insurance requirements attachment to that contract and shall name the District as an additional insured via separate endorsement from its insurance carrier, and provide acceptable proof thereof to the District.

If the Contractor/Consultant should sublet any work to another party (i.e., subcontractor), Contractor/Consultant guarantees that such subcontractor shall indemnify the District prior to permitting subcontractor to commence its work. Contractor/Consultant shall obtain a signed agreement from such subcontractor indemnifying the District as set forth above. In addition, Contractor/Consultant shall require in its purchase orders that each supplier indemnify Contractor/Consultant and the District from any and all losses arising from any materials, products, or supplies included in such work.

In the case of any conflict with these requirements and the provisions of the Agreement to which it is attached, these provisions shall prevail.

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Typed/Printed Name of Authorized Representative

\_\_\_\_\_  
Company Name

Address, Email & Phone: \_\_\_\_\_  
\_\_\_\_\_

By SY of AALRR

*Creating Excellence To Ensure That All Students Learn*

- |                                    |                                       |                                 |                       |                       |
|------------------------------------|---------------------------------------|---------------------------------|-----------------------|-----------------------|
| Bates School                       | Isleton School                        | Walnut Grove School             | Delta High School     | Wind River School     |
| Clarksburg Middle                  | Riverview Middle                      | D.H. White Elementary           | Rio Vista High School | Mokelumne High School |
| River Delta High/Elementary School | River Delta Community Day School..... | Delta Elementary Charter School |                       |                       |
|                                    | Delta Elementary Charter School       |                                 |                       |                       |

**BOARD OF TRUSTEES**  
**RIVER DELTA UNIFIED SCHOOL DISTRICT**  
445 Montezuma Street  
Rio Vista, CA 94571-1651



**BOARD AGENDA BRIEFING**

Meeting Date: August 11, 2015

Attachments: \_\_\_\_\_

From: Don Beno, Superintendent

Item Number: 10.10

**SUBJECT**      Donations

Action: \_\_\_\_\_  
Consent Action: x  
Information Only: \_\_\_\_\_

**Background:**

Donations to Receive and Acknowledge:

**Walnut Grove Elementary School**

Target - \$50

**Rio Vista High School's Beautification Fund**

Amy and Tony Bettencourt \$200

Christy, Jacob, Trisha, Anthony Ricketts \$80

**Presenter**      Don Beno

**Other People Who Might Be Present**      Staff

**Cost &/or Funding Sources**

**Recommendation:**

That the Board acknowledge and approve the receipt of these donations.

Time: 2 mins.\_\_\_\_

**BOARD OF TRUSTEES**  
**RIVER DELTA UNIFIED SCHOOL DISTRICT**  
445 Montezuma Street  
Rio Vista, CA 94571-1651



**BOARD AGENDA BRIEFING**

**Meeting Date:** August 11, 2015

Attachments: \_\_\_x\_\_\_

**From:** Elizabeth Keema-Aston, Chief Business Officer

Item Number: \_\_\_

**SUBJECT**

First Reading of the Board Policy for Anaphylaxis Treatment  
with EpiPen

Action: \_\_\_x\_\_\_

Consent Action: \_\_\_\_\_  
Information Only: \_\_\_\_\_

**Background:**

Changes to Ed Code (49414) regulations now require districts to provide epinephrine auto-injectors (EpiPen) to school nurses or other employees who volunteer and receive training, which they may use to provide emergency medical aid to persons suffering, or reasonable believed to be suffering, from anaphylactic reaction.

**Status:**

To be in compliance with Education code 49414 the board needs to approve the Board Policy for Anaphylaxis Treatment with Auto-Injectors.

**Presenter:** Elizabeth Keema-Aston, Chief Business Officer

**Other People Who Might Be Present:** N/A

**Cost &/or Funding Sources** N/A

**Recommendation:**

That the Board receive and approve the first reading of the proposed board policy for Anaphylaxis Treatment. Second and final reading will be brought before the Board at the September 8, 2015 meeting.

Time: \_\_\_5 mins. \_\_\_

# CSBA Sample

## Administrative Regulation

### Administering Medication And Monitoring Health Conditions

AR 5141.21

#### Students

##### Definitions

Authorized health care provider means an individual who is licensed by the State of California to prescribe or order medication, including, but not limited to, a physician or physician assistant. (Education Code 49423; 5 CCR 601)

Other designated school personnel means any individual employed by the district, including a nonmedical school employee, who has volunteered or consented to administer medication or otherwise assist the student and who may legally administer the medication to the student or assist the student in the administration of the medication. (5 CCR 601, 621)

Medication may include not only a substance dispensed in the United States by prescription, but also a substance that does not require a prescription, such as over-the-counter remedies, nutritional supplements, and herbal remedies. (5 CCR 601)

Emergency medical assistance for a student suffering an epileptic seizure means the administration of an emergency antiseizure medication such as diazepam rectal gel and other emergency medications approved by the federal Food and Drug Administration for patients suffering from epileptic seizures. (Education Code 49414.7; 5 CCR 621)

Epinephrine auto-injector means a disposable drug delivery system with a spring-activated needle that is designed for emergency administration of epinephrine to provide rapid, convenient first aid for persons suffering a potentially fatal reaction to anaphylaxis. (Education Code 49414)

Anaphylaxis means a potentially life-threatening hypersensitivity to a substance, which may result from an insect sting, food allergy, drug reaction, exercise, or other cause. Symptoms may include shortness of breath, wheezing, difficulty breathing, difficulty talking or swallowing, hives, itching, swelling, shock, or asthma. (Education Code 49414)

(cf. 5141.23 - Asthma Management)

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

##### Notifications to Parents/Guardians

\*\*\*Note: Pursuant to Education Code 48980, districts must notify parents/guardians, at the beginning of each school year, of their rights and responsibilities (see section "Parent/Guardian Responsibilities" below) under Education Code 49423 pertaining to the administration of

medication by school employees and self-administration of epinephrine by students. Though notification is not required for self-administration of any medication other than epinephrine, it is recommended that the annual notification include other medications to facilitate implementation by school personnel. \*\*\*

At the beginning of each school year, the Superintendent or designee shall notify parents/guardians of the options available to students who need to take prescribed medication during the school day and the rights and responsibilities of parents/guardians regarding those options. (Education Code 49480)

(cf. 5145.6 - Parental Notifications)

In addition, the Superintendent or designee shall inform the parents/guardians of any student on a continuing medication regimen for a nonepisodic condition of the following requirements: (Education Code 49480)

1. The parent/guardian is required to inform the school nurse or other designated employee of the medication being taken, the current dosage, and the name of the supervising physician.
2. With the parent/guardian's consent, the school nurse or other designated employee may communicate with the student's physician regarding the medication and its effects and may counsel school personnel regarding the possible effects of the medication on the student's physical, intellectual, and social behavior, as well as possible behavioral signs and symptoms of adverse side effects, omission, or overdose.

#### Parent/Guardian Responsibilities

The responsibilities of the parent/guardian of any student who may need medication during the school day shall include, but are not limited to:

\*\*\*Note: Education Code 49423 and 5 CCR 600 authorize districts to administer prescribed medication only upon receipt of written statements from the student's authorized health care provider and parent/guardian. Education Code 49414.7 and 5 CCR 626 require similar statements before school personnel may administer emergency antiseizure medication to students. In addition, appropriate statements must be received before students are allowed to carry and self-administer diabetes medication pursuant to Education Code 49414.5, auto-injectable epinephrine pursuant to Education Code 49423, or asthma medication pursuant to Education Code 49423.1. Districts may choose to allow students to carry and self-administer other types of medication beyond those authorized by the Education Code. If so, the district should modify the following section accordingly. See the accompanying Board policy. \*\*\*

1. Providing parent/guardian and authorized health care provider written statements each school year as described in the sections "Parent/Guardian Statement" and "Health Care Provider Statement" below. The parent/guardian shall provide a new authorized health care provider's statement if the medication, dosage, frequency of administration, or reason for administration changes. (Education Code 49414.5, 49414.7, 49423, 49423.1; 5 CCR 600, 626)



2. If the student is on a continuing medication regimen for a nonepisodic condition, informing the school nurse or other designated certificated employee of the medication being taken, the current dosage, and the name of the supervising physician and updating the information when needed. (Education Code 49480)

\*\*\*Note: Pursuant to Education Code 49414.7, if the district chooses to participate in a program to train nonmedical school employees who volunteer to provide emergency medical assistance to students suffering from epileptic seizures when licensed health care professionals are not available onsite, it must establish a district plan that includes item #3 below. \*\*\*

3. If the student suffers from epilepsy, notifying the principal or designee whenever the student has had an emergency antiseizure medication administered to him/her within the past four hours on a school day. (Education Code 49414.7)

\*\*\*Note: Pursuant to 5 CCR 606, the district is authorized to establish rules for the delivery and storage of medication on a school site. \*\*\*

4. Providing medications in properly labeled, original containers along with the authorized health care provider's instructions. For prescribed or ordered medication, the container also shall bear the name and telephone number of the pharmacy, the student's identification, and the name and phone number of the authorized health care provider. (5 CCR 606)

#### Parent/Guardian Statement

\*\*\*Note: 5 CCR 603 authorizes the district to establish specific requirements regarding the parent/guardian's written statement. The following list should be modified to reflect the district's requirements. \*\*\*

When district employees are to administer medication to a student, the parent/guardian's written statement shall:

1. Identify the student
2. Grant permission for an authorized district representative to communicate directly with the student's authorized health care provider and pharmacist, as may be necessary, regarding the health care provider's written statement or any other questions that may arise with regard to the medication
3. Contain an acknowledgment that the parent/guardian understands how district employees will administer the medication or otherwise assist the student in its administration
4. Contain an acknowledgment that the parent/guardian understands his/her responsibilities to enable district employees to administer or otherwise assist the student in the administration of medication, including, but not limited to, the parent/guardian's responsibility to provide a written statement from the authorized health care provider, to ensure that the medication is delivered to

the school in a proper container by an individual legally authorized to be in possession of the medication, and to provide all necessary supplies and equipment

5. Contain an acknowledgment that the parent/guardian understands that he/she may terminate the consent for the administration of the medication or for otherwise assisting the student in the administration of medication at any time

In addition to the requirements in items #1-5 above, if a parent/guardian has requested that his/her child be allowed to carry and self-administer prescription auto-injectable epinephrine or prescription inhaled asthma medication, the parent/guardian's written statement shall:  
(Education Code 49423, 49423.1)

1. Consent to the self-administration
2. Release the district and school personnel from civil liability if the student suffers an adverse reaction as a result of self-administering the medication

In addition to the requirements in items #1-5 above, if a parent/guardian wishes to designate an individual who is not an employee of the district to administer medication to his/her child, the parent/guardian's written statement shall clearly identify the individual and shall state:

1. The individual's willingness to accept the designation
2. That the individual is permitted to be on the school site
3. Any limitations on the individual's authority

#### Health Care Provider Statement

\*\*\*Note: Education Code 49423 and 49423.1 and 5 CCR 602 list items that the authorized health care provider's written statement must contain, as specified in items #1-4 below. Education Code 49414.7 and 5 CCR 626 contain requirements similar to items #1-3 for the administration of emergency epilepsy medication. Districts that request additional information in the statement should modify the following list accordingly. \*\*\*

When any district employee is to administer prescribed medication to a student, or when a student is to be allowed to carry and self-administer auto-injectable epinephrine or prescribed diabetes or asthma medication during school hours, the authorized health care provider's written statement shall include:

1. Clear identification of the student (Education Code 49414.7, 49423, 49423.1; 5 CCR 602, 626)
2. The name of the medication (Education Code 49414.7, 49423, 49423.1; 5 CCR 602, 626)

3. The method, amount, and time schedules by which the medication is to be taken (Education Code 49414.7, 49423, 49423.1; 5 CCR 602, 626)
4. If a parent/guardian has requested that his/her child be allowed to self-administer medication, confirmation that the student is able to self-administer the medication (Education Code 49423, 49423.1; 5 CCR 602)

\*\*\*Note: Items #5-7 below may be revised to reflect district practice. \*\*\*

5. For medication that is to be administered on an as-needed basis, the specific symptoms that would necessitate administration of the medication, allowable frequency for administration, and indications for referral for medical evaluation
6. Possible side effects of the medication
7. Name, address, telephone number, and signature of the student's authorized health care provider

When authorizing a district employee to administer emergency antiseizure medication to a student, the authorized health care provider's written statement shall also include the following: (Education Code 49414.7; 5 CCR 626)

1. Detailed seizure symptoms, including frequency, type, or length of seizures that identify when the administration of the medication becomes necessary
2. Any potential adverse responses by the student and recommended mitigation actions, including when to call emergency services
3. A protocol for observing the student after a seizure, including, but not limited to, whether he/she should rest in the school office or return to his/her class and the length of time he/she should be under direct observation
4. Following a seizure, the pupil's parent and guardian and the school nurse shall be contacted by the school or charter school administrator or, if the administrator is not available, by another school staff member to continue the observation plan

#### District Responsibilities

\*\*\*Note: The following section should be modified to reflect district practice. \*\*\*

The school nurse or other designated school personnel shall:

1. Administer or assist in administering medication in accordance with the authorized health care provider's written statement
2. Accept delivery of medications from parents/guardians and count and record them upon

receipt

3. Maintain a record of students needing medication during the school day, including those authorized to self-administer medication, and note on the record the type of medication and the times and dosage to be administered

\*\*\*Note: 5 CCR 601 specifies items that districts may, but are not required to, include in the medication log, as provided in item #4 below. \*\*\*

4. Maintain for each student a medication log which may:

a. Specify the student's name, medication, dose, method of administration, time of administration during the regular school day, date(s) on which the student is required to take the medication, and the authorized health care provider's name and contact information

b. Contain space for daily recording of the date, time, and amount of medication administered, and the signature of the individual administering the medication

\*\*\*Note: 5 CCR 601 specifies items that may be included in the medication record, as detailed below. In addition, 5 CCR 607 authorizes the district to establish policies regarding documentation of medication, including the maintenance of the medication record. \*\*\*

5. Maintain for each student a medication record which may include the authorized health care provider's written statement, the parent/guardian's written statement, the medication log, and any other written documentation related to the administration of medication to the student

6. Ensure that student confidentiality is appropriately maintained

(cf. 5125 - Student Records)

7. Coordinate and, as appropriate, ensure the administration of medication during field trips and other school-related activities

(cf. 5148.2 - Before/After School Programs)

(cf. 6145.2 - Athletic Competition)

(cf. 6153 - School-Sponsored Trips)

8. Report to a student's parent/guardian and the site administrator any refusal by the student to take his/her medication

9. Keep all medication to be administered by the district in a locked drawer or cabinet

10. As needed, communicate with a student's authorized health care provider and/or pharmacist regarding the medication and its effects

11. Counsel other designated school personnel regarding the possible effects of a medication

on a student's physical, intellectual, and social behavior, as well as possible behavioral signs and symptoms of adverse side effects, omission, or overdose

\*\*\*Note: 5 CCR 609 authorizes the district to establish policies regarding unused, discontinued, or outdated medication. \*\*\*

12. Ensure that any unused, discontinued, or outdated medication is returned to the student's parent/guardian at the end of the school year or, if the medication cannot be returned, dispose of it in accordance with state laws and local ordinances

13. Provide immediate medical assistance if needed and report to the site administrator, the student's parent/guardian, and, if necessary, the student's authorized health care provider any instance when a medication is not administered properly, including administration of the wrong medication or failure to administer the medication in accordance with authorized health care provider's written statement

#### Additional Requirements for Management of Epileptic Seizures

\*\*\*Note: Pursuant to Education Code 49414.7, when a district chooses to participate in a program to train nonmedical district employees who volunteer to provide emergency medical assistance to students suffering from epileptic seizures when licensed health care professionals are not available on site, the district is required to satisfy specific requirements, including developing a district plan with certain components. The requirements of Education Code 49414.7 that are similar to the requirements for administration of other types of medication are addressed in previous sections. Other requirements that are unique to this program are reflected in the following section. \*\*\*

In addition to applicable provisions in the sections above, the Superintendent or designee shall make arrangements for assisting students with epilepsy who may suffer a seizure at school. Such arrangements shall include the following: (Education Code 49414.7; 5 CCR 620-627)

1. Services or Accommodations: Whenever a parent/guardian requests that a nonmedical district employee be trained to provide emergency medical assistance to his/her child, the parent/guardian shall be notified that the child may qualify for services or accommodations pursuant to 20 USC 1400-1482, the Individuals with Disabilities Education Act (IDEA), or 29 USC 794, Section 504 of the federal Rehabilitation Act of 1973 (Section 504).

(cf. 6159 - Individualized Education Program)

(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)

(cf. 6164.6 - Identification and Education Under Section 504)

The Superintendent or designee shall assist the parent/guardian to explore that option and shall encourage him/her to adopt the option if the student is determined to be eligible for such service or accommodation.

If the student's parent/guardian refuses to have him/her assessed for services or

accommodations under IDEA or Section 504, the Superintendent or designee may develop an individualized health plan, seizure action plan, or other appropriate health plan designed to acknowledge and prepare for the student's health care needs in school.

2. Request for Volunteers: The Superintendent or designee shall distribute an electronic notice to school staff no more than twice per school year per student whose parent/guardian has requested provision of emergency medical assistance pursuant to Education Code 49414.7. The notice shall be in bold print and, in accordance with Education Code 49414.7, shall contain a description of the request for a volunteer school employee, the training that such volunteer school employee will receive, the voluntary nature of the program, and the timelines for the volunteer school employee to rescind his/her offer. No other means of soliciting volunteer school employees shall be conducted.

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

If no employee volunteers to administer emergency antiseizure medication to a student, the Superintendent or designee shall again notify the student's parent/guardian of the option to have the student assessed for services and accommodations under IDEA or Section 504.

3. Training: Any employee who volunteers to administer an emergency antiseizure medication shall receive from a licensed health care professional the training specified in 5 CCR 623 before administering such medication. The training shall include, but is not limited to:

- a. Recognition and treatment of different types of seizures
- b. Administration of an emergency antiseizure medication
- c. Basic emergency follow-up procedures, including, but not limited to, a requirement for the principal or designee to call the emergency 911 telephone number and to contact the student's parent/guardian.
- d. Techniques and procedures to ensure student privacy

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

(cf. 5022 - Student and Family Privacy Rights)

When a trained employee has not administered an emergency antiseizure medication to a student within one year after completing the training and a student who may need the administration of an emergency antiseizure medication is enrolled in the school, the employee shall be retrained in order to retain the ability to administer an emergency antiseizure medication.

4. Notification of Administration: The Superintendent or designee shall establish a process for notifying the credentialed school nurse, or the Superintendent or designee as applicable, whenever an employee administers an emergency antiseizure medication to a student at a school site.

5. Supervision of Volunteers: Volunteer school employees shall be supervised by a licensed health care professional in accordance with 5 CCR 627.

#### Emergency Epinephrine Auto-Injectors

\*\*\*Note: As amended by SB 1266 (Ch. 321, Statutes of 2014), Education Code 49414 requires districts to provide epinephrine auto-injectors to school nurses or other employees who volunteer and receive training, which they may use to provide emergency medical aid to persons suffering, or reasonably believed to be suffering, from an anaphylactic reaction. SB 1266 deleted the requirement to develop a district plan related to the use of epinephrine auto-injectors. \*\*\*

The Superintendent or designee shall provide epinephrine auto-injectors to school nurses or other employees who have volunteered to administer them in an emergency and have received training. The school nurse, or a volunteer employee when a school nurse or physician is unavailable, may administer an epinephrine auto-injector to provide emergency medical aid to any person suffering, or reasonably believed to be suffering, from potentially life-threatening symptoms of anaphylaxis at school or a school activity. (Education Code 49414)

The definition of “school activity” is an on-site, school sponsored activity held during normal school hours.

\*\*\*Note: As amended by SB 1266 (Ch. 321, Statutes of 2014), Education Code 49414 requires the following annual notification to all staff. \*\*\*

At least once per school year, the Superintendent or designee shall distribute to all staff a notice requesting volunteers to be trained to administer an epinephrine auto-injector and describing the training that the volunteer will receive. (Education Code 49414)

\*\*\*Note: Education Code 49414 specifies topics to be included in training for employees who volunteer to be trained in the use of epinephrine auto-injectors. As amended by SB 1266 (Ch. 321, Statutes of 2014), Education Code 49414 requires the Superintendent of Public Instruction, in consultation with specified agencies and organizations, to review the minimum standards for the training at least every five years. These standards are available on the California Department of Education's web site. \*\*\*

The principal or designee at each school may designate one or more volunteers to receive initial and annual refresher training, which shall be provided by a school nurse or other qualified person designated by a physician and surgeon authorized pursuant to Education Code 49414, and shall be based on the standards developed by the Superintendent of Public Instruction. Written materials covering the required topics for training shall be retained by the school for reference. (Education Code 49414)

\*\*\*Note: Education Code 49414, as amended by SB 1266 (Ch. 321, Statutes of 2014), specifies the type of epinephrine auto-injectors that must be provided to each school and the district personnel authorized to obtain the prescriptions. The following paragraphs may be revised to

reflect the position(s) assigned to fulfill this responsibility and the grade levels maintained by the district. \*\*\*

A school nurse or other qualified supervisor of health, or a district administrator if the district does not have a qualified supervisor of health, shall obtain a prescription for epinephrine auto-injectors for each school from an authorized physician and surgeon. Such prescription may be filled by local or mail order pharmacies or epinephrine auto-injector manufacturers. Elementary schools shall, at a minimum, be provided one adult (regular) and one junior epinephrine auto-injector. Secondary schools shall be provided at least one adult (regular) epinephrine auto-injector, unless there are any students at the school who require a junior epinephrine auto-injector. (Education Code 49414)

If an epinephrine auto-injector is used, the school nurse or other qualified supervisor of health shall restock the epinephrine auto-injector as soon as reasonably possible, but no later than two weeks after it is used. In addition, epinephrine auto-injectors shall be restocked before their expiration date. (Education Code 49414)

Information regarding defense and indemnification provided by the district for any and all civil liability for volunteers administering epinephrine auto-injectors shall be provided to each volunteer and retained in his/her personnel file. (Education Code 49414)

(cf. 4112.6/4212.6/4312.6 - Personnel Files)

A school may accept gifts, grants, and donations from any source for the support of the school in carrying of the requirements of Education Code 49414, including, but not limited to, the acceptance of epinephrine auto-injectors from a manufacturer or wholesaler. (Education Code 49414)

(cf. 3290 - Gifts, Grants and Bequests)

The Superintendent or designee shall maintain records regarding the acquisition and disposition of epinephrine auto-injectors for a period of three years from the date the records were created. (Business and Professions Code 4119.2)

(cf. 3580 - District Records)

(11/11 12/13) 12/14



# **Anaphylaxis Treatment Board Policy**

## **For use in persons without individual physician written orders**

The Governing Board recognizes that increasing numbers of children and adults are experiencing life-threatening severe allergic reactions (anaphylaxis) which require an immediate administration of an epinephrine auto-injector in order to sustain life. This emergency reaction may occur in individuals with previously identified allergies as well as individuals who have no known history of anaphylaxis.

The Governing Board recognizes that school districts shall provide emergency epinephrine auto-injectors to school nurses and trained personnel who have volunteered and school nurses or trained personnel may use epinephrine auto-injectors to provide emergency medical aid to persons suffering, or reasonably believed to be suffering from an anaphylactic reaction.

The Governing Board recognizes that the epinephrine auto-injectors are to be furnished exclusively for use at the school district site and that qualified supervisor of health (or administrator if there is no qualified supervisor of health) shall obtain from an authorizing physician a prescription that, at minimum, includes one regular and one junior epinephrine auto-injector for elementary schools and one regular for middle and high schools.

Pursuant to education code 49414, a notice shall be distributed at least once a year to all staff that contains a description of a volunteer and a description of the training that the volunteer will receive. Trained volunteer personnel shall be provided with defense and indemnification for any and all civil liability, in accordance with, but not limited to, that provided in Division 3.6 (commencing with Section 810) or Title 1 of the Government Code. This information shall be reduced to writing, provided to the volunteer and retained in the volunteer's personnel file.

The Superintendent or designee may designate one or more volunteers to receive initial and annual refresher training, based on the standards set by the California Department of Education. Documentation of the training and ongoing supervision, as well as annual written verification of competency of designated school personnel shall be maintained.

**BOARD OF TRUSTEES**  
**RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street  
Rio Vista, CA 94571-1651



**BOARD AGENDA BRIEFING**

Meeting Date: August 11, 2015

Attachments:  X

From: Elizabeth Keema-Aston

Item Number:  12.

**SUBJECT:** RVHS Exterior Gym Repairs

Action:  X

Consent Action:

Information Only:

**Scope Description:**

Cut back and repair existing extended glue lam beams flush with frieze.  
Remove existing plastic siding, repair damaged substrate, provide and install new prefinished Kynar coated metal siding, building vapor barrier and flashing at upper and lower frieze's and paint repaired glu-lam beams.  
Budget \$83,000.

Replace exterior doors as a unit cost alternate (\$5,800), pending availability of funds within the established budget.

**Background:**

In May, the RVHS project was put out to formal bid. The project was advertised twice over a two week period. Additionally, plans were sent to area Builders Exchange plan rooms and numerous calls were placed and emails sent to attract potential bidders. Despite the advertisement and other outreach efforts and due to the specialized nature of the project, only two bids were received. One at \$186,382, another at \$139,000.

**Status:**

RGM had valued the project well below both bids. In addition, the low bidder would have been disqualified for not providing a Bid Bond. Accordingly, on June 9<sup>th</sup> upon staff recommendation, the Board rejected the Bids. Over the past few weeks, RGM has been talking with the two bidders, attracting other interest and cost appraisals, one @ \$125,411 and another @ \$82,945. We have evaluated options to (1) rebid the project and alternatively (2) negotiate with the best suited, most qualified and competitive contractor. The preliminary cost and schedule analysis indicates that Option 2 is deemed the most expedient and less costly avenue to complete the project.

**Presenter:** Don Beno

**Other People Who Might Be Present:** Ralph Caputo, RGM and Associates

**Cost &/or Funding Sources:** Fund # 21, from State Reimbursements received from previous projects

**Recommendation:** That the Board approve a Budget of \$126,935.00 and authorize the Superintendent to finalize scope and negotiate a Lease Leaseback contract with de Rutte Builders, Sebastopol, CA, pursuant the prescribed budget.

Time: \_\_\_\_\_ mins. \_\_\_

**GYMNASIUM GLU-LAM & SIDING REPAIRS  
RIO VISTA HIGH SCHOOL**

**OVERVIEW**

In May, the subject project was publically advertised and put out to formal bid. The project was advertised twice over a two week period. Additionally, plans were sent to area Builders Exchange plan rooms and numerous calls were placed and emails sent to attract potential bidders. The cost to advertise the project was (\$1,088.00) and UPS distribution costs to plan rooms were (\$57.00). RGM developed the repair assessment, defined the scope of work, developed general bid packages and conducted the bid process on behalf of the District (\$3,890.00). No architectural plans or engineering services were utilized. A mandatory pre-bid meeting was conducted to review scope, project conditions and address bidder questions. Four potential bidders signed in at the pre-bid meeting.

Despite the advertisement and other outreach efforts and due to the specialized nature of the project, only two bids were received. RGM had valued the project @ 95-100,000, well below both bids. The low bidder would have been disqualified because they did not provide a Bid Bond. On June 9<sup>th</sup>, pursuant to staff recommendation the Board rejected the Bids.

*Bid: May 26, 2015 at 2:00 PM*

COMPANY	BASE BID	Upper Down Spouts (EA)	Lower Down Spouts (EA)	Gutter per (LF)	Replace Exterior Doors (2 EA)
		1	2	3	4
Construction West	\$186,382.00	\$1,565.00	\$1,207.00	\$250.00	\$6,880.00
RA Jones Const.	\$139,000.00	\$1,100.00	\$800.00	\$250.00	\$6,000.00
<b>Budget Goal-Construction</b>	<b>\$85-95,000</b>	Optional	Optional	Optional	Optional \$5.800

The project is best suited for a small contractor capable of doing the work with their own staff. Both bidders used a subcontractor(s) for portions of the work, which increased their pricing. Since the bid, RGM has discussed the project with both bidders and have received other cost appraisals for the project. one @ \$125,411 and another @ \$82,945.

We have reviewed options to (1) formally re-bid the project and (2) negotiate with the best qualified /most competitive contractor using the Lease Leaseback process.

**RECOMMENDATION**

Since one contractor stood apart from the others, de Rutte Builders, Sebastopol, our recommendation is to authorize the superintendent to work with the contractor, district counsel and RGM to negotiate final scope, cost and schedule and execute contracts within a construction budget of \$85,000, plus a \$10,000 contingency for unforeseen dryrot repair and an overall project budget of \$126,985, including previous expenditures.

Key points considered in developing the recommendation include:

1. Schedule- the time frame for public advertisement and bidding would entail approximately 35 days, plus another 15-20 days for Contracts and mobilization, more than the alternative LLB negotiated process, allowing commencement to occur faster.
2. Cost- the anticipated results from another formal bid process is uncertain. No advertising costs or bid process would be needed for the LLB contract process, however, some legal fees will be needed due to the contract format. By selecting the contractor and negotiating final scope and cost with a qualified bidder, the project should require less District/RGM oversight and administrative time and will minimize change orders. The allowance for dryrot repair would be only used as needed and approved, with all savings accruing to the district. Although somewhat speculative, the LLB process could save approximately \$30,000.
3. Other- the LLB process allows the district to work with a selected proven contractor and negotiate scope and cost, avoiding unknown and underqualified bidders.

# MASTER BUDGET SUMMARY SHEET

**PRELIMINARY  
FOR DISCUSSION ONLY**

**SUMMARY OF ESTIMATED COSTS**  
 District River Delta  
 Project: RVHS Gym Exterior Repairs

DATE: DATE: 24-Jul-15  
 PRELIMINARY X  
 PRE-FINAL  
 FINAL

## TOTAL BUDGET -

### CURRENT FUNDS -

\*Available Bond Proceed \$ \_\_\_\_\_ .00

Description: FUND # \_\_\_\_\_

APPLICATION NUMBER	Lease Leaseback
<b>A. DISTRICT / ADMINISTRATIVE FEES</b>	
1 SITE ACQUISITION/APPRaisal/TITLE	\$ -
2 SURVEY	\$ -
3 SITE SUPPORT - BOND FEES	\$ -
4 LEGAL FEES - <i>Allowances</i> Contracts	\$ 5,000
5 OTHER (EIR/Negative Declaration)	\$ -
6 OTHER	\$ -
<b>SITE SUBTOTAL</b>	<b>\$ 5,000.00</b>
<b>B. PLANS</b>	
1 ARCHITECT'S FEE FOR PLANS- PRECONSTRUCTION / CONTRACT PREPERATION (RGM)	\$ 2,400
2 DSA PLAN CHECK FEE	\$ -
3 DSA HANDICAPPED PLAN CHECK FEE	\$ -
4 HEALTH DEPARTMENT	\$ -
5 ENERGY ANALYSIS FEES	\$ -
6 DEPARTMENT OF EDUCATION - <i>PLAN CHECK FEE</i>	\$ -
7 PRELIMINARY TESTS	\$ -
A. SOILS	\$ -
B. OPSC & YRE CONSULTANTS	\$ -
C. BIDDING AND ADVERTISING	\$ -
D. ENGINEERING/CONSULTING	\$ -
E. HAZARDOUS MATERIAL SURVEY/SPECS	\$ -
8 LABOR COMPLIANCE PROGRAM ADMINISTRATIVE COSTS	\$ -
<b>PLANS SUBTOTAL</b>	<b>\$ 2,400</b>
<b>C. CONSTRUCTION</b>	
1 A. UTILITY SERVICE FEES	\$ -
B. UTILITY SERVICE IMPROVEMENTS	\$ -
2 OFF-SITE DEVELOPMENT	\$ -
3 SERVICE SITE DEVELOPMENT	\$ -
4 GENERAL SERVICE SITE DEVELOPMENT	\$ -
5 <input checked="" type="checkbox"/> MODERNIZATION <input type="checkbox"/> RECONSTRUCTION de Rutte Proposal \$82,945.00	\$ 83,000
6 <input type="checkbox"/> DEMOLITION <input type="checkbox"/> INTERIM HOUSING	\$ -
7 <input type="checkbox"/> NEW CONSTRUCTON	\$ -
8 A. UNCONVENTIONAL ENERGY SOURCES	\$ -
B. SPECIAL ACCESS COMPLIANCE	\$ -
C. TECHNOLOGY ALLOWANCE	\$ -
9 ENVIRONMENTAL ABATEMENT Bat Removal/Close Openings-Allowance	\$ 2,000
10 AIR MONITOR CLEARANCE	\$ -
11 PROJECT MANAGEMENT - RGM	\$ 18,000
12 OTHER (ITEMIZE)	\$ -
A. REIMBURSABLES/GENERAL CONDITIONS	\$ 1,500
B. MOVING/STORAGE ( <i>District Expense</i> )	\$ -
C. UNDERGROUND UTILITY SEARCH	\$ -
<b>CONSTRUCTION SUBTOTAL</b>	<b>\$ 104,500</b>
D. TESTS (CONSTRUCTION LAB)	\$ -
E. INSPECTION (IOR)	\$ -
F. FURNITURE AND EQUIPMENT	\$ -
G. CONTINGENCIES <i>Dry Rot Repairs</i>	\$ 10,000
<b>TOTAL ESTIMATED COSTS (ITEMS A THROUGH G)</b>	<b>\$ 121,900</b>
H. Costs incurred to Date- Original Bid Process	\$ 5,035
<b>TOTAL ESTIMATED BUDGET</b>	<b>\$ 126,935</b>
I. Alternate-Replace Exterior Utility Doors Add	\$ 5,800

**BOARD OF TRUSTEES**  
**RIVER DELTA UNIFIED SCHOOL DISTRICT**  
445 Montezuma Street  
Rio Vista, CA 94571-1651



**BOARD AGENDA BRIEFING**

**Meeting Date:** August 11, 2015

Attachments: \_\_\_x\_\_\_

**From:** Elizabeth Keema-Aston, Chief Business Officer

Item Number: \_13.\_

**SUBJECT**

Increase in paid lunch price of \$0.20 starting FY 2015-16.

Action: \_\_x\_\_

Consent Action: \_\_\_\_\_

Information Only: \_\_\_\_\_

**Background:**

The United States Department of Agriculture (USDA) requires the district to increase paid lunch prices in FY 2015-16. Paid lunch prices are currently \$2.50 for students and \$3.00 for adults. Following USDA guidelines the price for lunches this year will be \$2.70 for students and \$3.20 for Adults.

**Status:**

The district is required to increase paid lunch prices to remain compliant with USDA regulations and not jeopardize the district funding.

**Presenter:** Elizabeth Keema-Aston, Chief Business Officer

**Other People Who Might Be Present:** N/A

**Cost &/or Funding Sources** N/A

**Recommendation:**

That the Board approve the proposed rate increase to lunch prices.

Time: \_\_5 mins.\_\_

**BOARD OF TRUSTEES**  
**RIVER DELTA UNIFIED SCHOOL DISTRICT**  
445 Montezuma Street  
Rio Vista, CA 94571-1651



**BOARD AGENDA BRIEFING**

**Meeting Date:** August 11, 2015 Attachments: \_\_\_x\_\_\_  
**From:** Elizabeth Keema-Aston, Chief Business Officer Item Number: \_14.\_

**SUBJECT** Contract with Ryland School Business Consulting for various Financial and Business Office Services Action: x  
Consent Action: \_\_\_\_\_  
Information Only: \_\_\_\_\_

**Background:**

In the past the district has used the consulting firm of Ryland School Business Consulting for assistance with various projects. They are a well-known and respected firm that provides services to many districts throughout Northern California.

**Status:**

This is an open agreement with Ryland School Service Consulting for various business and financial services on an as needed basis for FY 2015-16.

**Presenter:** Elizabeth Keema-Aston, Chief Business Officer

**Other People Who Might Be Present:** N/A

**Cost &/or Funding Sources**

Unrestricted General Fund

**Recommendation:**

Request the Board to approve the contract with Ryland School Business Consulting For FY 2015-16.

Time: \_\_5 mins.\_\_



SCHOOL BUSINESS SERVICES CONTRACT

This contract is made by and between STLR Corp, dba RYLAND SCHOOL BUSINESS CONSULTING (Contractor) and the RIVER DELTA JOINT UNIFIED SCHOOL DISTRICT. Contractor will provide financial and business office services (described more specifically below) as needed and directed by District staff. In consideration of the services provided, the RIVER DELTA JOINT UNIFIED SCHOOL DISTRICT will pay to Contractor hourly fees of \$145 for professional services and for travel time. All charges, including expenses, will be approved by the Superintendent of the RIVER DELTA JOINT UNIFIED SCHOOL DISTRICT. Expenses are defined as actual, out-of-pocket expenses, such as lodging, meals, telephone charges, express or overnight mail charges, etc. The District will be billed on a monthly basis for fees and expenses. The term of this contract is twelve months.

RYLAND SCHOOL BUSINESS CONSULTING will provide general financial planning and business services to RIVER DELTA JOINT UNIFIED SCHOOL DISTRICT and its districts which may include but are not limited to the following: business office assistance and training; budget development; year-end closing of the books; general financial analysis as needed for negotiations; charter school petition evaluation and fiscal viability analysis; documentation of procedures; development of financial strategies and analysis related to growth or decline; recommendations for board policy; preparation or review of short-term and long-term cash flow schedules; and presentations to the governing board.

It is expressly understood and agreed to by both parties that the Contractor, while carrying out and complying with any of the terms and conditions of this agreement, is a corporation licensed in California and not an employee of the District. This contract may be terminated by either party with 30 days' notice. In the case of early termination, RIVER DELTA JOINT UNIFIED SCHOOL DISTRICT will be entitled to completion of all work in progress at its option, and RYLAND SCHOOL BUSINESS CONSULTING will be entitled to payment in full of all expenses and fees incurred.

AGREED:

\_\_\_\_\_  
Don Beno, Superintendent  
RIVER DELTA JOINT UNIFIED SCHOOL DISTRICT

\_\_\_\_\_  
*s/ Teresa R. Ryland*  
President  
RYLAND SCHOOL BUSINESS CONSULTING

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date