

RIVER DELTA UNIFIED SCHOOL DISTRICT

MINUTES

REGULAR MEETING

December 15, 2020

1. **Call Open Session to Order** – Member Riley called the Open Session of the meeting of the Board of Trustees to order at 5:41 p.m. on December 15, 2020. As the result of the Coronavirus Pandemic (COVID-19), on March 12, 2020, Governor Gavin Newsom issued Executive Order N-25-20. This order includes directives canceling large gatherings. The Executive Order also allows local legislative bodies to hold meetings via conference calls while still satisfying state transparency requirements. The Governor has also issued Executive Order N-33-20, prohibiting people from leaving their homes or places of residence except to access necessary supplies and services or to engage in specified critical infrastructure employment. The health and well-being of our students, staff and community members are the top priority for the Board of Trustee of River Delta Unified School District. To facilitate this process the meeting was held remotely via Zoom Webinar. Access was available to the public to attend with audio and video.

We have modified the meeting procedures while the Shelter-in-Place for Coronavirus Pandemic (COVID-19) is active. Member Riley gave instructions on how the public is to address the Board during public comment or on any agendized item.

2. **Roll Call of Members:**

Marilyn Riley, Clerk
Jennifer Stone, Member
Rafaela Casillas, Member
Dan Mahoney, Member

Also, present: Katherine Wright, Superintendent; Sharon Silva, Chief Business Officer and Jennifer Gaston, Recorder.

3. **Oath of Office – Katherine Wright, Superintendent**

- 3.1 Following the November 2020 elections, the District will recognize departing Board Member Don Olson. Superintendent Wright was honored to recognize Member Olson, stating that in 2012, she and members of the Isleton staff worked to recruit an intelligent, levelheaded individual, which they found a perfect fit in Member Olson. Through his eight years on the Board of Trustees he became admired by many employees, students, and citizens for his attentive listen skills, for being student centered, and his problem-solving approach when working around the district. December 11, 2020 marked the end of his tenure as a Trustee Member. Superintendent Wright invited members of the public to join her in expressing their gratitude to Member Olson for his time, efforts, and hard work he has provided the District. Each member of the Board Trustees thanked Member Olson for his support, referring to his valuable insight, keeping the best interest of the students when making difficult decisions. They hope he finds a way to continue his support and involvement with the District.

Isleton staff members, Heather Dolk and Lauren Tyner, thanked Member Olson for his years of service and expressed their gratitude for the time and dedication he provided the schools and students of the District. They appreciated it more than words can express.

Past Board President, Alicia Fernandez, thanked Member Olson for his eight years of dedication. She has hopes that he will continue to be involved with the District as his comments and actions have been valuable to all.

Victoria Turk, Principal of Rio Vista High School, commented that staff, students, and families are appreciative for the support of Member Olson. He is student centered and involved with the youth of the community.

Maria Elena Becerra, Principal of Bates Elementary School, thanked Member Olson for his endless work and commitment to help the communities at large.

Member Olson thanked everyone for their kind words and stated this it was a pleasure to work for the District. Member Olson felt that, being part of a community, it was his duty to be a part of

taking care of the District. He feels confident that the Board is in good hands and, with its new members, it will be strong.

Superintendent Wright thanked Member Olson and his family, noting that she appreciates the sacrifices made while being a member.

- 3.2 Following the November 3, 2020 elections, and October 13, 2020 appointment, the District Will “seat” the new and/or returning Board members with the Oath of Allegiance: Marilyn Riley, Marcial Lamera. The Board requested that Superintendent Wright conduct the Oath of Office swearing in Member Riley and Member Lamera. Members Riley and Lamera completed the Oath of Office. Superintendent Wright asked for the returning and new members of the Board to stand for the formal administration of the Oath of Office. The Oath of Office was conducted and both members pledged their allegiance.
- 3.3 The Board is to conduct reorganizational duties including the election of Officers for 2021. The Board must elect the President, Vice President and Clerk positions as well as the SCOE Board representative. Upon the election of the new or returning officers, the Officers will be “seated” to conduct the balance of the meeting – Katherine Wright, Superintendent

Member Riley nominated Member Stone as Board President, Member Mahoney as Vice President and Member Riley as Clerk and Member Lamera as the Sacramento County Office of Education Representative. Member Casillas moved to approve all nominations, Member Riley seconded. Motion carried by roll call vote 5 (Ayes: Riley, Stone, Casillas, Mahoney, Lamera): 0 (Nays): 2 (Absent: Trustee Areas 6 and 7 are vacant)

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

- 4.1 Board President Stone announced items on the Closed Session Agenda
- 4.2 Public Comment on Closed Session Agenda Items. – *None to report*
- 4.3 **Board President Stone asked for a motion to approve the Closed Session agenda and adjourn the meeting to Closed Session @ 6:00 pm**
Member Riley moved to approve, Member Casillas seconded. Motion carried by roll call vote 5 (Ayes: Riley, Casillas, Mahoney, Stone): 0 (Nays): 2 (Absent/Abstain: Trustee Areas 6 and 7 are vacant)

5. **Open Session was reconvened at 6:43 pm**

- 5.1 Roll was retaken. All active members were present.
Also, present: Katherine Wright, Superintendent; Sharon Silva, Chief Business Officer and Jennifer Gaston, Recorder.
- 5.2 Pledge of Allegiance was led by Member Lamera

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

Board President Stone reported that during Closed Session, the Board did not take any action.

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

Board President Stone asked for a motion to approve the Open Session Agenda.

Member Mahoney moved to approve, Member Riley seconded. Motion carried by roll call vote 5 (Ayes: Riley, Casillas, Mahoney, Lamera, Stone): 0 (Nays): 2 (Absent/Abstain: Trustee Areas 6 and 7 are vacant)

8. **Public Comment:** Ms. Latimer greeted the Board and reported that there were no public comments submitted.

9. **Reports, Presentations, Information**

- 9.1 Board Member(s) and Superintendent Report(s) and/or Presentation(s) –
 - 9.1.1 Board Members’ report(s) There were no Board Member reports given.
 - 9.1.2 Superintendent Wright’s report(s) Superintendent Wright reported that this past month has proven to just as busy as any other month, maybe even busier, especially for the district and site admin team, as they have been doing an amazing job working hard to cover duties while she was out on medical leave. She noted her appreciation to everyone for the positive thoughts, prayers and cards wishing her a speedy recovery.

The past two weeks have been extra challenging. The District has been dealing with a few positive cases of Covid-19 among its employees. She is very proud of the Covid

response team working through the proper protocols and isolating these cases very quickly. The nurses have been in contact with the county health agencies and have setup protocols to follow when cases surface. We have been checking in on these employees to make sure they are doing well while recovering from virus. Following the protocols has kept the spread to a minimum.

Superintendent Wright is very appreciative of the citizens of both SFID areas who worked hard to promote the passage both Bond measures. The District has received the official election results for both Measures J and K, passing in all three counties. The next steps will be to pass a resolution accepting the election results, which will be presented to the Board at the January meeting. Once this is done, the Board will appoint a Bond Oversight Committee for each SFID area.

Superintendent Wright reported that two members Don Olson and Alicia Fernandez were part of the Master Planning Committees for facilities. Since both members are no longer part of the Board, we need two Board member to volunteer as replacements.

9.1.2.1 Recognition of River Delta Unified School District's 2020 Teacher of the Year Alyson Stiles – Katherine Wright, Superintendent recognized Alyson Stiles for her hard work, dedication and going above and beyond for the students.

Superintendent Wright is pleased to announce that she is the 2020 Teacher of the Year representative for River Delta Unified School District at the county level. Superintendent Wright read a statement given by Principal Rossi, who stated that Aly has done so much to change to culture at Riverview Middle School. Her enthusiasm with her leadership class and their activities have helped transform the school. Before the pandemic, she organized rallies, dances, spirit weeks, lunchtime activities and so much more. When the pandemic hit, she organized a parade of staff members with the four RDUSD south end schools. She organized virtual spirit weeks, virtual game nights, and virtual house competitions. She has also remained an amazing math teacher. Her work with AVID's Focused Note Taking (FNT) strategies have made her a leader among our staff. She has lead staff development on FNT the last two years. She works hard to make sure her students are successful. Her energy in class and on zoom is boundless. In short, she is the heart and soul of Riverview!

Superintendent Wright read a few comments made by students of Ms. Stiles of why they liked her as a teacher. The parents and students are very supported of Ms. Stiles. Superintendent Wright thanked Ms. Stiles for her continued service.

Members of the Board thanked Ms. Stiles for her enthusiasm and dedication to the students.

Alyson Stiles expressed her feelings on how special she felt while listening to the remarks made by her students. She stated that she grew up her in the Delta and she may be the first River Delta USD Teacher of the Year to grow up and teach in the district. She feels that it is extremely special to come back and support the community and teach the students.

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 – Sharon Silva, Chief Business Officer, Chief Business Officer; Ken Gaston, Director of MOT

9.2.1 Monthly Financial Report – Sharon Silva, Chief Business Officer, reported as submitted.

9.2.2 Developer Fee Report – Sharon Silva, Chief Business Officer reported that within 180 days after the prior year financial books have been closed, an annual report is due to the Board of how developer fees are collected and how these funds were spent. This report provides the public information and will be brought before the Board at the January Board meeting for discussion. The total fees collected for fiscal year 2019-2020 were \$214,139 out of these funds \$125,695 were collected from Encore Liberty – LGI Homes.

Total funds expended were \$795,287 with a contribution of \$162,350 from the general fund for the Shea Homes payment and the rental payments for the portable classrooms, as well as the expenditure for the D.H. White Elementary School modular classroom project of \$538,342.

- 9.2.3 Maintenance, Operations & Transportation Update - Ken Gaston, Director of MOT, mentioned a few projects that his team have been working on during the past month. Two trees at D.H. White Elementary School had split down the middle and have been cut down to a safe height.

The irrigation project at Clarksburg's soccer fields has been completed. This \$5000 project was funded by donations and the labor was provided by district staff.

At Rio Vista High School, his team has started installing irrigation pipes and sprinklers on softball field and the weight room project has been completed.

He has been working with the Parent Teacher Association at Isleton Elementary School to upgrade a planter box and landscaping. His team has installed irrigation in the front flowerbeds, with a plan of adding plants soon.

Mr. Gaston reported that the transportation department has actively been recruiting bus drivers. He welcomed Michael Mimiaga as the new Supervisor of Transportation, who has done a fantastic job in this recruitment process.

Mr. Gaston also introduced John Preston in his new role of Supervisor of Maintenance and Operations. He has been instrumental in keeping the project moving forward throughout the district.

Mr. Mahoney thanked and congratulated Mr. Gaston and Ms. Silva on dealing with the City of Rio Vista and in finding the discrepancy in the water and sewer invoicing, resolving this long-time issue.

9.3 Education Services' and Special Education Reports and/or Presentation(s) - Nicole Latimer, Chief Educational Services Officer and Tom Anderson, Director of Special Education

- 9.3.1 Educational Services Update – Nicole Latimer, Chief Educational Services Officer reported that her team has been providing trainings for teachers using the Swivel apparatus and software to support students in remote learning. They have also been working on making scheduling changes for students who will remain in remote learning when the time comes that schools can return to an in-person learning environment. She stated that the Elementary School Waivers have been submitted to the counties. Ms. Latimer was contacted by the county office and she has hopes that the county will be able to provide additional devices to the district. It is not known at this time what these devices might be.

9.3.1.1 Sacramento County Office of Education First Quarterly Review Report for 2020-2021- Nicole Latimer, Educational Services Officer reported that this is an annual inspection completed by the Sacramento County of Education regarding the Williams Act. Clarksburg Middle School and Walnut Grove Elementary School are the District's two school who are required to be reviewed by the county office. Both schools were found to have sufficient textbooks and materials. Due to Covid-19 the county office did not conduct the facilities inspection.

- 9.3.2 Special Education Update – Tom Anderson, Director of Special Education mentioned that the Special Education Plan was included in the backup materials. The Special Education plan is an annual requirement by the California Department of Education (CDE). The information included in the report is from school year 2018-2019 and includes information in areas that the District is not in compliance. In this report the findings were that the District had 94.12% of its special education students participate in the state testing, this goal was set at 95%. The District missed its goal by two children. In Language Arts the goal was set at 15%. However, the District reached 14.58%. The District was also rated as not compliant in Math, even though the goal was set at 13.6% and the District reached 15.28%. Lastly, the District did not meet the target for the suspensions

of special education students raising the percent by 0.8, which was one suspension. The plan is to identify the root cause of these non-compliant items and a strategy to remedy these out of compliance areas.

- 9.4 River Delta Unified Teacher's Association (RDUTA) Update – RDUTA President, Marsha Montgomery greeted the Board and reported that the teachers are finishing up the fall semester and gearing up to start the new semester in January. She stated that the students and teachers alike are looking forward to the Winter Break.
- 9.5 California State Employee's Association (CSEA) Chapter #319 Update – CSEA President, Melinda Barkman – No update given.

10. **Consent Calendar**

- 10.1 Approve Board Minutes
 - Regular Meeting of the Board – November 10, 2020
- 10.2 Receive and Approve Monthly Personnel Reports - As of December 15, 2020
- 10.3 District's Monthly Expenditure Report
 - November 2020
- 10.4 Request to declare as surplus and deem as zero value, non-operational technology equipment from inventory at D.H. White Elementary School – Nick Casey, Principal
- 10.5 Donations to Receive and Acknowledge:
 - Delta High School**
 - Courtland Alumni Association - \$5,000
 - Anonymous donor – Athletics Department - \$5,000
 - Walnut Grove Elementary School – For Toys**
 - Grow West - \$3,000
 - Bates Elementary School**
 - Courtland Fire Department – Four Thanksgiving Baskets
 - Sherri V. Welch – School Supplies
 - Miguel A. Barragan - \$100 – Student prizes
 - Rio Vista High School – Joseph Turk Memorial Scholarship Fund**
 - Kyle Turk and Kearsten Shepherd - \$2,500
 - Riverview Middle School**
 - Beth Brockhouse - \$153.84

Member Casillas moved to approve, Member Riley seconded. Motion carried by roll call vote 5 (Ayes: Riley, Casillas, Mahoney, Lamera, Stone): 0 (Nays): 2 (Absent/Abstain: Trustee Areas 6 and 7 are vacant)

Member Stone recognized the donations and thanked them for their support.

Superintendent Wright acknowledge the following employees in their new roles. John Preston, as Supervisors of Maintenance and Operations, Michael Mimiaga, as Supervisor of Transportation and Nanci Rose, as Vice Principal of Delta High School and Clarksburg Middle School.

Action Items -- Individual speakers shall be allowed two minutes to address the Board on any agenda item. The Board may limit the total time for public input on each agenda item to 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. The Board is to complete their organizational duties (under the provisions of Ed Code 35143 and 50171) by setting and approving a schedule of Regular Board Meetings for Calendar Year 2021 - Katherine Wright, Superintendent

Member Riley moved to approve, Member Casillas seconded. Motion carried by roll call vote 5 (Ayes: Riley, Casillas, Mahoney, Lamera, Stone): 0 (Nays): 2 (Absent/Abstain: Trustee Areas 6 and 7 are vacant)

12. Request the Board to conduct interviews, and if appropriate, take action to appoint a qualified candidate for vacancies in Trustee Areas VI and VII. Request direction from the Board on next steps to fill any vacant positions after the December 15, 2020 meeting – Katherine Wright, Superintendent announced that the District has received one application from a qualified candidate who resides in Area 6, Ms. Wanda Apel and one application from a qualified candidate who resides in Area 7, Mrs. Randall Jelly. Each applicant gave a presentation to the Board. Superintendent Wright announced that the Small School Districts Association is conducting a workshop in January for Board members and invited any members who are interested in attending the virtual workshop to contact the District Office.

Member Mahoney moved to approve both applicants filling both Trustee Areas 6 and 7, Member Riley seconded. Motion carried by roll call vote 5 (Ayes: Riley, Casillas, Mahoney, Lamera, Stone): 0 (Nays): 2 (Absent/Abstain: Trustee Areas 6 and 7 are vacant)

13. Request the approval of the First Interim Financial Report for 2020-2021 – Sharon Silva, Chief Business Officer

Member Mahoney moved to approve, Member Riley seconded. Motion carried by roll call vote 5 (Ayes: Riley, Casillas, Mahoney, Lamera, Stone): 0 (Nays): 2 (Absent/Abstain: Trustee Areas 6 and 7 are vacant)

14. 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 October 2020 – Katherine Wright, Superintendent

Member Mahoney moved to approve, Member Casillas seconded. Motion carried by roll call vote 5 (Ayes: Riley, Casillas, Mahoney, Lamera, Stone): 0 (Nays): 2 (Absent/Abstain: Trustee Areas 6 and 7 are vacant)

15. Request to approve the LCFF Budget Overview for Parents – Katherine Wright, Superintendent

Member Casillas moved to approve, Member Riley seconded. Motion carried by roll call vote 5 (Ayes: Riley, Casillas, Mahoney, Lamera, Stone): 0 (Nays): 2 (Absent/Abstain: Trustee Areas 6 and 7 are vacant)

11. Re-Adjourn to continue Closed Session, if needed – Board President Stone reported that re-adjourning to Closed Session was not necessary.

12. Report of Action taken, if any, during continued Closed Session (Government Code Section 54957.1) - Board President Stone reported Closed Session was not necessary – no actions to report.

13. Adjournment: With no further business before the Board, Board President Stone asked for a motion to adjourn.

Member Casillas moved to approve, Member Riley seconded. Motion carried by roll call vote 5 (Ayes: Riley, Casillas, Mahoney, Lamera, Stone): 0 (Nays): 2 (Absent/Abstain: Trustee Areas 6 and 7 are vacant)

The meeting was adjourned at 8:22 pm

Submitted:



Katherine Wright, Superintendent and Secretary to the Board of Trustees

Approved:



Marilyn Riley, Clerk, Board of Trustees

By: Jennifer Gaston, Recorder
End