

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:

September 12, 2017

Walnut Grove Elementary School ♦ 14181 Grove Street, Walnut Grove, CA

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: _____ Ayes: _____ Noes: _____ Absent: _____ Time: _____
5. Reconvene to Open Session (@ approx. 6:30 p.m.) Time: _____
 - 5.1 Retake Roll Call

Member Fernandez ____; Member Olson ____; Member Riley ____; Member Donnelly ____;
Member Elliott ____; 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 Fernandez
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 agendized item on this agenda 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)
 - 9.1.3.1 Preliminary discussion regarding Bond Election 2018
 - 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 and Craig Hamblin, Director of MOT
 - 9.2.1 ADA/Enrollment Report – Elizabeth Keema-Aston
 - 9.2.2 Monthly Financial Report – Elizabeth Keema-Aston
 - 9.2.3 Maintenance, Operations & Transportation Update, Craig Hamblin, Director of MOT
 - 9.3 Education Services' Reports and/or Presentation(s) - Kathy Wright, Director of Educational Services and Special Education

10. **Consent Calendar**

- 10.1 Approve Board Minutes
 - Regular Meeting of the Board, August 8, 2017
 - Special Meeting of the Board, August 31, 2017
- 10.2 Receive and Approve Monthly Personnel Reports
 - As of September 12, 2017
- 10.3 District's Monthly Expenditure Report
 - August 2017
- 10.4 Request to approve the Expert Agreement with Susan Jones to provide support and mentoring to Rio Vista High School teachers for the 2017-18 school year, not to exceed \$2000 – Vicky Turk
- 10.5 Request to apply for the Lowe's Tool Box for Education Grant for D.H. White Elementary School to fund beautification projects on campus – Nick Casey
- 10.6 Request to declare as surplus non-operable technology equipment from inventory and deem its value as zero – Nick Casey
- 10.7 Request to declare as surplus textbooks no longer adopted by River Delta USD from Rio Vista High School - Vicky Turk
- 10.8 Request to approve the Booster Club/ PTC/ PTA Activities and Fundraising events – Elizabeth Keema-Aston
- 10.9 Request to approve the Independent Contract with Orcer Services to provide technology classes for ELL parent community, cost not to exceed \$15,600 – Adult Educational Funds – Nick Casey
- 10.10 Request to approve the Independent Contract for Services Agreement with Deborah McCloskey, MACCC-SP for the 2017-18 school year at a cost not to exceed \$4,000 – Special Educational Funds – Kathy Wright
- 10.11 Request to approve the ASB fundraising events for Riverview Middle School for the 2017-2018 school year – Elizabeth Keema Aston and Sonia Rambo
- 10.12 Request to approve the formation of the Delta Education Vineyard Booster's Club at Delta High and Clarksburg Middle Schools – Elizabeth Keema-Aston and Laura Uslan
- 10.13 Request to approve the Delta Education Vineyard Booster's Club fundraising events – Laura Uslan
- 10.14 Donations to Receive and Acknowledge:
 - Riverview Middle School**
 - Elizabeth Brockhouse (PG&E) \$333.32
 - The Kula Foundation \$3.66
 - Delta High School – Football Program**
 - Miners Leap Winery \$500.00
 - Walnut Grove Elementary School – School Supplies**
 - Al's Place \$620.00

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 Resolution #733 CDE Child Development Services Contract – CSPP-TBA California State Preschool Program naming Don Beno, Elizabeth Keema-Aston and Antonia Slagle as authorized signees to sign transactions for the Governing Board – Antonia Slagle

Motioned: _____ Second: _____

Roll Call Vote: Member Fernandez ___; Member Olson ___; Member Riley ___; Member Donnelly ___; Member Elliott ___; Member Maghoney ___; Member Bettencourt ___; Vote: _____

- 12. Request approval to submit playground structure plans to the state for review and approval. Upon the state's approval, requesting the approval to the purchase and installation of the playground structure at Isleton Elementary School, competitive bid was awarded to NSP3, at a cost not to exceed \$28,399.66 – California State Pre-School Program (CSPP) startup funds – Antonia Slagle

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____

- 13. Request to approve the Unaudited Actuals Financial Report for 2016-2017 – Elizabeth Keema-Aston

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____

- 14. Request to approve Resolution #734 regarding the 2016-2017 Appropriations (Gann) Limit Calculation – Elizabeth Keema-Aston

Motioned: _____ Second: _____

Roll Call Vote: Member Fernandez ___; Member Olson ___; Member Riley ___; Member Donnelly ___; Member Elliott ___; Member Maghoney ___; Member Bettencourt ___; Vote: _____

- 15. Request to approve the adoption and purchase of the Larson Big Ideas Algebra II Curriculum at Rio Vista and Delta High Schools - Kathy Wright

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____

16. Request to approve and adoption of three (3) Digital Imaging Courses at Rio Vista High School (Digital Imaging I, II, Studio) – Kathy Wright

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____

17. Request to approve and adoption of the Digital Publications Course at Rio Vista High School – Kathy Wright

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____

18. Request to approve the Amended and Restated School Facilities Mitigation Agreement between River Delta Unified School District and Encore Liberty, LLC (formerly Shea Homes Project) – Don Beno

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____

19. Request to approve the job description entitled “RDUSD State Preschool Site Supervisor/Lead Teacher” – Don Beno

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____

20. Request to approve the first reading of the updated or new Board Policies, Administrative Regulations and Exhibits due to new legislation, mandated language and/or citation revisions as of July 2017 – Don Beno

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____

21. Request to hold a Public Hearing on the Sufficiency of Textbooks and Instructional Materials and to approve Resolution #735 on the Sufficiency of Textbooks and Instructional Materials as per Education Code Section 60199 and 5 CCR 9531 for 2017-2018 school year – Kathy Wright

Open Public Hearing _____ pm Public Comment: Close Public Hearing _____ pm

Motioned: _____ Second: _____

Roll Call Vote: Member Fernandez ____; Member Olson ____; Member Riley ____; Member Donnelly ____; Member Elliott ____; Member Maghoney ____; Member Bettencourt ____; Vote: _____

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

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

24. 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, September 8, 2017, 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:

September 12, 2017

Walnut Grove Elementary School ♦ 14181 Grove Street, Walnut Grove, CA

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 September 12, 2017, at the Walnut Grove Elementary School, Walnut Grove, 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 (Parker & Covert, LLC; Girard, Edwards, Stevens & Tucker LLP) – 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 – one case
4.3 Personnel Evaluation, Searches, Appointment, Employment, Complaint, Discipline, Dismissal, Non-reelects and Releases [Government Code Section 54957]

Following Conference with Legal Counsel (Girard, Edwards, Stevens & Tucker LLP):

Public Employee(s) Evaluation:

- 4.3.1 Certificated
4.3.2 Classified
4.3.3 Public Employee(s) Searches, Appointment, Employment conditions
4.3.4 Complaint, Discipline, Dismissal, Non-reelects, & Releases
4.3.5 Employee/Employer Negotiations [Government Code Section 3549.1 and 54957.6]
Following negotiation meetings any/all units.
4.3.5.1 RDUTA
4.3.5.2 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:	September 12, 2017	Attachments: <u>X</u>
From:	Elizabeth Keema-Aston, Chief Business Officer	Item No.: 9.2.1
<hr/>		
<u>SUBJECT:</u>	Monthly Enrollment and ADA Report (August month 1)	Action Item: <u> </u>
		Consent Action: <u> </u>
		Information Only: <u> x </u>

Background: Each month district staff compiles attendance and enrollment data for all school sites. The attached summary shows comparative enrollment and ADA for *2016-2017 and 2017-2018*. The summary also shows the increase/decrease enrollment for current and prior months. The attached charts compare the ADA with Enrollment for the current year and five (5) prior years.

Status: District-wide enrollment *decreased by 34 students* compared to the same month last year, decreasing from 1,934 to 1,900. (Does not include Adult Ed)

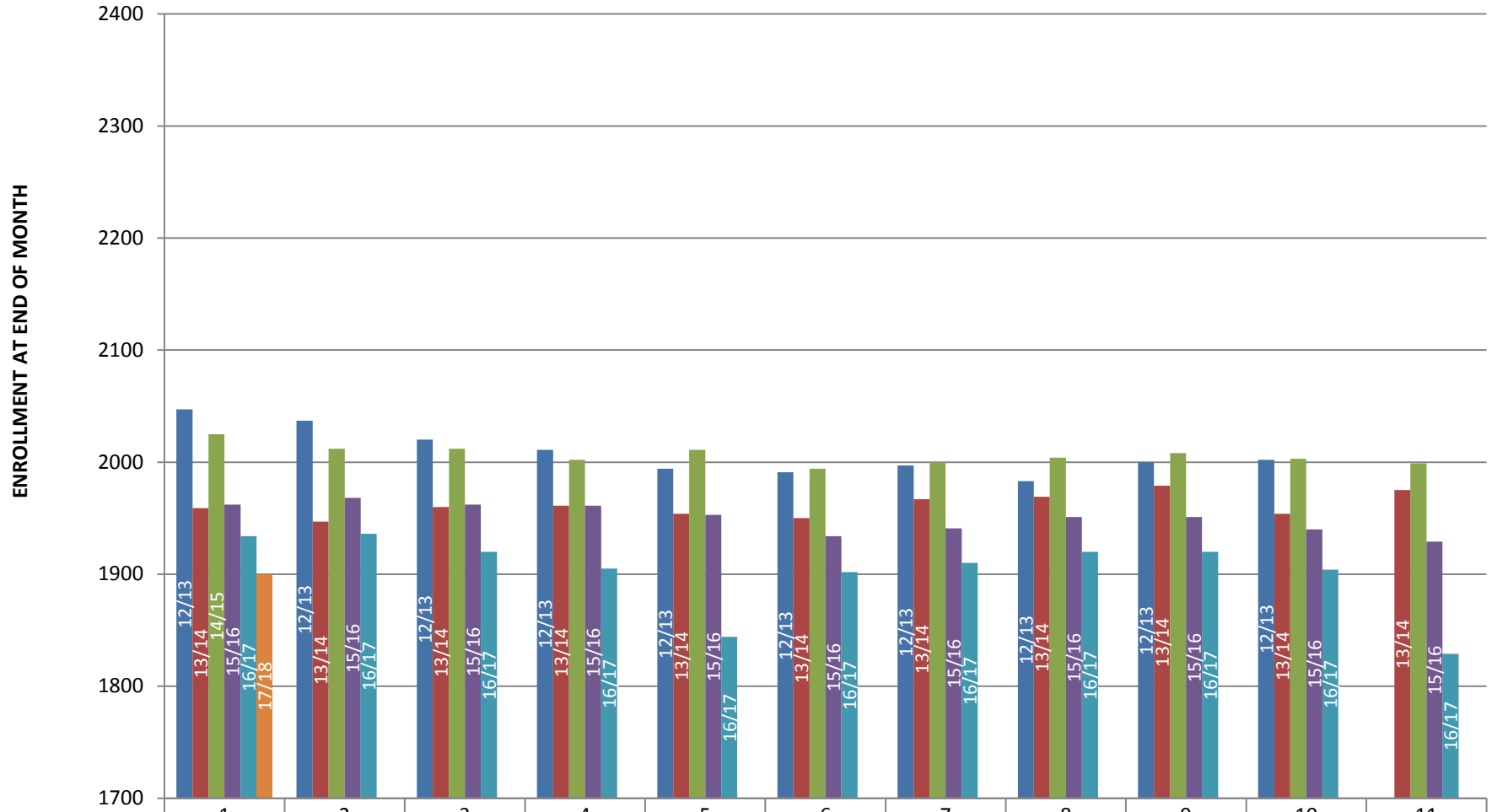
Prepared by: Elvia Navarro, Accounting Specialist

Presenter: Elizabeth Keema-Aston, Chief Business Officer

Recommendation:

That the Board receives the information presented.

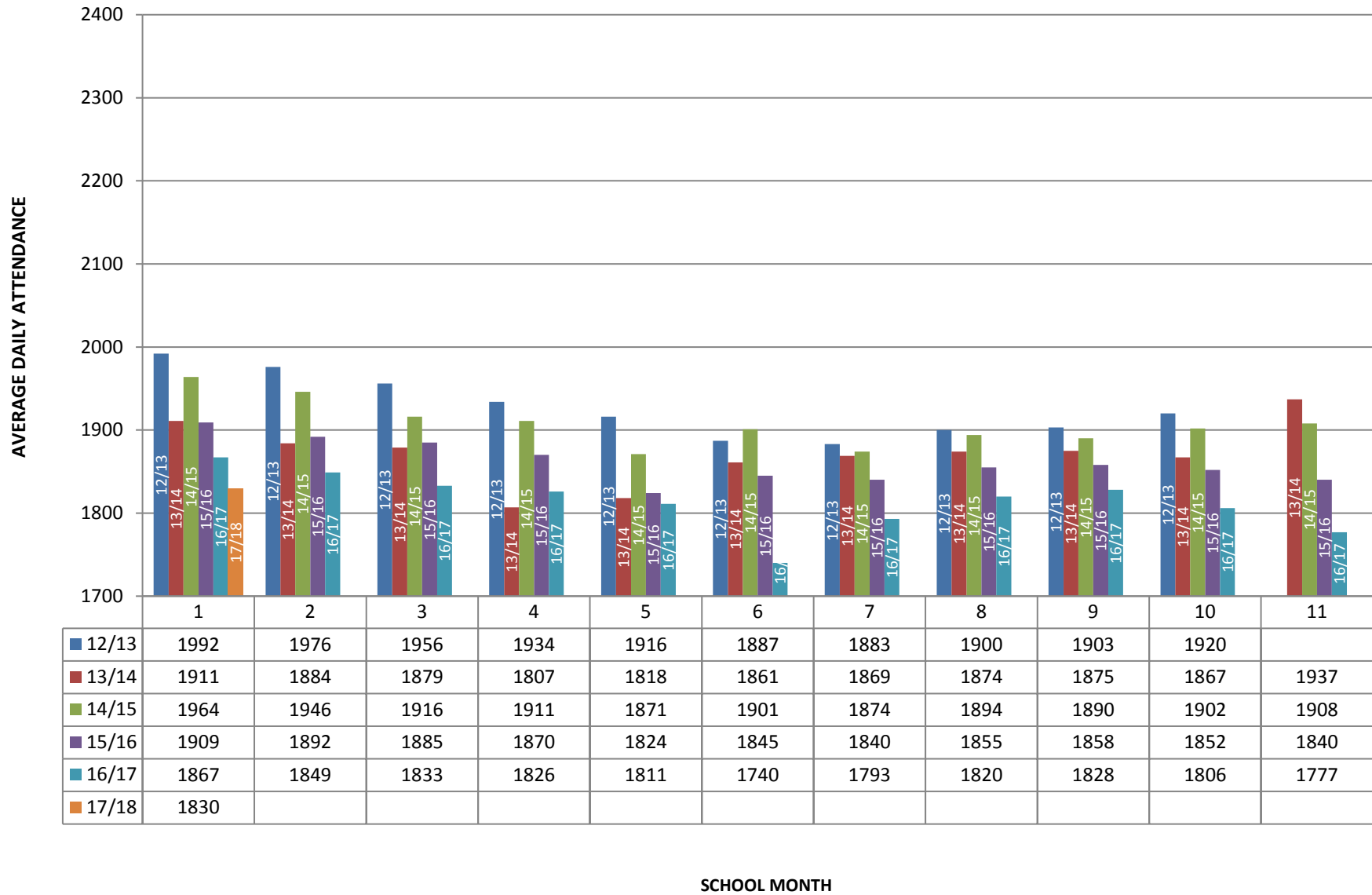
ENROLLMENT



	1	2	3	4	5	6	7	8	9	10	11
12/13	2047	2037	2020	2011	1994	1991	1997	1983	2000	2002	
13/14	1959	1947	1960	1961	1954	1950	1967	1969	1979	1954	1975
14/15	2025	2012	2012	2002	2011	1994	2000	2004	2008	2003	1999
15/16	1962	1968	1962	1961	1953	1934	1941	1951	1951	1940	1929
16/17	1934	1936	1920	1905	1844	1902	1910	1920	1920	1904	1829
17/18	1900										

SCHOOL MONTH

ACTUAL ATTENDANCE



SITE		AUG	AUG	% of ADA
		16-17	17-18	
BATES	ENR	151	136	97.8%
	ADA	149	133	
CLARKSBURG (7th & 8th Gr)	ENR	177	197	98.0%
	ADA	171	193	
ISLETON	ENR	173	159	96.2%
	ADA	166	153	
RIVERVIEW	ENR	244	231	97.8%
	ADA	236	226	
WALNUT GROVE	ENR	168	163	96.9%
	ADA	165	158	
D.H. WHITE	ENR	363	352	93.8%
	ADA	345	330	
ELEMENTARY SUB TOTAL	ENR	1,276	1,238	
	ADA	1,232	1,193	
CLARKSBURG (9th Grade)	ENR	58	80	98.8%
	ADA	57	79	
DELTA HIGH	ENR	190	162	98.8%
	ADA	185	160	
RIO VISTA HIGH	ENR	377	387	96.1%
	ADA	365	372	
HIGH SCHOOL SUB TOTAL	ENR	625	629	
	ADA	607	611	
Mokelumne High (Continuation)	ENR	18	15	
	ADA	15	12	
River Delta High/Elem (Alternative)	ENR	10	14	
	ADA	9	11	
Community Day	ENR	5	4	
	ADA	4	3	
TOTAL K-12 LCFF Funded	ENR	1,934	1,900	
	ADA	1,867	1,830	
Wind River- Adult Ed	ENR	13	0	
TOTAL DISTRICT	ENR	1,947	1,900	

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

445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date: September 12, 2017	Attachments: <input checked="" type="checkbox"/> X
From: Elizabeth Keema-Aston, Chief Business Officer	Item Number: <u>9.2.2</u>
<u>SUBJECT</u> Monthly Financial Report	Action: _____
	Consent Action: _____
	Information Only: <input checked="" type="checkbox"/> 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
 2017-18 Working Budget vs. Actuals Report
 August 31, 2017

Working Budget					Actuals thru: 8/31/2017					
	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: (01)										
Unrestricted	-	15,664,358	15,977,824	(313,466)	830,697	(282,276)	548,421	3.50%	1,936,597	12.12%
Restricted	-	6,992,812	6,794,432	198,380	334,703		334,703	4.79%	460,568	6.78%
Combined	-	22,657,170	22,772,256	(115,086)	1,165,400	(282,276)	883,124	3.90%	2,397,165	10.53%
Dry Period Financing					-		-			
General Fund - Fund Balance %	-0.51%	<i>Represents Ending Balances divided by Budget Expenses (D/C)</i>								
Other Funds										
Adult Ed. (11)	-	78,218	78,218	-	-		-	0.00%	13,580	17.36%
Cafeteria (13)	-	993,835	969,810	24,025	-		-	0.00%	38,480	3.97%
Sp. Res-Other than Cap. Outlay (17)	-	300	-	300	-		-	0.00%	-	0.00%
Bond Fund (21)	-	25,500	25,500	-	2,200		2,200	8.63%	-	0.00%
Bond Fund- SFID #1 South (22)	-	600	600	-	-		-	0.00%	1,963	327.17%
Bond Fund - SFID #2 North (23)	-	200	200	-	-		-	0.00%	2,945	1472.25%
Developer Fees (25)	-	241,179	241,179	-	17,619		7,108	2.95%	206,460	85.60%
County School Facilities (35)	-	-	-	-	-		-	0.00%	-	0.00%
Capital Projects (49)	-	100	-	100	-		-	0.00%	-	0.00%

BEGINNING BALANCES WILL BE INPUT IN SEPTEMBER AFTER THE BOOKS ARE CLOSED
 Includes augmentation from 45 day revised Governors Budget

4th Qtr Bond Fiscal Agent fees 2016-17

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

BOARD AGENDA BRIEFING

Meeting Date: 09-12-17

Attachments: X

From: Craig Hamblin

Item Number: 9.2.3

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 August 2017

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
September 12, 2017

Routine maintenance, repairs and custodial duties at all school sites and district office were completed. Other non-routine projects have been captured below.

Maintenance & Operations:

- **Bates Elementary**
 - Added electrical outlets to install face cameras - \$1,047.72
 - Installed electronic display outside of school site - \$397.29

- **Delta High School**
 - Repaired leaking irrigation supply line - \$234.01
 - Repaired exhaust fan motor on walk-in freezer - \$563.07
 - Removed roof on old softball field dugout - \$129.40
 - Repaired and patched dug up area for pipe leak repairs in parking lot – \$405.74

- **D.H. White Elementary School**
 - Replaced broken mount on HVAC unit - \$471.41
 - Replaced irrigation control panel box - \$141.06
 - Patched potholes in drop-off driveway and parking area - \$200.35
 - Repaired HVC units in Room 4 & 9 ¾ - \$309.43

- **Rio Vista High School**
 - Installed new cove molding - \$896.05
 - Replaced 2 windows with plexi-glass on Ticket Booth; installed new plywood on deck and painted; repaired wiring in exterior fuse box through wall; repaired sheetrock - \$168.81
 - Replaced transformer, installed new fuse and new contactor on Stage thermostat unit - \$1,403.77

- **Riverview Middle School**
 - Replaced control board on chiller unit - \$4,849.28

- **Walnut Grove Elementary School**
 - Covered sky light hole in ceiling - \$179.19
 - Painted benches, window & door frames in new building classrooms - \$280.00

- **District Office**
 - Installed Varidesk at Reception desk - \$105.00
 - Installed new exhaust/vent fan motor in copier room - \$140.00

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

445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date: September 12, 2017

Attachments: ___x___

From: Don Beno, Superintendent

Item Number: 10.1

SUBJECT

Request to approve the minutes from the Board of Trustee's meetings held on August 8th and August 31st, 2017.

Action: _____
Consent Action: x____
Information Only: _____

Background:

Attached are the minutes from the Board of Trustee's meetings held on: August 8, 2017 & Special Board Meeting August 31, 2017.

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

REGULAR MEETING

August 8, 2017

1. **Call Open Session to Order** – Board President Fernandez called the Open Session of the meeting of the Board of Trustees to order at 5:32 p.m. on August 8, 2017, at Isleton Elementary School, Isleton, California.

2. **Roll Call of Members:**

Alicia Fernandez, President
Don Olson, Vice President
Marilyn Riley, Clerk
Sarah Donnelly, Member
Chris Elliott, Member
Katy Maghoney, Member
David Bettencourt, Member

Also present: Don Beno, Superintendent

3. **Review, Approve the Closed Session Agenda and Adjourn to Closed Session**

3.1 Board President Fernandez announced items on the Closed Session Agenda.

3.2 Public Comment on Closed Session Agenda Items. – *None to report*

3.3 Approve Closed Session Agenda and Adjourn to the **Closed Session**

4. Board President Fernandez asked for a motion to adjourn the meeting to Closed Session @ 5:36 pm

Member Riley moved to approve, Member Bettencourt seconded. Motion carried 7 (Ayes: Fernandez, Olson, Riley, Donnelly, Elliott, Maghoney, Bettencourt): 0 (Nays): 0 (Absent)

5. **Open Session was reconvened at 6:48 pm**

5.1 Roll was retaken, all members were present.

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

5.2 The Pledge of Allegiance was led by Antonia Slagle, Principal of Isleton Elementary School

6. **Report of Action taken, if any, during the Closed Session** (Government Code Section 54957.1)

Board President Fernandez reported that the Board did not take any actions during closed session.

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

Board President Fernandez announced that she received a request to pull item number 16. "Request to approve the Amended and restated school facilities mitigation agreement between River Delta Unified School District and Encore Liberty, LLC (formerly Shea Homes Project)" from this evening's agenda.

Member Riley moved to approve the amended agenda, Member Bettencourt seconded. Motion carried 7 (Ayes: Fernandez, Olson, Riley, Donnelly, Elliott, Maghoney, Bettencourt): 0 (Nays): 0 (Absent)

8. **Public Comment:** None to report.

9. **Reports, Presentations, Information**

9.1 Board Member(s) and Superintendent Report(s) and/or Presentation(s) –

9.1.1 Board Members' report(s): Member Maghoney reported that she attended the Annual Pear Festival in Courtland and that she was happy to support the community by purchasing several pear pies. Member Olson reported that he attended a cheerleading camp that the Rio Vista High School's girls attended. Member Olson mentioned that out of approximately 20 teams Rio Vista received an award for hardest working cheerleading team at the camp.

9.1.2 Committee Report(s): None to report

9.1.3 Superintendent Beno's report(s) – Mr. Beno spoke briefly on the possibility of moving forward with two general obligation bonds in November of 2018. Mr. Beno stated that while it is not a formal board item he asked for informal direction from the Board to make inquiries on hiring a firm to survey the communities to see if there is enough support in favor of a general obligation bonds for November 2018. A formal presentation and or update will be presented to the Board.

Mr. Beno was pleased to announce that this year's district teacher of the year award for 2017-18 is Mr. Stephen Wright. Mr. Wright has taught in the River Delta Unified School District for 29 years and has mentored other teachers for 25 of those years. He has been the coordinator for the Teacher Induction

Program for the past 15 years and also teaches at the Sacramento County Office of Education's "Super Saturdays". Mr. Beno summarized that overall Mr. Wright has had an impact on over 19,000 students in his career. Mr. Beno said that he is truly a master teacher. Mr. Stephen Wright stated that he is honored to be chosen as the district's teacher of the year and is appreciative for the opportunities he has been given. He is especially thankful to have been able to work with such wonderful people over the years. Member Fernandez made the comment that while visiting Isleton Elementary she always enjoys watching the students in his classroom. Member Donnelly stated that as a parent of a student that was fortunate enough to have Mr. Wright as a teacher, she had an amazing experience and has gone on to have a successful career.

9.1.3.1 Recognition of the 2017-18 Teacher of the Year Stephen Wright – Mr. Beno was honored and had great pleasure to present Stephen Wright as River Delta Unified School District's Teacher of the Year for 2017-2018. Mr. Wright will be honored at the County's Teacher of the Year Banquet on Friday, August 25, 2017.

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 and Craig Hamblin, Director of MOT

9.2.1 Monthly Financial Report – Elizabeth Keema-Aston made note that the 45 day revision figures have been included in the budget calculations on the financial report.

9.2.2 Maintenance, Operations & Transportation Update, Craig Hamblin, Director of MOT reported that the staff has worked diligently getting the sites ready for the start of the new school year. There are many projects that the maintenance department has been working on over the summer that are not listed on the submitted report due to the fact that they are either still in process or were completed after the report due date. These projects will be captured on the next month's report. One of the larger summer projects has been the purchase and installation of wifi thermostats throughout the district. These thermostats allow remote access through the computer or internet devices to identify problems or to view and reset temperatures as needed. Mr. Hamblin said he has already identified several problems that can be addressed to save on energy costs.

9.2.3 Cafeteria update – Elizabeth Keema-Aston introduced the food service representative from Sodexo Calvin Pettigrew. Mr. Pettigrew informed the Board of the changes that will be taking place this year in the food services department. Mr. Pettigrew spoke of the new point of sale system, Titan School Solutions that has been purchased and installed at the school sites which is integrated with the district's student information system reducing errors and saving time for staff members. An updated menu with new food items will be implemented, including using batch cooking on several sites. Mr. Pettigrew announced that Isleton and Bates Elementary Schools will be offering a second chance breakfast for students who have missed breakfast. Data shows that on average each elementary site serves approximately 30 meals during breakfast and at the second chance breakfast an additional 70 meals are served. The food services department will also be implementing a recycling program which will be piloted at Rio Vista High School. Sodexo had donated several recycling bins and compost bins to the district for use in the program. Staff members and students will be trained on how the program will run successfully and reduce waste on the campus. During this year's Annual Fair Festival, Sodexo partnered up with Bates and Walnut Grove parent groups providing supplies and food at reduced costs, allowing for higher profits for their fundraising event and foresees an increase in involvement next year.

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) – Kathy Wright reported that the district had not received reports of insufficiencies during the quarter.

9.3.2 Summer School 2017 Update – Summer School Principal, Nancy Vielhauer gave an update on the Summer School activities and progresses made during this year's migrant and extended year programs.

10. **Consent Calendar**

10.1 Approve Board Minutes

Regular Meeting of the Board, June 27, 2017

10.2 Receive and Approve Monthly Personnel Reports

As of August 8, 2017

10.3 District's Monthly Expenditure Report

June and July 2017

10.4 Request to approve the Memorandum of Understanding with CommuniCare Health Center to provide sexual and reproductive health education at Delta High and Clarksburg Middle Schools for the 2017-18 school year – No cost to the district – Kathy Wright

10.5 Request to declare as surplus miscellaneous textbooks that are no longer adopted by RDUSD, a piano and miscellaneous electronic devices at Rio Vista High School – Vicky Turk

10.6 Request to approve the Independent Contract with Center of Movement for the 2017-18 school year at Isleton Elementary School to provide yoga and mindfulness at a cost not to exceed \$3600 – Antonia Slagle

- 10.7 Request to declare as surplus miscellaneous technology items that are obsolete at Walnut Grove Elementary School – Carrie Norris
- 10.8 Request to approve the Changes in the District's Adopted budget due to revisions in the Governor's Budget. (45 Day Revise) – Elizabeth Keema-Aston
- 10.9 Request to approve the Independent Contract for Services Agreement with Elaine H. Talley, M. Ed., J.D. for the 2017-2018 school year to provide mediation and/or facilitate IEP meetings, at a cost not to exceed \$1,000 – Kathy Wright
- 10.10 Request to approve the Independent Contract for Services with Christine Meade, Ph.D. for the 2017-2018 school year to provide an independent educational evaluation, at a cost not to exceed \$3,500 – Kathy Wright
- 10.11 Request to approve the Independent Contract for Services with Elizabeth Isono, MSOTR/L to provide an independent educational evaluation, at a cost not to exceed \$2,400 – Kathy Wright

Member Bettencourt moved to approve, Member Maghoney seconded. Motion carried 7 (Ayes: Fernandez, Olson, Riley, Donnelly, Elliott, Maghoney, Bettencourt): 0 (Nays): 0 (Absent)

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

- 11. Request to approve the second and final reading of the updated or new Board Policies, Administrative Regulations and or Exhibits due to new legislations or mandated language and citation revisions as of May 2017 – Don Beno

Member Bettencourt moved to approve, Member Riley seconded. Motion carried 7 (Ayes: Fernandez, Olson, Riley, Donnelly, Elliott, Maghoney, Bettencourt): 0 (Nays): 0 (Absent)

- 12. Request to approve the Actuarial Valuation of Post-Retirement Benefits prepared by Nicolay Consulting – Elizabeth Keema-Aston

Member Donnelly moved to approve, Member Riley seconded. Motion carried 7 (Ayes: Fernandez, Olson, Riley, Donnelly, Elliott, Maghoney, Bettencourt): 0 (Nays): 0 (Absent)

- 13. Request to approve Resolution #732 to establish Temporary Inter-Fund Transfers of Special or Restricted Monies for FY 2017-2018 – Elizabeth Keema-Aston

Member Olson moved to approve, Member Riley seconded. Motion carried 7 (Ayes: Fernandez, Olson, Riley, Donnelly, Elliott, Maghoney, Bettencourt): 0 (Nays): 0 (Absent)

- 14. Request to allow the District to contract with California Department of Education (CDE) for California State Preschool for the 2017-2018 school year at Isleton Elementary School – Antonia Slagle

Member Bettencourt moved to approve, Member Olson seconded. Motion carried 7 (Ayes: Fernandez, Olson, Riley, Donnelly, Elliott, Maghoney, Bettencourt): 0 (Nays): 0 (Absent)

- 15. Request to approve the Variable Term Waiver as authorized by the Commission on Teacher Credentialing for 2017-2018 for Rosa Camargo Nunez, as an Elementary Counselor for D.H. White Elementary School & Isleton Elementary School – Don Beno

Member Riley moved to approve, Member Olson seconded. Motion carried 7 (Ayes: Fernandez, Olson, Riley, Donnelly, Elliott, Maghoney, Bettencourt): 0 (Nays): 0 (Absent)

- ~~16. Request to approve the Amended and restated school facilities mitigation agreement between River Delta Unified School District and Encore Liberty, LLC (formerly Shea Homes Project). — Pending Board Closed Session-PULLED~~

17. Re-Adjourn to continue Closed Session was not necessary.

- 18. Re-Adjourning to continue Closed Session was not necessary – no actions to report. Adjournment: There being no further business before the Board, Board President Fernandez asked for a motion to adjourn.

Member Oslon motion to adjourn, Member Riley seconded. Motion carried 7 (Ayes: Fernandez, Olson, Riley, Donnelly, Elliott, Maghoney, Bettencourt): 0 (Nays): 0 (Absent)

- 19. The meeting was adjourned at 7:27 p.m.

Submitted:

Approved:

Don Beno, Superintendent and
Secretary to the Board of Trustees

Marilyn Riley, Clerk, Board of Trustees

By: Jennifer Gaston, Recorder
End

RIVER DELTA UNIFIED SCHOOL DISTRICT

MINUTES

SPECIAL MEETING
AUGUST 31, 2017

1. **Call Open Session to Order** – Board President Fernandez called the Open Session of the meeting of the Board of Trustees to order at 5:32 p.m. on August 31, 2017, at Walnut Grove Elementary School, Walnut Grove, California.
2. **Roll Call of Members:**
 - Alicia Fernandez, President
 - Don Olson, Vice President
 - Marilyn Riley, Clerk
 - Sarah Donnelly, Member (absent)
 - Chris Elliott, Member
 - Katy Maghoney, Member
 - David Bettencourt, Member

Also present: Don Beno, Superintendent
3. **Review, Approve the Closed Session Agenda and Adjourn to Closed Session**
 - 3.1 Board President Fernandez announced items on the Closed Session Agenda.
 - 3.2 Public Comment on Closed Session Agenda Items. – *None to report*
 - 3.3 Approve Closed Session Agenda and Adjourn to the **Closed Session**
4. Board President Fernandez asked for a motion to adjourn the meeting to Closed Session @ 5:35 pm
Member Bettencourt moved to approve, Member Elliott seconded. Motion carried 6 (Ayes: Fernandez, Olson, Riley, Elliott, Maghoney, Bettencourt): 0 (Nays): 1 (Absent: Donnelly)
5. **Open Session was reconvened at 6:19 pm**
 - 5.1 Roll was retaken, Members Donnelly was absent and all other members were present.
Also present: Don Beno, Superintendent; Elizabeth Keema-Aston, Chief Business Officer and Jennifer Gaston, Recorder.
 - 5.2 The Pledge of Allegiance was led by Craig Hamblin, Director of Maintenance, Operations, and transportation.
6. **Report of Action taken, if any, during the Closed Session** (Government Code Section 54957.1)
Board President Fernandez reported that during Closed Session the Board received information, however, no action was taken.
7. **Review and Approve the Open Session Agenda**
Member Bettencourt moved to approve, Member Elliott seconded. Motion carried 6 (Ayes: Fernandez, Olson, Riley, Elliott, Maghoney, Bettencourt): 0 (Nays): 1 (Absent: Donnelly)
8. **Public Comment:** None to report.
9. **Consent Calendar**
 - 9.1 Request to approve the Independent Contract for Services Agreement with Jeff Brown to be designated Chief Engineer for KR VH (Radio Rio) for the 2017-18 school year, not to exceed \$5,000. – Elizabeth Keema-Aston
 - 9.2 Receive and Approve Monthly Personnel Reports
As of August 31, 2017
Member Bettencourt moved to approve, Member Maghoney seconded. Motion carried 6 (Ayes: Fernandez, Olson, Riley, Elliott, Maghoney, Bettencourt): 0 (Nays): 1 (Absent: Donnelly)
10. Request to approve the revision of job description “Special Education Coordinator” – Don Beno
Member Bettencourt moved to approve, Member Riley seconded. Motion carried 6 (Ayes: Fernandez, Olson, Riley, Elliott, Maghoney, Bettencourt): 0 (Nays): 1 (Absent: Donnelly)
11. Request to approve the contract with Indoor Environmental Services for Lighting Retrofit installation and Energy monitoring services – Elizabeth Keema-Aston
Member Riley moved to approve, Member Olson seconded. Motion carried 6 (Ayes: Fernandez, Olson, Riley, Elliott, Maghoney, Bettencourt): 0 (Nays): 1 (Absent: Donnelly)
12. Re-Adjourning to continue Closed Session was not necessary – no actions to report. Adjournment: There being no further business before the Board, Board President Fernandez asked for a motion to adjourn. Member Maghoney mentioned that a family in need due to the botulism incident in Walnut Grove has lost a father and sole supporter of the family. She has donated \$100 to the family and urges others to donate as well. Mr. Beno thanked the Board for taking the time to attend the Special Board meeting.
Member Riley motioned to adjourn, Member Maghoney seconded. Motion carried 6 (Ayes: Fernandez, Olson, Riley, Elliott, Maghoney, Bettencourt): 0 (Nays): 1 (Absent: Donnelly)

The meeting was adjourned at 6:31 p.m.

Submitted _____
Don Beno, Superintendent and
Secretary to the Board of Trustees

Approved: _____
Marilyn Riley, Clerk, Board of Trustees

By: Jennifer Gaston, Recorder
End

BOARD OF TRUSTEES



RIVER DELTA UNIFIED SCHOOL DISTRICT

Meeting Date: September 12, 2017

Attachments: X
Item no. 10.2

From: Bonnie Kauzlarich, Dir. of Personnel

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: 2 mins.

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



BOARD AGENDA BRIEFING

Meeting Date: September 12, 2017

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

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: Tue, Sep 05, 2017, 10:52 AM

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
003556 A-Z BUS SALES 3418 52ND STREET SACRAMENTO, CA 95823	555.15	TRANS PARTS	08/17/2017	18360896 PO-180195	555.15	N
		TRANS PARTS	08/17/2017	18360896 PO-180195	1.93	N
		TRANS PARTS	08/17/2017	18360896 PO-180195	1.93	N
(951) 781-7188						N
014567 ADMINISTRATIVE SOFTWARE APPLIC 1310 HOLLENBECK AVE SUNNYVALE, CA 94087	2,000.00	18662 WIND RIVER ASAP RENEWAL	08/17/2017	18360894 PO-180100	2,000.00	N
(0) - 0						N
014221 AGILE SPORT TECHNOLOGIES 151 N. 8TH ST., STE 250 LINCOLN, N3 68508	800.00	7581532542 DHS FTBLL EDITING	08/03/2017	18359159 PO-180325	800.00	N
(402) 817-0060						N
014664 AMERICAN RIVER COLLEGE FINANCIAL AID OFFICE 4700 COLLEGE OAK DRIVE SACRAMENTO, CA 95841	750.00	DHS NIHOLAS LARA SCHOLARSHIP	08/08/2017	18359521 PO-180337	750.00	N
(0) - 0						N
014529 APPLE EDUCATION 5300 RIATA PARK CRT. BLDG C AUSITN, TX 78727	1,440.90	1006589460 WIND RIVER MACBOOK	08/29/2017	18362354 PO-180412	1,440.90	N
(512) 674-6821						N
013339 APPLE, KRISTY PO BOX 313 ISLETON, CA 95641	45.33	RVHS SUPPLIES	08/31/2017	18363050 PO-180099	45.33	N
(916) 777-6654						N
013152 AVID CENTER	760.00	26050 SUMMER INST N. GOMES	08/29/2017	18362367 PV-180057	760.00	N

9246 LIGHTWAVE AVE STE 200
SAN DIEGO, CA 92123

(858) 380-4800 N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
012312 BALLANCE MPT, MICHAEL R 12270 KIRKWOOD STREET HERALD, CA 95638	472.50	SP ED PHYS THERAPY	08/08/2017	18359532 PO-180346	472.50	7
(209) 663-8013		Y BALLANCE, MICH				
014367 BANK OF AMERICA PO BOX 15710 WILMINGTON, DE 19886-5710	10,253.94	TEACHER OF THE YR PLAQUE	08/17/2017	18360877 PO-180225	92.83	N
		EMP ANNIVERSARY LAPEL PINS	08/17/2017	18360877 PO-180226	287.36	N
		ED SV BOOKS CMS/DHS	08/17/2017	18360877 PO-180228	2,730.18	N
		ED SV CALCULUS BOOKS	08/17/2017	18360877 PO-180233	441.65	N
(0) - 0		ED SV SUPPLIES	08/17/2017	18360877 PO-180235	922.09	N
		ED SV MACBOOK	08/17/2017	18360877 PO-180236	2,817.24	N
		CAFE SECURITY BAGS	08/17/2017	18360895 PO-180262	238.37	N
		CAFE SECURITY BAGS	08/17/2017	18360895 PO-180262	19.37	N
		CAFE SECURITY BAGS	08/17/2017	18360895 PO-180262	19.37	N
		RVHS SURFACE PRO COVERS	08/17/2017	18360877 PO-180269	9.09	N
		RVHS SURFACE PRO COVERS	08/17/2017	18360877 PO-180269	111.89	N
		RVHS SURFACE PRO COVERS	08/17/2017	18360877 PO-180269	9.09	N
		DO DISPLAY ADAPTER CABLES	08/17/2017	18360877 PO-180270	63.60	N
		A. RUIZ WIRELESS KEYBOARD	08/17/2017	18360877 PO-180271	42.72	N
		RVHS WIRELESS KEYBOARD	08/17/2017	18360877 PO-180275	75.02	N
		RVHS BATTERY CARTRIDGE	08/17/2017	18360877 PO-180277	54.01	N
		ED SV SUPPLIES	08/17/2017	18360877 PO-180308	1,471.16	N
		ED SV PLAQUE	08/17/2017	18360877 PO-180309	12.28	N
		ED SV PLAQUE	08/17/2017	18360877 PO-180309	151.15	N
		ED SV PLAQUE	08/17/2017	18360877 PO-180309	12.28	N
		MAINT FAN BLOWER	08/17/2017	18360877 PO-180339	49.54	N
		ISLE ECLIPSE GLASSES	08/17/2017	18360877 PO-180341	203.98	N
		ISLE ECLIPSE GLASSES	08/17/2017	18360877 PO-180341	16.57	N
		ISLE ECLIPSE GLASSES	08/17/2017	18360877 PO-180341	16.57	N
		ISLE PROJECTOR	08/17/2017	18360877 PO-180342	108.71	N
		SP ED IPAD	08/17/2017	18360877 PO-180347	360.73	N
		ED SV SHIPPING STUDENT FILES	08/17/2017	18360917 PV-180056	31.71	N
010822 BARKMAN, MELINDA P.O. BOX 524 RIO VISTA, CA 94571	80.50	RMS SUPPLIES	08/31/2017	18363074 TC-180018	80.50	N
() -		N				
014616 BECA	184.00	43256 SP ED BEHAVIOR ASSMNT	08/08/2017	18359552 CL-170122	184.00	N

610 BERGUT DRIVE SUITE B
SACRAMENTO, CA 95811

(916) 443-2479

N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014080 BENO, DON 44438 N. EL MACERO DAVIS, CA 95618 (503) 723-3892 N	165.19	SUPT PARKING/MILEAGE SUPT PARKING/MILEAGE	08/08/2017 08/08/2017	18359556 TC-180001 18359556 TC-180001	125.19 40.00	N N
013642 BLACK POINT ENVIRONMENTAL INC 930 SHILOH RD BLDG 40F WINDSOR, CA 95492 (707) 837-7407 N	836.50	1883 PROJ #247 146 MAGNOLIA	08/17/2017	18360918 PV-180055	836.50	N
014656 BUCKETFILLERS FOR LIFE PO BOX 493575 REDDING, CA 96049 (530) 941-5207 N	1,300.00	1149 BATES/WG ASSEMBLY	08/17/2017	18360878 PO-180110	1,300.00	N
014663 BURKE WILLIAMS & SORENSEN LLP 444 SOUTH FLOWER ST #2400 LOS ANGELES, CA 90071-2953 (0) - 0 N	1,537.00	215932 LEGAL FEES	08/03/2017	18359197 CL-170105	1,537.00	N
012497 BUSWEST 21107 CHICO STREET CARSON, CA 90745 (209) 531-3928 N	136.39	BP155710 TRANS PARTS	08/08/2017	18359533 PO-180196	136.39	N
014674 CAL POLY OFFICE OF FINANCIAL AID 1 GRAND AVENUE SAN LUIS OBISPO, CA 93407 (0) - 0 N	1,325.00	USLAN SCLRSHIP SALLY CLARK DHS M. ALLEN SCHLRSHP	08/29/2017 08/31/2017	18362347 PO-180453 18363037 PO-180493	625.00 700.00	N N
003681 CALIFORNIA AMERICAN WATER	1,123.61	ISLE WATER SERV	08/17/2017	18360919 PV-180053	338.25	N

P.O. BOX 7150
PASADENA, CA 91109-7150

ISLE WATER SERV
ISLE WATER SERV

08/17/2017 18360919 PV-180053
08/17/2017 18360919 PV-180053

241.01 N
544.35 N

(888) 237-1333

N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
012079 CALIFORNIA CLEAR BOTTLED P.O. BOX 981 14410 W.G. THORNTON RD WALNUT GROVE, CA 95690 (916) 776-1544	26.25	ZRI007 RMS WATER	08/17/2017	18360897 PO-180010	26.25	7
013205 CALIFORNIA FFA PO BOX 460 GALT, CA 95632 (209) 744-1600	20.00	DHS AG REGIST DHS AG REGIST	08/29/2017 08/29/2017	18362349 PO-180452 18362349 PO-180452	10.00 10.00	N N
002344 CALIFORNIA LABORATORY SERVICES 3249 FITZGERALD ROAD RANCHO CORDOVA, CA 95742 () -	248.00	MAINT WATER TESTING	08/03/2017	18359173 PO-180127	248.00	N
		N GLOBAL LABS IN				
013184 CALIFORNIA PUBLIC EMPLOYEE'S CASHIERING UNIT PO BOX 942703 SACRAMENTO, CA 94229-2703 () -	79,350.05	AUGUST 2017 ADMIN COST RETIREE AUGUST 2017 ADMIN COST RETIREE AUGUST 2017 ADMIN COST RETIREE AUGUST 2017 ADMIN COST RETIREE AUGUST 2017 ADMIN COST ACT EMP AUGUST 2017 ADMIN COST ACT EMP AUGUST 2017 ADMIN COST ACT EMP AUGUST 2017 ADMIN COST ACT EMP SEPT 2017 ADMIN COST RETIREES SEPT 2017 ADMIN COST RETIREES SEPT 2017 ADMIN COST RETIREES SEPT 2017 ADMIN COST RETIREES SEPT 2017 ADMIN COST ACT EMPS SEPT 2017 ADMIN COST ACT EMPS SEPT 2017 ADMIN COST ACT EMPS	08/03/2017 08/03/2017 08/03/2017 08/03/2017 08/03/2017 08/03/2017 08/03/2017 08/03/2017 08/31/2017 08/31/2017 08/31/2017 08/31/2017 08/31/2017 08/31/2017 08/31/2017	18359184 PV-180024 18359184 PV-180024 18359184 PV-180024 18359184 PV-180024 18359184 PV-180025 18359184 PV-180025 18359184 PV-180025 18359184 PV-180025 18363062 PV-180094 18363062 PV-180094 18363062 PV-180094 18363062 PV-180094 18363062 PV-180095 18363062 PV-180095 18363062 PV-180095	1,408.00 41.99 1,235.20 30.19 55,810.97 17,396.84 189.65 135.18 1,408.00 44.26 1,292.80 31.18 188.17 136.10 1.52	N N N N N N N N N N N N N N N
012683 CALIFORNIA STATE UNIVERSITY CHICO 400 W FIRST STREET CHICO, CA 95929-0700	700.00	DHS E. BIRCHNOFF SCHLRSHP	08/31/2017	18363039 PO-180492	700.00	N

(530) 898-5253

N



Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014240 CAPITAL ONE PUBLIC FUNDING 275 BROADHOLLOW ROAD MELVILLE, NY 11747 (855) 675-1212	201,074.76	3309905 SHEA HOME REPAYMENT 3309905 SHEA HOME REPAYMENT	08/29/2017 08/29/2017	18362394 PV-180080 18362394 PV-180080	137,982.10 63,092.66	N N
013347 CASBO PROFESSIONAL DEVELOPMENT 1001 K STREET, 5TH FLOOR SACRAMENTO, CA 95814 (0) - 0 946082654	265.00	372121 GASTON RECORD RETENTION	08/08/2017	18359522 PO-180348	265.00	N
014668 CASCWA -STANISLAUS COUNTY OFFICE PO BOX 307 CERES, CA 95307 (0) - 0	300.00	ED SV SARB WORKSHOP	08/17/2017	18360879 PO-180399	300.00	N
014547 CASEY, NICHOLAS 2318 Windy Springs LN BRENTWOOD, CA 94513 (0) - 0	128.87	WIND RIVER MILEAGE DHW/WIND RIVER REIMB DHW/WIND RIVER REIMB	08/10/2017 08/31/2017 08/31/2017	18359981 TC-180004 18363075 TC-180019 18363080 TC-180019	66.96 39.92 21.99	N N N
002616 CDT INC 250 N GOLDEN CIRCLE DRIVE SUITE 210 SANTA ANA, CA 92705 (562) 986-4200	66.00	44141 DOT DRUG TESTING	08/29/2017	18362368 PV-180059	66.00	N
013918 CENGAGE LEARNING 10650 TOEBBEN DRIVE INDEPENDENCE, KY 41051 (800) 354-9706	8,791.88	60896709 ED SV BOOKS 60858434 ED SV BOOKS 60910401 ED SV BOOKS 60896710 ED SV BOOKS 60876652 ED SV BOOKS 60917234 ED SV BOOKS	08/03/2017 08/03/2017 08/17/2017 08/17/2017 08/17/2017 08/17/2017	18359160 PO-180181 18359160 PO-180182 18360880 PO-180183 18360880 PO-180183 18360880 PO-180232 18360880 PO-180299	474.27 376.44 167.22 3,130.14 2,273.31 2,370.50	N N N N N N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
003380 CENTRAL VALLEY WASTE SERVICE INC P.O. BOX 78251 PHOENIX, AZ 85062-8251	6,300.62	BATES WASTE	08/10/2017	18359973 PV-180048	1,123.09	N
		WG WASTE	08/10/2017	18359973 PV-180048	824.40	N
		ISLE WASTE	08/10/2017	18359973 PV-180048	1,079.76	N
		MOKE WASTE	08/10/2017	18359973 PV-180048	74.17	N
		TRANS WASTE	08/10/2017	18359973 PV-180048	123.64	N
() - N		BATES WASTE	08/31/2017	18363063 PV-180083	1,123.09	N
		WG WASTE	08/31/2017	18363063 PV-180083	829.10	N
		ISLE WASTE	08/31/2017	18363063 PV-180083	925.56	N
		MOKE WASTE	08/31/2017	18363063 PV-180083	74.17	N
		TRANS WASTE	08/31/2017	18363063 PV-180083	123.64	N
011425 CHESS AIR INC 178 OXBOW MARINA DRIVE ISLETON, CA 95641	5,565.17	MAINT HVAC REPAIRS	08/03/2017	18359185 PV-180026	2,881.00	N
		170816-001 HVAC REPAIR	08/29/2017	18362369 PV-180061	1,050.00	N
		170727-006 HVAC REPAIR	08/29/2017	18362369 PV-180061	1,634.17	N
(916) 777-7847 N						
000201 CITY OF ISLETON P.O. BOX 716 101 SECOND STREET ISLETON, CA 95641	411.05	62457 ISLE SEWER	08/03/2017	18359174 PO-180112	411.05	N
(916) 777-7770 N						
000077 CITY OF RIO VISTA P.O. BOX 745 ONE MAIN STREET RIO VISTA, CA 94571	9,836.01	DO WATER	08/29/2017	18362370 PV-180060	183.34	N
		RMS WATER	08/29/2017	18362370 PV-180060	1,652.61	N
		DHW WATER	08/29/2017	18362370 PV-180060	924.68	N
		RVHS WATER	08/29/2017	18362370 PV-180060	1,436.02	N
		DO SEWER	08/29/2017	18362370 PV-180060	257.61	N
() - N RIO VISTA FIRE		DHW SEWER	08/29/2017	18362370 PV-180060	1,711.40	N
		RMS SEWER	08/29/2017	18362370 PV-180060	1,955.65	N
		RVHS SEWER	08/29/2017	18362370 PV-180060	1,714.70	N
010687 CLASSROOM DIRECT W6316 DESIGN DRIVE GREENVILLE, WI 54942	335.25	208118675589 WG HEADPHONES	08/17/2017	18360881 PO-180292	335.25	N
(800) 248-9171 N SCHOOL SPECIAL						

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014215 CONTERRA ULTRA BROADBAND PO BOX 281357 ATLANTA, GA 30384-1357 (704) 936-1722	4,032.00	DISTRICT WIDE NETWORK DISTRICT WIDE NETWORK	08/08/2017 08/08/2017	18359543 PV-180038 18359543 PV-180038	16,863.98 12,831.98-	N N
011800 CONTINENTAL ATHLETIC SUPPLY 1050 HAZEL ST. P.O. BOX 128 GRIDLEY, CA 95948 (530) 846-4711	971.70	508592 DHS FOOTBALL EQUIP	08/29/2017	18362355 PO-180351	971.70	N
011107 COURTLAND TRUCK WORKS 12019 HWY 160 COURTLAND, CA 95615 () -	3,360.81	8273/8265 TRANS REPAIRS 8295 TRANS REPAIRS	08/08/2017 08/31/2017	18359553 CL-170120 18363064 PV-180084	1,963.10 1,397.71	N N
013302 D & S PRESS 1105 "A" AIRPORT ROAD RIO VISTA, CA 94571 (707) 374-2442	70.28	02363 SP ED IMEL BUS CARDS	08/29/2017	18362350 PO-180383	70.28	N
013876 DATAPATH PO BOX 396009 SAN FRANCISCO, CA 94139 (888) 693-2827	20,279.82	135730 DW TECH SERVICES 135730 DW TECH SERVICES 135730 DW TECH SERVICES 135730 DW TECH SERVICES 135730 DW TECH SERVICES 135730 DW TECH SERVICES 135771 SP ED CHROME BKS 135760 RVHS 3 COMPUTERS 135760 RVHS 3 COMPUTERS 135785 DHS PRINTERS 135784 CMS PRINTERS 135820 ISLE CHRGING STATION	08/08/2017 08/08/2017 08/08/2017 08/08/2017 08/08/2017 08/08/2017 08/10/2017 08/17/2017 08/17/2017 08/29/2017 08/29/2017 08/31/2017	18359534 PO-180190 18359534 PO-180190 18359534 PO-180190 18359534 PO-180190 18359534 PO-180190 18359542 PO-180190 18359968 PO-180273 18360882 PO-180241 18360882 PO-180241 18362351 PO-180352 18362351 PO-180353 18363040 PO-180385	2,154.25 107.71 107.71 107.71 8,078.44 215.43 4,193.00 1,608.03 920.66 382.76 255.18 2,148.94	N N N N N N N N N N N N
013722 DE LAGE LANDEN PUBLIC FINANCE	1,736.98	55492748 F5 LEASE	08/03/2017	18359175 PO-180039	80.81	N

1111 OLD EAGLE SCHOOL ROAD
WAYNE, PA 19087

(800) 736-0220

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55492740	WG LEASES	08/03/2017	18359175	PO-180042	167.01	N
55471463	ED SV LEASE	08/03/2017	18359175	PO-180315	188.62	N
55362559	DO PROP TAX ON SAVIN	08/03/2017	18359186	PV-180027	226.62	N
55609973	DO SAVIN LEASE	08/17/2017	18360898	PO-180111	637.48	N
55876568	ED SV COPIER LEASE	08/29/2017	18362356	PO-180315	188.62	N
55788711	F5 PRINTER LEASE	08/31/2017	18363051	PO-180039	80.81	N
55788689	WG PRINTER LEASE	08/31/2017	18363051	PO-180042	167.01	N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
012226 DEAN, DAWN PO BOX 23 ISLETON, CA 95641 () - N	10.70	CAFE MILEAGE	08/17/2017	18360924 TC-180009	10.70	N
002819 DELTA CARE DEPT #0170 LOS ANGELES, CA 90084-0170 (0) - 0 N	298.87	AUGUST 2017 SUMMER HEALTH PREM AUGUST 2017 SUMMER HEALTH PREM	08/03/2017 08/03/2017	18359187 PV-180028 18359187 PV-180028	164.51 134.36	N N
012807 DELTA ELEMENTARY CHARTER SCHOOL 36230 N SCHOOL ST CLARKSBURG, CA 95612 (916) 995-1335 N	144,339.00	AUGUST TAX IN LIEU SP ED IN LIEU 16/17	08/03/2017 08/29/2017	18359188 PV-180029 18362371 PV-180081	119,339.00 25,000.00	N N
014041 DEPARTMENT OF SOCIAL SERVICES 2525 NATOMAS PARK DRIVE SUITE 250 SACRAMENTO, CA 95833 (916) 263-5744 N	242.00	343617538 ISLE CHILDCARE LICEN	08/03/2017	18359189 PV-180037	242.00	N
014619 DIGITAL RIVER LOCKBOX 88278 88278 EXPEDITE WAY CHICAGO, IL 60695-0001 (800) 443-8158 N	2,496.00	ED SV ADOBE RENEWAL	08/29/2017	18362352 PO-180420	2,496.00	N
014067 DISCOVERY OFFICE SYSTEMS 1269 CORPORATE CENTER PARKWAY SANTA ROSA, CA 95407 (707) 570-1000 N	178.25	55E1393225 WG PRINTER SERVICE 55E1394363 BATES MAINT AGRMNT 55E1391318 BATES MAINT AGRMNT 55E1397592 WG PRINTER SERV	08/03/2017 08/17/2017 08/29/2017 08/31/2017	18359176 PO-180043 18360899 PO-180363 18362357 PO-180363 18363052 PO-180043	30.19 31.37 83.87 32.82	N N N N

Food Serv Phone	08/29/2017 18362389 PV-180064	41.24	N
JUNE-SEPT BIIG CIRCUIT	08/31/2017 18363065 PV-180085	18,426.92	N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
013921 FUN & FUNCTION LLC PO BOX 11 MERION STATION, PA 190066 (800) 231-6329	1,066.44	249634 SP ED SUPPLIES 249634 SP ED SUPPLIES 249634 SP ED SUPPLIES	08/31/2017 08/31/2017 08/31/2017	18363041 PO-180400 18363041 PO-180400 18363041 PO-180400	86.65 86.65 1,066.44	N N 7
014234 GIRARD EDWARDS STEVENS & TUCKER LLP., ATTORNEYS AT LAW 8801 FOLSOM BLVD STE 285 SACRAMENTO, CA 95826 (916) 706-1255	87.00	696 ATTY FEES	08/10/2017	18359975 PV-180051	87.00	Y
012883 GOMES, BRANDI 230 RIVERVIEW STREET RIO VISTA, CA 94571 (0) - 0	53.57	RVHS SUPPLIES	08/17/2017	18360900 PO-180090	53.57	N
011309 GOVCONNECTION 706 MILFORD ROAD MERRIMACK, NH 03054 (800) 800-0019	1,213.84	55006426 RMS ELMO CAMERAS	08/17/2017	18360883 PO-180288	1,213.84	N
003111 GOVERNMENT FINANCIAL STRATEGIES INC. 1228 N STREET, SUITE 13 SACRAMENTO, CA 95814-5609 (916) 444-5100	10,098.65	1322438 PROF SERVICES 1322467 PROF SERVICES 1322468 PROF SERVICES 1322485/1322486 PROF FEES 1322485/1322486 PROF FEES	08/03/2017 08/03/2017 08/03/2017 08/29/2017 08/29/2017	18359198 CL-170106 18359198 CL-170107 18359198 CL-170108 18362373 PV-180065 18362373 PV-180065	3,617.00 450.00 5,187.90 675.00 168.75	N N N N N
003598 GRAINGER 3691 INDUSTRIAL BLVD WEST SACRAMENTO, CA 95691-3479 (916) 372-7800	173.01	809275662 MAINT SUPPLIES	08/03/2017	18359177 PO-180131	173.01	N
						N W.W. GRAINGER

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014573 GREAT AMERICA FINANCIAL SVCS PO BOX 660831 DALLAS, TX 75266-0831 (877) 311-4422	1,480.86	20966786 DHS LEASE 21019778 CMS LEASE 21130973 DHS COPIER LEASE 21183059 CMS SERV CONTRACT	08/03/2017 08/08/2017 08/29/2017 08/31/2017	18359178 PO-180332 18359535 PO-180334 18362358 PO-180332 18363053 PO-180334	375.38 379.45 375.38 350.65	N N N N
012288 HALL, JENNIFER PO BOX 1024 ISLETON, CA 95641 () -	89.56	ISLE MILEAGE	08/17/2017	18360921 TC-180006	89.56	N
014500 HAND IN HAND THERAPEUTICS 214 ELMWOOD AVE MODESTO, CA 95354 (209) 604-8533	2,300.00	SP ED OCC THERAPY W/E 8/9/17 SP ED OCC THERAPY W/E 8/17 SP ED OCC THERAPY W/E 8/24	08/17/2017 08/29/2017 08/29/2017	18360901 PO-180306 18362359 PO-180306 18362359 PO-180306	500.00 900.00 900.00	N N N
014582 HAYNES EDUCATION CENTER 233 W. BASELINE ROAD LAVERNE, CA 91750 (909) 593-2581	720.00	SP ED TUTORING	08/03/2017	18359199 CL-170109	720.00	N
014222 HCI AUDIOMETRICS 5272 JERUSALEM CT STE A MODESTO, CA 95356-9278 (800) 653-3277	180.00	1004689 NURSE SUPPLIES 1004689 NURSE SUPPLIES 1004689 NURSE SUPPLIES	08/03/2017 08/03/2017 08/03/2017	18359161 PO-180267 18359161 PO-180267 18359161 PO-180267	180.00 14.62 14.62	N N N
000472 HENRY GO MD INC P.O. BOX 338 COURTLAND, CA 95615 () -	255.00	10623 DMV EXAMS	08/29/2017	18362374 PV-180063	255.00	6
013968 HIBMA, DONNA 655 RUBIER WAY	16.69	CAFE MILEAGE	08/17/2017	18360925 TC-180010	16.69	N

RIO VISTA, CA 94571

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
003538 HOME DEPOT CREDIT SERVICES DEPT 32-2500439736 P.O. BOX 9055 DES MOINES, IA 50368-9055	297.95	MAINT SUPPLIES	08/29/2017	18362360 PO-180132	297.95	N
() -						N
012532 HOUGHTON MIFFLIN 222 BERKELEY STREET BOSTON, MA 02116-3764	4,484.72	953221798 ED SV BOOKS 953203463 ED SV BOOKS 953265540 ED SV BOOKS	08/03/2017 08/17/2017 08/31/2017	18359163 PO-180255 18360885 PO-180254 18363042 PO-180256	503.76 2,166.18 1,814.78	N N N
() -		N HOUGHTON MIFFL				
012272 HOUGHTON MIFFLIN HARCOURT PUBLISHING COMPANY 222 BERKELEY STREET BOSTON, MA 02116	27,486.99	953221799 ED SV BOOKS 953189643 ED SV BOOKS 953193030 ED SV BOOKS 953189645 ED SV BOOKS 953193031 ED SV BOOKS 953189644 ED SV BOOKS 953227582 ED SV BOOKS 953234291 ED SV BOOKS 953213979 SP ED SUPPLIES 710063729 SP ED READ 180 RENEW 710068292 SP ED READ 180	08/03/2017 08/10/2017 08/10/2017 08/10/2017 08/10/2017 08/10/2017 08/17/2017 08/17/2017 08/17/2017 08/17/2017 08/31/2017	18359162 PO-180253 18359969 PO-180175 18359969 PO-180175 18359969 PO-180185 18359969 PO-180186 18359969 PO-180186 18360884 PO-180171 18360884 PO-180180 18360884 PO-180250 18360884 PO-180317 18363054 PO-180389	167.92 482.99 92.83 1,286.50 185.66 897.22 2,090.72 2,045.95 1,665.00 600.00 17,972.20	N N N N N N N N N N N
(800) 225-5425		N				
011917 INDOFF 11816 LACKLAND AVENUE ST. LOUIS, MO 63146-4206	4,617.61	2984417/2985913 SP ED SUPPLIES 2987476 ED SV SHELF ASSEMBLY 298512 SP ED SUPPLIES 2992374/2989193 RVHS SUPPLIES 2989192 RVHS COPY PAPER 2989192 RVHS COPY PAPER 2989192 RVHS COPY PAPER 2995989 RVHS SUPPLIES 2995991 RVHS SUPPLIES 2996888 CREDIT MEMO 2995662 RVHS SUPPLIES	08/03/2017 08/08/2017 08/08/2017 08/17/2017 08/17/2017 08/17/2017 08/17/2017 08/31/2017 08/31/2017 08/31/2017 08/31/2017	18359164 PO-180248 18359523 PO-180286 18359523 PO-180302 18360902 PO-180066 18360886 PO-180285 18360886 PO-180285 18360886 PO-180285 18363055 PO-180066 18363055 PO-180066 18363055 PO-180066 18363055 PO-180066	223.93 389.25 484.23 835.47 200.00 200.00 1,953.88 69.23 102.05 4.75 164.32	N N N N N N N N N N N
(707) 374-4037		N				
014386 IP ENTERPRISES 291 ORCUTT CIRCLE SACRAMENTO, CA 95834	3,320.00	ERATE PROF SERVICES ERATE PROF SERVICES 40117063017 ERATE SERVICES	08/08/2017 08/08/2017 08/29/2017	18359554 CL-170022 18359554 CL-170022 18362375 PV-180066	720.00 3,380.00 660.00	N N N

(916) 834-7771

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
013836 IXL LEARNING INC 777 MARINERS ISLAND BLVD SUITE 600 SAN MATEO, CA 94404 (855) 255-8800 N	5,720.00	S309300 ED SV STUDENT LICENSES	08/03/2017	18359165 PO-180242	5,720.00	N
013940 KELLY MOORE PAINTS CO INC 10299 EAST STOCKTON BOULEVARD SUITE 101 ELK GROVE, CA 95758 (650) 610-4370 N	733.52	239737/239738 MAINT SUPPLIES 240866 MAINT SUPPLIES	08/08/2017 08/17/2017	18359536 PO-180136 18360903 PO-180136	582.71 150.81	N N
012005 KIRK KENNER DBA DELTA REFRIDG 5 HILL CT. RIO VISTA, CA 94571 (707) 374-6213 Y KENNER, KIRK	6,220.15	4807 MAINT REPAIRS 4806/4809 MAINT REPAIRS 4759 CAFE REPAIRS 4819 HVAC SUPPLY	08/03/2017 08/17/2017 08/17/2017 08/29/2017	18359179 PO-180137 18360904 PO-180137 18360916 PO-180279 18362376 PV-180082	234.95 902.22 234.95 4,848.03	7 7 7 7
011311 LA RUE COMMUNICATIONS 521 E. MINER AVE STOCKTON, CA 95202 (209) 463-1900 Y LA RUE, KNOX J	330.00	1676 TRANS REPEATER SERV	08/08/2017	18359537 PO-180207	330.00	7
012149 LARIOS, MARIA 12801 RIVER ROAD COURTLAND, CA 95615 () - N	44.17	F5 SUPPLIES	08/31/2017	18363076 TC-180020	44.17	N
012569 LEARNING FOR LIVING INC 12603 BELLSTONE LANE RALEIGH, NC 27614 (800) 874-1100 N	2,446.00	15442 RVHS WORKSHOP 15442 RVHS WORKSHOP	08/03/2017 08/03/2017	18359200 CL-170110 18359200 CL-170111	2,189.00 257.00	N N

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014592 LEYERLY, KIM 228 S. 4TH STREET RIO VISTA, CA 94571	205.44	DHS CONF MILEAGE	08/31/2017	18363077 TC-180021	205.44	N
(0) - 0						N
000548 LIRAS SUPERMARKET 609 HWY 12 RIO VISTA, CA 94571	148.55	#55 RVHS SUPPLIES #135 ED SV SUPPLIES	08/17/2017 08/29/2017	18360905 PO-180071 18362377 PV-180067	26.96 121.59	N N
(707) 374-5399						N
013860 LOCICERO, PATTI 1756 BEACH DRIVE ISLETON, CA 95641	10.70	CAFE MILEAGE	08/17/2017	18360926 TC-180011	10.70	N
() -						N
000711 LYMAN PARTS DEPOT 14301 RAILROAD AVE WALNUT GROVE, CA 95690-	109.21	#13112 MAINT SUPPLIES	08/17/2017	18360906 PO-180139	109.21	N
(916) 776-1744		N THE LYMAN GROU				
014660 MACIEL, MELISSA 4102 PINOCHE PEAK PLACE RANCHO CORDOVA, CA 95742	5.89	WG MILEAGE	08/17/2017	18360922 TC-180007	5.89	N
(0) - 0						N
014673 MCCARTHY, TRACY PO BOX 15 ISLETON, CA 95641	10.70	CAFE MILEAGE	08/17/2017	18360927 TC-180016	10.70	N
(0) - 0						N
013274 MCGAHEY, ANITA 140 YOSEMITE DRIVE	21.40	CAFE MILEAGE	08/17/2017	18360928 TC-180013	21.40	N

RIO VISTA, CA 94571

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
011392 MCGRAW HILL SCHOOL PUBLISHING 220 E DANIELDALE ROAD DESOTO, TX 75115 (614) 755-4151 N	24,009.21	98220971002 ED SV BOOKS 98203299001 ED SV BOOKS 98203301001 ED SV BOOKS 98220972001 ED SV BOOKS 98220971001 ED SV BOOKS 98317056001 ED SV BOOKS 98317282001 SP ED BOOKS 98367477001 ED SV BOOKS 98367476001 ED SV BOOKS 98307206001 ED SV BOOKS	08/17/2017 08/17/2017 08/17/2017 08/17/2017 08/17/2017 08/29/2017 08/29/2017 08/29/2017 08/29/2017 08/31/2017	18360892 PO-180167 18360892 PO-180187 18360892 PO-180187 18360892 PO-180188 18360892 PO-180188 18362353 PO-180298 18362353 PO-180301 18362353 PO-180338 18362353 PO-180338 18363048 PO-180178	1,543.32 7,810.71 3,159.57 1,221.66 5,227.06 924.70 75.41 1,159.25 64.66 2,822.87	N N N N N N N N N N
014657 MEDICAL BILLING SYSTEMS 1175 SHAW AVENUE #104 CLOVIS, CA 93612 (888) 381-7066 N	731.00	1106 MEDI-CAL REIMB SERVICE	08/31/2017	18363066 PV-180086	731.00	N
012837 MOBILE MODULAR 5700 LAS POSITAS ROAD LIVERMORE, CA 94551 (925) 606-9000 N MCGRATH RENTCO	1,018.00	1377910 RMS PORTABLE 1404901 RMS MODULAR LEASE	08/08/2017 08/31/2017	18359550 PV-180046 18363073 PV-180093	509.00 509.00	N N
012179 MURPHY, KENDALL 135 EDGEWATER DRIVE RIO VISTA, CA 94571 (0) - 0 N	337.05	WG CONF MILEAGE	08/03/2017	18359201 CL-170112	337.05	N
003667 MUSTAIN, BERNIE 914 VIRGINIA DRIVE RIO VISTA, CA 94571 () - N	13.91	CAFE MILEAGE	08/17/2017	18360929 TC-180014	13.91	N
013877 NORRIS, CARRIE 4833 STEPPE COURT ELK GROVE, CA 95757	803.03	WG SUPPLIES WG AVID SUPPLIES F5 SUPPLIES F5 SUPPLIES	08/08/2017 08/08/2017 08/08/2017 08/08/2017	18359538 PO-180049 18359538 PO-180054 18359538 PO-180061 18359538 PO-180064	38.69 350.93 40.31 373.10	N N N N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014246 NORTHWEST EVALUATION ASSOCIATI 121 NW EVERETT STREET PORTLAND, OR 97209 (503) 548-5259	175.00	59378 ED SV SOFTWARE	08/03/2017	18359190 PV-180030	175.00	N
010031 NYGARD, LISE LOTT 343 BRUNING AVE RIO VISTA, CA 94571 () -	16.69	CAFE MILEAGE	08/17/2017	18360930 TC-180012	16.69	N
014016 O'REILLY AUTO PARTS 233 S PATTERSON SPRINGFIELD, MO 65802 () -	500.43	1468127 TRANS SUPPLIES	08/17/2017	18360907 PO-180211	500.43	N
010203 OCCUPATIONAL HEALTH PO BOX 39000 DEPT 33404 SAN FRANCISCO, CA 94139-3404 (707) 399-6068	150.00	OH20949 DOT EXAM	08/29/2017	18362378 PV-180068	150.00	N
000193 OILWELL MATERIALS & HARDWARE CO INC 506 STATE HIGHWAY 12 RIO VISTA, CA 94571 () -	413.83	#676 MAINT SUPPLIES	08/17/2017	18360908 PO-180141	413.83	N
003218 ORIENTAL TRADING CO INC 4206 SOUTH 108TH STREET OMAHA, NE 68137 (800) 228-0475	72.50	685072479 ED SV SUPPLIES 685072479 ED SV SUPPLIES 685072479 ED SV SUPPLIES	08/31/2017 08/31/2017 08/31/2017	18363043 PO-180379 18363043 PO-180379 18363043 PO-180379	5.89- 5.89 72.50	N N N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014465 PARKER & COVERT LAW OFFICE 17862 EAST SEVENTEENTH ST#204 EAST BUILDING TUSTIN, CA 92780 (714) 573-0900	8,391.89	67255/66954 ATTY FEES 67255/66954 ATTY FEES 67255/66954 ATTY FEES	08/29/2017 08/29/2017 08/29/2017	18362379 PV-180071 18362379 PV-180071 18362379 PV-180071	279.50 6,483.00 1,629.39	Y Y Y
		Y PARKER & COVE				
013895 PEARSON CLINICAL ASSESSMENT ORDERING PO BOX 599700 SAN ANTONIO, TX 78259 (800) 627-7271	2,542.27	11253647 SP ED SUPPLIES 112506047 SP ED SUPPLIES	08/08/2017 08/08/2017	18359524 PO-180266 18359524 PO-180272	1,028.31 1,513.96	N N
		N				
014310 PEREZ, GABINO 7904 HARTWICK WAY SACRAMENTO, CA 95828 (0) - 0	353.10	WG CONF MILEAGE	08/03/2017	18359202 CL-170113	353.10	N
		N				
013805 PERLOT, MAKAYLA 60 ELM AVE GALT, CA 95632 () -	57.78	WG CONF REIMB	08/31/2017	18363078 TC-180022	57.78	N
		N				
003270 PG&E 685 EMBARCADERO DRIVE SACRAMENTO, CA 95605 () -	38,499.91	RADIO RIO ELECT DHW ELECT LIFT PUMP ELECT DHS ELECT DHS ELECT RVHS ELECT DHW ELECT GARAGE ELECT DHS ELECT DHW ELECT DHS ELECT DHS ELECT CMS ELECT	08/03/2017 08/17/2017 08/29/2017 08/29/2017 08/29/2017 08/29/2017 08/29/2017 08/29/2017 08/29/2017 08/29/2017 08/29/2017 08/29/2017 08/29/2017 08/29/2017	18359191 PV-180031 18360920 PV-180054 18362380 PV-180069 18362380 PV-180069 18362380 PV-180069 18362380 PV-180069 18362380 PV-180069 18362380 PV-180069 18362380 PV-180069 18362380 PV-180069 18362380 PV-180069 18362380 PV-180069 18362380 PV-180069 18362380 PV-180069	24.33 95.54 135.99 1,575.28 19.98 31.32 158.00 225.91 60.10 4,765.80 6,598.86 9.86 3,287.71 1,697.65	N N N N N N N N N N N N N N
		N PACIFIC GAS AN				

RMS ELECT	08/29/2017	18362380	PV-180069	3,527.21	N
ISLE ELECT	08/29/2017	18362380	PV-180069	4,966.42	N
SHOP ELECT	08/29/2017	18362380	PV-180069	58.01	N
DO ELECT	08/29/2017	18362380	PV-180069	57.55	N
N.NETH ELECT	08/29/2017	18362380	PV-180069	39.97	N
DHS ELECT	08/29/2017	18362380	PV-180069	11.34	N
RVHS ELECT	08/29/2017	18362380	PV-180069	10,805.09	N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
003270 PG&E (Continued...)		GARAGE ELECT	08/29/2017	18362380 PV-180069	325.18	N
		RADIO RIO ELECT	08/31/2017	18363067 PV-180087	22.81	N
014420 PIZZA FACTORY 14127 RIVER ROAD WALNUT GROVE, CA 95690	128.28	ED SV MEETING SUPPLIES	08/08/2017	18359539 PO-180374	128.28	N
(0) - 0						N
013554 POINT QUEST 6600 44TH STREET SACRAMENTO, CA 95823	14,721.80	30100 NPS DUES	08/03/2017	18359203 CL-170114	7,476.00	N
		30113 NPS DUES	08/03/2017	18359203 CL-170115	3,281.00	N
		160397 ONE ON ON AID SP ED	08/29/2017	18362381 PV-180070	3,964.80	N
(916) 422-0571						N
014410 RAMBO, SONIA 9697 NATURE TRAIL WAY ELK GROVE, CA 95757	1,556.52	RMS SUPPLIES	08/31/2017	18363056 PO-180008	933.91	N
		RMS SUPPLIES	08/31/2017	18363056 PO-180008	622.61	N
(0) - 0						N
000088 RAMOS OIL COMPANY INC DEPT # 34335 PO BOX 39000 SAN FRANCISCO, CA 94139-0001	2,948.26	984142/984141 TRANS FUEL	08/29/2017	18362361 PO-180202	2,948.26	N
(916) 371-2570						N
010580 REALLY GOOD STUFF INC PO BOX 386 BOTSFORD, CT 06404-0386	18.94	6025590 DHW SUPPLIES	08/17/2017	18360887 PO-180034	18.94	N
		6025590 DHW SUPPLIES	08/17/2017	18360887 PO-180034	1.54	N
		6025590 DHW SUPPLIES	08/17/2017	18360887 PO-180034	1.54	N
(203) 261-1920						N
012473 RENAISSANCE LEARNING INC PO BOX 8036 2911 PEACH STREET WISCONSIN RAPIDS, WI 54495-8036	23,315.43	ED SV RENAISSANCE RENEWAL	08/03/2017	18359166 PO-180287	19,315.43	N
		ED SV RENAISSANCE RENEWAL	08/03/2017	18359166 PO-180287	4,000.00	N

(800) 338-4204

N



Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
010239 RIO VISTA SANITATION P.O. BOX 607 RIO VISTA, CA 94571-0607	699.12	DO WASTE RVHS WASTE	08/10/2017 08/10/2017	18359976 PV-180052 18359976 PV-180052	117.00 582.12	N N
(0) - 0						N
000589 RISO PRODUCTS OF SACRAMENTO 3304 MONIER CIRCLE SUITE 110 RANCHO CORDOVA, CA 95742	1,236.00	169953 DHS SERV CONTRACT 169949 CMS SERV CONTRACT 169946 BATES MAINT AGRMNT 169945 BATES MAINT AGRMNT 169943 BATES MAINT AGRMNT 169944 BATES MAINT AGRMNT	08/03/2017 08/03/2017 08/08/2017 08/08/2017 08/08/2017 08/08/2017	18359167 PO-180326 18359167 PO-180329 18359525 PO-180368 18359525 PO-180369 18359525 PO-180370 18359525 PO-180371	367.00 269.00 150.00 150.00 150.00 150.00	N N N N N N
(916) 638-7476		N RPSI ENTERPRIS				N
000729 RIVER NEWS HERALD 21 S FRONT STREET RIO VISTA, CA 94571	55.25	HR ADVERTISING	08/17/2017	18360909 PO-180387	55.25	N
() -		N GIBSON PUBLICA				
010670 RIVERVIEW-INTERNATIONAL TRUCKS 2445 EVERGREEN AVE P.O. BOX 716 WEST SACRAMENTO, CA 95691	4,010.91	932748/933521 TRANS PARTS	08/08/2017	18359555 CL-170121	4,010.91	7
() -						Y
011167 ROCHESTER 100 INC 40 JEFFERSON RD ROCHESTER, NY 14623	640.00	P57291 DHW SUPPLIES P57291 DHW SUPPLIES P57291 DHW SUPPLIES	08/08/2017 08/08/2017 08/08/2017	18359526 PO-180035 18359526 PO-180035 18359526 PO-180035	640.00 52.00 52.00	N N N
(585) 475-0200						N
014672 RODARTE DE MENA, LIZETH PO BOX 436 CLARKSBURG, CA 95612	20.33	CAFE MILEAGE	08/17/2017	18360931 TC-180015	20.33	N
(0) - 0						N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014143 RODRIGUEZ, CLAUDIA PO BOX 62 COURTLAND, CA 95615	291.04	SP ED PARENT TRANS	08/08/2017	18359557 TC-180002	291.04	N
() -						N
000119 S & W TIRE SERVICE INC P.O. BOX 377 14400 THORNTON ROAD WALNUT GROVE, CA 95690	170.00	#1-636 TRANS SUPPLIES	08/17/2017	18360910 PO-180222	170.00	N
(916) 776-1717						N
000095 S M U D P.O. BOX 15555 SACRAMENTO, CA 95852	8,041.64	BATES ELECT	08/08/2017	18359544 PV-180039	28.34	N
		WG ELECT	08/29/2017	18362382 PV-180073	341.61	N
		BATES ELECT	08/29/2017	18362382 PV-180073	28.34	N
		TRANS ELECT	08/29/2017	18362382 PV-180073	13.54	N
() -		TRANS ELECT	08/29/2017	18362382 PV-180073	121.09	N
		WG ELECT	08/29/2017	18362382 PV-180073	20.00	N
		WG ELECT	08/29/2017	18362382 PV-180073	4,251.48	N
		BATES ELECT	08/29/2017	18362382 PV-180073	525.93	N
		BATES ELECT	08/29/2017	18362382 PV-180073	2,684.22	N
		WG ELECT	08/29/2017	18362382 PV-180073	27.09	N
012225 SACRAMENTO COUNTY COUNTY OF SACRAMENTO 700 H STREET ROOM 1710 SACRAMENTO, CA 95814	4,907.50	FISCAL AGENT FEES 4 QRT 16/17	08/29/2017	18362392 PV-180062	981.50	N
		FISCAL AGENT FEES 4 QRT 16/17	08/29/2017	18362392 PV-180062	981.50	N
		FISCAL AGENT FEES 4 QRT 16/17	08/29/2017	18362393 PV-180062	981.50	N
		FISCAL AGENT FEES 4 QRT 16/17	08/29/2017	18362393 PV-180062	981.50	N
		FISCAL AGENT FEES 4 QRT 16/17	08/29/2017	18362393 PV-180062	981.50	N
(916) 874-8250						N
000090 SACRAMENTO COUNTY UTILITIES 9700 GOETHE ROAD SUITE C SACRAMENTO, CA 95827	447.92	MOKE SEWER	08/29/2017	18362383 PV-180074	118.41	N
		BATES SEWER	08/31/2017	18363068 PV-180088	155.26	N
		WG SEWER	08/31/2017	18363068 PV-180088	174.25	N
() -						N

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010468 SACRAMENTO METROPOLITAN AIR QUALITY MANAGEMENT DIST. 777 12TH STREET 3RD FLOOR SACRAMENTO, CA 95814-1908 (916) 874-4800 N	1,113.00	1717-10-00873 PRMT RENEWAL FEE	08/29/2017	18362384 PV-180072	1,113.00	N
012779 SACRAMENTO STATE COLLEGE CONTINUING EDUCATION 3000 STATE UNIVERSITY DR EAST SACRAMENTO, CA 95819-6103 (916) 278-4433 N	2,750.00	1073027 AP SUMMER INST 1073078 AP SUMMER INST 1073043 AP SUMMER INST DHS E. SALAMANCA SCHLRSHP	08/29/2017 08/29/2017 08/29/2017 08/31/2017	18362348 PO-180002 18362348 PO-180002 18362348 PO-180002 18363038 PO-180491	750.00 750.00 750.00 500.00	N N N N
012039 SAN JOAQUIN CO OFFICE OF ED 2707 TRANSWORLD DRIVE STOCKTON, CA 95213 () - N	450.00	17180696 HR EDJOIN	08/08/2017	18359529 PO-180376	450.00	N
003501 SCHOLASTIC INC 2931 EAST MCCARTY STREET JEFFERSON CITY, MO 65101 (800) 724-6527 N	2,340.45	1535-7424 ED SV BOOKS M6132690 DHW SUPPLIES M6132690 DHW SUPPLIES M6132690 DHW SUPPLIES M6147275/M6147273 RMS BKS M6147275/M6147273 RMS BKS	08/08/2017 08/17/2017 08/17/2017 08/17/2017 08/29/2017 08/29/2017	18359527 PO-180177 18360888 PO-180115 18360888 PO-180115 18360888 PO-180115 18362385 PV-180075 18362385 PV-180075	334.42 79.96 984.13 79.96 613.15 408.75	N N N N N N
011160 SCHOOL HEALTH CORPORATION 865 MUIRFIELD DRIVE HANOVER PARK, IL 601103 (800) 323-1305 N	1,947.78	3320261 NURSES SUPPLIES 3320261 NURSES SUPPLIES 3320261 NURSES SUPPLIES	08/10/2017 08/10/2017 08/10/2017	18359970 PO-180246 18359970 PO-180246 18359970 PO-180246	1,947.78 6.78 6.78	N N N
014296 SCHOOL LOOP PO BOX 2416 SAN FRANCISCO, CA 94126 (0) - 0 N	8,250.00	60807444 SCHOOL LOOP 17/18	08/31/2017	18363044 PO-180479	8,250.00	N

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000316 SCHOOLS INSURANCE AUTHORITY P.O. BOX 276710 SACRAMENTO, CA 95827-6710	8,506.68	EAP072018.13 EAP FEES	08/03/2017	18359192 PV-180033	8,506.68	N
() -						N
013193 SCOE P.O. BOX 269003 10474 MATHER BLVD SACRAMENTO, CA 95826	2,082.44	180050 RVHS DECATHALON 180019 DW NETWORK CONNECTION 180314 BUS OFF WINDOW ENVELOPE	08/17/2017 08/17/2017 08/31/2017	18360889 PO-180075 18360911 PO-180388 18363045 PO-180408	840.00 1,000.00 242.44	N N N
() -						N
014450 SCOTT TECHNOLOGY GROUP PO BOX 2851 ROHNERT PARK, CA 94928 (707) 584-3995	1,280.31	236189 WG PRINTER CHARGES 235734 MOKE MAINT AGRMNT 238025 BATES MAINT AGRMNT DO PRINTER CHRGS DO PRINTER CHRGS DO PRINTER CHRGS DO PRINTER CHRGS DO PRINTER CHRGS DO PRINTER CHRGS DO PRINTER CHRGS DO PRINTER CHRGS	08/08/2017 08/29/2017 08/29/2017 08/31/2017 08/31/2017 08/31/2017 08/31/2017 08/31/2017 08/31/2017 08/31/2017 08/31/2017	18359540 PO-180041 18362362 PO-180430 18362362 PO-180430 18363069 PV-180089 18363069 PV-180089 18363069 PV-180089 18363069 PV-180089 18363069 PV-180089 18363069 PV-180089 18363069 PV-180089	1.85 15.16 74.40 45.12 1.22 253.62 3.13 591.77 51.08 214.64 28.32	N N N N N N N N N N N
() -						N
014611 SETO EDUCATIONAL SUPPORT SERV 1630 FANNING COURT DIXON, CA 95620 (805) 252-9816	3,225.00	SP ED PSYCH SERVICES	08/03/2017	18359204 CL-170116	3,225.00	N
() -						N
012914 SEVER, AARON 1005 LINDA VISTA RIO VISTA, CA 94571 () -	360.35	ED SV CONF REIMB	08/03/2017	18359205 CL-170117	360.35	N
() -						N
014659 SHIMMELMAN, CARLEY 9130 NOLAN ST. #264	25.68	WG MILEAGE	08/17/2017	18360923 TC-180008	25.68	N

ELK GROVE, CA 95658

(0) - 0 N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014524 SHRED IT PO BOX 101007 PASADENA, CA 91189-1007	200.18	8122816069 DO SHREDDING	08/08/2017	18359545 PV-180040	200.18	N
(0) - 0						N
000055 SIA DELTA DENTAL P.O. BOX 276710 SACRAMENTO, CA 95827-6710	18,057.76	AUGUST 2017 PREMIUMS	08/08/2017	18359546 PV-180041	9,342.72	N
		AUGUST 2017 PREMIUMS	08/08/2017	18359546 PV-180041	5,152.40	N
		AUGUST 2017 PREMIUMS	08/08/2017	18359546 PV-180041	2,236.93	N
		AUGUST 2017 PREMIUMS	08/08/2017	18359546 PV-180041	1,149.62	N
(0) - 0		AUGUST 2017 PREMIUMS	08/08/2017	18359546 PV-180041	176.09	N
000056 SIA VISION SERVICE P.O. BOX 276710 SACRAMENTO, CA 95827-6710	3,316.60	AUGUST 2017 PREMIUMS	08/03/2017	18359193 PV-180032	1,759.24	N
		AUGUST 2017 PREMIUMS	08/03/2017	18359193 PV-180032	1,067.08	N
		AUGUST 2017 PREMIUMS	08/03/2017	18359193 PV-180032	259.56	N
		AUGUST 2017 PREMIUMS	08/03/2017	18359193 PV-180032	230.72	N
(0) - 0						N
001541 SILVA, NOEME 340 SIERRA AVE. RIO VISTA, CA 94571	16.05	CAFE MILEAGE	08/17/2017	18360932 TC-180017	16.05	N
() -						N
003512 SILVA, SHARON 101 SOUTH FRONT ST. #28 RIO VISTA, CA 94571	105.83	BUS OFF REIMB POSTAGE	08/03/2017	18359194 PV-180034	6.65	N
		BUS OFF MACHINE STAND	08/08/2017	18359528 PO-180344	99.18	N
() -						N
014454 SINGH, PRITIKA 212 WEST HWY 220 RYDE, CA 95680	616.32	SP ED PRESCL PARENT TRANS	08/08/2017	18359558 TC-180003	616.32	N
(916) 491-0657						N
014400 SLAGLE, ANTONIA 5811 14TH ST	304.02	ISLE SUPPLIES	08/31/2017	18363057 PO-180006	304.02	N

SACRAMENTO, CA 95822

(0) - 0 N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
012084 SODEXO INC & AFFILIATES DEPT. 43283 LOS ANGELES, CA 90088-3283	17,140.98	JUNE 2017 MEALS JUNE 2017 MEALS	08/29/2017 08/29/2017	18362390 PV-180079 18362390 PV-180079	554.74 16,586.24	N N
() -						N
012628 SOLANO COUNTY OFFICE OF SELPA 5100 BUSINESS CENTER DRIVE FAIRFIELD, CA 94534	12,965.97	17-02090 TUPE GRANT	08/10/2017	18359977 PV-180049	12,965.97	N
(707) 399-4415						N
014669 SOUTHPAW PO BOX 1047 DAYTON, OH 45401-1047	91.14	0414903 SP ED SUPPLIES 0414903 SP ED SUPPLIES 0414903 SP ED SUPPLIES	08/31/2017 08/31/2017 08/31/2017	18363046 PO-180402 18363046 PO-180402 18363046 PO-180402	7.41- 7.41 91.14	N N N
(800) 228-1698						N
011563 SPEARS, SHANAN 2436 MORaine CIRCLE RANCHO CORDOVA, CA 95670	119.57	DHS AG SUPPLIES DHS AG SUPPLIES	08/31/2017 08/31/2017	18363058 PO-180322 18363058 PO-180322	59.78 59.79	N N
(916) 744-1011						N
013858 SPURR 1850 GATEWAY BOULEVARD CONCORD, CA 94520	1,517.68	RMS GAS STORAGE PREPAID GAS DHS GAS RVHS GAS DO GAS TRANS GAS DHW GAS ISLE GAS ISLE GAS CMS CAFE GAS	08/29/2017 08/29/2017 08/29/2017 08/29/2017 08/29/2017 08/29/2017 08/29/2017 08/29/2017 08/29/2017 08/29/2017	18362386 PV-180076 18362386 PV-180076 18362386 PV-180076 18362386 PV-180076 18362386 PV-180076 18362386 PV-180076 18362386 PV-180076 18362386 PV-180076 18362386 PV-180076 18362391 PV-180076	57.22 252.59 171.76 662.27 16.68 110.69 65.98 110.78 18.01 51.70	N N N N N N N N N N
(888) 400-2155						N
014069 STAPLES ADVANTAGE 500 STAPLES DRIVE FRAMINGHAM, MA 01702	3,753.78	3346517924 WG SUPPLIES 3346517924 WG SUPPLIES 3346517924 WG SUPPLIES	08/03/2017 08/03/2017 08/03/2017	18359180 PO-180037 18359180 PO-180037 18359180 PO-180037	143.91 .50- .50	N N N

() -

N STAPLES CONTRA	3347100905	ED SV CHAIR	08/03/2017	18359168	PO-180294	116.74	N
	3347100906	ED SV SUPPLIES	08/03/2017	18359180	PO-180305	466.71	N
	3347236018	CBO SUPPLIES	08/08/2017	18359541	PO-180282	191.31	N
	3347329979	SP ED FILING CABINT	08/08/2017	18359530	PO-180296	257.47	N
	3347236019	SP ED SUPPLIES	08/08/2017	18359541	PO-180304	196.05	N
	3347236020	ED SV SUPPLIES	08/08/2017	18359541	PO-180305	100.70	N
	3348454050	DHW SUPPLIES	08/17/2017	18360912	PO-180015	170.72	N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014069 STAPLES ADVANTA (Continued...)		3348454051 DHW SUPPLIES	08/17/2017	18360912 PO-180015	59.66	N
		3349279048 DHW SUPPLIES	08/17/2017	18360912 PO-180017	47.23	N
		3348965080 DHW SUPPLIES	08/17/2017	18360912 PO-180017	38.62	N
		3348888832 DHW SUPPLIES	08/17/2017	18360912 PO-180020	66.77	N
		3348454052 DHW SUPPLIES	08/17/2017	18360912 PO-180024	62.12	N
		3349279049 DHW SUPPLIES	08/17/2017	18360912 PO-180030	35.30	N
		3349355056 DHW SUPPLIES	08/17/2017	18360912 PO-180030	18.15	N
		3348965086 ED SV SUPPLIES	08/29/2017	18362363 PO-180305	244.22	N
		3348693597 ED SV SUPPLIES	08/29/2017	18362363 PO-180305	18.87	N
		3349043076 ED SV SUPPLIES	08/29/2017	18362363 PO-180305	27.47	N
		3348966085 ED SV SUPPLIES	08/29/2017	18362363 PO-180305	15.88	N
		3348454055 ASP SUPPLIES	08/29/2017	18362363 PO-180340	280.78	N
		3348454055 ASP SUPPLIES	08/29/2017	18362363 PO-180340	.98	N
		3348454054 ASP SUPPLIES	08/29/2017	18362363 PO-180340	.98	N
		3348454054 ASP SUPPLIES	08/29/2017	18362363 PO-180340	.98	N
		3348454054 ASP SUPPLIES	08/29/2017	18362363 PO-180340	280.79	N
		3348454054 ASP SUPPLIES	08/29/2017	18362363 PO-180340	.98	N
		3348454054 ASP SUPPLIES	08/29/2017	18362363 PO-180340	.98	N
		3348454055 ASP SUPPLIES	08/29/2017	18362363 PO-180340	.98	N
		3348454054 ASP SUPPLIES	08/29/2017	18362363 PO-180340	280.78	N
		3347329977 WG SUPPLIES	08/31/2017	18363059 PO-180037	90.31	N
		3348888833 WG SUPPLIES	08/31/2017	18363059 PO-180037	71.18	N
		3348888833 WG SUPPLIES	08/31/2017	18363059 PO-180037	.25	N
		3348888833 WG SUPPLIES	08/31/2017	18363059 PO-180037	.25	N
		3347804675 WG SUPPLIES	08/31/2017	18363059 PO-180037	.15	N
		3348965081 WG SUPPLIES	08/31/2017	18363059 PO-180037	39.32	N
		3347804675 WG SUPPLIES	08/31/2017	18363059 PO-180037	.15	N
		3347329978 WG SUPPLIES	08/31/2017	18363059 PO-180037	.07	N
		3347329978 WG SUPPLIES	08/31/2017	18363059 PO-180037	.07	N
		3347329977 WG SUPPLIES	08/31/2017	18363059 PO-180037	.31	N
		3347329977 WG SUPPLIES	08/31/2017	18363059 PO-180037	.31	N
		3348965081 WG SUPPLIES	08/31/2017	18363059 PO-180037	.14	N
		3347804675 WG SUPPLIES	08/31/2017	18363059 PO-180037	42.76	N
		3348965081 WG SUPPLIES	08/31/2017	18363059 PO-180037	.14	N
		3347329978 WG SUPPLIES	08/31/2017	18363059 PO-180037	21.38	N
		3349601836 SP ED SUPPLIES	08/31/2017	18363059 PO-180304	104.87	N
		3348965084 SP ED SUPPLIES	08/31/2017	18363059 PO-180304	61.13	N
		3350215411 SP ED SUPPLIES	08/31/2017	18363059 PO-180304	38.93	N
		3348888834 SP ED SUPPLIES	08/31/2017	18363059 PO-180304	56.46	N
		3349535865 SP ED SUPPLIES	08/31/2017	18363059 PO-180304	68.58	N
		3349601835 SP ED SUPPLIES	08/31/2017	18363059 PO-180304	38.61	N
014342 STAR SPORTS	2,492.84	39049 RVHS COACH SYSTEM	08/17/2017	18360890 PO-180276	2,492.84	N

5474 GATEWAY PLAZA DRIVE
BENICIA, CA 94510

(707) 745-6724

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003646 STATE OF CALIFORNIA 1300 I STREET SUITE 810 SACRAMENTO, CA 95814 () - N	352.00	247554 FINGERPRINTING	08/29/2017	18362387 PV-180077	352.00	N
000096 STEWART INDUSTRIAL SUPPLY INC 608 HWY 12 RIO VISTA, CA 94571 (707) 374-5567 N	43.25	#23100 TRANS SUPPLIES	08/17/2017	18360913 PO-180220	43.25	N
014361 STONWARE, INC 11555 NORTH MERIDIAN ST. ST#15 CARMEL, IN 46032 (888) 473-9485 N	394.00	69248 CRANE RVHS LANSCHOOL LIC	08/17/2017	18360891 PO-180378	394.00	N
010706 SUPER DUPER PUBLICATIONS 5201 PELHAM ROAD GREENVILLE, SC 29615-5723 (864) 228-3536 N SUPER DUPER IN	67.46	2268350A SP ED SUPPLIES 2268350A SP ED SUPPLIES 2268350A SP ED SUPPLIES	08/03/2017 08/03/2017 08/03/2017	18359169 PO-180249 18359169 PO-180249 18359169 PO-180249	67.46 5.48 5.48-	N N N
013947 SUPPLY WORKS PO BOX 742056 LOS ANGELES, CA 90074-2056 (877) 577-1114 N	12,419.06	407140300 RVHS SUPPLIES 407140318 RMS SUPPLIES 406985937 CMS SUPPLIES 408294874 BATES SUPPLIES 408449395 BATES SUPPLIES 409224359 ISLE SUPPLIES 409386224 RMS SUPPLIES 409386208 DHS SUPPLIES 409216504 DHS SUPPLIES 409216488 BATES SUPPLIES 409216496 BATES SUPPLIES	08/03/2017 08/03/2017 08/03/2017 08/10/2017 08/10/2017 08/29/2017 08/29/2017 08/29/2017 08/29/2017 08/31/2017 08/31/2017	18359181 PO-180156 18359181 PO-180156 18359181 PO-180156 18359972 PO-180156 18359972 PO-180156 18362364 PO-180156 18362364 PO-180156 18362364 PO-180156 18362364 PO-180156 18363060 PO-180156 18363060 PO-180156	36.60 36.60 1,546.99 1,266.08 289.20 634.14 989.47 1,198.00 1,901.10 1,981.64 2,539.24	N N N N N N N N N N N
011995 SUPREME SCHOOL SUPPLY COMPANY P.O. BOX 220	182.81	71137 RVHS FORMS 71137 RVHS FORMS	08/31/2017 08/31/2017	18363047 PO-180345 18363047 PO-180345	182.81 14.85	N N

ARCADIA, WI 54612

71137 RVHS FORMS

08/31/2017 18363047 PO-180345

14.85- N

(800) 356-3320

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014675 TALLEY, ELAINE 6 PARKSIDE DR DAVIS, CA 95616 (530) 304-0090	652.50	2017-45 SP ED IEP MEETING FAC.	08/31/2017	18363061 PO-180419	652.50	Y
014430 TAQUERIA MEXICO 133 MAIN ST RIO VISTA, CA 94571 (707) 374-2680	175.09	RVHS SUPPLIES (MEETING)	08/17/2017	18360914 PO-180067	175.09	N
013577 TEACHER CURRICULUM INSTITUTE PO BOX 1327 RANCHO CORDOVA, CA 95741 (800) 497-6138	742.10	31411 ED SV BOOKS 31411 ED SV BOOKS	08/08/2017 08/08/2017	18359531 PO-180173 18359531 PO-180173	641.00 101.10	N N
013617 THE HARTFORD PO BOX 783690 PHILADELPHIA, PA 19178-3690 (0) - 0	1,467.10	AUGUST 2017 BRD MMBRS/RETIREES AUGUST 2017 BRD MMBRS/RETIREES	08/08/2017 08/08/2017	18359547 PV-180042 18359547 PV-180042	914.50 552.60	N N
014374 TURNITIN 2101 WEBSTER ST STE# 1800 OAKLAND, CA 94612 (866) 816-5046	5,190.00	IN11127431 ED SV SOFTWARE	08/03/2017	18359170 PO-180260	5,190.00	N
012694 U.S. BANK 221 SOUTH FIGUEROA ST, STE 210 LM-CA-F2TC LOS ANGELES, CA 90012 (0) - 0	12,685.14	JULY 2017 PAYROLL GASB 45 AUGUST 2017 PAYROLL GASB 45 AUGUST 2017 PAYROLL GASB 45	08/03/2017 08/31/2017 08/31/2017	18359195 PV-180035 18363071 PV-180091 18363071 PV-180091	2,146.33 10,318.83 219.98	N N N
014528 UC DAVIS SCHOOL OF ED	595.00	01-45254393 SMALL DIST MMBRSHP	08/17/2017	18360893 PO-180397	595.00	N

ONE SHIELDS AVE
DAVIS, CA 95616

(0) - 0 N

OPERATONS CELLULAR	08/10/2017	18359978	PV-180047	69.33	7
RVHS SFTY CELLULAR	08/10/2017	18359978	PV-180047	.22	7
RVHS ADMIN CELLULAR	08/10/2017	18359978	PV-180047	93.44	7
NURSE CELLULAR	08/10/2017	18359978	PV-180047	27.68	7
NURSE CELLULAR	08/10/2017	18359978	PV-180047	25.71	7
ED SV 2 CELLULAR	08/10/2017	18359978	PV-180047	39.59	7
ERATE CREDIT	08/10/2017	18359978	PV-180047	27.68-	7

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount 1099
013997 VERIZON WIRELES (Continued...)		ERATE CREDIT	08/10/2017	18359978 PV-180047	2.86- 7
		DHW ADMIN CELLULAR	08/10/2017	18359978 PV-180047	72.55 7
		RMS SFTY CELLULAR	08/10/2017	18359978 PV-180047	.22 7
		DHW SFTY CELLULAR	08/10/2017	18359978 PV-180047	.22 7
		ERATE CREDIT	08/10/2017	18359978 PV-180047	4.64- 7
		ERATE CREDIT	08/10/2017	18359978 PV-180047	2.80- 7
		ERATE CREDIT	08/10/2017	18359978 PV-180047	6.99- 7
		ERATE CREDIT	08/10/2017	18359978 PV-180047	16.46- 7
		ERATE CREDIT	08/10/2017	18359978 PV-180047	.29- 7
		COUNSELORS CELLULAR	08/10/2017	18359978 PV-180047	108.65 7
		GEN ADMIN CELLULAR	08/10/2017	18359978 PV-180047	15.73 7
		CMS CUST CELLULAR	08/10/2017	18359978 PV-180047	17.52 7
		GARDENERS CELLULAR	08/10/2017	18359978 PV-180047	54.35 7
		ISLE SFTY CELLULAR	08/10/2017	18359978 PV-180047	.22 7
		ISLE ADMIN CELLULAR	08/10/2017	18359978 PV-180047	25.21 7
		ERATE CREDIT	08/10/2017	18359978 PV-180047	9.04- 7
		ERATE CREDIT	08/10/2017	18359978 PV-180047	11.71- 7
		DHS SFTY CELLULAR	08/10/2017	18359978 PV-180047	.22 7
		DHS CUST CELLULAR	08/10/2017	18359978 PV-180047	4.21 7
		RVHS CUSTODIOAN CELLULAR	08/10/2017	18359978 PV-180047	36.39 7
		ERATE CREDIT	08/10/2017	18359979 PV-180047	.75- 7
		ASES 2 CELLULAR	08/10/2017	18359979 PV-180047	38.12 7
		ERATE CREDIT	08/10/2017	18359979 PV-180047	19.22- 7
		TRANS 1 CELLULAR	08/10/2017	18359979 PV-180047	87.48 7
		ERATE CREDIT	08/10/2017	18359979 PV-180047	8.86- 7
		ERATE CREDIT	08/10/2017	18359979 PV-180047	7.90- 7
		ASES 3 CELLULAR	08/10/2017	18359979 PV-180047	38.12 7
		ERATE CREDIT	08/10/2017	18359979 PV-180047	11.30- 7
		ERATE CREDIT	08/10/2017	18359979 PV-180047	12.38- 7
		ERATE CREDIT	08/10/2017	18359979 PV-180047	22.97- 7
		MAINT CELLULAR	08/10/2017	18359979 PV-180047	180.12 7
		SP ED 1 CELLULAR	08/10/2017	18359979 PV-180047	175.31 7
		SP ED 2 CELLULAR	08/10/2017	18359979 PV-180047	56.79 7
		ASES 1 CELLULAR	08/10/2017	18359979 PV-180047	39.53 7
		ERATE CREDIT	08/10/2017	18359979 PV-180047	3.50- 7
		TRANS 2 CELLULAR	08/10/2017	18359979 PV-180047	1.69 7
		ERATE CREDIT	08/10/2017	18359979 PV-180047	23.15- 7
		ERATE CREDIT	08/10/2017	18359979 PV-180047	2.34- 7
		ERATE CREDIT	08/10/2017	18359979 PV-180047	22.03- 7
		ERATE CREDIT	08/10/2017	18359979 PV-180047	.05- 7
		SP ED 3 CELLULAR	08/10/2017	18359979 PV-180047	37.21 7
		FD SERV CELLULAR	08/10/2017	18359980 PV-180047	10.29 7

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
010906 WASTE MANAGEMENT OF WOODLAND P.O. BOX 78251 PHOENIX, AZ 85062-8251	1,316.23	DHS AG WASTE	08/03/2017	18359183 PO-180312	223.32	N
		DHS WASTE SERV	08/03/2017	18359196 PV-180036	30.90	N
		DHS WASTE	08/08/2017	18359549 PV-180043	823.24	N
		DHS AG WASTE SERV	08/17/2017	18360915 PO-180312	111.66	N
() - N		DHS AG WASTE SERV	08/17/2017	18360915 PO-180312	111.66	N
		DHS WASTE	08/31/2017	18363072 PV-180092	15.45	N
012528 WILLIAMS SCOTSMAN INC 4911 ALLISON PARKWAY VACAVILLE, CA 95688	3,858.82	RMS PORTABLE	08/08/2017	18359551 PV-180045	936.99	N
		RVHS PORTABLE	08/08/2017	18359551 PV-180045	936.99	N
		RMS PORTABLE	08/08/2017	18359551 PV-180045	936.99	N
		DHW PORTABLE	08/08/2017	18359551 PV-180045	1,047.85	N
(707) 451-3000 N						
014388 WPS PUBLISH 625 ALASKA AVENUE TORRANCE, CA 90503-5124	564.94	173947 SP ED SUPPLIES	08/03/2017	18359171 PO-180247	564.94	N
(800) 648-8857 N						
003308 WRIGHT, KATHERINE 400 SOUTH FRONT STREET RIO VISTA, CA 94571	64.20	ED SV CONF MILEAGE	08/03/2017	18359206 CL-170118	64.20	N
() - N						
000585 WRIGHT, STEVE 400 S FRONT STREET RIO VISTA, CA 94571	309.10	ED SV CONF REIMB	08/03/2017	18359207 CL-170119	64.20	N
		ISLE REIMB	08/10/2017	18359982 TC-180005	20.97	N
		ISLE/ED SV REIMB	08/31/2017	18363079 TC-180023	69.02	N
		ISLE/ED SV REIMB	08/31/2017	18363079 TC-180023	89.91	N
() - N		ISLE/ED SV REIMB	08/31/2017	18363079 TC-180023	65.00	N
District total:	895,024.35					
Report total:	895,024.35					

BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT

445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date: September 12, 2017

Attachments: X

From: Vicky Turk, Principal RVHS

Item Number: 10.4

SUBJECT: Request to approve the Professional Expert Agreement between Rio Vista High school and Susan Jones to provide coaching and mentoring services to RVHS teachers for the 2017-2018 school year.

Action:
Consent Action: X
Information Only:

Background:

Susan Jones was a mentor teacher in Santa Clara USD. Rio Vista HS would like to contract with Susan Jones for 10 days of coaching/mentoring with RVHS teachers.

Status:

Professional Expert Agreements require board approval.

Presenter: Vicky Turk

Other People Who Might Be Present:

Cost &/or Funding Sources: \$2000.00 Site funds

Recommendation: The Board approve The Professional Expert Agreement with Susan Jones

Time: 2 mins.

River Delta Unified School District

445 Montezuma Street
Rio Vista, CA 94571

Professional Expert Agreement

Under Section 45103 of the *Education Code*, professional experts employed "on a temporary basis for a specific project" are exempt from classified service. Professional experts must have a special skill or knowledge of a particular subject matter, derived from specialized training or expertise, often involving intensive academic preparation, or representing mastery of that subject. This agreement is for services which do not meet the criteria for Independent Contract Services and will be paid through payroll. Reimbursement will be reported as taxable compensation on statements of earnings (W-2). Applicable payroll deductions when appropriate including STRS and PERS will be made at the time of earned payments. It is understood that this agreement provides for a temporary position having no employment rights or benefits.

River Delta Unified School District agrees to Contract with Susan Jones for the services performed from: Sept. 13, 2017 to: June 1, 2018.

Services to be performed: Mentoring teachers at RVHS.

Amount to be paid:

Budget # 0000 0 5800 321 1100 1000 \$ 2000.00

Budget # _____ \$ _____

Payment will be made, with approval of certifying administrator, upon completion of services as follows:

Pay Rate: \$ 200.00 per day (hour, day, week, month, flat rate, stipend)

Requested by: Victoria Turk / Principal 8.21.17
Title Date

Supervisor Approval: _____ / _____
Title Date

Director of Personnel _____ Date _____

Assistant Superintendent, Business Services _____ Date _____

NOTE: This form must be accompanied by the following:

- I-9 Copy of Social Security Card
- W-4 Copy of Driver's License
- DE 4

Identify services completed and submit to payroll:

Completed: Certifying Administrator

All obligations have been fulfilled
Additional payment requests will be forwarded to Payroll

Professional Expert Completes:	
Name	<u>Susan Jones</u>
S.S. #	
Address	
Telephone #	
Professional Expert Signature	<u>Susan Jones</u> / <u>8-23-17</u>
Date	
Do you have a valid CA teaching credential? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Are you presently or have you been a member of PERS Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
STRS Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Are you presently an employee of RDUSD? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	

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



BOARD AGENDA BRIEFING

Meeting Date: 9/12/17

Attachments: ___X___

From: Nick Casey, principal of DH White Elementary School

Item Number: 10.5

SUBJECT Request to apply for the Lowe’s “Toolbox for Education” grant. This is a grant that could possibly earn us \$2,000-\$5,000 to fund a small school project at D.H. White Elementary School.

Action: _____
Consent Action: _____X____
Information Only: _____

Background:

Mrs. Emigh is passionate about campus beautification. If Board approved and awarded the grant it would allow us to work on a project towards campus beautification.

Status:

Application deadline is September 28, 2017. If approved, Mrs. Emigh will apply for grant to meet the September 28th deadline.

Presenter: Nick Casey

Other People Who Might Be Present: n/a

Cost &/or Funding Sources

No cost to the district.

Recommendation:

That the board approves applying for the Lowe’s “Tool Box for Education” grant.

Time: ___5 mins. ___

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



BOARD AGENDA BRIEFING

Meeting Date: 9/12/17

Attachments: ___X___

From: Nicholas Casey, Principal of DH White Elementary

Item Number: _10.6_

SUBJECT

Request to declare as surplus non-operable technology equipment from inventory and deem its value to be \$0.

Action: _____

Consent Action:

___X___

Information Only: _____

Background:

The attached list of technology can no longer be used or updated to run any of our programs, nor can they access the internet.

Status:

D.H. White Elementary requests the permission of the RDUSD Board Of Education to surplus the attached list of old technology.

Presenter: Nicholas Casey, Principal

Other People Who Might Be Present:

Cost &/or Funding Sources

There is \$0 cost to the school or the district. All equipment will be sent to E-Waste if approved.

Recommendation:

That the Board deems list of surplus technology items of zero value.

Time: ___5 mins. ___

**River Delta Unified School District
Surplus Declaration**

School Site: DH WHITE ELEMENTARY

Board Meeting Date: 12-Sep-17

Asset Tag#	Make	Description	Serial #	Approx. Value
007879RUSD	APPLE	IMAC		\$ -
007859RUSD	APPLE	IMAC		\$ -
007862RUSD	APPLE	IMAC		\$ -
007908RUSD	APPLE	IMAC		\$ -
007905RUSD	APPLE	IMAC		\$ -
007860RUSD	APPLE	IMAC		\$ -
007861RUSD	APPLE	IMAC		\$ -
007727RUSD	APPLE	IMAC		\$ -
007884RUSD	APPLE	IMAC		\$ -
007855RUSD	APPLE	IMAC		\$ -
007857RUSD	APPLE	IMAC		\$ -
007858RUSD	APPLE	IMAC		\$ -
007849RUSD	APPLE	IMAC		\$ -
007800RUSD	APPLE	IMAC		\$ -
007801RUSD	APPLE	IMAC		\$ -
010050	APPLE	IMAC		\$ -
010049	APPLE	IMAC		\$ -
007718RUSD	APPLE	IMAC		\$ -
007717RUSD	APPLE	IMAC		\$ -

007716RUSD	APPLE	IMAC		\$	-
007714RUSD	APPLE	IMAC		\$	-
007881RUSD	APPLE	IMAC		\$	-
007719RUSD	APPLE	IMAC		\$	-
008395	DELL	DESKTOP		\$	-
007877RUSD	APPLE	LAPTOP		\$	-
007784RUSD	APPLE	LAPTOP		\$	-
007787RUSD	APPLE	LAPTOP		\$	-
1218	HP	CHROMEBOOK		\$	-
1370	HP	CHROMEBOOK		\$	-
1348	HP	CHROMEBOOK		\$	-
1834	HP	CHROMEBOOK		\$	-
007642RUSD	APPLE	LAPTOP		\$	-
007781RUSD	APPLE	LAPTOP		\$	-
005218	APPLE	LAPTOP		\$	-
005215	APPLE	LAPTOP		\$	-
005605	DELL	LAPTOP		\$	-
007864RDUSD	APPLE	IMAC		\$	-
007866RDUSD	APPLE	IMAC		\$	-
007868RDUSD	APPLE	IMAC		\$	-
007867 RDUSD	APPLE	IMAC		\$	-
007865RDUSD	APPLE	IMAC		\$	-

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



BOARD AGENDA BRIEFING

Meeting Date: September 12, 2017

Attachments: X

From: Vicky Turk, Principal RVHS

Item Number: 10.7

SUBJECT: Request to declare as surplus textbooks no longer adopted by River Delta USD from Rio Vista High School

Action: _____
Consent Action: X
Information Only: _____

Background: See attached list of surplus textbooks

Status: The Board is required to declare as surplus textbooks no longer adopted by the district and declared of zero value.

Presenter: Vicky Turk

Other People Who Might Be Present:

Cost &/or Funding Sources: NA

Recommendation: Request the Board declare surplus the following list of attached textbooks at RVHS.

Time: 2 mins.

**River Delta Unified School District
Surplus Declaration**

School Site: Rio Vista High School

12-Sep-17

Subject	Title	Publisher	Grade Level	Qty & Approx. Value
Math	Mathematics Algebra 2	Prentice Hall	10, 11, 12	71
Math	Mathematics Algebra 2	Prentice Hall	Teacher's Edition	1
Math	Precalculus	Prentice Hall	11,12	59
History	America's History AP	Bradford/St Martins	11	15

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



BOARD AGENDA BRIEFING

Meeting Date: September 12, 2017 Attachments: X

From: Elizabeth Keema-Aston, Chief Business Officer Item Number: 10.8

SUBJECT Pre-Approval 2017-18 Booster/ PTC/ PTA Fundraisers Action: X

Consent Action: X

Information Only:

Background:

Because booster auxiliary organizations are separate from the district, they are not under the control of, nor are they the responsibility of, the principal/school administrator, superintendent or governing board. Their funds are not controlled by the district or students, nor should they be involved in administering or supervising the activities of student organizations.

However, in adherence to Ed. code 51521, all Booster fundraisers are required to be preapproved by the governing board or board-assigned designee.

Status:

In order to streamline the process and still comply with set procedures, the booster organizations are submitting fundraisers that they intend to hold throughout fiscal year 2017-18. Generally these fundraisers are held annually. The fundraisers have received a cursory review with pre-approval from the district office and is seeking approval from the Board. As each fundraising event approaches the sites will continue to submit an individual request form with all required signatures for final district office approval prior to the event.

Presenter: Elizabeth Keema-Aston, Chief Business Officer

Other People Who Might Be Present:

Cost &/or Funding Sources

Not Applicable

Recommendation:

That the Board approves the 2017-18 fundraiser lists as presented.

Time: 5 mins.

**River Delta Unified School District
Booster Club**

Fund Raiser Pre-Approval list

School site:

Bates Elementary

Fiscal Year:

2017-18

Sample

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11

Booster Club	Activity	Net Profit
Band	Car Wash	\$200
PTA	Drive-Thru Tri-tip dinner	\$1,500.00
PTA	Walk-A-Thon	200.00
PTA	Fall Carnival	500.00
PTA	Book Fair	book credit for teachers x2
PTA	Father / Daughter Dance	200.00
PTA	Read-A-Thon	100.00
PTA	Mother / Son Dance	200.00
PTA	Pear Pies / Pear Fair	1,500.00

x 3

All individual fund raisers must adhere to the procedures previously set forth and be submitted to the district office at least two (2) weeks prior to requested date, with all approval signatures in tact.

**River Delta Unified School District
Booster Club**

Fund Raiser Pre-Approval list

School site:

DH White

Fiscal Year:

2017-18

	Booster Club	Activity	Net Profit
Sample	Band	Car Wash	\$200
1	PTC	Mixed Bag Fundraiser	2500
2	PTC	Butter bread Fundraiser	3500
3	PTC	See's Candy Fundraiser	1500
4	PTC	Holiday Event	100
5	PTC	Book Fair	2000
6	PTC	Breakfast w/Santa	2000
7	PTC	Box Tops	800
8	PTC	ELAC Dinner	1500
9	PTC	Gala Dinner	4000
10	PTC	Gel Pen Sales	200
11			

All individual fund raisers must adhere to the procedures previously set forth and be submitted to the district office at least two (2) weeks prior to requested date, with all approval signatures in tact.

**River Delta Unified School District
Booster Club
Fund Raiser Pre-Approval List**

Heavenly Boosters

School Site:

Delta High School and Clarksburg Middle School

Fiscal Year:

2017-18

	Booster Club	Activity	Net Profit
<i>Sample</i>	<i>Band</i>	<i>Car Wash</i>	<i>\$200</i>
1	All School	Sports Banners, Business Advertisements	2,500.00
2	All School	Spirt Wear	1,500.00
3	All School	Clarksburg Country Run	400
4	Baseball	Snackbar	300
5	Baseball	River Cats Tickets	3,000
6	Volleyball	Snackbar	300
7	Soccer	Snackbar	300
8	Art	Snackbar and art sales.	500
9	Drama	Dinner before show.	2,000
10	Basketball	Snackbar	300
11	All School	Nugget Scrip	200

All individual fund raisers must adhere to the procedures previously set forth and be submitted to the district office at least two (2) weeks prior to requested date, with all approval signatures in tact.

**River Delta Unified School District
Booster Club
Fund Raiser Pre-Approval List**

School Site: Delta High School Ag Booster
 Fiscal Year: 2017-18

	Booster Club	Activity	Net Profit
Sample	Band	Car Wash	\$200
1	Ag Booster Club	Annual Dinner/Dance Fundraiser March 10, 2018	\$10,000±
2			
3			
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11			

All individual fund raisers must adhere to the procedures previously set forth and be submitted to the district office at least two (2) weeks prior to requested date, with all approval signatures in tact.

**River Delta Unified School District
Booster Club
Fund Raiser Pre-Approval list**

School site: *Rio Vista High School Booster*
Fiscal Year: *2017-18*

	Booster Club	Activity	Net Profit
1		<i>Fireworks booth</i>	<i>\$10,000</i>
2		Dinner Dance	10,000
3		Basketball Alumni Tourney	500
4		Baseball Alumni Tourney	500
5		Snackbars at Booster Events	1000
6		Calendar Sales	1000
7		Hog August Bites	5000
8	Swim Team	Swimathon	1000
9	VB Team	Volleyball Summer Camp	500
10	ILS Club	ILS T Shirt Sales	1000
11	Wrestling Team	Wrestling Camp	500
12	Dance Club	candy sales	500
13	Soccer Team	candy sales	500
14	Baseball Team	River Cats Game	2000
15	Baseball Team	Paint Night	500
16	Football Team	Casino Night	2500
17	All Athletic Teams	Apparal Sales	2000
18	Football Team	VIP Seating	2500

All individual fund raisers must adhere to the procedures previously setforth and be submitted to the district office at least two (2)weeks prior to requested date, with all approval signatures in tact.

River Delta Unified School

District Fund Raiser Pre-Approval list

School site: Riverview PTC
 Fiscal Year: 2017-18

	Booster Club	Activity	Net Profit
Sample	Band	Car Wash	\$200
1	Field Day	Coen Combat	700-
2	General Fund	Uncl Jerrys T's	450-
3	"	Stockton Hunt	100-
4	6th Grade Science Camp	Sees Candy	500-
5	"	Peterson Sales	400-
6	"	S.F. Giant ticket raffle	2000-
7	Year book		100-
8	General Fund	Spirit Wear	500-
9	"	King Tickets raffle	2000-
10			
11			

All individual fund raisers must adhere to the procedures previously set forth and be submitted to the district office at least two (2) weeks prior to requested date, with all approval signatures in tact.

Dmitri Rambo
8/21/17

**River Delta Unified School District
Booster Club**

Fund Raiser Pre-Approval list

School site:

Isleton Elem.

Fiscal Year:

2017-18

Sample

- 1
- 2
- 3
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- 11

Booster Club	Activity	Net Profit
Band	Car Wash	\$200
PTA	Roshambo / Choc. Catala	\$700
PTA	Harvest Festival	\$500
PTA	Movie Night	\$100
PTA	See's	\$1200
PTA	Paint Night	\$750
PTA	Kiss Pig	\$400
PTA	Box tops	\$25
PTA	BOOK Fair (Scholastic Dollars)	\$500
PTA	Open House Dinner	\$300
PTA	Bake Sale	\$150
PTA	Pancake Breakfast	\$200

All individual fund raisers must adhere to the procedures previously set forth and be submitted to the district office at least two (2) weeks prior to requested date, with all approval signatures in tact.

**River Delta Unified School District
Booster Club**

Fund Raiser Pre-Approval list

School site:

Walnut Grove

Fiscal Year:

2017-18

Sample

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11

Booster Club	Activity	Net Profit
Band	Car Wash	\$200
PTA	Walk-A-Thon	\$1000-
	Jerry's Tees fundraiser	\$1200-
	Jess Candy	\$1000-
	Harvest Festival	\$300-
	Bunco Night/Silent Auction	\$1000-
	BBQ + Blues Dinner	\$4,000-
	Pear Fair Pear Pies	\$10,000
	Cinco de Mayo	\$1000-
	Kiss The Pig Donation Drive	\$500-
	Spring Sock Hop Dance	\$800-
	Spirit Wear Sale	\$300-

All individual fund raisers must adhere to the procedures previously set forth and be submitted to the district office at least two (2) weeks prior to requested date, with all approval signatures in tact.

**River Delta Unified School District
Booster Club
Fund Raiser Pre-Approval list**

School site:
Fiscal Year:

Walnut Grove
2017-18

Sample

- 1
- 2
- 3
- 4
- 5
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- 7
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- 10
- 11

	Booster Club	Activity	Net Profit
	Band	Car Wash	\$200
1	PTA	Raffle Michael Kors Purse	\$2000-
2	PTA	Holiday Pear Pie Sale	\$1500-
3	PTA	Lotteria / Bingo	\$1000
4			
5			
6			
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All individual fund raisers must adhere to the procedures previously set forth and be submitted to the district office at least two (2) weeks prior to requested date, with all approval signatures in tact.

River Delta Unified School District

Booster Club

Fund Raiser Pre-Approval list

School site:

Walnut Grove PTA

Fiscal Year:

2017-18

Sample

1
2
3
4
5
6
7
8
9
10
11

Booster Club	Activity	Net Profit
Band	Car Wash	\$200
PTA	• Panda Express, Chipotle, Chuckfilet or other fundraiser @ participating places	\$100-\$300/ event
	• ^{free} Movie Night w/ hot dog dinners	\$300- \$500 event
	2 x/year fund popcorn	
✓	• Volleyball Tournament	\$500-

All individual fund raisers must adhere to the procedures previously set forth and be submitted to the district office at least two (2) weeks prior to requested date, with all approval signatures in tact.

BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT

445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date: 9/12/2027

Attachments: X

From: Nick Casey, principal of DH White Elementary

Item Number: 10.9

SUBJECT

Request to approve independent contract for services agreement with Orcer Services. Orcer services will provide “Technology” classes for ELL parent community at D.H. White Elementary, Isleton Elementary and Bates Elementary beginning 9/14 and ending 11/10. The same company will also provide “Homework for 3” classes at the same sites beginning 1/16 and ending 3/16. The cost will be \$7,800 for Fall and \$7,800 for Winter, which will be paid through adult education funding.

Action:
Consent Action: X
Information Only:

Background:

Orcer services has provided previous services to the district and have received very positive reviews from the community. Wind River is committed to providing opportunities for adult education throughout the district. The 3 school sites chosen to host the classes are all in an effort to allow for maximum participation of parents located throughout the district.

Status:

Classes have been scheduled for the year and will begin immediately with board approval.

Presenter: Nick Casey, Principal

Other People Who Might Be Present: n/a

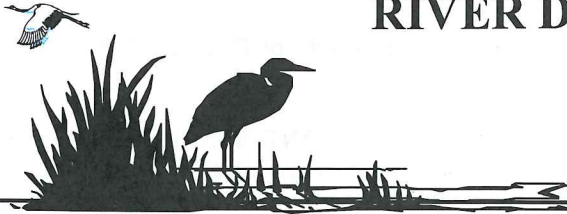
Cost &/or Funding Sources

Estimated cost will be \$15,600 Adult Ed. Fund 11.

Recommendation:

That the board approve the Independent Contract with Orcer Services for the 2017-2018 School year.

Time: 5 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 _____ Orcer Services _____, 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.

1. **TERM:** The term of this agreement is from _____9/14____, 20__17__ through ____6/1____, 20__17___. 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 _____ 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.

2. **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): _____ Parent Education classes

3. **PAYMENT FOR SERVICES:** CONSULTANT shall receive compensation at the rate of:
\$ _____7800_____ per ___ day ___ week ___ month ___ year; or per
___ Semester _____
OR \$ _____ per hour for periods of less than one day;
for a total cost not to exceed \$ _____20,000_____

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.

4. **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. CONSULTANT'S work product produced under this agreement shall be the property of DISTRICT and cannot be used without permission of same.
- 6. **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.
- 7. **HOLD HARMLESS AND INDEMNIFICATION:** CONSULTANT agrees to abide by the *Hold Harmless and Indemnification Agreement* attached to and made a part of this contract.
- 8. **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.
- 9. **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.
- 10. **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.
- 11. **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:

FRANCISCO ORRIZ / ORRIZ SERVICES
 Printed/Typed Name Date
 8/29/17

Social Security Number/Federal Tax ID Number

Address State Zip

ORRIZ-SERVICES@GMAIL.COM 209 271 6103
 Contact Phone and Email


 Signature (Contractor/Consultant Authorized Representative)

RIVER DELTA UNIFIED SCHOOL DISTRICT:

NICK CASEY 8/28/17
 Requested By (signature/printed) Date

Supt Approval Signature Date
11-6391-0-5800-302-4110-2495-000-000

Budget Code (Name & Coding)

Date of Board of Trustees Action

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.

Jan 2011
By: SY of AALRR/BLM

Creating Excellence To Ensure That All Students Learn

- Bates School
- Isleton School
- Walnut Grove School
- Delta High School
- Wind River School
- Clarksburg Elementary
- Riverview School
- 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



RIVER DELTA UNIFIED SCHOOL DISTRICT

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

Superintendent's Statement Regarding Consultant and Conflict of Interest Annual Statement Needed

This is to affirm that the Contractor/Independent Contractor/Consultant, Orceer Services is hired by this District to perform work as indicated below and/or per attached contract/agreement:

Description of Duties: adult education classes.

Will these duties and/or this Contractor/Consultant in any way have any level of influence on the expenditure of district revenues and/or resources?

Y No (If No, this consultant is not required to file the Form 700 with the district for the year(s) they are contracted by the district as long as the scope of duties do not change*).

 Yes (If Yes, this consultant is required to file a statement of economic interests/conflict of interest disclosure with this district for the year(s) they are contracted by the district**)

X *This contractor/consultant (although identified as a "designated position" for purposes of the District's Conflict of Interest Code/Economic Interest Statement Form 700) 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 the District's Conflict of Interest Code.

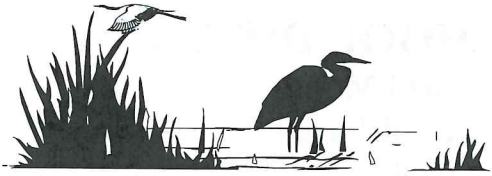
 **Either (a) the contractor/consultant must file the Form 700 annually as long as they are contracted with the district or (b) if the contract/agreement itself (provided by the contractor/district and district Board approved), contains conflict of interest disclosures, the contractor/consultant may attach that portion of the contract/agreement to this Statement (annually) in satisfaction of this requirement.

This determination is a public record and shall be retained for public inspection in the same manner and location as the District's Conflict of Interest Code Form 700s.

Don Beno, Superintendent

Date

Jan 2011 BLM
Attachment : (Conflict of Interest Code)



RIVER DELTA UNIFIED SCHOOL DISTRICT

445 Montezuma Street
Rio Vista, California 94571-1651
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HOLD HARMLESS & INDEMNIFICATION AGREEMENT

To the fullest extent permitted by law, Orcer Services, (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 accident, death, or injury whatsoever or however caused or alleged to be caused whether by the District or the Contractor/Consultant to any person or 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]
Signature of Authorized Representative

8/29/12
Date Signed

Francisco Ortiz
Typed/Printed Name of Authorized Representative

Orcer Services
Company Name

Address, Email & Phone: ORCER SERVICES @ GMAIL.COM
209 291 6103

Jan 2011
By SY of AALRR
BLM

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



BOARD AGENDA BRIEFING

Meeting Date: September 12, 2017

Attachments: ___x___

From: Kathy Wright, Director of Educational Services

Item #: _____ 10.10 _____

SUBJECT: Request to approve the Independent Contract for Services Agreement with Deborah McCloskey, MACCC-SP for the 2017-2018 school year at a cost not to exceed \$4,000.

Action: _____
Consent Action: ___x___
Information Only: _____

Background & Status:

Name of Vendor: _____ Deborah McCloskey, MACCC-SP _____

Description of Service(s): To provide an Independent Educational Evaluation (IEE) for a district student as required by an IEP team decision.

Date(s) of Service(s): _____ 2017-2018 School Year _____

Presenter: Kathy Wright, Director of Educational Services

Cost &/or Funding Sources (be specific)

Not to exceed \$4,000 from Special Education funds.

Recommendation:

That the board approve the Independent Contract for Services Agreement with Deborah McCloskey, MACCC-SP for the 2017-2018 school year at a cost not to exceed \$4,000.

Time: _____ 2 mins. _____



RIVER DELTA UNIFIED SCHOOL DISTRICT

445 Montezuma Street
Rio Vista, California 94571-1651
(707) 374-1700 Fax (707) 374-2901
www.riverdelta.k12.ca.us

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 **Deborah McCloskey, MACCC-SP**, hereinafter referred to as "CONSULTANT."

IT IS HEREBY MUTUALLY AGREED that Consultant will provide services under the following terms and conditions:

1. **TERM:** The term of this agreement is from **September 12, 2017** through **June 30, 2018**. Extension or renewal requires approval of DISTRICT 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 or authorized representative.

This agreement may be terminated with **30** days advance written notice by either party. In the event of termination for cause, CONSULTANT need be compensated only to the extent required by law.

2. **CONSULTANT SERVICES:** CONSULTANT agrees to perform, during the term of this agreement, the tasks obligations and services detailed as follows: **Provide an independent educational evaluation for one district student.**

3. **PAYMENT FOR SERVICES:** CONSULTANT shall receive compensation at the rate of:
\$ 175.00 per day week month year or per **X** hour
OR
for a **total cost** not to exceed \$ **4,000.**

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. 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.

4. **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. CONSULTANT'S work product produced under this agreement shall be the property of DISTRICT and cannot be used without permission of same.
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.

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

445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date: September 12, 2017 Attachments: X

From: Elizabeth Keema-Aston, Chief Business Officer Item Number: 10.11

SUBJECT Pre-Approval 2017-18 ASB Fundraiser Action: _____
Consent Action: X
Information Only: _____

Background:

Every year River Delta's school sites encourage the various student ASB clubs to raise funds to further and enhance the educational experience. Starting in fiscal year 2015-16 all ASB fundraisers were required to be preapproved through the district office and presented to the Board for final approval prior to the event. School Site administrators have been very good about meeting these new procedures. However, on occasion those deadlines were very difficult to meet.

Status:

In order to streamline the process and still comply with set procedures, the sites are submitting fundraisers that they intend to hold throughout fiscal year 2017-18. Generally these fundraisers are held annually. The fundraisers have received a cursory review with pre-approval from the district office and is seeking approval from the Board. As each fundraising event approaches the sites will continue to submit an individual request form with all required signatures for final district office approval prior to the event.

Presenter: Elizabeth Keema-Aston, Chief Business Officer

Other People Who Might Be Present:

Cost &/or Funding Sources

Not Applicable

Recommendation:

That the Board approves the 2017-18 fundraiser lists as presented.

Time: 5 mins.

**River Delta Unified School District
Fund Raiser Pre-Approval list**

School site: Riverview
Fiscal Year: 2017-18

Sample	Booster Club	Activity	Net Profit
	Band	Car Wash	\$200
1	ASB school dances and Activities	Dances - Snack Bar + Ticket Sales	200 -
2		Game Night - Snack Bar	50 -
3		Movie Night - Snack Bar + Ticket Sales	50 -
4		Breakout Night - Snack Bar	25 -
5		Halloween Carnival - Snack Bar	50 -
6		Snack Bar @ Open House /	25 -
7		Recycling - Water bottles / Cans	300 -
8		Clothing Sales	200 -
9		Photo booth @ event	50 -
10		Laser Tag - Ticket Sales	200 -
11		Fundraiser	Cookie Dough
	P.E Clothes	uniform Sales	800 -
	Sports	Snack Bar	25 -

All individual fund raisers must adhere to the procedures previously set forth and be submitted to the district office at least two (2) weeks prior to requested date, with all approval signatures in tact.

Joni I-Rambo
8/21/17

River Delta Unified School

District Fund Raiser Pre-Approval list

School site: Riverview PTC
 Fiscal Year: 2017-18

	Booster Club	Activity	Net Profit
Sample	Band	Car Wash	\$200
1	Field Day	Coen Combat	700-
2	General Fund	Uncl Jerrys T's	450-
3	"	Stockton Hunt	100-
4	6th Grade Science Camp	Sees Candy	500-
5	"	Peterson Sales	400-
6	"	S.F. Giant ticket raffle	2000-
7	Year book		100-
8	General Fund	Spirit Wear	500-
9	"	King Tickets raffle	2000-
10			
11			

All individual fund raisers must adhere to the procedures previously set forth and be submitted to the district office at least two (2) weeks prior to requested date, with all approval signatures in tact.

Smia I. Rambo
 8/21/17

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

445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date: September 12, 2017 Attachments: X

From: Elizabeth Keema-Aston, Chief Business Officer Item Number: 10.12

SUBJECT Approval of new Booster Club for Delta High School and Clarksburg Middle School – Delta Education Vineyard Action: _____
Consent Action: _____
Information Only: _____

Background:

Education Code section 51521 requires that all organizations that conduct fundraising to benefit clubs, schools, students or the district at the K-12 level have prior approval from the school district's governing board or the board assigned designee.

Status: Delta Education Vineyard is a new booster club formed to support Delta High School and Clarksburg Middle School. Attached is the incorporation, bylaws and officer information requested for all boosters associated with River Delta Unified. Until the board approves Delta Education Vineyard they will not be able to perform any fundraising for their designated schools.

Presenter: Elizabeth Keema-Aston, Chief Business Officer

Other People Who Might Be Present: Members of the Delta Education Vineyard Booster's

Cost &/or Funding Sources

Not Applicable

Recommendation:

That the Board approves Delta Education Vineyard as a new booster organization associated with RDUSD and Delta High School and Clarksburg Middle School.

Time: 5 mins.

ARTICLES OF INCORPORATION

I.

The name of this corporation is

Delta Education Vineyard

FILED
SECRETARY OF STATE
STATE OF CALIFORNIA

JUL 19 2017

II.

- A. This corporation is a nonprofit Public Benefit corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for charitable purposes.
- B. The specific purpose of this corporation is to create an educational vineyard as an educational and career readiness training tool for students who live in, attend or will attend schools in Clarksburg, California. Working with local schools, businesses, trade associations, and the community, the Delta Education Vineyard will provide youth educational opportunities and activities related to the agricultural aspects of a vineyard, as well as the related business and fiscal aspects of vineyard production.

III

- A. The name and address in the State of California of this corporation's initial agent for service of process is:

James Christie, 13850 State Highway 160, Walnut Grove, CA 95690.
- B. The corporation's address is 52810 Netherlands Ave, Clarksburg, CA 95612
- c. The corporation's mailing address is PO Box 74, Clarksburg, CA 95612

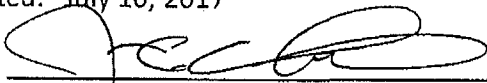
IV

- A. This corporation is organized and operated exclusively for the purposes set forth in **Article IIA** hereof within the meaning of Internal Revenue Code 501(c)(3).
- B. No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and this corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.

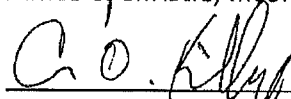
- C. The property of this corporation is irrevocably dedicated to the purposes in **Article IIA** hereof and no part of the new income or assets of the corporation shall ever inure to the benefit of any director, officer or member thereof or to the benefit of any private person.

- D. Upon the dissolution or winding up of the corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed to a nonprofit fund, foundation or corporation which is organized and operated exclusively for **charitable, educational and/or religious purposes** and which has established its tax-exempt status under Internal Revenue Code section 501(c)(3).

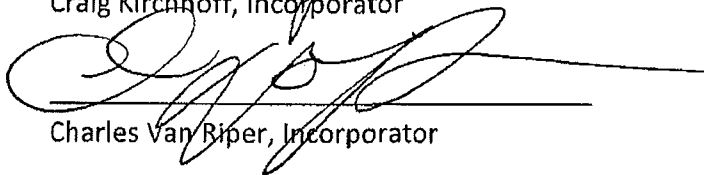
Dated: July 10, 2017



James C. Christie, Incorporator



Craig Kirchhoff, Incorporator



Charles Van Riper, Incorporator

BYLAWS
OF
DELTA EDUCATION VINEYARD

A California Nonprofit Public Benefit Corporation for Charitable Purposes

ARTICLE I – NAME

The name of this organization is the Delta Education Vineyard, located in Yolo County, California

ARTICLE II – Purposes and Objectives

Section 1. IRC Section 501(c)(3) Purposes This corporation is organized exclusively for one or more of the purposes as specified in Section 501(c)(3) of the Internal Revenue Code, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code.

Section 2. The objectives of this organization are to create an educational vineyard as an educational and career readiness training tool for students who live in, attend or will attend schools in Clarksburg, California. Working with local schools, businesses, trade associations, and the community, the Delta Education Vineyard will provide youth educational opportunities and activities related to the agricultural aspects of a vineyard, as well as the related business and fiscal aspects of vineyard production.

ARTICLE III – BASIC POLICIES

The following are basic policies of the Delta Education Vineyard:

- a. The organization shall be noncommercial, nonsectarian and nonpartisan;
- b. No part of the net earnings of the organization shall be distributable to its members, directors, trustees, officers, or other private persons except those that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set for the in Article II hereof;
- c. Notwithstanding any other provision of these articles, the organization shall not carry on any other activities not permitted to be carried on (i) by an organization exempt from Federal income tax under Section 501(c)(3) of the Internal Revenue Code, or (ii) by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue code;
- d. Upon the dissolution of this organization, after paying or adequately providing for the debts and obligations of the organization, the remaining assets shall be distributed to one or more nonprofit funds, foundation, or organizations that have established their tax-exempt status under Section 501(c)(3) of the Internal Revenue Code.

ARTICLE IV – Directors

Section 1. NUMBER

The corporation shall have no fewer than three (3) and no more than nine (9) directors, with the exact number to be fixed within these limits by approval of the Board of Directors in the manner provided in their Bylaws, and collectively they shall be known as the Board of Directors. The above numbers may be changed by amendment of this Bylaw, or by repeal of the Bylaw and adoption of a new Bylaw, as provided in their Bylaws.

Section 2. POWERS

Subject to the provisions of the California Nonprofit Public Benefit Corporation Law, the activities and affairs of the corporation shall be conducted and all corporate powers shall be exercised by or under the direction of the Board of Directors.

Section 3. DUTIES

It shall be the duty of the directors to:

- a. Perform all and all duties imposed on them collectively or individually by law, by the Articles of Incorporation of this corporation, or by these Bylaws;
- b. Appoint and remove, employ and discharge, and, except as otherwise provided in these Bylaws, prescribe the duties of officers and fix the compensation of any employees of the corporation;
- c. Supervise all officers, agents and employees of the corporation to assure that their duties are performed properly;
- d. Meet at such times and places as required by these Bylaws;
- e. Register their addresses with the Secretary of the corporation and notices of meetings mailed or emailed to them at such addresses shall be valid notices thereof.

Section 4. TERMS OF OFFICE

Each director shall hold office for a period of two (2) years, until the next annual meeting for election of the Board of Directors corresponding to the completion of each director's term, as specified in these Bylaws, and until he or her successor is elected and qualifies. The Board may decide by resolution to offset the terms of more or more Board members in order to avoid a full Board election in any one year.

Section 5. COMPENSATION

Directors shall serve without compensation except they shall be allowed reasonable advancement or reimbursement of expenses incurred in the performance of their duties. Any payments to directors shall be approved in advance by the Board of Directors.

ARTICLE V – OFFICERS AND THEIR ELECTION

Section 1.

The officers of this organization shall be a chairman, vice chairman, secretary, and treasurer. All above identified members (chairman, vice chairman, secretary, and treasurer) shall comprise the executive board.

Section 2.

Only those persons who have signified their consent to serve if elected shall be elected to office.

Section 3.

Election shall be held by ballot at the annual election meeting in May. If there is but one nominee for any office, the ballot for that office may be dispensed with the election held by voice vote.

Section 4.

Officers shall serve for a term of one year or until their successors are elected. No officer shall be eligible for the same office for more than three consecutive terms or hold more than one elected office. Officers shall assume their duties in June. A person who has served in an office for more than six months of a full term shall be deemed to have served a full term in such office.

Section 5.

If an office remains unfilled after election, it shall be considered a vacant office to be filled by the board-elect.

Section 6.

A vacancy occurring in any office shall be filled for the unexpired term by a person elected by the executive board. Election to fill a vacancy shall require a majority vote of the executive board, with at least ten (10) days previous notice. If notice is not given, the election to fill the vacation shall require a two-thirds (2/3) vote.

ARTICLE VI – DUTIES OF OFFICERS

Section 1.

The chairman shall:

- a. Coordinate the work of officers and committees of the organization in order that the purposes may be promoted.
- b. Preside at all meetings of the organization and the executive board.

- c. Be a member ex officio of all committees.
- d. Be an authorized signer for the organization's financial accounts.
- e. Have final approval on all newsletters, flyers and/or notices prior to distribution.
- f. Have all contract and/or legally binding documents approved by the executive board, prior to signing a contract along with another elected officer.
- g. Not be related by blood or marriage or reside in the same household as the other authorized signers for the organization's financial accounts.
- h. Perform such other duties as may be prescribed in these bylaws or assigned by the organization.

Section 2.

The vice-chairman shall act as aide to the president and shall perform the duties of the chairman in the absence or disability of that officer to act. The vice-chairman shall also be responsible for preparing the annual report.

Section 3.

The secretary shall:

- a. Keep an accurate record of the proceeding of all meetings of the organization and the executive board in a bound book with is the legal record of the organization.
- b. Be prepared to refer to minutes of previous meetings.
- c. Prepare a list of all unfinished business for the use of the president.
- d. Prepare the list of organization officers and chairmen required for directory data and submit to anyone who requests it.
- e. Be an authorized signed for the organization's financial accounts.
- f. Record all expenditures in the minutes.
- g. Keep a current copy of the bylaws and standing rules.
- h. Perform such other duties as may be delegated to the secretary.

Section 4.

The treasurer shall:

- a. Keep such permanent books of accounts and records as shall be sufficient to establish the items of gross income, receipts, and disbursements of the organization.
- b. Chair the budget committee and prepare the budget for adoption by the organization.
- c. Receive all moneys for the organization, giving a receipt therefor, and deposit immediately in the name of the organization, in a bank approved by the executive board.
- d. Receive and retain a copy of the deposit slip for any deposits made.
- e. Pay bills as authorized by the executive board or the organization.
- f. Secure two signatures on all checks. Two of the following are authorized to sign: Chairman, treasurer, vice-chairman and secretary. The authorized singers shall not be related by blood or marriage or reside in the same household.

- g. Keep an accurate record of receipts and disbursements in a ledger which is a permanent record of this organization. All other financial records must be retained for seven years including the current year.
- h. Keep the organization informed of expenditures as they relate to the budget adopted by the organization.
- i. Present a treasurer's report at every meeting of the organization and at other times when requested by the organization.
- j. Present a treasurer's report at every meeting of the organization and at other times when requested by the organization.
- k. Make an annual financial report to the organization which includes gross receipts and disbursement for the year.
- l. Prepare all authorizations for payment as authorized by the executive board for the organization and forward to the chairman and secretary for signature.

Section 5.

Two copies of officer's reports shall be compiled annually by all officers and filed in the procedure book for the incoming officer, and filed with the chairman.

Section 6.

When an officer fails to attend three consecutive meetings without adequate excuse or when an officer is not fulfilling the responsibilities of the office as prescribed in the bylaws or standing rules, or engages in conduct which the executive board determines to be injurious to the organization or its purposes, the executive board may by a two-thirds (2/3) affirmative vote, take such action as it determines appropriate, which may include: (1) Asking for the resignation of the officer; (2) making a formal recommendation that the officer be removed from office following a hearing conducted in accordance with Due Process.¹

Section 7.

Upon the expiration of the term of office or in case of resignation or termination, each officer shall turn over to the president, without delay, all records, books and other materials pertaining to the office and shall return to the treasurer, without delay, all funds belonging to the organization.

¹ Due Process Procedures: Following the two-thirds (2/3) affirmative vote recommending that the officer be removed from office: (1) The officer will be given fifteen (15) days' written notice of the hearing to remove the officer from office; (2) The written notice shall contain reasons for the proposed removal, and shall be mailed by certified mail, return receipt requested, to the last address of the officer shown on the association's records; (3) At the hearing, the officer must be given an opportunity to address the executive board, either orally or in writing; (4) Not less than five (5) days following the hearing, the executive board shall convene and vote whether the officer will be removed from office; (5) a two-thirds, (2/3) vote of the executive board shall be sufficient to remove the officer from office; (6) The removal vote shall be recorded in the executive board minutes and shall specify the number of both in favor of and against such removal.

ARTICLE VII – ORGANIZATION MEETINGS

Section 1.

Directors meetings shall be held quarterly unless otherwise ordered by the organization or the executive boards. With the exception of the annual meeting, notice of any change in time or date of regularly scheduled meetings must be given in writing or via email to the entire membership at least five (5) days in advance.

Section 2.

The fourth quarter board meeting shall be the annual election meeting at which time officers shall be elected. At least thirty (30) days prior written notice of the annual election meeting must be given.

Section 3.

The year's proposed program and budget, which includes all programs, projects, and expenditures including those specified in the budget, require approval and/or ratification by the executive board. All approved programs, projects and expenditures MUST be recorded in the organization minutes, the legal record of this organization

Section 4.

Special meetings may be called by the chairman. The chairman must call a special meeting upon the written request of three members of the executive board. Special meetings must be held within fourteen (14) days of receipt of a written request. All executive board members must be notified of special meetings at least seven (7) days prior to the meeting. Only business mentioned in the notice of a special meeting can be transacted at that meeting.

Section 5.

This organization shall establish a quorum for the transaction of business in any meeting of this organization. Three (3) members of the executive board shall constitute a quorum.

Section 6.

Voting by Proxy is prohibited.

Section 7.

ACTION BY UNANIMOUS WRITTEN CONSENT WITHOUT MEETING Any action required or permitted to be taken by the Board of Directors under any provision of law may be taken without a meeting, if all members of the Board shall individually or collectively consent in writing to such action. For the purposes of this Section only, all members of the Boards shall not include any interested director as defined in Section 5233 of the California Nonprofit Public Benefit Corporation Law. Such written consent or consents shall be filed with the minutes of the proceedings of the Board. Such action by written

consent shall have the same force and effect as the unanimous vote of the directors. Any certificate or other document filed under any provision of law which relates to action so taken shall state that the action was taken by unanimous written consent of the Board of Directors without a meeting and that the Bylaws of this corporation authorize the directors to so act and such statement shall be prima facie evidence of such authority.

ARTICLE VIII – EXECUTIVE BOARD

Section 1.

The executive board:

- a. Shall transact necessary business between meetings of the organization and such other business as may be referred by the association.
- b. May authorize the payment of organization bills within the limits of the budget adopted by the organization. Such action must be ratified at the next organization meeting and must be recorded in the organization's minutes.
- c. May authorize the payment of other unbudgeted organization bills not to exceed cumulative total of five hundred dollars (\$500.00) between the meetings of the organization. Ratification of payment of these bills must occur at the next organization meeting and must be recorded in the organization minutes.
- d. Shall create committees as are deemed necessary to promote the purposes and to carry on the work of the organization.
- e. Shall fill all vacancies in office, including that of chairman.
- f. Shall present a report at the meetings of the organization.
- g. Shall receive a financial report from the treasurer at each meeting.
- h. Shall interview all potential candidates for employment positions for the organization. A quorum must be present for all interviews. Thereafter, recommendations (including job duties and salary) shall be made by the chairman to be presented of the executive board. A quorum decision must be rendered before an employment position can be filled.

Section 2.

The executive board is subject to the orders of the organization and none of its acts shall conflict with action taken by the organization.

Section 3.

An organization employee shall not serve as a voting member of the executive board while serving as a paid employee of or under contract to the organization.

ARTICLE IX. FISCAL YEAR.

Section 1. The fiscal year of this organization shall begin July 1 and end June 30th.

ARTICLE X – CORPORATE RECORDS, REPORTS AND SEAL.

Section 1.

Each executive board member responsible for the following, shall keep in their possession: (a) minutes of all organization meetings, including , but not limited to, executive board meetings, employment interviews and subsequent meetings required for ratification of that employment; (b) adequate and correct books and records of account, including accounts of its business transactions and accounts of its assets, liabilities, receipts, disbursements, gains and losses; (c) a copy of the organizations Article of Incorporation and Bylaws as amended to date.

Section 2.

The executive board may adopt, use, and at will alter, a corporate seal. Such seal shall be maintained by the secretary. Failure to affix the seal to corporate instruments, however, shall not affect the validity of any such instrument.

Section 3.

Every executive board member shall have the absolute right at any reasonable time to inspect and copy all books, records and documents of every kind.

Section 4.

Any inspection under the provisions of the Article may be made in person or by agent or attorney and the right to inspection includes the right to copy and make extracts.

Section 5.

The executive board shall cause an annual report to be furnished not later than one hundred and twenty (120) days after the close of the organization's fiscal year to all executive board members and, if any request it, by any members of the advisory board. The report shall contain the following information in appropriate detail: (a) A list of assets and liabilities as of the end of the fiscal year. (b) The revenue or receipts of the organization for the fiscal year; (c) the expenses or disbursements of the organization during the fiscal year. The annual report shall be accompanied by any reports thereon of independent accountant, or, if there is no such report, the certificate of an authorized officer of the organization that such statement were prepared without audit from the books and records of the corporation.

ARTICLE XI – AMENDMENT OF BYLAWS

Section 1.

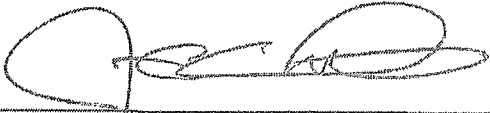
Subject to any provision of law applicable to the amendment of bylaws of public benefit non-profit corporations, these bylaws, or any of them, may be altered, amended, or repealed and new bylaws adopted by the executive board.

ARTICLE XII – AMENDMENT OF ARTICLES

Section 1.

Any amendment of the Articles of Incorporation may be adopted by approval of the executive board pursuant to quorum approval.

WRITTEN CONSENT OF DIRECTORS ADOPTING BYLAWS We, the undersigned, are all of the persons named as the initial directors in the Articles of Incorporation of Delta Education Vineyard, a California nonprofit corporation, and, pursuant to the authority granted to the directors by these Bylaws to take action by unanimous written consent without a meeting, consent to, and hereby do, adopt the foregoing Bylaws, consisting of 9 pages, as the Bylaws of this corporation.



James C. Christie, Director

Craig Kirchhoff, Director

Charles Van Riper, Director

CERTIFICATE

This is to certify that the foregoing is a true and correct copy of the Bylaws of the corporation named in the title thereto and that such Bylaws were duly adopted by the Board of Directors of said corporation on the date set forth above.

Dated: July 17, 2017

Charles Van Riper, Secretary

**Streamlined Application for Recognition of Exemption
Under Section 501(c)(3) of the Internal Revenue Code**Do not enter Social Security numbers on this form as it will be made public.
Information about Form 1023-EZ and its separate instructions is at _____

Note:

- Check this box to attest that you have completed the Form 1023-EZ Eligibility Worksheet in the current instructions, are eligible to apply for exemption using Form 1023-EZ, and have read and understand the requirements to be exempt under section 501(c)(3).**

Part I Identification of Applicant

1a Full Name of Organization DELTA EDUCATION VINEYARD			
b Mailing Address (number, street, and room/suite). If a P.O. box, see instructions. PO BOX 74		c City CLARKSBURG	d State CA
		e Zip code + 4 95612-0000	
2 Employer Identification Number	3 Month Tax Year Ends (MM) 06	4 Person to Contact if More Information is Needed SALLY CHRISTIE	
5 Contact Telephone Number		6 Fax Number (optional)	7 User Fee Submitted \$275.00
8 List the names, titles, and mailing addresses of your officers, directors, and/or trustees. (If you have more than five, see instructions.)			
First Name: CRAIG		Last Name: KIRCHHOFF	
		Title: CHAIRMAN	
Street Address: PO BOX 74		City: CLARKSBURG	State: CA
		Zip code + 4: 95612-0000	
First Name: JAMES		Last Name: CHRISTIE	
		Title: VICE CHAIRMAN	
Street Address: PO BOX 74		City: CLARKSBURG	State: CA
		Zip code + 4: 95612-0000	
First Name: CHARLES		Last Name: VAN RIPER	
		Title: SECRETARY	
Street Address: PO BOX 74		City: CLARKSBURG	State: CA
		Zip code + 4: 95612-0000	
First Name: SALLY		Last Name: CHRISTIE	
		Title: TREASURER	
Street Address: PO BOX 74		City: CLARKSBURG	State: CA
		Zip code + 4: 95612-0000	
First Name:		Last Name:	
		Title:	
Street Address:		City:	State:
		Zip code + 4:	
9a Organization's Website (if available):			
b Organization's Email (optional):			

Part II Organizational Structure

- 1** To file this form, you must be a corporation, an unincorporated association, or a trust. **Select the box** for the type of organization.
 Corporation Unincorporated association Trust
- 2** **Check this box** to attest that you have the organizing document necessary for the organizational structure indicated above.
(See the instructions for an explanation of **necessary organizing documents**.)
- 3** Date incorporated if a corporation, or formed if other than a corporation (MMDDYYYY): 07192017
- 4** State of Incorporation or other formation: California
- 5** Section 501(c)(3) requires that your organizing document must limit your purposes to one or more exempt purposes within section 501(c)(3).
 Check this box to attest that your organizing document contains this limitation.
- 6** Section 501(c)(3) requires that your organizing document must not expressly empower you to engage, otherwise than as an insubstantial part of your activities, in activities that in themselves are not in furtherance of one or more exempt purposes.
 Check this box to attest that your organizing document does not expressly empower you to engage, otherwise than as an insubstantial part of your activities, in activities that in themselves are not in furtherance of one or more exempt purposes.
- 7** Section 501(c)(3) requires that your organizing document must provide that upon dissolution, your remaining assets be used exclusively for section 501(c)(3) exempt purposes. Depending on your entity type and the state in which you are formed, this requirement may be satisfied by operation of state law.
 Check this box to attest that your organizing document contains the dissolution provision required under section 501(c)(3) or that you do not need an express dissolution provision in your organizing document because you rely on the operation of state law in the state in which you are formed for your dissolution provision.

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

445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date: September 12, 2017 Attachments: X

From: Elizabeth Keema-Aston, Chief Business Officer Item Number: 10.13

SUBJECT Pre-Approval 2017-18 Delta Education Vineyard Action:
Booster's Club Fundraisers Consent Action:
Information Only:

Background:

Because booster auxiliary organizations are separate from the district, they are not under the control of, nor are they the responsibility of, the principal/school administrator, superintendent or governing board. Their funds are not controlled by the district or students, nor should they be involved in administering or supervising the activities of student organizations.

However, in adherence to Ed. code 51521, all Booster fundraisers are required to be preapproved by the governing board or board-assigned designee.

Status:

In order to streamline the process and still comply with set procedures, the booster organizations are submitting fundraisers that they intend to hold throughout fiscal year 2017-18. Generally these fundraisers are held annually. The fundraisers have received a cursory review with pre-approval from the district office and is seeking approval from the Board. As each fundraising event approaches the sites will continue to submit an individual request form with all required signatures for final district office approval prior to the event.

Presenter: Elizabeth Keema-Aston, Chief Business Officer

Other People Who Might Be Present:

Cost &/or Funding Sources

Not Applicable

Recommendation:

That the Board approves the 2017-18 fundraiser lists as presented.

Time: 5 mins.

River Delta Unified School District

Booster Club

Fund Raiser Pre-Approval list

School site:

Delta High School

Fiscal Year:

2017-18

Sample

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11

Booster Club	Activity	Net Profit
Band	Car Wash	\$200
Delta Education Vineyard Boosters	Solicitation of donations 9/16/17 - 10/11/18	\$10,000.00

All individual fund raisers must adhere to the procedures previously set forth and be submitted to the district office at least two (2) weeks prior to requested date, with all approval signatures in tact.

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



BOARD AGENDA BRIEFING

Meeting Date: September 12, 2017

Attachments: _____

From: Don Beno, Superintendent

Item Number: 10.14

SUBJECT Donations

Action: _____
Consent Action: x _____
Information Only: _____

Background:

Donations to Receive and Acknowledge:

Riverview Middle School

Elizabeth Brockhouse (PG&E) \$333.32
The Kula Foundation \$3.66

Delta High School – Football Program

Miners Leap Winery \$500.00

Walnut Grove Elementary School – School Supplies

Al's Place \$620.00

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: September 12, 2017

Attachments: ___x___

From: Antonia Slagle, Principal of Isleton Elementary and State Preschool

Item Number: 11.

SUBJECT Request to approve Resolution #733 CDE Child
Development Services Contract – CSPP-TBA California
State Preschool naming Don Beno, Elizabeth Keema-Aston
and Antonia Slagle as authorized signees to sign
transactions for the Governing Board – Antonia Slagle

Action: ___x___
Consent Action: ___
Information Only: ___

Background:

To give this authorization to: Don Beno, Elizabeth Keema-Aston and Antonia Slagle.
This action is required to authorize signees.

Status:

See attached Resolution #733

Presenter

Antonia Slagle

Other People Who Might Be Present

Cost &/or Funding Sources None

Recommendation:

That the Board approve Resolution #682 (by roll call vote) authorizing named Designees to Sign
District Payroll Orders and Requests for Payments to Vendors

Time: __2__ mins. __

**RIVER DELTA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 733**

**Resolution Authorizing Designees to Sign Transactions
For the CDE Child Development Services Contract – CSPP-TBA
California State Preschool Program**

BE IT RESOLVED by the Board of Trustees of the River Delta Unified School District authorizes the CDE Child Development Services Contract CSPP-TBA California State Preschool Program Contract and that the persons who are listed below are authorized to sign the transactions for the Governing Board.
Don Beno, Superintendent, Elizabeth Keema-Aston, Chief Business Officer, Antonia Slagle, Principal of Isleton Elementary and Coordinator of the California State Preschool Program.

PASSED AND ADOPTED the 31th day of August, 2017, by the Board of Trustees of the River Delta Unified School District of Sacramento County, California, by the following vote:

AYES:
NOES:
ABSENT:

IN WITNESS WHEREOF, I, Marilyn Riley, Clerk of the Board of Trustees of the River Delta Unified School District of Sacramento County, California, certify that the foregoing is a full, true, and correct copy of Resolution No. 733, adopted by the said Board at a meeting thereof held at a public place of meeting and the resolution is on file in the office of said Board.

_____, August 31, 2017
Marilyn Riley, Clerk (Date)
Board of Trustees
River Delta Unified School District

SIGNATURES OF AUTHORIZED EMPLOYEES:

_____, Don Beno, Superintendent

_____, Elizabeth Keema-Aston, Chief Business Officer

_____, Antonia Slagle, Principal Isleton Elementary School
and Coordinator CSPP

End

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



BOARD AGENDA BRIEFING

Meeting Date: September 12, 2017

Attachments: _____

From: Antonia Slagle, Isleton Elementary Principal

Item #: 12

SUBJECT

Requesting Board approval to submit playground structure plans and materials to the State for approval. If structure is approved by the state we request approval to enter into the Contract Agreement with NSP3 to install a playground structure designed for 2-5 year old children for the cost of \$28,399.66 – Pending a fully executed contract with CDE.

Action: _____

Consent Action: _____

Information Only: _____

Background & Status:

We are asking for this approval pending a fully executed CDE Children Development Services Contract due to the play structure must be Board approved prior to submitting the state. The plans and materials must be approved by the state prior installation, this process may take several months.

Name of Vendor: NSP3

Description of Service(s): to provide and install a playground structure designated for 2-5 year old children for River Delta Unified School District's State Preschool on the Isleton Elementary School campus. Businesses known to provide these structures to schools were asked to provide bids. Three businesses responded: NSP3, Ross Recreation Equipment, and GameTime. The review team consisting of Principal Antonia Slagle, Lead Pre-School Teacher Suzanne Cline and School Secretary Pat Ciaramataro reviewed the bids. NSP3's offer was most competitive for what the space and budget required and therefore the awardee.

Date(s) of Service(s): 2017-2018 school year _____

Presenter:

Antonia Slagle, Principal, Isleton Elementary

Cost &/or Funding Sources (be specific)

Not to exceed \$ 28,399.66 paid by RDUSD California State Preschool Program (CSPP) contract startup funds.

Recommendation:

That the Board approve the Contract Agreement with NSP3 for no more than \$28,399.66.

Time: _____ 3 mins. _____

ISLETON ELEMENTARY
TOP VIEW

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
6	6/3	0	2/2	2/2

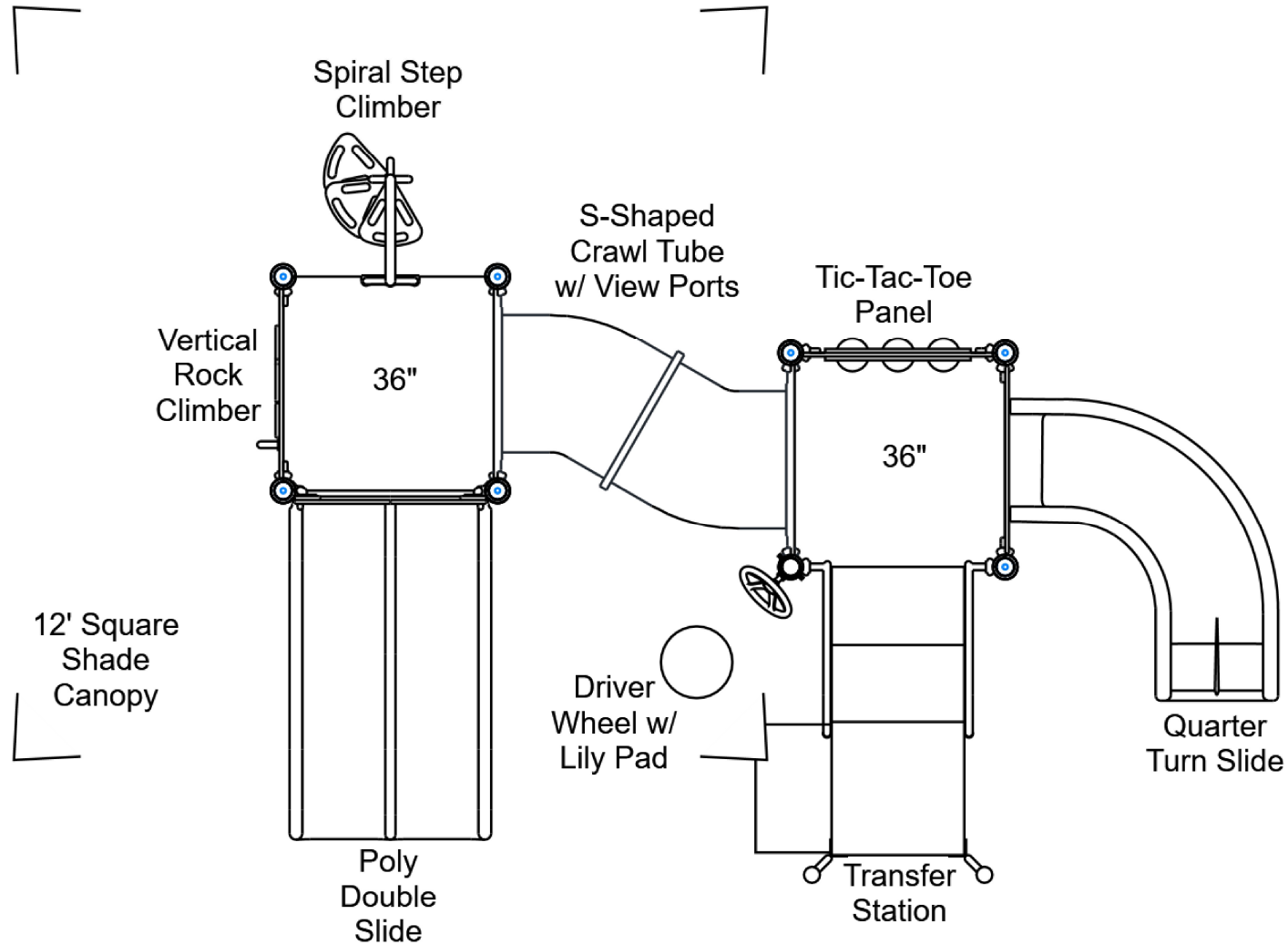
R35

FOR KIDS
AGES
2-5

GENERAL NOTES:

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

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



STRUCTURE#: R359AA86A

PROJECT#: NSP17DDFF1B

DATE: 7/11/2017 | DRAWN BY: MMH

MIN. USE ZONE: 29' x 25'

PLAYCRAFT REP:

NSP3



ISLETON ELEMENTARY

TOP VIEW

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
0	0/0	0	0/0	0/0

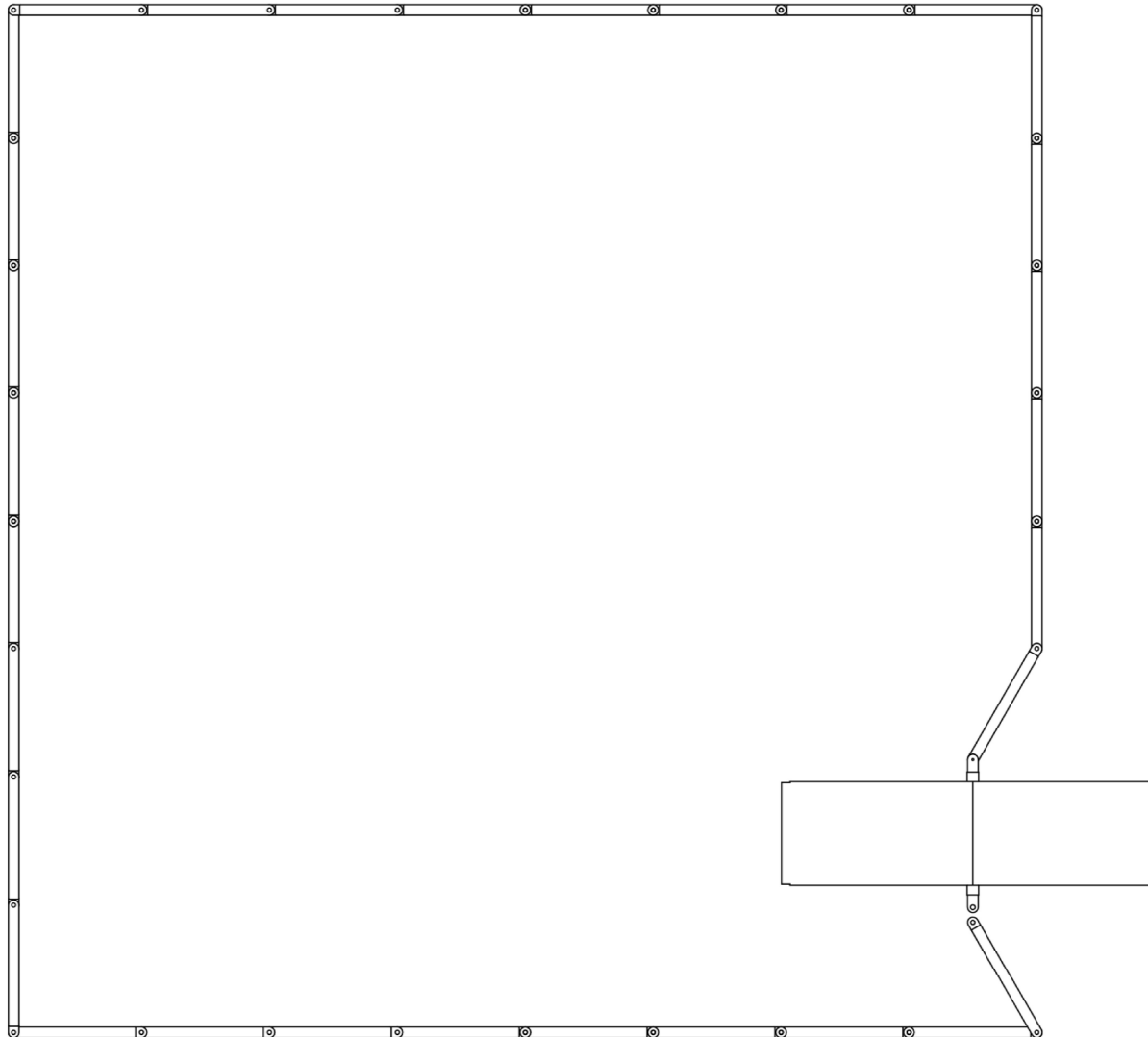


FOR KIDS
AGES
5-12

GENERAL NOTES:

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

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



STRUCTURE#: STAPC540400

PROJECT#: NSP17DDFF1B

DATE: 7/11/2017 | DRAWN BY: MMH

MIN. USE ZONE: 0' x 0'

PLAYCRAFT REP:

NSP3



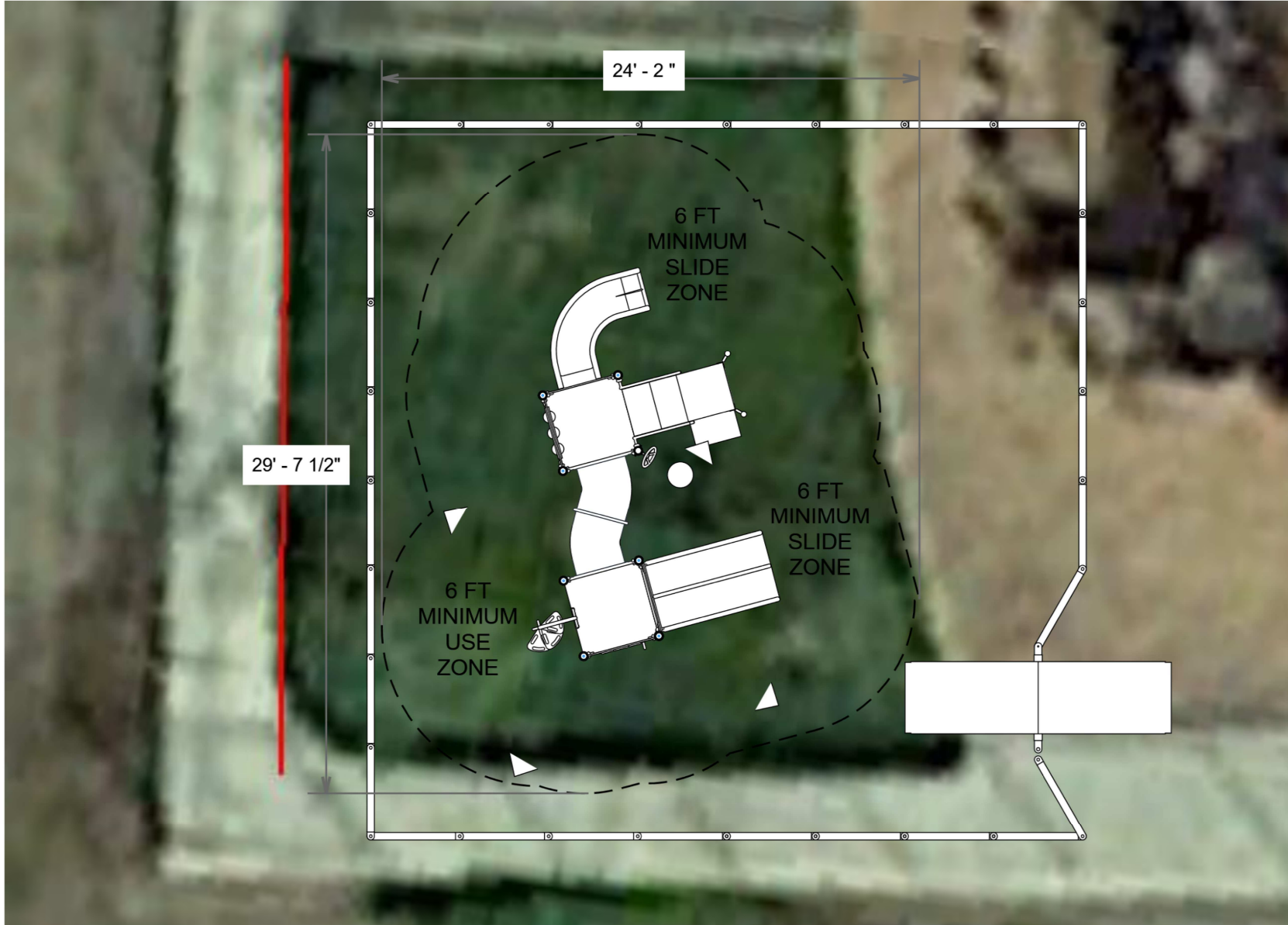
ISLETON ELEMENTARY SITE PLAN

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
6	6/3	0	2/2	2/2

Mixed
Types

FOR KIDS
AGES
[Mixed]



GENERAL NOTES:

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

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

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

PROJECT#: NSP17DDFF1B

DATE: 7/11/2017 | DRAWN BY: MMH

MIN. USE ZONE: 25' x 30'

PLAYCRAFT REP:

NSP3



ISLETON ELEMENTARY
SW VIEW

R35

FOR KIDS
AGES
2-5



STRUCTURE#: R359AA86A

PROJECT#: NSP17DDFF1B

DATE: 7/11/2017 | DRAWN BY: MMH



ISLETON ELEMENTARY
NE VIEW

R35

FOR KIDS
AGES
2-5



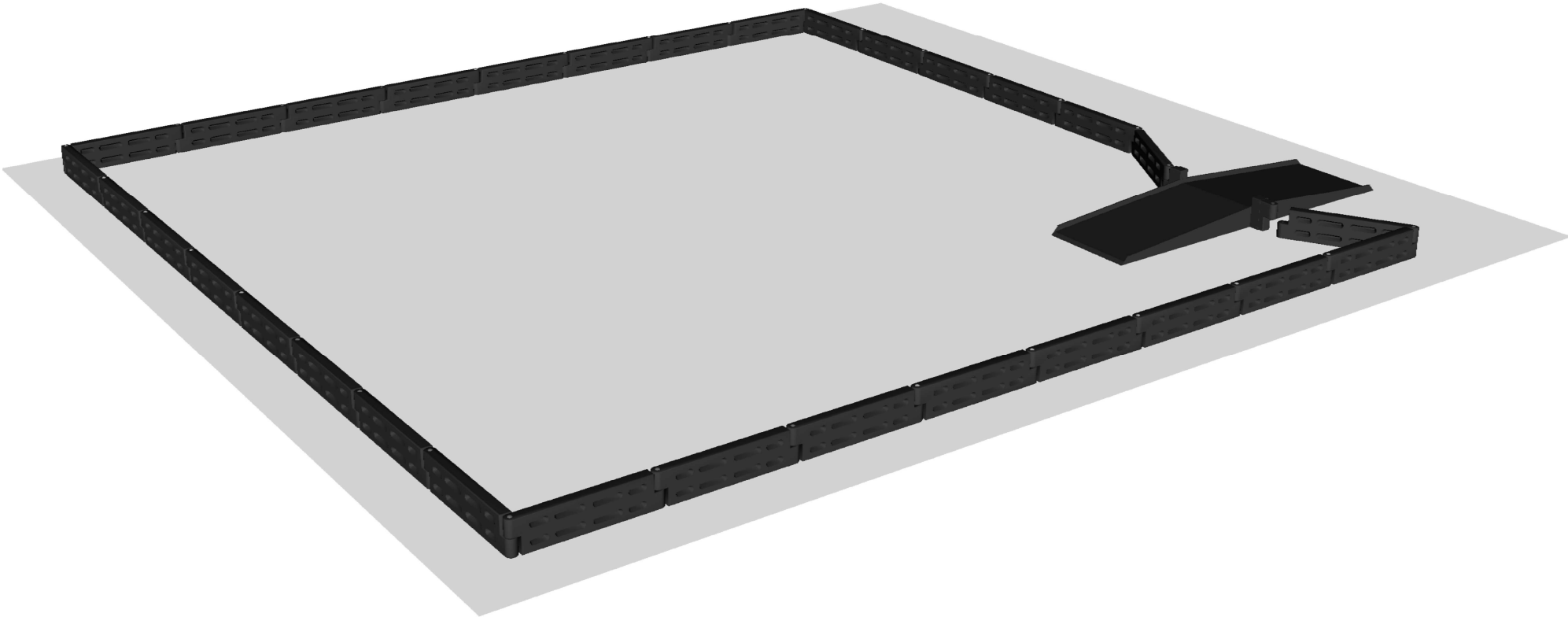
STRUCTURE#: R359AA86A
PROJECT#: NSP17DDFF1B
DATE: 7/11/2017 | DRAWN BY: MMH



ISLETON ELEMENTARY
SW VIEW

R5

FOR KIDS
AGES
5-12



STRUCTURE#: STAPC540400
PROJECT#: NSP17DDFF1B
DATE: 7/11/2017 | DRAWN BY: MMH





Bill of Materials

ISLETON ELEMENTARY
 Kyle Knox

Project# NSP17DDFF1B
 7/11/2017

Item	Description	Quantity
R359AA86A		
HS-1004-R35	Collars	22
GG-8135	Dome Cap, R3.5	4
S-1010-R35-10ft	Post, 10ft R3.5	4
S-1014-R35-14ft	Post, 14ft R3.5	4
S-1101-R35	Square Deck	2
S-1209-24-R35	Transfer Station, 36in-L	1
S-1234-3R35	Climber, Spiral Step 30-36in	1
S-1237-3R35	Climber, Vertical Rock 30-36in	1
S-1414	Lily Pad Seat	1
S-1500-2S-575R35	Crawl Tube, S-Shaped (2-Section, 57.459in, Right)	1
S-1616-R35	Tic-Tac-Toe Panel	1
S-1702-3R35	Slide, Double 36in	1
S-1705-R35	Slide, Quarter Turn 36in	1
S-18021-12R35	Shade Canopy, 12ft Square	1
S-1812-R35	Driver Wheel (Post Mounted)	1
HS-1007-R35	Extra Hardware	2
STAPC540400		
1205-2	Access Ramp (2-Section, Female Pivot)	1
540407	Border Timber w/ Stake	31

QUOTE



Corporate Office
 1555 Tahoe Court
 Redding, CA 96003
 Tax ID#: 72-1545106

QUOTE TO:

River Delta Unified School District
 Antonia Slagle
 445 Montezuma St.
 Rio Vista, CA 94571

Main#: (877) 473-7619
 Fax#: (530) 246-0518

DATE: 7/26/2017

QUOTE #: 17-2687

Main #: 916.77.6515
 Fax #:
 Email: aslagle@rdusd.org

REP: gary@nsp3.com

PROJECT: Isleton Elementary

TERMS: Net 30 from Shipment

QTY	VENDOR	MODEL#	DESCRIPTION	RATE	TOTAL
1	Playcraft	PR-R35	Option 1 - Wood Fiber Custom Round 3.5 Steel Play System SN: R359AA86A Age Group: 2-5 Use Zone: 29' x 25' Max Fall Height: 36" User Capacity: 25 Children	12,822.33	12,822.33T
31	Playcraft	540407	Border Timber w/ stake	42.00	1,302.00T
1	Playcraft	1205-2	ADA Access Ramp	759.00	759.00T
50	NSP3	Wood Fiber	Cubic Yards of Engineered Wood Fiber	17.00	850.00T
		PCF	PlayCraft Freight	1,500.00	1,500.00
		BDF	BD Freight	580.00	580.00
		Install PA	Installation by Park Associates Inc. CA - Lic# 959805 DIR# 1000003741	8,110.00	8,110.00
		Install ADD	Installation of Playcraft Equipment ADD ON - Offload and Store the equipment	1,316.00	1,316.00

SUBTOTAL		
SALES TAX (7.375%)		
TOTAL		

Representative Authorized to Order: _____ Date: _____
SIGNED QUOTE REQUIRED TO ORDER

ORDER/DELIVERY INFORMATION: (Unless otherwise specified)
 Offloading and installation are customer's responsibility. Please consult your sales representative for shipping and delivery time line. Time line will depend on equipment ordered. Please schedule delivery time with commercial freight company. NSP3 will provide name and phone number of freight company.

QUOTE



Corporate Office
1555 Tahoe Court
Redding, CA 96003
Tax ID#: 72-1545106

Main#: (877) 473-7619
Fax#: (530) 246-0518

QUOTE TO:

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Main #: 916.77.6515
Fax #:
Email: aslagle@rdusd.org

REP: gary@nsp3.com

PROJECT: Isleton Elementary

TERMS: Net 30 from Shipment

QTY	VENDOR	MODEL#	DESCRIPTION	RATE	TOTAL
			<p>Bobcat & concrete truck access required.</p> <p>*Additional fees may apply if Bonding or Special Insurance required*</p> <p>**Location and Marking of utility, plumbing and irrigation lines is the responsibility of the customer. NSP3 is not responsible for repairing unmarked underground utilities and pipes.**</p> <p>By signing below you acknowledge and agree to our Contract; Exclusions, Conditions & Payment Terms, which are to be included in, and supersede any additional contracts or sub-contract agreements made separately based on this "Estimate". Unless otherwise specified above we Exclude Responsibility for: material delivery &/or offloading equipment, storing of equipment, removal of packaging accumulated by equipment supplied by others, project security, landscape & hardscape repair based on access route to site, delays or returns due to layout conflicts, missing or damaged components & hardware, locating underground utilities; utilities, pipes, obstructions in work area, conditions unforeseen and/or not disclosed at time of estimate, permits, engineering, material testing, soil samples. Conditions: Grades; stable, compacted, & workable (rough grade to be taken + or - one tenth of one inch), adequate access to work site provided for workmen, materials, tools & equipment. Quote assumes all labor to be completed without interruption.</p>		
				SUBTOTAL	\$27,239.33
				SALES TAX (7.375%)	\$1,160.33
				TOTAL	\$28,399.66

Representative Authorized to Order: _____

Date: _____

SIGNED QUOTE REQUIRED TO ORDER

ORDER/DELIVERY INFORMATION: (Unless otherwise specified)

Offloading and installation are customer's responsibility. Please consult your sales representative for shipping and delivery time line. Time line will depend on equipment ordered. Please schedule delivery time with commercial freight company. NSP3 will provide name and phone number of freight company.

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

445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date: September 12, 2017 Attachments: X

From: Elizabeth Keema-Aston, Chief Business Officer Item Number: 14.

SUBJECT Resolution #734 adopting the 2016-17 Appropriations Action: X
Gann Limit Calculation Consent Action: _____
Information Only: _____

Background:

Government Code Section 7910 and Education Code Section 42132 require that each public school district annually calculate its statutory appropriations limit (Gann Limit).

The purpose of the Gann Initiative was to create a historic index against which increases in state and local government spending can be measured. It also creates a ceiling for public agency spending. The ceiling is adjusted annually for population and inflation factors.

Status: Staff has prepared the calculation required to determine the Gann Limit for the District. Upon adoption by the Board of Trustees, the calculation is reported Sacramento County Office of Education who in turn forwards the information to the California Department of Finance.

Presenter: Elizabeth Keema-Aston, Chief Business Officer

Other People Who Might Be Present: Not Applicable

Cost &/or Funding Sources: Not Applicable

Recommendation:

That the Board approve resolution #734 adopting the 2016-17 Gann Limit calculations

Time: 5 mins.

**RIVER DELTA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 734**

Resolution Adopting the 2016-17 Gann Appropriations Limit

WHEREAS, in November of 1979, the California electorate did adopt Proposition 4, commonly called the Gann Amendment, which added Article XIII-B to the California Constitution; and,

WHEREAS, the provisions of that Article establish maximum appropriation limitations, commonly called "Gann Limits," for public agencies, including school districts; and,

WHEREAS, the River Delta Unified School District must establish a revised Gann Limit for the 2016-17 fiscal year and a projected Gann Limit for the 2016-17 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the River Delta Unified School District does provide public notice that the attached calculations and documentation of the Gann Limits are made in accord with applicable constitutional and statutory law;

BE IT FURTHER RESOLVED that this Board of Trustees of the River Delta Unified School District does hereby declare that the appropriations in the Budget for the 2016-17 and 2016-17 fiscal years do not exceed the limitations imposed by Proposition 4;

BE IT ALSO RESOLVED that the Superintendent, or his/her designee, will provide copies of this resolution along with the appropriate attachments to interested citizens of the River Delta Unified School District.

PASSED AND ADOPTED the 12th day of September, 2017 by the Board of Trustees of the River Delta Unified School District of Sacramento County, California, by the following vote:

AYES:
NOES:
ABSENT:
ABSTENTIONS:

IN WITNESS WHEREOF, I, Marilyn Riley, Clerk of the Board of Trustees of the River Delta Unified School District of Sacramento County, California, certify that the foregoing is a full, true, and correct copy of Resolution No. 734 adopted by the said Board at a Regular Business meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

Marilyn Riley, Clerk
Board of Trustees
River Delta Unified School District

September 12, 2017
(Date)

	2016-17 Calculations			2017-18 Calculations		
	Extracted Data	Adjustments*	Entered Data/Totals	Extracted Data	Adjustments*	Entered Data/Totals
A. PRIOR YEAR DATA (2015-16 Actual Appropriations Limit and Gann ADA are from district's prior year Gann data reported to the CDE)	2015-16 Actual			2016-17 Actual		
1. FINAL PRIOR YEAR APPROPRIATIONS LIMIT (Preload/Line D11, PY column)	11,776,691.49		11,776,691.49			12,216,758.78
2. PRIOR YEAR GANN ADA (Preload/Line B3, PY column)	1,875.54		1,875.54			1,846.45
ADJUSTMENTS TO PRIOR YEAR LIMIT	Adjustments to 2015-16			Adjustments to 2016-17		
3. District Lapses, Reorganizations and Other Transfers						
4. Temporary Voter Approved Increases						
5. Less: Lapses of Voter Approved Increases						
6. TOTAL ADJUSTMENTS TO PRIOR YEAR LIMIT (Lines A3 plus A4 minus A5)			0.00			0.00
7. ADJUSTMENTS TO PRIOR YEAR ADA (Only for district lapses, reorganizations and other transfers, and only if adjustments to the appropriations limit are entered in Line A3 above)						
B. CURRENT YEAR GANN ADA (2016-17 data should tie to Principal Apportionment Software Attendance reports and include ADA for charter schools reporting with the district)	2016-17 P2 Report			2017-18 P2 Estimate		
1. Total K-12 ADA (Form A, Line A6)	1,846.45		1,846.45	1,823.69		1,823.69
2. Total Charter Schools ADA (Form A, Line C9)	0.00		0.00	0.00		0.00
3. TOTAL CURRENT YEAR P2 ADA (Line B1 plus B2)			1,846.45			1,823.69
C. LOCAL PROCEEDS OF TAXES/STATE AID RECEIVED TAXES AND SUBVENTIONS (Funds 01, 09, and 62)	2016-17 Actual			2017-18 Budget		
1. Homeowners' Exemption (Object 8021)	53,111.12		53,111.12	85,370.00		85,370.00
2. Timber Yield Tax (Object 8022)	0.32		0.32	0.00		0.00
3. Other Subventions/In-Lieu Taxes (Object 8029)	0.00		0.00	0.00		0.00
4. Secured Roll Taxes (Object 8041)	9,587,110.62		9,587,110.62	9,863,141.00		9,863,141.00
5. Unsecured Roll Taxes (Object 8042)	920,588.01		920,588.01	928,930.00		928,930.00
6. Prior Years' Taxes (Object 8043)	302,093.10		302,093.10	5,277.00		5,277.00
7. Supplemental Taxes (Object 8044)	73,352.01		73,352.01	94,878.00		94,878.00
8. Ed. Rev. Augmentation Fund (ERAF) (Object 8045)	240,741.16		240,741.16	223,498.00		223,498.00
9. Penalties and Int. from Delinquent Taxes (Object 8048)	0.00		0.00	0.00		0.00
10. Other In-Lieu Taxes (Object 8082)	1,460.68		1,460.68	0.00		0.00
11. Comm. Redevelopment Funds (objects 8047 & 8625)	206,599.19		206,599.19	394,165.00		394,165.00
12. Parcel Taxes (Object 8621)	0.00		0.00	0.00		0.00
13. Other Non-Ad Valorem Taxes (Object 8622) (Taxes only)	0.00		0.00	0.00		0.00
14. Penalties and Int. from Delinquent Non-LCFF Taxes (Object 8629) (Only those for the above taxes)	0.00		0.00	0.00		0.00
15. Transfers to Charter Schools in Lieu of Property Taxes (Object 8096)						
16. TOTAL TAXES AND SUBVENTIONS (Lines C1 through C15)	11,385,056.21	0.00	11,385,056.21	11,595,259.00	0.00	11,595,259.00
OTHER LOCAL REVENUES (Funds 01, 09, and 62)						
17. To General Fund from Bond Interest and Redemption Fund (Excess debt service taxes) (Object 8914)	0.00		0.00	0.00		0.00
18. TOTAL LOCAL PROCEEDS OF TAXES (Lines C16 plus C17)	11,385,056.21	0.00	11,385,056.21	11,595,259.00	0.00	11,595,259.00

	2016-17 Calculations			2017-18 Calculations		
	Extracted Data	Adjustments*	Entered Data/Totals	Extracted Data	Adjustments*	Entered Data/Totals
EXCLUDED APPROPRIATIONS						
19. Medicare (Enter federally mandated amounts only from objs. 3301 & 3302; do not include negotiated amounts)			282,321.77			299,607.00
OTHER EXCLUSIONS						
20. Americans with Disabilities Act						
21. Unreimbursed Court Mandated Desegregation Costs						
22. Other Unfunded Court-ordered or Federal Mandates						
23. TOTAL EXCLUSIONS (Lines C19 through C22)			282,321.77			299,607.00
STATE AID RECEIVED (Funds 01, 09, and 62)						
24. LCFF - CY (objects 8011 and 8012)	7,998,162.00		7,998,162.00	7,944,404.00		7,944,404.00
25. LCFF/Revenue Limit State Aid - Prior Years (Object 8019)	119,125.00		119,125.00	0.00		0.00
26. TOTAL STATE AID RECEIVED (Lines C24 plus C25)	8,117,287.00	0.00	8,117,287.00	7,944,404.00	0.00	7,944,404.00
DATA FOR INTEREST CALCULATION						
27. Total Revenues (Funds 01, 09 & 62; objects 8000-8799)	23,231,663.31		23,231,663.31	22,351,702.00		22,351,702.00
28. Total Interest and Return on Investments (Funds 01, 09, and 62; objects 8660 and 8662)	58,739.76		58,739.76	30,000.00		30,000.00
APPROPRIATIONS LIMIT CALCULATIONS						
D. PRELIMINARY APPROPRIATIONS LIMIT			2016-17 Actual			2017-18 Budget
1. Revised Prior Year Program Limit (Lines A1 plus A6)			11,776,691.49			12,216,758.78
2. Inflation Adjustment			1.0537			1.0369
3. Program Population Adjustment (Lines B3 divided by [A2 plus A7]) (Round to four decimal places)			0.9845			0.9877
4. PRELIMINARY APPROPRIATIONS LIMIT (Lines D1 times D2 times D3)			12,216,758.78			12,511,746.23
APPROPRIATIONS SUBJECT TO THE LIMIT						
5. Local Revenues Excluding Interest (Line C18)			11,385,056.21			11,595,259.00
6. Preliminary State Aid Calculation						
a. Minimum State Aid in Local Limit (Greater of \$120 times Line B3 or \$2,400; but not greater than Line C26 or less than zero)			221,574.00			218,842.80
b. Maximum State Aid in Local Limit (Lesser of Line C26 or Lines D4 minus D5 plus C23; but not less than zero)			1,114,024.34			1,216,094.23
c. Preliminary State Aid in Local Limit (Greater of Lines D6a or D6b)			1,114,024.34			1,216,094.23
7. Local Revenues in Proceeds of Taxes						
a. Interest Counting in Local Limit (Line C28 divided by [Lines C27 minus C28] times [Lines D5 plus D6c])			31,683.23			17,218.25
b. Total Local Proceeds of Taxes (Lines D5 plus D7a)			11,416,739.44			11,612,477.25
8. State Aid in Proceeds of Taxes (Greater of Line D6a, or Lines D4 minus D7b plus C23; but not greater than Line C26 or less than zero)			1,082,341.11			1,198,875.98
9. Total Appropriations Subject to the Limit						
a. Local Revenues (Line D7b)			11,416,739.44			
b. State Subventions (Line D8)			1,082,341.11			
c. Less: Excluded Appropriations (Line C23)			282,321.77			
d. TOTAL APPROPRIATIONS SUBJECT TO THE LIMIT (Lines D9a plus D9b minus D9c)			12,216,758.78			

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



BOARD AGENDA BRIEFING

Meeting Date: September 12, 2017

Attachments: ___x___

From: Kathy Wright, Director of Educational Services

Item #: _____15_____

SUBJECT:

Request to approve the adoption and purchase of Big Ideas Math Algebra 2 for Rio Vista High and Delta High School at a cost not to exceed \$3536.00.

Action: _____
Consent Action: ___X___
Information Only: _____

Background & Status:

The Math Curriculum Committee has met and approved the following textbooks:
Big Ideas Math Algebra 2 by Larson.

These textbooks have been approved for the Algebra 2 classes at Rio Vista High and Delta High School.

Presenter: Kathy Wright, Director of Educational Services

Cost &/or Funding Sources (be specific)

\$3536.00 from Educational Services (0480)

Recommendation:

Request to approve the purchase and adoption of Big Ideas Math Algebra 2 for Rio Vista High and Delta High School at a cost not to exceed \$3536.00.

Time: _____ mins.____

Proposal for

ATTN: This Proposal is not approved and is not valid

ISBN	Title	Sale Price	Purchase		Complimentary Quantity
			Quantity	Amount	
Algebra 2					
Student Resources					
1617178	DRAFT BIG IDEAS MATH Algebra 2 Student Resources Package with 1 year Print/1 Year Digital 2016	\$106.00	34	\$3,606.00	
Package Includes: Big Ideas Math Algebra 2: A Common Core Curriculum Online (1 yr) Big Ideas Math Algebra 2: A Common Core Curriculum Student Journal					
Teacher Resources					
1615814	DRAFT BIG IDEAS MATH Algebra 2 Common Core Online Teaching Edition 8 Year 2016	\$552.25			1
1592422	DRAFT BIG IDEAS MATH Algebra 2 Common Core Teacher Edition 2016	\$156.00			1
1592424	DRAFT BIG IDEAS MATH Algebra 2 Assessment Book	\$82.00			1
1592425	DRAFT BIG IDEAS MATH Algebra 2 Resources by Chapter	\$52.50			1
Total for Student Resources				\$3,586.00	
Total for Algebra 2				\$3,586.00	



Houghton Mifflin Harcourt

HMH Confidential and Proprietary

005572633

Sold:0000324392 Shlp:0000324392

Page 3 of 5

Customer Service
9205 South Park Center Loop
Orlando, FL 32819
FAX: 800-269-5232
k12orders@hmhpub.com

Please submit this form with your purchase order.

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



BOARD AGENDA BRIEFING

Meeting Date: September 12, 2017

Attachments: ___x___

From: Kathy Wright, Director of Educational Services

Item #: ___16___

SUBJECT:

Action: ___X___

Request to approve three (3) Digital Imaging Courses at Rio Vista High School.

Consent Action: _____

Information Only: _____

Background & Status:

Digital Imaging I – This course introduces students to the principals of design. Emphasis will be placed on problem solving and relating graphic design to communication. Students will study the printing history, color theory, typography, and will begin to use major design software including Adobe Illustrator and Adobe Photoshop.

Digital Imaging II - Students will create intermediate graphic design projects of increasing complexity using design software including Adobe Illustrator, Adobe Photoshop and Adobe InDesign.

Digital Imaging Studio - As the culminating capstone course in the Pathway, Digital Imaging Studio gives students the opportunity to apply the combined understanding gained from earlier courses and projects to more fully realized work.

Presenter:

Kathy Wright, Director of Educational Services

Cost &/or Funding Sources

N/A

Recommendation:

That the board approve three (3) Digital Imaging Courses at Rio Vista High School.

Time: _____3 mins.____

Digital Imaging I: This course introduces students to the principles of design. Emphasis will be placed on problem solving and relating graphic design to communication. Students will study the printing history, color theory, typography, and will begin to use major design software including Adobe Illustrator and Adobe Photoshop. The course includes written critique, research and historic study of the design field using artistic and technical academic vocabulary. Students will develop digital imaging skills that translate to careers in the fields of arts, media, and communication.

Digital Imaging II: Students will create intermediate graphic design projects of increasing complexity using design software including Adobe Illustrator, Adobe Photoshop, and Adobe InDesign. There will be an emphasis on producing real-world applicable projects including brand identity, packaging, environmental design, photo manipulation, and digital illustration. Students will incorporate the “language” of visual design into their digital work and in written assignments.

Digital Imaging Studio: As the culminating capstone course in the Digital Imaging Pathway, Digital Imaging Studio gives students the opportunity to apply the combined understanding gained from earlier courses and projects to more fully realized work. Students will work independently and as a team to solve communication problems by working directly with the community to produce design work in a real-world setting by using client interview, brainstorming and planning, and final production to fulfill the needs of the client. An emphasis will be placed on building a portfolio of professional quality.

Digital Publications: Digital Publications is journalistic in nature and allows students to create and produce a professional school yearbook and newspaper. Students in this course are required to learn layout design; write and fit copy, captions, and headlines; learn basic photography and photo editing skills; and will become proficient in Adobe InDesign and Adobe Photoshop. Individual responsibility is essential toward completion of assignments for deadlines. Digital Publications emphasizes real-world skills such as: meeting deadlines, teamwork, working with advanced and professional technology, communication, marketing (advertising sales) and independent thinking skills. Class will include some after school and possible weekend work to cover school and community events.

syllabus DIGITAL IMAGING I ONE

rio vista high school | 2017 block a | mrs. griffin | rm 110

Graphic design is all around you – print media, internet, television, packaging, signage and the document you are reading right now! As our world becomes increasingly visual, graphics are impacting how information is delivered. This course provides experience for students to use image, type, color, illustration and photography to create dynamic media using industry-standard programs in the Adobe Creative Suite (Illustrator and Photoshop, in particular).

In Digital Imaging One (Graphic Design I) students will explore two-dimensional and three-dimensional real world applications of graphic design. After acquiring a historical context of graphic design, students will develop skills in artistic perception, critiquing, and application of design strategies through experiences that emphasize solving visual art problems.

Students will develop an awareness of historical trends in graphic design, themes, subject matter from diverse times, places and cultures. All experiences will focus on developing perception and implementation of the elements of art and principles of design through contemporary design applications.

how to reach me Mrs. Julie Griffin

① email: jgriffin@rdsd.org ② tel: 707.374.6336 x 1224

need help?

I am almost always in the design studio at lunch, after school on Monday, Wednesday (except staff meeting days) and Friday (by appointment).

Google Classroom

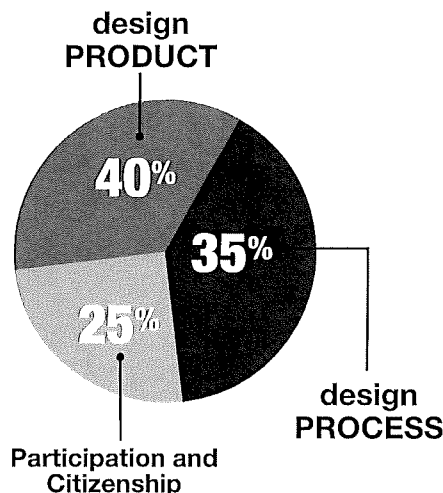
All work is assigned, submitted, and (for the most part) graded on Google Classroom.

Period Two Code: [rmfnzhj](#) Period Four Code: [jqvcjin](#)

Adobe student discount

If you are interested, Adobe does offer a 60% discount on all their Creative Cloud Suite of programs for students (Adobe Illustrator, Photoshop, InDesign, Dreamweaver, etc.) Reg. monthly subscription \$49.99 (student price \$19.99/mo.)

“Design is the method of putting form and content together” - Paul Rand



Design PRODUCT means...the quality of the design product, the result. These are the project assignment grades and summative test grades. A successful final product should fulfill all the requirements of the assignment and be on time.

Design PROCESS means...an understanding of how the art is made, from concept to presentation. These grades are for homework, in-class activities and critique grades. A successful design process is one that: uses a variety of creative process techniques (brainstorming, thumbnail sketching, reflective writing, discussion, revision, research, and following directions)

Participation and Citizenship means...a student is open and willing to try new approaches in design while contributing to a healthy, supporting learning environment and practicing strong work habits. Weekly participation and citizenship points are based on class participation, conduct and attendance. Unexcused absences and tardies will lower your weekly points.

- 25 Outstanding, Always On-task
- 20 Good, Generally On-task
- 15 Average, Often Off-task, Non-disruptive
- 10 Below Average, Generally Off-task, Disruptive
- 0 Undesired Actions, Off-task, Disruptive

DIGITAL IMAGING I *ONE*

Pathway: Digital Imaging

Industry Sector: Career Technical Education
Arts, Media and Entertainment

A-G Requirement: UC/CSU "F"
Visual and Performing Arts

general course outline

- I. What is graphic design?
 - a. elements of art
 - b. principles of design
 - c. careers / industries
- II. History of Graphic Design
 - a. the birth of writing
 - b. printing technology
 - c. history of media
- III. Basics of Illustrator
 - a. creating documents
 - b. creating basic shapes
 - c. text
 - d. tools
 - e. vector vs. bitmap
- IV. Measurement and the Ruler
 - a. basic ruler measurements
 - b. converting fraction to decimal
 - c. layout with precise measurement
 - d. duplicate layout
- V. Drawing with the Pen Tool
 - a. anchor points and handles
 - b. silhouette sports figure
 - c. animal vector drawing
- VI. The Art of Typography
 - a. serif vs. sans-serif
 - b. the anatomy of type
 - c. typographic quote
 - d. Helvetica
- VII. Branding and Identity
 - a. the typographic logo
 - b. logo variation
 - c. business card, letterhead, envelope
 - d. collateral materials
- VIII. 1950s International Typographic Style
 - a. Swiss Style design
 - b. the grid system
 - c. the typographic poster
- IX. Significant Graphic Designers
 - a. research project
 - b. brochure design
 - c. pull quote
- X. Packaging
 - a. trends in packaging
 - b. measurement and construction
 - c. color theory and product design

School Wide Rules

MAKE GOOD DECISIONS

BE RESPECTFUL

SOLVE YOUR OWN PROBLEMS WHEN POSSIBLE

All students will need the following supplies in class:

- BINDER: It is schoolwide policy that you have a 2-3" binder for all your classes. You will need DIVIDERS within that binder for this class.
- 3 Divider Sheets labeled as follows:
 - GD-Sketchbook
 - GD-Notes
 - GD-Handouts / Graded Work
- Pencils with erasers
- Fine tip black pen

Classroom Expectations & Procedures

Be here. **ATTENDANCE** is critical to success in this class. (Studio time cannot be replicated at home and poor attendance will have a direct bearing on your grade) If you miss a class it is YOUR responsibility to get caught up. All work and due dates are posted on Google Classroom.

Be in your seat working **QUIETLY** on Daily Warm-Up by the time the tardy bell rings. Be productive with your time.

Treat the computer equipment, your fellow classmates, each other's work and your teacher with **RESPECT**.

Submit work **ON TIME** to Google Classroom and in the required format.

Use of cell phones in the classroom is not allowed. Cell phones are to remain in your backpack **SILENCED** unless a tech break is granted by teacher.

WATER is welcome, but **MUST** remain on a side or back table during class (nowhere near computers). No **FOOD**.

KEYBOARDS are to be tucked in and **CHAIRS** pushed in at the end of class.

DIGITAL IMAGING contract

Rio Vista High School is providing you with very expensive, brand new equipment, which we expect will be kept in excellent condition for many years to come. These rules will help to ensure that this happens:

1. Using this RVHS design computer lab is a privilege, not a right.
2. Each student is responsible for his or her workstation for the duration of each class period. You are to check your station before and at the end of each class, and report any changes/damages to the teacher at once.
3. Students using the computers must work on the class assignments and stay on task during each period. Students are not allowed to work on other classwork unless permission is given.
4. There is absolutely no food or drink allowed anywhere near the computers. Period.
5. Horseplay, running, playing or any other inappropriate classroom behavior that jeopardizes the safety of students or the computers will not be tolerated.

Computers

- DO NOT change any of the computer settings (control panels, screensavers, backgrounds, set-up, ETC.)
- DO NOT touch any other student file on the computer other than your own.
- DO NOT deface any hardware, table, identification stickers, or any other classroom equipment.
- DO NOT TAMPER WITH: Hardware, software, keyboards, mouse, cords, screen or any cables.
- DO NOT switch keyboards or mouse with any other station. If there is a problem, let teacher know.
- DO NOT bring any files from home to download to the computer without teacher permission.
- DO NOT touch the computer screen. This will leave fingerprints and can ultimately damage the screen.
- DO NOT use any printer without permission.

Infraction	Examples	Consequences
Level 1	Gaming Software Piracy Modification of computer settings without consent. Downloading files without consent. Personal communication including but not limited to: Unauthorized use of email, posting to social media or other forums	Computer use privileges revoked for 2 to 5 days. 2 detentions.
Level 2	Chat room use Hacking (single computer system) Tampering with a computer's security system. Use of profanity, vulgarity or disrespectful language or messages. 2 or more level 1 violations.	Computer use privileges revoked for 5 - 10 2 detentions.
Level 3	Threats Harrassment Hacking (Internet / Network) Deleting another person's data or files Any attempt to sabotage, destroy, deface, hack or infect a computer will result in the automatic loss of a student's computer privileges. The administration at any time can restrict a student's computer use and privilege and hold the last word on any issue.	Computer use privileges revoked for rest of semester. 2 or more days suspension

"Good design is a lot like clear thinking made visual"

- Edward Tufte

PLEASE SIGN and return by Friday, August 11, 2017

Return this page only to the teacher. The syllabus shall remain in the student's binder and will be presented during quarterly sketchbook checks.



STUDENT will not be allowed access to computers until filled out and returned

I have read the Rio Vista High School Digital Imaging contract, understand it, and agree to adhere to the principles and procedures listed within. I also understand that additional rules and regulations may be added from time to time and they become a part of this agreement. Should I break this agreement, I understand that I may lose all computer/internet privileges. I also understand that inappropriate or illegal use of the computer facilities could result in civil or criminal lawsuits. Parents and/or guardians may be held accountable for inappropriate use by their child. Please sign and date the section below to indicate that you have reviewed the course syllabus and the contract with your student, and agree to assist me in helping your student reach our academic goals.

Please feel free to contact me by email (preferred) or phone at any time to discuss your student's progress and be sure to sign up for the **Aeries Parent Portal** to access current grades.

Student, Parent / Guardian Acknowledgement

I have reviewed and understand the course syllabus and have fully read the attached contract.

Parent / Guardian Signature _____ Date _____

Student Signature _____ Date _____

I have submitted a \$5.00 check (made out to Rio Vista High School) or cash for design studio / materials fee to help cover the cost of consumable media, paper, ink, etc. in class. Checks can be made out to Rio Vista High School.

Does your son/daughter have any special needs (i.e. visual or auditory, learning disabilities, language, etc.) with which I can assist him/her; or need to be aware of?

1 Primary Parent / Guardian Information

Name _____

Mailing Address _____

City/St/Zip _____

Telephone Home _____

Cell Phone _____

Is Texting Okay? _____

Email _____

Preferred method of contact _____

Best time to be reached _____

2 Secondary *(if you would like both parties contacted)*

Name _____

Mailing Address _____

City/St/Zip _____

Telephone Home _____

Cell Phone _____

Is Texting Okay? _____

Email _____

Preferred method of contact _____

Best time to be reached _____

**River Delta Unified School District
NEW COURSE APPROVAL REQUEST
COURSE OF STUDY OUTLINE**

- I. DEPARTMENT: Career Technical Education (CTE)
II. COURSE TITLE: Digital Imaging I
III. GRADE LEVEL(S): 9-12
IV. COURSE LENGTH: yearlong
V. NUMBER OF CREDITS: 10
VI. COURSE DESCRIPTION (please attached proposed syllabus):

(attached)

- VII. RATIONALE FOR THE COURSE:

To provide students the opportunity to explore and build knowledge of Graphic Design work.

- VIII. RESOURCES:

Adobe Creative Suite (Illustrator & Photoshop)

- IX. COURSE ALIGNMENT:

Year 1 of Digital Imaging Pathway
Visual & Performing Arts

- X. CSU/UC APPROVAL: Yes No

a. IF YES, WHAT AREA? "f" VAPA

- XI. CBED COURSE IDENTIFIER #: 5621

- XII. VOCATIONAL EDUCATION COURSE? Yes No

a. IF SO, WHAT LEVEL?

i. Introductory

ii. Concentrator

iii. Completer

DISTRICT APPROVAL? Yes No

If YES,

COURSE #: _____

SHORT TITLE: _____

LONG TITLE: _____

**River Delta Unified School District
NEW COURSE APPROVAL REQUEST
COURSE OF STUDY OUTLINE**

- I. DEPARTMENT: Career Technical Education (CTE)
II. COURSE TITLE: Digital Imaging II
III. GRADE LEVEL(S): 9-12
IV. COURSE LENGTH: yearlong
V. NUMBER OF CREDITS: 10
VI. COURSE DESCRIPTION (please attached proposed syllabus):

(attached)

Syllabus is forthcoming pending Board approval of course

- VII. RATIONALE FOR THE COURSE:

To provide students the opportunity to advance their knowledge and skills associated with Graphic Design

- VIII. RESOURCES:

work.
Adobe Creative Suite & Adobe InDesign

- IX. COURSE ALIGNMENT:

Visual & Performing Arts
Year 2 Digital Imaging Pathway

- X. CSU/UC APPROVAL: ___ Yes No

a. If YES, WHAT AREA? _____

- XI. CBED COURSE IDENTIFIER #: 5622

- XII. VOCATIONAL EDUCATION COURSE? Yes ___ No

a. IF SO, WHAT LEVEL?

i. Introductory ___

ii. Concentrator

iii. Completer ___

DISTRICT APPROVAL? ___ Yes ___ No

IF YES,

COURSE #: _____

SHORT TITLE: _____

LONG TITLE: _____

**River Delta Unified School District
NEW COURSE APPROVAL REQUEST
COURSE OF STUDY OUTLINE**

- I. DEPARTMENT: Career Technical Education (CTE)
- II. COURSE TITLE: Digital Imaging Studio
- III. GRADE LEVEL(S): 10-12
- IV. COURSE LENGTH: 4yr long
- V. NUMBER OF CREDITS: 10
- VI. COURSE DESCRIPTION (please attached proposed syllabus):

(attached)

Syllabus is forthcoming pending Board approval of course

- VII. RATIONALE FOR THE COURSE:

To provide students the opportunity to apply their expanded knowledge and skills of Graphic Design work

- VIII. RESOURCES:

Adobe Creative Suite (Illustrator, Photoshop & InDesign)

- IX. COURSE ALIGNMENT:

Visual & Performing Arts
Year 3 Digital Imaging Pathway

- X. CSU/UC APPROVAL: ___ Yes No

a. If YES, WHAT AREA? _____

- XI. CBED COURSE IDENTIFIER #: 2820

- XII. VOCATIONAL EDUCATION COURSE? Yes ___ No

a. IF SO, WHAT LEVEL?

i. Introductory ___

ii. Concentrator ___

iii. Completer

DISTRICT APPROVAL? ___ Yes ___ No

If YES,

COURSE #: _____

SHORT TITLE: _____

LONG TITLE: _____

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



BOARD AGENDA BRIEFING

Meeting Date: September 12, 2017

Attachments: ___x___

From: Kathy Wright, Director of Educational Services

Item #: ___17___

SUBJECT:

Request to approve the Digital Publications Course at Rio Vista High School.

Action: ___X___
Consent Action: _____
Information Only: _____

Background & Status:

Digital Publications is journalistic in nature and allows students to create and produce a professional school yearbook and newspaper. Students in this course are required to learn layout design; write and fit copy, captions, and headlines; learn basic photography and photo editing skills; and will become proficient in Adobe InDesign and Adobe Photoshop.

Presenter:

Kathy Wright, Director of Educational Services

Cost &/or Funding Sources

N/A

Recommendation:

That the board approve the Digital Publications Course at Rio Vista High School.

Time: _____2 mins.____

Digital Imaging I: This course introduces students to the principles of design. Emphasis will be placed on problem solving and relating graphic design to communication. Students will study the printing history, color theory, typography, and will begin to use major design software including Adobe Illustrator and Adobe Photoshop. The course includes written critique, research and historic study of the design field using artistic and technical academic vocabulary. Students will develop digital imaging skills that translate to careers in the fields of arts, media, and communication.

Digital Imaging II: Students will create intermediate graphic design projects of increasing complexity using design software including Adobe Illustrator, Adobe Photoshop, and Adobe InDesign. There will be an emphasis on producing real-world applicable projects including brand identity, packaging, environmental design, photo manipulation, and digital illustration. Students will incorporate the “language” of visual design into their digital work and in written assignments.

Digital Imaging Studio: As the culminating capstone course in the Digital Imaging Pathway, Digital Imaging Studio gives students the opportunity to apply the combined understanding gained from earlier courses and projects to more fully realized work. Students will work independently and as a team to solve communication problems by working directly with the community to produce design work in a real-world setting by using client interview, brainstorming and planning, and final production to fulfill the needs of the client. An emphasis will be placed on building a portfolio of professional quality.

Digital Publications: Digital Publications is journalistic in nature and allows students to create and produce a professional school yearbook and newspaper. Students in this course are required to learn layout design; write and fit copy, captions, and headlines; learn basic photography and photo editing skills; and will become proficient in Adobe InDesign and Adobe Photoshop. Individual responsibility is essential toward completion of assignments for deadlines. Digital Publications emphasizes real-world skills such as: meeting deadlines, teamwork, working with advanced and professional technology, communication, marketing (advertising sales) and independent thinking skills. Class will include some after school and possible weekend work to cover school and community events.

DIGITAL PUBLICATIONS syllabus

rio vista high school | 2017-18 block a | mrs. griffin | rm 110

Course Description *In this course students will gain skills in page design, advanced publishing techniques, copy writing, editing and photography while producing a creative, innovative yearbook and dynamic, informative school newspaper which records school memories and events. There is an emphasis on journalism skills in this class. Participants will gain useful, real-world skills in time management, marketing, teamwork, public relations, and design principles. Students will develop employable skills using industry-standard professional software including Adobe InDesign, Adobe Photoshop, and Adobe Illustrator.*

Student Expectations

Students in this class should be self-driven, responsible and reliable. This is KEY! Students should expect to participate in many areas of the production process which will include writing stories and feature articles, event photography, conducting surveys and interviews, selling advertisements, marketing, accounting, layout design, photo editing and more! Class will involve after school, evening, and some weekend work to cover school and community events.

Because of the nature of the class, students are afforded more freedom than in other classes. It requires students to assume a great deal of responsibility and exhibit a high degree of maturity, professionalism, and good judgment. In other words, playing around outside of class or disturbing other classes is strictly prohibited.

As members of the *Netherlands* and *Ram's Ear* staffs, producing concrete published products (distributed to and read by both students and adults in our community) individuals named to the staff must expect to be held to high journalistic standards and ethical practices.

The *Netherlands* yearbook and *Ram's Ear* school newspaper are essentially student-run BUSINESSES. There are major publishing expenses (over \$19,000 for last year's yearbook) and concrete deadlines which must be met or penalty charges are accrued. Students must be willing to put in the time required to meet and complete deadlines.

Being on the yearbook and newspaper staff is a great deal of work, but it can also be one of your best experiences in high school. Your classmates may not ever save a piece of work in history or math, but they will hold on to their yearbooks and school newspapers for a lifetime! Plus, it looks impressive on college applications and resumé's.

"Yearbooks will never go out of style and will always be a treat when came across, no matter how old their users grow."



Mrs. Julie Griffin
how to reach me

- 1 email: jgriffin@rdusd.org
- 2 cel: 707.330.0359
- 3 tel: 707.374.6336 x 1224

Google Classroom

Period Three Code: nxkb8p

DIGITAL PUBLICATIONS

School Wide Rules

MAKE GOOD DECISIONS

BE RESPECTFUL

SOLVE YOUR OWN PROBLEMS WHEN POSSIBLE

All students will need the following supplies in class:

- 3-Pronged Presentation Folder for PORTFOLIO**
- Highly suggested: **your own** SD digital camera card (32 or 64 gb)



- If you have a high quality SLR digital camera for your own use at events, that would be helpful as we only have ONE to share.

Classroom Expectations & Procedures

MEET DEADLINES. Non-negotiable.

Be **PRODUCTIVE** with your time in class.

Take **ACTIVE** interest and responsibility for the successful publishing of the school newspaper and yearbook. They are both reflections of the work you do in this class.

Treat the computer equipment, your fellow classmates, each other's work and your teacher with **RESPECT**.

Use of cell phones in the classroom is not allowed. Cell phones are to remain in your backpack **SILENCED** unless a tech break is granted by teacher or necessary for classwork (i.e. scheduling interviews, advertising sales)

WATER is welcome, but **MUST** remain on a side or back table during class (nowhere near computers). No **FOOD**.

KEYBOARDS are to be tucked in and **CHAIRS** pushed in at the end of class.

DIGITAL PUBLICATIONS PORTFOLIO

September 22 - Ram's Ear October Edition deadline
Students will be required to maintain a portfolio for this class which will be turned in periodically for evaluation. The portfolio contents are to be organized and mounted neatly in a 3-pronged presentation folder.

The following will be included in the portfolio:

1. Clippings of all articles, photography, advertising or graphics that you wrote or created. Indicate issue number, date of issue, page number and a statement of your contribution, if not bylined.
2. Final, approved versions of articles or other material that you did during this grading period, which was not published but approved.
3. Daily diary / schedule of work done for yearbook or paper during and outside of class for the grading period.
4. Progress report on special duty assignments, if given.
5. List of work you did for the paper or yearbook this grading period, in addition to that represented by clippings.
6. Copy of forms used for beat coverage, kept in portfolio for reference.
7. Other material, requested by adviser or illustrative of work you have done this grading period.

Portfolio Due Dates (100 pts. each)

Friday, September 8, 2017

Friday, October 6, 2017

Friday, November 10, 2017

Friday, December 8, 2017

Other Important Dates

August 24 - *Ram's Ear* September Edition deadline

September 22 - *Ram's Ear* October Edition deadline

October 24 - *Ram's Ear* November Edition deadline

October 26 - *Netherland's* Cover & End Sheets due

November 14 - *Netherland's* Deadline 1 (35 pages)

November 29 - *Ram's Ear* December Edition deadline

December 26 - *Netherland's* Deadline 2 (44 pages)

DIGITAL PUBLICATIONS contract

Rio Vista High School is providing you with very expensive, brand new equipment, which we expect will be kept in excellent condition for many years to come. These rules will help to ensure that this happens:

1. Using this RVHS design computer lab is a privilege, not a right.
2. Each student is responsible for his or her workstation for the duration of each class period. You are to check your station before and at the end of each class, and report any changes/damages to the teacher at once.
3. Students using the computers must work on the class assignments and stay on task during each period. Students are not allowed to work on other classwork unless permission is given.
4. There is absolutely no food or drink allowed anywhere near the computers. Period.
5. Horseplay, running, playing or any other inappropriate classroom behavior that jeopardizes the safety of students or the computers will not be tolerated.

Computers

- DO NOT change any of the computer settings (control panels, screensavers, backgrounds, set-up, ETC.)
- DO NOT touch any other student file on the computer other than your own.
- DO NOT deface any hardware, table, identification stickers, or any other classroom equipment.
- DO NOT TAMPER WITH: Hardware, software, keyboards, mouse, cords, screen or any cables.
- DO NOT switch keyboards or mouse with any other station. If there is a problem, let teacher know.
- DO NOT bring any files from home to download to the computer without teacher permission.
- DO NOT touch the computer screen. This will leave fingerprints and can ultimately damage the screen.
- DO NOT use any printer without permission.

Infraction	Examples	Consequences
Level 1	Gaming Software Piracy Modification of computer settings without consent. Downloading files without consent. Personal communication including but not limited to: Unauthorized use of email, posting to social media or other forums	Computer use privileges revoked for 2 to 5 days. 2 detentions.
Level 2	Chat room use Hacking (single computer system) Tampering with a computer's security system. Use of profanity, vulgarity or disrespectful language or messages. 2 or more level 1 violations.	Computer use privileges revoked for 5 - 10 2 detentions.
Level 3	Threats Harrassment Hacking (Internet / Network) Deleting another person's data or files Any attempt to sabotage, destroy, deface, hack or infect a computer will result in the automatic loss of a student's computer privileges. The administration at any time can restrict a student's computer use and privilege and hold the last word on any issue.	Computer use privileges revoked for rest of semester. 2 or more days suspension

"Good design is a lot like clear thinking made visual"

- Edward Tufte

PLEASE SIGN and return by Friday, August 11, 2017

Return this page only to the teacher. The syllabus shall remain in the student's binder and will be presented during portfolio checks.



STUDENT will not be allowed access to computers until filled out and returned

I have read the Rio Vista High School Digital Publications contract, understand it, and agree to adhere to the principles and procedures listed within. I also understand that additional rules and regulations may be added from time to time and they become a part of this agreement. Should I break this agreement, I understand that I may lose all computer/internet privileges. I also understand that inappropriate or illegal use of the computer facilities could result in civil or criminal lawsuits. Parents and/or guardians may be held accountable for inappropriate use by their child.

Students will be using expensive school equipment including cameras, computers and software and will be held responsible for lost or damaged items. Please address any concerns regarding the handling of this equipment to me before using them.

Please sign and date the section below to indicate that you have reviewed the course syllabus and the contract with your student, and agree to assist me in helping your student reach our academic goals.

Please feel free to contact me by email (preferred) or phone at any time to discuss your student's progress and be sure to sign up for the **Aeries Parent Portal** to access current grades.

Student, Parent / Guardian Acknowledgement

I have reviewed and understand the course syllabus and have fully read the attached contract.

Parent / Guardian Signature _____ Date _____

Student Signature _____ Date _____

Does your son/daughter have any special needs (i.e. visual or auditory, learning disabilities, language, etc.) with which I can assist him/her; or need to be aware of?

1 Primary Parent / Guardian Information

Name _____

Mailing Address _____

City/St/Zip _____

Telephone Home _____

Cell Phone _____

Is Texting Okay? _____

Email _____

Preferred method of contact _____

Best time to be reached _____

2 Secondary *(if you would like both parties contacted)*

Name _____

Mailing Address _____

City/St/Zip _____

Telephone Home _____

Cell Phone _____

Is Texting Okay? _____

Email _____

Preferred method of contact _____

Best time to be reached _____

**River Delta Unified School District
NEW COURSE APPROVAL REQUEST
COURSE OF STUDY OUTLINE**

- I. DEPARTMENT: Career Technical Education (CTE)
- II. COURSE TITLE: Digital Publications
- III. GRADE LEVEL(S): 9-12
- IV. COURSE LENGTH: yearlong
- V. NUMBER OF CREDITS: 10
- VI. COURSE DESCRIPTION (please attached proposed syllabus):
(attached)

- VII. RATIONALE FOR THE COURSE:
To provide student with the opportunity to in the editing and publishing skills associated with Graphic Design work
- VIII. RESOURCES:

Adobe Photoshop & InDesign

- IX. COURSE ALIGNMENT:
Visual & Performing Arts

- X. CSU/UC APPROVAL: Yes No
a. If YES, WHAT AREA? _____

- XI. CBED COURSE IDENTIFIER #: _____

- XII. VOCATIONAL EDUCATION COURSE? Yes No (*) not a part of the pathway

- a. IF SO, WHAT LEVEL?
 - i. Introductory
 - ii. Concentrator
 - iii. Completer

DISTRICT APPROVAL? Yes No

IF YES,

COURSE #: _____

SHORT TITLE: _____

LONG TITLE: _____

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

445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date: September 12, 2017

Attachments: X

From: Don Beno, Superintendent

Item Number: 18

SUBJECT

Request to approve the Amended and Restated School Facilities
Mitigation Agreement between River Delta Unified School District and
Encore Liberty, LLC (formerly Shea Homes Project)

Action: X
Consent Action: _____
Information Only: _____

Background:

River Delta USD is in process of amending the School Facilities Mitigation Agreement with Encore Liberty, LLC (formerly Shea Homes Project).

Status:

Presenter: Don Beno

Other People Who Might Be Present: Staff

Cost &/or Funding Sources

Recommendation:

That the Board approves the Amended and Restated School Facilities Mitigation Agreement between RDUSD and Encore Liberty, LLC.

Time: 5 mins.

**RECORDING REQUESTED BY
AND WHEN RECORDED RETURN TO:
River Delta Unified School District
445 Montezuma Street,
Rio Vista, CA 94571
Attn: Superintendent**

Space above this line for Recorder's use only.
Exempt from recording fee pursuant to Govt. Code §6103.

**AMENDED AND RESTATED SCHOOL FACILITIES
MITIGATION AGREEMENT BETWEEN
RIVER DELTA UNIFIED SCHOOL DISTRICT
AND ENCORE LIBERTY, LLC**

THIS AMENDED AND RESTATED SCHOOL FACILITIES MITIGATION AGREEMENT BETWEEN RIVER DELTA UNIFIED SCHOOL DISTRICT AND ENCORE LIBERTY, LLC ("*Amended Agreement*") is entered into and effective as of _____, 2017 ("*Effective Date*") by and between the RIVER DELTA UNIFIED SCHOOL DISTRICT, a public school district organized and existing under the laws of the State of California ("*District*") and ENCORE LIBERTY, LLC, a Delaware limited liability company ("*Encore Liberty*"), with respect to the design, construction and funding of school facilities to mitigate the impacts of development of the Project defined below and with respect to that certain School Facilities Mitigation Agreement between River Delta Unified School District and Shea Homes Limited Partnership ("*Shea*") dated June 13, 2006 ("*Original Agreement*"), which, among other things, provided for the construction by Shea of one K-8 elementary school to mitigate the impact of the Shea Project as defined below, on the District's school facilities.

The District and Encore Liberty are sometimes singularly referred to herein as a "*Party*" and collectively as the "*Parties*."

RECITALS

A. Previously, the District, along with Encore Liberty's predecessor-in-interest Shea, entered into the Original Agreement setting forth Shea's and the District's obligations and duties to each other with respect to the design, construction and funding of school facilities. Such Original Agreement included, in part, the construction of developer-built school facilities to be undertaken by Shea, along with the District's formation of a community facilities district, referred to as Community Facilities District No. 1 ("*CFD No. 1*"), established consistent with the requirements of the Mello-Roos Community Facilities Act of 1982 (Government Code sections 53311 et seq.) ("*Act*"). The construction of school facilities, along with the formation of

CFD No. 1, were intended as a basis to serve students generated by Shea's development project which was the subject of the Original Agreement (the "**Shea Project**").

B. The Shea Project, known commonly as "Gibbs Ranch," comprised a portion of a larger project area intended for development by Shea and others, and included two adjacent properties commonly referred to as the Brann Ranch property ("**Brann Ranch**") and the McGraugh property ("**McGraugh**"). Under the terms of the Original Agreement, the parties thereto identified several possible locations for a K-8 school to be constructed by Shea upon sites within the Brann and McGraugh properties.

C. The Shea Project, along with its development entitlements relating to Gibbs Ranch, was subsequently acquired by Encore Liberty from Shea in 2016.

D. Encore Liberty is a successor-in-interest to Shea and has acquired certain development rights applicable to Gibbs Ranch and previously issued to Shea by the City of Rio Vista ("**City**"), along with certain rights and obligations as set forth in the Original Agreement.

E. More recently, Encore Liberty has obtained approvals from the City for the construction of an anticipated 220 market-rate, non-age restricted residential units (the "**Market Rate Units**") along with 635 age-restricted residential units (the "**Age-Restricted Units**") within certain portions of the Shea Project, with such modified project now referred to herein as the Encore Liberty project (the "**Project**"). The real property comprising the Project is more particularly described in **Exhibit A**, attached hereto and incorporated herein by this reference.

F. The Parties acknowledge that with the passage of time, along with changes in real estate development conditions following the execution of the Original Agreement, the District has reevaluated its needs regarding the provision of school facilities to best serve the educational needs of students of the District, including future students residing within the Project.

G. As part of this re-evaluation of the District's future school facility needs, the District has determined that it may be in the best interests of the District and its students, and therefore preferable, to construct a new K-8 school outside the boundaries of the Project, and to modernize and expand existing District school facilities (collectively, the "**School Facilities**") to accommodate K-12 students generated from the Project, rather than necessarily construct a K-8 school within the boundaries of Brann Ranch or McGraugh, as called for in the Original Agreement. To that end, the Parties now recognize and acknowledge that in accordance with the terms of this Amended Agreement, in exchange for the release of Encore Liberty's prior agreement to construct a K-8 school to serve the Project as identified in the Original Agreement, Encore Liberty shall assume and undertake those rights and duties as identified herein.

H. The Parties have further determined that it is in their mutual best interests to enter into this Amended Agreement (1) to supersede and replace the Original Agreement with the terms and conditions of this Amended Agreement, (2) to describe the obligations and duties of the Parties with respect to each other in regard to mitigation of the impact of students generated by the Project, and (3) to provide for the partial funding of the School Facilities

necessary to serve the Project, all in mitigation of the Project's impacts on the District's School Facilities.

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual covenants, conditions and restrictions set forth herein, and for good and valuable consideration the receipt of which is hereby acknowledged, the Parties agree as follows:

AGREEMENT

1. Amended Agreement to Supersede and Replace the Original Agreement. The Parties agree that this Amended Agreement amends and restates the Original Agreement in its entirety. Accordingly, as of the Effective Date, the Original Agreement shall be deemed superseded and replaced in full by this Amended Agreement.

2. Term. This Amended Agreement shall continue in full force and effect from and after the Effective Date until the date the Project has been fully developed, as evidenced by the issuance of the permit for construction of the final residential unit within the Project, and all of the Project's obligations in connection therewith are satisfied. Upon termination of this Agreement, the District shall record a notice of such termination. The termination of this Agreement shall not affect the terms or provisions for the CFD No. 1 levy and payment of special taxes then in effect as of the date of such termination.

3. Developer Fees. All construction undertaken within the boundaries of the Project shall be subject to the payment to the District of school developer fees ("***Developer Fees***") calculated per square foot of assessable space (as defined under Government Code section 65995(b)(1)), in order to partially mitigate the Project's impacts on the District's School Facilities. For each unit, such Developer Fees shall be payable prior to the issuance of a building permit and in an amount equal to the then applicable maximum Level I statutory residential fee (for Market Rate Units) or Level I commercial-industrial fee (for Age-Restricted Units) as established by the State Allocation Board pursuant to Government Code section 65995(b)(3).

a. Application of Developer Fees to Residential Units Currently Planned Within the Project. As referenced above, the Parties anticipate the construction of 220 Market Rate Units and 635 Age-Restricted Units within the Project. The Parties acknowledge that revenue in the form of Level I Developer Fees imposed on such combination of housing units within the Project will be sufficient, when combined with other revenue sources, to fund the cost of School Facilities necessary to serve the Project. The Parties acknowledge that in the event such combination of units change, and results in an increase in the number of Market Rate Units above ten percent (10%) of the currently approved 220 Market Rate Units (242 units or above), such change will require an amendment to the mitigation to be provided by Developer hereunder as to such additional units.

b. Impact of Additional Market Rate Units; Requirement for Subsequent Agreement. The Parties recognize that in the event Encore Liberty seeks to develop more than 242 Market Rate Units, such increase will result in a corresponding increase in the number of students from the Project and an increase in the cost of School Facilities. If after the Effective

Date of this Amended Agreement, Encore Liberty seeks to develop more than 242 Market Rate Units within the Project, Encore Liberty shall first meet with the District and formulate a mutually acceptable amendment to this Amended Agreement (“*Second Amended Agreement*”) to accommodate the increase in the cost of School Facilities relating to such increase in the number of Market Rate Units. If City approval is deemed necessary, such Second Amended Agreement shall be finalized and fully executed by the Parties prior to Encore Liberty filing its application to the City for approval of any such additional Market Rate Units for the Project. If no such City approval is deemed necessary, then such Second Amended Agreement shall be finalized and fully executed by the Parties prior to issuance of any building permit for any Market Rate Unit beyond the 242 units referenced above.

4. Community Facilities District No. 1; Special Tax; Bonds. The Parties acknowledge that CFD No. 1 has been fully formed by the District in compliance with the Act, is authorized to impose special taxes on developed property within its boundaries (including the property within the Project), and to issue special tax bonds consistent with the provisions of the formation documents for CFD No. 1 and the Act. At the time of formation and approval of CFD No. 1, a special tax formula (“*Special Tax*”) was formulated and approved as a method to calculate the nature and amount of special taxes to be imposed annually on the property within CFD No. 1. The Parties hereby confirm their understanding of the Special Tax, along with their mutual recognition that the property within the Project shall be subject to the Special Tax consistent with the requirements of the Special Tax along with the terms and conditions of CFD No. 1 and of the Act.

a. Extension of Term of Community Facilities District. In acknowledgment of the changed circumstances and delay to the Project since the execution of the Original Agreement, the District and Encore Liberty hereby agree to extend the term of CFD No. 1 as applied to the property within the Project from 2055-2056, currently, to 2075-2076. Encore Liberty, as the sole landowner voter within the Project and within CFD No. 1, shall coordinate in conjunction with the District, and execute as necessary such election related documents as will cause the operational and authorized special tax term of CFD No. 1 to be extended. The District agrees to use good faith and diligent efforts to complete, by no later than ninety (90) days following the Effective Date of this Amended Agreement, the process to amend the term of the authorized special tax for CFD No. 1. Unless this process is delayed due to any failure to perform by Encore Liberty, any failure by the District to complete this process by said date shall not require Encore Liberty to delay its development of the Project, in which case any residential units thereafter completed and transferred to a member of the home buying public by Encore Liberty prior to completion of such amendment process may be excluded from such amendment.

5. Planning, Design and Construction Oversight of School Facilities. The District shall henceforth assume and undertake full and complete responsibility for all aspects of planning, design, construction oversight, modernization and equipping the School Facilities to be funded by Encore Liberty under this Amended Agreement. The District in its sole discretion, shall determine a timetable for planning, designing, constructing, completing and opening the School Facilities.

6. Brann Ranch and McGraugh; Additional Mitigation. In addition to the Encore Liberty Project, should Encore Liberty acquire an interest in the adjacent Brann Ranch and/or McGraugh properties (the "Other Encore Liberty Properties"), Encore Liberty shall be required to meet with the District and formulate a mutually acceptable mitigation agreement or amendment to this Amended Agreement, as may be amended hereunder, to fully mitigate the additional impact on the District's School Facilities caused by the then planned development of such Other Encore Liberty Properties. Any such required agreement or amendment shall be finalized and fully executed by the Parties prior to the issuance of any building permits for development of the Other Encore Liberty Properties.

7. District to Pursue State Funding. The District shall use its best efforts and shall diligently pursue an application with the California State Allocation Board ("**SAB**") and California Office of Public School Construction ("**OPSC**") for State funds ("**State Funding**"), pursuant to the California Education Code's State School Facilities Program for funds for the School Facilities. A school funding consultant, selected at the discretion of the District and supervised by the District, may be hired to assist the District in pursuing State Funding; Encore Liberty agrees to reimburse the cost to the District to retain any such school funding consultant, up to, but not in excess of \$25,000. In consideration of this support from Encore Liberty, District agrees, upon request of Encore Liberty, to support Encore Liberty's development of the Project consistent with the provisions hereof or as modified in accordance with Section 3(b) above, as fully mitigating its impacts on the need for School Facilities in any meetings with or hearings before the City and/or any other public entity or jurisdiction governing such development of the Project.

8. Exclusive Mitigation. The Parties acknowledge that Encore Liberty's performance of this Amended Agreement shall constitute full and complete satisfaction of any and all obligations to mitigate any and all school facility impacts on the District attributable to its Project.

9. Default and Cure. If any party materially defaults in the performance of its obligations under this Agreement, and fails to cure such default within ten (10) business days following receipt of written notice of default from the non-defaulting party, the non-defaulting party shall have the following cumulative rights and remedies:

a. to specifically enforce the defaulting party's obligations under this Amended Agreement, and

b. to exercise any and all rights and remedies the non-defaulting party may have under the law by reason of such default, to the extent that such rights and remedies are not inconsistent with the non-defaulting party's right to specifically enforce this Amended Agreement.

10. Dispute Resolution.

a. Claims or Disputes. Claims or disputes between the District and Encore Liberty arising from or relating to this Amended Agreement (including, without limitation,

demands for monetary compensation or time extensions or failure to reach agreement on any Second Amended Agreement required by Section 3.b above) shall be handled in accordance with this Section 9. Promptly after identification of a claim or dispute, authorized representatives of the parties involved shall meet face-to-face to review and consider the claim (“**Settlement Meeting**”). The Settlement Meeting shall occur at the earliest practicable date and shall be for the express purposes of: (1) exchanging and reviewing all pertinent documents and information relating to the matters and issues in dispute; (2) freely and candidly discussing each party's position; and (3) reaching agreement upon a reasonable, compromise resolution of the claim or dispute.

b. Mediation. If any claim or dispute remains unresolved after the Settlement Meeting, the parties shall promptly submit the matter to mediation by an experienced, mutually acceptable mediator. If the parties are unable to agree upon a mediator, they shall meet and confer to establish a mutually acceptable process for the selection of a mediator and coordinate the mediation. Unless the parties both agree upon a longer period of time, the mediation shall be held no later than thirty (30) days after the Settlement Meeting. No later than ten (10) days prior to mediation, the parties shall exchange in a cooperative and forthright manner all documents, data and information relating to the claim or dispute, excepting only those items protected by the attorney/client or other applicable privilege. The parties shall share equally the mediator's fee for the mediation. All offers, promises, conduct and statements, whether oral or written, made in the course of the mediation by any of the parties, their agents, employees, experts and attorneys, are confidential, privileged and inadmissible for any purpose, including impeachment, in any litigation or other proceeding involving the parties, provided that evidence that is otherwise admissible or discoverable shall not be rendered inadmissible or non-discoverable as a result of its use in the mediation.

11. Recordation. The Parties agree that the District, on or after the Effective Date, may record this Amended Agreement in the real property records of the Solano County Recorder. The recordation of this Amended Agreement shall give notice that the Project is subject to this Amended Agreement.

12. Disclosure; Notice. The Parties recognize that Encore Liberty may sell or transfer portions of the Project to one or more development entities or other parties (“**Transferees**”). Encore Liberty shall provide written disclosures to any such Transferees prior to sale or transfer, including a complete copy of the terms, conditions and commitments contained in this Amended Agreement and any subsequent school mitigation agreements or amendments among the Parties that amend, modify or otherwise materially affect this Amended Agreement. At the time of delivery of any such written disclosure to any Transferees and prior to sale or transfer, Encore Liberty shall provide to the District a copy of such written disclosure identifying the Transferee and committing the Transferee to assume the terms and conditions of this Amended Agreement or in any subsequent agreement or amendment applicable to the portion(s) of the Project being transferred to such Transferee. Encore Liberty shall include as a condition to sale or transfer to any such Transferee a requirement that the Transferee comply with and assume all terms and conditions of this Amended Agreement as to such portion of the Project being acquired thereby.

13. Transfer Rights. Nothing in this Amended Agreement shall in any way limit the ability of Encore Liberty to transfer, sell, assign, encumber or in any way convey (collectively a “*Transfer*”) any interest in the Project without the consent of District, provided that Encore Liberty provides written notice of such Transfer in the manner required for notices under this Amended Agreement and the Transferee assumes the obligations of Encore Liberty under this Amended Agreement in writing. In such event, District shall look solely to the Transferee for performance of Encore Liberty’s transferred obligations hereunder. Provided, however, a transfer to an encumbrancer to secure repayment of a loan, mortgage or other such financial instrument shall not require the lender or other such transferee to assume the obligations of Encore Liberty under this Amended Agreement, so long as this Amended Agreement is superior in recordation priority to such encumbrance and will survive any foreclosure thereof and remain binding on the future development of the Project.

14. Home Buyers. Other than the provisions of this Amended Agreement that are applicable to the amendment and operation of CFD No. 1, this Amended Agreement shall not apply to any agreement between Encore Liberty and a member of the home-buying public pursuant to which such home buyer has agreed to purchase a single lot upon completion of construction of a dwelling unit on such lot, or any subsequent sale of such lot after such home buyer acquires the completed home, nor shall Encore Liberty be required to provide such prospective home buyers any notices or disclosures otherwise required under this Amended Agreement other than those notices or disclosures independently required by State law. This Amended Agreement shall automatically terminate on a lot-by-lot basis upon the conveyance of that lot to a member of the home-buying public following completion of construction of a dwelling unit on such lot.

15. Cancellation of Agreement. Upon the recordation of a deed or quitclaim conveying Encore Liberty’s interest in a lot with a completed dwelling to a member of the home-buying public, this Amended Agreement, other than its provisions applicable to the amendment and operation of CFD No. 1, shall no longer apply to the portion of the Project described in such deed or quitclaim (the “*Released Property*”). Upon such recordation, with respect to the Released Property, this Amended Agreement shall be terminated and of no further force or effect and shall not be a matter of record. The District and Encore Liberty hereby authorize and direct that any and all policies of title insurance with respect to the Released Property (other than referenced to CFD No. 1) shall not include or describe the Amended Agreement in matters affecting the condition of title to the Released Property, or applicable portion(s) thereof, following the recordation of the grant deed(s) or the quitclaims deed(s) described above.

16. Incorporation of Recitals. Recitals A through H as set forth above, are hereby incorporated herein by this reference.

17. Entire Agreement. This Amended Agreement supersedes and replaces the Original Agreement and contains and embodies the entire agreement of the Parties with regard to the obligations under this Amended Agreement, and no representations, inducements, or other agreements, oral or otherwise, not embodied herein, exist nor shall they be of any force or effect.

18. Successors and Assigns. This Amended Agreement is binding upon and shall inure to the benefit of the Parties, their respective agents, employees, representatives, shareholders, officers, directors, partners, divisions, corporations, subsidiaries, parents, affiliates, assigns, heirs, predecessors, and successors, past, present and future, and all of their insurers, guarantors, sureties and reinsurers.

19. Construction. The Parties to this Amended Agreement shall each be deemed to have drafted this Amended Agreement, such that no ambiguity in this Amended Agreement, if any, shall be construed against any Party.

20. Time is of the Essence. Time is of the essence in the performance of each Party's respective obligations under this Amended Agreement.

21. Further Assurances. The Parties agree to execute all such other documents and perform such other acts as are necessary to give effect to the intent and purposes of this Amended Agreement.

22. California Law. This Amended Agreement is entered into and shall be subject to the laws of the State of California.

23. Counterparts. This Amended Agreement may be signed in counterparts, all of which taken together shall be construed as one original. Telefaxed or electronically mailed signatures shall constitute original signatures for all purposes.

24. Notices. Any notice from a Party required or permitted by this Amended Agreement to be given or served on the other Party must be in writing and may be delivered by: (a) personal delivery (hand delivery or professional messenger service, signature on delivery receipt requested); (b) registered or certified mail (postage prepaid, return receipt requested); (c) private delivery or courier service, e.g., UPS, FedEx, Overnite Express (delivery charges prepaid and signature on delivery receipt requested); or (d) facsimile transmission (transmission confirmation retained in sender's records and the original sent via first class U.S. Mail within 24 hours of transmission). Any notice pursuant to this Amended Agreement shall be deemed given or served only upon actual receipt by the addressee. This Section shall not be construed to apply to day to day communications between the Parties that are necessary or convenient for implementation of this Amended Agreement. Any Party named below in this paragraph may change its name, person to whom the notice should be addressed, address or other information, by giving notice as provided in this paragraph. As applicable, notices should be addressed as follows:

To District:	River Delta Unified School District 445 Montezuma Street, Rio Vista, CA 94571 Telephone: (707) 374-1700 Facsimile: (707) 374-2995 Email: dbeno@riverdelta.k12.ca.us Attention: Don Beno, Superintendent
With a copy to:	Parker & Covert LLP 2520 Venture Oaks Way, Suite 190 Sacramento, CA 95833 Telephone: (916) 245-8677 Facsimile: (916) 333-1115 Email: acovert@parkercovert.com Attention: Addison Covert
To Encore Liberty:	Encore Liberty LLC One Letterman Dr., Bldg. C, Suite 3800 San Francisco, CA 94129 Telephone: (925) 819-1346 Facsimile: N/A Email: Anthony.craig@encorefunds.com Attention: Anthony Craig
With copies to:	Hefner, Stark & Marois, LLP 2150 River Plaza Drive, Suite 450 Sacramento, CA 95833 Telephone: (916) 925-6620 Facsimile: (916) 925-1127 Email: ttaron@hsmlaw.com Attention: Tim Taron

25. Authority to Execute. Each Party hereto represents and warrants that it is represented by legal counsel and that it is authorized to sign this Amended Agreement and bind the respective Party hereby and that all acts necessary to confer such authority have been duly properly and legally taken.

26. Additional Representations and Warranties of Encore Liberty. Encore Liberty has all requisite power and authority to enter into and perform this Amended Agreement and to consummate the transactions described herein. The execution, delivery, consummation and performance of this Amended Agreement has been duly authorized and approved by all necessary actions of Encore Liberty, as well as any entity represented by it and any entity that may claim by or through Encore Liberty. This Amended Agreement is a valid and binding obligation of Encore Liberty, on its own behalf, and on behalf of its Board of Directors, owners, shareholders, officers, directors, members and anyone who may claim by or through Encore Liberty, and is enforceable in accordance with its terms.

Neither the negotiation, execution and delivery of this Amended Agreement, nor the consummation of the transactions described herein, will conflict with, or result in any breach or

violation of any provision of the formative, organizational or governance agreements between or among Encore Liberty, its affiliates, partners or any entity or individual that may claim by or through Encore Liberty and Encore Liberty agrees to indemnify and hold the District harmless from any claims by any partner, affiliate or subsidiary in that regard.

27. Additional Representations and Warranties of the District. District has all requisite power and authority to enter into and perform this Amended Agreement and to consummate the transactions described herein. The execution, delivery, consummation and performance of this Amended Agreement has been duly authorized and approved by all necessary actions of District. This Amended Agreement is a valid and binding obligation of District, on its own behalf, and is enforceable in accordance with its terms.

DISTRICT:

**RIVER DELTA UNIFIED SCHOOL DISTRICT,
a public school district organized and existing
under the laws of the State of California**

By: _____

Title: _____

ENCORE LIBERTY:

**ENCORE LIBERTY LLC,
A Delaware limited liability company**

By: Anthony Avila

Title: Anthony Avila, Managing Member

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
)
COUNTY OF SAN FRANCISCO)

On 09/06/2017, before me, OULD SAPPRASERT O'BRIEN,
Notary Public, personally appeared ANTHONY AVILA, who proved to me on
the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the
within instrument and acknowledged to me that he/she/they executed the same in his/her/their
authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s),
or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the
foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature *OULD SAPPRASERT O'BRIEN*

(seal)



Legal Description

The land described herein is situated in the State of California, County of Solano, City of Rio Vista, described as follows:

TRACT I:

Lots 1-278, inclusive, Parcels A through G, inclusive, Parcels L through Q, inclusive, Parcels S through Z, inclusive and Parcel AA, as shown on that certain Map entitled "Liberty, Phase 1", filed on December 15, 2006 in Book 84 of Maps, at Page 10, Solano County Records.

TRACT II:

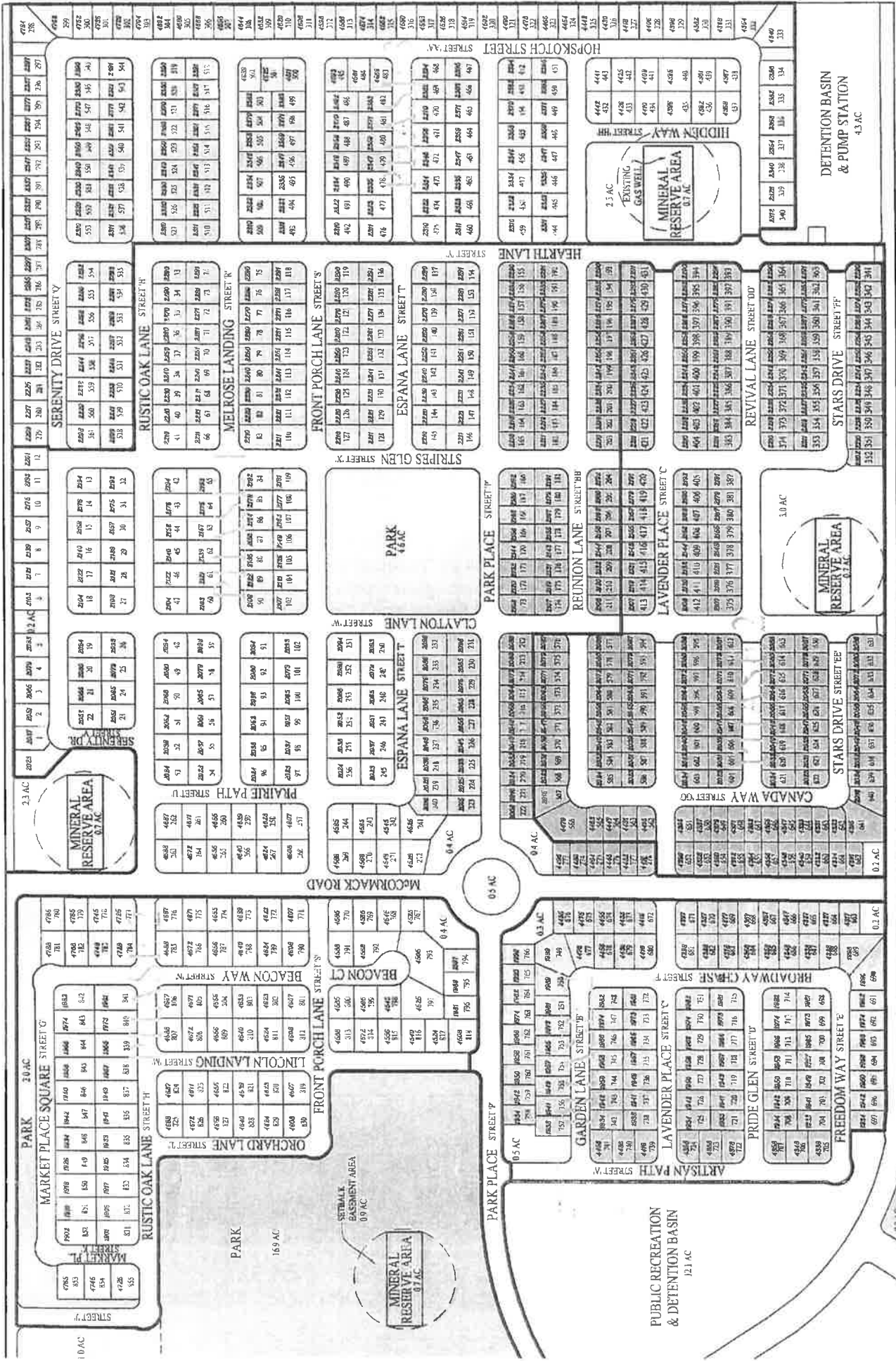
Lots 341 through 431, inclusive, Lots 562 through 855, inclusive, Parcels H1, I1, J1, J2, J3, K1 and K2 as shown on that certain Map entitled "Liberty, Phase 2", filed on December 15, 2006 in Book 84 of Maps, at Page 39, Solano County Records.

Excepting from TRACTS I and II above:

All subsurface oil, gas, and other mineral rights (collectively "minerals") below a depth of five hundred (500) feet under the property, and Grantor reserves ingress and egress rights on Grantee's roads and the right to access, drill upon, extract from and take away minerals from the well sites described as Mineral Reserve Parcels G, H, L, Q, R and T on that certain Vesting Tentative Map for Gibbs Ranch, as approved by the Rio Vista Planning Commission pursuant to Planning Commission Resolution No. 91-13, in the locations set forth on Exhibit "B" hereto, along with any additional rights as Grantee, during the time Grantee owns the property, may subsequently grant Grantor or her successors in interest (collectively the "Well Sites"), together with the right to inject or store air, water, gas or other substances and to conduct slant-drilling operations (collectively "Production"), without Grantee's consent, below five hundred feet (500') beneath the surface of the property provided, that all such operations are in compliance with all applicable laws, ordinances, rules or regulations, and Grantor may produce oil, gas and other hydrocarbon substances from the same by slant-drilled wells or any other drilling technique, no parts of which are located on the surface of, or within five hundred feet (500') beneath the surface of, that portions of the property other than the Well Sites, as reserved in the Deed to Shea Homes Limited Partnership, recorded August 4, 2004, as Instrument No. 2004-00107847, Official Records.

APN:

0176-360-010 through 0176-360-050
0176-371-010 through 0176-374-180
0176-381-010 through 0176-385-120
0176-391-010 through 0176-399-060
0176-400-010 through 0176-408-030
0176-411-010 through 0176-417-150
0176-420-010 through 0176-428-100
0176-431-010 through 0176-436-060
0176-441-010 through 0176-443-060
0176-451-010 through 0176-455-170
0176-460-010 through 0176-460-080



LIBERTY ISLAND ROAD

DETENTION BASIN
& PUMP STATION
4.3 AC

MINERAL RESERVE AREA
0.7 AC

MINERAL RESERVE AREA
0.4 AC

MINERAL RESERVE AREA
0.5 AC

MINERAL RESERVE AREA
0.2 AC

PUBLIC RECREATION
& DETENTION BASIN
12.1 AC

SETBACK BENCHMARK
0.9 AC

MINERAL RESERVE AREA
0.7 AC

PARK
16.9 AC

MINERAL RESERVE AREA
0.7 AC

MINERAL RESERVE AREA
0.7 AC

MINERAL RESERVE AREA
0.7 AC

MINERAL RESERVE AREA
0.7 AC

MINERAL RESERVE AREA
0.7 AC

MINERAL RESERVE AREA
0.7 AC

0.1 AC

0.2 AC

0.3 AC

0.4 AC

0.5 AC

0.6 AC

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

445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date: 9/12/17

Attachments: X

From: Don Beno, Superintendent

Item Number: 19

SUBJECT

Request to approve the job description entitled "RDUSD
State Preschool Site Supervisor/Lead Teacher.

Action: X

Consent Action: _____

Information Only: _____

Background:

The district has applied for and received a grant to run a State Preschool at Isleton Elementary School. This pre-school will replace the First Five Preschool that has been held at Isleton. This position is a supervisory position and the proposed job description is standard for this type of position in other State Preschools throughout the state. Since it is a supervisory position, it does not require CSEA approval. If approved, the position will be effective starting September 5, 2017.

Status: Attached is the proposed job description

Presenter: Don Beno

Other People Who Might Be Present: Staff

Cost &/or Funding Sources

Recommendation:

That the Board approve the new job description as submitted.

Time: 5 mins.

River Delta Unified School District

RDUSD State Preschool Site Supervisor/lead teacher

The River Delta Unified District California State Preschool Program offers students a safe, positive, and nurturing transition from home to preschool learning environment. Under the direction of the Director of State Preschool, the Site Supervisor/Lead Teacher fulfills the duties and responsibilities as defined by Title 22 and Title 5 of the California Code of Regulations, California Department of Education, Child Development Division, district policies, and upholds the California State Preschool Full Day/Full Year Program. The RDUSD State Preschool Site Supervisor is responsible for supporting the education, supervision and management of children between the ages of three and five years of age who are attending the State Preschool Program. The program operates 244 days a year with full school day session of up to 24 students in the class. The Site Supervisor is responsible for the overall implementation and operation of the preschool program under the direction of the Director of State Preschool. The person selected for this position must have a professional background in the field of early childhood education and development.

DUTIES & RESPONSIBILITIES:

1. Assists with promoting the preschool program in the community and the enrollment process.
2. Makes regular classroom observations for the purpose of strengthening the early childhood education provided the children and assuring developmentally appropriate practices.
3. Supports the implementation of the program in accordance with the policies and philosophy of the district.
4. Ensures and maintains a safe, orderly and appropriate learning environment outdoor and indoors in accordance with Community Care Licensing regulations, Cal OSHA guidelines (SB 198), and ECERS.
5. Assists teaching staff on planning and preparing lesson plans focusing on and addressing the domains aligned by California State Preschool Learning Foundations.
6. Provide site supervision to assigned preschool site and staff.
7. Ensures all children are well supervised at all times and ensures the health and safety of the staff.
8. Follows universal health precautions and implement the district/school/center's emergency plan.
9. Implements a program that meets the needs of individual children specifically developing activities that focus on children's interests, special needs and levels of development.
10. Treats children, parents, and staff with dignity and respect.
11. Ensures staff is following the mandate to report suspected child abuse.
12. Assists staff in identifying special needs of children and/or families and make referrals to relevant community resources.
13. Participates in recommended training programs, conferences, courses and other aspects of professional growth.
14. Plans and implements methods to establish a positive relationship with parents and school site staff.
15. Keeps accurate attendance records, anecdotal progress reports and portfolio support documentation on individual children.
16. Performs other related duties as assigned by the immediate supervisor.

17. Acts as a liaison with sites administrative team.
18. Assists preschool teachers with academic planning and classroom management.
19. Attends IEP meetings as a general education preschool teacher, training meetings, management meetings, and other meetings as needed.
20. Substitutes as a classroom teacher, as needed.
21. Assists with preparation and presentation of training events, developing action plans, and inventory control.
22. Meets with district administrator and school administration on a regular basis and effectively communicates with the State Licensing Agency personnel, staff and parents.
23. Communicates regularly with parents, assisting them to take an active role in their child's education, growth, and development.
24. Maintains excellent work habits (attendance, punctuality, time management, team work, etc.).
25. Other duties as assigned.

POSITION REQUIREMENTS:

- Bachelor's Degree in Early Childhood Education, Child Development or related field
- Possess Child Development Site Supervisor Permit issued by California Commission on Teaching Credentialing
- Minimum of two years' experience working in an adult supervisory capacity in child care programs required
- Submit and pass physical examination, pass criminal record and negative Tuberculosis (TB) test
- Possession of a valid driver's license issued by State Department of Motor Vehicles and adequate automobile insurance
- Four years' experience as a preschool teacher in an early childhood setting
- Certificate in EMSA Pediatric Cardiac Pulmonary Resuscitation (CPR), Pediatric First Aide/Health and Safety Training certification

EXPERIENCE/TRAINING PREFERRED:

- Ability to work successfully with economically disadvantaged bilingual and minority children
- Ability to guide, direct, and interact with parents and experience in developing parent or volunteer training programs
- Experience with preschool age children with special needs and/or disabilities
- Experience with evaluation work methods or results
- Computer skills, knowledge of databases and word processing, graphics programs, data analysis software, website design and marketing
- Must be a U.S. Citizen or legal U.S. residency (INS form 1551)
- Strong teamwork and customer service skills
- Initiative, problem-solving, and time management skills
- Excellent organizational skills

- The ability to work well around children
- Ability to work with diverse ethnic, gender, age, and cultural groups
- Strong and effective communication skills (verbal and written)
- Familiarity with Creative Curriculum, Desired Results Developmental Profiles , Early Childhood Environment Rating Scale (ECERS), RDUSD requirement , California State Preschool Program Full Day (CSPP)

WORKING CONDITIONS:

Environmental conditions:

Office, school and field environment; work closely with others

Physical conditions:

Essential and marginal functions may require maintaining physical condition necessary for sitting and standing for prolonged periods of time

JOB PROFILE:

Annual Contract: 244 days

Classified Salary/Range Schedule: Range 13 confidential/classified management salary schedule

Full Time

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



BOARD AGENDA BRIEFING

Meeting Date: September 12, 2017

Attachments: X

From: Don Beno, Superintendent

Item Number: 20

Action: X

SUBJECT Request to approve the *first reading* of the updated or new Board Policies, Administrative Regulation or Exhibits due to new legislation or mandated language and citation revisions as of July 2017.

Consent Action:
Information Only:

Background:

Changes in legislation and amendments to laws lead to necessary and or mandated changes in District policies, regulations and or Exhibits.

Status:

Attached are Board Policies, Administrative Regulations and Exhibits which have been affected by changes in law effective prior to July 2017 which need to be approved for *first reading*.

These policies, etc., will be submitted for second reading for final approval and adoption at the October 10, 2017 Board meeting.

Presenter Don Beno

Other People Who Might Be Present Jennifer Gaston, Recorder

Cost &/or Funding Sources

Recommendation:

That the Board approve the *first reading* of these policies and regulations resulting from legislation effective prior to July 2017.

Time: 5 mins.

VISION

Note: The following **optional** policy uses the term "vision" as a generic term in a general sense to describe any types of documents (e.g., vision statement, mission statement, etc.) that the Governing Board might adopt to set a direction the overall direction that the Governing Board sets for the district. The vision may include a mission statement and district goals that are aligned with the local control and accountability plan.

The Governing Board believes that a clearly stated purpose and direction for the district provide the foundation for continuous improvement and accountability. In order to provide a clear focus for district programs, activities and operations, the Governing Board shall adopt a long-range vision that sets direction for the district programs and activities that which is focused on student learning and describes what the Board wants its schools to achieve. focuses on the achievement and well-being of all students and reflects the importance of preparing students for the future academically, professionally, and personally. The vision shall recognize the unique role of students, parents/guardians, staff, and community partners in contributing to a high-quality education for all students. This The district's vision may be incorporated in various documents, including the district's into its mission or purpose statement, philosophy or motto, long-term goals, short-term objectives, and/or comprehensive plans such as the local control and accountability plan (LCAP).

(cf. 0100 - Philosophy)

(cf. 0200 - Goals for the School District)

(cf. 0400 - Comprehensive Plans)

(cf. 0460 - Local Control and Accountability Plan)

(cf. 9000 - Role of the Board)

The Superintendent or designee shall recommend an appropriate process, with clearly defined procedures, timelines, and responsibilities, for establishing, and/or reviewing, and updating the district's vision statements. This process shall include a review of relevant district documents and data including, but not limited to, information about student demographics, student achievement, current programs, and emerging educational issues. The process shall incorporate an analysis and identification of district strengths and areas in which growth is needed. Input shall be solicited from which is inclusive of parents/guardians, students, staff, and community members through methods such as surveys, focus groups, advisory committees, and/or public meetings and forums.

(cf. 1220 - Citizen Advisory Committees)

(cf. 2230 - Representative and Deliberative Groups)

(cf. 6020 - Parent Involvement)

The Board shall review the district's vision statements at least every three years or whenever a new Board member or Superintendent joins the district. annually, in conjunction with the

VISION (continued)

update to the LCAP, to ensure consistency among all documents that set direction for the district. Following these reviews, the Board may revise or reaffirm the direction it has established for the district.

The Superintendent or designee shall communicate the district's vision to staff, parents/guardians, and the community **and shall regularly report to the Board regarding district progress toward the vision.**

(cf. 1113 - District and School Web Sites)
(cf. 1100 - Communication with the Public)

Board decisions regarding curriculum, policies, the budget, collective bargaining agreements, and other district operations shall be aligned with the district's vision. In addition, the Superintendent or designee shall ensure that staff's implementation of district programs and activities supports attainment of the district's vision.

The Superintendent or designee shall regularly report to the Board regarding district progress toward the vision.

(cf. 0500 - Accountability)

Legal Reference:

EDUCATION CODE
52060-52077 Local control and accountability plan

Management Resources:

CSBA PUBLICATIONS

The School Board Role in Creating the Conditions for Student Achievement: A Review of the Research, May 2017

Governing to Achieve: A Synthesis of Research on School Governance to Support Student Achievement, August 7, 2014

Defining Governance, Issue 4: Governance Decisions, Governance Brief, June 2014

Defining Governance, Issue 3: Governance Practices, Governance Brief, April 2014

Maximizing School Board Leadership: Vision, 1996

WEB SITES

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

PHILOSOPHY

~~As part of its responsibility~~ **In order** to establish **and support** a guiding vision for the district, the Governing Board shall develop, **articulate**, and regularly review **a an overarching** set of fundamental principles which describes the district's **core** beliefs, values, **and** ~~or~~ tenets. The Board and district staff shall incorporate ~~this philosophy in these principles into~~ all ~~district~~ programs, **and** activities, **and operations of the district**.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 0460 - Local Control and Accountability Plan)

(cf. 9000 - Role of the Board)

Note: **The thought process and collaborative effort required of the Governing Board in articulating district philosophy are crucial to the creation and evolution of philosophy reflective of local ideologies.** Districts are **strongly** encouraged to **engage in thoughtful discussions and to** replace or supplement the philosophical statements below with those that reflect their own locally developed philosophical statements.

It is the philosophy of the district that:

1. All students can learn and succeed.
2. ~~Every student in the district, regardless of gender, special needs, or social, ethnic, language or economic background has a right to a high quality education that challenges the student to achieve to his/her fullest potential.~~ **Every student should have an opportunity to receive a quality education regardless of his/her social, cultural, or economic background.**

(cf. 0410 - Nondiscrimination in District Programs and Activities)

3. **Every student in the district has a right to be free from discrimination, harassment, intimidation, and bullying, as prohibited by law or district policy.**
- ~~3.~~ 4. The future of our nation and community depends on students possessing the skills to be lifelong learners, **collaborative and creative problem solvers**, and effective, contributing members of **a global and technologically advanced** society.
5. **Highly skilled and dedicated teachers and educational support staff have the capacity to guide students toward individual achievement and growth, and have a direct and powerful influence on student learning and life experiences.**
- ~~4.~~ 6. A safe, nurturing environment **and positive school climate are** ~~is~~ necessary for learning, **academic achievement, and student development.**

PHILOSOPHY (continued)

(cf. 5131.2 - Bullying)
(cf. 5137 - Positive School Climate)

5. 7. Parents/guardians have a right and an obligation to ~~participate~~ **be engaged** in their child's ~~schooling~~ **education and to be involved in the intellectual, physical, emotional, and social development and well-being of their child.**

(cf. 6020 - Parent Involvement)

6. 8. The **needs of the whole child must be addressed, as the** ability of children to learn is affected by social, health, and economic conditions and other factors outside the classroom.

7. 9. Early identification of ~~student~~ learning and behavioral difficulties **and timely and appropriate support and intervention** contribute to student success.

8. 10. Students and staff ~~respond positively to~~ **are encouraged and motivated by** high expectations and recognition for their accomplishments.

9. 11. ~~Continuous~~ School improvement is **necessary a dynamic process requiring flexibility and innovation** to meet the needs of students in a changing ~~economy and society world.~~

12. **Professional development for the Board and district staff is essential for the growth and success of the district and its students.**

(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)
(cf. 9240 - Board Training)

~~10.~~ **13.** The diversity of the student ~~population~~ **body** and ~~school~~ staff enriches the learning experience ~~for all students,~~ **promotes cultural awareness and acceptance, and serves as a model for citizenship in a global society.**

~~11.~~ **14.** ~~A highly skilled and dedicated staff has a direct and powerful influence on students' lives and learning.~~ **A common set of norms and protocols is crucial to effective governance.**

~~12.~~ **15.** ~~A high level of~~ **e**Communication, trust, respect, **collaboration,** and teamwork **strengthen the relationship** among Board members and **between the Board and Superintendent, and** contributes to **the** effective **ness of the** ~~decision-making~~ **governance team.**

PHILOSOPHY (continued)

13. 16. The community provides an essential resource to the educational program and district are inextricably connected partners, wherein the community's engagement in issues that impact the schools enhances the district's programs and student learning.

(cf. 1000 - Concepts and Roles)

14. 17. Effective Two-way communication with all stakeholders helps build support for the school is essential for establishing continuity, support, and shared goals both within the district and with the surrounding community.

18. The Board has a responsibility to advocate on behalf all students, keep current on legislative issues affecting education, and build positive relationships with local, state, and federal representatives.

19. A fiscally sound budget which is reflective of the district's vision is imperative to the financial stability of the district and to the attainment of its goals.

15. 20. Accountability Responsibility for the district's programs and operations is shared by the entire educational community, with the ultimate accountability resting with the Board as the basic embodiment of representative government.

Legal Reference:

EDUCATION CODE

51002 Local development of programs based on stated philosophy and goals

51019 Definition of philosophy

51100-51101 Parental involvement

Management Resources:

CSBA PUBLICATIONS

Maximizing School Board Leadership: Vision, 1996

The School Board Role in Creating the Conditions for Student Achievement: A Review of the Research, May 2017

Governing to Achieve: A Synthesis of Research on School Governance to Support Student Achievement, August 7, 2014

Defining Governance, Issue 2: Governing Commitments, Governance Brief, February 2014

WEB SITES

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

National School Climate Center: <http://schoolclimate.org>

Policy
adopted:

RIVER DELTA UNIFIED SCHOOL DISTRICT
Approx. October 10, 2017

Exhibit

Philosophy, Goals, Objectives, and Comprehensive Plans

E 0420.41(a)

CHARTER SCHOOL OVERSIGHT

REQUIREMENTS FOR CHARTER SCHOOLS

Note: Pursuant to Education Code 47610, charter schools are exempt from Education Code provisions governing school districts unless otherwise specified in law. The following Exhibit lists some, but not necessarily all, legal requirements that apply to charter schools and may be used by districts to monitor a charter school's compliance with law. Violation of any law may subject the charter school to revocation pursuant to Education Code 47607; see BP 0420.43 - Charter School Revocation.

Charter schools shall be subject to the terms of their charters, any memorandum of understanding with their chartering authority, and other legal requirements that **are** expressly ~~include~~ **applicable to** charter schools, including, but not limited to, requirements that each charter school:

1. Be nonsectarian in its programs, admission policies, employment practices, and all other operations (Education Code 47605)
2. Not discriminate against any student on the basis of the characteristics listed in Education Code 220 (Education Code 47605)
3. Not charge tuition (Education Code 47605)

Note: Education Code 47605 specifically prohibits a charter school from charging tuition, but does not mention fees or other charges. As clarified in the California Department of Education's (CDE) advisory Pupil Fees, Deposits, and Other Charges, because charter schools are subject to the California Constitution, the free school guarantee of the California Constitution, Article ~~IX~~ **9**, Section 5, applies to charter schools. Charter schools may only charge fees **which are explicitly** authorized by law ~~that have been made explicitly applicable to for~~ charter schools. For example, charter schools may charge fees for meals and field trips pursuant to Education Code 35330, 38082, and 38084 because those provisions apply to charter schools, but charter schools may not necessarily charge other fees authorized by law for school districts. In addition, Education Code 49011 prohibits all public schools from requiring services or donations as a condition of enrollment or continued enrollment.

4. Not charge student fees for any activity that is an integral component of the educational program, except as authorized by those Education Code provisions that explicitly apply to charter schools
5. Adhere to all laws establishing the minimum age for public school attendance (Education Code 47610)
6. Serve students who are California residents and who, if over 19 years of age, are continuously enrolled in a public school and making "satisfactory progress" toward a high school diploma as defined in 5 CCR 11965 (Education Code 47612)

CHARTER SCHOOL OVERSIGHT (continued)

Note: Education Code 56145 requires charter schools to serve students with disabilities in the same manner as other public schools. Pursuant to Education Code 47646, districts must ensure that each charter school that is deemed to be a public school of the district, and is not its own local educational agency (LEA) for special education purposes, receives an equitable share of state and federal special education funding and/or any necessary special education services provided by the district on behalf of disabled for students with disabilities who are enrolled in the charter school.

If a charter school is operating as a public school of the district for purposes of providing special education, the district retains responsibility and must determine how best to ensure that all special education students with disabilities receive a free appropriate public education (FAPE). However, as indicated in the California Office of Administrative Hearings has ruled, ruling in Student v. Horizon Instructional Systems Charter School, that a charter school operating as its own local educational agency-LEA for purposes of special education, including a charter school offering an independent study program, is the entity solely responsible for providing special education students with FAPE.

7. Serve students with disabilities in the same manner as such students are served in other public schools (Education Code 47646, 56145)
8. Admit all students who wish to attend the school, according to the following criteria and procedures:
 - a. Admission to the charter school shall not be determined according to the student's place of residence, or that of his/her parents/guardians, within the state, except that any existing public school converting partially or entirely to a charter school shall adopt and maintain a policy giving admission preference to students who reside within the school's former attendance area. (Education Code 47605)

If a charter school will be physically located in a public elementary school attendance area in which 50 percent or more of the student enrollment is eligible for free or reduced-price meals, it may also establish an admissions preference for students who are currently enrolled in the public elementary school and for students who reside in the public school attendance area. (Education Code 47605.3)
 - b. If the number of students who wish to attend the charter school exceeds the school's capacity, attendance, **except for existing students of the charter school**, shall be determined by a public random drawing. **However,** preference shall be extended to students currently attending the charter school and students who reside in the district, except as provided for in Education Code 47614.5. (Education Code 47605)
 - c. Other admissions preferences may be permitted by the chartering district on an individual school basis consistent with law. (Education Code 47605)

CHARTER SCHOOL OVERSIGHT (continued)

9. Immediately enroll a homeless student, except where such enrollment would conflict with Education Code 47605(d) (Education Code 48850; 42 USC 11431-11435)

Note: ~~Education Code 48859, as amended by SB 445 (Ch. 289, Statutes of 2015), requires all charter schools to comply with state law regarding the enrollment and placement of foster youth.~~

10. Comply with the requirements of Education Code 48850-48859 regarding the enrollment and placement of foster youth (Education Code 48853.5, 48859)
11. If the school offers a kindergarten program: (Education Code 48000)
- a. Offer a transitional kindergarten (TK) program to students whose fifth birthday is from September 2 through December 2

Note: Pursuant to Education Code 48000, charter schools must ensure that credentialed teachers who are first assigned to a TK class after July 1, 2015 possess certain qualifications by August 1, 2020. These requirements include at least 24 units in early childhood education and/or child development, comparable experience in a preschool setting, and/or a child development teacher permit issued by the Commission on Teacher Credentialing (CTC).

- b. Ensure that any credentialed teacher first assigned to teach a TK class after July 1, 2015 meets the qualifications specified in Education Code 48000 by August 1, 2020

Note: The Every Student Succeeds Act (P.L. 114-95) repealed 20 USC 6319 to eliminate the requirement that teachers who teach core academic subjects meet requirements for "highly qualified" teachers, as defined. Guidance from the U.S. Department of Education (USDOE), Transitioning to the Every Student Succeeds Act (ESSA): Frequently Asked Questions, clarifies that local educational agencies, including charter schools, will not be required to comply with "highly qualified" teacher requirements beginning in the 2016-17 school year. Thus, hiring practices should be based solely upon state licensure requirements.

12. Require its teachers to hold a certificate, permit, or other document issued by the Commission on Teacher Credentialing (CTC) equivalent to that which a teacher in other public schools would be required to hold (Education Code 47605)
13. Provide annual training on child abuse and neglect reporting requirements to employees and persons working on ~~their~~ **the school's** behalf who are mandated reporters, within the first six weeks of each school year or within six weeks of employment (Education Code 44691)

Note: Education Code 44830.1 and 45122.1 prohibit charter schools from hiring any person who has been convicted of a violent or serious felony as defined in Penal Code 667.5 and 1192.7, unless that person has received a certificate of rehabilitation and a pardon. Schools also may not retain in employment any temporary, substitute, or probationary employee who has been convicted of a violent or serious felony. See AR 4112.5/4212.5/4312.5 - Criminal Record Check. **Education Code 45125.1 requires a criminal**

CHARTER SCHOOL OVERSIGHT (continued)

background check for certain employees of an entity contracting with a charter school. See AR 3515.6 - Criminal Background Checks for Contractors.

14. Not hire any person, **in either a certificated or classified position,** who has been convicted of a violent or serious felony except as otherwise provided by law, **and, if the school contracts with an entity for specified services, verify that any employee of that entity who will have contact with students has had a criminal background check** (Education Code 44830.1, 45122.1, **45125.1**)

Note: Education Code 44030.5 requires charter schools to report to the CTC any change in employment status due to an allegation of misconduct. See AR 4117.7/4317.7 - Employment Status Reports for further information about these reports.

15. Report to the CTC any change in a certificated employee's employment status (dismissal, nonreelection, resignation, suspension, unpaid administrative leave for more than 10 days, retirement, or other decision not to employ or reemploy) as a result of an allegation of misconduct or while an allegation of misconduct is pending (Education Code 44030.5)
16. Meet the requirements of Education Code 47611 regarding the State Teachers' Retirement System (Education Code 47610)
17. Meet the requirements of Government Code 3540-3549.3 related to collective bargaining in public education employment (Education Code 47611.5)

Note: Education Code 215, as added by AB 2246 (Ch. 642, Statutes of 2016), requires charter schools that serve students in grades 7-12 to adopt a policy on student suicide prevention, intervention, and postvention (i.e., intervention conducted after a suicide) with specified components. See BP/AR 5141.52 - Suicide Prevention for further information regarding these requirements. Also see the CDE's Model Youth Suicide Prevention Policy.

- 18. If the school serves students in grades 7-12, adopt a policy on suicide prevention, intervention, and postvention with specified components (Education Code 215)**

Note: ~~Education Code 51224.7, as added by SB 359 (Ch. 508, Statutes of 2015), requires charter schools that serve students in grade 9 to adopt a mathematics placement policy with specified components.~~

- ~~18.~~ **19. If the school serves students in grade 9, adopt a fair, objective, and transparent mathematics placement policy,** with specified components (Education Code 51224.7)

Note: ~~Education Code 47605 requires charter schools to conduct statewide assessments, including, but not limited to, the California High School Exit Examination (Education Code 60850-60859). However, Education Code 60851.5, as added by SB 172 (Ch. 572, Statutes of 2015), suspends the administration of the exit examination through the 2017-18 school year.~~

CHARTER SCHOOL OVERSIGHT (continued)

- 19. 20.** Meet all statewide standards and conduct any statewide assessments applicable to noncharter public schools (Education Code 47605, 47612.5, 60605, 60850-60859)

Note: Education Code 60851.6, as added by SB 172 (Ch. 572, Statutes of 2015), requires charter schools to retroactively grant diplomas to students who met all graduation requirements except for passage of the high school exit examination, as provided in item #20 below.

- 20. 21.** Until July 31, 2018, grant a high school diploma to any student who completed grade 12 in the 2003-04 school year or a subsequent school year and who has met all applicable graduation requirements other than the passage of the high school exit examination (Education Code 60851.6)

Note: Education Code 47612.5 specifies, by grade level, the minimum number of instructional minutes that must be offered each fiscal year. Any charter school that fails to meet the requirement will have its state apportionment reduced in proportion to the percentage of instructional minutes that the school fails to offer. Education Code 47612.5 and 47612.6 provide that neither the State Board of Education nor the Superintendent of Public Instruction may waive the required number of instructional minutes but may waive the fiscal penalties under specified conditions.

- 21. 22.** Offer at least the number of instructional minutes required by law for the grade levels provided by the charter school (Education Code ~~46201.2~~, 47612.5)

Note: Education Code 47612.5 provides that charter schools offering independent study are subject to Education Code 51745-51749.3. Education Code 51745 requires that no course included among the courses required for graduation may be offered solely through independent study. However, pursuant to 5 CCR 11705, a charter school offering grades 9-12 shall be deemed to be an "alternative school" for purposes of independent study and thus, according to the CDE, would comply with this provision because students in such alternative schools are enrolled voluntarily and, if they wished, could attend any other district high school in which the courses were offered via classroom instruction.

- 22. 23.** If the school provides independent study, meet the requirements of Education Code 51745-51749.3, except that the school may be allowed to offer courses required for graduation solely through independent study as an exception to Education Code 51745(e) (Education Code 47612.5, 51747.3; 5 CCR 11705)

- 23. 24.** Identify and report to the Superintendent of Public Instruction (SPI) any portion of its average daily attendance that is generated through nonclassroom-based instruction, including, but not limited to, independent study, home study, work study, and distance and computer-based education (Education Code 47612.5, 47634.2; 5 CCR 11963.2)

- 24. 25.** If the school offers competitive athletics, annually post on the school's web site or on the web site of the charter operator the total enrollment of the school classified by gender, the number of students who participate in competitive athletics classified by

CHARTER SCHOOL OVERSIGHT (continued)

gender, and the number of boys' and girls' teams classified by sport and by competition level (Education Code 221.9)

Note: Education Code 33479.1 and 33479.3, as added by AB 1639 (Ch. 792, Statutes of 2016), require charter schools that elect to conduct athletic activities to provide student athletes and their parents/guardians with information on the nature and warning signs of sudden cardiac arrest. This information is available from the California Interscholastic Federation (CIF) or, if the athletic activity is not governed by the CIF, on the CDE's web site. Additionally, Education Code 33479.5, as added by AB 1639, and CIF bylaws provide for a student's removal from participation in an athletic activity if he/she passes out or faints. See BP/AR 6145.2 - Athletic Competition.

25-26. If the school offers an athletic program, annually provide ~~an~~ information sheets about concussions/~~and~~ head injuries **and sudden cardiac arrest** to athletes and their parents/guardians, which must be signed and returned to the school before the athlete initiates practice or competition. In the event that an athlete is suspected of sustaining a concussion or head injury, **passes out, or faints during or immediately after participation** in an athletic activity, he/she shall be immediately removed from the activity for the remainder of the day and shall not be permitted to return to the activity until he/she is evaluated by a licensed health care provider and receives written clearance to **do so return to the activity**. (Education Code **33479-33479.5**, 49475)

26-27. On a regular basis, consult with parents/guardians and teachers regarding the school's educational programs (Education Code 47605)

Note: Education Code 48907 requires charter schools to establish a written "publications code" related to students' rights to freedom of speech and of the press. These written rules and regulations must include reasonable provisions for the time, place, and manner in which free expression may take place within the charter school's jurisdiction.

27-28. Provide students the right to exercise freedom of speech and of the press including, but not limited to, the use of bulletin boards; the distribution of printed materials or petitions; the wearing of buttons, badges, and other insignia; and the right of expression in official publications (Education Code 48907, 48950)

28-29. Maintain written contemporaneous records that document all student attendance and make these records available for audit and inspection (Education Code 47612.5)

29-30. If a student subject to compulsory full-time education is expelled or leaves the charter school without graduating or completing the school year for any reason, notify the Superintendent of the school district of the student's last known address within 30 days and, upon request, provide that district with a copy of the student's cumulative record, including a transcript of grades or report card, and health information (Education Code 47605)

CHARTER SCHOOL OVERSIGHT (continued)

30. 31. ~~Electronically submit the grade point average of all students in grade 12 to the Student Aid Commission each academic year for use in the Cal Grant program, after notifying the students and their parents/guardians as applicable, by October 15 of each year, of the opportunity to opt out of being deemed a Cal Grant applicant within a specified period of time of at least 30 days (Education Code 69432.9).~~ **If the school serves high school students, submit to the Student Aid Commission, for use in the Cal Grant program, the grade point average (GPA) of all students in grade 12 and verification of high school graduation or its equivalent for students who graduated in the prior academic year. However, such information shall not be submitted when students opt out or are permitted by the rules of the Student Aid Commission to provide test scores in lieu of the GPA. (Education Code 69432.9, 69432.92)**

Note: Education Code 39831.3, as amended by SB 1072 (Ch. 721, Statutes of 2016), requires charter schools to develop a transportation plan that includes procedures to ensure that a student is not left unattended on a bus. See AR 3543 - Transportation Safety and Emergencies for more information regarding transportation safety plans.

In addition, pursuant to Vehicle Code 28160, as added by SB 1072, on or before the beginning of the 2018-19 school year, each school bus, school activity bus, youth bus, and child care motor vehicle, as defined, must be equipped with a "child safety alert system" (i.e., a device located at the interior rear of a vehicle that requires the driver to either manually contact or scan the device before exiting the vehicle).

32. **Develop a transportation safety plan that includes procedures to ensure that a student is not left unattended on a school bus, student activity bus, youth bus, or child care motor vehicle and procedures and standards for designating an adult chaperone, other than the driver, to accompany students on a school activity bus (Education Code 39831.3)**

31. 33. Comply with the California Building Standards Code as adopted and enforced by the local building enforcement agency with jurisdiction over the area in which the charter school is located, unless the charter school facility meets either of the following conditions: (Education Code 47610, 47610.5)

- a. The facility complies with the Field Act pursuant to Education Code 17280-17317 and 17365-17374.
- b. The facility is exclusively owned or controlled by an entity that is not subject to the California Building Standards Code, including, but not limited to, the federal government.

Note: Education Code 222, as added by AB 302 (Ch. 690, Statutes of 2015), requires charter schools to provide reasonable lactation accommodations to students as provided in item #32 below.

CHARTER SCHOOL OVERSIGHT (continued)

32. 34. Provide reasonable accommodations on campus to a lactating student to express breast milk, breastfeed an infant child, or address other needs related to breastfeeding (Education Code 222)

33. 35. Ensure the availability and proper use of emergency epinephrine auto-injectors by: (Education Code 49414)

- a. Providing school nurses or other voluntary, trained personnel with at least one regular and one junior device for elementary schools and, for secondary schools, one regular device if there are no students who require a junior device
- b. Distributing a notice at least once per school year to all staff requesting volunteers and describing the training that volunteers will receive
- c. Providing defense and indemnification to volunteers for any and all civil liability from such administration

Note: Education Code 49414.3, as added by AB 1748 (Ch. 557, Statutes of 2016), authorizes charter schools to make emergency naloxone hydrochloride or another opioid antagonist available to school nurses or trained personnel who have volunteered to provide emergency medical aid to persons suffering, or reasonably believed to be suffering, from an opioid overdose. See BP/AR 5141.21 - Administering Medication And Monitoring Health Conditions.

36. If the school chooses to make an opioid antagonist available to persons suffering, or reasonably believed to be suffering, from an opioid overdose, comply with the requirements of Education Code 49414.3, including, but not limited to, providing training to personnel who volunteer to administer the opioid antagonist

34. 37. Promptly respond to all reasonable inquiries from the district, the county office of education, or the SPI, including, but not limited to, inquiries regarding the school's financial records (Education Code 47604.3)

35. 38. Annually prepare and submit financial reports to the district Governing Board and the County Superintendent of Schools in accordance with the following reporting cycle:

- a. By July 1, a preliminary budget for the current fiscal year. For a charter school in its first year of operation, financial statements submitted with the charter petition pursuant to Education Code 47605(g) will satisfy this requirement. (Education Code 47604.33)
- b. By July 1 each year, an update of the school's goals and the actions to achieve those goals as identified in the charter, developed using the local control and

CHARTER SCHOOL OVERSIGHT (continued)

accountability plan template **adopted by the State Board of Education in 5 CCR 15497.5**. This report shall include a review of the progress toward the goals, an assessment of the effectiveness of the specific actions toward achieving the goals, a description of changes the school will make to the specific actions as a result of the review and assessment, and a listing and description of expenditures for the fiscal year implementing the specific actions. (Education Code 47604.33, 47606.5, **52064 ; 5 CCR 15497.5**)

When conducting this review, the governing body of the school may consider qualitative information including, but not limited to, findings that result from any school quality reviews conducted pursuant to Education Code 52052 or any other reviews. To the extent practicable, data shall be reported in a manner consistent with how information is reported on a school accountability report card. The update shall be developed in consultation with teachers, principals, administrators, other school personnel, parents/guardians and students. (Education Code 47606.5)

- c. By December 15, an interim financial report for the current fiscal year reflecting changes through October 31. (Education Code 47604.33)
- d. By March 15, a second interim financial report for the current fiscal year reflecting changes through January 31. (Education Code 47604.33)
- e. By September 15, a final unaudited report for the full prior year. The report submitted to the Board shall include an annual statement of all the charter school's receipts and expenditures for the preceding fiscal year. (Education Code 42100, 47604.33)
- f. By December 15, a copy of the charter school's annual, independent financial audit report for the preceding fiscal year, unless the charter school's audit is encompassed in the district's audit. The audit report shall also be submitted to the State Controller and the California Department of Education. (Education Code 47605)

Note: Education Code 221.61, as added by SB 1375 (Ch. 655, Statutes of 2016), requires charter schools to post specified information related to the prohibition against discrimination under Title IX (20 USC 1681-1688) on school web sites. Required information includes the name and contact information of the Title IX coordinator for the school, the rights of a student and the public and the responsibilities of the charter school under Title IX, and a description of how to file a complaint under Title IX. See AR 5145.3 - Nondiscrimination/Harassment.

- 39. Post specified information related to the prohibition against discrimination under Title IX of the Education Amendments of 1972 in a prominent and conspicuous location on the school web site or on the web site of the charter operator (Education Code 221.61)**

CHARTER SCHOOL OVERSIGHT (continued)

Note: Pursuant to 5 CCR 4600, direct-funded charter schools are subject to state requirements to adopt uniform complaint procedures for investigating and resolving specified types of complaints in accordance with 5 CCR 4600-4670. See BP/AR 1312.3 - Uniform Complaint Procedures for further information about types of complaints addressed through these procedures, required notifications, timelines, and other requirements.

36. 40. If a direct-funded charter school, adopt and implement uniform complaint procedures to resolve complaints of unlawful discrimination or alleged violation of a state or federal law or regulation governing educational programs, in accordance with 5 CCR 4600-4670 (5 CCR 4600)

37. 41. Annually adopt a school accountability report card (Education Code 47612; California Constitution, Article ~~XVI-16~~, Section 8.5)

Note: Districts should consult with legal counsel regarding the applicability of state law other than the Education Code to charter schools.

In addition, charter schools shall comply with the state and federal constitutions, applicable federal laws, and state laws that apply to governmental agencies in general, such as the Brown Act requirements in Government Code 54950-54963 and the conflict of interest laws in Government Code 1090-1099 and 87100-91014.

CERTIFICATION

Verification of Credentials

Note: The following **optional** section may be revised to reflect district practice. **Pursuant to** Education Code **44330, 44332.5, and 44857**, ~~requires each person employed by the district in a position requiring certification qualifications must to register a valid credential with the county office of education or with the district, (if the district has an average daily attendance over 10,000),~~ not later than 60 days after beginning employment in the district or not later than 60 days after renewing a credential. **A district with over 10,000 average daily attendance (ADA) may provide for the registration of its own certificated employees' credentials. If it does not do so, or if the district has 10,000 ADA or less, certificated employees' credentials must be registered with the county office of education. The following section may be revised to reflect district practice.**

The Commission on Teacher Credentialing (CTC) does not provide credentials in a paper format. **Pursuant to 5 CCR 80001**, ~~provides that~~ the official record of a credential is information obtained from the CTC web site. If an applicant has indicated a county of employment on his/her application, the county office of education will receive a download of credential information for that applicant. For all other certificated staff, the district must obtain verification of its employees' certification through the CTC's online service and may print the displayed information.

The Superintendent or designee shall verify that each employee in a position requiring certification qualifications possesses a valid certification document issued by the Commission on Teacher Credentialing (CTC). Such verification shall occur not later than 60 days after the commencement of employment or the renewal of a credential. (Education Code 44857)

- (cf. 4112.21 - Interns)*
- (cf. 4112.22 - Staff Teaching English Learners)*
- (cf. 4112.23 - Special Education Staff)*
- (cf. 4121 - Temporary/Substitute Personnel)*
- (cf. 5148 - Child Care and Development)*
- (cf. 6178 - Career Technical Education)*
- (cf. 6200 - Adult Education)*

Note: Pursuant to Education Code 44332, 44332.5, and 44332.6, an individual may be employed while his/her application is being processed by the CTC if he/she holds a temporary certificate issued by a district with over 10,000 ADA or the county office of education, indicating that he/she has passed the state assessment of teachers' basic skills and completed a criminal record check. As amended by AB 1918 (Ch. 127, Statutes of 2016), Education Code 44332, 44332.5, and 44332.6 require the district or county office of education, prior to issuing a temporary certificate, to obtain a certificate of clearance (fingerprint clearance) from the CTC to satisfy the criminal record check requirement.

The Superintendent or designee shall verify that any person who is employed by the district while his/her application for certification is being processed by the CTC possesses a temporary certificate based on a demonstration of basic skills and completion of a criminal background check. (Education Code 44332, 44332.5, 44332.6)

CERTIFICATION (continued)

The Superintendent or designee shall maintain records of the appropriate certification of all employees serving in certificated positions.

(cf. 3580 - District Records)

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

Basic Skills Proficiency

Note: Education Code 44830 provides that a district cannot employ an individual in a position requiring certification unless that person has met the basic skills proficiency requirement or is exempted from the requirement by law. Such exemptions are specified in Education Code 44252 and 44830. Unless exempted, persons who have been granted a credential by the CTC have met the basic skills proficiency requirement as a condition of obtaining the credential. According to CTC leaflet CL-667, Basic Skills Requirement, the basic skills proficiency requirement also may be met by passage of the California Basic Educational Skills Test, California Subject Examinations for Teachers: Multiple Subject Plus Writing Skills Examination, California State University Early Assessment Program, California State University Placement Examinations, or a basic skills examination from another state.

The district shall not initially hire a person in a position requiring certification, on a permanent, temporary, or substitute basis, unless that person has demonstrated basic skills proficiency in reading, writing, and mathematics or is specifically exempted from the requirement by law. (Education Code 44252, 44252.6, 44830)

The district may hire a certificated employee who has not taken a test of basic skills proficiency if he/she has not yet been afforded the opportunity to take the test, provided that he/she takes the test at the earliest opportunity. The employee may remain employed by the district pending the receipt of his/her test results. (Education Code 44830)

An out-of-state prepared teacher shall meet the basic skills requirement within one year of being issued a California preliminary credential by the CTC unless he/she has completed a basic skills proficiency test in another state or is otherwise exempted by law. The district shall develop a basic skills proficiency test, which shall be at least equivalent to the district test required for high school graduation, for purposes of assessing out-of-state prepared teachers pending completion of the basic skills requirement. (Education Code 44252, 44274.2; 5 CCR 80071.4, 80413.3)

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6146.2 - Certificate of Proficiency)

(cf. 6162.5 - High School Exit Examination)

Note: Pursuant to Education Code 44252 and 44830, persons holding or applying for a "designated subjects special subjects" credential must be assessed with a district basic skills proficiency test, unless their credential requires possession of a bachelor's degree in which case they are required to meet the state basic skills proficiency requirement. When such persons are employed by a consortium of districts or a joint powers agreement, the test may instead be established by the boards of those entities.

CERTIFICATION (continued)

Any person holding or applying for a "designated subjects special subjects" credential which does not require possession of a bachelor's degree shall pass a district proficiency test in lieu of meeting the state basic skills proficiency requirement. (Education Code 44252, 44830)

The district may charge a fee to cover the costs of developing, administering, and grading the district proficiency test. (Education Code 44252, 44830)

Short-Term Staff Permit

Note: 5 CCR 80021 establishes the short-term staff permit (STSP) to immediately fill teacher vacancies based on unforeseen circumstances. Pursuant to 5 CCR 80021, the CTC will issue the STSP to an individual only once and for no more than one year. The STSP will expire no later than July 1, unless the STSP is for a summer school assignment in which case the STSP will expire no later than September 1.

The district may request that the CTC issue a short-term staff permit (STSP) to a qualified applicant whenever there is a need to immediately fill a classroom based on unforeseen circumstances, including, but not limited to: (5 CCR 80021)

1. Enrollment adjustments requiring the addition of another teacher
2. Inability of the teacher of record to finish the school year due to approved leave or illness
3. The applicant's need for additional time to complete preservice requirements for enrollment into an approved intern program
4. Inability of the applicant to enroll in an approved intern program due to timelines or lack of space in the program
5. Unavailability of a third-year extension of an intern program or the applicant's withdrawal from an intern program

The Superintendent or designee shall ensure that the applicant possesses a bachelor's or higher degree from a regionally accredited college or university, has met the basic skills proficiency requirement unless exempted by state law or regulations, and has satisfied the coursework/experience requirements specified in 5 CCR 80021 for the multiple subject, single subject, or education specialist STSP as appropriate. (5 CCR 80021)

When requesting issuance of an STSP, the Superintendent or designee shall submit to the CTC: (5 CCR 80021)

1. Verification that the district has conducted a local recruitment for the permit being requested

CERTIFICATION (continued)

2. Verification that the district has provided the permit holder with orientation to the curriculum and to instruction and classroom management techniques and has assigned a mentor teacher for the term of the permit

(cf. 4131 - Staff Development)

(cf. 4131.1 - Teacher Support and Guidance)

3. Written justification for the permit signed by the Superintendent or designee

Note: 5 CCR 80021 provides that a holder of the STSP is authorized to provide the same service as a holder of the preliminary or clear credential of the same type (i.e., multiple subject, single subject, education specialist). 5 CCR 80021 provides that all STSPs will also include an English learner authorization allowing the holder to provide services in English language development (ELD) or specially designed academic instruction in English (SDAIE); see AR 4112.22 - Staff Teaching English Learners. Upon request by the district and verification of the applicant's target-language proficiency, the STSP may instead include a bilingual authorization allowing the holder to provide instruction for primary language development or content instruction delivered in the primary language, in addition to ELD and SDAIE.

The holder of an STSP may be assigned to provide the same service as a holder of a multiple subject, single subject, or education specialist credential in accordance with the authorizations specified on the permit. (5 CCR 80021)

Provisional Internship Permit

Note: 5 CCR 80021.1 establishes the provisional internship permit (PIP) to staff classrooms when appropriately credentialed teachers cannot be found after a diligent search. ~~As amended by Register 2013, No. 28,~~ 5 CCR 80021.1 provides that the PIP will be issued for one calendar year and may not be renewed.

Before requesting that the CTC issue a provisional internship permit (PIP), the district shall conduct a diligent search for a suitable credentialed teacher or intern, including, but not be limited to, distributing job announcements, contacting college and university placement centers, and advertising in print or electronic media. (5 CCR 80021.1)

(cf. 4111/4211/4311 - Recruitment and Selection)

Whenever a suitable credentialed teacher cannot be found after a diligent search, the Superintendent or designee may request that the CTC issue a PIP to an applicant who possesses a bachelor's or higher degree from a regionally accredited college or university, has met the basic skills proficiency requirement unless exempted by state law or regulations, and has satisfied the coursework/experience requirements specified in 5 CCR 80021.1 for the multiple subject, single subject, or education specialist PIP as appropriate. (5 CCR 80021.1)

When submitting the request for a PIP, the district shall provide verification of all of the following: (5 CCR 80021.1, 80026.5)

CERTIFICATION (continued)

1. A diligent search has been conducted for a suitable credentialed teacher or suitable qualified intern as evidenced by documentation of the search.
2. Orientation, guidance, and assistance shall be provided to the permit holder as specified in 5 CCR 80026.5.

The orientation shall include, but not be limited to, an overview of the curriculum the permit holder is expected to teach and effective instruction and classroom management techniques at the permit holder's assigned level. The permit holder also shall receive guidance and assistance from an experienced educator who is a certificated district employee or a certificated retiree from a California district or county office of education and who has completed at least three years of full-time classroom teaching experience.

3. The district shall assist the permit holder in developing a personalized plan through a district-selected assessment that would lead to subject-matter competence related to the permit.
4. The district shall assist the permit holder to seek and enroll in subject-matter training, such as workshops or seminars and site-based courses, along with training in test-taking strategies, and shall assist the permit holder in meeting the credential subject-matter competence requirement related to the permit.
5. A notice of intent to employ the applicant in the identified position has been made public.

The district shall submit a copy of the agenda item presented at a public Governing Board meeting which shall state the name of the applicant, the assignment in which the applicant will be employed including the name of the school, subject(s), and grade(s) that he/she will be teaching, and that the applicant will be employed on the basis of a PIP. The district also shall submit a signed statement from the Superintendent or designee that the agenda item was acted upon favorably.

6. The candidate has been apprised of steps to earn a credential and enroll in an intern program.

<p>Note: 5 CCR 80021.1 provides that a holder of the PIP is authorized to provide the same service as a holder of the preliminary or clear credential of the same type (i.e., multiple subject, single subject, education specialist). In addition, 5 CCR 80021.1 provides that all PIPs will include an English learner authorization allowing the holder to provide services in ELD or SDAIE; see AR 4112.22 - Staff Teaching English Learners. Upon request by the district and verification of the applicant's target-language proficiency, the PIP may instead include a bilingual authorization allowing the holder to provide instruction for primary language development or content instruction delivered in the primary language, in addition to ELD and SDAIE.</p>

CERTIFICATION (continued)

The holder of a PIP may be assigned to provide the same service as a holder of a multiple subject, single subject, or education specialist credential in accordance with the authorizations specified on the permit. (5 CCR 80021.1)

Teaching Permit for Statutory Leave

Note: 5 CCR 80022, as added by Register 2016, No. 34, establishes the Teaching Permit for Statutory Leave (TPSL), which authorizes the holder to serve as the interim teacher of record when a teacher takes a statutory leave. The applicable statutory leaves are specified in 5 CCR 80022 and, as clarified by CTC Coded Correspondence 16-10, exclude administrative leave. The TPSL is valid for one calendar year from the first day of the month immediately following the date of issuance, but may be renewed on an annual basis provided that the holder completes additional requirements as specified and the district verifies that it will provide continued mentoring and support.

Qualifications required for the TPSL include possession of a bachelor's or higher degree, completion of the basic skills requirement, completion of a subject-matter requirement, and 45 hours of preservice preparation in the content areas listed in 5 CCR 80022. The design and delivery of the preservice preparation are at the discretion of the district and, as described in CTC Coded Correspondence 16-10, may include existing training and development programs, new preparation courses or modules, and/or partnerships with the county office of education, neighboring districts, colleges and universities, or private companies. The CTC does not accredit or oversee any TPSL preparation. The following paragraph may be revised to reflect district practice.

Whenever there is an anticipated need for the district to temporarily fill the teaching assignment of a teacher of record who will be on sick leave, differential sick leave, industrial accident or illness leave, pregnancy disability leave, or family care and medical leave under the federal Family and Medical Leave Act or California Family Rights Act, the Superintendent or designee may request that the CTC issue a Teaching Permit for Statutory Leave (TPSL) to a qualified individual who will be serving as the interim teacher of record. Prior to submitting an application to the CTC, the district shall provide the applicant with 45 hours of preparation in the content areas listed in 5 CCR 80022. (5 CCR 80022)

(cf. 4161.1 - Personal Illness and Injury Leave)

(cf. 4161.11 - Industrial Accident/Illness Leave)

(cf. 4161.8 - Family Care and Medical Leave)

A request for the TPSL shall only be submitted if the district has made reasonable efforts to hire a substitute with a full teaching credential that matches the setting and/or subject for the statutory leave position and no such candidate is available. (5 CCR 80022)

The district shall verify to the CTC that it will provide the interim teacher: (5 CCR 80022)

- 1. An orientation to the assignment before or during the first month of service in the statutory leave assignment**

CERTIFICATION (continued)

- 2. An average of two hours of mentoring, support, and/or coaching per week through a system of support coordinated and/or provided by a mentor who possesses a valid life or clear credential that would also authorize service in the statutory leave assignment**
- 3. Lesson plans for the first four weeks of the assignment as well as continued assistance in the development of curriculum, lesson planning, and individualized education programs**

Note: The TPSL authorizes the interim teacher of record to serve for the full length of the statutory leave. CTC Coded Correspondence 16-10 clarifies that, when more than one acceptable leave is taken consecutively, the holder of the TPSL may continue to serve as the interim teacher of record for the entire length of those leaves.

The holder of the TPSL may serve as the interim teacher of record for up to the full length of the leave(s) during the school year. (5 CCR 80022)

The Superintendent or designee shall maintain documentation on the assignment in accordance with 5 CCR 80022. He/she shall annually report data on the use of the TPSL to the County Superintendent of Schools for assignment monitoring pursuant to Education Code 44258.9. (5 CCR 80022)

(cf. 4113 - Assignment)

The Superintendent or designee may annually request renewal of the TPSL, provided that no substitute with a full teaching credential is available for the assignment. The application for each reissuance shall include verification that the interim teacher has completed an additional 45 hours of preparation and the district is continuing to provide mentoring in accordance with items #2-3 above. (5 CCR 80022)

Long-Term Emergency Permits

Note: Pursuant to Education Code 44225.7, the district may request that the CTC grant an applicant a one-year emergency permit (Education Code 44300; 5 CCR 80023-80026.6) when a "fully prepared teacher," defined as a teacher who has completed a teacher preparation program, is unavailable to the district. Emergency permits may only be issued for the resource specialist permit (5 CCR 80024.3.1), teacher librarian services permit (5 CCR 80024.6), crosscultural, language and academic development permit (5 CCR 80024.8), and bilingual authorization permit (5 CCR 80024.7).

Pursuant to 5 CCR 80023.1, as amended by Register 2013, No. 28, an emergency permit may be renewed for up to two additional one-year periods (for a maximum of three years of service).

In order to request an emergency permit, the district must first demonstrate that it has made reasonable efforts to recruit candidates who are enrolled in an intern program or are scheduled to complete preliminary credential requirements within six months and must submit a Declaration of Need for Fully Qualified Educators; see the accompanying Board policy.

CERTIFICATION (continued)

As necessary, the Superintendent or designee may request that the CTC issue an emergency resource specialist permit, emergency teacher librarian services permit, emergency crosscultural language and academic development permit, or emergency bilingual authorization permit. (5 CCR 80024.3.1, 80024.6, 80024.7, 80024.8)

The Superintendent or designee shall provide any first-time recipient of an emergency teaching permit with an orientation which, to the extent reasonably feasible, shall occur before he/she begins a teaching assignment. The Superintendent or designee may vary the nature, content, and duration of the orientation to match the amount of training and experience previously completed by the emergency permit teacher. The orientation shall include, but not be limited to, the curriculum the teacher is expected to teach and effective techniques of classroom instruction and classroom management at the assigned grade-level span. The emergency permit holder also shall receive guidance and assistance from an experienced educator who is a certificated district employee or a certificated retiree from a California district or county office of education and who has completed at least three years of full-time classroom teaching experience. (5 CCR 80026.5)

(cf. 4117.14/4317.14 - Postretirement Employment)

Emergency Substitute Teaching Permits

~~Note: The CTC issues emergency substitute teaching permits that authorize service as a day-to-day substitute, including the (1) emergency 30-day substitute teaching permit, (2) emergency career substitute teaching permit, (3) emergency substitute teaching permit for prospective teachers, and (4) emergency designated subjects 30-day substitute teaching permit for career technical education. 5 CCR 80025-80025.5 specify restrictions pertaining to the number of days that each type of permit holder may substitute for any one teacher during the school year, as noted in items #1-4 below.~~

~~For day-to-day substitute teaching at any grade level, †The district may employ a person with an emergency substitute permit issued by the CTC, whose credential or permit authorizes substitute teaching services, provided that:~~

~~Note: 5 CCR 80025.3, as amended by Register 2016, No. 34, authorizes the holder of the STSP, PIP, or TPSL to provide day-to-day substitute teaching services for up to 30 days for a general education teacher or 20 days for a special education teacher.~~

1. A person holding an emergency 30-day substitute teaching permit, **STSP, PIP, TPSL**, or any valid teaching or services credential that requires at least a bachelor's degree and completion of the California Basic Educational Skills Test, shall not serve as a substitute for more than 30 days for any one teacher during the school year. He/she shall not serve as a substitute in a special education classroom for more than 20 days for any one teacher during the school year. (5 CCR 80025, 80025.3, 80025.4)

CERTIFICATION (continued)

2. A person with an emergency career substitute teaching permit shall not serve as a substitute for more than 60 days for any one teacher during the school year. (5 CCR 80025.1)
3. A person with an emergency substitute teaching permit for prospective teachers shall not serve as a substitute for more than 30 days for any one teacher during the school year and not more than 90 days total during the school year. (5 CCR 80025.2)
4. A person with an emergency designated subjects 30-day substitute teaching permit for career technical education shall teach only in a program of technical, trade, or vocational education and **shall** not serve as a substitute for more than 30 days for any one teacher during the school year. (5 CCR 80025.5)

Note: 5 CCR 80025 and 80025.5 require the district to have a Statement of Need on file before employing a person with an emergency substitute permit pursuant to item #1 or 4 above. The CTC form for the Statement of Need may be found in the CTC's online [Credential Information Guide](#), which may be accessed only by employers.

Before employing a person with an emergency substitute permit pursuant to item #1 or #4 above, the Superintendent or designee shall prepare and keep on file a signed Statement of Need for the school year. The Statement of Need shall describe the situation or circumstances that necessitate the use of a 30-day substitute permit holder and state either that a credentialed person is not available or that the available credentialed person does not meet the district's specified employment criteria. (5 CCR 80025, 80025.5)

All Personnel

AR 4112.61(a)

4212.61

EMPLOYMENT REFERENCES

4312.61

Note: The following optional administrative regulation may be revised to reflect district practice.

The Superintendent or designee shall ~~process~~ **be responsible for processing** requests for employment references, letters of recommendation, or information about the reasons for separation regarding all district employees other than himself/herself. All letters of recommendation to be issued on behalf of the district for current or former employees shall be approved by the Superintendent or designee. At his/her discretion, the Superintendent or designee may refuse to give a recommendation.

~~Note: Pursuant to Civil Code 47, an employer cannot be sued for providing information about the job performance or qualifications of a current or former employee when such information is given to a prospective employer without malice and at the prospective employer's request. This protection does not apply, however, to information about any speech or activities that are constitutionally protected or otherwise protected by law, including those found in the Code of Civil Procedure 527.3 which upholds the right of employees to discuss labor disputes and to picket or assemble peacefully. Civil Code 47 authorizes an employer to communicate the job performance or qualifications of a current or former employee when such information is given to a prospective employer without malice and at the prospective employer's request. This authorization does not extend to information about speech or other activities that are constitutionally protected or otherwise protected by law, including those found in the Code of Civil Procedure 527.3 pertaining to the rights of workers to engage in concerted activities for the purpose of collective bargaining.~~

The district should consult with legal counsel in determining whether or not it is advisable to reveal negative information concerning an employee. In Randi W. v. Muroc Unified School District et al., the ~~Fifth Appellate District~~ **California Supreme Court** held that school authorities who recommend a former employee for hiring at another school could be held liable for physical harm to a student molested by the employee when their recommendations failed to disclose known or reasonably suspected acts of sexual misconduct previously committed by the employee.

The Superintendent or designee may communicate information about the job performance or qualifications of a current or former district employee when such information is based upon credible evidence and is given to a prospective employer without malice and at the prospective employer's request. (Civil Code 47)

Any reference, letter of recommendation, or information provided about the reasons for separation issued on behalf of the district he/she gives shall provide a careful, truthful, and complete accurate account of the employee's job performance and qualifications.

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

(cf. 4117.5/4217.5/4317.5 - Termination Agreements)

Note: 5 CCR 80332 prohibits a certificated employee from intentionally omitting significant facts

EMPLOYMENT REFERENCES (continued)

regarding a person's qualifications or stating facts which he/she does not know to be true. In addition, pursuant to Labor Code 1050 and 1052, it is a misdemeanor, punishable by a fine and/or imprisonment, for a person to make misrepresentations which prevent or attempt to prevent a former employee from obtaining employment. It is also a misdemeanor or for an employer to cause or permit an employee to so misrepresent facts or to fail to take reasonable steps to prevent such misrepresentations. In addition to these criminal penalties, Labor Code 1054 provides that the employer also may be liable for treble damages in a civil action for misrepresentation.

No certificated employee shall write or sign any letter or memorandum which intentionally omits significant facts, or which states as facts matters which the writer does not know of his/her own knowledge to be true, relating to the professional qualifications or personal fitness to perform certificated services of any person who the writer knows will use the letter or memorandum to obtain professional employment. (5 CCR 80332)

No certificated employee shall agree to provide a positive letter of recommendation which misrepresents facts as a condition of another employee's resigning or withdrawing action against the district. (5 CCR 80332)

Legal Reference:

LABOR CODE

1050-1054 Reemployment privileges

CIVIL CODE

47 Privileged communication

CODE OF CIVIL PROCEDURE

527.3 Labor disputes

CODE OF REGULATIONS, TITLE 5

80332 Professional candor and honesty in letters or memoranda of employment recommendation

COURT DECISIONS

Randi W. v. Muroc Joint Unified School District et al., (1997) 14 Cal. 4th 1066

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS

Note: Pursuant to Education Code 60200 and 60400, the Governing Board is responsible for the adoption of textbooks and other instructional materials, as defined in Education Code 60010, for use in district schools. See the accompanying administrative regulation for required and optional criteria for the selection of instructional materials. See BP 6161.11 - Supplementary Instructional Materials and BP 6163.1 - Library Media Centers for selection processes regarding supplementary materials.

The Governing Board desires that district instructional materials, as a whole, present a broad spectrum of knowledge and viewpoints, reflect society's diversity, and enhance the use of multiple teaching strategies and technologies. The Board shall adopt instructional materials based on a determination that such materials are an effective learning resource to help students achieve grade-level competency and that the materials meet criteria specified in law. Textbooks, technology-based materials, and other educational materials shall be aligned with academic content standards and the district's curriculum to ensure that they effectively support the district's adopted courses of study.

(cf. 0440 - District Technology Plan)

(cf. 6000 - Concepts and Roles)

(cf. 6011 - Academic Standards)

(cf. 6141 - Curriculum Development and Evaluation)

(cf. 6143 - Courses of Study)

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6161.11 - Supplementary Instructional Materials)

(cf. 6162.5 - Student Assessment)

(cf. 6163.1 - Library Media Centers)

Note: The following paragraph is for use by districts that maintain any of grades K-8 and may be revised to reflect the grade levels offered by the district. Pursuant to Education Code 60200, the State Board of Education (SBE) is required to adopt basic instructional materials in specified subjects that districts may select for use in grades K-8. **AB 1246 (Ch. 668, Statutes of 2012) amended Education Code 60200, 60203, 60207, and 60209 to revise the process and timelines used by the state to adopt such materials. As amended by AB 575 (Ch. 550, Statutes of 2016), Education Code 60200 provides that the SBE may adopt materials in any of the specified subject areas at least once, but not more than twice, every eight years.**

AB 1246 also added Education Code 60210, **which** authorizes the Board to select materials that have not been approved by the SBE, provided they are aligned with state academic content standards or Common Core **State** Standards. In addition, if the district uses materials not adopted by the SBE, the majority of participants in the review process must be teachers assigned to the subject area or grade level for which the materials will be used; see section below entitled "Review Process."

The Board shall select instructional materials for use in grades K-8 that have been approved by the State Board of Education (SBE) or have otherwise been determined to be aligned with the state academic content standards adopted pursuant to Education Code 60605 or the Common Core **State** Standards adopted pursuant to Education Code 60605.8. (Education Code 60200, 60210)

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (continued)

Note: The following paragraph is for use by districts that maintain high schools.

The Board shall adopt instructional materials for grades 9-12 upon determining that the materials meet the criteria specified in law and administrative regulation. (Education Code 60400)

~~Note: The following optional paragraph is consistent with priorities established in Education Code 60119 to ensure that each student is provided with sufficient standards aligned instructional materials in four core curriculum areas: English/language arts, mathematics, science, and history social science. The Instructional Materials Funding Realignment Program (Education Code 60420-60424), which had provided a block grant for instructional materials with a priority on materials that are aligned to state standards in those core courses, was repealed by AB 1246 (Ch. 668, Statutes of 2012).~~

~~The Board's priority in the selection of instructional materials is to ensure that all students are provided with standards aligned instructional materials in the core curriculum areas of English/language arts, mathematics, science, and history social science.~~

Review Process

Note: The following optional section may be revised to reflect district practice.

The Superintendent or designee shall establish a process by which instructional materials shall be reviewed for recommendation to the Board. Toward that end, he/she may establish an instructional materials review committee to evaluate and recommend instructional materials.

(cf. 1220 - Citizen Advisory Committees)

Note: Pursuant to Education Code 60002, the Board must provide for "substantial" teacher involvement in the selection of instructional materials and must promote the involvement of parents/guardians and other members of the community in the selection of instructional materials. The Education Code does not define "substantial."

The review process shall involve teachers in a substantial manner and shall encourage the participation of parents/guardians and community members. (Education Code 60002)

(cf. 6020 - Parent Involvement)

In addition, the instructional materials review committee may include administrators, other staff who have subject-matter expertise, and students as appropriate.

Note: The following paragraph is for use by districts that maintain any of grades K-8. ~~Education Code 60210, as added by AB 1246 (Ch. 668, Statutes of 2012), adds the following requirement for the review of K-8 materials that have not been adopted by the SBE.~~

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (continued)

If the district chooses to use instructional materials for grades K-8 that have not been adopted by the SBE, the Superintendent or designee shall ensure that a majority of the participants in the district's review process are classroom teachers who are assigned to the subject area or grade level of the materials. (Education Code 60210)

Individuals who participate in the selection or review of instructional materials shall not have a conflict of interest, as defined in administrative regulation, in the materials being reviewed.

(cf. 9270 - Conflict of Interest)

The committee shall review instructional materials using criteria provided in law and administrative regulation, and shall provide the Board with documentation supporting its recommendations.

All recommended instructional materials shall be available for public inspection at the district office.

(cf. 5020 - Parent Rights and Responsibilities)

Note: SBE Policy on Guidelines for Piloting Textbooks and Instructional Materials provides a sample process for piloting instructional materials that addresses the selection of materials to pilot, a chronology of the process, and additional considerations, such as conflict of interest, contacts with publishers, and consideration of standards maps.

The district may pilot instructional materials, using a representative sample of classrooms for a specified period of time during a school year, in order to determine how well the materials support the district's curricular goals and academic standards. Feedback from teachers piloting the materials shall be made available to the Board before the materials are adopted.

Public Hearing on Sufficiency of Instructional Materials

Note: As a condition of receiving funds for instructional materials from any state source, Education Code 60119 requires the Board to annually hold a public hearing to determine whether each student in the district has sufficient standards-aligned textbooks or instructional materials in English/language arts **(including English language development)**, mathematics, science, and history-social science that are consistent with the content and cycles of the curriculum framework adopted by the SBE. **As clarified in the California Department of Education's (CDE) Instructional Materials FAQ, state funding sources for instructional materials include local control funding formula funds and Proposition 20 (2000) lottery funds.** The Board must also make a written determination during the hearing as to the sufficiency of textbooks or instructional materials in foreign language and health courses, as well as science laboratory equipment in science laboratory courses, although the provision of the materials or the equipment in these courses is not a condition for receipt of state funding.

Education Code 1240 requires the County Superintendent of Schools to review the textbooks and instructional materials of **underperforming** schools ~~ranked in deciles 1-3 of the Academic Performance Index~~ **(API).** If

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (continued)

the County Superintendent and, if he/she determines that a school does not have sufficient materials, he/she must to prepare a report outlining the noncompliance and give the district a chance to remedy the deficiency. If the deficiency is not remedied by the second month of the school year, the County Superintendent may request that the California Department of Education (CDE) purchase textbooks or materials for the district, and the cost must be repaid by the district. The CDE will issue a public statement at an SBE meeting indicating the district's failure to provide instructional materials.

The Board shall annually conduct one or more public hearings on the sufficiency of the district's textbooks and other instructional materials. (Education Code 60119)

Note: Education Code 60119 specifies that the hearing must be held within eight weeks of the beginning of the school year. Option 1 is for use by districts without any schools on a multitrack year-round calendar. Option 2 is for use by districts with schools on a multitrack year-round calendar.

OPTION 1: The hearing shall be held on or before the end of the eighth week from the first day students attend school for that year. (Education Code 60119)

Note: The remainder of this policy applies to all districts.

The Board encourages participation by parents/guardians, teachers, interested community members, and bargaining unit leaders at the hearing. Ten days prior to the hearing, the Superintendent or designee shall post a notice in three public places within the district containing the time, place, and purpose of the hearing. The hearing shall not take place during or immediately following school hours. (Education Code 60119)

(cf. 9322 - Agenda/Meeting Materials)

Note: Education Code 60119 requires the Board to adopt a resolution indicating whether or not each student in each school has sufficient standards-aligned textbooks or instructional materials for the subjects specified in items #1-6 below. although the provision of the materials or the equipment in these courses is not a condition for receipt of state instructional materials funding. AB 1246 (Ch. 668, Statutes of 2012) amended Education Code 60119 to provide that the materials may be aligned to either state content standards adopted pursuant to Education Code 60605 or Common Core Standards adopted pursuant to Education Code 60605.8. See the accompanying Exhibit for a sample resolution.

Pursuant to Education Code 60119, the determination of the sufficiency of textbooks or instructional materials for mathematics, science, history social science, and English/language arts is a condition for receipt of state instructional materials funding. The Board must also make a written determination during the hearing as to the sufficiency of textbooks or instructional materials in foreign language and health courses, as well as science laboratory equipment in science laboratory courses, although the provision of the materials or the equipment in these courses is not a condition for receipt of state instructional materials funding.

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (continued)

At the hearing(s), the Board shall determine, through a resolution, whether each student in each school, including each English learner, has sufficient textbooks or instructional materials which are aligned to the state content standards adopted pursuant to Education Code 60605 or the Common Core **State** Standards adopted pursuant to Education Code 60605.8 and which are consistent with the content and cycles of the state's curriculum frameworks. Sufficiency of instructional materials shall be determined in each of the following subjects: (Education Code 60119)

1. Mathematics

(cf. 6142.92 - Mathematics Instruction)

2. Science

(cf. 6142.93 - Science Instruction)

3. History-social science

(cf. 6142.94 - History-Social Science Instruction)

4. English language arts, including the English language development component of an adopted program

(cf. 6142.91 - English/Language Arts Instruction)

(cf. 6174 - Education for English Language Learners)

5. **World/Foreign** language

(cf. 6142.2 - World/Foreign Language Instruction)

6. Health

(cf. 6142.8 - Comprehensive Health Education)

Note: The following paragraph is for use by districts that maintain any of grades 9-12.

The Board shall also determine the availability of science laboratory equipment, as applicable to science laboratory courses offered in grades 9-12. (Education Code 60119)

In making these determinations, the Board shall consider whether each student has sufficient textbooks and/or instructional materials to use in class and to take home. However, this does not require that each student have two sets of materials. The materials may be in a digital format as long as each student, at a minimum, has and can access the same materials in the

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (continued)

class and to take home as all other students in the same class or course in the district and has the ability to use and access them at home. However, the materials shall not be considered sufficient if they are photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage. (Education Code 60119)

Note: Education Code 1240.3 and 42605 specify that, for the 2008-09 through 2014-15 fiscal years, "sufficiency" means that all students in the district who are enrolled in the same course have "identical" standards aligned textbooks and instructional materials from the same adoption cycle. However, Education Code 1240.3 does not require districts to purchase all of the instructional materials included in an adoption cycle if the materials that are purchased are made available to all the students for whom they are intended in all of the schools within the district.

For example, fourth grade students at all district schools must have instructional materials from the same SBE science adoption cycle, though fourth grade students at different schools could be using materials from different publishers within the same adoption cycle. However, the district may use materials from different adoption cycles for grades K-3 and grades 4-8 since those students are not in the same "course."

The Board shall also make a determination that all students within the district who are enrolled in the same course have "identical" standards aligned textbooks or instructional materials from the same adoption cycle, as defined in Education Code 1240.3 and 60119. (Education Code 1240.3, 42605)

Note: The following paragraph is **optional**. Education Code 1240.3 authorizes the district, until July 1, 2015, to purchase the newest adopted instructional materials for the neediest schools in the district without incurring a duty to purchase these materials for students in other district schools. This provision will be used by the County Superintendent through fiscal year 2014-15 whenever he/she visits schools ranked in deciles 1-3 of the API to determine the sufficiency of instructional materials pursuant to Education Code 1240.

However, the district may purchase the newest adopted instructional materials for students in district schools ranked in deciles 1-3 of the base Academic Performance Index in any one of the past three school years without necessarily purchasing these materials for use in other district schools. (Education Code 1240.3)

Note: Pursuant to Education Code 60119, if the Board makes a determination that there are insufficient textbooks or instructional materials, the Board must take action to ensure that the materials are provided within two months of the beginning of the school year. The CDE's Instructional Materials FAQ states that, if a district has submitted purchase orders to the publisher to purchase materials to remedy the insufficiency, these materials should be received and made available to students by the end of the second month of the school year. Thus, districts are strongly encouraged to hold the public hearing as early in the school year as possible in order to provide sufficient time to correct any deficiencies.

If the Board determines that there are insufficient textbooks or instructional materials, it shall provide information to classroom teachers and to the public setting forth, for each school in which an insufficiency exists, the percentage of students who lack sufficient standards-aligned textbooks or instructional materials in each subject area and the reasons that each

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (continued)

student does not have sufficient textbooks or instructional materials. The Board shall take any action, except an action that would require reimbursement by the Commission of State Mandates, to ensure that each student has sufficient materials within two months of the beginning of the school year in which the determination is made. (Education Code 60119)

The degree to which every student has sufficient access to standards-aligned instructional materials shall be included in the district's local control and accountability plan. (Education Code 52060)

(cf. 0460 - Local Control and Accountability Plan)

Complaints

Note: Complaints regarding the contents of instructional materials are addressed in BP/AR 1312.2 - Complaints Concerning Instructional Materials. See AR 1312.4 - Williams Uniform Complaint Procedures for language regarding complaints about deficiencies in instructional materials.
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Complaints concerning instructional materials shall be handled in accordance with law, Board policy, and administrative regulation.

(cf. 1312.2 - Complaints Concerning Instructional Materials)
(cf. 1312.4 - Williams Uniform Complaint Procedures)

Legal Reference: (see next page)

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (continued)

Legal Reference:

EDUCATION CODE

220 Prohibition against discrimination

1240 County superintendent, general duties

~~1240.3~~ Definition of sufficiency for categorical flexibility

33050-33053 General waiver authority

33126 School accountability report card

35272 Education and athletic materials

~~42605~~ Tier 3 categorical flexibility

44805 Enforcement of course of studies; use of textbooks, rules and regulations

49415 Maximum textbook weight

51501 Nondiscriminatory subject matter

52060-52077 Local control and accountability plan

60000-60005 Instructional materials, legislative intent

60010 Definitions

60040-60052 Instructional requirements and materials

60060-~~60062~~ **60063.5** Requirements for publishers and manufacturers

60070-60076 Prohibited acts (re instructional materials)

60110-60115 Instructional materials on alcohol and drug education

60119 Public hearing on sufficiency of materials

60200-60210 Elementary school materials

60226 Requirements for publishers and manufacturers

60350-60352 Core reading program instructional materials

60400-60411 High school textbooks

60510-60511 Donation for sale of obsolete instructional materials

60605 State content standards

60605.8 Common Core **State** Standards

60605.86-60605.88 Supplemental instructional materials aligned with Common Core **State** Standards

CODE OF REGULATIONS, TITLE 5

9505-9530 Instructional materials

Management Resources:

CSBA PUBLICATIONS

~~Flexibility Provisions in the 2008 and 2009 State Budget: Policy Considerations for Governance Teams, Budget Advisory, March 2009~~

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Instructional Materials FAQ

01-05 Guidelines for Piloting Textbooks and Instructional Materials, ~~September 2001~~ rev. **January 2015**

Standards for Evaluating Instructional Materials for Social Content, ~~2000~~ **2013**

WEB SITES

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

Association of American Publishers: <http://www.publishers.org>

California Academic Content Standards Commission, Common Core **State** Standards:

<http://www.scoe.net/castandards>

California Department of Education: <http://www.cde.ca.gov>

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS

Resolution On Sufficiency Of Instructional Materials

Note: ~~As a condition of receiving instructional materials funding from any state source,~~ Education Code 60119 requires that the Governing Board hold an annual public hearing regarding the sufficiency of textbooks or other instructional materials and determine through a resolution whether each student has sufficient materials; see the accompanying Board policy. "Sufficient textbooks or instructional materials," as defined in Education Code 60119, means that each student in the district, including each English learner, has a standards-aligned textbook or instructional materials, which may include materials in a digital format under specified conditions, to use in class ~~or~~ **and** to take home.

The following sample resolution is based on the 2008 sample resolution developed by the California Department of Education (CDE) but has been updated to reflect new law. This resolution may be used to certify compliance with Education Code 60119.

Whereas, the Governing Board of the (*River Delta Unified School District*/~~county office of education~~), in order to comply with the requirements of Education Code 60119, held a public hearing on (*date*), at (*time*) o'clock, which is on or before the eighth week of school (between the first day that students attend school and the end of the eighth week from that day) and which did not take place during or immediately following school hours, and;

Whereas, the Board provided at least 10 days notice of the public hearing by posting it in at least three public places within the district stating the time, place, and purpose of the hearing, and;

Whereas, the Board encouraged participation by parents/guardians, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

Whereas, information provided at the public hearing detailed the extent to which sufficient textbooks or instructional materials were provided to all students, including English learners, in the (*name of school district*/~~county office of education~~), and;

Whereas, the definition of "sufficient textbooks or instructional materials" means that each student, including each English learner, has a standards-aligned textbook or instructional materials to use in class and to take home, which may include materials in a digital format but shall not include photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage, and;

Note: ~~Education Code 1240.3 and 42605 specify that, for the 2008-09 through 2014-15 fiscal years, "sufficiency" means that all students in the district who are enrolled in the same "course" have standards-aligned textbooks and instructional materials from the same adoption cycle; see the accompanying Board policy.~~

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (continued)

Whereas, the definition of "sufficient textbooks or instructional materials" also means that all students who are enrolled in the same course within the *(name of school district/county office of education)*, have standards aligned textbooks or instructional materials from the same adoption cycle, and;

Note: Pursuant to Education Code 60119, as amended by AB 1246 (Ch. 668, Statutes of 2012), a determination as to whether the instructional materials are "standards aligned" may be based on alignment to either state academic content standards adopted by the State Board of Education pursuant to Education Code 60605 or the Common Core Standards adopted pursuant to Education Code 60605.8.

Whereas, textbooks or instructional materials in core curriculum subjects should be aligned with state academic content standards adopted by the State Board of Education pursuant to Education Code 60605 and/or the Common Core **State** Standards adopted pursuant to Education Code 60605.8;

Finding of Sufficient Textbooks or Instructional Materials

Note: The following section is for use when the Board is making a finding that the district has "sufficient" materials. According to the CDE, Education Code 60119 requires documentation of sufficiency of textbooks or instructional materials to be presented at the public hearing. Survey forms are available on the CDE's web site which may be used as a self-study and county office validation tool for grades K-12.

Whereas, sufficient standards-aligned textbooks or instructional materials that are consistent with the cycles and content of the curriculum frameworks were provided to each student, including each English learner, in the following subjects:

Note: To provide complete information about the basis for the Board's determination of sufficiency, the district may wish to include the names of the textbooks or instructional materials provided to students, as well as the applicable state adoption cycle.

- **Mathematics:** *(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle.)*

Big Ideas (Larson)-Algebra 1 2015

Algebra 2 - California Algebra 2 (Prentice Hall) 2008

Geometry - California Geometry (Prentice Hall) 2008

Math Analysis - Precalculus: enhanced with graphing utilities (Prentice Hall) 2008

Math Expressions Houghton Mifflin 2015

Larson Big Ideas Math 6th grade Adopted 2014

- **Science:** *(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle.)*

Earth Science - Holt Earth Science

2006 (Holt, Rinehart, Winston) - 2005

Biology and AG Biology - Biology (Holt Rinehart) 2008

Chemistry – Holt Chemistry 2007 (Holt, Rinehart, Winston) 2007

AP Physics – College Physics, 8th Ed (Brooks/Cole: Cengage Learning) 2009
Physics - Conceptual Physics (Pearson/ Prentice Hall) 2009
Houghton Mifflin K-6 Adopted 2008

- History-social science: *(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle.)*
 AP Government-Government in American: People, Politics and Policy-Pearson 2015
 Prentice Hall Adopted 2005-2006
 AP US History - America: the Narrative Story, 6th ed (Norton & Company 2007
 Economics - Economics: Principles & Practices (Glencoe, McGraw-Hill) 2000
 United States Government - United States Government: Democracy in Action (Glencoe-McGraw-Hill) 2000
 United States History - The Americas: Reconstruction through the 20th Century (McDougal Littell) 2000
 World History - World History: The Modern World (Prentice Hall) 2007
 Houghton Mifflin K-6 Adopted 2007

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (continued)

- adopted program: *(List adopted textbooks or instructional materials for this subject English language arts, including the English language development component of an for each grade level or school as well as applicable state adoption cycle.)*

McGraw-Hill StudySync Adopted 2016
McGraw-Hill Wonders K-6 Adopted 2016

Note: Pursuant to Education Code 60119, the Board must also include a written determination for the following subject areas, although these determinations are not a condition for receipt of state instructional materials funds.

- World/Foreign language:** *(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle.)*
- Spanish 1 - Avancemos : Level 1 (Holt McDougal) 2007)
- Health: *(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle.)*

Note: The following paragraph is for use by districts that maintain grades 9-12. The Board may provide a list of the science laboratory classes offered in grades 9-12 and details on the science laboratory equipment available for these classes.

Whereas, laboratory science equipment was available for science laboratory classes offered in grades 9-12, inclusive;

Therefore, it is resolved that for the (*year*) school year, the (*name of school district/county office of education*) has provided each student with sufficient standards-aligned textbooks or instructional materials that are consistent with the cycles and content of the curriculum frameworks.

Finding of Insufficient Textbooks or Instructional Materials

Note: The following section is for use when the Board is making a finding of "insufficient" materials. Education Code 60119 requires that the Board's resolution list, for each school for which an insufficiency exists, the percentage of students at each grade level who lack sufficient materials in each of the subject areas listed below. ~~The provision of sufficient foreign language and health materials is not a condition of receipt of instructional materials funds.~~

Whereas, information provided at the public hearing and to the Board at the public meeting detailed that insufficient standards-aligned textbooks or instructional materials were provided to students in the following subjects and grade levels at district schools: (*For each school,*

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (continued)

list the percentage of students who lack sufficient standards-aligned textbooks or instructional materials in mathematics, science, history-social science, English language arts, world/foreign language, and health.)

0% Students lacking own assigned copy

Whereas, sufficient textbooks or instructional materials were not provided at each school listed above due to the following reasons: (*For each school at which there is an insufficiency, list the reasons that each student does not have sufficient instructional materials in each subject and grade level listed above.*)

Therefore, it is resolved, that for the (*year*) school year, the (*River Delta Unified School District/county office of education*) has not provided each student with sufficient textbooks or instructional materials that are consistent with the cycles and content of the curriculum framework, and;

Be it further resolved, that the following actions will be taken to ensure that all students have sufficient standards-aligned textbooks or instructional materials in all subjects that are consistent with the cycles and content of the curriculum frameworks within two months of the beginning of the school year in which this determination is made. (*List actions to be taken to resolve insufficiency. See Education Code 60119(a)(2)(B) for other funds that may be used to ensure sufficient instructional materials.*)

PASSED AND ADOPTED THIS _____ day of _____, _____ at a meeting, by
the following vote:

E 6161.1(e)

AYES: _____

NOES: _____

ABSENT: _____

Attest:

Secretary

President

Policy
adopted:

RIVER DELTA UNIFIED SCHOOL DISTRICT
Approx. October 10, 2017

DRAFT

MELLO-ROOS DISTRICTS

Note: The Mello-Roos Community Facilities Act (Government Code 53311-53368.3) authorizes school districts to establish a community facilities district **(CFD)** (also referred to as a Mello-Roos district) for **specified** school facility purposes. The boundaries of the **community facilities district CFD** may include the entire school district, but usually include only a portion of the district, such as an area with new housing developments. The bonds sold by the **community facilities district CFD** are paid for by a parcel tax or assessment on the properties within that **community facilities district's CFD's** boundaries.

~~AB 373 (Ch. 670, Statutes of 2007) made numerous changes to the laws regarding community facilities districts as well as the laws governing school facilities improvement districts, including amending Education Code 15302 to delete the prohibition on a new school facilities improvement district from including the territory of an existing community facilities district. See BP 7213 - School Facilities Improvement Districts. Because the laws regarding formation of a Mello-Roos district are complex, districts should consult legal counsel, as appropriate.~~

The Governing Board desires to provide adequate facilities in order to enhance student learning and to help the district achieve its vision for educating district students. ~~To~~ **Toward** that end, the Board may order the formation of a community facilities **district (CFD)** ~~(Mello-Roos district)~~ for the acquisition or improvement of school facilities when, in the Board's judgment, it is ~~advisable and~~ in the best interest of district students and the community. **The issuance of debt through the CFD shall be consistent with law and the district's debt management policy.**

(cf. 3470 - Debt Issuance and Management)

(cf. 7110 - Facilities Master Plan)

(cf. 7111 - Evaluating Existing Buildings)

(cf. 7210 - Facilities Financing)

(cf. 7211 - Developer Fees)

(cf. 7213 - School Facilities Improvement Districts)

Note: Pursuant to Government Code 53318, the Governing Board may initiate the proceedings to establish a **community facilities district CFD**. In addition, Government Code 53318 specifies that the Board must institute such proceedings when two members of the Board have filed a written request or a specified percentage of **registered** voters or landowners in the district file a written petition requesting that the district establish a **community facilities district CFD**. The petition or request must describe the boundaries of the territory and specify the types of facilities and services to be financed by the proposed district.

~~The Board may initiate the p~~**Proceedings to establish a community facilities district CFD may be instituted at the Board's discretion. In addition, such proceedings shall be instituted . In addition, the Board shall initiate such proceedings when a written request to establish a CFD has been filed by any two Board members, have filed a written request or a specified percentage of voters or landowners have filed a petition requesting such a district be formed, or a petition has been submitted by at least 10 percent of registered voters**

residing within the territory of the proposed CFD or by the owners of at least 10 percent of the area of land to be included within the proposed CFD. (Government Code 53317 53318)

Note: Government Code 53312.7, ~~as amended by AB 373 (Ch. 670, Statutes of 2007),~~ **mandates** that districts establishing a ~~community facilities district~~ **CFD** first adopt local goals and policies, as specified below. ~~Government Code 53312.7 also mandates a district policy giving attendance priority to children of residents in the community facilities district. For language fulfilling this mandate, see BP 5116 - School Attendance Boundaries.~~ **At the district's discretion, the following list may be modified to reflect the district's goals and policies related to each required component. The district may also reference any other district policies that may be applicable to the mandated components, such as BP 7110 - Facilities Master Plan, BP 7210 - Facilities Financing, or BP 3470 - Debt Issuance and Management.**

Prior to ~~forming a community facilities district~~ **initiating proceedings to form a CFD**, the Board shall consider and adopt local goals and policies that include the following elements: (Government Code 53312.7)

1. The priority that various facilities shall have for financing through the ~~community facilities district~~ **Mello-Roos Community Facilities Act**, including public facilities to be owned and operated by other public agencies and services to be provided by other public agencies
2. The credit quality to be required of bond issues and criteria to be used in evaluating the credit quality
3. Steps by which prospective property purchasers will be fully informed about their related taxpaying obligations
4. Criteria for evaluating the equity of tax allocation formulas, including desirable and maximum amounts of special tax to be levied against any parcel
5. Definitions, standards, and assumptions to be used in appraisals required by Government Code 53345.8

Note: Government Code 53312.7 **mandates** a district policy giving attendance priority to children ~~of residents in the CFD who reside within the territory of the proposed CFD.~~ **For language fulfilling this mandate, see BP 5116 - School Attendance Boundaries for additional language fulfilling this mandate.**

6. **To the extent authorized by law, priority for students residing within the CFD to attend schools financed in whole or in part by the CFD, in a manner that reflects the proportion of each school's financing provided through the CFD**

(cf. 5116 - School Attendance Boundaries)

BP 7212(c)

Within 45 days of receiving a written request or petition to establish a CFD, the Board shall determine a fee to be paid by the requesters or petitioners which shall be sufficient to compensate the district for the costs incurred in conducting proceedings to create the CFD. Proceedings for establishing the CFD shall only be initiated after payment of the fee. (Government Code 53318)

Note: **As amended by AB 373 (Ch. 670, Statutes of 2007),** Government Code 53320 requires that, within 90 days after the request or petition has been filed and any fee required under Government Code 53318 has been paid, the Board must adopt a resolution of intention to establish a **community facilities district CFD**. Specified components of the resolution are listed in Government Code 53321 and include, but are not limited to, a description of the boundaries of the district and a description of the public facilities and services that will be financed by the proposed district. Legal requirements for the hearing are detailed in Government Code 53323-53325.

Upon Board action to form a **community facilities district CFD**, or **within 90 days after the receipt of a petition or request to form a CFD and the payment of any applicable fee**, the Board shall adopt a resolution of intention and conduct a hearing in accordance with law. The resolution shall fix the time and place for holding a public hearing on the establishment of the **community facilities district CFD**, which shall be within 30-60 days after the adoption of the resolution. Notice of the hearing shall be given by publishing **a copy the text or a summary of the resolution of intention once**, in a newspaper of general circulation **pursuant to Government Code 6061, starting published in the area of the proposed CFD**, at least seven days before the hearing, and shall include **the other requirements specified in Government Code 53322 and 53322.4. Notice of the hearing may also be sent by first-class mail to each registered voter and to each landowner within the proposed CFD.** (Government Code **53320, 53321, 53322, 53322.4**)

If, after the hearing, the Board **determines decides** to establish a **community facilities district CFD**, the Board shall adopt a resolution of formation in accordance with law. (Government Code 53325, 53325.1)

Note: **Government Code 53326 provides that the election on the levy of special taxes must be held 90-180 days following the adoption of the resolution of formation. However, any election to be held less than 125 days following the adoption of the resolution of formation requires the concurrence of the elections official. Because the levy of special taxes involves technical and complex provisions of law, districts are advised to consult legal counsel when contemplating the levy of a special tax.**

If a special tax is proposed to be levied in the CFD, the Board shall submit the resolution of formation and other information specified in Government Code 53326 to the elections official within three business days after the adoption of the resolution of formation, and the question of levying the special tax shall be submitted to the qualified electors of the proposed CFD in accordance with law. (Government Code 53326)

BP 7212(d)

Upon approval by two-thirds of the voters in the proposed **community facilities district CFD**, the tax may be levied **in accordance with Government Code 53340. (Government Code 53328)**

Whenever the Board deems it necessary for the CFD to incur a bonded indebtedness, it shall follow the procedures specified in Government Code 53345-53365.7, as applicable.

The proceeds of any bonds, notes, or other securities issued pursuant to the Mello-Roos Community Facilities Act shall be deposited or invested in accordance with Government Code 53356.03.

Note: Pursuant to Government Code 53343.2, as amended by AB 1666 (Ch. 93, Statutes of 2016), any local agency that has established a CFD, such as a school district, is required to post on its web site the information listed below. If the school district is not the issuing agency, it is recommended that it provide a link on the district web site that accesses the required information on the issuing agency's web site.

The Superintendent or designee shall, within seven months after the last day of each fiscal year, prominently display the following reports on the district's web site: (Government Code 53343.2)

- 1. A copy of an annual report for that fiscal year, if requested pursuant to Government Code 53343.1**
- 2. A copy of the report provided to the California Debt and Investment Advisory Commission pursuant to Government Code 53359.5**
- 3. A copy of the report provided to the State Controller's Office pursuant to Government Code 12463.2**

(cf. 3460 - Financial Reports and Accountability)

Legal Reference: (see next page)

BP 7212(e)

Legal Reference:

EDUCATION CODE

15300-15425 School facilities improvement districts

17060-17066 Joint venture school facilities construction projects

GOVERNMENT CODE

6061 One time notice

12463.2 Reports

17556 Payment of costs mandated by the state

53311-53368.3 Mello-Roos Community Facilities Act of 1982

53753 Assessment notice and hearing requirements

53753.5 Exemptions

54954.1 Mailed notice to property owners

54954.6 New or increased tax or assessment; public meetings and hearings; notice

65970-65981 School facilities development project

65995 Levies against development projects

CODE OF REGULATIONS, TITLE 2

1859-1859.106 School facility program

Management Resources:

CSBA PUBLICATIONS

Bond Sales – Questions and Considerations for Districts, 2012

Maximizing School Board Governance: School Facilities Management, 2006

WEB SITES

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

California Department of Education: <http://www.cde.ca.gov>

California Office of Public School Construction: <http://www.opsc.dgs.ca.gov>

Coalition for Adequate School Housing: <http://www.cashnet.org>

Policy
adopted:

RIVER DELTA UNIFIED SCHOOL DISTRICT
Approx. October 10, 2017

Board Bylaws

BB 9121(a)

PRESIDENT

Note: Education Code 35022 requires any board with five or more members to elect a president from among its members. The election of the Governing Board president at the annual organizational meeting is addressed in BB 9100 - Organization.

The law does not specify the duties of a Board president. The following **optional** bylaw details some typical duties of a Board president, ~~as outlined in CSBA's publication *Board Presidents' Handbook*~~ and should be modified to reflect district practice.

The Governing Board shall elect a president from among its members to provide leadership on behalf of the **Board governance team** and the educational community it serves.

(cf. 9000 - Role of the Board)

(cf. 9005 - Governance Standards)

(cf. 9100 - Organization)

~~The president shall preside at all Board meetings. He/she shall:~~ **To ensure that Board meetings are conducted in an efficient, transparent, and orderly manner, the president shall:**

1. Call such meetings of the Board as he/she may deem necessary, giving notice as ~~prescribed~~ **required by law**

(cf. 9320 - Meetings and Notices)

(cf. 9321 - Closed Session Purposes and Agendas)

~~2.~~ **2.** Call the meeting to order at the appointed time **and preside over the meeting**

~~3.~~ **3.** Announce the business to come before the Board in its proper order

~~4.~~ **4.** Enforce the Board's ~~policies~~ **bylaws** relating ~~ed~~ to the conduct of meetings and help ensure compliance with applicable requirements of the Brown Act

~~5.~~ **5.** Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference

~~6.~~ **6.** Explain what the effect of a motion would be if it is not clear to every member

PRESIDENT (continued)

~~6. Restrict discussion to the question when a motion is before the Board~~

6. Facilitate the Board's effective deliberation, ensuring that each Board member has an opportunity to participate in the deliberation and that the discussion remains focused

7. Rule on issues of parliamentary procedure

8. Put motions to a vote, and **state** clearly **state** the results of the vote

~~9. Be responsible for the orderly conduct of all Board meetings~~

(cf. 9323 - Meeting Conduct)

The president shall have the same rights as other members of the Board, including the right to ~~move, second, discuss, and vote on all questions~~ **matters** before the Board.

The president shall perform other duties in accordance with law and Board policy including, but not limited to:

1. Signing all instruments, acts, ~~and~~ orders, **and resolutions** necessary to **comply with legal requirements and** carry out ~~state requirements and~~ the will of the Board

~~2. Consulting with the Superintendent or designee on the preparation of the Board's agendas~~

(cf. 9322 - Agenda/Meeting Materials)

~~3.~~ **2.** Working with the Superintendent **or designee** to ensure that Board members have necessary materials and information

~~4.~~ **3.** Subject to Board approval, appointing and dissolving all committees

(cf. 9130 - Board Committees)

~~5. Calling such meetings of the Board as he/she may deem necessary, giving notice as prescribed by law~~

(cf. 9320 - Meetings and Notices)

(cf. 9321 - Closed Session Purposes and Agendas)

6. 4. **In conjunction with the Superintendent or designee, R**representing the district as ~~governance the Board's~~ spokesperson **in communications with the media** ~~in conjunction with the Superintendent~~

PRESIDENT (continued)

(cf. 1112 - Media Relations)

5. Leading the Board's advocacy efforts to build support within the local community and at the state and national levels

The president shall have the same rights as other members of the Board, including the right to move, second, discuss and vote on all questions before the Board.

Note: The following paragraph is optional. See CSBA's web site for information about CSBA's Board President's Workshop and other education opportunities that could assist board presidents in fulfilling their responsibilities, such as the Brown Act workshop, Annual Education Conference and Trade Show, and Masters in Governance program.

The president shall participate in the California School Boards Association's Board President's Workshop and other professional development opportunities to enhance his/her leadership skills.

(cf. 9240 - Board Training)

Note: Districts should select the appropriate option below.

When the president resigns or is absent ~~or disabled~~, the vice president shall perform the president's duties. When both the president and vice president are absent ~~or disabled~~, the clerk shall perform the president's duties.

(cf. 9123 - Clerk)

Legal Reference: (see next page)

BB 9121(d)

PRESIDENT (continued)

Legal Reference:

EDUCATION CODE

35022 *President of the board*

35143 *Annual organizational meetings; dates and notice*

GOVERNMENT CODE

54950-54963 *Ralph M. Brown Act*

Management Resources:

CSBA PUBLICATIONS

Call to Order: A Blueprint for Great Board Meetings, 2015

Board Presidents' Handbook, revised 2002

CSBA Professional Governance Standards, 2000

Maximizing School Board Leadership: Boardmanship, 1996

WEB SITES

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

Policy
adopted:

CSBA Sample

RIVER DELTA UNIFIED SCHOOL DISTRICT
Approx. October 10, 2017

Board Bylaw

Board Bylaws

BB 9220(a)

GOVERNING BOARD ELECTIONS

Board Member Qualifications

Note: Education Code 35107 **and Elections Code 20** details eligibility for Governing Board membership as specified below. In 81 Ops.Cal.Atty.Gen. 98 94 (1998), the Attorney General opined that the residency requirement in Education Code 35107 is a continuing requirement for holding the office during the entire term of the Board member.

~~Pursuant to Elections Code 20, as added by AB 2410 (Ch. 160, Statutes of 2012), any person who has been convicted of a felony involving bribery, offering of a bribe, embezzlement or theft of public funds, extortion, perjury, or of conspiracy to commit any of these crimes, under California law or the law of any other state, the federal government, or a foreign government or country, is ineligible to be elected or to hold state or local public office unless he/she has received a pardon from the Governor or other authority as specified.~~

~~In addition, a A~~ person is ineligible to hold public office if he/she is not registered to vote. Elections Code 2201 lists the causes for cancelling an individual's voter registration and making him/her ineligible to hold public office ~~as~~ including, **but not limited to**, legally established mental incompetency, proof that the person is presently imprisoned or on parole for conviction of a felony, or official notification that the voter is registered **to vote** in another country or state.

Any person is eligible to be a member of the Governing Board, without further qualifications, if he/she is 18 years of age or older, a citizen of California, a resident of the school district, a registered voter, and not legally disqualified from holding civil office. Any person who has been convicted of a felony involving the giving, accepting, or offering of a bribe, embezzlement or theft of public funds, extortion, perjury, or conspiracy to commit any such crime, under California law or the law of another state, the United States of America, or another country, is not eligible to be a candidate for office or **be elected as** a Board member except when he/she has been granted a pardon in accordance with law. (Education Code 35107; Elections Code 20)

Note: Pursuant to Education Code 35107, a district employee elected to serve on the district Board must resign his/her employment before being sworn into office as a Board member.

Pursuant to Education Code 1006, ~~as added by AB 1662 (Ch. 499, Statutes of 2012),~~ employees of a school district ~~may now be~~ **are** eligible to run for the county board of education seat as long as their school district employer is not within the jurisdiction of the county board.

A district employee elected to the Board shall resign his/her employment before being sworn in or shall have his/her employment automatically terminated upon being sworn into office. (Education Code 35107)

(cf. 9224 - Oath of Affirmation)

(cf. 9270 - Conflict of Interest)

BB 9220(b)

GOVERNING BOARD ELECTIONS (continued)

Note: The following paragraph is optional. See CSBA's web site for information about school board service that may be shared with candidates.

The Board encourages all candidates to become knowledgeable about the role of board members. The Superintendent or designee shall provide all candidates with information that will enable them to understand the responsibilities and expectations of being a Board member, including information regarding available workshops, seminars, and/or training. The Superintendent or designee shall provide all candidates with the county election official's contact information and general information about school programs, district operations, and Board responsibilities.

(cf. 9230 - Orientation)

(cf. 9240 - Board Training)

Consolidation of Elections

Note: The following optional section is for districts that currently hold their Board elections at a time that is not concurrent with municipal or statewide elections.

Education Code 5000 and Elections Code 1302 require the regular election of Board members to be held on the first Tuesday after the first Monday in November of each odd-numbered year. However, in accordance with Pursuant to Elections Code 1302 and 10404.5, districts are authorized to request consolidation of their Board elections with the local municipal or state primary or general election by adopting a Board resolution and submitting it to the County Board of Supervisors for approval. Within 30 days following approval by the County Board of Supervisors, the elections official will notify all registered voters in the district of the change of election date.

Whenever a change is made to a district's election cycle, the terms of office of incumbent Board members must be extended accordingly. In addition, before making any rule changes that may affect voting in their elections, districts within Kings, Monterey, and Yuba counties must obtain prior approval of the U.S. Department of Justice (preclearance), pursuant to 42 USC 1973-1973aa-6 (the federal Voting Rights Act). For these reasons, districts should explore the full ramifications of proposed changes to their election rules and should consult legal counsel when necessary.

To reduce costs associated with conducting elections, the Board may consolidate Board elections with the local municipal or statewide primary or general election in accordance with Elections Code 1302. Board election procedures shall be conducted in accordance with state and federal law.

Note: Pursuant to Elections Code 14051-14052, as added by SB 415 (Ch. 235, Statutes of 2015), districts are required to hold elections concurrent with statewide elections if holding nonconcurrent elections has previously resulted in a "significant decrease" in voter turnout. Pursuant to Elections Code 14051, a significant decrease has occurred when voter turnout for a regularly scheduled election held on a nonconcurrent date is at least 25 percent less than the average local turnout for the previous four statewide general elections. A district that holds Board elections other than on a statewide elections date may only delay the consolidation if, by January 1, 2018, it has adopted a plan to consolidate elections

GOVERNING BOARD ELECTIONS (continued)

by November 8, 2022. It is recommended that districts with nonconcurrent elections review the voter turnout for their recent elections, consult with legal counsel, and, as necessary, prepare and approve a plan by January 1, 2018 to move their election to a statewide election date. For a further analysis of SB 415, see CSBA's [Legal Alert on the Impact of Senate Bill No. 415 on School Board Elections](#).

Districts consolidating their elections due to low voter turnout should follow the procedures specified in Elections Code 1302, including the adoption of a Board resolution.

In addition, if a regularly scheduled Board election held other than on a statewide election date results in a decrease in local voter turnout of 25 percent or more compared to the average local turnout for the previous four statewide general elections, the Board shall take action to consolidate Board elections with statewide elections. The district shall move its election to the next state statewide election date, unless the Board has adopted a plan by January 1, 2018 to consolidate Board elections not later than the November 8, 2022 statewide general election. (Elections Code 14051, 14052)

In order to consolidate elections based on either circumstance described above, the Board shall adopt a resolution and submit it to the County Board of Supervisors for approval not later than 240 days prior to the date of the currently scheduled district election. (Elections Code 10404.5)

Whenever a regularly scheduled Board election is changed due to consolidation of elections, the terms of office of incumbent Board members shall be extended to align with the next applicable election. (Elections Code 10404.5)

(cf. 9110 - Terms of Office)

Elections Process and Procedures

Note: Pursuant to Education Code 5019, except in a school district governed by a board of education subject to a city or city and county charter, ~~each the~~ county committee on school district organization is authorized, ~~for the districts within its jurisdiction,~~ to establish trustee areas, rearrange boundaries of trustee areas, increase, decrease, or abolish trustee areas, and recommend any of three alternate methods of electing Board members as specified below and in Education Code 5030. **In addition, Education Code 5019 specifies that each county committee may approve or disapprove a proposal to decrease the membership of a board from five to three for any district whose average daily attendance during the preceding year was less than 300.** A proposal for any of these purposes ~~described above~~ may be initiated by the county committee, by a petition filed by voters, or by the ~~governing board of the school district~~ **Board.**

Option 1 below is for districts that use the "by trustee area" method to elect Board members (i.e., voters in each trustee area elect the candidate to represent their area), Option 2 is for districts that use the "at-large" method (i.e., all voters cast ballots for all candidates within the district), and Option 3 is for districts that use the "from trustee area" or "hybrid" method (i.e., Board members must reside within designated trustee areas but are elected by voters throughout the district "at-large").

~~Pursuant to Education Code 1000-1001, elections to fill county boards of education are required to be conducted based on the "by trustee area" voting method.~~

GOVERNING BOARD ELECTIONS (continued)

(Election from trustee area/hybrid method)

Each Board member shall reside within the trustee area that he/she represents but shall be elected by all voters in the district.

Note: The remainder of this section is for districts using Option 2 or 3 and may be revised to reflect district practice. Such districts should periodically monitor the demographics within their geographical boundaries to ensure that no violation of the CVRA occurs. Any district found in violation of the CVRA could be held liable for attorneys' fees and legal costs. **Elections Code 10010, as amended by AB 350 (Ch. 737, Statutes of 2016), requires that a prospective plaintiff send written notice to the district prior to filing a complaint alleging that the method of election violates the CVRA so that the district will have the chance to cure any potential violations before the commencement of litigation. Even if the district cures the alleged violations, it may be required to pay reasonable costs incurred in supporting the written notice.**

DRAFT

GOVERNING BOARD ELECTIONS (continued)

To ensure ongoing compliance with the California **and federal** Voting Rights Acts, the Board may review the district's Board election method to determine whether any modification is necessary due to changes in the district's population or any of its racial, color, or language minority group composition. The review shall be based on the Superintendent or designee's report to the Board after the release of each decennial federal census.

Note: Converting from an "at-large" (Option 2) to a "by trustee area" (Option 1) voting method involves complex issues of law regarding matters such as the redrawing of maps, required approvals, and transition dates. **Elections Code 10010, as amended by AB 350 (Ch. 737, Statutes of 2016), requires the Board to hold hearings before and after drawing maps of the proposed district boundaries to allow for public input. If Board members will be elected at different times for staggered terms of office, hearings held after publishing the draft map(s) are required to include public input regarding the proposed sequence of elections.** Any district that is considering switching to "by trustee area" election method should consult legal counsel as necessary.

If the Board determines that a change is necessary, it shall **hold public hearings in accordance with Elections Code 10100 before** adopting a resolution at an open meeting specifying the change(s), and shall, in accordance with Education Code 5019, **or other applicable provisions of law,** obtain approval from the county committee on school district organization having jurisdiction over the district.

(cf. 9320 - Meetings and Notices)

Campaign Conduct

Note: Education Code 35177 has long authorized boards, by resolution, to limit campaign expenditures and/or contributions for candidates in board elections. However, in June 2006, the U.S. Supreme Court held in Randall v. Sorrell that limits on campaign expenditures are unconstitutional and violate a candidate's right to free speech. The court did hold that limits on contributions to candidates could be constitutional if such limits are not overly restrictive, allow candidates to compete in the race, and do not operate to protect incumbents. However, because Education Code 35177 provides no mechanism for the district to enforce any contribution limits set by the Board, such limits would be completely voluntary, and other candidates **and/or** the Board would have no **remedy recourse** in the event of noncompliance by a candidate. It is strongly recommended that, before adopting voluntary contribution limits under the authority granted in Education Code 35177, the Board consult legal counsel in order to ensure that the district's limits satisfy legal restrictions.

All candidates, including current Board members running as incumbents, shall abide by local, county, state, and federal requirements regarding campaign donations, funding, and expenditures.

Note: The following paragraph is optional. Government Code 85300 generally prohibits the expenditure of public funds for the purpose of seeking elective office. However, as amended by SB 1107 (Ch. 837, Statutes of 2016), Government Code 85300 permits a candidate to expend or accept public funds for the purpose of seeking elective office if the Board establishes a dedicated fund for that purpose, provided that both (1) the public funds are available to all qualified, voluntarily participating candidates for the same office without regard to incumbency or political party preference, **and** (2) **the**

GOVERNING BOARD ELECTIONS (continued)

Board has established criteria for determining a candidate's qualifications. For school board elections, candidate qualifications are specified in state law (see section "Board Member Qualifications" above), and districts should not establish additional qualification requirements. It is recommended that the district consult legal counsel when establishing a dedicated fund for those seeking election to the Board.

A Board member shall not expend, and a candidate shall not accept, any public money for the purpose of seeking elective office. However, the district may establish a dedicated fund for those seeking election to the Board, provided that the funds are available to all candidates who are qualified pursuant to Education Code 35107 without regard to incumbency or political preference. (Government Code 85300)

Note: Pursuant to Elections Code 20440, county election officials **are required to** present each candidate running for public office with a voluntary Code of Fair Campaign Practices for the candidate to sign. The pledge states the candidate's intent to conduct his/her campaign openly and fairly and provides that the candidate may not use or permit negative prejudice based on another candidate's race, religion, physical or mental disability, sex, gender, **gender identity, gender expression**, sexual orientation, or any other prohibited category of discrimination listed in Government Code 12940. Although neither the district nor opposing candidates have authority to enforce the pledge if it is violated, a candidate's signature is a matter of public record. The following **optional** paragraph expresses the Board's desire that candidates for Board membership sign and abide by the terms of the pledge.

~~The following **optional** paragraph expresses the Board's desire that candidates for Board membership sign and abide by the terms of the pledge.~~

In order to help protect the public's trust in the electoral process as well as the public's confidence in the Board and district, the Board encourages all candidates to sign and adhere to the principles in the Code of Fair Campaign Practices pursuant to Elections Code 20440.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 9005 - Governance Standards)

Statement of Qualifications

On the 125th day prior to the day fixed for the general district election, the Board secretary or his/her designee shall deliver a notice, bearing the secretary's signature and district seal, to the county elections official describing both of the following: (Elections Code 10509)

1. The elective offices of the district to be filled at the general election and which offices, if any, are for the balance of an unexpired term
2. Whether the district or the candidate is to pay for the publication of a statement of qualifications pursuant to Elections Code 13307

(cf. 9223 - Filling Vacancies)

GOVERNING BOARD ELECTIONS (continued)

Note: Pursuant to Elections Code 13307, the candidate statement is limited to 200 words (Option 1 below), unless the Board has authorized an increase to a 400-word maximum (Option 2 below).

Candidates for the Board may submit a candidate statement to the elections official for inclusion in the voter's pamphlet. Candidate statements shall be limited to no more than 200 words. (Elections Code 13307)

Note: The following optional paragraph is for use by any district that authorizes electronic distribution of candidate statements in addition to or instead of the mailed voter's pamphlet. Pursuant to Elections Code 13307, a voter may receive by mail a voter's pamphlet that contains candidate statements or, when authorized by the elections official, may opt to obtain the voter's pamphlet and related materials electronically (i.e., from the elections official's web site or via email). If a candidate chooses to submit a statement for electronic distribution only, it will not appear in the mailed voter's pamphlet.

When electronic distribution is authorized by the elections official, districts may choose, pursuant to Elections Code 13307, as amended by AB 2010 (Ch. 128, Statutes of 2016), whether or not to permit Board candidates to prepare a statement for electronic distribution. The following paragraph may be revised to reflect district practice.

When the elections official allows for the electronic distribution of candidate statements, a candidate for the Board may, in addition to or instead of submitting a candidate statement for inclusion in the mailed voter's pamphlet, prepare and submit a candidate statement for electronic distribution.

Note: Prior to the beginning of the nominating period, Elections Code 13307, as amended by AB 2010 (Ch. 128, Statutes of 2016), requires the Board to determine whether to have the district assume the costs of producing candidate statements of qualifications (Option 1 below) or to charge candidates for the costs (Option 2 below), regardless of whether the statements are for hard copy or electronic distribution. In 85 Ops.Cal.Atty.Gen. 49 (2002), the Attorney General opined that Elections Code 13307, which authorizes the district to pay for the distribution of candidate statements, does not conflict with Education Code 7054, which prohibits the use of district resources for campaign purposes. According to the Attorney General, distributing campaign statements cannot be considered campaigning for any particular candidate in a partisan manner so as to conflict with the Education Code prohibition.

Option 1 below is for districts that assume the costs associated with producing candidate statements, and Option 2 is for districts that charge candidates for the costs. The following options may be revised to reflect the method of distribution (i.e., electronic and/or hard copy) used by the district.

GOVERNING BOARD ELECTIONS (continued)

The district shall assume no part of the cost of printing, handling, translating, ~~or mailing,~~ **or electronically distributing** ~~of~~ candidate statements filed pursuant to Elections Code 13307. As a condition of having candidate statements included in the **hard copy and/or electronic** voter's pamphlet, the district may require candidates to pay their estimated pro rata share of these costs to the district in advance pursuant to Elections Code 13307.

Tie Votes in Board Member Elections

Whenever a tie makes it impossible to determine which of two or more candidates has been elected to the Board, the Board shall immediately notify the candidates who received the tie votes of the time and place where the candidates or their representatives should appear before the Board. The Board at that time shall determine the winner by lot. (Education Code 5016)

Legal Reference: (see next page)

GOVERNING BOARD ELECTIONS (continued)

Legal Reference:

EDUCATION CODE

~~1000 Composition, and trustee area, county board of education~~

1006 Qualifications for holding office, county board of education

5000-5033 Elections

5220-5231 Elections

5300-5304 General provisions (conduct of elections)

5320-5329 Order and call of elections

5340-5345 Consolidation of elections

5360-5363 Election notice

5380 Compensation (of election officer)

5390 Qualifications of voters

5420-5426 Cost of elections

5440-5442 Miscellaneous provisions

7054 Use of district property

35107 Eligibility; school district employees

35177 Campaign expenditures or contributions

35239 Compensation of governing board member of districts with less than 70 ADA

ELECTIONS CODE

20 Public office eligibility

1302 Local elections, school district election

2201 Grounds for cancellation

4000-~~4004~~ 4008 Elections conducted wholly by mail

10010 District boundaries

10400-10418 Consolidation of elections

10509 Notice of election by secretary

10600-10604 School district elections

13307 Candidate's statement

13308 Candidate's statement contents

13309 Candidate's statement, indigence

14025-14032 California Voting Rights Act

14050-14057 California Voter Participation Rights Act

20440 Code of Fair Campaign Practices

GOVERNMENT CODE

1021 Conviction of crime

1097 Illegal participation in public contract

12940 Nondiscrimination, Fair Employment and Housing Act

81000-91014 Political Reform Act

PENAL CODE

68 Bribes

74 Acceptance of gratuity

424 Embezzlement and falsification of accounts by public officers

661 Removal for neglect or violation of official duty

CALIFORNIA CONSTITUTION

Article 2, Section 2 Voters, qualifications

Article 7, Section 7 Conflicting offices

Article 7, Section 8 Disqualification from office

UNITED STATES CODE, TITLE 42 52

~~1973-1973aa-6~~ **10301-10508** Voting Rights Act

Legal Reference continued: (see next page)

BB 9220(j)

GOVERNING BOARD ELECTIONS (continued)

Legal Reference: (continued)

COURT DECISIONS

Rey v. Madera Unified School District, (2012) ~~138 Cal. Rptr. 3d 192-203~~ **Cal. App. 4th 1223**

Randall v. Sorrell, (2006) 126 S.Ct. 2479

Sanchez v. City of Modesto, (2006) ~~51 Cal. Rptr. 3d 821~~ **145 Cal. App. 4th 660**

Dusch v. Davis, (1967) 387 U.S. 112

ATTORNEY GENERAL OPINIONS

85 Ops. Cal. Atty. Gen. 49 (2002)

83 Ops. Cal. Atty. Gen. 181 (2000)

81 Ops. Cal. Atty. Gen. ~~98~~ **94** (1998)

69 Ops. Cal. Atty. Gen. 290 (1986)

Management Resources:

CALIFORNIA SCHOOL BOARDS ASSOCIATION PUBLICATIONS

Legal Alert on the Impact of Senate Bill No. 415 on School Board Elections, January 2017

WEB SITES

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

California Secretary of State's Office: <http://www.ss.ca.gov> <http://www.sos.ca.gov>

Fair Political Practices Commission: <http://www.fppc.ca.gov>

Institute for Local Self Government: <http://www.ca-ilg.org>

Policy
adopted:

**CSBA Sample
Board Bylaw**

RIVER DELTA UNIFIED SCHOOL DISTRICT
Approx. October 10, 2017

ORIENTATION

Note: The following **optional** bylaw may be revised to reflect district practice.

Board Candidate Orientation

Note: CSBA's School Board Leadership publication is designed to assist Governing Board candidates and other community members by providing answers to frequently asked questions about school Board service, including Board roles and responsibilities, how to work effectively as a governance team, and requirements for becoming a Board member.

Pursuant to Elections Code 20440, when filing to run for public office, the county elections official presents each candidate with a voluntary Code of Fair Campaign Practices for the candidate to sign. For language regarding the Board's intent that candidates for the Board adhere to those fair campaign principles, see BB 9220 - Governing Board Elections.

The Governing Board desires to provide Board candidates with information that will enable them to understand the responsibilities and expectations of Board membership. The Superintendent or designee shall provide all candidates with general information about school programs, district operations, and Board responsibilities and the county election official's contact information.

(cf. 9200 - Limits of Board Member Authority)
(cf. 9220 - Governing Board Elections)
(cf. 9270 - Conflict of Interest)

The Board encourages all candidates to attend public Board meetings during the period of their candidacy. Candidates shall have the same access as members of the public to district staff and information.

(cf. 1340 - Access to District Records)
(cf. 9011 - Disclosure of Confidential/Privileged Information)

New Board Member Orientation

Note: The following **optional** bylaw may be revised to reflect district practice. In addition to providing new **Governing** Board members with information about district programs and operations, it is recommended that new Board members be provided information and professional development regarding the roles and responsibilities of the Board (see BB 9000 - Role of the Board) and professional governance standards agreed upon by the Board (see BB 9005 - Governance Standards). **The provision of information to Board candidates regarding the district and/or Board responsibilities is addressed in BB 9220 - Governing Board Elections.**

The Governing Board recognizes the importance of providing all newly elected or appointed Board members with support and information to assist them in becoming effective members of the Board. Incoming Board members shall be provided an orientation designed to build their knowledge of the district and an understanding of the responsibilities of their position. Such orientation may include the provision of information, support, and/or training related to Board functions, policies, protocols, and standards of conduct.

(cf. 9000 - Role of the Board)

(cf. 9220 - Governing Board Elections)

(cf. 9223 - Filling Vacancies)

Note: Pursuant to Government Code 54952.2, if a majority of Board members congregate at the same time and location to hear or discuss matters within the jurisdiction of the Board, the meeting must be open to the public and proper notice provided; see BB 9320 - Meetings and Notices. The following optional paragraph provides for orientation meetings to be held with all members of the Board during a public Board meeting and may be revised to reflect district practice.

As early as possible following the election or appointment of Board members, one or more orientation sessions shall be held during open meeting(s) of the Board. The Board president and the Superintendent or designee shall develop an agenda for the meeting(s) and shall identify resources that may be useful for incoming Board members.

(cf. 9121 - President)

~~The Board shall convene a meeting to provide an orientation and information to incoming Board members to assist them in understanding the Board's functions, policies, procedures, protocols, and agreed upon standards of conduct. Incoming Board members shall receive the district's policy manual and other materials related to the district and Board member responsibilities.~~

Note: The following optional paragraph may be revised to reflect district practice. Pursuant to Government Code 54952.7, the Board may require that a copy of the Brown Act be given to each member of the Board and any person elected to the Board who has not yet assumed the duties of office. Government Code 54952.1 states that persons elected to serve as Board members, even if they have not yet assumed office, are subject to the requirements of the Brown Act as soon as they are elected.

Upon their election **or appointment**, incoming Board members shall be provided a copy of the Brown Act and informed that, pursuant to Government Code 54952.1, they must conform to the Act's requirements as if they had already assumed office. **Additional information for incoming Board members may include, but is not limited to, Board bylaws related to the limits of individual Board member authority, the conduct of Board meetings, and other Board operations; governance standards for ethical conduct; legal requirements**

BB 9230(c)

related to conflict of interest and prohibited political activity; protocols for speaking with district staff, members of the public, and the media; and publications on effective governance practices.

(cf. 1112 - Media Relations)

(cf. 1160 - Political Processes)

(cf. 9005 - Governance Standards)

(cf. 9010 - Public Statements)

(cf. 9011 - Disclosure of Confidential/Privileged Information)

(cf. 9012 - Board Member Electronic Communications)

(cf. 9200 - Limits of Board Member Authority)

(cf. 9270 - Conflict of Interest)

(cf. 9323 - Meeting Conduct)

In addition, the Superintendent may or designee shall provide incoming Board members with additional specific background and information regarding the district, including, but not limited to, the district's vision and goals statements, operations, and current challenges in areas that include, but are not limited to, student achievement, curriculum, finance, facilities, policy, human resources, and collective bargaining. local control and accountability plan and other comprehensive plans, student demographic data, student achievement data, district policy manual, district budget, and minutes of recent open Board meetings.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 0400 - Comprehensive Plans)

(cf. 0460 - Local Control and Accountability Plan)

The Superintendent or designee may offer incoming Board members a tour of district schools and facilities, and may introduce them to district and school site administrators and other staff.

Incoming members are encouraged to attend Board meetings and review agenda materials available to the public in order to become familiar with current issues facing the district.

Note: See CSBA's web site for information about CSBA conferences and workshops that address the needs of new Board members, including its Orientation for New Trustees, Institute for New and First-Term Board Members, and other education opportunities related to governance basics.

Pursuant to Government Code 54952.2, a "meeting" subject to Brown Act requirements does not include the attendance of a majority of the Board's members at a conference or similar public gathering, provided that a majority of the members do not discuss among themselves business of a specific nature that is within the subject matter jurisdiction of the Board. See BB 9240 - Board Training and BB 9320 - Meetings and Notices.

BB 9230(d)

Incoming members **also may are encouraged**, at district expense and with approval of the Board, **to attend the California School Boards Association's Orientation for New Trustees, Institute for New and First-Term Board Members, and** workshops and conferences relevant to their individual needs **or to the needs of the individual member**, the Board as a whole, or the district.

(cf. 9240 - Board Training)

(cf. 9320 - Meetings and Notices)

Legal Reference:

EDUCATION CODE

33360 Department of Education and statewide association of school district boards; annual workshops

33362-33363 Reimbursement of expenses; board member or member-elect

ELECTIONS CODE

~~13307 Candidate's statement~~

~~20440 Code of Fair Campaign Practices~~

GOVERNMENT CODE

54950-54963 The Ralph M. Brown Act, especially:

54952.1 Member of a legislative body

54952.2 Open meeting laws; posting agenda; board actions

54952.7 Copies of Brown Act to board members

Management Resources:

CSBA PUBLICATIONS

~~School Board Leadership, 2007~~

~~Professional Governance Standards for School Boards, 2000~~

~~The Brown Act: School Boards and Open Meeting Laws, rev. 2007~~ 2009

~~Guide to Effective Meetings, 2007~~

~~Maximizing School Board Leadership, 1996~~

NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS

~~Becoming a Better Board Member: A Guide to Effective School Board Service, 2006~~

WEB SITES

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

~~Fair Political Practices Commission: <http://www.fppe.ca.gov>~~

~~National School Boards Association: <http://www.nsba.org>~~

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



BOARD AGENDA BRIEFING

Meeting Date: September 12, 2017

Attachments: X

From: Kathy Wright, Director of Educational Services

Item #: 21

SUBJECT Request to hold a Public Hearing on the Sufficiency of Textbooks and Instructional Materials and to approve Resolution #735 on the Sufficiency of Textbooks and Instructional Materials as per Education Code Section 60119 and 5 CCR 9531 for 2017-2018 school year.

Action:
Consent Action: x
Information Only:

Background & Status:

In order to be eligible to receive instructional materials funds, the governing board of each district and county office of education is required to hold an annual public hearing and adopt a resolution stating whether each pupil in the district has sufficient textbooks or instructional materials in specified subjects (Math, English Language Arts, Science, History-Social Science, Science Lab Equipment) that are aligned to the academic content standards and consistent with the content and cycles of the curriculum frameworks adopted by the State Board.

Every school in the River Delta Unified School District has been sent a “sufficiency of instructional materials” survey as part of the District’s compliance procedures. All of the District’s schools have noticed the District Office that there are sufficient instructional materials for every student as outlined in Education Code 60119 and 5 CCR 9531.

The resolution must be passed by roll call vote.

Presenter: Kathy Wright, Director of Educational Services

Cost &/or Funding Sources (be specific)

There is no cost to the District unless sufficiency is not reached.

Recommendation:

That the Board holds a Public Hearing on the Sufficiency of Textbooks and Instructional Materials and that they approve Resolution #735 on the Sufficiency of Textbooks and Instructional Materials as per Education Code Section 60119 and 5 CCR 9531 for the 2017-2018 school year.

Time: 4 mins.

**RIVER DELTA UNIFIED SCHOOL DISTRICT
RESOLUTION #735**

**Resolution on Sufficiency of Textbooks and/or
Instructional Materials
For 2017-2018**

Whereas, the Board of Trustees of the River Delta Unified School District, in order to comply with the requirements of Education Code 60119, held a public hearing on September 12, 2017, at 6:30 o'clock in the evening (which is on or before the eighth week of school -- between the first day that students attend school and the end of the eighth week from that day-- 8/9/17 – 10/4/17) and which did not take place during or immediately following school hours, and;

Whereas, the Board provided at least 10 days notice of the public hearing by posting it in at least three public places within the district stating the time, place, and purpose of the hearing, and;

Whereas, the Board encouraged participation by parents/guardians, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

Whereas, information provided at the public hearing detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the River Delta Unified School District, and;

Whereas, the definition of "sufficient textbooks or instructional materials" means that each student, including English learners, has a textbook or instructional materials, or both, to use in class and to take home, and;

Whereas between the 2008-09 through the 2017-2018 fiscal years, the definition of "sufficient textbooks or instructional materials" also means that all students who are enrolled in the same course within the River Delta Unified School District, have standards-aligned textbooks or instructional materials from the same adoption cycle, and;

Whereas, sufficient textbooks and instructional materials were provided to each student, including English learners, which are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects:

Mathematics

Science

History-Social Science

English/Language Arts, including the English language development component of an adopted program

Whereas, sufficient textbooks or instructional materials were provided to each student enrolled in foreign language or health classes, and;

Whereas, laboratory science equipment was available for Science Laboratory classes offered in grades 9-12, inclusive;

NOW, THEREFORE, BE IT RESOLVED, that for the 2017-2018 school year, the River Delta Unified School District, has provided each student with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

PASSED AND ADOPTED the 12th day of September, 2017 by the Board of Trustees of the River Delta Unified School District of Sacramento County, California, by the following roll call vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

IN WITNESS WHEREOF, I, Marilyn Riley, Clerk of the Board of Trustees of the River Delta Unified School District of Sacramento County, California, certify that the foregoing is a full, true, and correct copy of Resolution No. 735 adopted by the said Board at a Regular Board meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

Marilyn Riley, Clerk
Board of Trustees
River Delta Unified School District

September 12, 2017
(Date)



RIVER DELTA UNIFIED SCHOOL DISTRICT

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

NOTICE OF PUBLIC HEARING and School Board Meeting September 12, 2017 at 6:30 p.m. at the Walnut Grove Elementary School

California Education Code 60119 requires that school districts, in order to receive instructional materials from any State source, in each fiscal year shall hold a public hearing regarding the sufficiency of instructional materials in the District. The Board, following public input, shall adopt a resolution regarding textbook sufficiency and execute a certification of compliance in accordance with California Education Code 60119 (and to comply with provisions of the *Williams Settlement*).

A public hearing on the sufficiency of instructional materials in the River Delta Unified School District is scheduled for hearing **after 6:30 p.m. on September 12, 2016**, during the regularly scheduled Board Meeting, at the **Walnut Grove Elementary School**, Walnut Grove, California. Interested members of the public are invited to address the Board on the issue. For further information or questions, please call Kathy Wright at (707) 374-1725.

REQUESTED TO BE POSTED: District Office, School Sites and Rio Vista Library, Isleton Library, Walnut Grove Library, Courtland Library, Clarksburg Library; and requested to be printed in the River News Herald.

d:\board\public hearings-notices\notice textbook sufficiency 2017-2018 english.doc



RIVER DELTA UNIFIED SCHOOL DISTRICT

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AVISO DE LA AUDIENCIA PÚBLICA y de la reunión del Consejo de la escuela 12 septiembre, 2016 a las 6:30 p.m. a la Escuela Primaria de Walnut Grove

El Código de Educación 60119 requiere que para poder recibir materiales de instrucción de cualquier recurso del Estado, los distritos escolares tengan una junta pública tocante a la suficiencia de materiales de instrucción en el distrito. La Mesa Directiva siguiendo las sugerencias del público, adoptara una resolución tocante la suficiencia de libros textos y ejecutara una certificación de que han cumplido con el Código de Educación 60119 (y para cumplir con las provisiones del Acuerdo de Williams).

Una audiencia pública de suficiencia de materiales de instrucción en el Distrito Escolar de River Delta será después **de las 6:30 el 12 de Septiembre del 2016**, durante la junta regular de la Mesa Directiva, en **Escuela Primaria de Walnut Grove**, Walnut Grove, California. Miembros del público que estén interesados son invitados a tratar este asunto con la Mesa Directiva. Para más información o preguntas, por favor llame al Kathy Wright, al (707) 374-1725.

REQUERIDO DE SER ANUNCIADO EN: Oficina del Distrito, Escuelas y Biblioteca de Río Vista, Biblioteca de Isleton, Biblioteca de Walnut Grove, Biblioteca de Courtland, Biblioteca de Clarksburg; y es requerido que se imprima en el periódico River News Herald

Sacramento Office of Education County

MAILING: P.O. Box 269003, Sacramento, CA 95826-9003

PHYSICAL LOCATION: 10474 Mather Boulevard, Mather, CA

(916) 228-2500 • www.scoe.net

David W. Gordon
Superintendent

August 11, 2017

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Sacramento, CA 95814

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Sacramento County Board of Education
5443 Buckwood Way
Sacramento, CA 95835

Alicia Fernandez, President
Board of Trustees
River Delta Unified School District
445 Montezuma Street
Rio Vista, CA 94571

Re: *Williams* Review Annual Report for 2016-2017
River Delta Unified School District

Dear Chair Nottoli, President Rivas, and President Fernandez:

As a result of the *Williams* Settlement, Education Code section 1240 requires that county offices of education visit certain schools identified in their county, review information in the areas noted below, and report to you the results of the visits and reviews. To conduct these reviews, during Fiscal Year (FY) 2016-2017, my staff visited 107 schools in 9 school districts within Sacramento County that ranked in deciles 1 to 3 of the 2012 Base Academic Performance Index (API) (*Williams* schools). The results are being provided in 9 individual school district reports to the Sacramento County Board of Supervisors, the Sacramento County Board of Education, and the governing boards of the respective school districts.

As required by Education Code section 1240(c)(2)(B), I am pleased to provide the annual report for FY 2016-2017 to the River Delta Unified School District (District) for submission to the District's governing board at a regularly scheduled November meeting. This report also serves as the statutorily required 2016-2017 quarterly report for the fourth quarter.



As specified in Education Code section 1240, the purpose of the Sacramento County Office of Education's (SCOE) visits to the District *Williams* schools is to:

1. Determine if students have "sufficient" instructional materials in four core subject areas (English language arts, mathematics, history/social science and science, including science laboratory equipment in grades 9-12) and, as applicable, in foreign language and health.
2. Determine if there is any facility condition that "poses an emergency or urgent threat to the health or safety of pupils or staff."
3. Determine if the school has provided accurate data on the annual school accountability report card related to the sufficiency of instructional materials and the safety, cleanliness, and adequacy of school facilities, including "good repair."

The law further requires that the county superintendent:

1. Annually monitor and review teacher misassignments and teacher vacancies in schools ranked in deciles 1 to 3 (2012 Base API).
2. Receive quarterly reports on complaints filed within the school district under the Uniform Complaint Procedure concerning insufficient instructional materials, teacher misassignments and vacancies, and emergency or urgent facilities issues. (Ed. Code § 35186(d).)

Some terms applicable to the Williams reviews are defined below:

- **"Sufficient instructional materials"** means every pupil, including English learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home in the four core areas (including science lab equipment in grades 9-12) as well as in foreign language and health when applicable.
- **"Emergency or urgent threat"** is defined as a school facility "condition that poses a threat to the health or safety of pupils or staff while at school."
- **"Good repair"** is defined as maintaining schools that are clean, safe, and functional. "Good repair" is determined through the use of the Facilities Inspection Tool developed by the State Office of Public School Construction. School districts utilize a facilities inspection system to ensure that each of its schools is maintained in "good repair."
- **"Teacher vacancy"** is defined by Education Code section 33126(b)(5)(A) as "...a position to which a single-designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position of which a single-designated certificated employee has not been assigned at the beginning of a semester for an entire semester."
- **"Beginning of the year or semester"** is defined by Title 5 of the California Code of Regulations section 4600(b) as "...the first day classes necessary to serve all the students enrolled are established with a single designated certificated employee assigned for the duration of the class, but not later than 20 working days after the first day students attend classes for that semester."

- **“Teacher misassignment”** is defined by Education Code section 33126(b)(5)(B) as “...placement of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential or the placement of a certificated employee in a teaching or services position that the employee is not otherwise authorized by statute to hold.”

The enclosed Exhibit A chart provides a breakdown of the information in this report for each school reviewed in the District. A summary of that information is provided below.

Instructional Materials and Facilities

In the District, *Williams* on-site reviews were conducted in two schools. In both of these schools, SCOE teams checked for the sufficiency of instructional materials and for the good repair of the school facilities. Both schools reviewed in the District were found to have sufficient instructional materials.

As for the condition of school facilities reviewed in 2016-2017, both schools were found to be in exemplary condition. No emergency repair issues were found at either of the reviewed schools. Additionally, during our inspection of the facilities, members of the District’s staff accompanied the inspection team and were made aware of the need to correct identified maintenance issues.

School Accountability Report Card

School districts are required to publish and post on their websites the annual School Accountability Report Card (SARC) by February 1 of each year. The SARC is published each year to provide parents and community members with specific information about each school so they can compare schools.

SCOE examined the SARCs for District *Williams* schools after the reports were published in 2017. Each SARC was reviewed for accurate data relevant to facilities maintenance and sufficiency of instructional materials, as required by Education Code section 1240(c)(2)(I). However, with regard to the sufficiency of textbooks and instructional materials, the SARCs were missing most of the information required including whether the Board conducted a public hearing to determine their sufficiency, and whether there are sufficient textbooks and instructional materials to use in the classroom and to take home for all students, including English learners.

Teacher Misassignments and Vacancies

Teacher misassignments are reported to the California Commission on Teacher Credentialing (CCTC) by July 1 of each year. For the schools reviewed in the District, there was one teacher misassignment reported to CCTC in FY 2016-2017, which was corrected. There were four classes in which 20 percent or more of the students in the classes were English learners, and the teacher lacked the appropriate authorization and training to teach English learners.

The District reported that no teacher vacancies existed in FY 2016-2017.

Uniform Complaint Procedure

Finally, according to the District’s report to SCOE, there were no complaints filed in the District under the Uniform Complaint Procedure for the 2016-2017 school year.

Don Nottoli, Chair
Brian M. Rivas, President
Alicia Fernandez, President
August 11, 2017
Page 4

Conclusion

We are looking forward to working with school districts throughout the 2017-2018 school year to continue to improve educational opportunities for all students in Sacramento County.

We appreciate the District staff's assistance with the reporting requirements and commend their cooperation with the *Williams* visitations. If you have any questions or would like to discuss this report in more detail, please call me at (916) 228-2410.

Sincerely,



David W. Gordon
Sacramento County Superintendent of Schools

DWG/EL/rb

Enclosure: Exhibit A (Annual *Williams* Report for River Delta Unified School District)

cc: Members, Sacramento County Board of Supervisors
Members, Sacramento County Board of Education
Members, River Delta Unified School Board
Don Beno, Superintendent, River Delta Unified School District

EXHIBIT A
Sacramento County Superintendent of Schools
WILLIAMS SETTLEMENT LEGISLATION
ANNUAL REPORT FOR RIVER DELTA UNIFIED SCHOOL DISTRICT
2016-2017 FISCAL YEAR

This report summarizes the results of the 2016-2017 *Williams* Site Visits and documentation reviews at decile 1, 2, and 3 schools (2012 Base Academic Performance Index) conducted in August-September 2016.

INSTRUCTIONAL MATERIALS:

Schools were reviewed for sufficient textbooks and instructional materials. “Sufficient textbooks and instructional materials” means each pupil, including English learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home in the four core areas (including science laboratory equipment in grades 9-12) as well as, for middle and high school, in foreign language and health.

School Name	Review Date	# of Classrooms Visited	Subject/Course	Textbook/Instructional Materials Needed
Clarksburg Middle School	8/19/2016	10	N/A	Sufficient
* Walnut Grove Elementary School	8/19/2016	8	N/A	Sufficient

* *Unannounced visit(s)*

EXHIBIT A
Sacramento County Superintendent of Schools
WILLIAMS SETTLEMENT LEGISLATION
ANNUAL REPORT FOR RIVER DELTA UNIFIED SCHOOL DISTRICT
2016-2017 FISCAL YEAR

SCHOOL FACILITIES:

The schools were reviewed for the condition of their facilities, whether they were in “good repair” or posed an “emergency.” “Good repair” means the facilities are clean, safe, and functional as determined pursuant to the school facility inspection and evaluation instrument developed by the Office of Public School Construction or a local evaluation instrument that meets the same criteria. An “extreme deficiency” requires immediate attention and, if left unmitigated, could cause severe and immediate injury, illness or death of the occupants. “Emergency condition” means a facility condition that poses a threat to the health or safety of pupils or staff while at school. An extreme deficiency may constitute an emergency condition. This chart includes facility deficiencies not corrected within 30 days of the original inspection.

School	Review Date	Room / Area	Facility Deficiencies Identified	Extreme Deficiency	Emergency
Clarksburg Middle School	8/19/2016	N/A		NO	NO
Walnut Grove Elementary School	8/19/2016	N/A		NO	NO

EXHIBIT A
Sacramento County Superintendent of Schools
WILLIAMS SETTLEMENT LEGISLATION
ANNUAL REPORT FOR RIVER DELTA UNIFIED SCHOOL DISTRICT
2016-2017 FISCAL YEAR

SCHOOL ACCOUNTABILITY REPORT CARD:

School districts are required to publish and post on their website the annual School Accountability Report Card (SARC) by February 1 of each year. We reviewed the following schools' published SARCs to determine the accuracy of the information reported regarding the sufficiency of textbooks and instructional materials, and the safety, cleanliness, and adequacy of school facilities, including "good repair." In order to assist the District with future SARCs, we provide the following comments:

School	SARC Review Date	Instructional Materials	Facility Conditions
All Schools	April 2017	<ul style="list-style-type: none"> • Within eight weeks of the first day of school, the District is required to hold an annual public hearing to determine whether each student has sufficient textbooks and instructional materials, pursuant to Education Code section 60119. The SARCs do not indicate whether the required public hearing was conducted. • The SARCs should indicate whether there are sufficient textbooks and instructional materials to use in class and take home for all students, including English learners. This was missing from the SARCs. 	<ul style="list-style-type: none"> • The SARCs should contain a general description of facilities (e.g., age of buildings, number of classrooms, other student/administrative spaces and playground). Both District SARCs were missing some of these components of a general description. • Pursuant to the California Department of Education's (CDE's) SARC Data Element Definitions and Sources, the SARCs should include a comprehensive summary of the maintenance and repair process. This was missing from both SARCs. • Pursuant to the CDE's SARC Data Element Definitions and Sources, the SARCs should include a comprehensive summary of the cleaning process, including adopted cleaning standards and schedules. This was missing from both SARCs. • Pursuant to the CDE's SARC Data Element Definitions and Sources, the SARCs should include a comprehensive summary of the deferred maintenance, including projects and budgets. This was missing from both SARCs.
Clarksburg MS	4/25/2017	SEE ABOVE FOR BOTH SCHOOLS	<ul style="list-style-type: none"> • The SARC reports the ranking for External as fair, whereas the SCOE Facilities Inspection Tool (FIT) reports it as good. • The SARC reports the overall rating as good, whereas the SCOE Facility Inspection Tool (FIT) reports it as exemplary.
Walnut Grove ES	4/25/2017	SEE ABOVE FOR BOTH SCHOOLS	<ul style="list-style-type: none"> • The District conducted its own facility inspections at the site. Its rankings were lower than SCOE's in these areas: <ul style="list-style-type: none"> ○ Interior (poor vs. good) ○ Restroom/Fountains (fair vs. good) ○ External (fair vs. good) ○ Overall (fair vs. exemplary) • The narrative states that the District conducted its inspection in November 2014, but elsewhere reports January 2017.

EXHIBIT A
Sacramento County Superintendent of Schools
WILLIAMS SETTLEMENT LEGISLATION
ANNUAL REPORT FOR RIVER DELTA UNIFIED SCHOOL DISTRICT
2016-2017 FISCAL YEAR

TEACHER MISASSIGNMENTS AND TEACHER VACANCIES:

The California Commission on Teacher Credentialing (CCTC) considers it a misassignment when a teacher lacks the proper subject-matter authorization to teach a class, lacks a proper teaching credential, or lacks the appropriate authorization or credential to teach English learners, and one or more English learners are assigned to the class. The *Williams* Settlement requires that the county superintendent report to CCTC the number of teacher misassignments; whether they are corrected; and the number of classes in which 20 percent or more of the students are English learners, and the teacher lacks proper authorization.

A “teacher vacancy” occurs if 20 working days after school begins for the semester, a single designated teacher has still not been assigned to teach the class for the entire year or semester. (Ed. Code, § 35186(h)(3); Cal. Code Regs., tit. 5, § 4600(b).)

The results of teacher misassignments and teacher vacancy reviews for the District are as follows:

Schools	Clarksburg MS	Walnut Grove ES
Number of misassignments for 2016-2017	1	0
Number of misassignments that were corrected	1	NA
Number of classes in which the teacher was lacking the appropriate authorization and training to teach English learners and 20 percent or more of students were English learners	4	0
Number of teacher vacancies for 2016-2017	0	0

EXHIBIT A
Sacramento County Superintendent of Schools
WILLIAMS SETTLEMENT LEGISLATION
ANNUAL REPORT FOR RIVER DELTA UNIFIED SCHOOL DISTRICT
2016-2017 FISCAL YEAR

UNIFORM COMPLAINTS:

The number of complaints the District reported for the 2016-2017 school year, their nature, and resolution are noted below:

Date Submitted	1 st Quarter			2 nd Quarter			3 rd Quarter			4 th Quarter		
	COMPLAINTS	RESOLVED	UNRESOLVED	COMPLAINTS	RESOLVED	UNRESOLVED	COMPLAINTS	RESOLVED	UNRESOLVED	COMPLAINTS	RESOLVED	UNRESOLVED
Textbooks and Instructional Materials	0	0	0	0	0	0	0	0	0	0	0	0
Facilities Conditions	0	0	0	0	0	0	0	0	0	0	0	0
Teacher Misassignments or Vacancies	0	0	0	0	0	0	0	0	0	0	0	0