Western Placer Unified School District

Regular Meeting of the Board of Trustees

April 21, 2020

WPUSD District Office/City Hall Building–Go To Meeting

600 Sixth Street, Lincoln, CA 95648

MINUTES

2019-2020 Goals & Objectives (G & 0) 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
Mike Adell, Director of Facilities
Matthew Nobert, Lincoln News Messenger

1. **ANNOUNCEMENT:** EXEXUTIVE ORDER N-29-30 TELECONFERENCE FLEXIBILITY

   1.1 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 in item 2.1

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

5:00 P.M.

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

   3.1 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

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

3.3 PERSONNEL
Public Employee Employment/Discipline/Dismissal/Release -

Mr. Leaman explained the process of the meeting. Mr. Leaman stated everyone would be muted during the meeting except for the Board Members. When we open for public comment, everyone will be unmuted to give them the opportunity to comment.

6:00 P.M.

4. ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE –
The Board of Trustees will disclose any action taken in Closed Session regarding the following items:

4.1 *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

4.2 *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

4.3 *Page 13* - PERSONNEL
Public Employee Employment/Discipline/Dismissal/Release –

No action taken

5. *Page 15-183* - CONSENT AGENDA
5.1 Certificated Personnel Report
5.2 Request for Reduced Work Load
5.3 Classified Personnel Report
5.4 Approval of Minutes for: March 3, 2020
5.5 Approval of Warrants

5.6 Approval of Out of State Travel
5.7 Approval of Out of State Travel
5.8 Agreement for Audit Services with Crow, LLP
5.9 Agreement for Professional Services with Crowe LLP
5.10 Renew Licensing Agreement for Student Information System – PowerSchool Group LLC. and WPUSD
5.11 Ratify Agreement for Financial Statements and Performance Audit of Measures A and N General Obligation Bonds – Crowe, LLP
5.12 Ratification of Contract with Starstruck Showcase and Lincoln Crossing Elementary School
5.13 Approve Waiver – Horizon Charter Schools for Late Submission of Non-Classroom Based Funding Determination Form – 2020/21 Fiscal Year
5.14 Ratify Service Agreement – Lifetouch and WPUSD/Scott M. Leaman Elementary – 2020/21 School Year
5.15 Ratification of Memorandums of Understanding between the Western Placer Teachers' Association and Western Placer Unified School District
5.16 Ratification of Letter of Agreement between the Western Placer Teachers' Association and Western Placer Unified School District
5.17 Ratification of Memorandum of Understanding between the California Employees' Association Chapter #741 and Western Placer Unified School District
5.18 Ratification of the Appointments of Members to the Measure "A" and "N" Citizens Bond Oversight Committee
5.19 Approve Resolution No. 19/20.25 Designating Public Works Projects as Essential Governmental Functions
5.20 Approve Resolution No. 19/20.27 Authorizing the Superintendent or Assistant Superintendent of Business and Operations to Award and Execute Contracts During the Months of April Through August 2020
5.21 Disposal of Surplus Items – E Waste

Mr. Carras requested the removal of item 5.6 and 5.7. Motion by Mr. Armitage, seconded by Mrs. Wyatt and passed by a 5-0 *(**Ayes:** Haley, Armitage, Wyatt, Carras, Long **No:** None)* roll call vote to approve consent agenda with the exception of items 5.6 and 5.7 on the consent agenda.

Motion by Mr. Haley, seconded by Armitage and passed by a 5-0 *(**Ayes:** Armitage, Wyatt, Carras, Haley, Long **No:** None)* roll call vote to approve 5.6 on the consent agenda. Out of State Travel for Professional Learning Communities at Work Institute training to proceed as travel to a conference or a virtual conference with the conditions that the circumstance are appropriate for travel to happen dependent on status of the current Covid 19 situation.

Motion by Mr. Haley, seconded by Mr. Carras and passed by a 5-0 *(**Ayes:** Wyatt, Carras, Haley, Armitage, Long **No:** None)* roll call vote to approve 5.7 on the consent agenda, Out of State Travel for CTE conference as part of the CTE grant funding. Approval for travel or virtual training if available dependent on safety precautions and the conditions are possible and feasible due to the current Covid 19 situation.

6. COMMUNICATION FROM THE PUBLIC

Lana Parr wanted to say thank you to the administration of our District and whoever else has been involved with everything going on during this time and for putting on this meeting.

7. REPORTS & COMMUNICATION

➢Lincoln High School Student Advisory – Mattie Ridgway- not present

➢Western Placer Teacher's Association – Tim Allen – wanted to say that from everyone he has been talking to everyone is working hard to make this work. He appreciates the board for all they do behind the scenes and for Scott Leaman and Kerry Callahan and all the administration. Thank you to Mike Adell, your team is working hard and still building. This is a great time to have a collaborative relationship with the District. Everything is going as well as it could be at Western Placer.

➢Western Placer Classified Employee Association – Jim Houck – everything is going good have different people working in different areas and looking forward to getting back to work. Appreciates everything that the district office is doing for everyone.

➢Superintendent – Scott Leaman

- We have been called to do four different items as a school district, distribute meals, continue education for our students, continue paying employees and open daycares. We are currently doing all four items we are required to do during this time
- Since March 16, we have distributed 7350 bags of meals. Each bag has 10 meals in them.
- Our program is strong and continues. Teachers are working very hard.
- We are continuing to pay our employees
- We have a day care for essential workers at Lincoln crossing.
- Mr. Leaman requested that each administrator from the District Office comment/update each of their areas

➢Superintendent – Kerry Callahan

- Stated she completely blown away and thankful for our teaching staff, administrators, food services, technology, and all of our employees who are all figuring out how to make this all work. She feels we have an incredible district and the comments from parents and staff has been positive.
- Technology handed out 1600 Chrome books. The tech department has been incredible in working with the district on the distributions
- Kristen Beck our Ed Tech Coordinator has been working every day to provide professional development to our teachers to assist them with their virtual classrooms. Our tech savvy teachers and site tech trainers have stepped up to assist with technology. Principals are joining google meet meetings. Teachers are also logging in every day.
- Working on graduation and coming up with a plan on how we are going to celebrate our seniors.

➢Superintendent – Audrey Kilpatrick

- Stated this is a trying time for everybody and everybody has really stepped up and helped in all areas.

- We handed out 1400 meals today to a number of families. Food service staff is incredible. They have been work every week and assembling the bags. We also have volunteers coming to help. The families are grateful for the meals.
- Thanked maintenance, custodial staff and our tech staff. They have stepped up and they have come in when needed.
- At the District Office we are still working, the Business office and the District office staff is coming in and working behind the scenes.

➢Superintendent – Gabe Simon

- Thanked the bargaining units and our leadership for working together on making decisions during this difficult time.
- Also worked at the food distribution and it was great to see everyone come together to assist with this.
- We continue to look forward to next year and transitioning back to schools and staff our schools appropriately.

8. ♦ACTION ♦DISCUSSION ♦INFORMATION

8.1 Action *Page 186* – **APPROVE RESOLUTION #19/20.24 AUTHORIZING THE ISSUANCE OF 2020 TAX AND REVENUE ANTICIPATION NOTES AND REQUESTING THE BOARD OF SUPERVISORS OF PLACER COUNTY TO ISSUE SAID NOTES– Kilpatrick** *(19-20 G & O Component I, II, III, IV, V)*

Audrey Kilpatrick stated we do this every year regarding the TRANS to cover our property taxes. The resolution authorizes the issuance of TRANS for the 2020-21 fiscal year and request the Placer County Board of Supervisors issue TRANS notes. The TRANS will not exceed $20,000,000 and will be calculated to be the amount needed to carry the District until property tax revenues and state deferral are received. Motion by Mr. Haley, seconded by Mrs. Wyatt and passed by a 5-0 *(**Ayes:** Armitage, Wyatt, Carras, Haley, Long **No:** None)* roll call vote to approve Resolution No 19/20.24 authorizing the issuance of 2020 tax and revenue anticipation notes and requesting the Board of Supervisors of Placer County to issue said notes.

8.2 Discussion/ Action *Page 196* – **CONSIDER APPROVING RESOLUTION #19/20.26 AUTHORIZING THE ELIMINATION AND/OR REDUCTION OF CERTAIN CLASSIFIED EMPLOYEE POSITIONS DUE TO LACK OF WORK/LACK OF FUNDS– Simon** *(19-20 G & O Component I, II, III, IV, V)*

Gabe Simon stated that due to changes in student enrollment in anticipation of the opening of Leaman Elementary, enrollment has shifted at many of our schools. This authorizes the elimination or reduction of certain classified employee positions due to lack of work/lack of funds for next school year. Motion by Mr. Armitage, seconded by Mrs. Wyatt and passed by a 5-0 *(**Ayes:** Wyatt, Carras, Haley, Armitage, Long **No:** None)* roll call

vote to approve Resolution No 19/20.26 authorizing the elimination and/or reduction of certain classified employee positions due to lack of work/lack of funds.

8.3 Action ***Page 200*** **– 2019-2020 SECOND INTERIM REPORT– Kilpatrick** *(19-20 G & O Component I, II, III, IV, V)*

Audrey Kilpatrick stated that we are asking for approval of the budget from January to the middle of March. It is reflective of all the budget changes that we had. The multiyear and the assumptions will be changing based on what the State is going to be providing in the May revise. We are working on the estimated actuals for this year with potential changes due to school closures and lack of monies we are not collecting from food services. There are potential savings in utilities cost, and cost for extra services for our classified employees. The May revise will include what the State is looking at we will incorporate at that time. Preliminary Budget will be presented at the first meeting in June with Adoption of the Budget during the second meeting in June. Motion by Mr. Haley, seconded by Mrs. Wyatt and passed by a 5-0 *(**Ayes:** Carras, Haley, Armitage, Wyatt, Long **No:** None)* roll call vote to approve the 2019-2020 Second Interim Report.

8.4 Information ***Page 339*** **– BRIDGE FINANCING PLAN UPDATE– Kilpatrick** *(19-20 G & O Component I, II, III, IV, V)*

Audrey Kilpatrick stated Cathy Dominico is here to review the funding applications. Cathy Dominico, the District's financial advisor from Capitol Public Finance Group, presented the timeline and updated the Board on the plan for Bridge Financing #2. Detailed presentation provided reviewing the current costs and State funding submissions or anticipated future submissions funding from District's bond projects (GEMS, TBHS and SLES) Current remaining capital costs as of 3-26-20 are $91,961,934. Current project funding sources available now and in the future is $163,019,898. This includes proceeds from Bridge Financing #2 of $51,500,000. With both remaining costs and projected funding, after deducting the repayment of Bridge Financing #1 would leave and excess of $1,557,964. Bridge Financing # 2 would be Issue a Community Facilities District (CFD) Bond Anticipation Note (BAN). The recommended method of sale would be a direct placement. It offers the lowest cost of funds in today's market. Less volatility than public offering. It will fund in a timely manner, meeting project cash flow requirements. As part of the approval process, the lender will ask the District to agree to the terms of a take-out financing should the BAN not be repayable by 2025. The timeline would be April 30 -Obtain Bids for Direct Placement. May 5 - Board Updated on Direct Placement Bids. May 19 Board Approval Consideration of Financing Documents and June 2 CFD BAN Proceeds Deposited at District. Discussion among board members and direction to move forward.

8.5 Action ***Page 348*** – **ADOPTION OF REVISED/NEW EXHIBITS/ POLICIES/ REGULATIONS – Leaman** *(19-20 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 2121 – Superintendent's Contract
  - BP 3600 – Consultants
  - AR 4030– Nondiscrimination in Employment
  - BP 4033 – Lactation Accommodations
  - BP 4151/4251/4351– Employee Compensation
  - BP/AR 5116.1 – Intradistrict Open Enrollment
  - BP/AR 5117 – Interdistrict Attendance
  - BP/AR/E 5118 – Open Enrollment Act Transfers (Deleted)

Motion by Mr. Haley, Seconded by Mr. Armitage and passed by a 5-0 *(**Ayes:** Haley, Armitage, Wyatt, Carras, Long **No:** None)* vote to approve the Revised/New Polices, Exhibits and Regulations as presented.

9. BOARD OF TRUSTEES

9.1 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

9.2 BOARD MEMBER REPORTS/COMMENTS

Brian Haley stated hang in there, call your friends and relatives and every day is a new day

Damian Armitage thanked everyone who is keeping everything going during this challenging time.

Kris Wyatt thanked everyone including the teachers for their involvement with their students, emotional and psychological health for all of our kids. Tomorrow she is participating in a virtual meeting with non-profits and religious organizations to ensure we are all on the same page getting supplies and food for families. Rotary is giving up to $8000 for our students who need internet access. Mr. Leaman stated that we sent out a survey and found that we have 71 families with no internet access and 46 families have limited access.

Paul Carras wanted to compliment Kris on her outreach to the community not only with the Rotary group but also on her own with other programs. Paul stated her really appreciates all the Kris does and she make him proud to be a Board Member with her

Paul Long toured the new high school, the new elementary school and Glen Edwards last Friday and they are all on track. He talked with Mike Adell last week who shared that some items are getting hard to get. Some items are pushed out 12 weeks such as flooring and concrete work.

10. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

- **May 5, 2020** 6:00 P.M., Regular Meeting of the Board of Trustees – Go-To-Meeting
- **May 19, 2020** 6:00 P.M., Regular Meeting of the Board of Trustees – Go-To - Meeting

11. ADJOURNMENT

There being no further business the meeting was adjourned at 7:08p.m.

Paul Long, President

Paul Carras, Clerk

Scott Leaman, Superintendent

Maria Gonzalez, Administrative Assistant to the Superintendent

Adopted: May 5, 2020

Ayes: Haley, Wyatt, Armitage, Carras, Long

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.