

**River Charter Schools  
Governing Board of  
Delta Elementary Charter School & Lighthouse Charter School  
P.O. Box 303  
Clarksburg, CA 95612**

**April 5, 2019**

To all present:

The regular Board meeting of River Charter Schools, the Governing Board of Delta Elementary Charter School & Lighthouse Charter School, will be **held on Monday, April 8, 2019 beginning at 6:15 p.m. at Delta Elementary Charter School – 36230 N. School St., Clarksburg.**

I declare that this notice and the attached agenda were posted on or before 6:15 p.m. on April 5, 2019 at:

Delta Elementary Charter School – 36230 N. School St., Clarksburg, CA 95612; and  
Lighthouse Charter School – 899 Bryte Avenue, West Sacramento, CA 95605

Recorders:

Vanessa Belair

Laura Andrews

The public meeting is wheelchair accessible at the front of the building. Placarded disabled parking is available in front of Delta Elementary Charter School and Lighthouse Charter School. This is in accordance with the Americans with Disabilities Act effective January 1, 2003 and Section 54953.2 of the Brown Act. In compliance with the Americans with Disabilities Act (ADA) and upon request, RCS may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order participate in Board meetings are invited to contact the Office at (916) 744-1200.

**River Charter Schools  
Governing Board of  
Delta Elementary Charter School & Lighthouse Charter School**

**Regular Board Meeting  
Delta Elementary Charter School – 36230 N. School St., Clarksburg  
April 8, 2019 6:15 p.m.**

1. Call to Order, Roll Call and Pledge of Allegiance – Time \_\_\_\_\_

| <b><u>Board Members</u></b>   |  |
|---|--|
| <ul style="list-style-type: none"><li>o Matt Best – Chairman</li><li>o James Darin Hall – President</li><li>o Phil Ogilvie – Vice President</li><li>o Jim Lockhart – Chief Financial Officer</li><li>o Jody Bogle – Secretary</li></ul> | <ul style="list-style-type: none"><li>o Don Clark – member</li><li>o Andy Wallace – member</li><li>o Megan Bennett – member</li><li>o Monica Avila – member</li><li>o Elizabeth Yelland – member</li></ul> |

Pledge of Allegiance Led By \_\_\_\_\_

**GENERAL ADMINISTRATION**

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2. 2.1 Public Comment for Items Not on Agenda

2.2 Public Comment for Items On Agenda.

In the interest of conducting the business of public education in a timely manner, there is a three-minute limit per individual speaker which, at the discretion of the board chairman, may be modified depending on the number of speakers.

During this public comment period, the law does not allow the Board of Education to take action on any item not explicitly posted on the agenda in advance. However, Board members may ask for clarification, refer concerns to staff, and/or request that an item be placed on a future agenda.

3. Approval of the Agenda

Vote: \_\_\_\_\_ Y / N MB\_\_ JDH\_\_ PO\_\_ JL\_\_ JB\_\_ DC\_\_ AW\_\_ MLB\_\_ MA\_\_ EY\_\_

**REPORTS - INFORMATIONAL, NO ACTION**

(65 Minutes)

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4. Student Celebrations (*Steve Lewis*) – 10 minutes
5. PTC Updates (*Tiffany Taylor, Michelle Pagaduan*) – 5 minutes
6. Presentation On the Restoration of the 1883 Clarksburg Schoolhouse (*Mark Pruner & Will Middleton*) – 5 minutes
7. Presentation On the New Law That Has Established the California Delta as a National Heritage Area, and its possible implications for DECS (*Mark Pruner*) – 5 minutes
8. General Update on the Current State of the “Tunnel” Water Conveyance Project and Its Long Term Projected Construction Noise and Traffic Impact on DECS (*Mark Pruner*) – 5 minutes
9. Special Education Update (*Tasha*) – 15 minutes
10. Superintendent Report (*Steve Lewis*) – 5 minutes
11. CBO Report (*Peter Stone*) enrollment reports pages 6-7 – 3 minutes
12. MPR Update (*Peter Stone*) – 2 minutes
13. President Report (*Darin Hall*) – 5 minutes
14. Reports from Board Members – 5 minutes

**CONSENT AGENDA**

(1 Minute)

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15. Approval of the Consent Agenda (*Matt Best*) – 1 minute

Vote: \_\_\_\_\_ Y / N MB\_\_ JDH\_\_ PO\_\_ JL\_\_ JB\_\_ DC\_\_ AW\_\_ MLB\_\_ MA\_\_ EY\_\_

16. Approval of March 11, 2019 RCS Regular Board Meeting Minutes (*Matt Best*) pages 8-10
17. Approval of 2019-2020 DECS School Calendar (*Steve Lewis*) page 11
18. Approval of 2019-2020 LCS School Calendar (*Steve Lewis*) page 12

**REGULAR AGENDA - DISCUSSION/ACTION**

(32 Minutes)

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19. Approval of Items Removed From Consent Agenda (*Matt Best*)

Vote: \_\_\_\_\_ Y / N MB\_\_ JDH\_\_ PO\_\_ JL\_\_ JB\_\_ DC\_\_ AW\_\_ MLB\_\_ MA\_\_ EY\_\_

20. Approval for IT Tech Specialist Position at LCS. (*Peter Stone*) - 10 minutes page 13

Vote: \_\_\_\_\_ Y / N MB\_\_ JDH\_\_ PO\_\_ JL\_\_ JB\_\_ DC\_\_ AW\_\_ MLB\_\_ MA\_\_ EY\_\_

21. Approval for Business Technician/Board Secretary Position for RCS. (*Peter Stone*) - 10 minutes page 14

Vote: \_\_\_\_\_ Y / N MB\_\_ JDH\_\_ PO\_\_ JL\_\_ JB\_\_ DC\_\_ AW\_\_ MLB\_\_ MA\_\_ EY\_\_

22. Approval for Replacing DECS Marquis Sign With New Double Sided LED & Logo Marquis Sign Similar to the Marquis Sign at LCS for Up to \$29K. (*Steve Lewis*) - 10 minutes page 15

Vote: \_\_\_\_\_ Y / N MB\_\_ JDH\_\_ PO\_\_ JL\_\_ JB\_\_ DC\_\_ AW\_\_ MLB\_\_ MA\_\_ EY\_\_

23. Approval of Donations. (*Peter Stone*) - 2 minutes

For DECS:

Heringer \$935

Clarksburg Community Civic Association \$800

Box Tops for Education \$364.10

Nugget \$173.62

Amazon Smile \$61.85

Ana Ogilvie \$30

Rebecca Frame \$20

For LCS:

Brenton and Shirley Gibbons \$1600

Chipotle \$498.96 - PTC

Mod Pizza \$371.85 - PTC

Coldstone \$300 - PTC

Tri Valley Recycling \$60.84

Vote: \_\_\_\_\_ Y / N MB\_\_ JDH\_\_ PO\_\_ JL\_\_ JB\_\_ DC\_\_ AW\_\_ MLB\_\_ MA\_\_ EY\_\_

**CLOSED SESSION**

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24. Adjourn to Closed Session – Time \_\_\_\_\_

Vote: \_\_\_\_\_Y / N MB\_\_ JDH\_\_ PO\_\_ JL\_\_ JB\_\_ DC\_\_ AW\_\_ MLB\_\_ MA\_\_ EY\_\_

25. Superintendent Evaluation

26. Reconvene to Open Session and Report of Action Taken, Including Vote Count, During  
Closed Session – Time \_\_\_\_\_

Vote: \_\_\_\_\_Y / N MB\_\_ JDH\_\_ PO\_\_ JL\_\_ JB\_\_ DC\_\_ AW\_\_ MLB\_\_ MA\_\_ EY\_\_

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27. Date, Time and Place of the Next Scheduled Meeting

**The next meeting of the RCS Board is scheduled for May 6, 2019 at 6:15 p.m.at  
Lighthouse Charter School – 899 Bryte Ave. West Sacramento**

28. Adjournment – Time \_\_\_\_\_

Vote: \_\_\_\_\_Y / N MB\_\_ JDH\_\_ PO\_\_ JL\_\_ JB\_\_ DC\_\_ AW\_\_ MLB\_\_ MA\_\_ EY\_\_

### Status Update of 2018-2019 Enrollments

| 3/30/2019 <== Report As Of Date |                  | DECS 2018-2019         |                 |                        |                 |                  |                      |                 |               |                          |                       |                          |                           |                         |                                  |  |
|---------------------------------|------------------|------------------------|-----------------|------------------------|-----------------|------------------|----------------------|-----------------|---------------|--------------------------|-----------------------|--------------------------|---------------------------|-------------------------|----------------------------------|--|
| LAST MONTH                      |                  |                        |                 | THIS MONTH             |                 |                  |                      |                 |               |                          |                       |                          |                           |                         |                                  |  |
| Grade                           | Avail-able Space | # of Students Enrolled | % of Avail-able | # of Students Enrolled | % of Avail-able | # of In-District | # of Out of District | # of FRMP Count | # of EL Count | # of Undup-licated Count | Over Avail-able Space | (Under) Avail-able Space | # of Students on Waitlist | # of Returning Students | # of Brand New Students Accepted | Confirmed With Paperwork, Assessments or Phone Contact as of _____ |
| K                               | 56               | 56                     | 100.0%          | 56                     | 100.0%          | 23               | 33                   | 13              | 8             | 14                       | 0                     | 0                        | 17                        | 48                      | 8                                |  |
| 1                               | 56               | 54                     | 96.4%           | 54                     | 96.4%           | 15               | 39                   | 10              | 1             | 11                       | 0                     | -2                       | 0                         | 47                      | 6                                |  |
| 2                               | 56               | 56                     | 100.0%          | 56                     | 100.0%          | 19               | 37                   | 17              | 9             | 17                       | 0                     | 0                        | 6                         | 53                      | 3                                |  |
| 3                               | 56               | 56                     | 98.2%           | 55                     | 98.2%           | 19               | 36                   | 15              | 9             | 15                       | 0                     | -1                       | 3                         | 53                      | 2                                |  |
| 4                               | 64               | 59                     | 96.9%           | 62                     | 96.9%           | 18               | 39                   | 20              | 9             | 22                       | 0                     | -2                       | 0                         | 55                      | 7                                |  |
| 5                               | 64               | 60                     | 98.4%           | 63                     | 98.4%           | 21               | 42                   | 14              | 3             | 14                       | 0                     | -1                       | 0                         | 59                      | 4                                |  |
| 6                               | 64               | 64                     | 100.0%          | 64                     | 100.0%          | 21               | 43                   | 27              | 5             | 27                       | 0                     | 0                        | 1                         | 62                      | 2                                |  |
| <b>Total</b>                    | <b>416</b>       | <b>405</b>             | <b>98.6%</b>    | <b>410</b>             | <b>98.6%</b>    | <b>136</b>       | <b>269</b>           | <b>116</b>      | <b>44</b>     | <b>120</b>               | <b>0</b>              | <b>-6</b>                | <b>27</b>                 | <b>377</b>              | <b>32</b>                        |  |
| <b>Total w/o Overs</b>          | <b>416</b>       |                        |                 | <b>410</b>             | <b>98.6%</b>    | <b>33.2%</b>     | <b>65.6%</b>         | <b>28.3%</b>    | <b>10.7%</b>  | <b>29.3%</b>             |                       |                          | <b>6.6%</b>               |                         |                                  |  |

Budgeted 2018-2019 Enrollment

**412**   **99.5%** <== Current Month Total Enrollment as % of Budgeted 18-19 Enrollment

|  |                 |       |
|--|-----------------|-------|
| <b>Prop 39 Calcs</b>                           | Estimated ADA % | 95%   |
| In-District Student ADA Using Estimated ADA %  |                 | 129.2 |
| ADA over/(under) Prop 39 ADA requirement of 80 |                 | 49.2  |

| Static Information Summary              | % of Total        |                                 |
|---|-------------------|---------------------------------|
|   | Totals<br>Figures | % of<br>Enrollment<br>In Budget |
| Total Available Space                   | 416               |                                 |
| Enrollment In 2018-2019 Budget          | 412               | 99.0%                           |
| P2 2017-2018 ADA                        | 399.62            |                                 |
| ADA in 2018-2019 Budget                 | 395.52            | 96.0%                           |
| ADA 18-19 Budget Increase Over 17-18 P2 | -1.0%             |                                 |
| ADA 18-19 Actual Increase Over 17-18 P2 | -1.5%             |                                 |

### Status Update of 2018-2019 Enrollments

| 3/29/2019 <== Report As Of Date |                 | LCS 2018-2019          |                |                        |                |                  |                      |                 |               |                         |                      |                         |                             |                         |                                  |  |
|---------------------------------|-----------------|------------------------|----------------|------------------------|----------------|------------------|----------------------|-----------------|---------------|-------------------------|----------------------|-------------------------|-----------------------------|-------------------------|----------------------------------|--|
| LAST MONTH                      |                 |                        |                | THIS MONTH             |                |                  |                      |                 |               |                         |                      |                         |                             |                         |                                  | Confirmed With Paperwork, Assessments or Phone Contact as of _____ |
| Grade                           | Available Space | # of Students Enrolled | % of Available | # of Students Enrolled | % of Available | # of In-District | # of Out of District | # of FRMP Count | # of EL Count | # of Unduplicated Count | Over Available Space | (Under) Available Space | # of Students on Waitlist * | # of Returning Students | # of Brand New Students Accepted |  |
| TK                              | 28              | 0                      | 92.9%          | 26                     | 92.9%          | 26               | 0                    | 11              | 5             | 12                      | 0                    | -2                      | 3                           | 0                       | 0                                |  |
| K                               | 84              | 0                      | 100.0%         | 84                     | 100.0%         | 76               | 8                    | 35              | 12            | 44                      | 0                    | 0                       | 2                           | 0                       | 0                                |  |
| 1                               | 56              | 0                      | 98.2%          | 55                     | 98.2%          | 41               | 14                   | 22              | 2             | 23                      | 0                    | -1                      | 0                           | 0                       | 0                                |  |
| 2                               | 56              | 0                      | 100.0%         | 56                     | 100.0%         | 46               | 10                   | 24              | 3             | 24                      | 0                    | 0                       | 0                           | 0                       | 0                                |  |
| 3                               | 56              | 0                      | 80.4%          | 45                     | 80.4%          | 33               | 12                   | 21              | 2             | 22                      | 0                    | -11                     | 0                           | 0                       | 0                                |  |
| 4                               | 32              | 0                      | 93.8%          | 30                     | 93.8%          | 20               | 10                   | 15              | 3             | 17                      | 0                    | -2                      | 0                           | 0                       | 0                                |  |
| 5                               | 32              | 0                      | 100.0%         | 32                     | 100.0%         | 22               | 10                   | 26              | 5             | 26                      | 0                    | 0                       | 1                           | 0                       | 0                                |  |
| 6                               | 32              | 0                      | 68.8%          | 22                     | 68.8%          | 21               | 1                    | 13              | 3             | 14                      | 0                    | -10                     | 0                           | 0                       | 0                                |  |
| <b>Total</b>                    | <b>376</b>      | <b>0</b>               | <b>93.1%</b>   | <b>350</b>             | <b>93.1%</b>   | <b>285</b>       | <b>65</b>            | <b>167</b>      | <b>35</b>     | <b>182</b>              | <b>0</b>             | <b>-26</b>              | <b>6</b>                    | <b>0</b>                | <b>0</b>                         |  |
| <b>Total w/o Overs</b>          |                 | <b>376</b>             |                |                        |                | <b>350</b>       | <b>93.1%</b>         | <b>81.4%</b>    | <b>18.6%</b>  | <b>47.7%</b>            | <b>10.0%</b>         | <b>52.0%</b>            |                             |                         | <b>1.7%</b>                      |  |

Budgeted 2018-2019 Enrollment 304 115.1% <== Current Month Total Enrollment as % of Budgeted 18-19 Enrollment

|  |                 |       |
|--|-----------------|-------|
| <b>Prop 39 Calcs</b>                           | Estimated ADA % | 96%   |
| In-District Student ADA Using Estimated ADA %  |                 | 273.6 |
| ADA over/(under) Prop 39 ADA requirement of 80 |                 | 193.6 |

| Static Information Summary              | % of Total |           | % of Enrollment |
|---|------------|-----------|-----------------|
|   | Totals     | Available |                 |
|   |            | Figures   | Space           |
| Total Available Space                   |            | 376       |                 |
| Enrollment In 2018-2019 Budget          |            | 304       | 80.9%           |
| P2 2017-2018 ADA                        |            | 187.54    |                 |
| ADA in 2018-2019 Budget                 |            | 291.84    | 77.6%           |
| ADA 18-19 Budget Increase Over 17-18 P2 |            | 55.6%     |                 |
| ADA 18-19 Actual Increase Over 17-18 P2 |            | 79.2%     |                 |

**Minutes  
of the Regular Meeting  
of River Charter Schools  
Governing Board of  
Delta Elementary Charter School & Lighthouse Charter School**  
Lighthouse Charter School – 899 Bryte Avenue, West Sacramento  
**March 11, 2019**

This meeting was authorized by the board. Notice was given by posting the agenda (attached) at Delta Elementary Charter School and Lighthouse Charter School, per the Ralph M. Brown Act.

1. **Call to Order and Roll Call** – The March 11, 2019, regular meeting of River Charter Schools' Board of Directors of Delta Elementary Charter School (DECS) and Lighthouse Charter School (LCS) was called to order at 6:27 p.m. by Board Chairman Matt Best at Lighthouse Charter School, West Sacramento, CA.

Roll call of directors:

Matt Best – Chairman (present)  
James Darin Hall – President (present) arrived 6:29 pm  
Jim Lockhart – Chief Financial Officer (absent)  
Jody Bogle – Secretary (absent)  
Don Clark – member (present)  
Andy Wallace – member (absent)  
Phil Ogilvie – Vice President (absent)  
Megan Bennett – Member (present)  
Monica Avila – Member (present)  
Elizabeth Yelland – Member (present) arrived 6:32 pm

Superintendent Steve Lewis, CBO Peter Stone, DECS Principal Vanessa Belair, LCS Dean of Instruction Laura Andrews were present. The Pledge of Allegiance was led by all first grade students present. Introduction of new LCS Principal, Hope Migliaccio.

2. **Public Comment** – none
3. **Student Celebrations** – Various first grade students presented and received certificates
4. **Approval of the Agenda** – Elizabeth Yelland motioned to approve the agenda and Don Clark seconded the motion. Motion carried 6:0.
5. **PTC Updates** – DECS – Vanessa Belair gave report - April 7 Picnic Day 1-5pm at Grand Island Vineyard (no Chili Cook off this year); LCS – No report
6. **Superintendent Report** – Steve Lewis highlighting: 1) LCS 2019-2024 Charter Renewal process and successful 4-0-1 vote for renewal; 2) Partnerships highlighted – Highlands Charter School, Girls on the Run!, Read Across America; 3) RCS at Golden One April 7th; 4) West Sac Rotary honoring LCS teacher of the year Brooke Shill and DECS teacher of the year Sara Ruiz; 5) PBL Signature nights coming up for both schools
7. **CBO Report** – Peter Stone highlighting: 1) LCS enrollment at 350 students; 2) DECS enrollment at 405; 3) total RCS enrollment of 755 vs a budget of 716; 4) LCS 2019-2024



Charter Renewal approved; 5) Looking at options for dealing with our Bus to improve reliability

8. **President Report** – none
9. **Board Member Reports** – Matt Best reminding Board members and Administration that Form 700s are due April 1<sup>st</sup> .
10. **Consent Agenda** – Elizabeth Yelland moved to approve the consent agenda and Don Clark seconded the motion (Including Item 11). Motion carried 6:0
11. Approval of Jan 28, 2019 RCS Regular Board Meeting Minutes
12. **Approval of Items Removed From Consent Agenda** - None
13. **Update/Discussion Site Data Reports for DECS and LCS.** Vanessa and Laura presented the Data reports for their respective schools.
14. **Approval of the Delta Elementary Charter School Low-Performing Student Block Grant (LPSBG) Required Report One Plan** – Elizabeth Yelland moved and Don Clark seconded the motion. Motion carried 6:0
15. **Approval of the Lighthouse Charter School Low-Performing Student Block Grant (LPSBG) Required Report One Plan** – Megan Bennett moved and Monica Avila seconded the motion. Motion carried 6:0
16. **Approval of 2019-2020 DECS After School Pricing With a 2% Increase to Partially Cover Cost Increases.** – Don Clark moved and Elizabeth Yelland seconded the motion. Motion carried 6:0
17. **Approval of 2019-2020 DECS Bus Pricing With a 2% Increase to Partially Cover Cost Increases.** – no action taken – discussion around doing more analysis to determine what best to be done taking into consideration many factors including bringing back in April
18. **Approval of Revised RCS Bylaws that in Principal Have Been Agreed to with WUSD in the Now Approved LCS Charter Renewal Petition.** – James Darin Hall moved and Megan Bennett seconded the motion. Motion carried 6:0
19. **Approval of Revision of Student Fees AB1575 Policy 19-03 that Has Been Included in the Now Approved LCS Charter Renewal Petition.** – Don Clark moved and Elizabeth Yelland seconded the motion. Motion carried 6:0
20. **Approval of the WUSD MOU July 1, 2019 – June 30, 2024 that Has Been Agreed to With WUSD in the Now Approved LCS Charter Renewal Petition for the Same Term.** – Elizabeth Yelland moved and Monica Avila seconded the motion. Motion carried 6:0
21. **Approval of Hiring Gilbert Associates for the Preparation of the 18-19 RCS Audit for \$25,000 and Information Return for \$2,450.** – Don Clark moved and Megan Bennett seconded the motion. Motion carried 6:0
22. **Approval of the River Charter Schools Obsolete Technology Policy** – James Darin Hall moved and Don Clark seconded the motion. Motion carried 6:0
23. **Approval of Delta Elementary Charter School Second Interim Budget With \$348K Increase in Net Assets and 74.8% Reserves as a Percent of Revenue** – Elizabeth Yelland moved and Don Clark seconded the motion. Motion carried 6:0
24. **Approval of Lighthouse Charter School Second Interim Budget With \$177K Increase in Net Assets and 5.4% Reserves as a Percent of Revenue** – Elizabeth Yelland moved and Don Clark seconded the motion. Motion carried 6:0
25. **Approval of Home Office Second Interim Budget With \$882K of Net Expenses Fully Allocated Out to DECS and LCS and No Net Assets** – Elizabeth Yelland moved and Megan Bennett seconded the motion. Motion carried 6:0
26. **Discussion/Approve at LCS Campus the Placement of Safety Bollards at the End of the Pick Up - Drop Off Turn Around** – Discussion centered around safety issues and

proposals were reviewed for both bollards and fencing as well as ensuring Fire Marshal concerns will be addressed. Input given and no action was required or taken.

27. **Update/Discussion/Action LCS Campus Phase II MPR Project** – Matt Best moved that the CBO be given authority to select the project builder and architect as well as having a schematic design completed which would be brought back to the Board for approval and to add a facilities update to future Board agendas and Elizabeth Yelland seconded the motion. Motion carried 6:0.
28. **Update/Discussion/Action Restructuring of IT, Front Office and Business Services to Handle Growth and Added Demands** – Additional information analysis was requested of staff before decision – no action taken.
34. **Date, Time and Place of the Next Scheduled Meeting:**  
The next meeting of the RCS Board is scheduled for April 8, 2019 at 6:15 p.m.at Delta Elementary Charter School – 36230 N. School St., Clarksburg, CA
35. **Adjournment** – Time 9:35 pm – Elizabeth Yelland moved and Don Clark seconded the motion to adjourn the meeting. Motion carried 6:0

Submitted      Approved on

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Stephen Lewis, Superintendent

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Matt Best, President



# Delta Elementary Charter

## School Calendar 2019-2020

|           | M | Tu | W | Th | F | M  | Tu | W  | Th | F  | M  | Tu | W  | Th | F  | M  | Tu | W  | Th | F  | M  | Tu | W  | Th | F  |  |
|-----------|---|----|---|----|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|--|
| July      | 1 | 2  | 3 | 4  | 5 | 8  | 9  | 10 | 11 | 12 | 15 | 16 | 17 | 18 | 19 | 22 | 23 | 24 | 25 | 26 | 29 | 30 | 31 |    |    |  |
| August    |   |    |   | 1  | 2 | 5  | 6  | 7  | 8  | 9  | 12 | 13 | 14 | 15 | 16 | 19 | 20 | 21 | 22 | 23 | 26 | 27 | 28 | 29 | 30 |  |
| September | 2 | 3  | 4 | 5  | 6 | 9  | 10 | 11 | 12 | 13 | 16 | 17 | 18 | 19 | 20 | 23 | 24 | 25 | 26 | 27 | 30 |    |    |    |    |  |
| October   |   | 1  | 2 | 3  | 4 | 7  | 8  | 9  | 10 | 11 | 14 | 15 | 16 | 17 | 18 | 21 | 22 | 23 | 24 | 25 | 28 | 29 | 30 | 31 |    |  |
| November  |   |    |   | 1  | 4 | 5  | 6  | 7  | 8  | 11 | 12 | 13 | 14 | 15 | 18 | 19 | 20 | 21 | 22 | 25 | 26 | 27 | 28 | 29 |    |  |
| December  | 2 | 3  | 4 | 5  | 6 | 9  | 10 | 11 | 12 | 13 | 16 | 17 | 18 | 19 | 20 | 23 | 24 | 25 | 26 | 27 | 30 | 31 |    |    |    |  |
| January   |   |    | 1 | 2  | 3 | 6  | 7  | 8  | 9  | 10 | 13 | 14 | 15 | 16 | 17 | 20 | 21 | 22 | 23 | 24 | 27 | 28 | 29 | 30 | 31 |  |
| February  | 3 | 4  | 5 | 6  | 7 | 10 | 11 | 12 | 13 | 14 | 17 | 18 | 19 | 20 | 21 | 24 | 25 | 26 | 27 | 28 |    |    |    |    |    |  |
| March     | 2 | 3  | 4 | 5  | 6 | 9  | 10 | 11 | 12 | 13 | 16 | 17 | 18 | 19 | 20 | 23 | 24 | 25 | 26 | 27 | 30 | 31 |    |    |    |  |
| April     |   |    | 1 | 2  | 3 | 6  | 7  | 8  | 9  | 10 | 13 | 14 | 15 | 16 | 17 | 20 | 21 | 22 | 23 | 24 | 27 | 28 | 29 | 30 |    |  |
| May       |   |    |   | 1  | 4 | 5  | 6  | 7  | 8  | 11 | 12 | 13 | 14 | 15 | 18 | 19 | 20 | 21 | 22 | 25 | 26 | 27 | 28 | 29 |    |  |
| June      | 1 | 2  | 3 | 4  | 5 | 8  | 9  | 10 | 11 | 12 | 15 | 16 | 17 | 18 | 19 | 22 | 23 | 24 | 25 | 26 | 29 | 30 |    |    |    |  |

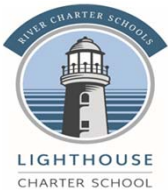
| School Day Count | Total School Days |
|------------------|-------------------|
| 0                | 0                 |
| 18               | 18                |
| 20               | 38                |
| 22               | 60                |
| 15               | 75                |
| 15               | 90                |
| 14               | 104               |
| 14               | 118               |
| 21               | 139               |
| 16               | 155               |
| 20               | 175               |
| 5                | 180               |
| <b>180</b>       |                   |

|  |                               |
|--|-------------------------------|
|  | School Begins                 |
|  | Minimum Days                  |
|  | MAP Testing                   |
|  | STAR Reading                  |
|  | SBAC Testing                  |
|  | Project Based Learning Nights |

| Non Instruction Days |                                    |
|----------------------|------------------------------------|
|                      | Summer Break                       |
|                      | Summer Break: Staff In-Service     |
|                      | Summer Break: Back to School Night |
|                      | Board Approved/Other No School     |
|                      | Legal Holidays                     |

|  |                    |
|--|--------------------|
|  | School Begins      |
|  | Parent Conferences |
|  | Trimester Ends     |
|  | School Ends        |

|           | Board Meetings |      |      |       |      |      |      |      |
|-----------|----------------|------|------|-------|------|------|------|------|
| Location: | <b>LCS</b>     | 7/15 | 9/16 | 11/18 | 1/27 | 3/9  | 5/4  | 6/8  |
|           | <b>DECS</b>    | 8/12 | 10/7 | 12/9  | 2/24 | 4/20 | 5/18 | 6/22 |



# River Charter Schools Lighthouse Charter

## School Calendar 2019-2020

|           | M | Tu | W | Th | F | M  | Tu | W  | Th | F  | M  | Tu | W  | Th | F  | M  | Tu | W  | Th | F  | M  | Tu | W  | Th | F   | School Day Count | Total School Days |  |   |   |
|-----------|---|----|---|----|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|-----|------------------|-------------------|--|---|---|
| July      | 1 | 2  | 3 | 4  | 5 | 8  | 9  | 10 | 11 | 12 | 15 | 16 | 17 | 18 | 19 | 22 | 23 | 24 | 25 | 26 | 29 | 30 | 31 |    |     |                  |                   |  | 0 | 0 |
| August    |   |    |   | 1  | 2 | 5  | 6  | 7  | 8  | 9  | 12 | 13 | 14 | 15 | 16 | 19 | 20 | 21 | 22 | 23 | 26 | 27 | 28 | 29 | 30  | 9                | 9                 |  |   |   |
| September | 2 | 3  | 4 | 5  | 6 | 9  | 10 | 11 | 12 | 13 | 16 | 17 | 18 | 19 | 20 | 23 | 24 | 25 | 26 | 27 | 30 |    |    |    |     | 20               | 29                |  |   |   |
| October   |   | 1  | 2 | 3  | 4 | 7  | 8  | 9  | 10 | 11 | 14 | 15 | 16 | 17 | 18 | 21 | 22 | 23 | 24 | 25 | 28 | 29 | 30 | 31 | 22  | 51               |                   |  |   |   |
| November  |   |    |   | 1  | 4 | 5  | 6  | 7  | 8  | 11 | 12 | 13 | 14 | 15 | 18 | 19 | 20 | 21 | 22 | 25 | 26 | 27 | 28 | 29 | 15  | 66               |                   |  |   |   |
| December  | 2 | 3  | 4 | 5  | 6 | 9  | 10 | 11 | 12 | 13 | 16 | 17 | 18 | 19 | 20 | 23 | 24 | 25 | 26 | 27 | 30 | 31 |    |    |     | 15               | 81                |  |   |   |
| January   |   |    | 1 | 2  | 3 | 6  | 7  | 8  | 9  | 10 | 13 | 14 | 15 | 16 | 17 | 20 | 21 | 22 | 23 | 24 | 27 | 28 | 29 | 30 | 31  | 19               | 100               |  |   |   |
| February  | 3 | 4  | 5 | 6  | 7 | 10 | 11 | 12 | 13 | 14 | 17 | 18 | 19 | 20 | 21 | 24 | 25 | 26 | 27 | 28 |    |    |    |    |     | 18               | 118               |  |   |   |
| March     | 2 | 3  | 4 | 5  | 6 | 9  | 10 | 11 | 12 | 13 | 16 | 17 | 18 | 19 | 20 | 23 | 24 | 25 | 26 | 27 | 30 | 31 |    |    |     | 21               | 139               |  |   |   |
| April     |   |    | 1 | 2  | 3 | 6  | 7  | 8  | 9  | 10 | 13 | 14 | 15 | 16 | 17 | 20 | 21 | 22 | 23 | 24 | 27 | 28 | 29 | 30 | 16  | 155              |                   |  |   |   |
| May       |   |    |   |    | 1 | 4  | 5  | 6  | 7  | 8  | 11 | 12 | 13 | 14 | 15 | 18 | 19 | 20 | 21 | 22 | 25 | 26 | 27 | 28 | 29  | 20               | 175               |  |   |   |
| June      | 1 | 2  | 3 | 4  | 5 | 8  | 9  | 10 | 11 | 12 | 15 | 16 | 17 | 18 | 19 | 22 | 23 | 24 | 25 | 26 | 29 | 30 |    |    |     | 5                | 180               |  |   |   |
|           |   |    |   |    |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | 180 |                  |                   |  |   |   |

|  |                               |
|--|-------------------------------|
|  | School Begins                 |
|  | Minimum Days                  |
|  | MAP Testing                   |
|  | STAR Reading                  |
|  | SBAC Testing                  |
|  | Project Based Learning Nights |

|  |                                |
|--|--------------------------------|
|  | Summer Break                   |
|  | Summer Break: Staff In-Service |
|  | Summer Break: Meet & Greet     |
|  | Board Approved/Other No School |
|  | Legal Holidays                 |

|                                     |                    |
|-------------------------------------|--------------------|
| <input checked="" type="checkbox"/> | School Begins      |
|                                     | Parent Conferences |
|                                     | Trimester Ends     |
| <input checked="" type="checkbox"/> | School Ends        |

|           |  |
|-----------|--|
|           | Board Meetings   |
| Location: | <b>LCS</b> 7/15   9/16   11/18   1/27   3/9   5/4   6/8    |
|           | <b>DECS</b> 8/12   10/7   12/9   2/24   4/20   5/18   6/22 |



RIVER CHARTER SCHOOLS BOARD MEETING

AGENDA ITEM DETAIL      Item Number: 21

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SUBJECT:      Approval for Business Technician/Board Secretary Position at LCS.

ACTION: X

MEETING DATE:      April 8, 2019

INFORMATION:

PRESENTER: Peter Stone

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**PURPOSE**

To obtain approval for hiring Business Technician/Board Secretary for RCS.

**BACKGROUND**

In terms of the Board Secretary position, we have tried unsuccessfully to fill that position for around three years. In the absence of that position being filled, the CBO has filled that role. It has been challenging to lead item discussions and take proper notes. Also, before and after Board meeting preparation has taken the CBO away from other tasks that would be of greater value to RCS. In a similar way to the tech department, we have an HR/Payroll Specialist and Business Analyst who have both seen transaction volumes in their respective areas increase dramatically due to the growth in number of time cards being processed, bills being paid, bank accounts to track and reconcile growing by about a dozen (nine of which relate to our tax exempt bond), added compliance work being required due to new MOU from WUSD, increases due to handling special ed directly, etc. The people we have, can handle the requirements of their area that require the higher skill levels if the lower level transactional volume that is growing can be handled by someone else. We have looked at outsourced back office providers and their model tends to be value added at the top end rather than supporting the transactional level which is more cost effective for us to do ourselves and better utilize the talent we have to do the value add work that they can do.

This situation needs to be resolved now as the transactional volumes are only going to increase as we are also seeing the increases in state and authorizer compliance requirements growing. The proposal is to have the requested position perform the tasks of the Board Secretary as well as taking on much of the lower skill tasks currently done by our HR/Payroll Specialist and Business Analyst. The position we are seeking approval for will report to the CBO (230 days/year; 8 hours/day; up to \$18/hour = \$33,120 {\$43,056 with benefits}). Included in the current budget plan dollars for 2019-2020. Hiring to start as soon as reasonably practical with a 2018-2019 impact of less than \$4K per school.

Note: Teacher and Instructional Aide salaries (direct classroom teaching and support) for RCS for the current year and 7 year average are right at 2/3 of total salary cost. Further, when compared to 16 peer schools in the Sacramento area, our total salaries and benefits as a percent of revenue are 61% vs the peers average at 63%. After adding this position and the other one being recommended at this meeting, we will still be below our 16 peer school average by a full percentage point and not take away from our classroom supports.

**RECOMMENDATION**

Approve hiring a Business Technician/Board Secretary for RCS

RIVER CHARTER SCHOOLS BOARD MEETING

AGENDA ITEM DETAIL      Item Number: 22

SUBJECT:    Approval of New Marquis Sign with Double Facing LED Board and Logo for DECS.

ACTION: X

MEETING DATE:    April 8, 2019

INFORMATION:

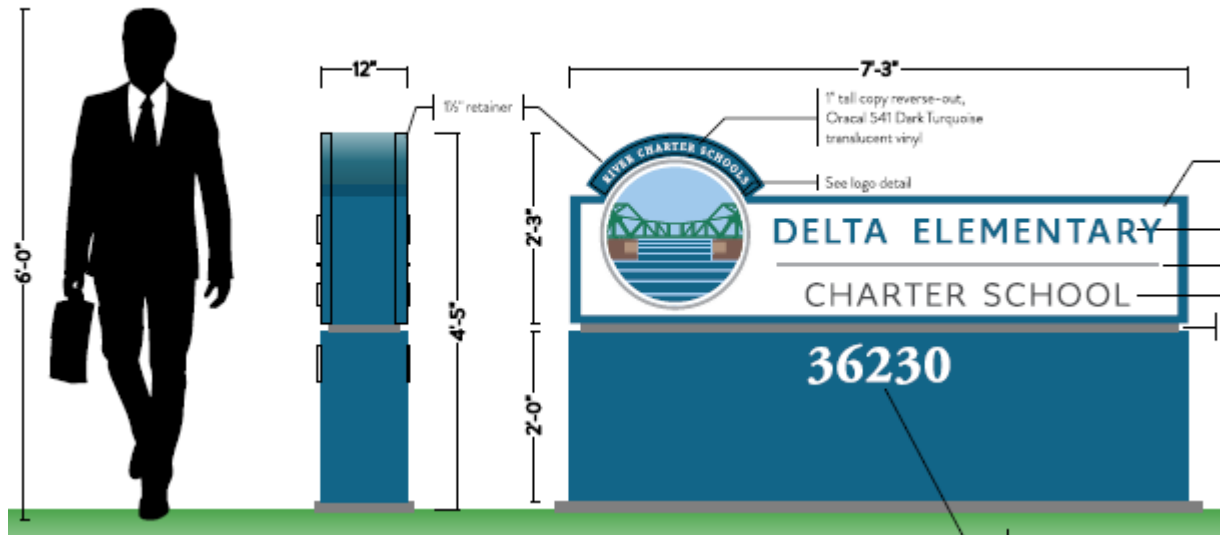
PRESENTER: Steve Lewis

**PURPOSE**

Approval for Replacing DECS Marquis Sign With New Double Sided LED & Logo Marquis Sign Similar to the Marquis Sign at LCS for Up to \$29K.

**BACKGROUND**

- There has been a desire for years to replace the existing DECS sign and survey with parents indicates their wish for greater weekly communication and our current sign is too labor intensive. The one proposed will make it much easier to change message board. The development of the sign was first undertaken last year for the new LCS campus and we are proposing the same general design and size simply changing the name, address, logo and having an LED message board, name and logo on both sides to be readable from both sides. Input has been sought from our closest neighbors on North School Street and the main feedback is that they would like the sign to be off at night. To meet that request, we have specified a switch to turn off the sign in the office as well as one out by the sign and will ensure that it is turned off by 4:30PM each day. This sign would be capitalized and the cost depreciated over 5 years at a rate of approximately \$5,800 per year which will fit in our budget plans for the next 5 years and not take away from classroom support.



**RECOMMENDATION**

Approval for Replacing DECS Marquis Sign With New Double Sided LED & Logo Marquis Sign Similar to the Marquis Sign at LCS for Up to \$29K.