



WESTERN PLACER
UNIFIED SCHOOL DISTRICT

WPUSD Board Meetings Held Via Go To Meeting While Shelter in Placer Order is in Effect

Public Comments Accepted by Email and Telephone

During this time of local health concerns, the Western Placer Unified School District is following the State of California Executive Orders N-29-20 and N-33-20, which provide for holding public meetings electronically. The Western Placer Unified School District will convene Board of Trustee meetings using virtual technology. Members of the public can participate, while following the Stay at Home requirements currently in place statewide.

When an agenda is published online [here](#), meeting information will be included on the agenda so the public can access the meeting live. There are three ways for members of the public to submit comments about items on the agenda:

1. **Email** - Submit a comment via email to the Superintendent's Administrative Assistant, Maria Gonzalez, at mgonzalez@wpusd.org at least two hours before the start of the meeting.
2. **Telephone** - Call the Superintendent's Administrative Assistant at (916) 645-6350 by 12:00 p.m. on Tuesday, November 3, 2020 to submit a comment.
3. **Go To Meeting Participation** - Please join the meeting from your computer, tablet or smartphone. <https://global.gotomeeting.com/join/815456245>

You can also dial in using your phone. United States: [+1 \(571\) 317-3112](tel:+15713173112)

Access Code: 815-456-245

New to GoToMeeting? Get the app now and be ready when your first meeting starts: <https://global.gotomeeting.com/install/815456245>

Comments submitted by email, telephone or comments form will be placed into the record at the meeting but may or may not be read during the meeting call. We appreciate your patience during these extraordinary times. For questions, please contact Scott Leaman at (916) 645-6350 between 9:00 and 4:00 or email sleaman@wpusd.org.

WESTERN PLACER UNIFIED SCHOOL DISTRICT
600 SIXTH STREET, SUITE 400,
LINCOLN, CALIFORNIA 95648
Phone: 916.645.6350 Fax: 916.645.6356

MEMBERS OF THE GOVERNING BOARD

Paul Long – President
 Brian Haley – Vice President
 Paul Carras – Clerk
 Damian Armitage – Member
 Kris Wyatt – Member

DISTRICT ADMINISTRATION

Scott Leaman, Superintendent
 Kerry Callahan, Deputy Superintendent of Educational Services
 Gabe Simon, Assistant Superintendent of Personnel Services
 Audrey Kilpatrick, Assistant Superintendent of Business & Operations

School	<u>STUDENT ENROLLMENT</u>		
	2019-2020 CALPADS	9/15/2020	10/7/2020
Sheridan Elementary (K-5)	64	51	53
First Street Elementary (K-5)	447	421	418
Carlin C. Coppin Elementary (K-5)	441	381	386
Creekside Oaks Elementary (K-5)	609	448	446
Twelve Bridges Elementary (K-5)	652	581	584
Foskett Ranch Elementary (K-5)	412	377	374
Lincoln Crossing Elementary (K-5)	698	420	415
Scott Leaman Elementary (K-5)		482	482
Glen Edwards Middle School (6-8)	869	831	830
Twelve Bridges Middle School (6-8)	830	792	793
Lincoln High School (9-12)	2,071	2,123	2,121
Phoenix High School (10-12)	84	79	85
Atlas (K-12) (new 2019-2020)	40	33	33
SDC Program (18-22)	11	14	14
Non-Public Schools	31	31	39
TOTAL	7259	7,064	7,073

SDC Pre-School

Foskett Ranch	16
First Street/LIP	39
SLE	7

GLOBAL DISTRICT GOALS

- Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.
- Foster a safe, caring environment where individual differences are valued and respected.
- Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.
- Promote the involvement of the community, local government, business, service organizations, etc. as partners in the education of our students.
- Promote student health and nutrition in order to enhance readiness for learning.

Western Placer Unified School District

Regular Meeting of the Board of Trustees

November 3, 2020

WPUSD District Office/City Hall Building–Go To Meeting
600 Sixth Street, Lincoln, CA 95648

AGENDA

2019-2020 Goals & Objectives (G & O) for the Management Team: Component I: Quality Student Performance; Component II: Curriculum Themes; Component III: Special Student Services; Component IV: Staff & Community Relations; Component V: Facilities/Administration/Budget.

All Open Session Agenda related documents are available to the public for viewing at the Western Placer Unified School District Office located at 600 Sixth Street, Fourth Floor in Lincoln, CA 95648.

1. ANNOUNCEMENT: EXECUTIVE ORDER N-29-30 TELECONFERENCE FLEXIBILITY

This meeting is being held pursuant to the procedures established in Executive Order N-29-20 issued by California Governor Gavin Newsom on March 17, 2020. All board members may attend the meeting by teleconference. This meeting will be a telephone conference call only. The public may listen/participate via instruction listed prior to section 4 of the agenda.

2. ANNOUNCEMENT: Should this Board Meeting encounter any security breach or inappropriate issues, the meeting will be ended immediately.

Call to Order Open Session

Please join the meeting from your computer, tablet or smartphone.

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Public comments regarding any item appearing on the agenda may be submitted by 12:00 p.m. on Tuesday, November 3, 2020. Individuals who wish to make a public comment to the Board of Trustees have two options. Choose only one option: 1. Make a VERBAL public comment (3 minute max), 2. Submit a WRITTEN public comment (500 word limit for public comment) which will be placed into the record and may or may not be read during the meeting

5:00 P.M. START

3. CALL TO ORDER – WPUSD District Office/City Hall Bldg. – Go To Meeting

4. COMMUNICATION FROM THE PUBLIC

This portion of the meeting is set aside for the purpose of allowing an opportunity for individuals to address the Board regarding matters on the agenda. The Board is not allowed to take action on any item, which is not on the agenda except as authorized by Government Code Section 54954.2. Request forms for this purpose are located at the entrance to the Meeting Room. Request forms are to be submitted to the Board Clerk prior to the start of the meeting.

Regular Meeting of the Board of Trustees

November 3, 2020

Agenda

5:05 P.M.

5. CLOSED SESSION – WPUSD District Office – 4th Floor Zebra Conference Room

5.1 CONFERENCE WITH LABOR NEGOTIATOR

Bargaining groups: WPTA & CSEA Negotiations

Agency Negotiators:

~Scott Leaman, Superintendent

~Kerry Callahan, Deputy Superintendent of Educational Services

~Gabe Simon, Assistant Superintendent of Personnel Services

~Audrey Kilpatrick, Assistant Superintendent of Business and Operations

5.2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No.

CPF15-514477

5.3 PERSONNEL

Public Employee Employment/Discipline/Dismissal/Release

Open Session

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6:00 P.M.

6. ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE –

The Board of Trustees will disclose any action taken in Closed Session regarding the following items:

6.1 Page 10- CONFERENCE WITH LABOR NEGOTIATOR

Bargaining groups: WPTA & CSEA Negotiations

Agency Negotiators:

~Scott Leaman, Superintendent

~Kerry Callahan, Deputy Superintendent of Educational Services

~Gabe Simon, Assistant Superintendent of Personnel Services

~Audrey Kilpatrick, Assistant Superintendent of Business and Operations

Regular Meeting of the Board of Trustees

November 3, 2020

Agenda

6.2 Page 11 - CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF15-514477

6.3 Page 12 - PERSONNEL
Public Employee Employment/Discipline/Dismissal/Release

7. Page 14-79 - CONSENT AGENDA

NOTICE TO THE PUBLIC

All items on the Consent Agenda will be approved with one motion, which is not debatable and requires a unanimous vote for passage. If any member of the Board, Superintendent, or the public, so request, items may be removed from this section and placed in the regular order of business following the approval of the consent agenda.

- 7.1 Certificated Personnel Report
 - 7.2 Request for Leave of Absence – Families First Coronavirus Relief Act
 - 7.3 Classified Personnel Report
 - 7.4 Approval of Minutes for: November October 6 & 20, 2020
 - 7.5 Approval of Warrants
 - 7.6 Approve Contract between Siemens Industry and WPUSD
 - 7.7 Ratification of Contract with Balfour and Foskett Ranch Elementary School
 - 7.8 Consider Approval of Side Letter of Agreement Between Western Placer Unified (WPUSD) and Western Placer Teachers' Association (WPTA)
 - 7.9 Consider Approving Job Description and Revised Salary Schedule Agreement for Coordinator: Special Projects – COVID-19 Preparedness and Response
 - 7.10 Ratification of 2020-2021 Contract with Wellness Together, Inc., dba HearYou.org
 - 7.11 Approve 2020-2021 Single Plans for Student Achievement
 - 7.12 Approve Phoenix High School's 2020-2021 Single Plan for Student Achievement & Comprehensive Support and Improvement Plan
 - 7.13 Assistant Superintendent Contract Extension
- Roll call vote:*

8. COMMUNICATION FROM THE PUBLIC

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9. REPORTS & COMMUNICATION

- Lincoln High School Student Advisory – Mattie Ridgway
- Western Placer Teacher's Association – Tim Allen
- Western Placer Classified Employee Association – Gus Nevarez
- Superintendent – Scott Leaman

Regular Meeting of the Board of Trustees

November 3, 2020

Agenda

10. ♦ ACTION ♦ DISCUSSION ♦ INFORMATION

Members of the public wishing to comment on any items should complete a yellow **REQUEST TO ADDRESS BOARD OF TRUSTEES** form located on the table at the entrance to the Board Room. Request forms are to be submitted to the Board Clerk before each item is discussed.

10.1 Information/**Page 81 – IN-PERSON/INTERCONNECT UPDATE – Leaman** Discussion (20-21 G & O Component I, II, III, IV, V)

10.2 Action **Page 82 – ADOPTION OF REVISED/NEW EXHIBITS/ POLICIES/ REGULATIONS – Leaman** (20-21 G & O Component I, II, III, IV, V)

●The District Policy Committee and Management Team have reviewed the following new and revised policies/regulations/exhibits as per CSBA. They are now being presented for adoption by the Board of Trustees.

- BP/AR 0430 – Comprehensive Local Plan for Special Education
- BP 5145. 5 – Mental Health (New Policy)
- BP/AR 5145.3 – Nondiscrimination/Harassment
- BP/AR 6115 – Ceremonies and Observances
- AR 6173 – Title VI Indian Education Programs

11. BOARD OF TRUSTEES

11.1 FUTURE AGENDA ITEMS

The following are a number of agenda items that the Board of Trustees has been monitoring. They are NOT action items for tonight's meeting, but are noted here for continuing purposes and to ensure that when there are changes or new information they will be called up as Action/Discussion/Information.

- School Safety
- Health

11.2 BOARD MEMBER REPORTS/COMMENTS

12. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

➤ **November 17, 2020 6:00 P.M.**, Regular Meeting of the Board of Trustees – Go-To -Meeting

13. ADJOURNMENT

Accommodating Those Individuals with Special Needs:

In compliance with the Americans with Disabilities Act, the Western Placer Unified School District encourages those with disabilities to participate fully in the public meeting process. If you have a special need in order to allow you to attend or participate in our public meetings, please contact the Office of the Superintendent, at (916) 645-6350 at least 48 hours in advance of the meeting you wish to attend so that we may make every reasonable effort to accommodate you, including auxiliary aids or services.

**DISCLOSURE
OF ACTION
TAKEN IN
CLOSED
SESSION,
IF ANY**

Western Placer Unified School District CLOSED SESSION AGENDA

Place: District Office/City Hall Bldg. – Go To Meeting
Date: Tuesday, November 3, 2020
Time: 5:05 P.M.

1. LICENSE/PERMIT DETERMINATION
2. SECURITY MATTERS
3. CONFERENCE WITH REAL PROPERTY NEGOTIATOR
4. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
5. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
6. LIABILITY CLAIMS
7. THREAT TO PUBLIC SERVICES OR FACILITIES
8. **PERSONNEL**
 - * PUBLIC EMPLOYEE APPOINTMENT
 - * PUBLIC EMPLOYEE EMPLOYMENT
 - * PUBLIC EMPLOYEE PERFORMANCE EVALUATION
 - * **PUBLIC EMPLOYEE EMPLOYMENT/DISCIPLINE/DISMISSAL/RELEASE**
 - * COMPLAINTS OR CHARGES AGAINST AN EMPLOYEE
9. CONFERENCE WITH LABOR NEGOTIATOR
10. STUDENTS
 - * STUDENT DISCIPLINE/EXPULSION PURSUANT TO E.C. 48918
 - * STUDENT PRIVATE PLACEMENT
 - * INTERDISTRICT ATTENDANCE APPEAL
 - * STUDENT ASSESSMENT INSTRUMENTS
 - * STUDENT RETENTION APPEAL, Pursuant to BP 5123
 - * DISCLOSURE OF CONFIDENTIAL STUDENT RECORD INFORMATION

1. LICENSE/PERMIT DETERMINATION
 - A. Specify the number of license or permit applications.
2. SECURITY MATTERS
 - A. Specify law enforcement agency
 - B. Title of Officer
3. CONFERENCE WITH REAL PROPERTY NEGOTIATOR
 - A. Property: specify the street address, or if no street address the parcel number or unique other reference to the property under negotiation.
 - B. Negotiating parties: specify the name of the negotiating party, not the agent who directly or through an agent will negotiate with the agency's agent.
 - C. Under negotiations: specify whether the instructions to the negotiator will concern price, terms of payment or both.

4. **CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION**
 - A. Name of case: specify by reference to claimant's name, names or parties, case or claim number.
 - B. Case name unspecified: specify whether disclosure would jeopardize service of process or existing settlement negotiations.
5. **CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION**
 - A. Significant exposure to litigation pursuant to subdivision (b) of Government Code section 54956.9 (if the agency expects to be sued) and also specify the number of potential cases.
 - B. Initiation of litigation pursuant to subdivision (c) of Government Code Section 54956.9 (if the agency intends to initiate a suit) and specify the number of potential cases.
6. **LIABILITY CLAIMS**
 - A. Claimant: specify each claimants name and claim number (if any). If the claimant is filing a claim alleging district liability based on tortuous sexual conduct or child abuse, the claimant's name need not be given unless the identity has already been publicly disclosed.
 - B. Agency claims against.
7. **THREATS TO PUBLIC SERVICES OR FACILITIES**
 - A. Consultation with: specify name of law enforcement agency and title of officer.
8. **PERSONNEL:**
 - A. **PUBLIC EMPLOYEE APPOINTMENT**
 - a. Identify title or position to be filled.
 - B. **PUBLIC EMPLOYEE EMPLOYMENT**
 - a. Identify title or position to be filled.
 - C. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
 - a. Identify position of any employee under review.
 - D. **PUBLIC EMPLOYEE EMPLOYMENT/DISCIPLINE/DISMISSAL/RELEASE**
 - a. It is not necessary to give any additional information on the agenda.
 - E. **COMPLAINTS OR CHARGES AGAINST AN EMPLOYEE, UNLESS EMPLOYEE REQUESTS OPEN SESSION**
 - a. No information needed
9. **CONFERENCE WITH LABOR NEGOTIATOR**
 - A. Name any employee organization with whom negotiations to be discussed are being conducted.
 - B. Identify the titles of unrepresented individuals with whom negotiations are being conducted.
 - C. Identify by name the agency's negotiator
10. **STUDENTS:**
 - A. **STUDENT DISCIPLINE/EXPULSION PURSUANT TO E.C. 48918**
 - B. **STUDENT PRIVATE PLACEMENT**
 - a. Pursuant to Board Policy 6159.2
 - C. **INTERDISTRICT ATTENDANCE APPEAL**
 - a. Education Code 35146 and 48918
 - D. **STUDENT ASSESSMENT INSTRUMENTS**
 - a. Reviewing instrument approved or adopted for statewide testing program.
 - E. **STUDENT RETENTION/ APPEAL**
 - a. Pursuant to Board Policy 5123
 - F. **DISCLOSURE OF CONFIDENTIAL STUDENT RECORD INFORMATION**
 - a. Prevent the disclosure of confidential student information.

**WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET**

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.

DISTRICT GLOBAL GOALS

1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students
2. Foster a safe, caring environment where individual differences are valued and respected.
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.
4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.
5. Promote student health and nutrition in order to enhance readiness for learning.

SUBJECT:

Bargaining Groups:
WPTA & CSEA Negotiations
Agency Negotiators:
Scott Leaman, Superintendent
Kerry Callahan, Deputy Superintendent of
Educational Services
Gabe Simon, Assistant Superintendent
of Personnel Services
Audrey Kilpatrick, Assistant Superintendent
Business and Operations

AGENDA ITEM AREA:

Disclosure of action taken in
closed session

REQUESTED BY:

Scott Leaman
Superintendent

ENCLOSURES:

No

DEPARTMENT:

Personnel

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

November 3, 2020

ROLL CALL REQUIRED:

No

BACKGROUND:

Labor Negotiator will give the Board of Trustees an update on Western Placer Teachers Association & Classified Schools Employee Association Bargaining Groups.

ADMINISTRATION RECOMMENDATION:

Administration recommends the board of trustees be updated on negotiations.

**WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET**

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5. Promote student health and nutrition in order to enhance readiness for learning.

SUBJECT:
CONFERENCE WITH LEGAL COUNSEL –
EXISTING LITIGATION

AGENDA ITEM AREA:
Disclosure of Action Taken in
Closed Session

REQUESTED BY:
Scott Leaman, Superintendent
Kerry Callahan, Deputy Superintendent of
Educational Services

ENCLOSURES:
No

DEPARTMENT:
Administration

FINANCIAL INPUT/SOURCE:
N/A

MEETING DATE:
November 3, 2020

ROLL CALL REQUIRED:
No

BACKGROUND:

The Board of Trustees will disclose any action taken in closed session in regard to Case: Mark Babbin and CAL200, S.F. County Superior Court (Case No. CPF-15-514477).

RECOMMENDATION:

Administration recommends the Board of Trustees disclose action taken in closed session in regard to Existing Litigation.

**WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET**

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.

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SUBJECT:

PUBLIC EMPLOYEE EMPLOYMENT/DISCIPLINE/
DISMISSAL/RELEASE

AGENDA ITEM AREA:

Closed Session

REQUESTED BY:

Gabe Simon
Assistant Superintendent of Personnel Services

ENCLOSURES:

No

DEPARTMENT:

Personnel

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

November 3, 2020

ROLL CALL REQUIRED:

Yes

BACKGROUND:

The Board of Trustees will disclose any action taken in closed session in regards to Public Employee Employment/Discipline/Dismissal/Release.

RECOMMENDATION:

Administration recommends the Board of Trustees disclose action taken in closed session in regards to Public Employment/Discipline/Dismissal/Release.

CONSENT

AGENDA

ITEMS

**WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET**

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.

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SUBJECT:

Certificated Personnel Report

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Gabriel Simon *GS*
Assistant Superintendent of Personnel Services

ENCLOSURES:

Yes

DEPARTMENT:

Personnel

FINANCIAL INPUT/SOURCE:

General Fund/Categorical

MEETING DATE:

November 3, 2020

ROLL CALL REQUIRED:

No

BACKGROUND:

The Board of Trustees will take action to approve the certificated personnel report.

RECOMMENDATION:

Administration recommends ratification of the certificated personnel report.

WESTERN PLACER UNIFIED SCHOOL DISTRICT
PERSONNEL REPORT

November 3, 2020

CERTIFICATED/MANAGEMENT

NEW HIRES: None

REQUEST FOR LEAVE OF ABSENCE:

1. Name: Kari Cramer
Position: High School Teacher
FTE: 1.0 FTE
Effective: October 26, 2020
Site: Lincoln/Phoenix High Schools

RESIGNATIONS:

1. Name: Lillian Onaka
Position: District Psychologist
FTE: .6 FTE
Effective: November 30, 2020
Site: Creekside Oaks Elementary School

RETIREMENTS: None

TRANSFERS/PROMOTIONS:

1. Name: Amy Pettersen
Position: Coordinator of Special Projects
FTE: 1.0 FTE
Effective: October 26, 2020
Site: District Office

**WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET**

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.

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5. Promote student health and nutrition in order to enhance readiness for learning.

SUBJECT:

Request for Leave of Absence - Families
First Coronavirus Relief Act

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Gabriel Simon *GS*
Assistant Superintendent, Personnel Services

ENCLOSURES:

Yes

DEPARTMENT:

Personnel

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

November 3, 2020

ROLL CALL REQUIRED:

No

BACKGROUND:

The Board of Trustees will take action on a request for a Families First Coronavirus Relief Act Leave of Absence.

The staff member is requesting FFCRA leave through 12/31/20.

RECOMMENDATION:

Administration recommends the Board of trustees ratify the request.

**WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET**

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.

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SUBJECT:

Classified Personnel Report

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:

Gabriel Simon *GS*
Assistant Superintendent of Personnel Services

ENCLOSURES:

Yes

DEPARTMENT:

Personnel

FINANCIAL INPUT/SOURCE:

General Fund/Categorical

MEETING DATE:

November 03, 2020

ROLL CALL REQUIRED:

No

BACKGROUND:

The Board of Trustees will take action to approve the classified personnel report.

RECOMMENDATION:

Administration recommends ratification of the classified personnel report.

**WESTERN PLACER UNIFIED SCHOOL DISTRICT
PERSONNEL REPORT**

November 03, 2020

CLASSIFIED/MANAGEMENT

NEW HIRES:

1. Name: Maya Chavez
Position: Instructional Aide
FTE: 2.0 hours
Days: 10 Months
Effective: October 19, 2020
Site: Scott M. Leaman Elementary

2. Name: Sara Misiego Adan
Position: Bilingual Instructional Aide
FTE: 2.0 hours
Days: 10 Months
Effective: October 21, 2020
Site: Creekside Oaks Elementary

3. Name: Kerstin Williams
Position: Campus/Cafeteria Supervisor
FTE: 1.5 hours
Days: 10 Months
Effective: October 21, 2020
Site: Lincoln Crossing Elementary

4. Name: Taylor Fiorica
Position: Instructional Aide
FTE: .80 hours
Days: 10 Months
Effective: October 26, 2020
Site: Creekside Oaks Elementary

5. Name: Francisco Sanchez
Position: Custodian/Groundsman
FTE: 4.0 hours
Days: 12 Months
Effective: October 26, 2020
Site: Phoenix HS/Annex

6. Name: Austin Dirks
Position: Technology Support Technician I
FTE: 8.0 hours
Days: 12 Months
Effective: November 02, 2020
Site: Technology

REHIRE: None

TRANSFER/PROMOTIONS:

1. Name: Elizabeth Bollington
Position: Paraprofessional
FTE: 6.50 hours
Days: 10 Months
Effective: November 02, 2020
Site: Foskett Ranch Elementary

2. Name: Carla O'Brien
Position: Paraprofessional
FTE: 5.66 hours
Days: 10 Months
Effective: November 02, 2020
Site: Lincoln High School

ADDITIONAL POSITION/INCREASE/DECREASE OF HOURS: None

REQUEST FOR REVISED LEAVE OF ABSENCE (Maternity Leave):

1. Name: Casey Milovanovich
Position: Behavior Analyst
FTE: 8.0 hours
Effective: August 3-November 4, 2020
Site: District Office

REQUEST FOR LEAVE OF ABSENCE: None

RESIGNATIONS:

1. Name: Bridgett Brenner
Position: Campus/Cafeteria Supervisor
Effective: October 16, 2020
Site: Twelve Bridges Middle School

2. Name: Ashley Anthony
Position: Library Technician
Effective: October 19, 2020
Site: Sheridan Elementary

3. Name: Ashley Anthony
Position: Instructional Aide
Effective: October 19, 2020
Site: Sheridan Elementary

RETIREMENTS: None

**WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET**

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.

DISTRICT GLOBAL GOALS

1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students
2. Foster a safe, caring environment where individual differences are valued and respected.
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.
4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.
5. Promote student health and nutrition in order to enhance readiness for learning.

SUBJECT:

Approval of Minutes:

- October 6 & 20, 2020 Regular Board of Trustee Meeting

AGENDA ITEM AREA:

CONSENT AGENDA

REQUESTED BY:

Scott Leaman,
Superintendent

ENCLOSURES:

Yes

DEPARTMENT:

Administration

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

November 3, 2020

ROLL CALL REQUIRED:

No

BACKGROUND:

The Board of Trustees will consider adoption of the following minutes:

- October 6 & 20, 2020 Regular Board of Trustee Meeting

RECOMMENDATION:

Administration recommends the Board of Trustees take action to approve minutes.

Western Placer Unified School District

Regular Meeting of the Board of Trustees

October 6, 2020

WPUSD District Office/City Hall Building–Go To Meeting

600 Sixth Street, Lincoln, CA 95648

MINUTES

2019-2020 Goals & Objectives (G & O) for the Management Team: Component I: Quality Student Performance; Component II: Curriculum Themes; Component III: Special Student Services; Component IV: Staff & Community Relations; Component V: Facilities/Administration/Budget.

All Open Session Agenda related documents are available to the public for viewing at the Western Placer Unified School District Office located at 600 Sixth Street, Fourth Floor in Lincoln, CA 95648.

Board Members Present via Teleconference:

Paul Long, President

Brian Haley, Vice President

Paul Carras, Clerk

Damian Armitage, Member

Kris Wyatt, Member

Others Present via Teleconference:

Scott Leaman, Superintendent

Kerry Callahan, Deputy Superintendent of Educational Services

Audrey Kilpatrick, Assistant Superintendent of Business & Operations

Gabe Simon, Assistant Superintendent of Personnel Services

Maria Gonzalez, Administrative Assistant to the Superintendent

Mattie Ridgeway, Student Advisory

Matthew Nobert, Lincoln News Messenger

1. ANNOUNCEMENT: EXECUTIVE ORDER N-29-30 TELECONFERENCE FLEXIBILITY

This meeting is being held pursuant to the procedures established in Executive Order N-29-20 issued by California Governor Gavin Newsom on March 17, 2020. All board members may attend the meeting by teleconference. This meeting will be a telephone conference call only. The public may listen/participate via instruction listed prior to section 4 of the agenda.

2. ANNOUNCEMENT: Should this Board Meeting encounter any security breach or inappropriate issues, the meeting will be ended immediately.

5:00 P.M. START

3. CALL TO ORDER – WPUSD District Office/City Hall Bldg. – Go To Meeting

4. COMMUNICATION FROM THE PUBLIC

There was no communication from the public

October 6, 2020

Minutes

5:05 P.M.

5. **CLOSED SESSION** – WPUSD District Office – Go To Meeting Conference call with Board Members not on site.

5.1 CONFERENCE WITH LABOR NEGOTIATOR

Bargaining groups: WPTA & CSEA Negotiations

Agency Negotiators:

~Scott Leaman, Superintendent

~Kerry Callahan, Deputy Superintendent of Educational Services

~Gabe Simon, Assistant Superintendent of Personnel Services

~Audrey Kilpatrick, Assistant Superintendent of Business and Operations

5.2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF15-514477

5.3 PERSONNEL

Public Employee Employment/Discipline/Dismissal/Release –

Mr. Leaman explained the process of the meeting. The President will introduce the items that are being presented. We will have the person presenting the item speak on the item, and then Mr. Long will ask if there are any questions. We will take comments during the comments portion. We will then close down the time for discussion. When board is discussing item please do not interrupt the Board discussing the item.

6:00 P.M.

6. **ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE** –

The Board of Trustees will disclose any action taken in Closed Session regarding the following items:

6.1 *Page 11* - CONFERENCE WITH LABOR NEGOTIATOR

Bargaining groups: WPTA & CSEA Negotiations

Agency Negotiators:

~Scott Leaman, Superintendent

~Kerry Callahan, Deputy Superintendent of Educational Services

~Gabe Simon, Assistant Superintendent of Personnel Services

~Audrey Kilpatrick, Assistant Superintendent of Business and Operations

No action taken

6.2 *Page 12* - CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF15-514477

No action taken

6.3 *Page 13* - PERSONNEL

Public Employee Employment/Discipline/Dismissal/Release –

No action taken

Minutes

7. **Page 15-228 - CONSENT AGENDA**

- 7.1 Certificated Personnel Report
- 7.2 Classified Personnel Report
- 7.3 Approval of Minutes for: September 1 & 15, 2020
- 7.4 Approval of Warrants
- 7.5 Ratify Contract – Diverse Network Associated, Inc. and Western Placer Unified School District
- 7.6 Ratification of Delta Wireless, Inc. for Radio Programming Services
- 7.7 Agreement for Mario Sousa Concrete and Lincoln Crossing Elementary School
- 7.8 Agreement for Sierra Building Systems, Inc. and Western Placer Unified School District
- 7.9 Agreement for Forster Heating and Western Placer Unified School District
- 7.10 Approve Contract between Siemens Industry and WPUSD
- 7.11 Agreement for Trojan Wall Products and Lincoln Crossing Elementary School
- 7.12 Agreement for Props Tree & Landscape and Creekside Oaks Elementary School
- 7.13 Agreement for Props Tree & Landscape and Lincoln High School
- 7.14 Ratification of Contract with Placer County Office of Education and Western Placer Unified School District
- 7.15 Ratification of Contract with Linmoore Fencing and Western Placer Unified School District – Carlin C Coppin Elementary
- 7.16 Agreement for Sunbelt Rentals and Western Placer Unified School District
- 7.17 Acceptance of Scott M. Leaman Elementary School Project and Approval of Notice of Completion
- 7.18 Disposal of Surplus Items
- 7.19 Ratify Contract between Bright Start Therapies and WPUSD – July 2020 through June 30, 2021
- 7.20 Ratify Contract between Jabbergym and WPUSD – July 2020 through June 30, 2021
- 7.21 Ratify Contract between Learning Solutions and WPUSD – July 2020 through June 30, 2021
- 7.22 Ratify Contract between Sierra Upper School of Sacramento and WPUSD – July 2020 through June 30, 2021
- 7.23 Ratify Contract between Sierra Foothills Academy and WPUSD – July 2020 through June 30, 2021
- 7.24 Ratify Contract between Placer Learning Center and WPUSD – July 2020 through June 30, 2021
- 7.25 Ratify Contract between Odyssey Learning Center and WPUSD – July 2020 through June 30, 2021
- 7.26 Ratification of Agreement between MAXIM Healthcare Staffing and Western Placer Unified School District
- 7.27 Consider Approving Revised Job Description and Salary Schedule for ELD (English Language Development) Tutor
- 7.28 Consider Approving Revised Job Description and Salary Schedule for After School Coordinator (Grant Funded)
- 7.29 Ratification of Agreement between California State University Northridge and Western Placer Unified School District
- 7.30 Williams Uniform Quarterly Complaint Report

Minutes

Motion by Mr. Carras, seconded by Mrs. Haley and passed by a 5-0 (*Ayes: Carras, Haley, Armitage, Wyatt, Long No: None*) roll call vote to approve consent agenda as presented.

8. COMMUNICATION FROM THE PUBLIC

There was no communication from the public

9. REPORTS & COMMUNICATION

➤ Lincoln High School Student Advisory – Mattie Ridgway

- Today was first day of school and it went really well
- People were distancing and wearing mask
- Student body elections have been announced and Mattie is Senior Class President
- Thanked Board for all their work

➤ Western Placer Teacher's Association – Tim Allen stated it was first day back today and it went well at Lincoln High School, a bit of an issue with the internet but it is being worked on. Everyone was distancing and wearing mask. Wanted to thank the Board for all the work in getting school back in session. Happy with the model and that our kids are able to come back onto campus. Also thanked the Board and Administration for working with high risk teachers who needed to stay home. Wanted to mention Prop 15 and stated WPTA supports it. There is a lot of misinformation regarding the proposition. It will close the loophole on corporations who avoid paying property taxes. Tim introduced Jennifer Horton WPTA VP and she stated WPTA will be hosting a quorum for the candidates that are running for the School Board.

➤ Western Placer Classified Employee Association – Gus Nevarez stated everything went nice and smooth today. He talked to a few 7th and 8th graders and they were amazed at the changes at Glen Edwards. Everyone who worked on that did a great job. .

➤ Superintendent – Scott Leaman

- First day of in person instruction today
- We had two ribbon cutting ceremonies today
- A real live lemur showed up at Scott M Leaman Elementary ribbon cutting ceremony this morning and to welcome our students back to in person learning
- Glen Edwards ribbon cutting was also today and the school is amazing
- Visited all the schools today. Arrivals and dismissals went well
- A lot of people were wearing their mask and social distancing
- Our technology connection/internet had a few issues this morning. Our technology department is working on it and it should be repaired tonight
- Our journey to opening our schools included collaborating with WPTA and CSEA
- Principals worked hard on reopening/planning and were ready to open today

10. Page 231 - PUBLIC HEARING

Public Hearing re: The Western Placer Unified School District Intent to Adopt the 2020 School Facility Needs Analysis and Justification Study (SFNA) and Level II Developer Fees

Per California Government Code 66016-66018.5, prior to adoption of the study, the Board of Trustee must hold a public hearing. At the public hearing the Board shall consider oral statements and/or written documentation made or filed by an interested party for or against

Minutes

the adoption of the Level II fees. This public hearing was noticed in the local newspaper and posted in the District Office kiosk and District website prior to the hearing

Mr. Long opened the public hearing at 6:26 p.m., there being no comments from the public the public hearing was closed.

11. ♦ACTION ♦DISCUSSION ♦INFORMATION

11.1 Action *Page 261 – ADOPTION OF RESOLUTION NO. 20/21.12 TO ESTABLISH SCHOOL FACILITY FEES PER THE 2020 FACILITY NEEDS ANALYSIS AND JUSTIFICATION STUDY – Adell (20-21 G & O Component I, II, III, IV, V)*
Roll call vote:

Mike Adell stated that passage and adoption of this resolution would allow us to collect Level II fees on new residential development. The new level II fees of \$5.17 per square foot for new development. Motion by Mr. Carras, seconded by Mr. Armitage and passed by a 5-0 (*Ayes: Haley, Armitage, Wyatt, Carras, Long No: None*) roll call vote to approve adoption of Resolution #19/20.13 to Establish School Facility Fees per 2020 School Facility Needs Analysis and Justification Study.

11.2 Discussion/Action *Page 267 – CONSIDER APPROVAL OF MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN WESTERN PLACER UNIFIED (WPUSD) AND WESTERN PLACER TEACHER'S ASSOCIATION (WPTA) – Simon (20-21 G & O Component I, II, III, IV, V)*

Gabe Simon stated this MOU is related to in-person learning and was written through collaborative negotiations between WPTA and the District. The agreement outlines important information including instructional expectations and safety. Motion by Mrs. Wyatt and seconded by Mr. Armitage and passed by a 5-0 (*Ayes: Armitage, Carras, Haley, Long, Wyatt No: None*) vote to Approve the Memorandum of Understanding (MOU) between Western Placer Unified (WPUSD) and Western Placer Teachers Association (WPTA).

11.3 Discussion/Action *Page 298 – CONSIDER APPROVAL OF REVISED CALENDAR FOR THE 2020-2021 SCHOOL YEAR– Simon (20-21 G & O Component I, II, III, IV, V)*

Gabe Simon stated the previously Board approved 2020-2021 District calendar has been revised. The District Day has been cancelled due to COVID-19 and October 1, 2020 has been noted as a Teacher Work Day to prepare for in-person learning. The calendar has been reviewed and discussed with both bargaining units. Mrs. Wyatt asked about the early release days that are still on the calendar and if that is correct. Mr. Simon stated the early release dates are still on the calendar in case we go back to full day in person learning, the teachers will have early release days on Mondays. Motion by Mrs. Wyatt and seconded by Mr. Armitage and passed

by a 5-0 (*Ayes: Armitage, Carras, Haley, Long, Wyatt No: None*) vote for Approval of Revised Calendar for the 2020-2021 School Year.

11.4 Action *Page 300* – **ADOPTION OF REVISED/NEW EXHIBITS/ POLICIES/ REGULATIONS** – **Leaman** (20-21 G & O Component I, II, III, IV, V)

● The District Policy Committee and Management Team have reviewed the following new and revised policies/regulations/exhibits as per CSBA. They are now being presented for adoption by the Board of Trustees.

- AR 5125 – Student Records
- BP/AR 5131.2 - Bullying
- BP/AR 5141.21 - Students
- BP/AR 6143 – Course of Study
- BP 6154 – Homework/Makeup Work
- AR 6175- Migrant Education

Motion by Mr. Armitage, seconded by Mrs. Wyatt and passed by a 5-0 (*Ayes: Armitage, Carras, Haley, Long, Wyatt No: None*) vote to approve new and revised policies/regulations and exhibits for approval.

12. BOARD OF TRUSTEES

12.1 FUTURE AGENDA ITEMS

The following are a number of agenda items that the Board of Trustees has been monitoring. They are NOT action items for tonight's meeting, but are noted here for continuing purposes and to ensure that when there are changes or new information they will be called up as Action/Discussion/Information.

- School Safety
- Health

12.2 BOARD MEMBER REPORTS/COMMENTS

Paul Carras stated that the tours today for Leaman Elementary and the renovations at Glen Edwards Middle School were amazing. He remembers when they were moving dirt at Glen Edwards and all of sudden to see what has occurred there is just amazing. Compliments to all the staff involved, particularly for the fact that we came in under budget. Having been in facilities years ago, that is not easy to do. Great job.

Brian Haley stated that it was a wonderful day. He enjoyed going to Scott M Lemman School this morning and seeing all the kids dressed up and walking to school for the first day of school. Students loved the colors and had an exciting visit from the lemur. The ribbon cutting at GEMS in the afternoon showed the wonderful changes at GEMS.

Kris Wyatt stated that she was excited to see busses, students, parents and faculty this morning going back to school. Also happy to see the asphalt was done at Carlin C Coppin. It was great to go to Scott Leaman Elementary this morning. GEMS looks wonderful. Awesome job and congratulations to all the contractors and the departments involved.

Damian Armitage wanted to say he was also at the ribbon cutting ceremonies today. He enjoyed attending and wished we could have had more of the city there with us but due to COVID situation we were not able to do that.

Paul Long stated he was at both ribbon cutting ceremonies today. He stated it was heartwarming to see families walking to school this morning. Glen Edwards is absolutely unbelievable and remarkable what it looks like now, it's a brand new school.

13. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

➤ **October 20, 2020 6:00 P.M.**, Regular Meeting of the Board of Trustees – Go-To -Meeting

14. ADJOURNMENT

There being no further business the meeting was adjourned at 6:40 p.m.

Paul Long, President

Paul Carras, Clerk

Scott Leaman, Superintendent

Maria Gonzalez, Administrative Assistant to the Superintendent

Adopted:

Ayes:

Noes:

Absent:

Accommodating Those Individuals with Special Needs:

In compliance with the Americans with Disabilities Act, the Western Placer Unified School District encourages those with disabilities to participate fully in the public meeting process. If you have a special need in order to allow you to attend or participate in our public meetings, please contact the Office of the Superintendent, at (916) 645-6350 at least 48 hours in advance of the meeting you wish to attend so that we may make every reasonable effort to accommodate you, including auxiliary aids or services.

Western Placer Unified School District

Regular Meeting of the Board of Trustees

October 20, 2020

WPUSD District Office/City Hall Building—Go To Meeting

600 Sixth Street, Lincoln, CA 95648

MINUTES

2019-2020 Goals & Objectives (G & O) for the Management Team: Component I: Quality Student Performance; Component II: Curriculum Themes; Component III: Special Student Services; Component IV: Staff & Community Relations; Component V: Facilities/Administration/Budget.

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Board Members Present via Teleconference:

Paul Long, President

Brian Haley, Vice President

Paul Carras, Clerk

Damian Armitage, Member

Kris Wyatt, Member

Others Present via Teleconference:

Scott Leaman, Superintendent

Kerry Callahan, Deputy Superintendent of Educational Services

Audrey Kilpatrick, Assistant Superintendent of Business & Operations

Gabe Simon, Assistant Superintendent of Personnel Services

Maria Gonzalez, Administrative Assistant to the Superintendent

Matthew Nobert, Lincoln News Messenger

1. ANNOUNCEMENT: EXECUTIVE ORDER N-29-30 TELECONFERENCE FLEXIBILITY

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2. ANNOUNCEMENT: Should this Board Meeting encounter any security breach or inappropriate issues, the meeting will be ended immediately.

5:00 P.M. START

3. CALL TO ORDER – WPUSD District Office/City Hall Bldg. – Go To Meeting

4. COMMUNICATION FROM THE PUBLIC

There was no communication from the public

5:05 P.M.

5. CLOSED SESSION – WPUSD District Office – Go To Meeting Conference call with Board Members not on site.

Minutes

- 5.1 CONFERENCE WITH LABOR NEGOTIATOR**
Bargaining groups: WPTA & CSEA Negotiations
Agency Negotiators:
~Scott Leaman, Superintendent
~Kerry Callahan, Deputy Superintendent of Educational Services
~Gabe Simon, Assistant Superintendent of Personnel Services
~Audrey Kilpatrick, Assistant Superintendent of Business and Operations
- 5.2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No.
CPF15-514477
- 5.3 PERSONNEL**
Public Employee Employment/Discipline/Dismissal/Release

6:00 P.M.

6. ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE –

The Board of Trustees will disclose any action taken in Closed Session regarding the following items:

Mr. Leaman explained the process of the meeting. The President will introduce the items that are being presented. We will have the person presenting the item speak on the item, and then Mr. Long will ask if there are any questions. We will take comments during the comments portion. We will then close down the time for discussion. When board is discussing item please do not interrupt the Board discussing the item.

Mr. Leaman stated that Mr. Long asked him to speak to why we are not having our board meetings in public. Mr. Leaman stated that if you look around at the way board meetings are being covered, for example, the City of Lincoln is holding their board meetings with everyone at home virtually. We are actually here in person. The issue for us is not having contact, which is an important aspect. There really is unprecedented access for people because we are meeting virtually and you can see us at home in addition to that, you are able to ask questions from home. When COVID is over, we will be back to our regular format where if you would like to attend and ask questions you can. In some ways, this is actually giving you more access than you normally have and it is so much safer. Some might ask why you could not have 10 people in the room. This room is maximized with six people in the room. We had a previous meeting with 70 people in attendance and we do not have a place where 70 people could gather with six-foot distance between them. We have upgraded to a visual virtual meeting from our previous call in via telephone meetings and that seem to be work much better. Mr. Leaman stated that he looked at quite a few other places holding meetings and he could not find any in the surrounding areas having in person meetings. We are conducting our meeting in a very safe manner. We are trying to make sure that people are able to conduct business. Mr. Leaman stated that Mr. Long also asked him to contrast between how we can have students in the classroom but not the public at board meetings. That is a very different activity. The board is important but the most important thing we do having students in classroom. We do have to follow the guidelines to

Minutes

have students in the classroom. For board meetings the guidelines do not call for the public to actually be in a meeting. Mr. Leaman stated that if anyone had any further questions or concerns regarding board meeting they could call him.

6.1 Page 10- CONFERENCE WITH LABOR NEGOTIATOR

Bargaining groups: WPTA & CSEA Negotiations

Agency Negotiators:

~Scott Leaman, Superintendent

~Kerry Callahan, Deputy Superintendent of Educational Services

~Gabe Simon, Assistant Superintendent of Personnel Services

~Audrey Kilpatrick, Assistant Superintendent of Business and Operations

No action taken

6.2 Page 11 - CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF15-514477

No action taken

6.3 Page 12 - PERSONNEL

Public Employee Employment/Discipline/Dismissal/Release –

No action taken

7. Page 14-112 - CONSENT AGENDA

7.1 Certificated Personnel Report

7.2 Classified Personnel Report

7.3 Ratification of WAVE Business and Western Placer Unified School District

7.4 Report of Disclosure Requirements for Quarterly Reports of Investments

7.5 Ratification of Parchment and Lincoln High School

7.6 Ratification of Agreement between Jodi Weiner and Western Placer Unified School District

7.7 2020-2021 Learning Continuity and Attendance Plan - FINAL

Mr. Leaman requested item 7.6 pulled as the individual requested to not proceed with the contract during our current environment. Mr. Armitage wanted to clarify that item 7.5 should state “Ratification of Agreement of Parchment and Lincoln High School”. Motion by Mr. Haley, seconded by Mr. Carras and passed by a 5-0 (*Ayes: Carras, Haley, Armitage, Wyatt, Long No: None*) roll call vote to approve consent agenda with the removal of item 7.6 and item 7.5 clarified.

8. COMMUNICATION FROM THE PUBLIC

No communication from the public

9. REPORTS & COMMUNICATION

➤Lincoln High School Student Advisory – Mattie Ridgway was not present

➤Western Placer Teacher’s Association – Tim Allen stated that things are going well at school sites. We have had some positive test at different sites and some WPTA staff are

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nervous. Thank you to Gabe Simon and everybody that has worked hard on all the contact tracing and communicating with the WPTA and CSEA representatives. Tim also thanked CSEA and all who have been helping at the sites with meal distributions and cleaning of sites and for all they do. WPTA hosted a forum for all the candidates for the school board seats. It was an awesome event that was hosted by a committee put together by Jennifer Horton, WPTA vice president. The committee was impressed with the candidates and are not going to endorse any candidate at this time because they feel they do not know enough about anybody based on the one meeting.

➤ Western Placer Classified Employee Association – Jim Houck had no report (due to technical difficulties)

➤ Superintendent – Scott Leaman

- Thanked all the candidates running for office.
- Our Board meeting are on the first Tuesday of the month, so we will have a board meeting on the night of elections
- We have posted for the Principal position at the new high school
- We will begin staffing the rest of the school once the Principal is chosen
- Thanked everyone’s efforts for these last two weeks and for working hard to welcome back 5000 students
- Shout out to food services department. They feed our students and we will continue to feed our student through the end of the school year at no cost.
- Shout out to tech department. We had 1 GB of bandwidth which wasn’t enough when we had every single student logged in. We doubled our band speed and it has been great and no longer an issue
- There are constant changes to protocols. We continue to work through those issues

10. ♦ ACTION ♦ DISCUSSION ♦ INFORMATION

10.1 Action **Page 114 – APPROVE ESTABLISHMENT OF TWELVE BRIDGES HIGH SCHOOL AND APPROVE APPLICATION TO CALIFORNIA DEPARTMENT OF EDUCATION FOR COUNTY-DISTRICT-SCHOOL (CDS) CODE– Kilpatrick (20-21 G & O Component I, II, III, IV, V)**

Audrey Kilpatrick stated this item is in anticipation of opening our new high school and obtaining a CDS code. This will enable us to set up the school in PowerSchool, at the State level and CalPads submissions. She presented application for the county–district-school code application submitted to the California Department of Education (CDE) and requires Superintendent Signature and board approval before final approval. Twelve Bridges High School will open as a comprehensive high school effective August 19, 2021. Motion by Mrs. Wyatt, seconded by Mr. Armitage and passed by a 5-0 (*Ayes: Haley, Armitage, Wyatt, Carras, Long No: None*) roll call vote to approve establishment of Twelve Bridges High School and approve application to California Department of Education for County-District –School (CDS) Code.

October 20, 2020

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10.2 Information Page 119 – 2020-2021 LEARNING CONTINUITY AND ATTENDANCE PLAN FOR JOHN ADAMS ACADEMY– Callahan
(20-21 G & O Component I, II, III, IV, V)

Kerry Callahan stated this is an information item only. This process is similar to the process we just went through with our Learning Continuity Plan that we submitted at previous board meeting for public hearing and then for approval and was approved earlier under our consent items. Similar to our process and what we do with the County Office, Charter Schools are also required to submit to the chartering authorities. This item is the Learning Continuity Plan for John Adams Academy – Lincoln for the Board’s review and the item following this item is for Horizon Charter School. Additionally, the feedback/recommendations from WPUSD’s educational services team were provided to John Adams Academy in writing (via email) on October 6, 2020.

10.3 Information Page 137 – 2020-2021 LEARNING CONTINUITY AND ATTENDANCE PLAN FOR HORIZON CHARTER SCHOOL – Callahan
(20-21 G & O Component I, II, III, IV, V)

Kerry Callahan stated this is an information item only. Enclosed is the Learning Continuity Plan for Horizon Charter School for the Board’s review. Additionally, feedback/recommendations from WPUSD’s educational services team were provided to Horizon Charter School in writing (via email) on October 8, 2020. She had a good conversation with Karen Contreras regarding the feedback and they will be working on them and resubmitting documentation for review.

Mr. Carras asked what the consequences are for charter schools that are not meeting the standards set by the State. Mrs. Callahan stated charters need to be achieving at least at the same level as the neighboring areas that they serve. If they are not performing at a similar level then Districts are not supposed to approve or renew charters. That is something that the Board is going to need to address in years to come. Mr. Carras asked if a charter is renewed for 5 years and does not meet the academic standards as required, can the Board at that point in time step in and take the charter away or does the Board have to wait until the renewal process. Mrs. Callahan stated that the Board has the ability to step in and to provide some proactive and technical assistance to support the charters. We have been working with Horizon, they actually were named as part of the comprehensive school improvement and the federal requirements they were identified as needing some technical assistance. Horizon has agreed to receive support from the County and from our District. Horizon is currently performing below our District so we are providing support to them as much as we can prior to them looking for renewal.

10.4 Information Page 155 – IN-PERSON/INTERCONNECT UPDATE – Leaman
Discussion (20-21 G & O Component I, II, III, IV, V)

Scott Leaman stated this report is regarding the two programs we are offering, in-person and interconnect. The Board has heard from Kerry

Callahan previously in depth regarding the programs we are offering. Interconnect, is our distance program and every single student was on this program when we were on distance learning. Our students were served by the teacher typically during the morning. When everyone was on distance learning, the teacher did not have a dual role. About 80% of our parents wanted to start the in person program, which we started two weeks ago. Teachers have three different ways of delivering student education. The first way is a teacher can teach the in person students in the daytime and then teach their inter-connect students in the afternoon. A teacher can open up a laptop and let distance students see what the teacher is doing and then teach their students in the afternoon. Teachers can do synchronis education were they are doing their distance education students at the same time they are teaching their in person students. Teachers have done an amazing job integrating both the distance students and the in person students. The distance program is set up for safety student safety. It is for parents that are concerned about their students being around other students. It is a unique program we have never offered before. We are two weeks in and still working out some things. As Kerry explained previously, each teacher teaches their own class. The teachers charge is to educate each student in their class. If there is a concern about one area, the teacher normally offers more education or more time in the afternoon or offers to have a private meeting with that student. Teachers have done such a good job and trying to make sure that students are served. If parents have concerns, they need to contact their student's teachers. The in person students are students that are on campus. Our campuses are much more regimented, students go to their classrooms, they are educated and go home. There are no social gatherings. Currently we have about 5000 students attending in person. We have about 2000 that are attending our distance program. With the situation we are in right now, the concern is positive cases. If you are on distance and there is a positive case it does not affect any other students. If you are in person and have a positive case, it affects about 20 students. Our statistics as of today are that we currently have 13 positive cases. With each positive case, we have to quarantine about 20 students so we are at about 250 students under quarantine. That number is concerning because when you look at 5000 students that are on in person and we have 250 students quarantined in just two weeks, that is about 5% of the students that want to attend our schools. Mr. Leaman stated that he put out what he felt was a strong message last Friday about making sure that if you are a in person student, please follow protocols, we have to make sure that people do not have a positive test because it takes down an entire class. He will put out another message to families this Thursday regarding protocols. Today at one school site, we had the terrible task of going in and saying someone has tested positive in your class so we are going to need to put you all on distance education for two weeks, which is really upsetting. I want to give Lincoln a lot of support and props and positive feedback for wearing mask, social distancing, making sure those things happen. It concerns me greatly though, I received a call today that there was a going away party and a many of our students were involved in that. There were over 70 people in one

place without mask on and interacting with each other. I am afraid that in just a matter of days we are going to have another uptick because of those types of interactions. People have been great talking to me and I ask bold questions about “why do you think you have a positive case?” People have been very responsive and based on their answers, it is extended family issues, social situations such as camping, parties and other situations where they thought they were not going to be in contact and didn’t have mask on and they end up becoming a positive case. Each of those positive cases are taking out about 20 of our students. This cannot continue. In two weeks, we have 5% of our students out that is a tough number to maintain. Now the difficult process is going to start with those 250 students that are actually out being tracked for contact tracing. We will also start that slow process of them coming back. Some of those students can become symptomatic, so we are going to have to keep them home while we have other students coming back. It is a very time intensive process. With just 13 cases you can see it affects 250 students. If we get up to 20 cases, it is going to be almost double the students we have out now. We cannot get up to 10% of our students being out of class. At some point this whole thing kind of starts becoming un-wielding. I am thinking about doing a written update on Thursday sending out another plea to families. We have great concerns when we hear about parties going on and people not wearing masks and not social distancing. It is really important that people are safe. We want to keep our in person program going, it provides a good need to our economy, provides education to our students. It also provides care/freed up parent time to do the things they need to. Educationally, we really want to see kids before us. As I stated earlier, doubling our bandwidth has helped with our programs. We are offering two programs and parents have the right to switch between programs if the program they are on is not working. We will work with that family.

Brian Haley stated hang in there

Kris Wyatt stated that she has heard that with emails there is so much information so maybe on the Thursday email, state the importance of the protocols and not all the other information that is sent out.

Paul Long stated that is really important for everyone that is listening here to know that every one of these COVID cases came from the home not from school. Parents need to watch their kids and watch what is happening. We can’t have the parties and all that interaction, it winds up hurting the District and a lot of other students.

Nick Stenberg stated my child is at Carlin C Coppin. He stated he has an issue with the online learning that is going on now. It seems like it has been abandoned. It is down to one hour of direct contact with the teacher down from the three hours that it initially went to. I understand that is the same as in school and I understand that it is the same teacher, but especially as I see you guys are very worried about COVID happening again, an uptick coming, it seems like we really need to be prepared to be online and dedicate a teacher to the online learning. As of right now, in my school, and I have talked to them, the suggestion by the state is under 30 minutes to be

online/direct contact with the teacher which to me is unacceptable. If you are going to have kids online, I think you are going to have to take this a more serious and develop more time and direct contact with the teachers.

10.5 Action *Page 156 – ADOPTION OF REVISED/NEW EXHIBITS/ POLICIES/ REGULATIONS – Leaman (20-21 G & O Component I, II, III, IV, V)*

•The District Policy Committee and Management Team have reviewed the following new and revised policies/regulations/exhibits as per CSBA. They are now being presented for adoption by the Board of Trustees.

- AR 6174 – Education for English Learners
- BP/AR 5141.52 – Suicide Prevention
- BP/AR 5144.1 – Suspension and Expulsions/Due Process
- BP/AR 6172.1 – Concurrent Enrollment in College Classes (New Policy)
- BP 0470 – COVID-19 Mitigation Plan (New Policy)

Motion by Mr. Armitage, seconded by Mr. Haley and passed by a 5-0 (*Ayes: Armitage, Carras, Haley, Long, Wyatt No: None*) vote to approve new and revised policies/regulations and exhibits for approval.

11. BOARD OF TRUSTEES

11.1 FUTURE AGENDA ITEMS

The following are a number of agenda items that the Board of Trustees has been monitoring. They are NOT action items for tonight's meeting, but are noted here for continuing purposes and to ensure that when there are changes or new information they will be called up as Action/Discussion/Information.

- School Safety
- Health

11.2 BOARD MEMBER REPORTS/COMMENTS

Paul Carras stated as the number of cases nationwide have continued to escalate, the impact on everybody has got to be very stressful. At a school site, between the administration, teachers, classified staff and the parents, the pressure that is upon all of them, is something we should not lose sight of. It is going to be difficult, we have the holidays coming up and people are used to doing things around Thanksgiving and Christmas. He is fearful that we are going to see an uptick over that time period. He hopes the message that we get out to parents and everyone is the safety aspects of what they need to do at home and what they need to do when the kids are here at school.

Brian Haley had no report

Kris Wyatt stated that she wanted to second what Paul stated and that schools have done all that they can possibly do with PPE and with what the teachers are doing, everyone is working together, and we just need that to continue throughout the community. It is not just schools, teachers and parents, it's everyone that is part of this community and I'm not meaning to be a rat and report your neighbors, but just put some effort in and think about, be creative with what you can do for trick or treating. You do not need to have the kids go up to your doors, they are doing shutes, attaching candy to a stick and putting them in your

Minutes

lawn and kids come up and take one. There are ways to be creative. She also wanted to reiterate that the summer lunch program is continuing and our students are being served in that way.

Damian Armitage stated that last Friday he attended the Community Leader virtual breakfast event put on by Placer County Office of Education. It provided with a lot of information about the impacts and response to the COVID situation. Sorry to hear about the handful of positive COVID cases in our schools but he is hopeful that our positive cases stay minimal and that our students, their families and our staff and community stay safe.

Paul Long had no report

12. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

➤ **November 3, 2020 6:00 P.M.**, Regular Meeting of the Board of Trustees – Go-To -Meeting

➤ **November 17, 2020 6:00 P.M.**, Regular Meeting of the Board of Trustees – Go-To -Meeting

13. ADJOURNMENT

There being no further business the meeting was adjourned at 6:45 p.m.

Paul Long, President

Paul Carras, Clerk

Scott Leaman, Superintendent

Maria Gonzalez, Administrative Assistant to the Superintendent

Adopted:

Ayes:

Noes:

Absent:

Accommodating Those Individuals with Special Needs:

In compliance with the Americans with Disabilities Act, the Western Placer Unified School District encourages those with disabilities to participate fully in the public meeting process. If you have a special need in order to allow you to attend or participate in our public meetings, please contact the Office of the Superintendent, at (916) 645-6350 at least 48 hours in advance of the meeting you wish to attend so that we may make every reasonable effort to accommodate you, including auxiliary aids or services.

**WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET**

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.

DISTRICT GLOBAL GOALS

1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students
2. Foster a safe, caring environment where individual differences are valued and respected.
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.
4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.
5. Promote student health and nutrition in order to enhance readiness for learning.

SUBJECT:

Approval of Warrants

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:

Audrey Kilpatrick
Assistant Superintendent of
Business and Operations

ENCLOSURES:

Warrants may be found at
www.wpusd.org

DEPARTMENT:

Business Services

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

November 3, 2020

ROLL CALL REQUIRED:

N/A

BACKGROUND:

The Board of Trustees will consider approval of warrants paid since the October 6, 2020 board meeting.

RECOMMENDATION:

Administration recommends the Board of Trustees take action to approve warrants as submitted.

Checks Dated 10/21/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85764780	10/21/2020	STAPLES BUSINESS ADVANTAGE	01-4300		26,748.85
85764781	10/21/2020	Stanley, Karen N	01-4300		115.80
85764782	10/21/2020	ADD SOME CLASS	01-4300	69,781.18	
			01-5800	12,428.83	82,210.01
85764783	10/21/2020	ADVANCED INTEGRATED PEST PEST MNGMT	01-5800		1,354.00
85764784	10/21/2020	AT&T BUSINESS SERVICE	01-5560		43.04
85764785	10/21/2020	BARE BONES WORKWEAR	01-4300		150.00
85764786	10/21/2020	BRET FREED	01-5600		538.50
85764787	10/21/2020	CDW GOVERNMENT INC	01-4300	5,490.83	
			01-4400	266,650.84	
			01-5800	3,596.13	
			21-4300	106.04	
			21-4400	1,099.79	276,943.63
85764788	10/21/2020	CITRUS HEIGHTS SAW & MOWER	01-4365	342.48	
			01-5600	1,018.27	1,360.75
85764789	10/21/2020	CITY OF LINCOLN	01-5540	4,311.07	
			01-5550	10,744.08	
			01-5570	32,965.24	48,020.39
85764790	10/21/2020	CPI - CRISIS PREVENTION INSTITUTE	01-4300		2,252.25
85764791	10/21/2020	DEPARTMENT OF GENERAL SERVICES	21-6220		20,086.28
85764792	10/21/2020	ECOLAB INC	01-4300		11,557.20
85764793	10/21/2020	FAR WEST RENTS & READY MIX	01-5600		254.00
85764794	10/21/2020	FORSTER HEATING	01-5600		11,645.00
85764795	10/21/2020	GRAINGER	01-4300		3,716.08
85764796	10/21/2020	HD SUPPLY FACILITIES MAINTENANCE, LTD.	01-4300		709.85
85764797	10/21/2020	HILLYARD / SACRAMENTO	01-4300		11,867.62
85764798	10/21/2020	HMC GROUP	21-6210		8,320.00
85764799	10/21/2020	LANDMARK CONSTRUCTION	21-6200		1,046,447.41
85764800	10/21/2020	LEARNING SOLUTIONS INC	01-5800		3,128.19
85764801	10/21/2020	LINMOORE FENCING & IRONWORKS	01-5800		2,500.00
85764802	10/21/2020	MARIO SOUSA MARIO SOUSA CONCRETE	01-5600		2,100.00
85764803	10/21/2020	MESA ENERGY SYSTEMS, INC dba EMCOR SERVICES MESA ANERGY	01-5800		8,244.70
85764804	10/21/2020	MULTI HEALTH SYSTEMS INC	01-4300		215.74
85764805	10/21/2020	MUSIC EXPRESS	01-4200		195.00
85764806	10/21/2020	NANCY ALEXANDER-STORM	01-5800		2,500.00
85764807	10/21/2020	NORMAC	01-4300		687.37
85764808	10/21/2020	One Workplace L. Ferrari, LLC	21-4300	666.93	
			21-4400	143.87	
			21-5800	140.42	951.22
85764809	10/21/2020	PACIFIC GAS & ELECTRIC CO	01-5510	39,106.27	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Checks Dated 10/21/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85764809	10/21/2020	PACIFIC GAS & ELECTRIC CO	01-5530	392.78	39,499.05
85764810	10/21/2020	PLACER COUNTY SELPA	01-5200		35.00
85764811	10/21/2020	PLACER LEARNING CENTER	01-5800		35,475.00
85764812	10/21/2020	PROPS TREE & LANDSCAPE INC	01-5600		6,895.00
85764813	10/21/2020	RAY MORGAN CO. / CHICO	01-5600		83.77
85764814	10/21/2020	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-5600		121.50
85764815	10/21/2020	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-5600		509.43
85764816	10/21/2020	RIVERSIDE INSIGHTS	01-4300		1,786.30
85764817	10/21/2020	SAY IT RIGHT	01-4300		102.84
85764818	10/21/2020	SCHOOL FACILITY CONSULTANTS	25-5800		562.50
85764819	10/21/2020	SCHOOL STEPS, INC.	01-5800		18,468.75
85764820	10/21/2020	SIEMENS INDUSTRY INC	01-5800		13,300.00
85764821	10/21/2020	SIERRA BUILDING SYSTEMS INC	01-5800		880.00
85764822	10/21/2020	SIERRA OFFICE SUPPLIES &	01-4300		4,669.43
85764823	10/21/2020	SITEONE LANDSCAPE SUPPLY	01-4300		164.24
85764824	10/21/2020	SPECIALIZED EDUC OF CA, INC.	01-5800		35,192.50
85764825	10/21/2020	STATE OF CALIFORNIA - DOJ	01-5821		326.00
85764826	10/21/2020	STINEMAN'S FARM SUPPLY	01-4300		106.03
85764827	10/21/2020	TEXHELP INC	01-5800		1,800.00
85764828	10/21/2020	THE CEDAR BUYING GROUP INC	01-4300		6,817.89
85764829	10/21/2020	UNIFIRST CORPORATION	01-5800		1,874.85
85764830	10/21/2020	WAVE	01-5560		130.43
85764831	10/21/2020	WHEST KOAST PLUMBING	01-5600		6,436.00
85764832	10/21/2020	Consuelo Espinoza	01-5903		30.00
85764833	10/21/2020	Arnold, Krystal G	01-4300		100.00
85764834	10/21/2020	Berg, Andre C	01-4300		210.39
85764835	10/21/2020	Berg, Holli O	01-4300		99.73
85764836	10/21/2020	Bollington, Elizabeth A	01-4300		19.95
85764837	10/21/2020	Colson, Todd A	01-4300		76.11
85764838	10/21/2020	Gonzalez, Lindsay J	01-4300		9.65
85764839	10/21/2020	Gregory, Teija A	01-4300		67.54
85764840	10/21/2020	Gutierrez, Vanessa E	01-4300		55.81
85764841	10/21/2020	Hunt, Travis K	01-4300		138.69
85764842	10/21/2020	Jones, Jarma R	01-4300		178.19
85764843	10/21/2020	Justice, William H	01-4300		280.13
85764844	10/21/2020	Kight, Jo Ann	01-4300		168.34
85764845	10/21/2020	Law, Gregg	01-4300		34.32
85764846	10/21/2020	McAdam, Patrick L	01-4300		52.79
85764847	10/21/2020	McGuire, Tiffany L	01-4300		93.27
85764848	10/21/2020	Mechanick, Margaret M	01-4300		99.01
85764849	10/21/2020	Patterson, Justin L	01-4300		86.11
85764850	10/21/2020	Pfeffer, Claudia M	01-4300		78.64
85764851	10/21/2020	Quan, Karyn L	01-4300		197.42
85764852	10/21/2020	Reafsnyder, Joshua D	01-4300		91.97

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Checks Dated 10/21/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85764853	10/21/2020	Ruiz, Michelle L	01-4300		28.94
85764854	10/21/2020	Sisney, Courtney A	01-4300		44.32
85764855	10/21/2020	Swanson, David M	01-4300		84.92
85764856	10/21/2020	Tofft, Deborah C	01-4300		32.16
85764857	10/21/2020	Tofft, Donna L	01-4300		100.00
85764858	10/21/2020	Tofft, Matthew J	01-4300		74.00
85764859	10/21/2020	Tucker, Kirsten L	01-4300		17.15
85764860	10/21/2020	Wenger, Darlene R	01-4300		25.00
85764861	10/21/2020	Williamson, Jeena K	01-4300		61.10
85764862	10/21/2020	Bost, Erik S	01-4300		268.11
85764863	10/21/2020	Brothers, Annie Z	01-4300		42.88
85764864	10/21/2020	Miller, Linda M	01-4300		59.49
85764865	10/21/2020	Quinn, Lauren M	01-4300		229.59
85764866	10/21/2020	Trueman, William D	01-4300		113.53
85764867	10/21/2020	U.S. BANK NATIONAL ASSOCIATION U.S. BANCORP PURCHASING CARD	01-4300	51,332.93	
			01-5200	1,069.00	
			01-5800	561.38	
			13-4300	368.81	
			13-4710	817.09	54,149.21
85764868	10/21/2020	Bawa, Joumana R	01-4300		139.17
85764869	10/21/2020	Bombard, Cecilia	01-4300		303.09
85764870	10/21/2020	Botonis, Lauren N	01-4300		275.21
85764871	10/21/2020	Burbage-Macaluso, Daniel T	01-4300		194.40
85764872	10/21/2020	Cassidy, Elizabeth A	01-4300		11.26
85764873	10/21/2020	Dickson, Megan L	01-4300		106.06
85764874	10/21/2020	Giannini, Jactyn S	01-4300		29.36
85764875	10/21/2020	Glau, Heather L	01-4300		100.00
85764876	10/21/2020	Hamasaki, Wendy S	01-4300		44.78
85764877	10/21/2020	Hladun, Jennifer C	01-4300		60.32
85764878	10/21/2020	Hodge, Christine A	01-4300		49.64
85764879	10/21/2020	Justice, William H	01-4300		1,505.39
85764880	10/21/2020	Lazaro, Norma P	01-4300		182.26
85764881	10/21/2020	Mikkelsen, Katelyn R	01-4300		71.72
85764882	10/21/2020	Pasquini, Gina K	01-4300		306.90
85764883	10/21/2020	Pratt, Deborah M	01-4300		149.50
85764884	10/21/2020	Ruiz, Michelle L	01-4300		125.41
85764885	10/21/2020	Sahyoun, Camalyn M	01-4300		140.06
85764886	10/21/2020	Sandoval, Sherri B	01-4300		108.00
85764887	10/21/2020	Schreiber, Terri J	01-4300		428.77
85764888	10/21/2020	Soha, Pamela S	01-4300		52.48
85764889	10/21/2020	BORDERLAN SECURITY	01-4300		56.00
85764890	10/21/2020	CDW GOVERNMENT INC	01-4300		261.95
85764891	10/21/2020	DISCOUNT MAGAZINE SUB SERVICE	01-4300		129.82
85764892	10/21/2020	ESGI - EDUCATIONAL SOFTWARE FOR GUIDING INSTRUCTION	01-5800		507.00

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ESCAPE **CONFIDENTIAL**

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Checks Dated 10/21/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85764893	10/21/2020	FOLLETT SCHOOL SOLUTIONS, INC.	01-4200	2,182.62	
			01-4300	378.66	2,561.28
85764894	10/21/2020	KYOCERA	01-4300	179.21	
			01-5600	136.55	315.76
85764895	10/21/2020	LAKESHORE LEARNING MATERIALS	01-4300		1,196.62
85764896	10/21/2020	MARENEM INC.	01-4300	124.17	
			Unpaid Tax	7.62-	116.55
85764897	10/21/2020	MONOPRICE INC	01-4300		114.16
85764898	10/21/2020	OFFICE DEPOT	01-4300		129.26
85764899	10/21/2020	POSITIVE PROMOTIONS	01-4300	1,466.63	
			Unpaid Tax	90.63-	1,376.00
85764900	10/21/2020	PRO-ED	01-4300		461.97
85764901	10/21/2020	PROJECT LEAD THE WAY INC	01-4300		1,690.26
85764902	10/21/2020	RIDDELL ALL AMERICAN SPORTS CORPORATION	01-5800		15,744.48
85764903	10/21/2020	SCHOOL OUTFITTERS.COM	01-4300		417.07
85764904	10/21/2020	SCHOOL SPECIALTY INC	01-4300		185.31
85764905	10/21/2020	SIERRA HAY & FEED	01-4300		470.18
85764906	10/21/2020	TEACHERS PAY TEACHERS DEPT. 6759	01-4300		218.37
85764907	10/21/2020	TRIARCO ARTS & CRAFTS	01-4300		119.20
85764908	10/21/2020	WINSOR LEARNING, INC.	01-4300		101.46
85764909	10/21/2020	DANIELSEN COMPANY	13-4710		7,140.14
85764910	10/21/2020	GENERAL PRODUCE CO LTD	13-4710		1,507.60
85764911	10/21/2020	GOLD STAR FOODS, INC	13-4710		14,213.07
85764912	10/21/2020	Holly Chandler	13-8634		166.70
85764913	10/21/2020	Rofina Rodriguez	01-8675		150.00
85764914	10/21/2020	Tina Aguilar	13-8634		29.75
Total Number of Checks			135		1,861,361.59

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	125	759,643.44
13	Cafeteria Fund	6	24,243.16
21	Building Fund #1	5	1,077,010.74
25	Capital Facilities Fund	1	562.50
Total Number of Checks		135	1,861,459.84
Less Unpaid Tax Liability			98.25-
Net (Check Amount)			1,861,361.59

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 10/14/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85763715	10/14/2020	Andrews, Lari K	01-4300		96.45
85763716	10/14/2020	Barker, Brooke A	01-5200		23.00
85763717	10/14/2020	Bawa, Joumana R	01-4300		67.55
85763718	10/14/2020	Conway, Angela M	01-4300		32.16
85763719	10/14/2020	Edwards, Heidi M	01-4300		18.22
85763720	10/14/2020	Middleton, Kimberly N	01-4300		536.24
85763721	10/14/2020	Mikkelsen, Katelyn R	01-4300		59.22
85763722	10/14/2020	Noyes, Karla J	01-4300		116.05
85763723	10/14/2020	Ochoa Corona, Sylvia A	01-5200		16.10
85763724	10/14/2020	Rayos, Ramey	01-4300		66.60
85763725	10/14/2020	Robbins, Jennifer A	01-4300		424.36
85763726	10/14/2020	Santos, Dennis E	01-4300		234.88
85763727	10/14/2020	Silva, Nicole M	01-4300		28.94
85763728	10/14/2020	Souto, Eric J	01-4300		32.16
85763729	10/14/2020	Stacey, Jennifer L	01-4300		28.94
85763730	10/14/2020	Stuckey, Julie A	01-4300		289.58
85763731	10/14/2020	Wyatt Retallack, Amanda J	01-4300		14.47
85763732	10/14/2020	Zinzun, David	01-4300		25.00
85763733	10/14/2020	Zinzun, Rhianon R	01-4300		24.61
85763734	10/14/2020	A-Z BUS SALES INC	01-4365		311.00
85763735	10/14/2020	ADD SOME CLASS	01-4300	134,088.95	
			01-5800	2,579.07	136,668.02
85763736	10/14/2020	AT&T	01-5560		3,810.30
85763737	10/14/2020	AT&T BUSINESS SERVICE	01-5560		71.78
85763738	10/14/2020	BI JAMAR INC QUALITY SOUND SYSTEMS	01-5800		1,515.00
85763739	10/14/2020	BORDERLAN SECURITY	01-4300		720.00
85763740	10/14/2020	BRIGHT START THERAPIES INC	01-5800		75.00
85763741	10/14/2020	BUREAU OF EDUCATION & RESEARCH	01-5200		479.00
85763742	10/14/2020	BURKE, WILLIAMS & SORENSEN LLP	01-5810		3,136.00
85763743	10/14/2020	BUS WEST - DIVISION OF VELOCITY VEHICLE GROUP	01-4365		1,185.57
85763744	10/14/2020	CASBO - CALIF ASSOC OF SCHOOL BUSINESS OFFICIALS	25-5200		890.00
85763745	10/14/2020	CDW GOVERNMENT INC	21-4300	280.82	
			21-4400	1,186.95	1,467.77
85763746	10/14/2020	CRAM-A-LOT JV MANUFACTURING, INC.	01-5600		340.55
85763747	10/14/2020	DAWSON OIL COMPANY	01-4345	2,816.60	
			01-4350	2,816.60	5,633.20
85763748	10/14/2020	DocuSign, Inc	01-5800		5,467.50
85763749	10/14/2020	EATON INTERPRETING SVCS INC	01-5800		1,248.00
85763750	10/14/2020	FLINT BUILDERS, INC.	21-6200		3,185,185.00
85763751	10/14/2020	GEARY PACIFIC SUPPLY	01-4300		1,196.55

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Checks Dated 10/14/2020					
Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85763752	10/14/2020	GOLD COUNTRY MEDIA PUBLICATIONS	01-5800		177.82
85763753	10/14/2020	GRAINGER	01-4300		230.65
85763754	10/14/2020	HD SUPPLY FACILITIES MAINTENENCE, LTD.	01-4300		121.17
85763755	10/14/2020	HILLYARD / SACRAMENTO	01-4300		906.64
85763756	10/14/2020	HOME DEPOT CREDIT SERVICES	01-4300		1,197.42
85763757	10/14/2020	INDUSTRIAL PLUMBING SUPPLY	01-4300		1,200.69
85763758	10/14/2020	JABBERGYM INC.	01-5800		5,320.00
85763759	10/14/2020	KINGSLEY BOGARD THOMPSON LLP	01-5810		4,326.96
85763760	10/14/2020	LAKESHORE LEARNING MATERIALS	01-4300		69.65
85763761	10/14/2020	LOWE'S	01-4300		5,511.72
85763762	10/14/2020	MAGDALENA STEPIEN	01-5800		3,920.00
85763763	10/14/2020	MEDICAB	01-5800		1,147.00
85763764	10/14/2020	MEDICAL BILLING TECHNOLOGIES	01-5800		975.00
85763765	10/14/2020	MESA ENERGY SYSTEMS, INC dba EMCOR SERVICES MESA ANERGY	01-5800		22,195.45
85763766	10/14/2020	MIDSTATE BUILDERS SPEC INC	21-4300		2,287.20
85763767	10/14/2020	NAVIA BENEFIT SOLUTIONS	01-5800		96.05
85763768	10/14/2020	NORMAC	01-4300		35.33
85763769	10/14/2020	ODYSSEY LEARNING CENTER, INC.	01-5800		13,787.04
85763770	10/14/2020	PACIFIC GAS & ELECTRIC CO	01-5530		53.27
85763771	10/14/2020	PCOE - PLACER CO OFFICE OF ED	01-5800		8,850.00
85763772	10/14/2020	PEARSON ASSESSMENTS ORDERING DEPARTMENT	01-4300		692.34
85763773	10/14/2020	POWER PROTECTION PLUS	01-5600		2,500.00
85763774	10/14/2020	PRO-ED	01-4100		7,291.77
85763775	10/14/2020	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-4300	384.48	
			01-5600	782.00	1,166.48
85763776	10/14/2020	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-5600		685.73
85763777	10/14/2020	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-5600		278.65
85763778	10/14/2020	SANDRA ANN STEURER	01-5800		2,520.00
85763779	10/14/2020	SCHOOL FACILITY CONSULTANTS	25-5800		6,500.00
85763780	10/14/2020	SHARP ARCHITECTURE, INC.	21-5800		5,760.00
85763781	10/14/2020	SIERRA BUILDING SYSTEMS INC	01-5600		250.00
85763782	10/14/2020	SIERRA OFFICE SUPPLIES &	01-4200		1,229.24
85763783	10/14/2020	SIMPLE PLEASURES	01-5800		1,091.38
85763784	10/14/2020	SITEONE LANDSCAPE SUPPLY	01-4300		81.32
85763785	10/14/2020	SNACK NATION AWESOME OFFICE INC	01-4300		2,533.00
85763786	10/14/2020	SPECIALIZED EDUC OF CA, INC. DBA SIERRA SCHOOLS	01-5800		4,007.50
85763787	10/14/2020	SUNBELT RENTALS	01-5800	107.36	
			01-6400	3,984.30	4,091.66

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Checks Dated 10/14/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85763788	10/14/2020	TAG / AMS INC	01-5800		210.00
85763789	10/14/2020	UNIFIRST CORPORATION	01-4300	11,089.66	
			01-5800	80.20	11,169.86
85763790	10/14/2020	WALLACE-KUHL & ASSOCIATES	21-5800		625.00
85763791	10/14/2020	WALTER MAY	21-5800		6,545.00
85763792	10/14/2020	WAVE	01-5560	964.44	
			01-5903	3,381.75	4,346.19
85763793	10/14/2020	WAXIE'S SANITARY SUPPLY	01-4300		3,549.20
85763794	10/14/2020	WESTERN PSYCHOLOGICAL SERVICES	01-4300		1,805.02
85763795	10/14/2020	WILEY PUBLISHING	01-4300		91.56
85763796	10/14/2020	DANIELSEN COMPANY	13-4710		2,859.65
85763797	10/14/2020	GENERAL PRODUCE CO LTD	13-4710		4,969.00
85763798	10/14/2020	GOLD STAR FOODS, INC	13-4710		2,693.97
85763799	10/14/2020	Rachael Colon	01-8675		100.00
85763800	10/14/2020	Rachel Scontriano	13-8634		152.00
85763801	10/14/2020	Sean Larson	01-8675		150.00
85763802	10/14/2020	Brothers, Annie Z	01-4300		56.77
85763803	10/14/2020	Burke, Joanne C	01-4300		78.39
85763804	10/14/2020	Conrad Van Hoy, Sarah B	01-5800		149.95
85763805	10/14/2020	Cubias, Reynaldo A	01-4300		23.03
85763806	10/14/2020	Derouin-St John, Desiree L	01-4300		22.40
85763807	10/14/2020	Dickson, Megan L	01-4300		67.03
85763808	10/14/2020	Hladun, Jennifer C	01-4300		90.06
85763809	10/14/2020	Kent, Julia J	01-5800		108.00
85763810	10/14/2020	Morebeck, Barbara S	01-5800		120.00
85763811	10/14/2020	Nohel, Jenna M	01-4300		267.05
85763812	10/14/2020	Robbins, Jennifer A	01-4300		59.22
85763813	10/14/2020	ADORAMA INC	01-4300		1,371.08
85763814	10/14/2020	BURKETT'S OFFICE	01-4300		3,021.77
85763815	10/14/2020	CDW GOVERNMENT INC	01-4300		647.78
85763816	10/14/2020	EVERYDAY SPEECH	01-4300		199.99
85763817	10/14/2020	FIRST BOOK	01-4200		72.39
85763818	10/14/2020	FIVE SIXTEEN INC	01-4300		1,930.50
85763819	10/14/2020	FOLLETT SCHOOL SOLUTIONS, INC.	01-4200	295.28	
			01-4300	343.20	638.48
85763820	10/14/2020	GOPHER SPORT	01-4300		1,654.28
85763821	10/14/2020	J.W. PEPPER & SON INC	01-4300		78.25
85763822	10/14/2020	JB DISTRIBUTORS, INC.	01-4300		44.84
85763823	10/14/2020	LAKESHORE LEARNING MATERIALS	01-4300		1,510.75
85763824	10/14/2020	LOWE'S	01-4300		998.29
85763825	10/14/2020	MCMASTER CARR SUPPLY CO	01-4300		108.82
85763826	10/14/2020	MJB WELDING SUPPLY, INC.	01-4300		485.65
85763827	10/14/2020	OFFICE DEPOT	01-4300		643.88
85763828	10/14/2020	PLACER FARM SUPPLY	01-4300		135.28
85763829	10/14/2020	POSITIVE PROMOTIONS	01-4300		411.34

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Checks Dated 10/14/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85763830	10/14/2020	RAY MORGAN CO. / CHICO	01-5600		135.16
85763831	10/14/2020	REALLY GOOD STUFF	01-4300		415.17
85763832	10/14/2020	SCHOLASTIC TEACHING RESOURCES	01-4200		1,545.39
85763833	10/14/2020	SCHOOL SPECIALTY INC	01-4300		395.71
85763834	10/14/2020	SIERRA OFFICE SUPPLIES &	01-4300		490.48
85763835	10/14/2020	SUZANNE G CAMPBELL	01-5800		150.00
85763836	10/14/2020	TEACHER CREATED RESOURCES	01-4300		95.81
85763837	10/14/2020	WALKER'S OFFICE SUPPLIES	01-4300		522.42
85763838	10/14/2020	WOODBURN PRESS	01-4300		360.96
85763839	10/14/2020	Jack Gayaldo	01-3701		55.00
85763840	10/14/2020	Leonard Valasek	01-3701		110.00
85763841	10/14/2020	Pamela Cuthbertson	01-3701		55.00
85763842	10/14/2020	Robert Woodward	01-3701		110.00
85763843	10/14/2020	Shirley Russell	01-3701		55.00
Total Number of Checks			129		3,523,380.72

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	117	303,446.13
13	Cafeteria Fund	4	10,674.62
21	Building Fund #1	6	3,201,869.97
25	Capital Facilities Fund	2	7,390.00
Total Number of Checks		129	3,523,380.72
Less Unpaid Tax Liability			.00
Net (Check Amount)			3,523,380.72

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Checks Dated 10/07/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85762539	10/07/2020	Bartlett, Nicole R	01-4300		150.08
85762540	10/07/2020	Blank, Angela F	01-4300		56.34
85762541	10/07/2020	Brown, Connie M	01-4300		17.15
85762542	10/07/2020	Cerda-Martinez, Mayela	01-4300		96.53
85762543	10/07/2020	Duer, Jeffrey M	01-4300		214.49
85762544	10/07/2020	Emerson, Charlene	01-4300		25.00
85762545	10/07/2020	Fink, Kory L	01-4300		14.95
85762546	10/07/2020	Hood, Cindy J	01-4300		75.00
85762547	10/07/2020	Karuzas, Susannah L	01-4300		24.00
85762548	10/07/2020	Larsen, Ann P	01-4300		20.37
85762549	10/07/2020	Lillie, Tracey N	01-4300	125.04	
			01-5200	31.91	156.95
85762550	10/07/2020	Moss, Samantha J	01-4300		50.71
85762551	10/07/2020	Reilly, Karen D	01-4300		25.00
85762552	10/07/2020	Roberts, Karen A	01-4300		25.00
85762553	10/07/2020	Snodgrass, Cynthia S	01-4300		25.00
85762554	10/07/2020	Swesey, Molly K	01-4300		32.16
85762555	10/07/2020	Warren, Donna J	01-4300		61.12
85762556	10/07/2020	Wyatt Retallack, Amanda J	01-4300		31.24
85762557	10/07/2020	ADD SOME CLASS	21-4300		996.30
85762558	10/07/2020	AT&T BUSINESS SERVICE	01-5560		99.80
85762559	10/07/2020	BI JAMAR INC QUALITY SOUND SYSTEMS	21-4400	9,569.22	
			21-5800	6,382.01	15,951.23
85762560	10/07/2020	C.A.S.H COALITION FOR ADEQUATE SCHOOL HOUSING	25-5200		115.00
85762561	10/07/2020	CAPITOL ADVISORS GROUP LLC	01-5800		1,625.00
85762562	10/07/2020	CDW GOVERNMENT INC	01-4300	27,237.57	
			01-4400	37,779.31	65,016.88
85762563	10/07/2020	CENGAGE LEARNING	01-4100		4,811.61
85762564	10/07/2020	FAGEN FRIEDMAN & FULFROST LLP	01-5200		185.00
85762565	10/07/2020	FORSTER HEATING	21-4300		304.28
85762566	10/07/2020	FUN AND FUNCTION	01-4300		699.84
85762567	10/07/2020	GRAINGER	01-4300		798.23
85762568	10/07/2020	HANKIN SPECIALTY ELEVATORS INC	01-5600	4,321.75	
			01-5800	5,456.58	9,778.33
85762569	10/07/2020	HOLT OF CALIFORNIA	01-5600		990.35
85762570	10/07/2020	KYOCERA	01-4300	23.06	
			01-5600	33.09	56.15
85762571	10/07/2020	LEARNING WITHOUT TEARS	01-4300		129.00
85762572	10/07/2020	LOZANO SMITH LLP	01-5810	1,062.75	
			25-5810	2,250.67	3,313.42
85762573	10/07/2020	MEDICAB	01-5800		134.00
85762574	10/07/2020	NANCY ALEXANDER-STORM	01-5800		239.60
85762575	10/07/2020	PACIFIC GAS & ELECTRIC CO	01-5510	74,951.80	
			01-5530	815.05	75,766.85

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Checks Dated 10/07/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85762576	10/07/2020	PAUL H BROOKES PUBLISH CO INC	01-4300		49.45
85762577	10/07/2020	PEARSON ASSESSMENTS ORDERING DEPARTMENT	01-4100	1,621.62	
			01-4300	528.64	2,150.26
85762578	10/07/2020	PEARSON EDUCATION	01-4100		8,477.36
85762579	10/07/2020	PLACER COUNTY PUBLIC WORKS ATTN MEGAN WEST	01-9500		9,504.40
85762580	10/07/2020	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-5600		121.50
85762581	10/07/2020	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-5600		139.04
85762582	10/07/2020	SHARP ARCHITECTURE, INC.	21-5800		5,760.00
85762583	10/07/2020	SHI INTERNATIONAL CORP	01-5800		14,450.00
85762584	10/07/2020	SIERRA OFFICE SUPPLIES &	01-4300		89.07
85762585	10/07/2020	SIG EMPLOYEE BENEFITS TRUST	76-9558		733,063.90
85762586	10/07/2020	SIG SCHOOLS INSURANCE GROUP	01-3402		823.71
85762587	10/07/2020	SUPER DUPER SCHOOL COMPANY	01-4300		90.09
85762588	10/07/2020	SUZANNE G CAMPBELL	01-5800		1,000.00
85762589	10/07/2020	T-MOBILE USA INC	01-5903		3,148.48
85762590	10/07/2020	WALLACE-KUHL & ASSOCIATES	21-5800		645.00
85762591	10/07/2020	WILSON'S ASPHALT INC	01-5600		1,950.00
85762592	10/07/2020	WINSOR LEARNING, INC.	01-5800		7,762.76
85762593	10/07/2020	Beatty, Scott A	01-4300		457.71
85762594	10/07/2020	Burke, Joanne C	01-4300		83.22
85762595	10/07/2020	Chandler, Jennifer A	01-4300		19.45
85762596	10/07/2020	Court, Robyn M	01-4300		72.00
85762597	10/07/2020	Crook, Jaclyn M	01-4300		20.57
85762598	10/07/2020	Cubias, Reynaldo A	01-4300		34.56
85762599	10/07/2020	Giannini, Jaclyn S	01-4300		32.63
85762600	10/07/2020	Hladun, Jennifer C	01-4300		842.94
85762601	10/07/2020	Kornacki-Castillo, Kelly J	01-4300		100.00
85762602	10/07/2020	Medina, Milagros	01-4300		51.78
85762603	10/07/2020	Moss, Samantha J	01-4300		37.98
85762604	10/07/2020	Nelson, Susan M	01-4300		100.00
85762605	10/07/2020	Newman, Karen C	01-4300		6.40
85762606	10/07/2020	Noonan, Jason R	01-5800		199.00
85762607	10/07/2020	Petersen, Marcie M	01-5200		10.98
85762608	10/07/2020	Pratt, Deborah M	01-4300		44.40
85762609	10/07/2020	Roberts, Karen A	01-4300		36.61
85762610	10/07/2020	Sahyoun, Camalyn M	01-4300		150.10
85762611	10/07/2020	Scarborough, Angela C	01-4300		70.24
85762612	10/07/2020	Soha, Pamela S	01-4300		50.61
85762613	10/07/2020	Stuckey, Julie A	01-4300		229.86
85762614	10/07/2020	Whitcotton, Charles E	01-4300		38.87
85762615	10/07/2020	B&H PHOTO VIDEO	01-4400		2,291.60
85762616	10/07/2020	BLICK ART MATERIALS	01-4300		186.87
85762617	10/07/2020	CDW GOVERNMENT INC	01-4300		131.02

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Checks Dated 10/07/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85762618	10/07/2020	CLASS GUITAR RESOURCES INC	01-4200		711.05
85762619	10/07/2020	DEMCO MEDIA	01-4300		112.52
85762620	10/07/2020	FOLLETT EDUCATIONAL SERVICES	01-4300		234.27
85762621	10/07/2020	FOLLETT SCHOOL SOLUTIONS, INC.	01-4200	2,098.98	
			01-4300	325.25	2,424.23
85762622	10/07/2020	GOPHER SPORT	01-4300		385.79
85762623	10/07/2020	KADER CAMP INC	01-5800		2,500.00
85762624	10/07/2020	KYOCERA	01-4300	61.75	
			01-5600	37.39	99.14
85762625	10/07/2020	LAKESHORE LEARNING MATERIALS	01-4300		1,294.41
85762626	10/07/2020	LEARNING PLUS ASSOCIATES	01-4300		18,777.38
85762627	10/07/2020	MCMASTER CARR SUPPLY CO	01-4300		303.62
85762628	10/07/2020	MJB WELDING SUPPLY, INC.	01-4300		217.53
85762629	10/07/2020	OFFICE DEPOT	01-4300		1,233.27
85762630	10/07/2020	ORIENTAL TRADING COMPANY INC	01-4300		86.84
85762631	10/07/2020	PCOE - PLACER CO OFFICE OF ED	01-5200		150.00
85762632	10/07/2020	PITNEY BOWES INC	01-5600		146.12
85762633	10/07/2020	PLACER COUNTY WATER AGENCY	01-4300		203.39
85762634	10/07/2020	REALLY GOOD STUFF	01-4300		3.74
85762635	10/07/2020	RENAISSANCE LEARNING INC.	01-4300		1,360.00
85762636	10/07/2020	SCHOOL SPECIALTY INC	01-4300		1,871.61
85762637	10/07/2020	TEACHER CREATED RESOURCES	01-4300		83.68
85762638	10/07/2020	TEACHERS PAY TEACHERS DEPT. 6759	01-4300		387.34
85762639	10/07/2020	TECHSMITH CORPORATION	01-5800		169.00
85762640	10/07/2020	UNIVERSITY OF OREGON EDUCATIONAL COMMUNITY SUPPORT	01-5800		350.00
85762641	10/07/2020	USI INC	01-4300		247.10
85762642	10/07/2020	VIKING SHRED LLC	01-5600		47.99
85762643	10/07/2020	W.W. NORTON & COMPANY INC. C/O NATIONAL BOOK COMPANY	01-4300		677.92
85762644	10/07/2020	WAVE	01-5800		22.05
85762645	10/07/2020	Abbi Browning or Daniel Browni ng	01-8699		15.00
85762646	10/07/2020	America or Justin Sherrod	01-8699		15.00
85762647	10/07/2020	Angela or Kurt Zimmer	01-8699		15.00
85762648	10/07/2020	Blanca Solorzano or Kyle Hood	01-8699		15.00
85762649	10/07/2020	Brittney Ludovina or Max McDow ell	01-8699		15.00
85762650	10/07/2020	Carmela Herrada & Keith Ashbee	01-8699		15.00
85762651	10/07/2020	Catherine or Micah Kramm	01-8699		15.00
85762652	10/07/2020	Christa Bradley or Mike Bradle y	01-8699		15.00
85762653	10/07/2020	Christie Chaput or Marc McDoug al	01-8699		15.00
85762654	10/07/2020	Christina Gonzalez or Gerardo Zambrano	01-8699		15.00
85762655	10/07/2020	Christina or Ellis Matson	01-8699		15.00
85762656	10/07/2020	Christina or Steven Storm	01-8699		15.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE 

Page 3 of 5

Checks Dated 10/07/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85762657	10/07/2020	Christine & Aaron Loori	01-8699		15.00
85762658	10/07/2020	Crystal or Greg Doushgounian	01-8699		15.00
85762659	10/07/2020	Dana Sattler	01-8699		15.00
85762660	10/07/2020	Deanne or Caelen Klopson	01-8699		15.00
85762661	10/07/2020	Debrah Chandler or Erin Rossi	01-8699		15.00
85762662	10/07/2020	Diane Cartwright Or Andrew Cartwright	01-8699		15.00
85762663	10/07/2020	Elizabeth & Thomas Wilson	01-8699		15.00
85762664	10/07/2020	Elizabeth or Brian Felland	01-8699		15.00
85762665	10/07/2020	Ellen or Jeff Nelson	01-8699		15.00
85762666	10/07/2020	Fabiola Balderas or John Mulland	01-8699		15.00
85762667	10/07/2020	Heidi & Ryan Jensen	01-8699		15.00
85762668	10/07/2020	Jaymie or James Jacobson	01-8699		15.00
85762669	10/07/2020	Jennifer Blank or Jeff Baker	01-8699		15.00
85762670	10/07/2020	Jennifer or Jonthan McBride	01-8699		15.00
85762671	10/07/2020	Jennifer or Ron Kemp	01-8699		15.00
85762672	10/07/2020	Jennifer or Samuel Richards	01-8699		15.00
85762673	10/07/2020	Jennifer Sober or Jeremy Goode	01-8699		15.00
85762674	10/07/2020	Jessica Hernandez or Bernardo Mendoza	01-8699		15.00
85762675	10/07/2020	Justin Nartker	01-8699		15.00
85762676	10/07/2020	Kara or Timothy Tarwater	01-8699		15.00
85762677	10/07/2020	Kelly Bradley or Kent Bradley	01-8699		15.00
85762678	10/07/2020	Kristal or Alex Orteza	01-8699		15.00
85762679	10/07/2020	Laura or Anthony Russo	01-8699		15.00
85762680	10/07/2020	Laurie or Wayne York	01-8699		15.00
85762681	10/07/2020	Lindsay Hayes or Shawn Hayes	01-8699		15.00
85762682	10/07/2020	Liz or Paul Roccucci	01-8699		15.00
85762683	10/07/2020	Marci Coletti or Jeff Johnston	01-8699		15.00
85762684	10/07/2020	Maria Seifried or Charles Bledsoe	01-8699		15.00
85762685	10/07/2020	Marisela or Martin Ramirez	01-8699		15.00
85762686	10/07/2020	Meghann or Phillip Hurt	01-8699		15.00
85762687	10/07/2020	Melissa Aube & Kevin Aube	01-8699		15.00
85762688	10/07/2020	Michael Opresko	01-8699		15.00
85762689	10/07/2020	Michelle & Phillip Adams	01-8699		15.00
85762690	10/07/2020	Michelle Nyseth or Todd Nyseth	01-8699		15.00
85762691	10/07/2020	Rebecca Lopez or Arturo Fuentes	01-8699		15.00
85762692	10/07/2020	Sarah or Keith Tate	01-8699		15.00
85762693	10/07/2020	Sarah or Kevin Hornacek	01-8699		15.00
85762694	10/07/2020	Sarraah or Peter Wade	01-8699		16.00
85762695	10/07/2020	Simone Gregston or Porfirio Hernandez	01-8699		15.00
85762696	10/07/2020	Stephanie & Jeremy Tetreault	01-8699		15.00
85762697	10/07/2020	Tiffany Butler or Shane Butler	01-8699		15.00
85762698	10/07/2020	Wendy Hollis or Adam Hollis	01-8699		15.00
85762699	10/07/2020	Burke, Joanne C	01-4300		58.94
85762700	10/07/2020	Carlson, Carrie L	01-4300		25.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE 

Page 4 of 5

Checks Dated 10/07/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85762701	10/07/2020	Davies, Shavaun N	01-4300		88.99
85762702	10/07/2020	Giannini, Jaclyn S	01-4300		52.16
85762703	10/07/2020	Keaton, Evelyn G	01-4300		25.00
85762704	10/07/2020	Matiska, Barbara K	01-4300		79.81
85762705	10/07/2020	McKinnon, Deborah J	01-4300		25.00
85762706	10/07/2020	Medina, Milagros	01-5800		115.45
85762707	10/07/2020	Noriega, Kristin N	01-4300		95.02
85762708	10/07/2020	Quinn, Lauren M	01-4300		123.20
85762709	10/07/2020	Vickner, Jennifer F	01-4300		150.00
85762710	10/07/2020	AIR CONTROL SERVICES, INC.	13-5600		1,552.90
85762711	10/07/2020	DANIELSEN COMPANY	13-4710		3,476.34
85762712	10/07/2020	GENERAL PRODUCE CO LTD	13-4710		2,190.56
85762713	10/07/2020	GOLD STAR FOODS, INC	13-4710		5,559.77
85762714	10/07/2020	WEST COAST PAPER COMPANY	13-4380		36.68
85762715	10/07/2020	Jalen Hill	73-5850		425.00
Total Number of Checks			177		1,025,627.19

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	164	253,299.56
13	Cafeteria Fund	5	12,816.25
21	Building Fund #1	5	23,656.81
25	Capital Facilities Fund	2	2,365.67
73	Foundation Trust	1	425.00
76	Payroll Fund	1	733,063.90
Total Number of Checks		177	1,025,627.19
Less Unpaid Tax Liability			.00
Net (Check Amount)			1,025,627.19

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE 

WESTERN PLACER UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.

DISTRICT GLOBAL GOALS

1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students
2. Foster a safe, caring environment where individual differences are valued and respected.
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.
4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.
5. Promote student health and nutrition in order to enhance readiness for learning.

SUBJECT:

Approve Contract between Siemens Industry and WPUUSD

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Audrey Kilpatrick
Assistant Superintendent of Business Services



ENCLOSURES:

Yes

DEPARTMENT:

Business Services

FINANCIAL INPUT/SOURCE:

Routine Repair & Maintenance Budget

MEETING DATE:

November 3, 2020

ROLL CALL REQUIRED:

No

BACKGROUND:

Siemens Industry has agreed to provide repair services for Western Placer Unified School District. These services include repairs to deficiencies found during their semi-annual hose service on August 19th, 2020 at Twelve Bridges Middle School. Siemens Industry requires a 30 day written notice to cancel services. The term of this agreement will cost \$1,780.00 and will be paid with Routine Repair & Maintenance funds.

RECOMMENDATION:

Administration recommends the Board ratify the proposal for repair services between Siemens Industry and Western Placer Unified School District.

PROPOSAL
WPUUSD

PREPARED BY
Siemens Industry, Inc.

PREPARED FOR
WPUUSD

DELIVERED ON
October 19, 2020

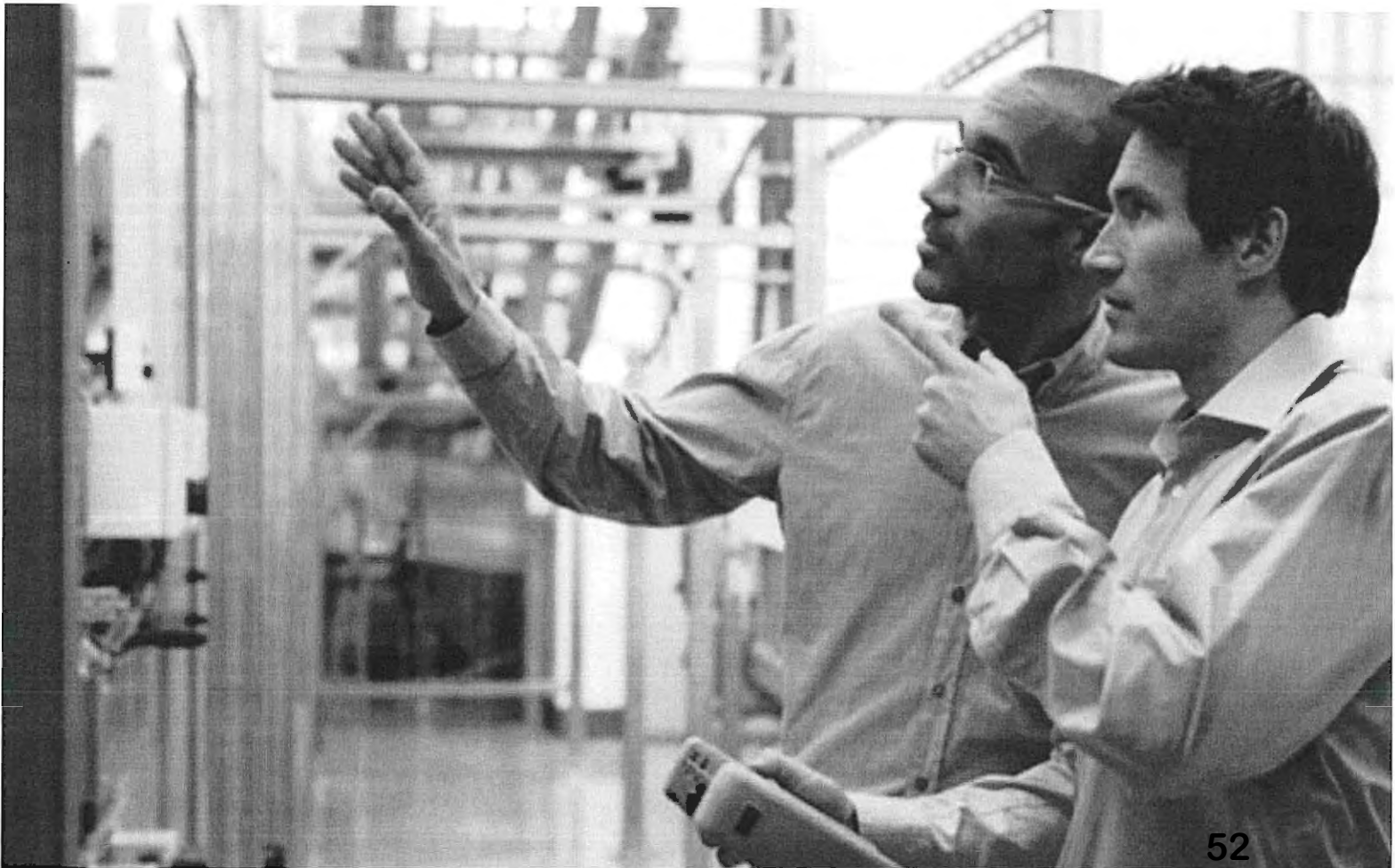


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Contact Information

Proposal #: 5294371
Date: October 19, 2020

Sales Executive: Lisa Tonis
Branch Address: 2969 Prospect Park Dr. Suite 100
Rancho Cordova
California , 95670
Telephone: 9168499798
Email Address: lisa.tonis@siemens.com

Customer Contact: Stan Brandl
Customer: WPUSD
Address: 2701 Nicolaus Road
Lincoln, CA 95648

Services shall be provided at: Twelve Bridges Middle School
770 Westview Drive Lincoln, CA

Scope of Work

Perform repairs to deficiencies found during semi-annual hose service 8/19/20 at Twelve Bridges Middle School:

- Replace corroded ANSUL (3) Gallon Cylinder with new.
- Replace (3) gallons ANSULEX
- Replace (1) discharge hose.
- Perform regulator test.

Exclusions

1. Cleaning of Hood System.
2. Replacement of any parts/equipment not mentioned in SCOPE.

Sell Price

Total Quote Price

\$1,780.00

Payment Terms

Payment Terms Acceptance Agreement

The total price of: \$1,780.00 and the estimated return on investment are based on the items outlined in this proposal. ANY statements made herein regarding savings that may be achieved by implementing the services offered in this proposal are estimates only. No warranty, either expressed or implied, shall be construed to arise from such statements, nor shall such statements be construed as constituting a guarantee by Siemens that such savings will occur if the services are implemented.

Terms and Conditions Disclaimer

The Customer acknowledges that when approved by the Customer and accepted by Siemens Industry, Inc.: (i) the Proposal and the Contract Terms and Conditions, (together with any other documents incorporated into the forgoing) shall constitute the entire agreement of the parties with respect to its subject matter (collectively, hereinafter referred to as the "Agreement") and (ii) in the event of any conflict between the terms and conditions of the Proposal and the terms and conditions of The Contract Terms and Conditions, the Contract Terms and Conditions shall control.

BY EXECUTION HEREOF, THE SIGNER CERTIFIES THAT (S)HE HAS READ ALL OF THE TERMS AND CONDITIONS AND DOCUMENTS, THAT SIEMENS OR ITS REPRESENTATIVES HAVE MADE NO AGREEMENTS OR REPRESENTATIONS EXCEPT AS SET FORTH THEREIN, AND THAT (S)HE IS DULY AUTHORIZED TO EXECUTE THE SIGNATURE PAGE ON BEHALF OF THE CUSTOMER.

This Proposal is based on the Siemens Industry, Inc. Standard Terms and Conditions and the "Scope of Work" and are to be considered part of this proposal. Proposal is valid for thirty (30) days from the delivery date of October 19, 2020. Payment is due within 30 days of invoice date.

Payment Terms: 25% mobilization in advance, progress payments

Total: \$1,780.00

Terms & Conditions Link(s)

Terms and Conditions (Click to download)

[Terms & Conditions](#)

(<http://go.siemens.net/15156302>)

As a result of the global Covid-19 Virus outbreak, temporary delays in delivery, labor or services from Siemens and its sub-suppliers or subcontractors may occur. Among other factors, Siemens' delivery is subject to the correct and punctual supply from sub-suppliers or subcontractors, and Siemens reserves the right to make partial deliveries or modify its labor or services. While Siemens shall make every commercially reasonable effort to meet the delivery or service or completion date mentioned above, such date is subject to change.

Attachment A

Riders (Click on rider below to download)

[SI Fire Life Safety Rider](#)

(www.siemens.com/download?A6V10946164)

[SI Mass Notification Rider](#)

(www.siemens.com/download?A6V10946167)

[SI Monitoring Rider](#)

(www.siemens.com/download?A6V10946171)

[SI Software License Warranty](#)

(www.siemens.com/download?A6V10946180)

[SI Consulting Rider](#)

(www.siemens.com/download?A6V10946838)

Signature Page

Proposed by:

Siemens Industry, Inc.

Company

Lisa Tonis

Name

5294371

Proposal #

\$1,780.00

Proposal Amount

October 19, 2020

Date

Accepted by:

WPUSD

Company

Audrey Kilpatrick

Name (Printed)



Signature

Asst Supt of Business Svs and Operations

Title

10/20/20

Date

Purchase Order #

WESTERN PLACER UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.

DISTRICT GLOBAL GOALS

1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students
2. Foster a safe, caring environment where individual differences are valued and respected.
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.
4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.
5. Promote student health and nutrition in order to enhance readiness for learning.


SUBJECT:

Ratification of Contract with
Balfour and Foskett Ranch
Elementary School

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Audrey Kilpatrick 
Assistant Superintendent of
Business and Operations

ENCLOSURES:

Yes

DEPARTMENT:

Business Services

FINANCIAL INPUT/SOURCE:

Site Co-Curricular Funds

MEETING DATE:

November 3, 2020

ROLL CALL REQUIRED:

No

BACKGROUND:

The attached contract is for services with Balfour and Foskett Ranch Elementary School. The services include printing of 200 yearbooks to be delivered in Spring 2021. The total cost of these services is \$2,500.00. It will be paid with Site Co-Curricular Funds.

RECOMMENDATION:

Administration recommends that the Board ratify the contract agreement between Balfour and Foskett Ranch Elementary School.

ADVISER	SCHOOL Foskett Ranch Elementary School		PRODUCTION YEAR 2021	DATE 10/08/20	CUSTOMER # 24492			
	FIRST NAME Ann	LAST NAME Nordby	PHONE (PRIMARY) 916-434-5255		EXT.			
	ADDRESS 1561 Joiner Parkway		CITY Lincoln	STATE CA	ZIP 95648	PHONE (CELL)		
BUS MGR	E-MAIL anordby@wpusd.org		Check here to receive email news & tips from Balfour <input type="checkbox"/>		BALFOUR REPRESENTATIVE Juanita Sheppard			
	FIRST NAME	LAST NAME	TITLE	PHONE	EXT.			
	ADDRESS		CITY	STATE	ZIP	E-MAIL		
This Row for Office Use		QUO#	VAR#	SO#	PRJ#	PREP	PRT	AE#

TRIM SIZE, COVER TYPE 7 | Hardcover | **SEASON** Spring | **EYEARBOOK** Consumer model (orders via O/L school store) | **Mark ONE**

8 | Softcover | Summer/Fall | School model (1 for each copy of printed YB)

9

PAGE PREPARATION StudioWorks+® Adobe® InDesign® (BalfourTools) Encore® ■ myYear®

SW+ w/BalfourGO® BT w/BalfourGO®

PAGES / COPIES Total Pages: 40, excluding tip-ins Total Copies: 200

BINDING Type: Smyth (Hard) Saddlestitch (Soft) Shortside Other: _____ Options: Round & Back Headbands HB Color: _____

PAPER Paper 1 80# Gloss Paper 2 _____ Sig #s to be printed on Paper 2: _____
(Must be in complete signatures)

TIP-INS Qty: 4pg, 4/C _____ 8pg, 4/C _____ 8pg Gatefold, 4/C _____ UV-Ultra II Flysheet: Plain Foil Stamp Printed

Tip After Pg(s)*: _____ Tip After Pg(s)**: _____ Tip After Pg(s)*: _____ Color 1: _____ Color 2: _____

* If customer tip-in, write "SCT" ** These items can be tipped before pg.1 - write "PG1"

Tip After Pg(s)**: _____

CUSTOM ITEMS 8-Pg Autograph Section | 16-Pg YearZine | 8-Pg Rewind (size 8 only) | **PERSONALIZATION** Name Stamping Foil Color: _____

Sew after page # (last pg if blank): _____ -or- Nameplates Plate Color: Silver / Gold

PROOFS None All Pages 2nd Proofs* NetChek+ | **SPOT COLOR** Print these colors as inks on 4/C pages (add'l charge, BT only): _____

* 2nd proof cycle (not duplicate proofs) + Online (no paper proofs)

DEPOSITS First Deposit \$ _____ Due _____ Second Deposit \$ _____ Due _____

I accept these specifications _____ **ADVISER** _____ **REPRESENTATIVE** _____ **REP. NO.** _____

COPY DEADLINES WILL ARRIVE AT BALFOUR PLANT:
Missed deadlines may result in delivery delays

RSD 05/17/21				
	Date	Regular Pages	Tip-in Pages	Completed Sigs
First				
Second				
Third				
Fourth				
Fifth				
FINAL	04/05/20	40		
Late Sig				
Cover Design will arrive in plant by: <u>12 / 18 / 20</u>				
Endsheet Design will arrive in plant by: <u>12 / 18 / 20</u>				

CONTRACT RENEWAL											
It is agreed that Taylor Publishing Company dba Balfour shall publish the above book for the following year(s) <u>2022</u> .											
<p>The completed yearbook will be shipped on a normal delivery schedule provided all copy deadlines (including number of pages due) are met, proofs are returned on a timely basis and the final copy shipment does not exceed guidelines. The Company exercises no editorial control over the content of this book.</p> <p>This contract is contingent upon Government regulations, strikes, fires or acts of Providence. Prices shown are estimates based on the contract specifications. Changes in specifications can affect the final billing price. Prices are contingent on the Company's ability to obtain materials at a reasonable price. Should our suppliers increase their prices by an unexpected amount the Company may be required to adjust prices accordingly. The Company will notify the Customer prior to manufacture of any such price adjustments. Applicable sales taxes will be added to the final invoice unless the School furnishes evidence of tax-exempt status. The School agrees to pay the final invoice within 30 days of the invoice date or pay a late payment fee of 1 1/2% of the unpaid balance per month. Costs associated with collections, including reasonable attorney fees and court costs if it becomes necessary to place this account for collection, will be borne by the Customer. By the authorized signature below, Customer hereby waives notice of acceptance, default and exemption.</p> <p>Pursuant to V.T.C.A., Government Code §2270.002, the Company affirms that it does not boycott Israel and will not boycott Israel during the term of this contract. The Print Trade Customs of the Printing Industry of America, Inc. are incorporated into the terms of this Contract, except as specifically otherwise stated herein, and are reprinted on the back of this Contract. This Contract is subject to acceptance by Taylor Publishing Company dba Balfour in Dallas, Texas, and will be governed by the laws of the State of Texas.</p>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr><td>PROD LINE</td></tr> <tr><td>TRIM SIZE 8</td></tr> <tr><td>EST\$VOL 2500.00</td></tr> <tr><td>PAGES 40</td></tr> <tr><td>COPIES 200</td></tr> <tr><td>PAGE PREP</td></tr> <tr><td>EST SHIP DATE 5/17/22</td></tr> <tr><td>BAL4.TV</td></tr> <tr><td>eYEARBOOK <input type="checkbox"/> School <input type="checkbox"/> Consumer</td></tr> <tr><td>ACCEPTED BY</td></tr> </table>	PROD LINE	TRIM SIZE 8	EST\$VOL 2500.00	PAGES 40	COPIES 200	PAGE PREP	EST SHIP DATE 5/17/22	BAL4.TV	eYEARBOOK <input type="checkbox"/> School <input type="checkbox"/> Consumer	ACCEPTED BY
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PAGE PREP											
EST SHIP DATE 5/17/22											
BAL4.TV											
eYEARBOOK <input type="checkbox"/> School <input type="checkbox"/> Consumer											
ACCEPTED BY											
<p>I [we] have read, understand and accept the terms and conditions of this Contract. I further stipulate that I am an authorized representative of the customer named herein and, as such, am authorized to sign this Contract.</p> <p style="text-align: center;"><i>Candice Carlson</i> SUPERINTENDENT, PRINCIPAL, ADVISER, EDITOR</p> <p style="text-align: right;">Is a Purchase Order Required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No P.O. #: _____</p>											

PRINTING TRADE CUSTOMS

Trade Customs have been in general use in the printing industry throughout the United States and Canada for more than 90 years.

1. **QUOTATIONS/ESTIMATES** A quotation not accepted within 30 days may be changed.
2. **ORDERS** Acceptance of orders is subject to credit approval and contingencies such as fire, water, strikes, theft, vandalism, act of God, and other causes beyond the provider's control. Canceled orders require compensation for incurred costs and related obligations.
3. **EXPERIMENTAL WORK** Experimental or preliminary work performed at the customer's request will be charged to the customer at the provider's current rates. This work may not be used without the provider's written consent.
4. **CREATIVE WORK** Sketches, copy, dummies, and all other creative work developed or furnished by the provider are the provider's exclusive property. The provider must give written approval for all use of this work and for any derivation of ideas from it.
5. **ACCURACY OF SPECIFICATIONS** Quotations are based on the accuracy of the specifications provided. The provider can requote a job at the time of submission if copy, film, tapes, disks, or other input materials do not conform to the information on which the original quotation was based.
6. **VENUE** In the event of suit regarding this contract, then venue and jurisdiction therefore shall be in either the District, State or Municipal Court, as appropriate, of the county of Dallas, State of Texas. The parties agree and stipulate that the essential terms of this contract are to be performed in said Dallas County.
7. **ELECTRONIC MANUSCRIPTS/IMAGES** It is the customer's responsibility to maintain a copy of the original file. The provider is not responsible for accidental damage to media supplied by the customer or for the accuracy of furnished input or final input. Until digital input can be evaluated by the provider, no claims or promises are made about the provider's ability to work with jobs submitted in digital format, and no liability is assumed for problems that may arise. Any additional translating, editing, or programming needed to utilize customer-supplied files will be charged at prevailing rates.
8. **ALTERATIONS/CORRECTIONS** Customer alterations include all work performed in addition to the original specifications. All such work will be charged at the provider's current rates.
9. **PREPRESS PROOFS** The provider will submit prepress proofs along with original copy for the customer's review and approval. Corrections will be returned to the provider on a "master set" marked "O.K.," "O.K. With Corrections" or "Revised Proof Required" and signed by the customer. Until the master set is received, no additional work will be performed. The provider will not be responsible for undetected production errors if:
 - Proofs are not required by the customer.
 - The work is printed per the customer's OK.
 - Requests for changes are communicated verbally.
10. **PRESS PROOFS** Press proofs will not be furnished unless they have been required in writing in the provider's quotation. A press sheet can be submitted for the customer's approval as long as the customer is present at the press during makeready. Any press time lost or alterations/corrections made because of the customer's delay or change of mind will be charged at the provider's current rates.
11. **COLOR PROOFING** Because of differences in equipment, paper, inks, and other conditions between color proofing and production pressroom operations, a reasonable variation in color between color proofs and the completed job is to be expected. When a variation of this kind occurs, it will be considered acceptable performance.
12. **OVERRUNS/UNDERRUNS** Overruns or underruns will not exceed 10 percent of the quantity ordered. The provider will bill for the actual quantity delivered within this tolerance. If the customer requires a guaranteed quantity, the percentage of tolerance must be stated at the time of quotation.
13. **CUSTOMER'S PROPERTY** The provider will only maintain fire and extended coverage on property belonging to the customer while the property is in the provider's possession. The provider's liability for such property will not exceed the amount recoverable from the insurance. Additional insurance coverage may be obtained if it is requested in writing and in the premium is paid to the provider.
14. **DELIVERY** Unless otherwise specified, the price quoted is for a single shipment, without storage, F.O.B. the provider's address. Proposals are based on continuous and uninterrupted delivery of the complete order. If the specifications state otherwise, the provider will charge accordingly at current rates. Charges for delivery of materials and supplies from the customer to the provider or from the customer's supplier to the provider are not included in quotations unless specified. Title for finished work passes to the customer upon delivery to the carrier at the shipping point or upon mailing of invoices for the finished work or a portion thereof, whichever occurs first.
15. **PRODUCTION SCHEDULES** Production schedules will be established and followed by both the customer and the provider. There will be no liability or penalty for delays due to a state of war, riot, civil disorder, fire, strikes, accidents, action of government or civil authority, acts of God, or other cases beyond the control of the provider. In such cases, schedules will be extended by an amount of time equal to the delay incurred.
16. **CUSTOMER-FURNISHED MATERIAL** Materials furnished by customers or their suppliers are verified by delivery tickets. The provider bears no responsibility for discrepancies between delivery tickets and actual counts. Customer supplied paper must be delivered according to specifications furnished by the provider. These specifications will include correct weight, thickness, pick resistance, and other technical requirements. Artwork, film, color separations, special dies, tapes, disks, or other materials furnished by the customer must be usable by the provider without alteration or repair. Items not meeting this requirement will be repaired by the customer or by the provider at the provider's current rates.
17. **OUTSIDE PURCHASES** Unless otherwise agreed in writing, all outside purchases as requested or authorized by the customer, are chargeable.
18. **TERMS/CLAIMS/LIENS** Payment is net cash 30 calendar days from date of invoice. Claims for defects, damages, or shortages must be made by the customer in writing no later than 10 calendar days after delivery. If no such claim is made, the provider and the customer will understand that the job has been accepted. By accepting the job, the customer acknowledges that the provider's performance has fully satisfied all terms, conditions, and specifications. The Provider's Liability will be limited to the quoted selling price of defective goods without additional charge for special or consequential damages. As security for payment of any sum due under the terms of an agreement, the provider has the right to hold and place a lien on all customer property in the provider's possession. This right applies even if credit has been extended, notes have been accepted, trade acceptances have been made, or payment has been guaranteed. If payment is not made, the customer is liable for all collection costs incurred.
19. **LIABILITY**
 1. **Disclaimer of Express Warranties.** The provider warrants that the work is as described in the purchase order. The customer understands that all sketches, copy, dummies, and preparatory work shown to the customer are intended only to illustrate the general type and quality of the work. They are not intended to represent the actual work performed.
 2. **Disclaimer of Implied Warranties.** The Provider warrants only that the work will conform to the description contained in the purchase order. The provider's maximum liability, whether by negligence, contract, or otherwise, will not exceed the return of the amount invoiced for the work in the dispute. Under no circumstances will the provider be liable for specific, individual, or consequential damages.
20. **INDEMNIFICATION** The customer agrees to protect the provider from economic loss and any other harmful consequences that might arise in connection with the work. This means the customer will hold the provider harmless and save, indemnify, and otherwise defend the provider against claims, demands, actions, and proceedings on any and all grounds. This will apply regardless of responsibility for negligence.
 1. **Copyrights.** The customer also warrants that the subject matter to be printed is not copyrighted by a third party. The customer also recognizes that because subject matter does not have to bear a copyright notice to be protected by copyright law, absence of such notice does not necessarily assure a right to reproduce. The customer further warrants that no copyright notice has been removed from any material used in preparing the subject matter for reproduction. To support these warranties, the customer agrees to indemnify and hold the provider harmless for all liability, damages, and attorney fees that may be incurred in any legal action connected with copyright infringement involving the work produced or provided.
 2. **Personal or Economic Rights.** The customer also warrants that the work does not contain anything that is libelous or scandalous or anything that threatens anyone's right to privacy or other personal or economic rights. The customer will, at the customer's sole expense, promptly and thoroughly defend the provider in all legal actions on these grounds as long as the provider:
 - Promptly notifies the customer of legal action.
 - Gives the customer reasonable time to undertake and conduct a defense.
 - The provider reserves the right to use its sole discretion in refusing to print anything the provider deems libelous, scandalous, improper, or infringing on copyright law.
21. **STORAGE** The provider will retain intermediate materials used until the related end product has been accepted by the customer. If requested by the customer, intermediate materials will be stored for an additional period at an additional charge. The provider is not liable for any loss or damage to stored material beyond what is recoverable by the provider's fire and extended insurance coverage.
22. **TAXES** All taxes and assessments levied by any governmental authority are the responsibility of the customer. All amounts due for taxes and assessments will be added to the customer's invoice. No tax exemption will be granted unless the customer's "Exemption Certificate" (or other official proof of exemption) accompanies the purchase order. If, after the customer has paid the invoice, it is determined that more tax is due, then the customer must promptly remit the required taxes to the taxing authority or immediately reimburse the provider for any additional taxes paid.
23. **TELECOMMUNICATIONS** Unless otherwise agreed, the customer will pay for all transmission charges. The provider is not responsible for any errors, omissions, or extra costs resulting from faults in transmission.
24. **PREPARATORY MATERIAL** Artwork, type, plates, negatives, positives, tapes, disks, and other items supplied by the provider shall remain the provider's exclusive property.

Originally formally promulgated, Annual Convention, United Typothetae of America, 1922. Revised and updated and repromulgated, Printing Industries of America, Inc., 1945, 1974 & 1985. Updated and adopted by the Printing Industries of America, National Association of Printers and Lithographers and Graphic Arts Technical Foundation, 2003.

Printing Industries of America, Inc.

Adopted by Taylor Publishing Company June 2012

**WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING FACT SHEET**

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.

DISTRICT GLOBAL GOALS

1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students**
2. **Foster a safe, caring environment where individual differences are valued and respected.**
3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.**
4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.**
5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:

Consider Approval of Side Letter of Agreement Between Western Placer Unified (WPUSD) and Western Placer Teachers' Association (WPTA)

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Gabe Simon, Ed.D. *GS*
Assistant Superintendent of
Personnel Services

ENCLOSURES:

Yes

DEPARTMENT:

Personnel

FINANCIAL INPUT/SOURCE:

General Fund

MEETING DATE:

November 3, 2020

ROLL CALL REQUIRED:

No

BACKGROUND:

This side letter of agreement is related to an increase in certificated substitute rates. The agreement also addresses the impact this has on substitute differential pay for certificated staff who are on approved leaves of absence. The agreement was written through collaborative negotiations between WPTA and WPUSD. The agreement outlines important information including original rates and revised rates for certificated substitutes. These revisions are in place for the revised in-person learning schedule only and will be revisited when we return to a full day schedule for in-person learning.

RECOMMENDATION:

Administration recommends the Board of Trustees approve the side letter of agreement between WPUSD and WPTA and the revised certificated substitute rates as submitted.

**LETTER OF AGREEMENT
REGARDING CERTIFICATED LEAVES
BETWEEN
WESTERN PLACER UNIFIED SCHOOL DISTRICT
AND
WESTERN PLACER TEACHERS ASSOCIATION**

Introduction:

There is a need to increase daily and long term certificated substitute rates to remain competitive in the county. These rates were last completely updated in 2010. These rates are applicable to WPTA members who are on long term leaves.

Article VIII.: Leaves (C.) states the following:

After sick leave is exhausted, the actual amount paid a substitute or the amount that would have been paid a substitute shall be deducted from the unit member's salary for up to 100 duty days. . . .

The Western Placer Unified School District ("District") and the Western Placer Teachers Association ("WPTA"), collectively referred to as the "Parties," enter into this agreement and agree as follows:

AGREEMENT

1. From the date this agreement is signed by both parties and approved by the Board of Trustees, unit members whose long term leaves have already commenced will have the rates noted in Appendix A deducted from their salary during their long term leaves.
2. From the date this agreement is signed by both parties and approved by the Board of Trustees, unit members whose long term leaves have not yet commenced will have the rates noted in Appendix B deducted from the salary during their long term leaves.
3. Both parties acknowledge that this agreement does not set a precedence for future leaves of absences or long term leaves


*Except as otherwise provided in this MOU, all other terms and conditions of the parties' collective bargaining agreement including Article VIII: Leaves shall remain in full force and effect.

*This agreement does not set a precedence for future certificated leaves of absence.

*This MOU establishes no past practice or precedence and shall be in effect upon ratification.

*In the event any term of this MOU shall, to any extent, be found to be invalid or unenforceable, the remainder of this MOU shall remain valid and enforceable.

*This MOU shall be governed by and controlled in accordance with the laws of the State of California.


Western Placer Teachers Association

10/21/20
Date


Western Placer Unified School District

10/21/20
Date

APPENDIX A

WESTERN PLACER UNIFIED SCHOOL DISTRICT

SUBSTITUTE TEACHER SALARY SCHEDULE

Substitute teachers shall be paid according to the following schedule:

- * 1. Short Term, full day assignment \$ 115.00 – day
(Effective 8/19/14)
- Short Term, half day assignment \$ 69 - half day
(Effective 8/19/14)

- ** 2. Long Term, full day assignment \$150.00 - day
(Effective 7/1/10)

- * 1. Short Term:

A short term substitute is an employee placed in an assignment of indefinite duration and such assignment is not greater than 20 consecutive days in any one assignment.

- ** 2. Long Term:

A long term substitute is an employee who has served 20 consecutive days or more in the same assignment. When a substitute qualifies as a long term substitute, they shall be paid the long term substitute rate from the 21st day of employment in that position.

SUBSAL

APPENDIX B

WESTERN PLACER UNIFIED SCHOOL DISTRICT

Revised

**SUBSTITUTE TEACHER SALARY
SCHEDULE (for 1/2 Day AM In-
Person Learning Only)**

Substitute teachers shall be paid according to the following schedule:

- * 1. **Short Term, full day assignment** **\$ 150.00 ~~145.00~~ – day**
(Effective 10/19/20 ~~8/19/14~~)
- * **Short Term, half day assignment** **\$ 100.00 ~~69.00~~– half day**
(Effective 10/19/20 ~~8/19/14~~) *Not to exceed \$115 in one workday*
- ** **Short Term, AM assignment** **\$ 135.00 ~~100.00~~– half day**
(Effective 10/19/20 ~~9/18/20~~)
Temporary until WPUSD resumes full day, in person instruction.
- *** 2. **Long Term, full day assignment** **\$165.00 ~~150.00~~– day**
(Effective 10/19/20 ~~7/1/10~~)
- *** **Long Term, half day assignment** **\$105.00 ~~75.00~~ – half day**
(Effective 10/19/20 ~~7/1/10~~)
- **** **Long Term, half day AM assignment** **\$135.00 ~~110.00~~– half day**
(Effective 10/19/20 ~~9/18/20~~)
Temporary until WPUSD resumes full day, in person instruction.

*Short Term:

A short term substitute is an employee placed in an assignment of indefinite duration and such assignment is not greater than 20 consecutive days in any one assignment.

**Short Term, AM assignment:

A short term AM substitute is an employee placed in an assignment of indefinite duration and such assignment is not greater than 20 consecutive days in any one assignment during the period until which students are required to report for a full day for in person instruction. Assignment time ends at 12:30pm.

***Long Term:

A long term substitute is an employee who has served 20 consecutive days or more in the same assignment. When a substitute qualifies as a long term substitute, they shall be paid the long term substitute rate from the 21st day of employment in that position.

****Long Term, AM assignment:

A long term substitute is an employee who has served 20 consecutive days or more in the same assignment. When a substitute qualifies as a long term substitute, they shall be paid the long term substitute rate from the 21st day of employment in that position during the period until which students are required to report for a full day for in person instruction. Assignment time ends at 12:30pm.

**WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING FACT SHEET**

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.

DISTRICT GLOBAL GOALS

1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students
2. Foster a safe, caring environment where individual differences are valued and respected.
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.
4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.
5. Promote student health and nutrition in order to enhance readiness for learning.

SUBJECT:

Consider Approving Job Description
and Revised Salary Schedule for Coordinator: Special
Projects - COVID-19 Preparedness and Response

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Gabe Simon, Ed.D.
Assistant Superintendent of *GS*

ENCLOSURES:

Job Description and Revised Salary
Schedule

DEPARTMENT:

Personnel

FINANCIAL INPUT/SOURCE:

CARES Funds

MEETING DATE:

November 3, 2020

ROLL CALL REQUIRED:

No

BACKGROUND:

As a part of the ongoing review of District needs and job descriptions by the District, there exists a need to approve a job description and revised salary schedule for a Coordinator: Special Projects for the purposes of COVID-19 preparedness and response. This is a certificated management position. This position is vital to ensuring that sites have support with protocols, identifying contacts and cases, communicating with sites and families, documentation and contact tracing, and collaborating with local health agencies.

RECOMMENDATION:

Approve the job description and revised salary schedule for the Coordinator: Special Projects – COVID-19 Preparedness and Response position.

Western Placer Unified School District

POSITION DESCRIPTION

Position Title:	COORDINATOR: SPECIAL PROJECTS - COVID-19 PREPAREDNESS AND RESPONSE
Department:	Administrative Office
Reports to:	Assistant Superintendent of Personnel Services and Superintendent

SUMMARY:

Western Placer Unified is currently implementing COVID-19 protocols and response as directed by public health officials. The Covid-19 Preparedness and Response Coordinator will oversee all related activities and functions of safety and protocol implementation and response.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Provide support to all District school sites when responding to COVID-19 cases and contacts
- Coordinate responses with District and site administration and District nursing staff
- Report contacts and positive cases to Placer Health Department
- Collaborate with Placer Health and District administration on appropriate responses to cases and contacts
- Coordinate surveillance testing and provide testing information to parents/guardians and staff
- Coordinate site and District communications related to COVID-19
- Consult Assistant Superintendent of Personnel regarding school and classroom closures, quarantines, and student/staff return to school/work
- Maintain and verify accuracy and completeness of records related to COVID-19
- Make appropriate recommendations to staff regarding safety protocols and procedures
- Make verbal and written reports to District administration

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE:

Administrative Credential, related experience and/or training; or equivalent combination of education and experience or as determined by the Board of Trustees.

CERTIFICATES, LICENSES, REGISTRATIONS:

Administrative Credential, teaching credential and experience.

LANGUAGE SKILLS:

Ability to read, analyze, and interprets professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from group employees and the general public.

MATHEMATICAL SKILLS:

Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

REASONING ABILITY:

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

OTHER SKILLS AND ABILITIES:

Ability to apply knowledge of current research and theory in specific field. Ability to establish and maintain effective working relationships with students, staff, and the school community. Ability to speak clearly and concisely both in oral and written communication. Ability to perform duties with awareness of all district requirements and Board of Trustee policies.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this position, the employee is frequently required to sit, walk, stand and talk or hear. Specific vision abilities required by this job include close vision, depth perception, and the ability to adjust focus. Some driving is required. Frequent writing is required. Some extended hours and multiple demands from several people are frequently required of the employee.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually very quiet.

**WESTERN PLACER UNIFIED SCHOOL DISTRICT
Certificated Management
2019-2020 Salary Schedule**

Position Classification	Duty Days	Car Allowance	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
District Psychologist	192	200	67,209	71,749	77,111	82,472	87,835	93,197	95,993	98,873
Mental Health Specialist	192	200	67,209	71,749	77,111	82,472	87,835	93,197	95,527	97,915
Library Media Specialist	195	N/A	60,213	62,018	63,880	65,796	67,772	69,805	71,550	73,339
Preschool Program Coordinator	195	75	83,398	85,899	88,478	91,131	93,867	96,683	99,100	101,577
Educational Technology Coordinator	204	200	87,247	89,865	92,561	95,337	98,199	101,145	103,674	106,265
Special Education Program Spec.	204	200	89,952	92,619	95,492	98,366	101,237	104,110	106,713	109,381
Elementary Asst. Principal	204	75	87,249	89,865	92,561	95,337	98,199	101,145	103,674	106,265
Middle School Asst. Principal	204	75	89,944	92,619	95,492	98,366	101,237	104,110	107,234	110,451
Coordinator: Special Projects - COVID-19 Preparedness+Response	205	200	97,857	100,751	103,866	106,983	110,103	113,224	116,621	120,119
**Program Support Specialist Interventions	210	125	77,342	79,660	82,050	84,514	87,047	89,654	91,895	94,193
Multi-Tiered System of Supports (MTSS) Coordinator	210	100	97,857	100,751	103,866	106,983	110,103	113,224	116,621	120,119
Elementary Principal	210	100	97,857	100,751	103,866	106,983	110,103	113,224	116,621	120,119
High School Asst. Principal	210	200	98,137	101,037	104,140	107,276	110,409	113,538	116,944	120,453
Middle School Principal	210	100	101,233	104,234	107,435	110,671	113,904	117,129	121,814	126,687
Continuation High School Principal	210	200	98,327	101,242	104,351	107,494	110,635	113,767	116,611	119,526
Director of Spec. Education	220	200	106,208	109,368	112,558	115,933	119,410	122,994	127,914	133,030
Director of Human Services	220	200	105,208	108,309	111,656	114,994	118,328	121,674	124,716	127,834
High School Principal	220	200	112,623	115,944	119,528	123,100	126,670	130,253	133,510	136,847
Director of Educational Services	220	200	101,149	104,159	107,198	110,412	113,725	117,138	122,995	129,145
Director of Supplemental Programs & Accountability	220	200	101,149	104,159	107,198	110,412	113,725	117,138	122,995	129,145

District paid life insurance (\$8.33) - MA Stipend - \$1,340 - District paid ACSA dues. Retiree benefits as stipulated at Board of Trustee's meeting, March 7, 2000 (after 10 yrs.of service w/WPUSD, entitled to \$3,600 per year for 5 years) or Board of Trustee's meeting January 15, 2008 after 15 years (those offered in the agreement between the district and WPTA at Section XIV, E.2

Longevity - Based on administrative years of service in the WPUSD:

5 years in administration	2.5% added to base salary	10 years in administration	3.0% added to base salary	1/2% Every 5 years After
15 years in administration	3.5% added to base salary	20 years in administration	4.0% added to base salary	

Revised 6/19/01 - K-5 5%, 6-12 3%, Directors 3.67% added to 2000-01 schedule, effective 7/1/01

Revised 10/21/03 - .5% added to 2001-02 schedule, effective 7/1/02

Revised 10/21/03 - 2% added to 2002-03 schedule, effective 7/1/03

Revised 7/1/04 - Reclass Middle School Principal, Elementary School Principal, High School Principal
1.5% added to 2003-04 schedule, effective 7/1/04 for remainder positions on salary schedule

Revised 6/20/06 - 9% added to 2004-05 schedule for all positions except Elementary Asst. Principal (6%) and Director of Special Ed. (Reclassified)

Revised 7/1/07 - 4% added to 2006/2007 schedule for all positions except H.S. Assist. Princ. (4.35%)

Revised 8/1/09 - 3% added to 2007/2008 schedule effective 7/1/09 for Sp. Ed. Program Spec. & Dir., Human Ser.;
4.75% for District Psychologist; 5.41% for Elem. Assist. Princ. & Elem. Princ.; 6% for Prog. Sup. Spec.;
6.43% for Mid. Sch. Princ.; 7.42% for H.S. Assist. Princ.; 8% for Dir. Sp.Ed., Mid. Sch. Princ.,
Continuation H.S. Princ. & H.S. Princ. Also Changed H.S. Principal days from 222 to 220

Revised 7/1/11 - Salary Schedule reflects 4 furlough days

Revised 7/1/12 - Salary Schedule reflects 6 furlough days

Revised 7/1/13 - Salary Schedule reflects 4 furlough days

Revised 7/1/14 - 5% added to 2014-2015 schedule for Director of Special Ed.

Revised 7/1/15 - Salary Schedule reflects 3.75% increase w/retro back to March 1, 2015.

Revised Duty Days (Program Specialist, Special Ed) from 207 to 204, effective July 1, 2015

Revised 4/19/16 - Salary Schedule reflects 4% increase w/retro back to January 1, 2016

*2016-17 Off Salary Schedule Payment of 1.5% w/retro back to July 1, 2016

Revised 7/1/17 - Salary Schedule reflects 1.53% increase

Revised 4/1/18 - Special Education Program Specialist Salary Aligned to Middle School Assistant Principal Salary Schedule, Effective 7/1/18

Revised 6/19/18 - Educational Technology Coordinator added Effective 7/1/18

Revised 4/2/19 - Multi-Tiered System of Supports Coordinator added Effective 7/1/19

Revised 7/1/18 - Salary Schedule reflects .50% increase w/retro back to January 1, 2019

Revised 7/1/19 - Salary Schedule reflects 1.3% increase

Pending Board Approval 11/3/20

**Contingent Upon Continuing Grant Funding

***In addition to the above, the district pays \$14,424 annually towards health benefits

WESTERN PLACER UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
DISTRICT GLOBAL GOALS
<ol style="list-style-type: none">1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students2. Foster a safe, caring environment where individual differences are valued and respected.3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.5. Promote student health and nutrition in order to enhance readiness for learning.

SUBJECT:
Ratification of 2020-2021 Contract with
Wellness Together, Inc., dba HearYou.org

AGENDA ITEM AREA:
Consent

REQUESTED BY:
Kerry Callahan 
Deputy Superintendent

ENCLOSURES:
Yes

DEPARTMENT:
Educational Services

FINANCIAL INPUT/SOURCE:
CARES & SIG Wellness

MEETING DATE:
November 3, 2020

ROLL CALL REQUIRED:
No

BACKGROUND:

The attached contract with Wellness Together, Inc. dba HearYou.org is to provide counseling services to our employees and eligible family members as a benefit ancillary to their employment. Added stressors due to COVID-19 have impacted our employees in various ways. Therefore, administration feels this would be helpful for our employees.

RECOMMENDATION:

Administration recommends that the Board approve the contract between Wellness Together Inc., dba HearYou.org and Western Placer Unified School District.

HearYou.org Counseling Services Agreement

This HearYou.org Counseling Services Agreement (the “Agreement”) is entered into by and between Western Placer Unified School District, located at 600 Sixth St. Lincoln, CA 95648, Placer County (the “District”) and Wellness Together, Inc., dba HearYou.org, (“Company”) a California nonprofit corporation, located at 5701 Lonetree Boulevard, Suite 210 Rocklin, CA 95765. The term of this Agreement shall be between the dates of July 1, 2020 to June 30, 2021 (“Current School Year”).

1. Scope of Engagement. District wishes to provide professional counseling services to its employees and their families as a benefit ancillary to their employment, and wishes to engage Company to provide those services on the terms set forth herein.

2. Services to be Provided by Company. Company shall provide confidential professional counseling support services to District’s employees and eligible family members (the “Participants”), in a safe, encouraging, and supporting manner. Company shall offer Participants these counseling services in 50-minute sessions, provided online through Company’s secure website HearYou.org. Once state and local laws permit in-person sessions, Company may also offer counseling sessions in person at Company’s office locations.

The counseling services provided by the Company shall be conducted by individuals as assigned to each Participant by Company, and may include Licensed Marriage and Family Therapists, Licensed Professional Clinical Counselors, Licensed Clinical Social Workers, Associate Marriage and Family Therapists, Associate Professional Clinical Counselors, Associate Clinical Social Workers. Company shall make its best efforts to schedule each Participant’s sessions in a reasonable and timely manner, but cannot guarantee any specific timing, scheduling, or a particular counselor.

Participants may request Company’s counseling services by referral from the District, or may they contact Company directly to request counseling services. Company shall designate a Care Coordinator to serve as its liaison with the District. Prior to providing services to a Participant, Company shall confirm the Participant’s eligibility with the District. Once District has confirmed a Participant’s eligibility, they may receive up to ten (10) 50-minute counseling sessions through the term of this Agreement, in an amount to be determined by the Participant and the Company-assigned counselor. Once the District has confirmed a Participant’s eligibility, it shall be the District’s responsibility to notify Company if the Participant later becomes ineligible (for example, if their employment with District is terminated).

The Participant may choose to continue services with the Company at their own expense after the maximum of 10 sessions paid for District during the Current School Year have concluded.

3. Confidentiality. At all times during this Agreement, Company and its employees/agents shall comply with all applicable confidentiality laws and regulations relating to professional counseling services. District understands and agrees that the relationship

between the Participants and the Company and its assigned counselors must be held in confidence, and District shall not be entitled to any information about the services provided, other than information necessary to confirm a Participant's eligibility for services and for billing purposes. Any notes or records (other than billing records) created during Company's performance of counseling services shall be the sole property of Company, subject to any applicable privacy or confidentiality laws.

4. Compensation for Services. District shall pay Company a flat fee of \$75.00 per counseling session not to exceed a total of \$20,000.00 or a total of 266 sessions. Sessions are provided to an eligible Participant with up to five sessions per Participant during the term of this Agreement with the possibility of five additional sessions per Participant if deemed clinically necessary by Company. The amount due for a session shall not be reduced if, for any reason, Participant does not complete the full 50 minute session.

Company shall invoice District for the services provided on a monthly basis, typically by the 5th of the month following the month when services were provided. In order to maintain confidentiality, the invoice shall provide only the name of the Participant and number of sessions provided. The District shall pay Company within thirty (30) calendar days of the invoice date. Unpaid invoice may accrue interest up to 10% per annum after the due date.

5. Term. The term of this Agreement shall be from October 14th, 2020 to June 30th, 2021.

6. Independent Contractor Arrangement. At all times, Company shall be considered an independent contractor of District. No employment, partnership, joint venture, or similar relationship shall be created by this Agreement.

7. Insurance. Company represents and warrants that it carries liability insurance in a coverage amount of no less than \$1,000,000, and workers' compensation insurance in coverage amounts required by law.

8. Dispute Resolution. In the event that there is a dispute or controversy between Company and District with respect to this Agreement, the parties agree to engage in mediation (the cost of which shall be split equally) prior to either party commencing litigation. In the event of litigation, the prevailing party shall be entitled to recover their attorneys' fees and costs.

9. Miscellaneous.

- A) This Agreement shall be governed and interpreted in accordance with the laws of the State of California.
- B) Should any portion of this Agreement be found to be invalid or unlawful, the remainder of the Agreement shall continue to be enforceable.
- C) No portion of this Agreement may be assigned without the written consent of both parties.

- D) This Agreement sets forth the parties' entire understanding of the subject matter herein, and any prior or contemporaneous promises or understandings are superseded by the terms of this Agreement. This Agreement may only be amended or altered by another written agreement executed by both parties.
- E) Each individual signing this Agreement represents and warrants that they have the authority to bind the entity on behalf of which they are signing.
- F) This Agreement may be executed in counterparts, and electronic signatures shall have the full force and effect of originals.

IN WITNESS WHEREOF, the parties have agreed to and executed this Agreement on the dates designated below.

For District:

Kerry Callahan
Superintendent or Designee

10/19/20
Date

Kerry Callahan
Printed Name

For Company:

Marlon Morgan, Executive Director
(or Designee)
Wellness Together, Inc., dba HearYou.org
Taxpayer ID: 81-1653329

Date

WESTERN PLACER UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.

DISTRICT GLOBAL GOALS

1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students
2. Foster a safe, caring environment where individual differences are valued and respected.
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.
4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.
5. Promote student health and nutrition in order to enhance readiness for learning.


SUBJECT:

Approve 2020-2021 Single Plans
for Student Achievement

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Kerry Callahan 
Deputy Superintendent

ENCLOSURES:

Yes (online)

DEPARTMENT:

Educational Services

FINANCIAL INPUT/SOURCE:

None

MEETING DATE:

November 3, 2020

ROLL CALL REQUIRED:

No

BACKGROUND:

Pursuant to California Education Code (EC) Section 64001 and the federal Elementary and Secondary Education Act (ESEA) schools that receive state and federal funds through the Consolidated Application and Reporting System (CARS) and ESEA Program Improvement funds consolidate all school plans into the Single Plan for Student Achievement (SPSA).

Each year, school sites update their SPSA goals/actions/expenditures to reflect the annual needs identified from analysis of state/local assessment data and resources allocated to support student programs.

All SPSAs have been updated to align with the LCAP and with state and federal requirements for the use of Title I and Supplemental funds. The SPSAs can be found at the following link: <http://www.wpusd.org/Educational-Programs/School-and-District-Plans/index.html>

Phoenix High School's combined CSI/SPSA plan is a separate board item, as it contains additional information related to its Comprehensive Support and Improvement (CSI) plan.

RECOMMENDATION:

Approve the enclosed Single Plans for Student Achievement as presented.

WESTERN PLACER UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.

DISTRICT GLOBAL GOALS

1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students
2. Foster a safe, caring environment where individual differences are valued and respected.
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.
4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.
5. Promote student health and nutrition in order to enhance readiness for learning.

SUBJECT:

Approve Phoenix High School's
2020-2021 Single Plan for Student Achievement &
Comprehensive Support and Improvement Plan

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Kerry Callahan 
Deputy Superintendent

ENCLOSURES:

Yes (online)

DEPARTMENT:

Educational Services

FINANCIAL INPUT/SOURCE:

None

MEETING DATE:

November 3, 2020

ROLL CALL REQUIRED:

No

BACKGROUND:

Pursuant to California Education Code (EC) Section 64001 and the federal Elementary and Secondary Education Act (ESEA), schools that receive state and federal funds through the Consolidated Application and Reporting System (CARS) and ESEA Program Improvement funds consolidate all school plans into the Single Plan for Student Achievement (SPSA).

Each year, school sites update their SPSA goals/actions/expenditures to reflect the annual needs identified from analysis of state/local assessment data and resources allocated to support student programs.

This year, any California school site identified for Comprehensive Support and Improvement (CSI) must address additional prompts within their SPSAs that specifically address the area(s) targeted for additional funds and support. Phoenix High School is presently receiving CSI funds and support due to its low 2019 graduation rate.

Phoenix High School's SPSA has been updated to align with the LCAP and with state and federal requirements for the use of Title I, Supplemental, and CSI funds. The combined SPSA/CSI plan can be found at the following link: <http://www.wpusd.org/Educational-Programs/School-and-District-Plans/index.html>

RECOMMENDATION:

Approve Phoenix High School's Single Plan for Student Achievement and Comprehensive Support and Improvement Plan as presented.

**WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET**

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.

DISTRICT GLOBAL GOALS

1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students**
2. **Foster a safe, caring environment where individual differences are valued and respected.**
3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.**
4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.**
5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:

Assistant Superintendent Contract Extension

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Scott Leaman
Superintendent

ENCLOSURES:

No

DEPARTMENT:

Superintendent

FINANCIAL INPUT/SOURCE:

All

MEETING DATE:

November 3, 2020

ROLL CALL REQUIRED:

No

BACKGROUND:

Based on the performance of the employee below, the following contract extension is being forwarded to the Board:

- Audrey Kilpatrick, Assistant Superintendent of Business and Operations - two-year extension to June 30, 2023.

RECOMMENDATION:

Approval of the contract extension.

INFORMATION

DISCUSSION

ACTION

ITEMS

**WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET**

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.

DISTRICT GLOBAL GOALS

1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students**
2. **Foster a safe, caring environment where individual differences are valued and respected.**
3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.**
4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.**
5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:

In-person/InterCONNECT Update

AGENDA ITEM AREA:

Information/Discussion

REQUESTED BY:

Scott Leaman, Superintendent

ENCLOSURES:

No

DEPARTMENT:

Superintendent

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

November 3, 2020

ROLL CALL REQUIRED:

No

BACKGROUND:

A report on in-person and InterCONNECT instruction will be provided to the Board

RECOMMENDATION:

No action is required on this item.

**WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET**

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.

DISTRICT GLOBAL GOALS

1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students
2. Foster a safe, caring environment where individual differences are valued and respected.
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.
4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.
5. Promote student health and nutrition in order to enhance readiness for learning.

SUBJECT:

Adoption of Revised/New Exhibits/Policies/Regulations

AGENDA ITEM AREA:

Action

REQUESTED BY:

Scott Leaman
Superintendent

ENCLOSURES:

Yes

DEPARTMENT:

Administration

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

November 3, 2020

ROLL CALL REQUIRED:

No

BACKGROUND:

These new and/or revised exhibits/policies/regulations are now being presented for approval by the Board of Trustees.

- BP/AR 0430 – Comprehensive Local Plan for Special Education
- BP 5141.5 – Mental Health (New Policy)
- BP/AR 5145.3 – Nondiscrimination/Harassment
- BP/AR 6115 – Ceremonies and Observances
- AR 6173 – Title VI Indian Education Programs

RECOMMENDATION:

Administration recommends the Board of Trustees approve the new and revised Exhibits, Policies, and Regulations as submitted.

CSBA POLICY GUIDE SHEET

May 2020

Page 1 of 2

Note: Descriptions below identify revisions made to CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts and county offices of education should review the sample materials and modify their own policies accordingly.

Board Policy 0430 - Comprehensive Local Plan for Special Education

Policy updated to reflect the requirement that the Special Education Local Plan Area (SELPA) submit its local plan to the county office of education and/or Superintendent of Public Instruction and the requirement, beginning July 1, 2020, to review the plan every three years. Policy also clarifies the different types of SELPA governance structures and adds an option for arrangements in which the district joins with other districts and the county office of education to form a SELPA. Policy deletes material related to the referral and eligibility of students for special education, which is addressed in AR 6164.4 - Identification and Evaluation of Individuals for Special Education. Policy adds requirement to adopt a procedure for the ongoing review of programs and a mechanism for correcting any identified problem.

Administrative Regulation 0430 - Comprehensive Local Plan for Special Education

Regulation updated to reflect the new template for the SELPA plan developed by the California Department of Education (CDE). Section on "Definitions" revised to delete definitions for terms which are not used in this policy and regulation. Section on "Elements of the Plan" expanded to include further details regarding required components. Regulation also reflects **NEW LAW (SB 75, 2019)** which requires the SELPA plan to include an annual assurances support plan, beginning July 1, 2021 based on a CDE template developed by July 1, 2020. Regulation adds a requirement that each school post a notice of the public hearing that will be held by the SELPA to adopt the plan, and adds a new section on "Availability of the Plan" which includes a requirement to post the SELPA plan on the district's web site and make it available in the district office.

NEW - Board Policy 5141.5 - Mental Health

New policy addresses strategies and services to promote students' emotional well-being and mental health, including student instruction, staff training, crisis intervention, counseling services and referrals, Section 504 evaluation, and collaboration with mental health professionals, agencies, and organizations. Policy reflects **NEW LAW (SB 75, 2019)** which establishes the Mental Health Student Services Act for the purpose of supporting mental health partnerships among county mental health agencies and local educational agencies.

Board Policy 5145.3 - Nondiscrimination/Harassment

Policy updated to reflect law prohibiting discrimination based on medical condition and to reflect **NEW LAW (AB 34, 2019)** which requires the district, starting in the 2020-21 school year, to post its nondiscrimination policies, and specified state and federal laws regarding discrimination, bullying, and harassment, in a prominent location on the district's web site in a manner that is easily accessible to parents/guardians and students.

Administrative Regulation 5145.3 - Nondiscrimination/Harassment

Regulation updated to reflect **NEW LAW (AB 34, 2019)** which requires the district, starting in the 2020-21 school year, to post its nondiscrimination policies, specified state and federal laws regarding discrimination, bullying, and harassment, and a link to CDE resources in a prominent location on the district's web site in a manner that is easily accessible to parents/guardians and students. Regulation also reflects **NEW LAW (AB 711, 2019)** which requires the district to update a former student's records upon receiving government-issued documentation or a written request for a name and/or gender change.

Board Policy 6020 - Parent Involvement

Policy updated to reflect the requirements to work with parents/guardians and family members to jointly develop the district's parent involvement policy and to include strategies for family engagement in the local control and accountability plan (LCAP). For districts that receive federal Title IV funding for family engagement programs, policy adds the requirement to inform parents/guardians and organizations of the existence of the program. Policy also contains material formerly in the AR regarding the inclusion of the Title I local educational agency plan into the LCAP and the distribution of the district and school-level parent involvement policies.

CSBA POLICY GUIDE SHEET

May 2020

Page 2 of 2

Administrative Regulation 6020 - Parent Involvement

Regulation updated to revise the section on "District Strategies for Title I Schools," including moving and adding strategies under item #2 to reflect means by which the district may provide coordination, technical assistance, and other support to build school capacity for parent involvement activities, and adding strategies under item #5 to reflect means by which the district may use evaluation findings to design evidence-based strategies for more effective parent/guardian and family involvement. Section on "School-Level Strategies for Title I Schools" revises item #7 to include strategies formerly in section on "District Strategies for Title I Schools." Minor changes made throughout section on "District Strategies for Non-Title I Schools" to more directly reflect law.

Board Policy 6115 - Ceremonies and Observances

Policy updated to add the board's authority to designate any day as a holiday, in addition to those holidays designated by law, and to revise the date upon which schools close in observance of any holiday except Veterans Day. Policy also adds optional language stating that the board may adopt a resolution to authorize the display of symbolic flags or banners in support of specific awareness days or months.

Administrative Regulation 6115 - Ceremonies and Observances

Regulation updated to reflect state law requiring schools to be closed on any day designated as a holiday by the President, Governor, or district board or negotiated with employee organizations. School closure on Cesar Chavez Day and Native American Day deleted from the body of the regulation since school closure on these holidays only applies to districts that have agreed to do so in a memorandum of understanding with employee bargaining units. Section on "Commemorative Exercises" expands Note to include additional days of significance on which schools are encouraged, but not required, to conduct commemorative exercises.

NEW - Administrative Regulation 6173.4 - Title VI Indian Education Programs

New regulation reflects major requirements for districts that receive federal Title VI Indian education funding, which supports local educational agencies, Indian tribes and organizations, and consortia in meeting the unique cultural, language, and educational needs of American Indian students and ensuring that all students meet challenging state academic standards. Districts receiving such funding are **mandated** to adopt procedures to ensure that the program will be operated and evaluated in consultation with, and with the involvement of, parents/guardians and family members of American Indian students and community representatives. Regulation also includes allowable expenditures of Title VI funds, the provision of professional development as needed, maintenance of student eligibility records, and distribution of program evaluation results.

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION

The Board of Trustees ~~desires~~ **recognizes its obligation** to provide a free appropriate public education to all individuals with disabilities, aged 3 to 21 years, who reside in the district; ~~including children who have been suspended or expelled or placed by the district in a nonpublic, nonsectarian school.~~

~~Students shall be referred for special education instruction and services only after the resources of the regular education program have been considered, and where appropriate, utilized. (Education Code 56303)~~

~~(cf. 3541.2 - Transportation for Students with Disabilities)~~

~~(cf. 4112.23 - Special Education Staff)~~

~~(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))~~

~~(cf. 6146.4 - Differential Graduation and Competency Standards for Students with Disabilities)~~

~~(cf. 6159 - Individualized Education Program)~~

~~(cf. 6159.1 - Procedural Safeguards and Complaints for Special Education)~~

~~(cf. 6159.2 - Nonpublic Nonsectarian School and Agency Services for Special Education)~~

~~(cf. 6159.3 - Appointment of Surrogate Parent for Special Education Students)~~

~~(cf. 6159.4 - Behavioral Interventions for Special Education Students)~~

~~(cf. 6164.4 - Identification of Individuals for Special Education)~~

~~(cf. 6164.6 - Identification and Education Under Section 504)~~

~~The special education local plan area (SELPA) shall administer a local plan and administer the allocation of funds. (Education Code 56195)~~

~~(cf. 1220 - Citizen Advisory Committees)~~

~~(cf. 1312.3 - Uniform Complaint Procedures)~~

~~(cf. 3541.2 - Transportation for Students with Disabilities)~~

~~(cf. 4112.23 - Special Education Staff)~~

In order to meet the needs of individuals with disabilities, ~~and employ staff with adequate expertise for this purpose,~~ the district **shall** participate as a member of ~~the SELPA a Special Education Local Plan Area (SELPA) with other districts and the county office of education pursuant to Education Code 56195.1.~~

The district **shall enter into agreements with other members of the SELPA in accordance with Education Code 56195.1 and 56195.7.** Consistent with these agreements, the district shall adopt policies governing the programs and services it operates. (Education Code 56195.8)

The Superintendent or designee shall ~~extend the district's full cooperation to the SELPA.~~ **work with the other members of the SELPA to develop a local plan for the education of individuals with disabilities.** ~~The Policies and procedures of the SELPA shall be applied as policies and regulations of this district, with exception of those that apply to complaints, unless the SELPA plan specifically authorizes the district to operate under its own policies and regulations. The plan shall be approved by the Board and the other members of the SELPA, and shall be submitted to the Superintendent of Public Instruction. (Education Code 56195.1)~~

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION (continued)

The local plan shall be reviewed at least once every three years and updated as needed to ensure the information contained in the plan remains relevant and accurate. The local plan shall be updated cooperatively by a committee of representatives of special and regular education teachers and administrators selected by the groups they represent and with participation by parent/guardian members of the community advisory committee, or parents/guardians selected by the community advisory committee, to ensure adequate and effective participation and communication. (Education Code 56195.9)

Special education programs and services shall be reviewed on an ongoing basis. The results of such evaluations shall be use to identify and correct any program deficiencies.

Legal Reference: (see next page)

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION (continued)*Legal Reference:*EDUCATION CODE

- 56000-56001 Education for individuals with exceptional needs
 56020-56035 Definitions
 56040-56046 General provisions
 56048-56050 Surrogate parents
 56055 Foster parents
 56060-56063 Substitute teachers
 56170-56177 Children enrolled in private schools
 56190-56194 Community advisory committees
 56195-56195.10 Local plans
 56205-56208 Local plan requirements
 56213 Special education local plan areas with small or sparse populations
 56240-56245 Staff development
 56300-56385 Identification and referral, assessment, instructional planning
 56440-56447.1 Programs for individuals between the ages of three and five years
 56500-56508 Procedural safeguards, including due process rights
 56520-56524 Behavioral interventions
 56600-56606 Evaluation, audits and information
 56836-56836.05 Administration of local plan

GOVERNMENT CODE

- 7579.5 Surrogate parent, appointment, qualifications, liability
 95000-95029 California Early Intervention Services Act

WELFARE AND INSTITUTIONS CODE

- 361 Limitations on parental control
 726 Limitations on parental control

CODE OF REGULATIONS, TITLE 5

- 3000-3089 Regulations governing special education

UNITED STATES CODE, TITLE 20

- 1400-1482 Individuals with Disabilities Education Act

UNITED STATES CODE, TITLE 29

- 794 Rehabilitation Act of 1973, Section 504

UNITED STATES CODE, TITLE 42

- 12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 34

- 99.10-99.22 Inspection, review and procedures for amending education records
 104.1-104.39 Section 504 of the Rehabilitation Act of 1973
 300.1-300.818 Assistance to states for the education of children with disabilities, including:
 300.500-300.520 Due process procedures for parents and children
 303.1-303.654 Early intervention program for infants and toddlers with disabilities

*Management Resources:*WEB SITES

- California Department of Education, Special Education: <http://www.cde.ca.gov/sp/se>
 U.S. Department of Education, Office of Special Education Programs:
<http://www.ed.gov/about/offices/list/osers/osep>

Policy
 adopted: September 4, 2007
 revised: November 3, 2020

WESTERN PLACER UNIFIED SCHOOL DISTRICT
 Lincoln, California

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION**Definitions**

Free appropriate public education (FAPE) means special education and related services that are provided at public expense, under public supervision and direction, and without charge; meet the standards of the California Department of Education, including the requirements of 34 CFR 300.1-300.818; include appropriate preschool, elementary school, or secondary school education for children between the ages of 3 and 21; and are provided in conformity with the student's individualized education program (IEP) that meets the requirement of 34 CFR 300.320-300.324. **(Education Code 56040; 34 CFR 300.17, 300.101, 300.104; Education Code 56040)**

~~The right to FAPE extends to students who are suspended or expelled or placed by the district in a nonpublic, nonsectarian school. (34 CFR 300.17, 300.101, 300.104)~~

~~(cf. 6159—Individualized Education Program)~~

~~(cf. 6159.2—Nonpublic, Nonsectarian School and Agency Services for Special Education)~~

Least restrictive environment means that, to the maximum extent appropriate, students with disabilities, including children in public or private institutions or other care facilities, be educated with ~~children~~ **individuals** who are nondisabled, including the provision of nonacademic and extracurricular services and activities. **Special classes, separate schooling, or other removal of students with disabilities from the regular educational environment occurs only if the nature or severity of the disability is such that education in the regular classes with the use of supplementary aids and services cannot be achieved satisfactorily.** (Education Code 56040.1; 34 CFR 300.107, 300.114, 300.117; ~~Education Code 56040.1~~)

~~*Special education* means specially designed instruction, provided at no cost to the parent/guardian, to meet the unique needs of individuals with disabilities whose educational needs cannot be met with modification of the regular instruction program. It also includes related services, provided at no cost to the parent/guardian, that may be needed to assist these individuals to benefit from specially designed instruction. Special education provides a full continuum of program options, including instruction conducted in the classroom, in the home, in hospitals and institutions, and in other settings; and instruction in physical education, to meet the educational and service needs of individuals with disabilities in the least restrictive environment. (Education Code 56031)~~

~~*Specially designed instruction* means adapting, as appropriate to the needs of an eligible student, the content, methodology, or delivery of instruction to address the unique needs of the student that result from the student's disability and to ensure access of the student to the general curriculum, so that the student can meet the educational standards within the district that apply to all students. (34 CFR 300.39)~~

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION (continued)

~~Surrogate parent means an individual assigned to act as a surrogate for the parent/guardian. The surrogate may represent an individual with disabilities in matters relating to identification, assessment, instructional planning and development, educational placement, reviewing and revising the IEP, and in other matters relating to the provision of FAPE to the individual with disability. (34 CFR 300.519; Education Code 56050)~~

~~(cf. 6159.4 Appointment of Surrogate Parent for Special Education)~~

Elements of the Local Plan

The local plan developed by the Special Education Local Plan Area (SELPA) shall include, but not be limited to: (Education Code 56122, 56205, 56206)

- 1. Policies, procedures, and programs, that are consistent with state laws, regulations, and policies and 20 USC 1412(a), 20 USC 1413(a)(1), and 34 CFR 300.201 governing the following:**
 - a. Free appropriate public education**
 - b. Full educational opportunity**
 - c. Child find and referral**
 - d. Individualized education programs, including development, implementation, review, and revision**
 - e. Least restrictive environment**
 - f. Procedural safeguards**
 - g. Annual and triennial assessments**
 - h. Confidentiality**
 - i. Transition from the Infants and Toddlers with Disabilities programs pursuant to 20 USC 1431 to the preschool program**
 - j. Children in private schools**

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION (continued)

- k. Compliance assurances, including general compliance with the federal Individuals with Disabilities Education Act (20 USC 1400-1482), Section 504 of the federal Rehabilitation Act of 1973 (29 USC 794), the federal Americans with Disabilities Act of 1990 (42 USC 12101-12213), related federal regulations, and Education Code 56000-56865**
- l. A description of the governance and administration of the local plan in accordance with Education Code 56205(a)(12)**
- m. Personnel qualification to ensure that personnel, including special education teachers and personnel and paraprofessionals are appropriately and adequately prepared and trained in accordance with Education Code 56058 and 56070 and 20 USC 1412(a)(14) and 1413(a)(3)**
- n. Performance goals and indicators**
- o. Participation in state and districtwide assessments, including assessments described in 20 USC 6301 et seq. and alternate assessments in accordance with 20 USC 1412(a)(16), and reports relating to assessments**
- p. Supplementation of state, local, and other federal funds, including nonsupplantation of funds**
- q. Maintenance of financial effort**
- r. Opportunities for public participation before adoption of policies and procedures**
- s. Suspension and expulsion rates**
- t. Access to instructional materials by blind individuals with exceptional needs and others with print disabilities in accordance with 20 USC 1412(a)(23)**
- u. Overidentification and disproportionate representation by race and ethnicity of children as individuals with exceptional needs, including children with disabilities with a particular impairment described in 20 USC 1401 and 1412(a)(24)**
- v. Prohibition of mandatory medication use pursuant to Education Code 56040.5 and 20 USC 1412(a)(25)**

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION (continued)

2. **An annual budget plan and annual service plan adopted at a public hearing held by the SELPA, including descriptions of the SELPA's allocation plan in accordance with Education Code 56836-56845, all revenues by revenue source received by the SELPA specifically for the purpose of special education, a breakdown of the distribution of funds to each local educational agency (LEA) within the SELPA, projected total special education expenditures by each LEA, projected total expenditures by the SELPA and the LEAs within the SELPA, projected funding to be received specifically for regionalized operations, and a breakdown of projected SELPA operating expenditures**
3. **An annual service plan, describing the services to be provided by each LEA, regardless of whether the LEA participates in the local plan, including the nature of the services and the physical location at which the services will be provided. This description shall demonstrate that all individuals with exceptional needs shall have access to services and instruction appropriate to meet their needs as specified in their individualized education programs.**
4. **Beginning July 1, 2021, an annual assurances support plan to demonstrate how the SELPA and its participating agencies are coordinating for purposes of assuring effective outcomes for students with disabilities, including a description of:**
 - a. **How the SELPA will support each participating district in achieving the goals, actions, and services identified in its local control and accountability plan**
 - b. **How the SELPA will connect any participating district in need of technical assistance to the statewide system of support**
 - c. **The services, technical assistance, and support the SELPA will provide to meet the required policies, procedures, and programs specified in Education Code 56205**
5. **A description of programs for early childhood special education from birth through five years of age**
6. **A description of the method by which members of the public, including parents/guardians of individuals with disabilities who are receiving services under the plan, may address questions or concerns pursuant to Education Code 56205**

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION (continued)

7. **A description of a dispute resolution process, including mediation and arbitration to resolve disputes over the distribution of funding, the responsibility for service provision, and the other governance activities specified within the local plan**
8. **Verification that the plan has been reviewed by the community advisory committee in accordance with Education Code 56205 and that the committee had at least 30 days to conduct this review before submission of the local plan to CDE**
9. **A description of the process being utilized to refer students for special education instruction pursuant to Education Code 56303**
10. **A description of the process being utilized to oversee and evaluate placements in nonpublic, nonsectarian schools, and the method for ensuring that all requirements of each student's IEP are being met, and a method for evaluating whether the student is making appropriate educational progress**
11. **A description of how specialized equipment and services will be distributed within the local plan area in a manner that minimizes the necessity to serve students in isolated sites and maximizes the opportunities to serve students in the least restrictive environment**

The local plan, annual budget plan, annual service plan, and annual assurances support plan shall be written in language that is understandable to the general public. They shall be adopted at a public hearing of the SELPA, for which notice of the hearing shall be posted in each school in the SELPA at least 15 days before the hearing. (Education Code 56205)

~~Each entity providing special education shall adopt policies for the programs and services it operates, consistent with agreements adopted pursuant to Education Code 56195.1 and 56195.7. (Education Code 56195.8)~~

~~(cf. 6164.4—Identification of Individuals for Special Education)
(cf. 6164.6—Identification and Education Under Section 504)~~

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION (continued)

Availability of the Plan

The Superintendent or designee shall post on the district's web site the approved local plan, annual budget plan, annual service plan, and annual assurances support plan and any updates or revisions to the plans. A complete copy of the local plan, annual budget plan, annual service plan, annual assurances support plan, and policies and procedures shall be held on file in the district office and shall be accessible to any interested party. (Education Code 56205.5)

MENTAL HEALTH

The Governing Board recognizes that students' emotional well-being and mental health contribute to their ability to perform to their full academic and personal potential. The Superintendent or designee shall develop strategies and services to build students' resiliency skills, help students cope with life challenges, and reduce the stigma associated with mental illness.

The Superintendent or designee shall consult and collaborate with school-employed mental health professionals, the county mental health department, psychologists and other health professionals, social workers, and/or community organizations to strengthen local mental health services and develop and implement an integrated plan to support student mental health.

(cf. 1220 - Citizen Advisory Committees)

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

To the extent possible, the district shall focus on preventive strategies which increase students' connectedness to school, create a support network of peers and trusted adults, and provide techniques for conflict resolution. The district shall investigate and resolve any complaint of bullying, intimidation, harassment, or discrimination in accordance with law and district policy.

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

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 5131.2 - Bullying)

(cf. 5137 - Positive School Climate)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

The district shall provide instruction to students that promotes their healthy mental, emotional, and social development. Health education courses shall be aligned with the state content standards and curriculum framework and shall include, but not be limited to, instruction related to identifying signs of depression and self-destructive behaviors, developing coping skills, and identifying resources that may provide assistance.

(cf. 6142.8 - Comprehensive Health Education)

The Superintendent or designee shall provide school staff with information and training to recognize the early signs of an emerging mental health condition, identify risk factors and warning signs of suicidal intent, respond to students who have been impacted by traumatic stress, and link students with effective services and supports. Such information may also be provided to parents/guardians and families.

(cf. 1312.1 - Complaints Concerning District Employees)

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

(cf. 5141.52 - Suicide Prevention)

BP 5141.5(b)

MENTAL HEALTH (continued)

The Superintendent or designee shall develop a protocol for identifying and assessing students who may be suffering from an anxiety disorder, depression, eating disorder, or other severe or disabling mental illness. The Superintendent or designee may establish districtwide or school-site crisis intervention team(s) to respond to mental health concerns in the school setting.

A school counselor, school psychologist, or school social worker may provide mental health counseling to students in accordance with the specialization(s) authorized on the individual's credential. As needed, students and their parents/guardians may be provided referrals to mental health services in the community and/or to mental health services at or near district schools.

(cf. 5141.6 - School Health Services)

(cf. 6164.2 - Guidance/Counseling Services)

If a student has an emotional or mental illness that limits a major life activity, has a record of such impairment, or is regarded as having such impairment, or may need special education and related services, the student shall be referred for an evaluation for purposes of determining whether any educational or related services are required in accordance with Section 504 of the Rehabilitation Act or the federal Individuals with Disabilities Education Act, as applicable. (Education Code 56301-56302; 29 USC 794; 28 CFR 35.108)

(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)

(cf. 6164.6 - Identification and Education Under Section 504)

The Superintendent or designee shall explore potential funding sources for district programs and services that support student's mental health. In accordance with local plans and priorities, the district may apply to the county for grants for prevention and early intervention activities that are designed to prevent mental illness from becoming severe and disabling and to improve timely access for underserved populations.

Legal Reference: (see next page)

MENTAL HEALTH (continued)*Legal Reference:*EDUCATION CODE*215-216 Student suicide prevention**234.6 Posting suicide prevention policy on web site**32280-32289.5 Comprehensive safety plan**49060-49079 Student records**49600 Responsibilities of school counselors**49602 Confidentiality of student information**49604 Suicide prevention training for school counselors**56171 Duty to identify and assess children in private schools who need special education services**56300-56385 Identification, referral, and assessment for special education*WELFARE AND INSTITUTIONS CODE*5698 Emotionally disturbed youth; legislative intent**5840-5840.8 Prevention and early intervention programs**5850-5886 Children's Mental Health Services Act*UNITED STATES CODE, TITLE 20*1400-1482 Individuals with Disabilities Education Act*UNITED STATES CODE, TITLE 29*794 Rehabilitation Act of 1973, Section 504*CODE OF FEDERAL REGULATIONS, TITLE 28*35.101-35.190 Nondiscrimination on the basis of disability*CODE OF FEDERAL REGULATIONS, TITLE 34*34 CFR 300.1-300.818 Individuals with Disabilities Education Act**Management Resources:*CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS*Health Education Content Standards for California Public Schools, Kindergarten Through Grade Twelve, 2008**Health Framework for California Public Schools, Kindergarten Through Grade Twelve, 2019*CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS*School Connectedness: Strategies for Increasing Protective Factors Among Youth, 2009*NATIONAL CHILD TRAUMATIC STRESS NETWORK PUBLICATIONS*Child Trauma Toolkit for Educators, 2008*WEB SITES*American Association of Suicidology: <http://www.suicidology.org>**American Foundation for Suicide Prevention: <https://afsp.org>**American Psychological Association: <http://www.apa.org>**American School Counselor Association: <https://www.schoolcounselor.org>**California Department of Education, Mental Health: <http://www.cde.ca.gov/ls/cg/mh>**California Department of Health Care Services, Mental Health Services:**<http://www.dhcs.ca.gov/services/MH>**Centers for Disease Control and Prevention, Mental Health: <http://www.cdc.gov/mentalhealth>*

Management Resources: (see next page)

BP 5141.5(d)

MENTAL HEALTH (continued)

Management Resources: (continued)

WEB SITES (continued)

National Association of School Psychologists: <https://www.nasponline.org>

National Child Traumatic Stress Network: <https://www.nctsn.org>

*National Council for Behavioral Health, Mental Health First Aid:
<https://www.mentalhealthfirstaid.org>*

National Institute for Mental Health: <http://www.nimh.nih.gov>

Suicide Prevention Lifeline: <https://suicidepreventionlifeline.org>

Suicide Prevention Resource Center: <https://www.sprc.org/about-suicide>

*U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services
Administration: <http://www.samhsa.gov>*

NONDISCRIMINATION/HARASSMENT

This policy shall apply to all acts constituting unlawful discrimination or harassment related to school activity or to school attendance occurring within a district school, and to acts which occur off campus or outside of school-related or school-sponsored activities but which may have an impact or create a hostile environment at school.

The Board of Trustees desires to provide a safe school environment that allows all students equal access to and opportunities in the district's academic, extracurricular, and other educational support programs, services, and activities. The Board prohibits, at any district school or school activity, unlawful discrimination, including discriminatory harassment, intimidation, and bullying, targeted at or any student by anyone, based on the student's actual or perceived race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, or parental status, physical or mental disability, **medical condition**, sex, sexual orientation, gender, gender identity, or gender expression, genetic information, or association with a person or group with one or more of these actual or perceived characteristics.

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

(cf. 5131 – conduct)

(cf. 5131.2 – Bullying)

(cf. 5137 – Positive School Climate)

(cf. 5145.7 – Sexual Harassment)

(cf. 5145.9 - Hate-Motivated Behavior)

(cf. 5146 - Married/Pregnant/Parenting Students)

(cf. 6164.6 - Identification and Education Under Section 504)

~~This policy shall apply to all acts related to school activity or to school attendance occurring within a district school, and acts which occur off campus or outside of school-related or school-sponsored activities but which may have an impact or create a hostile environment at school.~~

Unlawful discrimination, including discriminatory harassment, intimidation, or bullying may result from physical, verbal, nonverbal, or written conduct based on any of the categories listed above. Unlawful discrimination also ~~includes the creation of a hostile environment through~~ **occurs when** prohibited conduct ~~that~~ is so severe, persistent, or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects a student's educational opportunities.

Unlawful discrimination also includes disparate treatment of students based on one of the categories above with respect to the provision of opportunities to participate in school programs or activities or the provision or receipt of educational benefits or services.

NONDISCRIMINATION/HARASSMENT (continued)

The Board also prohibits any form of retaliation against any individual who reports or participates in the reporting of unlawful discrimination, files or participates in the filing of a complaint, or investigates or participates in the investigation of a complaint or report alleging unlawful discrimination. Retaliation complaints shall be investigated and resolved in the same manner as a discrimination complaint.

The Superintendent or designee shall facilitate students' access to the educational program by publicizing the district's nondiscrimination policy and related complaint procedures to students, parents/guardians, and employees. **In addition, the Superintendent or designee shall post the district's policies prohibiting discrimination, harassment, intimidation, and bullying and other required information on the district's web site in a manner that is easily accessible to parents/guardians and students, in accordance with law and the accompanying administrative regulation.**

~~He/she~~ **The Superintendent or designee** shall provide training and/or information on the scope and use of the policy and complaint procedures and take other measures designed to increase the school community's understanding of the requirements of law related to discrimination. The Superintendent or designee shall regularly review the implementation of the district's nondiscrimination policies and practices and, as necessary, shall take action to remove any identified barrier to student access to or participation in the district's educational program. ~~He/she~~ **The Superintendent or designee** shall report ~~his/her~~ the findings and recommendations to the Board after each review.

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 1330 - Use of Facilities)

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.2 - Athletic Competition)

(cf. 6164.2 - Guidance/Counseling Services)

Regardless of whether a complaint complies with the writing, timeline, and/or other formal filing requirements, all complaints alleging unlawful discrimination, including discriminatory harassment, intimidation, or bullying, shall be investigated and prompt action taken to stop the discrimination, prevent recurrence, and address any continuing effect on students.

Students who engage in unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, in violation of law, Board policy, or administrative regulation shall be subject to appropriate consequence or discipline, which may include suspension or expulsion when the behavior is severe or pervasive as defined in Education Code 48900.4. Any employee who permits or engages in prohibited discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, shall be subject to disciplinary action, up to and including dismissal.

NONDISCRIMINATION/HARASSMENT (continued)

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4119.21/4219.21/4319.21 - Professional Standards)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

(cf. 5145.2 - Freedom of Speech/Expression)

Record-Keeping

The Superintendent or designee shall maintain a record of all reported cases of unlawful discrimination, including discriminatory harassment, intimidation, or bullying, to enable the district to monitor, address, and prevent repetitive prohibited behavior in district schools.

(cf. 3580 - District Records)

Legal Reference: (see next page)

NONDISCRIMINATION/HARASSMENT (continued)*Legal Reference:*EDUCATION CODE

200-262.4 Prohibition of discrimination
 48900.3 Suspension or expulsion for act of hate violence
 48900.4 Suspension or expulsion for threats or harassment
 48904 Liability of parent/guardian for willful student misconduct
 48907 Student exercise of free expression
 48950 Freedom of speech
 48985 Translation of notices
 49020-49023 Athletic programs
49060-49079 Student records
 51500 Prohibited instruction or activity
 51501 Prohibited means of instruction
 60044 Prohibited instructional materials

CIVIL CODE

1714.1 Liability of parents/guardians for willful misconduct of minor

GOVERNAMENT CODE

11135 Nondiscrimination in programs or activities funded by state

PENAL CODE

422.55 Definition of hate crime

422.6 Crimes, harassment

CODE OF REGULATIONS, TITLE 5

432 Student record

4600-4687 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1681-1688 Title IX of the Education Amendments of 1972

~~12101-12213 Title II equal opportunity for individuals with disabilities~~

UNITED STATES CODE, TITLE 29

794 Section 504 of Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

2000d-2000e-17 Title VI & VII Civil Rights Act of 1964 as amended

2000h-2-2000h-6 Title LX, 1972 Education Act Amendments

6101-6107 Age Discrimination Act of 1975

12101-12213 Title II equal opportunity for individuals with disabilities

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

CODE OF FEDERAL REGULATIONS, TITLE 34

99.31 Disclosure of personally identifiable information

100.3 Prohibition of discrimination on basis of race, color or national origin

104.7 Designation of responsible employee for Section 504

104.8 Notice

106.8 Designation of responsible employee for Title IX

106.9 Notification of nondiscrimination on basis of sex

110.25 Prohibition of discrimination based on age

COURT DECISIONS

Donovan v. Poway Unified School District, (2008) 167 Cal.App.4th 567

Flores v. Morgan Hill Unified School District, (2003) 324 F.3d 1130

Management Resources: (see next page)

NONDISCRIMINATION/HARASSMENT (continued)

Management Resources:

CSBA PUBLICATIONS

Updated Legal Guidance: Protecting Transgender and Gender Nonconforming Students Against Sex Discrimination, July 2016-March 2017

CALIFORNIA OFFICE OF THE ATTORNEY GENERAL PUBLICATIONS

Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's K-12 Schools in Responding to Immigration Issues, April 2018

FIRST AMENDMENT CENTER PUBLICATIONS

Public Schools and Sexual Orientation: A First Amendment Framework for Finding Common Ground, 2006

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Examples of Policies and Emerging Practices for Supporting Transgender Students, May 2016

Dear Colleague Letter: Title IX Coordinators, April 2015

Resolution Agreement Between the Arcadia Unified School District, U.S. Department of Education, Office for Civil Rights, and the U.S. Department of Justice, Civil Rights Division, (2013) OCR 09-12-1020, DOJ 169-12C-70

Dear Colleague Letter: Harassment and Bullying, October 2010

Notice of Non-Discrimination, Fact Sheet, August 2010

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES PUBLICATIONS

Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, August 2003

WEB SITES

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

California Department of Education: <http://www.cde.ca.gov>

California Safe Schools Coalition: <http://www.casafeschools.org>

California office of the Attorney General: <http://oag.ca.gov>

First Amendment Center: <http://www.firstamendmentcenter.org>

National School Boards Association: <http://www.nsba.org>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

Policy

adopted: September 4, 2007

revised: August 7, 2012

revised: April 1, 2014

revised: August 4, 2015

revised: December 20, 2016

revised: June 19, 2018

revised: November 3, 2020

WESTERN PLACER UNIFIED SCHOOL DISTRICT
Lincoln, California

NONDISCRIMINATION/HARASSMENT

The district designates the individual(s) identified below as the employee(s) responsible for coordinating the district's efforts to comply with applicable state and federal civil rights laws, including Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act, and the Age Discrimination Act of 1975, and to answer inquiries regarding the district's nondiscrimination policies. The individual(s) shall also serve as the compliance officer(s) specified in AR 1312.3 - Uniform Complaint Procedures as the responsible employee to handle complaints alleging unlawful discrimination targeting a student, including discriminatory harassment, intimidation, or bullying, based on the student's actual or perceived race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, genetic information, or any other legally protected status; or association with a person or group with one or more of these actual or perceived characteristics. The coordinator/compliance officer(s) may be contacted at: (Education Code 234.1; 5 CCR 4621)

Assistant Superintendent of Personnel Services
600 Sixth Street, Suite 400, Lincoln, CA 95648
(916) 645-5293
gsimon@wpusd.k12.ca.us

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 1312.3 - Uniform Complaint Procedures)

Measures to Prevent Discrimination

To prevent unlawful discrimination, including discriminatory harassment, intimidation, and retaliation, and bullying of students at district schools or in school activities and to ensure equal access of all students to the educational program, the Superintendent or designee shall implement the following measures:

1. Publicize the district's nondiscrimination policy and related complaint procedures to including the coordinator/compliance officer's contact information, to students, parents/guardians, employees, volunteers, and the general public and posting them on the district's web site and other in prominent locations and providing easy access to them through district-supported social media, when available **communications**.
2. **Post the district's policies and procedures prohibiting discrimination, harassment, student sexual harassment, intimidation, bullying, and cyberbullying, including a section on social media bullying that includes all of the references described in Education Code 234.6 as possible forums for social media, in a prominent location on the district's web site in a manner that is easily accessible to parents/guardians and students (Education Code 234.6)**

NONDISCRIMINATION/HARASSMENT (continued)*(cf. 0410 - Nondiscrimination in District Programs and Activities)**(cf. 1113 - District and School Web Sites)**(cf. 1114 - District-Sponsored Social Media)**(cf. 5131.2 - Bullying)**(cf. 5145.7 - Sexual Harassment)**(cf. 5145.9 - Hate-Motivated Behavior)*

3. **Post the definition of sex discrimination and harassment as described in Education Code 230, including the rights set forth in Education Code 221.8, in a prominent location on the district's web site in a manner that is easily accessible to parents/guardians and students (Education Code 234.6)**

- ~~2.4.~~ **Post in a prominent and conspicuous location on the district and school web site in a manner that is easily accessible to parents/guardians and students** information regarding Title IX prohibitions against discrimination based on a student's sex, gender, gender identity, pregnancy, and parental status, including the following: (Education Code 221.6, 221.61, 234.6)
 - a. The name and contact information of the district's Title IX coordinator, including the phone number and email address
 - b. The rights of students and the public and the responsibilities of the district under Title IX, including a list of rights as specified in Education Code 221.8 and web links to information about those rights and responsibilities located on the web sites of the Office for Equal Opportunity and the U.S. Department of Education's Office for Civil Rights (OCR)
 - c. A description of how to file a complaint of noncompliance ~~with~~ **under** Title IX in accordance with AR 1312.3 - Uniform Complaint Procedures, which shall include:
 - (1) An explanation of the statute of limitations within which a complaint must be filed after an alleged incident of discrimination has occurred and how a complaint may be filed beyond the statute of limitations
 - (2) An explanation of how the complaint will be investigated and how the complainant may further pursue the complaint, including web links to this information on the OCR's web site
 - (3) A web link to the OCR complaints form and the contact information for the office, including the phone number and email address for the office

NONDISCRIMINATION/HARASSMENT (continued)

d. **A link to the Title IX information included on the California Department of Education's (CDE) web site**

5. **Post a link to statewide CDE-compiled resources, including community-based organizations, that provide support to youth who have been subjected to school-based discrimination, harassment, intimidation, or bullying and to their families. Such resources shall be posted in a prominent location on the district's web site in a manner that is easily accessible to parents/guardians and students. (Education Code 234.5, 234.6)**

(cf. 1113—District and School Web Sites)

(cf. 1114—District Sponsored Social Media)

3-6. Provide to students a handbook that contains age-appropriate information that clearly describes the district's nondiscrimination policy, procedures for filing a complaint, and resources available to students who feel that they have been the victim of any such behavior. ~~(Education Code 234.1)~~

4-7. Annually notify all students and parents/guardians of the district's nondiscrimination policy, including its responsibility to provide a safe, nondiscriminatory school environment for all students, including transgender and gender-nonconforming students. The notice shall inform students and parents/guardians that they may request to meet with the compliance officer to determine how best to accommodate or resolve concerns that may arise from the district's implementation of its nondiscrimination policies. The notice shall also inform all students and parents/guardians that, to the extent possible, the district will address any individual student's interests and concerns in private.

(cf. 5145.6 - Parental Notifications)

5-8. ~~The Superintendent or designee shall~~ ensure that all students and parents/guardians, including those with limited English proficiency, are notified of how to access the relevant information provided in the district's nondiscrimination policy and related complaint procedures, notices, and forms in a language they can understand.

If 15 percent or more of students enrolled in a particular district school speak a single primary language other than English, the district's policy, regulation, forms, and notices concerning nondiscrimination shall be translated into that language in accordance with Education Code 234.1 and 48985. In all other instances, the district shall ensure meaningful access to all relevant information for parents/guardians with limited English proficiency.

NONDISCRIMINATION/HARASSMENT (continued)

- 6.9.** Provide to students, employees, volunteers, and parents/guardians age-appropriate training and/or information regarding the district's nondiscrimination policy; what constitutes prohibited discrimination, including discriminatory harassment, intimidation, retaliation, or bullying; how and to whom a report of an incident should be made; and how to guard against segregating or stereotyping students when providing instruction, guidance, supervision, or other services to them. Such training and information shall include details of guidelines the district may use to provide a discrimination-free environment for all district students, including transgender and gender-nonconforming students.

(cf. 1240 - Volunteer Assistance)

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

- 7.10.** At the beginning of each school year, inform school employees that any employee who witnesses any act of unlawful discrimination, including discriminatory harassment, intimidation, or bullying against a student is required to intervene if it is safe to do so. (Education Code 234.1)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

- 8.11.** At the beginning of each school year, inform each principal or designee of the district's responsibility to provide appropriate assistance or resources to protect students from threatened or potentially discriminatory behavior and ensure their privacy rights.

Enforcement of District Policy

The Superintendent or designee shall take appropriate actions to reinforce BP 5145.3 - Nondiscrimination/Harassment. As needed, these actions may include any of the following:

1. Removing vulgar or offending graffiti

(cf. 5131.5 - Vandalism and Graffiti)

2. Providing training to students, staff, and parents/guardians about how to recognize unlawful discrimination and how to report it or file a complaint, and how to respond
3. Disseminating and/or summarizing the district's policy and regulation regarding unlawful discrimination

NONDISCRIMINATION/HARASSMENT (continued)

4. Consistent with the laws regarding the confidentiality of student and personnel records, communicating to students, parents/guardians, and the community the school's response plan to unlawful discrimination or harassment.

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

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

(cf. 5125 - Student Records)

5. Taking appropriate disciplinary action against students, employees, and anyone determined to have engaged in wrongdoing in violation of district policy, including any student who is found to have filed a complaint of discrimination that ~~he/she~~ **the student** knew was not true

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

(cf. 6159.4 - Behavioral Interventions for Special Education Students)

Process for Initiating and Responding to Complaints

~~Any student~~ **Students** who feels that ~~he/she~~ **has they have** been subjected to unlawful discrimination described above or in district policy **is are** strongly encouraged to immediately contact the compliance officer, principal, or any other staff member. In addition, ~~any-students~~ who observes any such incident **is are** strongly encouraged to report the incident to the compliance officer or principal, whether or not the victim files a complaint.

Any school employee who observes an incident of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying or to whom such an incident is reported shall report the incident to the compliance officer or principal within a school day, whether or not the alleged victim files a complaint.

Any school employee who witnesses an incident of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1)

When any verbal report of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, is made to or received by the principal or compliance officer, ~~he/she~~ **the principal or compliance officer** shall make a note of the report and encourage the student or parent/guardian to file the complaint in writing, pursuant to the provisions in AR 1312.3 - Uniform Complaint Procedures. Once notified verbally or in writing, the principal or compliance officer shall begin the investigation and shall implement immediate measures necessary to stop discrimination and ensure that all students have access to the educational program and a safe school environment. Any interim measures adopted to

NONDISCRIMINATION/HARASSMENT (continued)

address unlawful discrimination shall, to the extent possible, not disadvantage the complainant or a student who is the victim of the alleged unlawful discrimination.

Any report or complaint alleging unlawful discrimination by the principal, compliance officer, or any other person to whom a report would ordinarily be made or complaint filed shall instead be made to or filed with the Superintendent or designee who shall determine how the complaint will be investigated.

(cf. 5141.4 - Child Abuse Prevention and Reporting)

Transgender and Gender-Nonconforming Students

Gender identity of a student means a student's gender-related identity, appearance, or behavior as determined from the student's internal sense of his/her gender, whether or not that gender-related identity, appearance, or behavior is different from that traditionally associated with the person's physiology or assigned sex at birth.

Gender expression means a student's gender-related appearance and behavior, whether stereotypically associated with the person's assigned sex at birth. (Education Code 210.7)

Gender transition refers to the process in which a student changes from living and identifying as the sex assigned to the student at birth to living and identifying as the sex that corresponds to the student's gender identity.

Gender-nonconforming student means a student whose gender expression differs from stereotypical expectations.

Transgender student means a student whose gender identity is different from the gender he/she was assigned at birth.

~~Regardless of whether they are sexual in nature,~~ **The district prohibits** acts of verbal, nonverbal, or physical aggression, intimidation, or hostility that are based on sex, gender identity, or gender expression, or that have the purpose or effect of producing a negative impact on the student's academic performance or of creating an intimidating, hostile, or offensive educational environment, regardless of whether the acts are sexual in nature ~~are prohibited.~~ Examples of types of conduct which are prohibited in the district and which may constitute gender-based harassment include, but are not limited to:

1. Refusing to address a student by a name and the pronouns consistent with his/her **the student's** gender identity

NONDISCRIMINATION/HARASSMENT (continued)

2. Disciplining or disparaging a student or excluding ~~him/her~~ **the student** from participating in activities for behavior or appearance that is consistent with ~~his/her~~ **the student's** gender identity or that does not conform to stereotypical notions of masculinity or femininity, as applicable
3. Blocking a student's entry to the bathroom that corresponds to ~~his/her~~ **the student's** gender identity
4. Taunting a student because ~~his/her~~ **the student** participates in an athletic activity more typically favored by a student of the other sex
5. Revealing a student's transgender status to individuals who do not have a legitimate need for the information, without the student's consent
6. ~~Use of~~ **Using** gender-specific slurs
7. **Physically assaulting** ~~of a student~~ motivated by hostility toward ~~him/her~~ **the student** because of ~~his/her~~ **the student's** gender, gender identity, or gender expression

The district's uniform complaint procedures (AR 1312.3) shall be used to report and resolve complaints alleging discrimination against transgender and gender-nonconforming students.

Examples of bases for complaints include, but are not limited to, the above list as well as improper rejection by the district of a student's asserted gender identity, denial of access to facilities that correspond with a student's gender identity, improper disclosure of a student's transgender status, discriminatory enforcement of a dress code, and other instances of gender-based harassment.

To ensure that transgender and gender-nonconforming students are afforded the same rights, benefits, and protections provided to all students by law and Board policy, the district shall address each situation on a case-by-case basis, in accordance with the following guidelines:

1. **Right to privacy:** A student's transgender or gender-nonconforming status is ~~his/her~~ **the student's** private information and the district will only disclose the information to others with the student's prior written consent, except when the disclosure is otherwise required by law or when the district has compelling evidence that disclosure is necessary to preserve the student's physical or mental well-being. In any case, the district shall only allow disclosure of a student's personally identifiable information to employees with a legitimate educational interest as determined by the district pursuant to 34 CFR 99.31. Any district employee to whom of a student's transgender or gender-nonconforming status is disclosed shall keep the student's information confidential. When disclosure of a student's gender identity is made to a district employee by a student's the employee shall seek the student's permission to notify the compliance officer. If the student refuses to give permission, the employee shall keep the student's information confidential, unless ~~he/she~~ **the employee** is required to disclose or report

NONDISCRIMINATION/HARASSMENT (continued)

the student's information pursuant to this administrative regulation, and shall inform the student that honoring the student's request may limit the district's ability to meet the student's needs related to ~~his/her~~ **the student's** status as a transgender or gender-nonconforming student. If the student permits the employee to notify the compliance officer, the employee shall do so within three school days.

As appropriate, given the student's need for support, the compliance officer may discuss with the student any need to disclose the student's transgender or gender-nonconformity status or gender identity or gender expression to ~~his/her~~ **the student's** parents/guardians and/or others, including other students, teacher(s), or other adults on campus. The district shall offer support services, such as counseling, to students who wish to inform their parents/guardians of their status and desire assistance in doing so.

(cf. 1340 - Access to District Records)

(cf. 3580 - District Records)

2. **Determining a Student's Gender Identity:** The compliance officer shall accept the student's assertion of ~~his/her~~ gender identity and begin to treat the student consistent with **that** ~~his/her~~ gender identity unless district personnel present a credible and supportable basis for believing that the student's assertion is for an improper purpose.
3. **Addressing a Student's Transition Needs:** The compliance officer shall arrange a meeting with the student and, if appropriate, ~~his/her~~ **the student's** parents/guardians to identify and to develop strategies for ensuring that the student's access to educational programs and activities is maintained. The meeting shall discuss the transgender or gender-nonconforming student's rights and how those rights may affect and be affected by the rights of other students and shall address specific subjects related to the student's access to facilities and to academic or educational support programs, services, or activities, including, but not limited to, sports and other competitive endeavors. In addition, the compliance officer shall identify specific school site employee(s) to whom the student may report any problem related to ~~his/her~~ **the student's** status as a transgender or gender-nonconforming individual, so that prompt action can be taken to address it. Alternatively, if appropriate and desired by the student, the school may form a support team for the student that will meet periodically to assess whether the arrangements for the student are meeting ~~his/her~~ **the student's** educational needs and providing equal access to programs and activities, educate appropriate staff about the student's transition, and serve as a resource to the student to better protect the student from gender-based discrimination.
4. **Accessibility to Sex-segregated Facilities, Programs, and Activities:** When the district maintains sex-segregated facilities, such as restrooms and locker rooms, or offers sex-segregated programs and activities, such as physical education classes, intermural sports, and interscholastic athletic programs, students shall be permitted to access facilities and participate in programs and activities consistent with their gender identity. To address any student's privacy concerns in using sex-segregated facilities,

NONDISCRIMINATION/HARASSMENT (continued)

the district shall offer available options such as a gender-neutral or single-use restroom or changing area, a bathroom stall with a door, an area in the locker room separated by a curtain or screen, ~~access to a staff member's office~~, or use of the locker room before or after the other students. However, the district shall not require a student to utilize these options because ~~his/her~~ **the student** is transgender or gender-nonconforming. In addition, a student shall be permitted to participate in accordance with ~~his/her~~ **the student's** gender identity in other circumstances where students are separated by gender, such as for class discussions, yearbook pictures, and field trips. A student's right to participate in a sex-segregated activity in accordance with ~~his/her~~ **the student's** gender identity shall not render invalid or inapplicable any other eligibility rule established for participation in the activity.

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.2 - Athletic Competition)

(cf. 6153 - School-Sponsored Trips)

(cf. 7110 - Facilities Master Plan)

5. Student Records: A student's legal name or gender as entered on the mandatory student record required pursuant to 5 CCR 432 shall only be changed pursuant to a court order. ~~However, at the written request of a student or, if appropriate, his/her parents/guardians, the district shall use the student's preferred name and pronouns consistent with his/her gender identity on all other district-related documents. Such preferred name may be added to the student's record and official documents as permitted by law.~~ **When a student presents government-issued documentation of a name and/or gender change or submits a request for a name and/or gender change through the process specified in Education Code 49070, the district shall update the student's records. (Education Code 49062.5, 49070)**

(cf. 5125 - Student Records)

(cf. 5125.1 - Release of Directory Information)

(cf. 5125.3 - Challenging Student Records)

6. Names and Pronouns: If a student so chooses, district personnel shall be required to address the student by a name and the pronoun(s) consistent with ~~his/her~~ **the student's** gender identity, without the necessity of a court order or a change to ~~his/her~~ **the student's** official district record. However, inadvertent slips or honest mistakes by district personnel in the use of the student's name and/or consistent pronouns shall not constitute a violation of this administrative regulation or the accompanying district policy.
7. Uniforms/Dress Code: A student has the right to dress in a manner consistent with ~~his/her~~ **the student's** gender identity, subject to any dress code adopted on a school site.

(cf. 5132 - Dress Code and Grooming)

Regulation

approved: September 4, 2007

revised: April 1, 2014; August 4, 2015; December 20, 2016; August 15, 2017, June 19, 2018, November 3, 2020

WESTERN PLACER UNIFIED SCHOOL DISTRICT

Lincoln, California

PARENT INVOLVEMENT

The Board of Trustees recognizes that parents/guardians are their children's first and most influential teachers and that sustained parent/guardian involvement in the education of their children contributes greatly to student achievement and a positive school environment. The Superintendent or designee shall ~~consult~~ **work** with parents/guardians and family members ~~in the development of~~ **to jointly develop and agree upon policy and strategies** to meaningfully ~~opportunities for them to be involved~~ **parents/guardians and family members** in district and school activities at all grade levels; advisory, decision-making, and advocacy roles; and activities to support learning at home.

- (cf. 0420 - School Plans/Site Councils)*
- (cf. 1220 - Citizen Advisory Committees)*
- (cf. 1230 - School-Connected Organizations)*
- (cf. 1240 - Volunteer Assistance)*
- (cf. 1250 - Visitors/Outsiders)*

Parents/guardians shall be notified of their rights to be informed about and to participate in their children's education and of the opportunities available to them to do so.

- (cf. 5020 - Parent Rights and Responsibilities)*

The district's local control and accountability plan (**LCAP**) shall include goals and strategies for parent/guardian involvement **and family engagement**, including district efforts to seek parent/guardian input in district and school site decision making and to promote parent/guardian participation in programs for English learners, foster youth, students eligible for free and reduced-price meals, and students with disabilities. (Education Code 42238.02, 52060)

- (cf. 0460 - Local Control and Accountability Plan)*

The Superintendent or designee shall regularly evaluate and report to the Board on the effectiveness of the district's parent/guardian and family engagement efforts, including, but not limited to, input from parents/guardians, family members, and school staff on the adequacy of involvement opportunities and barriers that may inhibit participation.

- (cf. 0500 - Accountability)*

Title I Schools

The Superintendent or designee shall involve parents/guardians and family members in establishing district expectations and objectives for meaningful parent/guardian and family engagement in schools supported by Title I funding, developing strategies that describe how the district will carry out each activity listed in 20 USC 6318, as contained in the accompanying administrative regulation, and implementing and evaluating such programs, activities, and procedures. As appropriate, the Superintendent or designee shall conduct outreach to all parents/guardians and family members. (Education Code 11503; 20 USC 6318)

- (cf. 6171 - Title I Programs)*

PARENT INVOLVEMENT (continued)

When the district's Title I, Part A allocation exceeds the amount specified in 20 USC 6318, the Board shall reserve at least one percent of the funding to implement parent/guardian and family engagement activities **and shall distribute at least 90 percent of those reserved funds to eligible schools, with priority given to high-need schools as defined in 20 USC 6631.** The Superintendent or designee shall involve parents/guardians and family members of participating students in decisions regarding how the district's Title I funds will be allotted for parent/guardian and family engagement activities ~~and shall ensure that priority is given to schools in high poverty areas in accordance with law.~~ (20 USC 6318, 6631)

(cf. 3100 - Budget)

Expenditures of such funds shall be consistent with the activities specified in this policy and shall include at least one of the following: (20 USC 6318)

1. Support for schools and nonprofit organizations in providing professional development for district and school staff regarding parent/guardian and family engagement strategies, which may be provided jointly to teachers, principals, other school leaders, specialized instructional support personnel, paraprofessionals, early childhood educators, and parents/guardians and family members
2. Support for programs that reach parents/guardians and family members at home, in the community, and at school
3. Dissemination of information on best practices focused on parent/guardian and family engagement, especially best practices for increasing the engagement of economically disadvantaged parents/guardians and family members
4. Collaboration, **or the provision of subgrants to schools to enable collaboration,** with community-based or other organizations or employers with a record of success in improving and increasing parent/**guardian** and family engagement
5. Any other activities and strategies that the district determines are appropriate and consistent with this policy

If the district also receives funds under federal Title IV, Part E, to coordinate and enhance family engagement programs, the Superintendent or designee shall inform parents/guardians and organizations of the existence of Title IV. (20 USC 6318)

PARENT INVOLVEMENT (continued)

The district's Board policy and administrative regulation containing parent/guardian and family engagement strategies shall be incorporated into the district's LCAP in accordance with 20 USC 6312. (20 USC 6318)

The Superintendent or designee shall ensure that each school receiving Title I funds develops a school-level parent/guardian and family engagement policy in accordance with 20 USC 6318.

District and school-level parent/guardian and family engagement policies and administrative regulations shall be distributed to parents/guardians of students participating in Title I programs and shall be available to the local community. Parents/guardians shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents/guardians can understand. (20 USC 6318)

(cf. 5145.6 - Parental Notifications)

Non-Title I Schools

The Superintendent or designee shall develop and implement strategies applicable to each school that does not receive federal Title I funds to encourage the involvement and support of parents/guardians in the education of their children, including, but not limited to, strategies describing how the district and schools will address the purposes and goals described in Education Code 11502. (Education Code 11504)

Legal Reference: (see next page)

PARENT INVOLVEMENT (continued)*Legal Reference:*EDUCATION CODE*11500-11506 11505 Programs to encourage parent involvement**48985 Notices in languages other than English**51101 Parent rights and responsibilities**52060-52077 Local control and accountability plan**54444.1-54444.2 Parent advisory councils, services to migrant children**56190-56194 Community advisory committee, special education**64001 Single plan for student achievement*LABOR CODE*230.8 Time off to visit child's school*CODE OF REGULATIONS, TITLE 5*18275 Child care and development programs, parent involvement and education*UNITED STATES CODE, TITLE 20*6311 State plan**6312 Local educational agency plan**6314 Schoolwide programs**6318 Parent and family engagement**6631 Teacher and school leader incentive program, purposes and definitions**7241-7246 Family engagement in education programs*CODE OF FEDERAL REGULATIONS, TITLE 28*35.104 Definitions, auxiliary aids and services**35.160 Communications**Management Resources:*CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS*Family Engagement Framework: A Tool for California School Districts, 2014*U.S. DEPARTMENT OF EDUCATION PUBLICATIONS*Parental Involvement: Title I, Part A, Non-Regulatory Guidance, April 23, 2004*WEB SITES*CSBA: <http://www.csba.org>**California Department of Education, Family, School, Community Partnerships:**<http://www.cde.ca.gov/lsp/pf>**California Parent Center: <http://parent.sdsu.edu>**California State PTA: <http://www.capta.org>**National Coalition for Parent Involvement in Education: <http://www.ncpie.org>**National PTA: <http://www.pta.org>**Parent Information and Resource Centers: <http://www.pirc-info.net>**Parents as Teachers National Center: <http://www.parentsasteachers.org>**U.S. Department of Education: <http://www.ed.gov>*

Policy

adopted: September 4, 2007

revised: February 6, 2018

revised: November 3, 2020

WESTERN PLACER UNIFIED SCHOOL DISTRICT

Lincoln, California

PARENT INVOLVEMENT

District Strategies for Title I Schools

To ensure that parents/guardians and family members of students participating in Title I programs are provided with opportunities to be involved in their children's education, the district shall:

1. Involve parents/guardians and family members in the joint development of a district plan that meets the requirements of 20 USC 6312 and in the development of school support and improvement plans pursuant to 20 USC 6311 (20 USC 6318)

(cf. 0460 - Local Control and Accountability Plan)

(cf. 6171 - Title I Programs)

The Superintendent or designee may:

- a. In accordance with Education Code 52063, establish a district-level parent advisory committee and, as applicable, an English learner parent advisory committee to review and comment on the **district's local control and accountability plan (LCAP)** in accordance with the review schedule established by the Governing Board
- b. Invite input on the plan from other district committees and school site councils

(cf. 0420 - School Plans/Site Councils)

(cf. 1220 - Citizen Advisory Committees)

- c. Communicate with parents/guardians through the district newsletter, web site, or other methods regarding the plan and the opportunity to provide input
- d. Provide copies of working drafts of the plan to parents/guardians in an understandable and uniform format and, to the extent practicable, in a language the parents/guardians can understand
- e. Ensure that there is an opportunity at a public Board meeting for public comment on the plan prior to the Board's approval of the plan or revisions to the plan
- f. Ensure that school-level policies on parent/guardian and family engagement address the role of school site councils and other parents/guardians as appropriate in the development and review of school plans

PARENT INVOLVEMENT (continued)

2. Provide coordination, technical assistance, and other support necessary to assist and build the capacity of Title I schools in planning and implementing effective parent/guardian and family engagement activities to improve student academic achievement and school performance, which may include meaningful consultation with employers, business leaders, and philanthropic organizations or individuals with expertise in effectively engaging parents/guardians and family members in education (20 USC 6318)

(cf. 1700 - Relations Between Private Industry and the Schools)

The Superintendent or designee may:

- a. Assign district personnel to serve as a liaison to the schools regarding Title I parent/guardian and family engagement issues
- b. Identify funding and other resources, including community resources and services, that may be used to strengthen district and school parent/guardian and family engagement programs**
- c. Provide training for the principal or designee of each participating school regarding Title I requirements for parent/guardian and family engagement, leadership strategies, and communication skills to assist him/her in facilitating the planning and implementation of related activities
- d. With the assistance of parents/guardians, provide information and training to teachers and other staff regarding effective parent/guardian involvement practices and legal requirements**
- e. Provide information to schools about the indicators and assessment tools that will be used to monitor progress

~~The Superintendent or designee shall: (20 USC 6318)~~

- ~~a. Assist parents/guardians in understanding such topics as the challenging state academic content standards and academic achievement standards, state and local academic assessments, the requirements of Title I, and how to monitor a child's progress and work with educators to improve the achievement of their children~~

~~*(cf. 6011 - Academic Standards)*~~

~~*(cf. 6162.5 - Student Assessment)*~~

~~*(cf. 6162.51 - State Academic Achievement Tests)*~~

PARENT INVOLVEMENT (continued)

- ~~b. — Provide parents/guardians with materials and training, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to help them work with their children to improve their children's achievement~~
- ~~e. — With the assistance of parents/guardians, educate teachers, specialized instructional support personnel, principals and other school leaders, and other staff, in the value and utility of parent/guardian contributions and in how to reach out to, communicate with, and work with parents/guardians as equal partners, implement and coordinate parent/guardian programs, and build ties between parents/guardians and the schools~~

~~(cf. 4131—Staff Development)~~

~~(cf. 4231—Staff Development)~~

~~(cf. 4331—Staff Development)~~

- ~~d. — To the extent feasible and appropriate, coordinate and integrate parent/guardian involvement programs and activities with other federal, state, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents/guardians in fully participating in their children's education~~
- ~~e. — Ensure that information related to school and parent/guardian programs, meetings, and other activities is sent to the parents/guardians of participating students in a format and, to the extent practicable, in a language the parents/guardians can understand~~
- ~~f. — Provide other such reasonable support for parent/guardian involvement activities as parents/guardians may request~~
- ~~g. — Inform parents/guardians and parent organizations of the existence and purpose of parent information and resource centers in the state that provide training, information, and support to parents/guardians of participating students~~

In addition, the Superintendent or designee may:

- ~~a. — Involve parents/guardians in the development of training for teachers, principals, and other educators to improve the effectiveness of such training~~
- ~~b. — Provide necessary literacy training, using Title I funds if the district has exhausted all other reasonably available sources of funding for such training~~

PARENT INVOLVEMENT (continued)

- ~~e. — Pay reasonable and necessary expenses associated with parent/guardian involvement activities, including transportation and child care costs, to enable parents/guardians to participate in school-related meetings and training sessions~~
- ~~d. — Train parents/guardians to enhance the involvement of other parents/guardians~~
- ~~e. — Arrange school meetings at a variety of times or, when parents/guardians are unable to attend such conferences, conduct in-home conferences between parents/guardians and teachers or other educators who work directly with participating students, in order to maximize parent/guardian involvement and participation~~
- ~~f. — Adopt and implement model approaches to improving parent/guardian involvement~~
- ~~g. — Establish a districtwide parent advisory council to provide advice on all matters related to parent/guardian involvement in Title I programs~~
- ~~h. — Develop appropriate roles for community-based organizations and businesses in parent/guardian involvement activities~~
- ~~i. — Make referrals to community agencies and organizations that offer literacy training, parent/guardian education programs, and/or other services that help to improve the conditions of parents/guardians and families~~

(cf. 1020 - Youth Services)

- ~~j. — Provide a master calendar of district activities and district meetings~~
- ~~k. — Provide information about opportunities for parent/guardian and family engagement through the district newsletter, web site, or other written or electronic means~~
- ~~l. — Engage parent teacher organizations to actively seek out and involve parents/guardians through regular communication updates and information sessions~~

(cf. 1230 - School-Connected Organizations)

- ~~m. — To the extent practicable, provide translation services at school sites and at meetings involving parents/guardians and family members as needed~~

PARENT INVOLVEMENT (continued)

- ~~n. Provide training and information to members of district and school site councils and advisory committees to help them fulfill their functions~~
- ~~e. Provide ongoing district level workshops to assist school site staff, parents/guardians, and family members in planning and implementing improvement strategies, and seek their input in developing the workshops~~
- ~~p. Provide training for the principal or designee of each participating school regarding Title I requirements for parent/guardian and family engagement, leadership strategies, and communication skills to assist him/her in facilitating the planning and implementation of related activities~~
- ~~q. Regularly evaluate the effectiveness of staff development activities related to parent/guardian and family engagement~~
- ~~r. Include expectations for parent/guardian outreach and involvement in staff job descriptions and evaluations~~

~~(cf. 4115 - Evaluation/Supervision)~~

~~(cf. 4215 - Evaluation/Supervision)~~

~~(cf. 4315 - Evaluation/Supervision)~~

- ~~s. Assign district personnel to serve as a liaison to the schools regarding Title I parent/guardian and family engagement issues~~
 - ~~t. Provide information to schools about the indicators and assessment tools that will be used to monitor progress~~
3. To the extent feasible and appropriate, coordinate and integrate Title I parent/guardian and family engagement strategies with parent/guardian and family engagement strategies of other relevant federal, state, and local programs and ensure consistency with federal, state, and local laws (20 USC 6318)

The Superintendent or designee may:

- a. Identify overlapping or similar program requirements

~~(cf. 0430 - Comprehensive Local Plan for Special Education)~~

~~(cf. 2230 - Representative and Deliberative Groups)~~

~~(cf. 3280 - Sale or Lease of District-Owned Real Property)~~

~~(cf. 5030 - Student Wellness)~~

~~(cf. 5148 - Child Care and Development)~~

PARENT INVOLVEMENT (continued)*(cf. 5148.3 - Preschool/Early Childhood Education)**(cf. 6174 - Education for English Learners)**(cf. 6175 - Migrant Education Program)**(cf. 6178 - Career Technical Education)*

- b. Involve district and school site representatives from other programs to assist in identifying specific population needs
 - c. Schedule joint meetings with representatives from related programs and share data and information across programs
 - d. Develop a cohesive, coordinated plan focused on student needs and shared goals
4. Conduct, with meaningful involvement of parents/guardians and family members, an annual evaluation of the content and effectiveness of the parent/guardian and family engagement policy in improving the academic quality of the schools served by Title I, including identification of: (20 USC 6318)
- a. Barriers to **greater** participation in parent/guardian and family engagement activities, with particular attention to parents/guardians who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background
 - b. The needs of parents/guardians and family members, so they can better assist with their children's learning and engage with school personnel and teachers
 - c. Strategies to support successful school and family interactions

(cf. 0500 - Accountability)

~~The Superintendent or designee shall notify parents/guardians of this review and assessment through regular school communications mechanisms and shall provide a copy of the assessment to parents/guardians upon their request. (Education Code 11503)~~

The Superintendent or designee may:

- a. Use a variety of methods, such as focus groups, surveys, and workshops, to evaluate the satisfaction of parents/guardians and staff with the quality and frequency of district communications

PARENT INVOLVEMENT (continued)

- b. Gather and monitor data regarding the number of parents/guardians and family members participating in district activities and the types of activities in which they are engaged
- c. Recommend to the Board measures to evaluate the impact of the district's parent/guardian and family engagement efforts on student achievement

The Superintendent or designee shall notify parents/guardians of this review and assessment through regular school communications mechanisms and shall provide a copy of the assessment to parents/guardians upon their request. (Education Code 11503)

- 5. Use the findings of the evaluation conducted pursuant to item #4 above to design evidence-based strategies for more effective parent/guardian and family involvement and, if necessary, to revise the parent/guardian and family engagement policy (20 USC 6318)

The Superintendent or designee may:

- a. **Analyze data from the evaluation to identify parent/guardian and family engagement activities that have been successful and those activities that have had lower participation or less meaningful involvement by parents/guardians**
 - b. **Analyze parent/guardian and family participation to determine the level of participation by traditionally underrepresented groups**
 - c. **With the involvement of parents/guardians, recommend and draft proposed policy revisions to submit to the Board for consideration**
- 6. Involve parents/guardians in the activities of schools served by Title I, which may include establishing a parent advisory board comprised of a sufficient number and representative group of parents/guardians or family members served by the district to adequately represent the needs of the population served by the district for the purposes of developing, revising, and reviewing the parent/guardian and family engagement policy (20 USC 6318)

The Superintendent or designee may:

- a. Include information about school activities in district communications to parents/guardians and family members

PARENT INVOLVEMENT (continued)

- b. To the extent practicable, assist schools with translation services or other accommodations needed to encourage participation of parents/guardians and family members
- c. Establish processes to encourage parent/guardian input regarding their expectations and concerns for their children

~~The district's Board policy and administrative regulation containing parent/guardian and family engagement strategies shall be incorporated into the district's local control and accountability plan in accordance with 20 USC 6312 and shall be distributed to parents/guardians of students participating in Title I programs. (20 USC 6318)~~

~~(cf. 5145.6 Parental Notifications)~~

In addition, the district shall promote the effective involvement of parents/guardians and support a partnership among the school, parents/guardians, and the community to improve student achievement by implementing the actions specified in item #7 of the section "School-Level Policies for Title I Schools" below. (20 USC 6318)

School-Level Policies for Title I Schools

At each school receiving Title I funds, a written policy on parent/guardian and family engagement shall be developed jointly with the parents/guardians and family members of participating students. ~~Such~~ **The school** policy shall describe the means by which the school will: (20 USC 6318)

1. Convene an annual meeting, at a convenient time, to which all parents/guardians of participating students shall be invited and encouraged to attend, in order to inform parents/guardians of their school's participation in Title I and to explain Title I requirements and the right of parents/guardians to be involved
2. Offer a flexible number of meetings, such as meetings in the morning or evening, for which related transportation, child care, and/or home visits may be provided as such services relate to parent/guardian involvement
3. Involve parents/guardians in an organized, ongoing, and timely way in the planning, review, and improvement of Title I programs, including the planning, review, and improvement of the school's parent/guardian and family engagement policy and, if applicable, the joint development of the plan for schoolwide programs pursuant to 20 USC 6314

PARENT INVOLVEMENT (continued)

The school may use an existing process for involving parents/guardians in the joint planning and design of the school's programs provided that the process includes adequate representation of parents/guardians of participating students.

4. Provide the parents/guardians of participating students all of the following:
 - a. Timely information about Title I programs
 - b. A description and explanation of the school's curriculum, forms of academic assessment used to measure student progress, and the achievement levels of the ~~challenging~~ state academic standards

(cf. 5121 - Grades/Evaluation of Student Achievement)

(cf. 5123 - Promotion/Acceleration/Retention)

- c. If requested by parents/guardians, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions related to their children's education, ~~and, as soon as practicably possible, to receive responses to the suggestions of parents/guardians~~ **The district shall respond to any such suggestions as soon as practicably possible.**
5. If the schoolwide program plan is not satisfactory to the parents/guardians of participating students, submit any parent/guardian comments when the school makes the plan available to the district
6. Jointly develop with the parents/guardians of participating students a school-parent compact that outlines how parents/guardians, the entire school staff, and students will share responsibility for improved student academic achievement and the means by which the school and parents/guardians will build a partnership to help students achieve state standards

This compact shall address:

- a. The school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables participating students to achieve the state's challenging academic achievement standards
- b. Ways in which parents/guardians will be responsible for supporting their children's learning, volunteering in the classroom, and participating, as appropriate, in decisions related to their children's education and the positive use of extracurricular time

PARENT INVOLVEMENT (continued)

(cf. 1240 - Volunteer Assistance)
(cf. 5020 - Parent Rights and Responsibilities)
(cf. 5113 - Absences and Excuses)
(cf. 6145 - Extracurricular/Cocurricular Activities)
(cf. 6154 - Homework/Makeup Work)

- c. The importance of communication between teachers and parents/guardians on an ongoing basis through, at a minimum:
 - (1) Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as it relates to the student's achievement
 - (2) Frequent reports to parents/guardians on their children's progress
 - (3) Reasonable access to staff, opportunities to volunteer and participate in their child's classroom, and observation of classroom activities
 - (4) Regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand
7. ~~Build the capacity of the school and parents/guardians for strong parent involvement by implementing the required activities described in item #2 in the section "District Strategies for Title I Schools" above~~ **Promote the effective involvement of parents/guardians and support a partnership among the school, parents/guardians, and the community to improve student achievement through the following actions:**
- a. Assist parents/guardians in understanding such topics as the ~~challenging state academic content standards and academic achievement standards~~, state and local academic assessments, the requirements of Title I, and how to monitor a child's progress and work with educators to improve the achievement of their children

(cf. 6011 - Academic Standards)
(cf. 6162.5 - Student Assessment)
(cf. 6162.51 - State Academic Achievement Tests)

- b. Provide parents/guardians with materials and training, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to help them work with their children to improve their children's achievement

PARENT INVOLVEMENT (continued)

- c. With the assistance of parents/guardians, educate teachers, specialized instructional support personnel, principals and other school leaders, and other staff, in the value and utility of parent/guardian contributions and in how to reach out to, communicate with, and work with parents/guardians as equal partners, implement and coordinate parent/guardian programs, and build ties between parents/guardians and the schools

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

- d. To the extent feasible and appropriate, coordinate and integrate parent/guardian involvement programs and activities with other federal, state, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents/guardians in fully participating in their children's education
- e. Ensure that information related to school and parent/guardian programs, meetings, and other activities is sent to the parents/guardians of participating students in a format and, to the extent practicable, in a language the parents/guardians can understand
- f. Provide other such reasonable support for parent/guardian involvement activities as parents/guardians may request

In addition, the ~~Superintendent or designee~~ **school plan may include strategies to:**

- a. Involve parents/guardians in the development of training for teachers, principals, and other educators to improve the effectiveness of such training
- b. Provide necessary literacy training, using Title I funds if the district has exhausted all other reasonably available sources of funding for such training
- c. Pay reasonable and necessary expenses associated with parent/guardian involvement activities, including transportation and child care costs, to enable parents/guardians to participate in school-related meetings and training sessions
- d. Train parents/guardians to enhance the involvement of other parents/guardians

PARENT INVOLVEMENT (continued)

- e. Arrange school meetings at a variety of times or, when parents/guardians are unable to attend such conferences, conduct in-home conferences between parents/guardians and teachers or other educators who work directly with participating students, in order to maximize parent/guardian involvement and participation
- f. Adopt and implement model approaches to improving parent/guardian involvement
- g. Establish a ~~districtwide~~ parent advisory council to provide advice on all matters related to parent/guardian involvement in Title I programs
- h. Develop appropriate roles for community-based organizations and businesses in parent/guardian involvement activities
- i. Make referrals to community agencies and organizations that offer literacy training, parent/guardian education programs, and/or other services that help to improve the conditions of parents/guardians and families

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

- j. Provide a master calendar of district/**school** activities and ~~district~~ meetings
- k. Provide information about opportunities for parent/guardian and family engagement through the district newsletter, web site, or other written or electronic means
- l. Engage parent-teacher organizations to actively seek out and involve parents/guardians through regular communication updates and information sessions

(cf. 1230 - School-Connected Organizations)

- m. To the extent practicable, provide translation services at school sites and at meetings involving parents/guardians and family members as needed
- n. Provide training and information to members of district and school site councils and advisory committees to help them fulfill their functions
- o. Provide ongoing ~~district-level~~ workshops to assist school site staff, parents/guardians, and family members in planning and implementing improvement strategies, and seek their input in developing the workshops

PARENT INVOLVEMENT (continued)

- p. Regularly evaluate the effectiveness of staff development activities related to parent/guardian and family engagement
- q. Include expectations for parent/guardian outreach and involvement in staff job descriptions and evaluations

(cf. 4115 - Evaluation/Supervision)

(cf. 4215 - Evaluation/Supervision)

(cf. 4315 - Evaluation/Supervision)

- 8. To the extent practicable, provide opportunities for the informed participation of parents/guardians and family members (including parents/guardians and family members with limited English proficiency, parents/guardians and family members with disabilities, and parents/guardians and family members of migrant children), including providing information and school reports required under 20 USC 6311(h) in a format and language such parents/guardians can understand

If the school has a parent involvement policy that applies to all parents/guardians, it may amend that policy to meet the above requirements. (20 USC 6318)

~~Each school's parent/guardian and family engagement policy shall be made available to the local community. Parents/guardians shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents/guardians can understand. (20 USC 6318)~~

Each school receiving Title I funds shall annually evaluate the effectiveness of its parent/guardian and family engagement policy. Such evaluation may be conducted during the process of reviewing the school's ~~single~~ **school** plan for student achievement in accordance with Education Code 64001.

The school's policy shall be periodically updated to meet the changing needs of parents/guardians and the school. (20 USC 6318)

District Strategies for Non-Title I Schools

For each school that does not receive federal Title I funds, the Superintendent or designee shall, at a minimum:

- 1. Engage parents/guardians **and family members** positively in their children's education by **providing assistance and training on topics such as state academic standards and assessments to helping them develop increase their knowledge and** skills to use at home ~~that~~ **to** support their children's academic efforts at school and their children's development as responsible members of society (Education Code 11502, 11504)

PARENT INVOLVEMENT (continued)

The Superintendent or designee may:

- a. Provide or make referrals to literacy training and/or parent education programs designed to improve the skills of parents/guardians and enhance their ability to support their children's education
 - b. Provide information, in parent handbooks and through other appropriate means, regarding academic expectations and resources to assist with the subject matter
 - c. Provide parents/guardians with information about students' class assignments and homework assignments
2. Inform parents/guardians that they can directly affect the success of their children's learning, by providing them with techniques and strategies that they may use to improve their children's academic success and to assist their children in learning at home (Education Code 11502, 11504)

The Superintendent or designee may:

- a. Provide parents/guardians with information regarding ways to create an effective study environment for their children at home and to encourage good study habits
 - b. Encourage parents/guardians to monitor their children's school attendance, homework completion, and television viewing
 - c. Encourage parents/guardians to volunteer in their child's classroom and to participate in school advisory committees
3. Build consistent and effective **two-way** communication between the home and school so that parents/guardians **and family members** may know when and how to assist their children in support of classroom learning activities (Education Code 11502, 11504)

The Superintendent or designee may:

- a. Ensure that teachers provide frequent reports to parents/guardians on their children's progress and hold parent-teacher conferences at least once per year with parents/guardians of elementary school students

PARENT INVOLVEMENT (continued)

- b. Provide opportunities for parents/guardians to observe classroom activities and to volunteer in their child's classroom
 - c. Provide information about parent/guardian and family engagement opportunities through district, school, and/or class newsletters, the district's web site, and other written or electronic communications
 - d. To the extent practicable, provide notices and information to parents/guardians in a format and language they can understand
 - e. Develop mechanisms to encourage parent/guardian input on district and school issues
 - f. Identify barriers to parent/guardian and family participation in school activities, including parents/guardians and family members who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background
 - g. Encourage greater parent/guardian participation by adjusting meeting schedules to accommodate parent/guardian needs and, to the extent practicable, by providing translation or interpreter services, transportation, and/or child care
4. Train teachers, and administrators, **specialized instructional support personnel, and other staff** to communicate effectively with parents/guardians **as equal partners** (Education Code 11502, 11504)

The Superintendent or designee may:

- a. Provide staff development to assist staff in strengthening two-way communications with parents/guardians, including parents/guardians who have limited English proficiency or limited literacy
- b. Invite input from parents/guardians regarding the content of staff development activities pertaining to home-school communications

PARENT INVOLVEMENT (continued)

5. Integrate **and coordinate** parent/guardian and family engagement ~~programs into school plans for academic accountability~~ **activities within the LCAP with other activities**

The Superintendent or designee may:

- a. Include parent/guardian and family engagement strategies in school reform or school improvement initiatives
- b. Involve parents/guardians and family members in school planning processes

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WESTERN PLACER UNIFIED SCHOOL DISTRICT
Lincoln, California

CEREMONIES AND OBSERVANCES

The Board of Trustees recognizes the importance of having students observe holidays, celebrate events of cultural or historical significance, and acknowledge the contributions of outstanding individuals in society. On days designated by the Board, staff shall provide students with appropriate commemorative exercises so that they may acquire the knowledge, skills, and principles essential for informed, responsible citizenship in a democratic society.

(cf. 6111 - School Calendar)
(cf. 6141.2 - Recognition of Religious Beliefs and Customs)
(cf. 6141.6 - Multicultural Education)
(cf. 6142.3 - Civic Education)
(cf. 6142.4 - Learning Through Community Service)

District schools shall be closed on the holidays specified in Education Code 37220 and on any other day designated as a holiday by the Board. The Board may, by adoption of a resolution, revise the date upon which schools close in observance of any holiday except Veterans Day, which shall be celebrated on its actual date. (Education Code 37220)

In addition, the Board may, through the adoption of a resolution, authorize the display of symbolic flags or banners in support of specific awareness months.

(cf. 6144 - Controversial Issues)

Legal Reference: (see next page)

CEREMONIES AND OBSERVANCES (continued)

Legal Reference:

EDUCATION CODE

~~37220-37222.1820~~ *Holidays and commemorative events*

44015.1 *Week of the school administrator*

45203 *Paid holidays, classified employees*

45460 *Classified School Employee Week*

~~52720-52730~~ *Daily performance of patriotic exercises in public schools* ***Patriotic exercises and instruction***

~~52730~~ *Patriotic exercises, daily instruction*

GOVERNMENT CODE

430-439 *Display of flags*

3540-3549.3 *Meeting and negotiating*

UNITED STATES CODE, TITLE 4

6 *Time and occasion for display of flag*

7 *Position and manner of display of flag*

UNITED STATES CODE, TITLE 36

106 ~~Note~~ *Constitution Day and Citizenship Day*

106 *Note Educational program on the U.S. Constitution*

COURT DECISIONS

Newdow v. Rio Linda Union School District, 597 F.3d 1007, 1012 (9th Cir. 2010)

West Virginia State Board of Education et al v. Barnette et al (1943) 319 U.S. 624 (1943)

Management Resources:

CSBA PUBLICATIONS

~~*Constitution Day: New Mandate for Districts Receiving Federal Funds*~~, CSBA Advisory, August 2005

FEDERAL REGISTER

~~70 Fed. Reg. 29727~~ *Constitution Day and Citizenship Day (2005)*

WEB SITES

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

California Department of Education, History/Social Science Instructional Materials:

<http://www.cde.ca.gov/ci/hs/im>

Policy
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revised: November 15, 2011
revised: November 3, 2020

WESTERN PLACER UNIFIED SCHOOL DISTRICT
Lincoln, California

CEREMONIES AND OBSERVANCES

Holidays

District schools shall be closed ~~in observance of~~ **on** the following holidays: **(Education Code 37220)**

New Year's Day	January 1
Dr. Martin Luther King, Jr. Day	Third Monday in January or the Monday or Friday of the week in which January 15 occurs
Lincoln Day	The Monday or Friday of the week in which February 12 occurs
Washington Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	First Monday in September
Veteran's Day	November 11
Thanksgiving Day	That The Thursday in November designated by the President
Christmas Day	December 25

(cf. 6141.2 - Recognition of Religious Beliefs and Customs)

In addition, schools shall be closed on any day designated by the Governor or President for a holiday, any special or limited holiday on which the Governor provides that the schools shall close, and any other day designated as a holiday by the Governing Board and/or negotiated with employee organizations. (Education Code 37220)

~~In addition, the district has reached agreement with the district employee organizations pursuant to Government Code 3540-3549.3 to close schools in observance of the following holidays:~~

Cesar Chavez Day	March 31
Native American Day	Fourth Friday in September

CEREMONIES AND OBSERVANCES (continued)

Holidays which fall on a Sunday shall be observed the following Monday. Holidays which fall on a Saturday shall be observed the preceding Friday. If any of the above holidays occurs under federal law on a date different from that indicated above, the Board may close the schools on the date recognized by federal law instead of on the date above. (Education Code 37220)

(cf. 6111 - School Calendar)

Commemorative Exercises

District schools shall hold exercises **in accordance with law** to commemorate the following special days: (**Education Code 37220, 37221, 45460**)

~~U.S. Constitution Day, including exercises on or near September 17 and instruction
in the purpose, meaning, and importance of the Constitution and Bill of Rights~~

U.S. Constitution and Citizenship Day On or near September 17

Dr. Martin Luther King Jr., Day The Friday before the day schools are closed
for this holiday

Abraham Lincoln's Birthday The school day before the day schools are
closed for this holiday

Susan B. Anthony Day February 15

George Washington's Birthday The Friday preceding the third Monday in
February

Black American Day March 5

Conservation, Bird and Arbor Day March 7

Classified Employee Week Third Week in May

~~In addition, the Board has authorized schools to hold commemorative exercises for the
following additional special days:~~

~~School Board Recognition Month January~~

~~Week of the School Administrator First full week of March~~

~~Cesar Chavez Day March 31~~

CEREMONIES AND OBSERVANCES (continued)

California Poppy Day	April 6
John Muir Day	April 21
Day of the Teacher	Second Wednesday in May
Native American Day	Fourth Friday in September
Bill of Rights Day	December 15

Commemorative exercises shall be integrated into the regular educational program to the extent feasible.

(cf. 6142.94 - History-Social Science Instruction)

(cf. 6142.3 - Civic Education)

Patriotic Exercises

Each school shall conduct patriotic exercises daily. ~~These patriotic exercises shall consist of the reciting of~~ **which may include** the Pledge of Allegiance **to the Flag of the United States** and/or may also include instruction that promotes understanding of the concepts of “pledge,” “allegiance,” “republic,” and “indivisible” and understanding of the importance of the pledge as an expression of patriotism, love of country, and pride in the United States.

At elementary schools, such exercises shall be conducted at the beginning of each school day.

At secondary schools such exercises shall be conducted during the homeroom period. ~~(Education Code 52720, 52730)~~

~~Individuals~~ **A student** may choose not to participate in the flag salute or **Pledge of Allegiance** for personal reasons.

Display of Flag

The flag of the United States and the flag of California shall be displayed during ~~school days~~ **business hours** at the entrance or on the grounds of every **district school and on or near the district office**. At all times, the national flag shall be placed in the position of first honor. (Government Code 431, 436; ~~36 USC 174~~ **4 USC 6**)

CEREMONIES AND OBSERVANCES (continued)

When displayed on a building or on a flagstaff in the open, the national flag shall be displayed only from sunrise to sunset unless properly illuminated during the hours of darkness. The flag should not be displayed during inclement weather unless an all-weather flag is used. (4 USC 6)

The national flag shall fly at half-staff on the following occasions: (4 USC 7)

1. For 30 days from the death of the President or a former President
2. For 10 days from the death of the Vice President, the Chief Justice or a retired Chief Justice, or the Speaker of the House of Representatives
3. From the day of death until internment of an Associate Justice of the Supreme Court, a secretary of executive or military department, former Vice President, and the Governor of a state
4. On the day of death and the following day for a Member of Congress
5. ~~On Peace Officers Memorial Day (May 15), unless that day is also Armed Forces Day~~
On Memorial Day, until noon only
6. On Peace Officers Memorial Day (May 15), unless it falls on Armed Forces Day
7. **Upon a proclamation from the Governor in the event of the death of a present or former official of the state government or a member of the Armed Forces from the state who has died while serving on active duty**
8. **On other occasions by order of the President and in accordance with presidential instructions or orders**

~~In addition upon order of the President, the national flag shall be flown at half staff upon the death of principal figures of the United States government and the Governor of a state, as a mark of respect to their memory. In the event of death of other officials or foreign dignitaries, the flag shall be displayed at half staff according to Presidential instructions or orders, or in accordance with recognized customs or practices not inconsistent with law. In the event of the death of a present or former official of the government of the state or the death of a member of the Armed Forces from the state who has died while serving on active duty, the Governor may proclaim that the flag be flown at half staff. (4 USC 7)~~

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WESTERN PLACER UNIFIED SCHOOL DISTRICT
Lincoln, California

TITLE VI INDIAN EDUCATION PROGRAMS

With the assistance of federal Title VI funding for the education of children from federally recognized tribes, the district shall offer programs and activities to meet the unique cultural, language, and educational needs of American Indian students, as defined in 20 USC 7491. Program objectives and outcomes shall be based on state academic standards. (20 USC 7424)

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 0415 - Equity)
(cf. 0460 - Local Control and Accountability Plan)
(cf. 6011 - Academic Standards)

In developing, implementing, and evaluating Title VI programs and activities, the Superintendent or designee shall consult with and involve parents/guardians and family members of American Indian students and other community representatives. (20 USC 7424)

The district shall establish a committee that is composed of, and selected by, parents/guardians and family members of American Indian students, representatives of tribes on tribal lands located within 50 miles of any district school that serves any children of the tribes, teachers, and, if appropriate, American Indian students enrolled in secondary schools in the district. The majority of the committee shall be parents/guardians and family members of American Indian students. The committee shall participate in program development and provide written approval for the program. (20 USC 7424)

(cf. 1220 - Citizen Advisory Committees)
(cf. 6020 - Parent Involvement)

The district's Title VI program for American Indian education may include any of the following services and activities: (20 USC 7425)

1. Activities that support Native American language programs and Native American language restoration programs, which may be taught by traditional leaders
2. Culturally related activities that support the district's program
3. Early childhood and family programs that emphasize school readiness
4. Enrichment programs that focus on problem solving and cognitive skills development and directly support the attainment of state academic standards
5. Integrated educational services in combination with other programs that meet the needs of American Indian students and their families, including programs that promote parent/guardian involvement in school activities and increase student achievement

TITLE VI INDIAN EDUCATION PROGRAMS (continued)

6. Career preparation activities that enable American Indian students to participate in career technical education programs, including programs for mentoring and apprenticeship
7. Activities to educate individuals so as to prevent violence, suicide, and substance abuse
8. The acquisition of equipment that is essential to achieve program goals
9. Activities that promote the incorporation of culturally responsive teaching and learning strategies into the district's educational program
10. Family literacy services
11. Activities that recognize and support the unique cultural and educational needs of American Indian students, and incorporate appropriately qualified tribal elders and seniors
12. Dropout prevention strategies for American Indian students
13. Strategies to meet the educational needs of American Indian students in correctional facilities, including such strategies that support American Indian students who are transitioning from such facilities to schools served by the district

Any federal funds received to support American Indian education programs shall be used to supplement, not supplant, state or local funds allocated for such purposes. (20 USC 7424)

(cf. 3230 - Federal Grant Funds)
(cf. 3231 - Impact Aid)

Program funds may be used to support a Title I schoolwide program pursuant to 20 USC 6314 if approved by the committee established pursuant to 20 USC 7424, provided that the schoolwide program is consistent with the purpose of American Indian education programs and the district's application identifies how the use of such funds in a schoolwide program will produce benefits to American Indian students that would not be achieved if not used in a schoolwide program. (20 USC 7424)

(cf. 6171 - Title I Programs)

As needed, professional development shall be provided to teachers and other school staff to assist them in working with American Indian students and carrying out Title VI programs. (20 USC 7424)

TITLE VI INDIAN EDUCATION PROGRAMS (continued)

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

The Superintendent or designee shall maintain a record of the information establishing the status of each student as an American Indian student eligible for assistance through the federal American Indian education program. (20 USC 7427)

The Superintendent or designee shall periodically assess the progress of American Indian students, including American Indian students who do not participate in programs funded through Title VI, in meeting program goals and objectives. Assessment results shall be provided to the Board, the committee established pursuant to 20 USC 7424, tribes whose children are served by the district, and the community. (20 USC 7424)

(cf. 0500 - Accountability)

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - State Academic Achievement Tests)

Legal Reference:

EDUCATION CODE

33380-33384 California Indian Education Centers

UNITED STATES CODE, TITLE 20

6314 Title I schoolwide programs

7401-7492 Indian education

7701-7714 Impact Aid

CODE OF FEDERAL REGULATIONS, TITLE 2

200.0-200.521 Federal uniform grant guidance

CODE OF FEDERAL REGULATIONS, TITLE 34

222.90-222.129 Impact Aid, special provisions for local educational agencies that claim children residing on Indian lands

Management Resources:

WEB SITES

California Department of Education: <http://www.cde.ca.gov>

U.S. Department of Education, Office of Impact Aid:

<https://www2.ed.gov/about/offices/list/oese/impactaid>

U.S. Department of Education, Office of Indian Education:

<https://www2.ed.gov/about/offices/list/oese/oie>