

**SUTTER UNION HIGH SCHOOL DISTRICT  
MINUTES OF REGULAR MEETING  
June 11, 2024**

**1. Call to Order**

President Clifton Davis called the regular meeting of the Board of Trustees of Sutter Union High School District to order at 7:00 pm on Tuesday, June 11, 2024, in the Counseling and Career Center of Sutter Union High School.

**2. Roll Call**

Clifton Davis, President – Present  
Carl Pratt, Vice-President – Present  
Dennis Richardson, Clerk – Present  
Allen Jaynes, Member – Present  
Larry Munger, Member – Present

**Staff Present:**

Ryan Robison, Superintendent/Principal  
Rick Giovannoni, Vice-Principal  
Robert Bennette, Principal, Butte View  
Jed Nunes, Curriculum, Instruction, Safety & Compliance  
Francesca Ehrk, Director of Guidance  
Dawn Heraty, Chief Business Officer  
Hillary Love, Administrative Secretary/Recorder

**Visitors Present:** No visitors were present this evening.

**3. Pledge of Allegiance**

**4. Disclose items to be discussed in closed session**

Superintendent Robison disclosed items to be discussed in closed session.

**5. Public Comment Regarding Closed Session Items**

There was no public comment regarding closed session items.

**6. Recess to Closed Session. Reconvene to open session at conclusion of closed session or 8:00 p.m. whichever comes first.**

The board recessed to close session at 7:00 p.m.

The board reconvened to open session at 7:27 p.m.

Superintendent Robison made a recommendation to the board to add two items to the agenda as 20 (a) and 20 (b).

20 (a) Action Item: Consider/Accept Resignation of Michael Ayotte, Resource Specialist Teacher, Effective June 7, 2024.

20 (b) Action Item: Consider/Accept Resignation of Michael Brantingham, Earth Science/Life Science Teacher, Effective June 7, 2024.

**7. Public report on actions taken in closed session (Gov C 54957.1).**

There was no action taken in closed session this evening.

**8. Action Item: Consider/Approve Minutes of Regular Board Meeting May 14, 2024**

Mr. Pratt made a motion to approve the Minutes of Regular Board Meeting May 14, 2024. Mr. Jaynes seconded the motion, and the motion was approved unanimously.

Ayes: Mr. Davis, Mr. Pratt, Mr. Richardson, Mr. Jaynes, Mr. Munger

Noes: 0

Abstain: 0

Absent: 0

**9. Action Item: Consider/Approve- Accounts Payable: May 2024**

Mr. Pratt made a motion to approve the Accounts Payable-May 2024. Mr. Munger seconded the motion, and the motion was approved unanimously.

Ayes: Mr. Davis, Mr. Pratt, Mr. Richardson, Mr. Jaynes, Mr. Munger

Noes: 0

Abstain: 0

Absent: 0

**10. Action Item: Consider/Approve Inter-Districts**

10.1 2024-25 Incoming Inter-Districts (9<sup>th</sup> Non-Feeder Schools)

10.2 2024-25 Incoming Inter-Districts (10<sup>th</sup>-12<sup>th</sup>)

10.3 2024-25 Outgoing Inter-Districts (9<sup>th</sup>-12<sup>th</sup>)

Mr. Pratt made a motion to approve the 2024-25 Incoming Inter-Districts (9<sup>th</sup> Non-Feeder Schools), 2024-25 Incoming Inter-Districts (10<sup>th</sup>-12<sup>th</sup>), 2024-25 Outgoing Inter-Districts (9<sup>th</sup>-12<sup>th</sup>). Mr. Jaynes second the motion, and the motion was approved unanimously.

Ayes: Mr. Davis, Mr. Pratt, Mr. Richardson, Mr. Jaynes, Mr. Munger

Noes: 0

Abstain: 0

Absent: 0

*Adjourned from regular session at 7:30 p.m.*

*A public hearing was opened at 7:30 p.m. Regarding the 2024-2025 Sutter Union High School Budget: To study the proposed 2024-2025 Budget and to conduct a Public Hearing to provide an opportunity for members of the audience to discuss and make comments on budget proposals*

**11. Public Hearing regarding the 2024/2025 Sutter Union High School Budget: To study the proposed 2023/2024 budget and to conduct a Public Hearing to provide an opportunity for members of the audience to discuss and make comments on budget proposals.**

Dawn Heraty, Chief Business Official, presented information on the 2024-25 proposed budget and multi-year projections.

California Education Code requires school districts to adopt a fiscal year budget by July 1<sup>st</sup> each year. The Governor proposes an initial budget in January and revises it in May. The proposed budget is an estimate based on this “May revision.” Before June 15<sup>th</sup>, the legislature will either approve the budget as proposed or modify or reject the Governor’s plan altogether. A balanced budget must be enacted by July 1<sup>st</sup>. Any additions or changes approved by the legislature in the final budget will be included in future budget revisions and presented to the board and the public.

Included with the 2024-25 Proposed Budget is an estimate of the final budget for the 2023-24 fiscal year, referred to as *Estimated Actuals*. The final report for the fiscal year is the *Unaudited Actuals*, which will be presented by September 15<sup>th</sup> after the books are closed.

The proposed COLA is 2.73% for 2025-26 and 3.08% for 2026-27; however, emerging indications suggest potential revenue shortfalls. Therefore, the district is conservatively projecting 1.50% COLAs for planning purposes.

The most significant part of Sutter Union High School District’s (SUHSD) revenue comes from the Local Control Funding Formula (LCFF). The LCFF minimum level of funding is calculated using the district’s Average Daily Attendance (ADA) and student demographic data. This amount is reduced by local property taxes; the balance, referred to as “State Aid,” is then distributed to districts.

The district’s LCFF revenue was calculated using a P-2 ADA of 747.41 and an Unduplicated Pupil Percentage (UPP – EL, FRPM, and Foster Youth) of 29.87%.

- **Federal Revenues - \$333,895 (3%)**
  - School Nutrition Program, Title I, II, and IV, IDEA (Special Education), etc. Federal Funds are Restricted; all grand expenditures must comply with federal spending guidelines.
- **State Revenues - \$1,066,452 (9%)**
  - School Nutrition Program, Lottery, Career/Agriculture Incentive grants, AB602 (Special Education), Kitchen Infrastructure and Training, Educator Effectiveness, Arts, Music and Instructional Materials, A – G Access/Learning Loss, Learning Recovery, and Ethnic Studies funds
- **Other Local Revenues - \$445,492 (4%)**
  - Interest, the School Nutrition Program, contracted transportation, and local grant programs.

**General Fund Expenditures**

- **Certificated Salaries-\$3,875,118 (31%)**  
Salary projections are based on the following full-time positions: 35.0 Certificated Teachers, 4.0 Pupil Support Staff and 4.0 Administrators.
- **Classified Salaries - \$2,174,058 (17%)**  
Salary projections are based on the following positions: 3.0 full-time Classified Management employees, 9.0 full-time Classified Monthly employees, and 21 Classified Hourly employees (19 full-time, 2 part-time).
- **Employee Benefits - \$3,176,172 (25%)**  
Benefit projections are based on 2024-25 salaries, overtime, extra duty, and projected substitute costs, factoring in increased retirement rates for CalSTRS (19.10%) and CalPERS (27.05%).
- **Books, Equipment, and Supplies - \$939,010 (8%)**  
Textbooks, materials and supplies (instructional support and office), and small equipment.
- **Services and Other Operating Expenses - \$1,897,166 (15%)**  
Professional/Consulting services and operating expenditures, including legal expenses, utilities, software purchases/subscriptions, equipment rentals/repairs, etc.
- **Capital Outlay - \$462,215 (4%)**  
School facilities, maintenance, technology, kitchen upgrades, and on-going investments in Career Technical Education programs.
- **Other Outgo - \$10,000 (0%)**  
Estimated excess costs associated with the SELPA program.

*The public hearing was closed at 7:45 p.m.  
Reconvened to regular session at 7:45 p.m.*

*Adjourned from regular session at 7:45 p.m.  
Open Public Hearing for Local Control and Accountability Plan (LCAP) at: 7:45 p.m.*

**12. Public Hearing: Local Control and Accountability Plan (LCAP)**

1. Solicit recommendations and comments from the public regarding spending regulations for supplemental and concentration grants.
2. Notify the public of the opportunity to submit written comments regarding the specific actions and expenditures to be included in the Local Control and Accountability Plan.
3. Demonstrate to the public how the district intends to meet annual goals for all pupils with specific activities to address state and local priorities.
4. Discuss SUHSD Local Indicator Tools

**Parents, community members and staff members are encouraged to participate.**

Mr. Nunes presented and discussed Sutter High School’s goals regarding the Local Control and Accountability Plan (LCAP).

School districts receive funding from different sources: state funds under the Local Control Funding Formula (LCFF), other state funds, local funds, and federal funds. LCFF funds include a base level of funding for all LEAs and extra funding – called “supplemental and concentration” grants – to LEAs based on the enrollment of high needs students (foster youth, English learners, and low-income students).

The LCFF gives school districts more flexibility in deciding how to use state funds. In exchange, school districts must work with parents, educators, students and the community to develop a Local Control and Accountability Plan (LCAP) that shows how they will use these funds to serve students.

Our three main LCAP Goals for Sutter High School are:

**Goal #1**

Sutter Union High School District will increase Academic Rigor and Career Technical Education opportunities for all students.

- Increase the percentage of graduates completing UC A-G requirements
- Increase the percentage of graduates completing CSU A-G requirements
- Increase the percentage of 11<sup>th</sup> grade students prepared for college level English (EAP)

**Goal #2**

All Sutter Union High School District students will be connected, engaged and supported in a safe, clean and positive school environment.

- Maintain 100% graduation rate
- Maintain Sutter Union High School District annual student attendance rate of 95%
- Maintain district-wide out of school suspensions at less than 3%
- Maintain district-wide expulsions at less than 1%

**Goal #3**

Sutter Union High School District will provide on-going professional growth and training which will focus on all areas of academic instruction, support, mental health awareness, career development and safe school culture.

- Decrease the number of teacher mis-assignments by course (as described by CDE guidelines)
- Decrease the number of EL teacher mis-assignments by course (as described by CDE guidelines)
- Maintain 5 in-service days prior to the start of the school year
- Collaboration designated days on the Sutter Union High School District Master Calendar

Butte View is eligible for additional Community Support and Improvement (CSI) funding as well as Equitable multiplier funding based on a significant increase in the number of students who were suspended at least one time during the 2022-23 school year.

The Sutter Union High School District will provide Butte View with guidance and resources to help them conduct a needs assessment using the most recent data for suspension rate.

*The public hearing was closed at 8:00 p.m.  
Reconvened to regular session at 8:00 p.m.*

**13. Action Item: Consider/Approve Declaration of Need for Fully Qualified Educators**

Mr. Pratt made a motion to approve the Declaration of Need for Fully Qualified Educators . Mr. Richardson seconded the motion, and the motion was approved unanimously.

Ayes: Mr. Davis, Mr. Pratt, Mr. Richardson, Mr. Jaynes, Mr. Munger  
Noes: 0  
Abstain: 0  
Absent: 0

**14. Action Item: Consider/Approve Resolution No. 2023/2024-006 “Specifications of the Election Order” - To elect two members to the Sutter Union High School Board of Trustees**

Mr. Pratt made a motion to approve the Resolution No. 2023/2024-006 “Specifications of the Election Order” - To elect two members to the Sutter Union High School Board of Trustees. Mr. Richardson seconded the motion, and the motion was approved unanimously.

Ayes: Mr. Davis, Mr. Pratt, Mr. Richardson, Mr. Jaynes, Mr. Munger  
Noes: 0  
Abstain: 0  
Absent: 0

**15. Action Item: Consider/Approve Consider/Approve Resolution No. 2023/2024-007 “Candidates’ Statements” - Adopting Rules and Regulations for board trustees’ candidates’ statements**

Mr. Pratt made a motion to approve the Consider/Approve Resolution No. 2023/2024-007 “Candidates’ Statements” - Adopting Rules and Regulations for board trustees’ candidates’ statements. Mr. Jaynes seconded the motion, and the motion was approved unanimously.

Ayes: Mr. Davis, Mr. Pratt, Mr. Richardson, Mr. Jaynes, Mr. Munger  
Noes: 0  
Abstain: 0  
Absent: 0

**16. Action Item: Consider/Approve Resolution No. 2023/2024-008 “Tie Votes” - To adopt criteria in the event of a tie in a trustee election**

Mr. Pratt made a motion to approve the Resolution No. 2023/2024-008 “Tie Votes” - To adopt criteria in the event of a tie in a trustee election. Mr. Munger seconded the motion, and the motion was approved unanimously.

Ayes: Mr. Davis, Mr. Pratt, Mr. Richardson, Mr. Jaynes, Mr. Munger  
Noes: 0  
Abstain: 0  
Absent: 0

**17. Action Item: Consider/Approve Quarterly Report on Williams/Valenzuela Uniform Complaints (April, May, June, 2024)**

Mr. Pratt made a motion to approve Quarterly Report on Williams/Valenzuela Uniform Complaints (April, May, June 2023). Mr. Jaynes seconded the motion, and the motion was approved

unanimously.

Ayes: Mr. Davis, Mr. Pratt, Mr. Richardson, Mr. Jaynes, Mr. Munger  
Noes: 0  
Abstain: 0  
Absent: 0

**18. Action Item: Consider/Accept Resignation of Kelly McNeil, Art Teacher, Effective June 7, 2024**

Mr. Pratt made a motion to accept Resignation of Kelly McNeil, Art Teacher, Effective June 7, 2024. Mr. Richardson seconded the motion, and the motion was approved unanimously.

Ayes: Mr. Davis, Mr. Pratt, Mr. Richardson, Mr. Jaynes, Mr. Munger  
Noes: 0  
Abstain: 0  
Absent: 0

**19. Action Item: Consider/Accept Resignation of Erika Larsen, English Teacher, Effective June 7, 2024**

Mr. Pratt made a motion to Accept Resignation of Erika Larsen, English Teacher, Effective June 7, 2024. Mr. Munger seconded the motion, and the motion was approved unanimously.

Ayes: Mr. Davis, Mr. Pratt, Mr. Richardson, Mr. Jaynes, Mr. Munger  
Noes: 0  
Abstain: 0  
Absent: 0

**20. Action Item: Consider/Accept Resignation of Karalee Reed, Math Teacher, Effective June 7, 2024**

Mr. Pratt made a motion to Accept Resignation of Karalee Reed, Math Teacher, Effective June 7, 2024. Mr. Davis seconded the motion and the motion was approved unanimously.

Ayes: Mr. Davis, Mr. Pratt, Mr. Richardson, Mr. Jaynes, Mr. Munger  
Noes: 0  
Abstain: 0  
Absent: 0

**20 (a) Action Item: Consider/Accept Resignation of Michael Ayotte, Resource Specialist Teacher, Effective June 7, 2024**

Mr. Pratt made a motion to Accept Resignation of Michael Ayotte, Resource Specialist Teacher, Effective June 7, 2024. Mr. Richardson seconded the motion and the motion was approved unanimously.

Ayes: Mr. Davis, Mr. Pratt, Mr. Richardson, Mr. Jaynes, Mr. Munger

Noes: 0

Abstain: 0

Absent: 0

**20 (b) Action Item: Consider/Accept Resignation of Michael Brantingham, Earth Science/Life Science Teacher, Effective June 7, 2024**

Mr. Pratt made a motion to Accept Resignation of Michael Brantingham, Earth Science/Life Science Teacher, Effective June 7, 2024. Mr. Jaynes seconded the motion and the motion was approved unanimously.

Ayes: Mr. Davis, Mr. Pratt, Mr. Richardson, Mr. Jaynes, Mr. Munger

Noes: 0

Abstain: 0

Absent: 0

**21. Action Item: Consider/Approve Arts, Music & Instructional Materials Block Grant Plan State Requirement to receive the Arts, Music & Instructional Materials Block Grant**

Mr. Pratt made a motion to approve the Arts, Music & Instructional Materials Block Grant Plan. Mr. Richardson second the motion and the motion was approved unanimously.

Ayes: Mr. Davis, Mr. Pratt, Mr. Richardson, Mr. Jaynes, Mr. Munger

Noes: 0

Abstain: 0

Absent: 0

**22. Action Item: Consider/Revise 2024-25 Sutter Union High School Academic Calendar**

Mr. Pratt made a motion to approve the Revised 2024-25 Sutter Union High School Academic Calendar. Mr. Davis second the motion and the motion was approved unanimously.

Ayes: Mr. Davis, Mr. Pratt, Mr. Richardson, Mr. Jaynes, Mr. Munger

Noes: 0

Abstain: 0

Absent: 0

**23. Informational Item: November Bond Election**

Superintendent Robison shared that Sutter High School is ready to bring forward a resolution calling for a Bond Election occurring on November 5, 2024.

Bond proceeds will be expended on the modernization, renovation, expansion, acquisition, construction/reconstruction, rehabilitation, and/or replacement of school facilities of the District, including the furnishing and equipping of school facilities, at all current and future sites and properties.

The items presented on the following list provide the types of school facilities projects authorized to be financed with voter-approved bond proceeds. Specific examples included on this list are not intended to limit the types of projects described and authorized by this measure. The following types of projects are authorized at all existing sites of the District and all sites that may be acquired by the District in the future:

- Modernize the football stadium including new bleachers, playing surface, all-weather track and restrooms.
- Improve athletic facilities including softball/baseball dugouts and bleachers.
- Make health, safety and handicapped accessibility improvements.
- Rebuild tennis courts; upgrade physical education fields and facilities for school and community use.
- Repair, replace and/or upgrade surfaces including parking, turf, fields, and other grounds
- Address unforeseen conditions revealed by construction/modernization (such as plumbing or gas line breaks, dry rot, seismic, structural, etc.).
- Pave Stadium parking and access road to stadium
- Abate and remove hazardous materials identified prior or during construction.
- Other improvements required to comply with existing building codes, including the Field Act, and handicapped access requirements of the Americans with Disabilities Act.
- All work necessary and incidental to specific projects described above, including demolition of existing structures.

## **24. Public Comment**

There was no public comment this evening.

## **25. Communication**

### **25.1 Counseling Department Report:**

**Mrs. Ehrk**

Mrs. Ehrk shared that the Counseling Department has been busy since the last day of school last Friday. She is currently working on the master schedule of teaching assignments for the next school year .

She also wanted to thank the staff including Mrs. Helzer, Registrar, for all her time and effort she puts in to getting ready for scholarship night from writing the speeches for the presenters as well as helping set up the gym and decorate for the evening.

### **25.2 Sutter Union High School Report:**

**Mr. Giovannoni**

Mr. Giovannoni thanked the staff for doing a phenomenal job for another successful school year and graduation.

**25.3 Curriculum/Instruction/Safety/Compliance Report: Mr. Nunes**

Mr. Nunes shared that Sutter High School is actively looking for fill two teaching positions at the high school.

**25.4 Butte View Report: Mr. Bennette**

Superintendent Robison gave the report for Butte View this evening. Butte View had a successful year with a 100% graduate rate. Mrs. Khan, Mr. Mason, Ms. Viss and Mrs. Finitzer did an outstanding job with students this year.

**26. Superintendent's Report**

Superintendent Robison shared that the modernization projects have hit the ground running as soon as school was out last Friday. The wrestling team along with a few other students helped move desks out of classrooms into the North gym so that construction could begin immediately on Monday.

The cell tower project had a little bit of a delay but is till scheduled to be up and operational by August.

A Developer Fee study is currently being prepared to present to the board at a later date.

**27. Adjournment**

There being no further business, Mr. Pratt moved to adjourn at 8:20 p.m. The motion was seconded by Mr. Davis. Following a unanimous vote, the meeting was adjourned at 8:20 p.m.

Ayes: Mr. Davis, Mr. Pratt, Mr. Richardson, Mr. Jaynes, Mr. Munger

Noes: 0

Abstain: 0

Absent: 0

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Clifton Davis, President

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Ryan Robison, Secretary

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Dennis Richardson, Clerk