

RIVER DELTA UNIFIED SCHOOL DISTRICT

MINUTES

REGULAR MEETING

April 11, 2023

1. **Call Open Session to Order** – Board President Lamera called the Open Session of the meeting of the Board of Trustees to order at 4:30 p.m. on April 11, 2023, at Bates Elementary School – Dr. Henry Go Auditorium, Courtland, California.
2. **Roll Call of Members:**
 - Marcial Lamera, President
 - Jennifer Stone, Vice President
 - Randall Jelly, Clerk
 - Marilyn Riley, Member
 - Rafaela Casillas, Member (Arrived 4:35pm)
 - Wanda Apel, Member
 - Dan Mahoney, MemberAlso present: Katherine Wright, Superintendent
3. **Review, Approve the Closed Session Agenda**
 - 3.1 Board President Lamera announced items on the Closed Session Agenda
 - 3.2 Public Comment on Closed Session Agenda Items. – None to report
4. **Approve Closed Session and Adjourn to Closed Session**
 - 4.3 Board President Lamera asked for a motion to approve the Closed Session agenda and Adjourn the meeting to **Closed Session @ 4:31 pm**
Member Riley moved to approve, Member Stone seconded. Motion carried 6 (Ayes: Stone, Jelly, Riley, Apel, Mahoney, Lamera): 0 (Nays): 1 (Absent: Casillas)
5. **Open Session was reconvened at 6:40 pm**
 - 5.1 Roll was retaken. All members were present.
Also present: Katherine Wright, Superintendent; Tammy Busch, Assistant Superintendent of Business Services; Nancy Vielhauer, Assistant Superintendent of Educational Services and Jennifer Gaston, Recorder
 - 5.2 Pledge of Allegiance was led by Board President Lamera
6. **Report of Action taken, if any, during the Closed Session** (Government Code Section 54957.1)
Board President Lamera reported that the Board received information; no action taken during Closed Session. The Board also reviewed expulsions for student case numbers 2223-222-004; 2223-222-005 and 2223-321-006. The Board will vote individually in Open Session under action items 11, 12 and 13.
7. **Review and Approve the Open Session Agenda**
Board President Lamera asked for a motion to approve the Open Session Agenda
Member Stone moved to approve, Member Riley seconded. Motion carried 7 (Ayes: Stone, Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 0 (Absent)
8. **Public Comment:** Michael Bouyer, Community Member, noted that he sent a letter to the District regarding media equipment that was purchased and intended for Rio Vista High and Delta High Schools while he was consulting for the District. He mentioned that, after about a year, the program ceased to exist. Mr. Bouyer explained that, over the past few years, he has come in contact with a few students, some working at the pizza factory, which led him to wonder what had happened to all the equipment. He made inquiries to the previous Superintendent on the whereabouts of the equipment. He indicated that around 2018 he was told that the class was discontinued due to the fact that there wasn't anyone who could teach the class and the equipment was outdated and surplus. He thought a club could be formed if a class couldn't be taught. Mr. Bouyer stated that, after all this, he is unwelcome on campus. He stated that he will press forward with legal issues, if he can't get answers.

9 Special Presentations, Reports, Information

9.1 Special Presentations

9.1.1 A Representative from Crowe LLP to present River Delta Unified School District's 2021-2022 Audit Reports – Ms. Busch, Asst. Superintendent of Business Services introduced Charles Raibley, a representative from Crowe LLP. Mr. Raibley provided an overview of the required communications to the District regarding the audit. He noted that, there are three components of an external audit which includes: a Financial Statements Audit, showing a financial picture of the District for FY2021-2022; a Federal Compliance Audit and a State Compliance Audit, each for FY2021-2022. Mr. Raibley also provided the results of these audits including an opinion/ranking for each audit. The Financial Audit was given an unmodified opinion with no findings, which is the highest-ranking a district can receive. A Federal Audit requires rotating audits from the programs in the District. The Child Nutrition Cluster was selected this year to fulfill this requirement. It was chosen because it hadn't been audited in a few years, no findings were found. The State Compliance Audit requires 30 different areas to be audited. The 2022 audit had a few compliance findings and it was required to be reported to the District. Findings in an audit are required to be reported to the District even if there is no financial impact. A finding of .018 in the Average Daily Attendance (ADA), fell below the .50 threshold to be reported to the California Department of Education; therefore, there was no financial impact to the District; a second finding was in regards to Career Technical Incentive Grant (CTIG), the required two for one ratio in the budget was not met, no financial impact to the District. It was noted that the CTIG current year's budget has been corrected to rectify this finding moving forward. A third finding was in regard to Independent Study. Mr. Raibley mentioned that many districts had trouble meeting all the state requirements after the pandemic. The finding indicated that all required components or supporting documents were not found during the audit. The finding was below the .50 threshold, no financial impact to the District. Lastly, requirement of the Expanded Learning Opportunities Grant (ELO) submitted to California Department of Education (CDE) was not submitted on a timely basis. No fiscal impact to the District for this finding. Mr. Raibley stated that four findings with no fiscal impact are quite good.

Bond measures are required to have independent stand-alone financial and performance audits. The expenditures are reviewed to determine that they were in compliance with the project lists approved by the Board and with Prop 39 requirements. For Measure J there was \$378,000 expended; no findings to report. Measure K \$157,000 expended; no findings to report. Measures J and K were found to have an unmodified opinion for both the financial and performance audits.

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

9.2.1 Board Members' report(s) Member Lamera reported that on March 23rd he attended the Delta High and Clarksburg Middle Schools Site Council meeting. At the meeting they began to allocate funds for the Site Plan for Student Achievement (SPSA) to be approved at the June Board meeting. On March 24th, he attended the Delta High and Clarksburg Middle Schools production of Aladdin, stating that when he was a student at Delta High School performed the same play. On March 29th Member Lamera attended the District's Facilities Steering Committee meeting, which will be discussed later in the agenda. Member Lamera reported that on April 10th the District held a Diversity, Equity and Inclusion Ad-Hoc Planning Committee which will be covered later in the agenda as well. Lastly, Member Lamera announced that Delta High School's baseball team has a game vs. Pierce High School, they will be playing the game at Sutter Health Park, which is where the River Cats play their games.

9.2.2 Committee report(s)

9.2.2.1 City of Rio Vista 2 X 2 report(s) – No report given

9.2.2.2 Facilities Steering Committee report(s) – Member Stone reported that on February 24th the committee met with parents, staff and community members providing a tour of Delta High School and Clarksburg Middle School campuses to

determine the next round of projects. During the tour, they identified areas that needed work. The attendees made a list of projects and prioritized them in order of their importance. Once the list was completed, a survey was sent to families and staff members for their input on these and other projects. The committee met on March 29th to discuss the findings of the surveys. With all the data compiled the committee will present their recommendations for the next round of projects. The committee recommended as a top priority to address the student restrooms at Delta High and Clarksburg Middle School for the second round of bond funds.

9.2.2.3 Diversity, Equity and Inclusion Ad-Hoc Planning Committee report(s) - Member Lamera reported that the committee has held their second planning meeting. They reviewed and established goals and actions. Tom Pender, a member of the committee, has a wealth of knowledge in this area and has made recommendations to guided the committee on the next steps moving forward.

9.2.3 Superintendent Wright's report(s) - Superintendent Wright welcomed everyone back after the Spring Break. Superintendent Wright reported that over the break, Cabinet members worked on several projects. She and Ms. Busch worked extensively on school safety for a safer environment in the school facilities. A full assessment was done at each school site to determine its needs for safety.

Superintendent Wright mentioned that she has been working with the District's legal counsel and the financial advisors regarding the ongoing developer mitigation agreement that is in the negotiation process for the Brann Ranch Development in Rio Vista.

Superintendent Wright has been working with Ms. Busch in developing a deferred maintenance plan to use as a guide moving forward with projects.

Superintendent Wright has been working with the City of Rio Vista on the Joint Use Agreement. This agreement would allow the District to use the Cities land and facilities, as well as allowing the City to use the District's land and facilities at no or low costs. An example of this use agreement is the Rio Vista High School's baseball team uses Egbert Fields to hold their practices and games at no cost. The City has used the school campuses for trainings for their police and fire departments at no cost. She mentioned that the last agreement expired in 2014. Updates have been made to align with the District's current policies and procedures and a first draft has been sent to the City for review.

9.3 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 – Tammy Busch, Asst. Superintendent of Business Services; Ken Gaston, Directors of MOT – Ms. Busch announced that the next round of Bond sales will take place within the next couple of months for the northern end of the District. The District's financial advisors will provide a presentation to the Board in May. She mentioned that the Business department has been working on budget development for FY 2023-2024 and reviewing and renewing leases the District has with outside entities that are expiring in 2023, such as the YMCA and the Sacramento County Libraries. These agreements will be brought to the Board for approval.

9.3.1 ADA/Enrollment Report – Tammy Busch, Asst. Superintendent of Business Services, reported that district-wide enrollment decreased by 68 students compared to the same month in the 2021-2022 school year. The district-wide enrollment compared to last month has seen a decrease of 6 students. The district-wide attendance has seen decrease of 73 ADA compared to the same month in the 2021-2022 school year. However, compared to last month the District has seen an increase of one in ADA.

9.3.2 Monthly Financial Report – Tammy Busch, Asst. Superintendent of Business Services reported as submitted.

9.3.3 Maintenance, Operations & Transportation Update, Ken Gaston, Director of MOT reported that two additional bus drivers have begun the driving portion of the process. He has hopes that they will be completed for the summer school programs. In the Fall the goal is to add two additional bus routes.

Mr. Gaston mentioned that they had a large sewer backup at Riverview. The City and Gomes Excavating were extremely helpful by bringing in their equipment and helping them fix the problem, neither entity charged the District for their services. Mr. Gaston noted that a 10-inch water main broke at the Rio Vista High School on the same day. His team had help from Gomes Excavating and the City, who came to help repair the line at no cost to the District. Mr. Gaston answered questions regarding the playing fields, stating that due to the rains they are just now able to mow without issues.

9.4 Education Services' Reports and/or Presentation(s) - Nancy Vielhauer, Asst. Superintendent of Educational Services and Tracy Barbieri, Director of Special Education

9.4.1 Educational Services Update – Nancy Vielhauer, Asst. Superintendent of Educational Services reported the Educational Services Department has been working on end-of-the year projects. One of the projects is pushing out information to identify students that qualify for the Golden State Seal. Those who qualify will have this designation on their diploma and transcript. She provided an explanation of what the Golden State Seal indicates. This seal is when a student achieves a grade of B or higher in six subject areas (English, Science, Math, History, two others) in grades nine, ten or eleven.

Ms. Vielhauer announced that the CASSPP window has opened for standardized testing. Although testing hasn't quite begun it will soon.

The District is reviewing options for the alternative programs. An option is to purchase new software, as the current software does not offer Ethnic Studies, which is a requirement for graduation. The current software company does not plan on adding this component to their selection.

Cabinet has been working on the 2023-2024 Local Control Accountability Plan (LCAP). She noted that several sections have been submitted to the county for review and feedback has been received.

Information regarding the Dashboard has been released. One area of concern is chronic absenteeism, which is not unique to our District. However, this indicator on the Dashboard needs improvement. A Student Attendance Review Board (SARB) has helped in many districts; however, our District's situation is uniquely challenging because we have to integrate with three different counties. If a student's attendance does not improve, they can be referred to the County District Attorney's office for further action. We prefer students to attend school, then to take this last step, referring them to the District Attorney's office. Ms. Vielhauer mentioned that she has attended other Districts who have model SARB hearings for ideas to integrate in our processes. She has been in contact with two of the three District Attorneys' offices making progress if we find the need to refer a student as a way to address our chronic absenteeism which is affecting our Dashboard.

Educational Services is finalizing plans for the in-service days for next year. The focus of professional development will be academic conversations and English Language instruction.

9.4.1.1 Williams Settlement Public Notification regarding sufficiency of teachers, facilities, and textbook and instructional materials, quarterly report (Third Quarter Jan.-Mar.); – Nancy Vielhauer, Asst. Superintendent of Educational Services reported that the District has not received any complaints during the third quarter.

9.5 River Delta Unified Teacher's Association (RDUTA) Update – Chris Smith, RDUTA President – No update given.

9.6 California State Employees Association (CSEA) Chapter #319 Update – Patty DuBois, Interim CSEA President – No update given.

10. **Consent Calendar**

- 10.1 Approve Board Minutes
Regular Meeting of the Board, March 14, 2023
- 10.2 Receive and Approve Monthly Personnel Reports
As of April 11, 2023
- 10.3 District's Monthly Expenditure Report
March 2023
- 10.4 Request to Approve the Contract with Associated Valuation Services, Inc. (AVS) to Provide an Onsite Inventory List to Update the Original Inventory List of Fixed Assets for All District Locations, at a cost not to exceed \$20,000 – General Funds – Tammy Busch, Asst. Superintendent of Business Services
- 10.5 Request to Approve the Agreement with DoLightful, Inc. ("Kango") to provide Transportation Services for the 2022-2023 School Year, at a cost not to exceed \$30,000 – Special Education Funds – Tracy Barbieri, Director of Special Education
- 10.6 Request to Approve the Revisions to Appendix A-Designated Positions of the Conflict-of-Interest Code for River Delta Unified School District – Katherine Wright, Superintendent
- 10.7 Request to Approve the Independent Contract for Services with Jibber Jabber Speech, LLC to Provide Virtual Speech-Language Therapy Services for the 2022-2023 School Year, at a cost not to exceed \$5,000 – Special Education Funds – Tracy Barbieri, Director of Special Education

Member Jelly moved to approve, Member Casillas seconded. Motion carried 7 (Ayes: Stone, Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 0 (Absent)

Action Items -- Individual speakers who have submitted a Comment Card 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 including the Public Comments made previously in this meeting. The Board will follow the process for Public Comments listed above.

- 11. During Closed Session the Board Reviewed Student Expulsion Case #2223-222-004. The Board's Decision is as Follows – Board President Lamera

Member Apel moved to approve, Member Stone seconded. Motion carried 7 (Ayes: Stone, Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 0 (Absent)

- 12. During Closed Session the Board Reviewed the Stipulated Student Expulsion Case #2223-222-005. The Board's Decision is as Follows – Board President Lamera tabled action item number 12 until the Board reconvened to Closed Session to review. Once the Board reconvened to Open Session at 9:25pm the Board took the following vote:

Member Apel moved to approve, Member Stone seconded. Motion carried 7 (Ayes: Stone, Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 0 (Absent)

- 13. During Closed Session the Board Reviewed Stipulated Student Expulsion Case #2223-321-006. The Board's Decision is as Follows – Board President Lamera

Member Riley moved to approve, Member Stone seconded. Motion carried 7 (Ayes: Stone, Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 0 (Absent)

- 14. Request to Accept and Approve the Audit Report of Crowe LLP, Independent Auditor, for Fiscal Year 2021-2022 – Tammy Busch, Asst. Superintendent of Business Services

Member Stone moved to approve, Member Apel seconded. Motion carried 7 (Ayes: Stone, Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 0 (Absent)

- 15. Request to Accept and Approve the Audit Report of Crowe LLP, Independent Auditor, for General Obligation Bonds, Measure J and Measure K for Fiscal Year 2021-2022 – Tammy Busch, Asst. Superintendent of Business Services

Member Jelly moved to approve, Member Riley seconded. Motion carried 7 (Ayes: Stone, Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 0 (Absent)

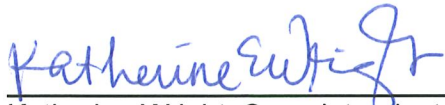
16. Request to Approve the Agreement with Crowe LLP to Provide the Audit and Financial Statements for the River Delta Unified School District's Annual Audit for FY 2022-2023 - Tammy Busch, Asst. Superintendent of Business Services
Member Stone moved to approve, Member Casillas seconded. Motion carried 7 (Ayes: Stone, Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 0 (Absent)
17. Request to Approve Agreement with Crowe LLP to Provide the Audit and Financial Statements for Measure J and K General Obligation Bonds for FY 2022-2023 - Tammy Busch, Asst. Superintendent of Business Services
Member Apel moved to approve, Member Stone seconded. Motion carried 7 (Ayes: Stone, Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 0 (Absent)
18. Request to Approve the Site Ground Lease Agreement and the Charter Facilities Agreement By and Between River Delta Unified School District and Delta Elementary Charter School for 2022-2023, 2023-2024, 2024-2025, 2025-2026 and 2026-2027 – Tammy Busch, Asst. Superintendent of Business Services
Member Mahoney moved to approve, Member Casillas seconded. Motion carried 7 (Ayes: Stone, Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 0 (Absent)
19. Request to Approve the Consulting Services Agreement with SCI Consulting Group to Provide Oversight and Assist the District in Negotiations with Land Developers, at a Cost Not to Exceed \$25,000, Developer Fee Funds – Katherine Wright, Superintendent
Member Riley moved to approve, Member Jelly seconded. Motion carried 7 (Ayes: Stone, Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 0 (Absent)
20. Request to Approve the Purchase of a Used 2019 Ford Transit 10-Passenger Van to Replacing a High Mileage 7-Passenger Van, at a cost of \$39,998.78, Transportation Funds – Ken Gaston, Director of MOT
Member Stone moved to approve, Member Jelly seconded. Motion carried 7 (Ayes: Stone, Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 0 (Absent)
21. Request to Approve the Elementary and Secondary School Emergency Relief (ESSER III) Revised Expenditure Plan - Tammy Busch, Asst. Superintendent of Business Services
Member Stone moved to approve, Member Jelly seconded. Motion carried 7 (Ayes: Stone, Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 0 (Absent)
22. Request to Approve the SFID#2 Second Round of Additional Project Lists, Projects to be Paid from Corresponding Bond Funds (Measure K) – Katherine Wright, Superintendent and Tammy Busch, Asst. Superintendent of Business Services
Member Stone moved to approve, Member Jelly seconded. Motion carried 7 (Ayes: Stone, Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 0 (Absent)
23. Request to Approve the Rio Vista High School Gym and Locker Room Modernization Consultant Contracts with HKIT Architects and RGM Kramer, Inc., Project Program and Master Budget - Tammy Busch, Asst. Superintendent of Business Services
Member Mahoney moved to approve, Member Jelly seconded. Motion carried 7 (Ayes: Stone, Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 0 (Absent)
24. Request to Approve the Consultant Proposals and Preliminary Master Budget for HVAC Replacement at Isleton Elementary, D.H. White Elementary, Rio Vista High and Clarksburg Middle Schools – Tammy Busch, Asst. Superintendent of Business Services
Member Stone moved to approve, Member Jelly seconded. Motion carried 7 (Ayes: Stone, Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 0 (Absent)
25. Request to Approve Resolution #845 Directing the Execution of and Authorizing the Recording of a Termination Agreement Including a Certificate of Acceptance – Tammy Busch, Asst. Superintendent of Business Services
Member Casillas moved to approve, Member Stone seconded. Motion carried 7 (Ayes: Stone, Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 0 (Absent)

26. Re-Adjourn to continue Closed Session, if needed – Board President Lamera reported that the Board would reconvene to Closed Session at 8:23pm
27. Report of Action taken, if any, during continued Closed Session (Government Code Section 54957.1) – Board President Lamera reconvened the Open Session at 9:25pm. He reported that information was given and Student Case #2223-222-005 was reviewed. No actions were taken during Closed Session. However, once reconvened in Open Session, the Board voted on Action Item number 12.
28. Adjournment: There being no further business before the Board, Board President Lamera asked for a motion to adjourn.

Member Stone moved to approve, Member Apel seconded. Motion carried 7 (Ayes: Stone, Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 0 (Absent)

The meeting was adjourned at 9:27 pm

Submitted:



Katherine Wright, Superintendent and Secretary to the Board of Trustees

By: Jennifer Gaston, Recorder
End

Approved:



Randall Jelly, Clerk, Board of Trustees