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

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

	STUDENT ENROLLMENT		
School	**2018-2019 CALPADS**	**8/28/2019**	**10/2/2019**
Sheridan Elementary (K-5)	56	65	64
First Street Elementary (K-5)	439	447	447
Carlin C. Coppin Elementary (K-5)	444	444	442
Creekside Oaks Elementary (K-5)	589	610	610
Twelve Bridges Elementary (K-5)	644	652	655
Foskett Ranch Elementary (K-5)	412	422	421
Lincoln Crossing Elementary (K-5)	666	699	697
Glen Edwards Middle School (6-8)	869	871	869
Twelve Bridges Middle School (6-8)	796	832	832
Lincoln High School (9-12)	2,004	2,081	2,073
Phoenix High School (10-12)	100	88	84
Atlas (K-12) (new 2019-2020)		40	40
SDC Program (18-22)	14	11	11
TOTAL	**7,033**	**7,262**	**7,245**

SDC Pre-School

Foskett Ranch	6
First Street/LIP	57

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 5, 2019

WPUSD District Office/City Hall Building–3rd Floor Conference Room
600 Sixth Street, Lincoln, CA 95648

AGENDA

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.

6:00 P.M. START

1. **CALL TO ORDER** – WPUSD District Office/City Hall Bldg. – 3rd Floor Conference Room

2. **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.

6:05 P.M.

3. **CLOSED SESSION** – WPUSD District Office – 4th Floor Overlook Room

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 STUDENT DISCIPLINE/EXPULSION PURSUANT TO E.C. 48918
a. Student Discipline – Stipulated Expulsion Student #19-20-B

3.4 PERSONNEL
Public Employee Employment/Discipline/Dismissal/Release
a. Employee Employment/Discipline/Dismissal/Release Employee #CL19/20.2

7:00 P.M.

4. **ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE** – District Office/City Hall Blvd., - 3rd Floor Conference Room
The Board of Trustees will disclose any action taken in Closed Session regarding the following items:

4.1 *Page 9* - **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

4.2 *Page 10* - **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF15-514477

4.3 *Page 11* - **STUDENT DISCIPLINE/EXPULSION PURSUANT TO E.C. 48918**
Student Discipline – Stipulated Expulsion Student #19-20-B

4.4 *Page 12* - **PERSONNEL**
Public Employee Employment/Discipline/Dismissal/Release
a. Employee Employment/Discipline/Dismissal/Release Employee #CL19/20.2

5. *Page 14-76* - **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.

5.1 Classified Personnel Report
5.2 Approval Minutes for October 1 & 15, 2019
5.3 Approval Minutes for Special Meeting October 29, 2019
5.4 Approval of Warrants
5.5 Approval of MOU between William Jessup University and the Western Placer Unified School District
5.6 Ratification of Contract with Holiday Inn Express Lake Oswego and Lincoln High School
5.7 Disposal of Surplus Items
5.8 Approve Contract between Placer Union High School District and WPUSD/Lincoln High School
5.9 Approve Contract between Roseville Joint Union High School District and WPUSD/Lincoln High School
5.10 Out of State Travel for Professional Development – La Cosecha Dual Language Conference
5.11 Student Discipline - Stipulated Expulsion Student #19-20-B
Roll call vote:

6. COMMUNICATION FROM THE PUBLIC

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7. 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

8. ♦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.

8.1 Action *Page 78* – **ADOPT RESOLUTION NO. 19/20.16, SUPPORT OF APPLICATION REQUESTING GRANT FUNDING FOR THE GLEN EDWARDS MIDDLE SCHOOL ADDITIONS AND MODERNIZATION PHASE II PROJECT UNDER THE SCHOOL FACILITY PROGRAM – Adell** *(19-20 G & O Component I, II, III, IV, V)*
Roll call vote:

8.2 Action *Page 82* – **REVIEW AND APPROVAL OF SCHOOL FACILITIES AGREEMENTS FOR THE SPECIAL USE DISTRICT – B NORTHEAST QUADRANT SPECIFIC PLAN AREA – Adell** *(19-20 G & O Component I, II, III, IV, V)*
Roll call vote:

8.3 Action *Page 108* – **APPROVE RESOLUTION NO. 19/20.17, AND CALLING FOR A LOCAL GENERAL OBLIGATION BOND MEASURE FOR MARCH 3, 2020 GENERAL ELECTION – Kilpatrick** *(19-20 G & O Component I, II, III, IV, V)*
Roll call vote:

8.4 Information/ *Page 119* – **2018-2019 SMARTER BALANCED ASSESSMENT (SBAC) RESULTS – Leehane** *(19-20 G & O Component I, II, III, IV, V)*

8.5 Action *Page 120* – **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/AR 0420.4 – Charter School Authorization

- BP/E 0420.41 Charter School Oversight
- BP/AR 3100 – Budget
- BP 5123 – Promotion/Acceleration/Retention
- BP/AR 5136 – Gangs
- BP/AR 6142.2 – World Language Instruction
- AR 6145.2 – Athletic Competition
- BP/AR 6145.6 – International Exchange
- BP/AR 6174 – Education for English Learners
- BP 6179 – Supplemental Instruction

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

10. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

➢**November 19, 2019** 7:00 P.M., Regular Meeting of the Board of Trustees – Sheridan Elementary, 4730 H Street, Sheridan

11. 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.

Posted: 110119
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DISCLOSURE OF ACTION TAKEN IN CLOSED SESSION, IF ANY

Western Placer Unified School District
CLOSED SESSION AGENDA

Place: **District Office/City Hall Bldg. – Overlook Room (Fourth Floor)**
Date: **Tuesday, November 5, 2019**
Time: **6:05 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 5, 2019

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.

wp/rk/factform

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:
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 5, 2019

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.

wp/rk/factform

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
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SUBJECT:
Student Discipline
Stipulated Expulsion Student:
Student #19-20-B

AGENDA ITEM AREA:
Closed Session

REQUESTED BY:
Chuck Whitecotton
District Hearing Officer

ENCLOSURES:
Yes

DEPARTMENT:
Administration

FINANCIAL INPUT/SOURCE:
N/A

MEETING DATE:
November 5, 2019

ROLL CALL REQUIRED:
No

BACKGROUND:

The Board of Trustees will discuss, and disclose any action under consent regarding the Stipulated Expulsion of Student #19-20-B.

RECOMMENDATION:

The Administration recommends the Board of Trustees disclose any action taken on the Stipulated Expulsion of Student #19-20-B.

wp/rk/factform

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
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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:
Public Employee Discipline/Dismissal/Release

AGENDA ITEM AREA:
Closed Session

REQUESTED BY:
Gabe Simon, Ed.D. GS
Assistant Superintendent of Personnel Services

ENCLOSURES:
Yes

DEPARTMENT:
Personnel

FINANCIAL INPUT/SOURCE:
General Fund

MEETING DATE:
November 5, 2019

ROLL CALL REQUIRED:
Yes (Closed Session)

BACKGROUND:

The Board of Trustees will disclose any action taken in closed session in regards to Employee #CL 19/20.2 Discipline/Dismissal/Release

RECOMMENDATION:

Administration recommends the Board of Trustees disclose action taken in closed session in regard to Employee #CL 19/20.2 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.
DISTRICT GLOBAL GOALS
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5. **Promote student health and nutrition in order to enhance readiness for learning.**

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 5, 2019

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 5, 2019

CLASSIFIED/MANAGEMENT

NEW HIRES:

1. Name: Jesus Lopez Alcaraz
   Position: Custodian/Groundsman
   Salary: CSEA, Range 22, Step B
   FTE: 8 hours/5 days a week
   Days: 12 months/Year
   Effective: 10/14/19
   Site: Lincoln High School
   Replacement

2. Name: Virginia Nevarez
   Position: Instructional Aide
   Salary: CSEA, Range 15, Step B
   FTE: 3 hours/5 days a week
   Days: 10 months/Year
   Effective: 10/21/19
   Site: First Street Elementary School
   New Position

3. Name: Desiree Chance
   Position: Campus/Cafeteria Supervisor
   Salary: CSEA, Range 13, Step A
   FTE: 20 minutes/5 days a week
   Days: 10 months/Year
   Effective: 10/21/19
   Site: Twelve Bridges Elementary School
   Replacement

4. Name: Judy Catiis
   Position: Campus/Cafeteria Supervisor
   Salary: CSEA, Range 13, Step A
   FTE: 1.5 hours/5 days a week
   Days: 10 months/Year
   Effective: 10/28/19
   Site: Twelve Bridges Elementary School
   Replacement

5. Name: Shira Diwan
   Position: Campus/Cafeteria Supervisor
   Salary: CSEA, Range 13, Step A
   FTE: 20 minutes/5 days a week
   Days: 10 months/Year
   Effective: 10/28/19
   Site: Twelve Bridges Elementary School
   Replacement

6. Name: Leslie Tetley Jodrey
   Position: Dept. Secretary/Admin. Assistant
   Salary: CSEA, Range 25, Step C
   FTE: 8 hours/5 days a week
   Days: 12 months/Year
   Effective: 10/29/19
   Site: Maintenance & Operations
   Replacement

REHIRE:

1. Name: Julie Ridgeway
   Position: Paraprofessional Phys. Hlth Care
   Salary: CSEA, Range 17, Step E
   FTE: 5.66 hours/5 days a week
   Days: 10 months/Year
   Effective: 10/14/19
   Site: First Street Elementary School
   Replacement

CLASSIFIED/MANAGEMENT CONTINUED:

RESIGNATION/RETIREMENT:

1. Name: Jaime Dowler — Effective: 10/18/19
   Position: Food Service Assistant — Site: Twelve Bridges Middle School

2. Name: Patti Fain — Effective: 10/10/19
   Position: Campus/Cafeteria Supervisor — Site: Creekside Oaks Elementary School

3. Name: Marilynn Reinmiller — Effective: 10/10/19
   Position: After School Instructional Aide — Site: Glen Edwards Middle School

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET

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SUBJECT:
Approval of Minutes:
- October 1 & 15, 2019 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 5, 2019

ROLL CALL REQUIRED:
No

BACKGROUND:

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

- October 1 & 15, 2019 Regular Board of Trustee Meeting

RECOMMENDATION:

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

wp/rk/factform

Western Placer Unified School District

Regular Meeting of the Board of Trustees

October 1, 2019

WPUSD District Office/City Hall Building–3rd Floor Conference Room
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:
Damian Armitage, President
Paul Long, Vice President
Kris Wyatt, Clerk
Brian Haley, Member
Paul Carras, Member

Others Present:
Scott Leaman, Superintendent
Kerry Callahan, Deputy Superintendent of Educational Services
Audrey Kilpatrick, Assistant Superintendent of Business & Operations
Gabe Simon, Assistant Superintendent of Personnel Services
Mike Adell, Director of Facilities
Emma Oehler, Marketing Coordinators
Maria Gonzalez, Administrative Assistant to the Superintendent
Mattie Ridgway, Student Advisory
Matthew Nobert, Lincoln News Messenger

6:15 P.M. START

1. **CALL TO ORDER** – WPUSD District Office/City Hall Bldg. – 3rd Floor Conference Room

2. **COMMUNICATION FROM THE PUBLIC**
   No communication from the public

6:20 P.M.

3. **CLOSED SESSION** – WPUSD District Office – 4th Floor Overlook Room
   - 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

7:00 P.M.

4. ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE – District Office/City Hall Blvd., - 3rd Floor Conference Room
The Board of Trustees will disclose any action taken in Closed Session regarding the following items:

4.1 *Page 9* - CONFERENCE WITH LABOR NEGOTIATOR
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~Gabe Simon, Assistant Superintendent of Personnel Services
~Audrey Kilpatrick, Assistant Superintendent of Business and Operations

No action taken

4.2 *Page 10* - 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 11* - PERSONNEL
Public Employee Employment/Discipline/Dismissal/Release

No action taken

5. *Page 13-70* - CONSENT AGENDA
5.1 Certificated Personnel Report
5.2 Classified Personnel Report
5.3 Approval Minutes for September 3 & 17, 2019
5.4 Approval of Warrants
5.5 Ratification of Contract with Point Break and Glen Edwards Middle School
5.6 Ratification of Contract with All West Coachlines – Transportation Services to Ashland, OR for Lincoln High School
5.7 Ratification of Contract with All West Coachlines – Transportation Services to Oregon & Washington for Lincoln High School
5.8 Ratification of Contract with Best Western Corvallis and Lincoln High School

5.9 Ratification of Contract with Holiday Inn Express Hotel & Suites and Lincoln High School

5.10 Approve Donation of desk for Glen Edwards Middle School Broadcast Classroom

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

6. COMMUNICATION FROM THE PUBLIC

No communication from the public

7. REPORTS & COMMUNICATION

➢Lincoln High School Student Advisory – Mattie Ridgway reported the following:

- Homecoming was during the week of the last meeting. Seniors won the Powder Puff game against the Juniors. We lost the Homecoming game to Center. They had over 800 kids attend the dance with positive feedback.
- This week there is a Blue Out game vs Oakmont.
- Tomorrow is National Janitors day. Leadership is going to bring donuts.
- A lot of students on campus have been YDI certified. Today they had a meeting and they decided to implement new action plans on campus, Mental Health, Present to staff the YDI principles and connecting the school through clubs and sports to make decisions together.
- The Leadership class had some ideas to present to the Board tonight. Leadership feels they need more campus monitors on campus in order to have more gates open at lunch. The bathrooms need upkeep and maintenance, soap dispensers are broken and some doors locks do not work.
- Stripes policy is going well. If you have a D or F in any class, you have to stay in stripes. This is helping a lot of kids to help bring their grades up.

➢Western Placer Teacher's Association – Tim Allen stated that he attended the meeting at Lincoln Crossing Elementary meeting today regarding some of the changes coming up with new schools. He stated that he really appreciates the communication from Scott and Kerry with the school staff regarding the upcoming changes at the school sites. He is looking forward to the Board dinner, which is coming up at the next Board meeting.

➢Western Placer Classified Employee Association – Gus Nevarez had no report

➢Superintendent – Scott Leaman

- Scott introduced Emma Oehler our full time Communication Coordinator who is going to go over her communications plan for the year.
- Schools are closed Thursday through Monday but the District Office will be open from 10:00 am -2:00 pm
- Facilities is going well and the rain we had did not affect any of our construction at our school sites
- The Board Dinner will be on the 15th
- Boundaries meetings were held with Creekside Oakes Elementary and Lincoln Crossing Elementary staff.

- Regarding the Boundaries process, we met with the two schools that will be most affected by the boundary changes. We will have a general meeting with all the teachers and a parent meeting to provide information and to get some input from parents. The information will be presented to the Board. Mr. Long asked if Mr. Leaman feels confident on the student counts in the area. Mr. Leaman advised that we are confident on our current student count, however does not know the counts of students who attend charter schools or students who are attending schools outside of Lincoln by using someone else's address.
- District Day is October 14, 2019. Yearly Pins will be handed out and Mr. Leaman invited the Board Members to attend. The theme this year is safety and we will have guest speakers. Mr. Leaman asked Kerry Callahan to speak about one of the guest speakers.

8. ♦ACTION ♦DISCUSSION ♦INFORMATION

8.1 Information/ Discussion ***Page 72*** **– 2019-2020 COMMUNICATION PLAN – Oehler**
(19-20 G & O Component I, II, III, IV, V)

Mr. Leaman introduced Emma Oehler and stated that she was made full time because we realized that crisis communication was a big gap that we needed to fill so this is one of Emma's major focuses that she is receiving training on. Emma presented the 2019-2020 Communication Plan with a slide show reviewing her accomplishments for last year. Her slide show also included her needs and plans for the 2019-2020 school year. She stated that she started working with the Zebra Tales class at Lincoln High School and had the students write articles for the newspaper. Emma is continuing with the student articles this year. Emma worked on covering events at school sites in the afternoon. She also worked on updating the District website content, added more graphics and buttons to improve the user experience. She launched the #WPUSDCARES campaign. Emma stated that her first major event was the Western Placer Appreciation Breakfast and it was very successful. She also participated in the planning and coordination of two school groundbreakings. Emma showed a slide of the increase in social media for our district on Facebook (116%increase), Twitter (75%increase) and we had not been active on Instagram previously so the increase was all positive. Emma's 2019-2020 plan includes the continued goal to increase and maintain our elementary enrollment, which we have met. We will continue to support our school sites and their messages as to how they want to portray their schools to their families and community. Emma stated that she will be doing a lot of outreach and communication regarding our new schools, boundaries and keeping our stories on school sites going. She has also started "Student Spotlight" which can be found on the District website and it shows students throughout the district and highlights things they do outside of the classroom like volunteering, academic achievements or other unique things outside of the classroom. Her first story was about three sisters in our school district who are racecar drivers. Emma will work on bridging gaps and working on

internal communication from site to site and site to District and positive community engagement. She will also work on our website and look at the current platform. She will also look at consolidating parent communication since currently parents appear to be going to several different locations for information. Emma will work on making herself known and the face of the district with outside agencies such as Rotary, Kiwanis and Lions. Emma reviewed a Crisis Communications training she attended at Placer County Office of Ed. She also stated that she will be attending a 4-day Crisis Communications training next week at Cal OES (Office of Emergency Services). Emma would like to use the high level training that she is receiving and do a cross training session for all of the administrators in our District. Emma will work on communication during a crisis and preparation during a crisis with school staff. Emma will continue to work on branding strategy with #WPUSDCARES. Emma stated that she wants to limit some of the spending on promotion through movie theater advertisements and Lincoln News Messenger advertisements. Promotional strategies will include social media, Lincoln News Messenger new articles over advertisements and SMORES, which is a newsletter platform. Emma ended with a video of activities/special events that she captured and highlighted on social media from the 2018-2019 school year.

Mr. Haley thanked Emma for her media savvy and work.
Mrs. Wyatt asked if the board could be included in some of the special events with notice in order to attend. Emma advised that she would let them know of upcoming events.
Mr. Long asked if the Board link is on the website now. Emma advised that there is a button on the main page of the website that is linked to the current Board Agenda.

8.2 Discussion/ Action

***Page 73* – <u>CONSIDER APPROVING REVISED CLASSIFIED JOB DESCRIPTION FOR ACCOUNT TECHNICIAN II</u> – Simon**
(19-20 G & O Component I, II, III, IV, V)

Gabe Simon presented the revised classified job description for the Account Technician II. Mr. Simon stated that posting had a few changes. The position was classified confidential and is now classified. The position now reports to the Director of Business instead of the Assistant Superintendent and some of the duties were clarified regarding checks and balances and budgeting. The changes have been reviewed with the local bargaining unit. Motion by Mrs. Wyatt and seconded by Mr. Long passed by a 5-0 (***Ayes:*** *Armitage, Carras, Haley, Long, Wyatt* ***No:*** *None*) vote to Approve the Revised Classified Job Description for Account Technician II.

8.3 Discussion/ Action *Page 76* – **CONSIDER APPROVING REVISED CLASSIFIED JOB DESCRIPTION FOR DEPARTMENT SECRETARY/ADMINISTRATIVE ASSISTANT AND CORRESPONDING REVISED SALARY SCHEDULE – Simon** *(19-20 G & O Component I, II, III, IV, V)*

Gabe Simon presented the revised classified job description for the Secretary/Administrative Assistant and corresponding revised salary schedule. Mr. Simon stated that this job actually supports three department, Maintenance, Transportation and Technology and the previous job description was too specific to Maintenance. We clarified the duties to apply to all three departments. Due to reporting to the three departments and the clerical duties, the recommendation is to move the salary up one range on the salary schedule. Motion by Mr. Haley and seconded by Mrs. Wyatt passed by a 5-0 (***Ayes:*** *Armitage, Carras, Haley, Long, Wyatt* ***No****: None*) vote to approved the Revised Classified Job Description for Department Secretary/Administrative Assistant and Corresponding Revised Salary Schedule.

8.4 Information/ Discussion *Page 81* – **TWELVE BRIDGES HIGH SCHOOL MASCOT – Leaman, Kilpatrick** *(19-20 G & O Component I, II, III, IV, V)*

Scott Leaman spoke about the process of the choosing of the Twelve Bridges High School Mascot. He stated that the Board has been involved in the process of giving input to the High School Mascot. We surveyed the public and had a number of suggestions. We took our original master list and got it down to six mascots. We then surveyed the middle school student who could be attending the school. He introduced Audrey Kilpatrick who stated that a flyer went out to both middle schools. All students had the opportunity to take the survey. We listed the six mascots in alphabetical order and they were to select their top mascot. We had a large percentage of students participate, 93% at Twelve Bridges Middle and 91% at Glen Edwards Middle School. The results were presented on a hand out to the Board. Based on the survey the order of the options picked were the Rhinos, Rattlers, Coyotes, Mustangs, Rams and Broncos. Audrey asked the board for their comments regarding the survey outcome and advised that the Administrators would take the Boards comments and discussion for review and return with a recommendation for a Mascot for the Twelve Bridges High School to the next Board Meeting for review.

Mr. Haley stated that it was interesting the students did not like the professional football names and instead got creative like the rattlers and coyotes. He further stated that he liked the Coyotes, Mustangs and Rhinos.

Mr. Long stated that he really likes the Rhinos as a mascot and feels that Rhino goes along with Zebra's and it would make a great mascot with big horns. He could also see a coyote as a mascot and even a mustang, but does

not see how you can make a rattler a mascot. He feels that Rhinos is unique and goes along with the theme of Western Placer.

Mrs. Wyatt asked if they gave any reasons why they liked the mascot they chose. Per Audrey, there were no comments on the surveys, the survey just asked the students to pick their top mascot. Mrs. Wyatt had some concerns regarding the Rhino mascot outfit. She looked at some outfits today and saw a red rhino and a white rhino. She thinks outfit needs to be an outfit that someone can wear. She feels that there is not much a difference between the top three on the survey. She has been looking at some other mascots and thinking about Twelve Bridges High School and there are some that bring their claws around their letter and she worries about some of the co-notations that could come out of the rhino. There are concerns about that. We really need to think about the drawings and she would love to see kids do the drawing of the rhino and the coyote and the mustang to get the students take on what it will look like.

Mr. Carras stated he does not like Rattlers or Coyotes. We do not need the NFL teams. He stated he would throw his support behind the Rhinos with the appropriate costume.

Damian Armitage stated that he does not feel the School Board should pick and the mascot. He feels it should be the kids who pick the mascot so he did not indicate a preference and stated he would go with what the kids want.

8.5 Action *Page 83* – **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/AR 3260 – Fees and Charges

Motion by Mr. Haley and seconded by Mrs. Long and passed by a 5-0 (***Ayes:*** *Armitage, Carras, Haley, Long, Wyatt* ***No:*** *None*) vote to approved the adoption of revised/new/ exhibit/ policies/ regulations.

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

Mr. Haley shared the he attended the Community Leaders Breakfast where Superintendent Gayle Garbolino-Mojica addressed school Superintendents and Board Members. She handed out her annual report which listed several statistics regarding Placer County Schools. The report showed how great the schools in Placer County are doing.

Mr. Long had a question for Kerry, and asked if charter schools are exempt from laws that public school are held accountable to. Kerry advised that there are a few things that they have more leeway and flexibility on, but due to public funds they are held accountable to the State.

Mrs. Wyatt shared that Dan Alcorn went to a Rotary meeting last week with his students and presented the summer series. She also stated that she would like to get more advertisement out about "What I wish my parents knew", in order to get people there. There will be speakers there including a panel, college students speaking to parents about the pressures we are putting kids under whether they are in college or in high school. It is going to be a great event and we need to get people there. Mrs. Wyatt shared that she went to Sierra College for the showing of the S word, which represents suicide. Mrs. Wyatt shared some statistics about suicide and prevention ideas from the event. She recommended everyone see the film. Mrs. Wyatt also shared the fundraising status for the new mascot for Lincoln High School and stated they raised over $6000.00 by the end of the Homecoming game.

Mr. Carras stated that he missed the last board meeting because it was his anniversary and he appreciates all of the reports from the Board.

Mr. Armitage is going to family weekend to visit his son at school this weekend.

10. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

- **October 15, 2019** 7:00 P.M., Regular Meeting of the Board of Trustees – Lincoln Crossing Elementary, 635 Groveland Lane, Lincoln

11. ADJOURNMENT

There being no further business the meeting was adjourned at 8:13 p.m.

_____
Damian Armitage, President

_____
Kris Wyatt, 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.

Posted: 092719
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Western Placer Unified School District

Regular Meeting of the Board of Trustees

October 15, 2019

Lincoln Crossing Elementary School – Multi-Purpose Room

635 Groveland Lane, 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:
Damian Armitage, President
Paul Long, Vice President
Kris Wyatt, Clerk
Brian Haley, Member
Paul Carras, Member

Others Present:
Scott Leaman, Superintendent
Kerry Callahan, Deputy Superintendent of Educational Services
Audrey Kilpatrick, Assistant Superintendent of Business & Operations
Gabe Simon, Assistant Superintendent of Personnel Services
Mike Adell, Director of Facilities
Maria Gonzalez, Administrative Assistant to the Superintendent
Mattie Ridgway, Student Advisory
Matthew Nobert, Lincoln News Messenger

6:15 P.M. START

1. **CALL TO ORDER** – Lincoln Crossing Elementary School – Multi-Purpose Room

2. **COMMUNICATION FROM THE PUBLIC**
   No communication from the public

6:24 P.M.

3. **CLOSED SESSION** – Lincoln Crossing Elementary School – Front Office
   - 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

7:00 P.M.

4. ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE – District Office/City Elementary School – Multi-Purpose Room
The Board of Trustees will disclose any action taken in Closed Session regarding the following items:

4.1 ***Page 9*** **- 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 10*** **- 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 11*** **- PERSONNEL**
Public Employee Employment/Discipline/Dismissal/Release

No action taken

5. ***Page 13*** **– SPECIAL ORDER OF BUSINESS**
School Being Featured: Lincoln Crossing Elementary School

Mrs. Hladun, Lincoln Crossing Elementary (LCE) School Principal welcomed the parents and introduced the Lincoln Crossing Choir who sang the National Anthem. Mrs. Hladun stated that she was grateful to have the Board at LCE. She provided each Board Member with a flyer that listed all of the Performing Arts Productions for Fall and Spring and invited them to attend. Mrs. Hladun stated that the LCE choir is made up of 70 students in grades 3- 5 and are led by Mrs. Shelly Adams. Mrs. Hladun spoke about the AVID program at Lincoln Crossing. She introduced Mrs. Hill who read the Mission of the Lincoln Crossing Team to the audience. Mrs. Hladun stated that one of the ways in meeting their mission to serve the students is by embracing the AVID program at LCE. AVID stands for Advancement Via Individual Determination. It is a non-profit that changes lives by helping schools shift to more equitable student centered approaches. They also work on helping students be more organized and prepare them for moving into middle school. Another part of their mission is building relationships with students and making sure that they feel valued and a part of our school community. Mrs. Hladun stated they launched their AVID program last year with the 5th grade teachers. This year nine teachers attended the AVID conference in San Diego. It was wonderful team building and a great opportunity for them to learn more about AVID. She introduced teachers who are the AVID teachers for the school, Mrs. Annie Brothers, Ms. Katelyn Tomasello, Ms. Laura Shye, Ms. Lindsey

Reynolds, Mrs. Jenny Wright, Mrs. Kate Hill, Ms. Laura Sliepen, and Mr. Darren Coleman who was not present. She stated that they hope to bring on 2nd and 3rd grade next year. There are four focus areas for the AVID program at LCE. The focus areas are:4th grade – WICOR, 5th grade – Note taking, 4th and 5th grades – organization. Ms. Reynolds, Ms. Sliepen and Mrs. Wright summarized each of the focus areas being used at LCE. The teachers had student show an example of WICOR (writing, inquiry, collaboration, organization and reading). They also spoke about the importance of note taking and organization for students as they move to Middle School, High School and College. Former LCE student, Megan Shye spoke about her experience as an AVID student and her experience in transitioning to middle school. She focused her speech on being organized and her note taking strategies. She also spoke about using a growth mindset strategy. She stated that just because you do not get something right away, it doesn't mean that you will never get it. It just means that you have to keep trying and working hard you will eventually get it. She further stated that she was grateful for the AVID program because the lessons she learned will help her this year, in high school, college and beyond. The LCE AVID Teachers had audience and students participate in a Brain Break exercise to show strategies that are used in the classroom. Brain Breaks can include a quick stretch or mental break which helps to include community and build relationships as well as increased oxygen level to the brain. Mrs. Hladun thanked the teachers for their work and the audience for being at the meeting and ended with "It's a great day to be a Colt".

6. ***Page 16-103*** **- CONSENT AGENDA**

6.1 Certificated Personnel Report
6.2 Classified Personnel Report
6.3 Approve Phoenix High School's 2019-2020 Single Plan for Student Achievement (SPSA) & Comprehensive Support and Improvement (CSI) Plan
6.4 Approve 2019 Local Indicators for the California School Dashboard
6.5 Disposal of Surplus Items – Freezer
6.6 Approve Contract Between Renaissance Learning and WPUSD/Lincoln Crossing School
6.7 Ratification of Agreement between Brandman University and the Western Placer Unified School District
6.8 Ratification of Agreement with River City Testing for DSA Special Inspections for the Twelve Bridges High School Project

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

7. **COMMUNICATION FROM THE PUBLIC**

No communication from the public

8. **REPORTS & COMMUNICATION**

➢Lincoln High School Student Advisory – Mattie Ridgway reported that the following:

- Students had a 5 day weekend and then a 3 day weekend it was really nice
- Next Friday is Senior night for Marching Band, Cheer and Football

- Girls Golf has had a great year. They are undefeated and won the FVL pennant. Three players received special honors, Chelsea Wilson and Kaylee Hahn received all League and Tuesday Epperson received All League MVP.
- Tomorrow is the PSAT at 7:45am for Sophomores, Juniors and Seniors.
- This past week was the Ashland Oregon trip. They had 45-50 students attend. It includes Advanced/Honors English and they attend the Shakespeare Festival. It was very educational. Mr. Maul, Mrs. Jeane, Mrs. Ward and Mr. Florence attended with the students.

➢Western Placer Teacher's Association – Tim Allen thanked the Board for joining the association for dinner prior to the meeting. He stated that he had the opportunity at the beginning of the month to tour our schools with CTA and NEA groups as well as Kerry Callahan and Scott Leaman. They visited the new High School Campus. It was great to show them around and to show them the great things that are happening at Western Placer. They were blown away and very impressed with what they saw here at Western Placer.

➢Western Placer Classified Employee Association – Jim Houck had no report

➢Superintendent – Scott Leaman reported the following:

- We had District Day on Oct. 14, 2019. It is a day were we are able to get all employees together. The focus was Safety and Mental Health.
- Thanks to Kerry Callahan for helping set up the two presenters and setting up the schedule. Also thank you to Maria Gonzalez and Christiane Gillespie for helping in the set up.
- Thank you to Christina Lawson and the food services department for serving a fantastic breakfast and all of their work.
- He has been talking to different groups about boundaries. He is looking at having teachers come together throughout the District for some input. He will then go out to the community for a general discussion regarding the change in boundary's and what it may look like for our elementary students.
- Enjoyed joint dinner with the association.
- We had a PSPS (Public Safety Power Shut off) this past week. We had to close four schools due to the PSPS. Mr. Leaman wanted to thank his team that was here and the teachers on campus. It was a challenge with the information we were getting from PGE but our staff handled it well.
- Mattie brought up some safety issues at the last meeting. Gabe Simon has worked with Mr. Maul and we are adding 6 hours of campus supervisor time at Lincoln High School to help with supervision.
- Stated it was great to be at LCE for the Board meeting. He stated that when Lincoln Crossing was built it was very much needed and was opened just in time for the start of school with it being done on a Friday and opened on Monday.
- Thanked Mrs. Hladun for the presentation and for doing a great job at the school.

9. *Page 105* – **PUBLIC HEARING**

9.1 Public Hearing re: The Western Placer Unified School District Intent to Adopt and Levy Increased Statutory Developer Fees and 2019 School Facility Fee Justification Report

Per California Government Code 66016-66018, prior to adoption of the report, 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 the adoption of the increased statutory developer fees. The public hearing was noticed in the local newspaper for successive weeks and posted in the District Office kiosk and District website 10 days prior to the hearing

Mike Adell explained that School Districts are authorized to collect developer fees (referred to as Level I fees) as established by the State Allocation Board to assist in financing school facilities to serve students generated from new residential and commercial/industrial development. In order to qualify to collect Level 1 fees, the District must complete a School Facility Fee Justification Report (Report) and have it adopted by the Board of Trustees. The attached report shows the District is justified to collect Level I Fees at a rate of $3.79 per square foot for residential and $0.61 per square foot for commercial/industrial development. Mike explained that due to the general plan and the increase in units being built in Lincoln there is going to be an impact on the District.

9.2 Public Hearing re: The Western Placer Unified School District Intent to Adopt the 2019 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 the adoption of the Level II fees. The public hearing was noticed in the local newspaper and posted in the District Office kiosk and District website prior to the hearing

Mike Adell explained that based on meeting certain criteria set forth in Senate Bill 50, (1998) the District is authorized to collect residential developer fees over-and-above the Level I rate established by the State Allocation Board. This fee is commonly referred to as a Level II Fee. In order to qualify to collect Level II Fees, the District must complete a School Facility Needs Analysis and Justification Study (SFNA) and have it adopted by the Board of Trustees. The 2019 SFNA calculates justification for the District to begin collecting Level II Fees of $4.50 per square foot of conditioned living space for residential construction outside the boundaries of any existing Mello-Roos District.

Mr. Haley had a question for Mr. Adell and asked if we had ever in the last 10 years qualified for Level II Developer Fees.

Mr. Adell stated that when he first came to WPUSD five years ago we did have a Level II in place. The last couple of years we had our elementary enrollment stay steady. In order to qualify for the Level II Developer Fee we need to show increase in our elementary enrollment, which we are now able to show.

10. ♦ACTION ♦DISCUSSION ♦INFORMATION

10.1 Action *Page 163* – **APPROVE RESOLUTION #19/20.11 REGARDING LEASE FINANCE DOCUMENTS IN FORM RELATED TO REFUNDING OF 2011 CERTIFICATES OF PARTICIPATION – Kilpatrick** *(19-20 G & O Component I, II, III, IV, V)*

Audrey Kilpatrick presented information regarding the sale of the 2011 Refunding COP, and the form of the related financing documents. This refinance will provide a savings to the District. We are not extending the term. We are lowering the annual debt service payments. Motion by Mr. Haley, seconded by Mr. Long and passed by a 5-0 *(Ayes: Long, Wyatt, Carras, Haley, Armitage* ***No:*** *None)* roll call vote to approve Resolution #19/20.11 regarding Lease Finance Documents in form related to Refunding of 2011 Certificates of Participation.

10.2 Action *Page 216* – **ADOPTION OF RESOLUTION #19/20.12 REGARDING LEVY INCREASED SCHOOL FACILITY FEES AND THE 2019 SCHOOL FACILITY FEE JUSTIFICATION REPORT – Adell** *(19-20 G & O Component I, II, III, IV, V)*

Mike Adell explained that passage of this resolution would allow the District to collect the Level I Fees for new construction. Motion by Mr. Carras, seconded by Mr. Wyatt and passed by a 5-0 *(Ayes: Wyatt, Carras, Haley, Long, Armitage* ***No:*** *None)* roll call vote to approve adoption of Resolution #19/20.12 regarding Levy Increased School Facility Fees and the 2019 School Facility Fee Justification Report.

10.3 Action *Page 221* – **ADOPTION OF RESOLUTION #19/20.13 TO ESTABLISH SCHOOL FACILITY FEES PER 2019 SCHOOL FACILITY NEEDS ANALYSIS AND JUSTIFICATION STUDY – Adell** *(19-20 G & O Component I, II, III, IV, V)*

Mike Adell stated that passage and adoption of this resolution would allow us to collect Level II fees on new residential development. Motion by Mr. Wyatt, seconded by Mr. Long and passed by a 5-0 *(Ayes: Carras, Haley, Long, Wyatt, Armitage* ***No:*** *None)* roll call vote to approve adoption of Resolution #19/20.13 to Establish School Facility Fees per 2019 School Facility Needs Analysis and Justification Study.

10.4 Discussion/ Action *Page 227* – **CONSIDER APPROVING RESOLUTION # 19/20.14 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 amended the dates listed on Resolutions 19/20.14 and advised the Board and the public of the amended changes. The effective date of the

position was amended from December 16, 2019 to December 26, 2019. Motion by Mr. Carras with the date change so noted in the resolution, seconded by Mr. Haley and passed by a 5-0 *(**Ayes:** Haley, Long, Wyatt, Carras, Armitage **No:** None)* roll call vote to approve Resolution #19/20.14 Authorizing the Elimination and/r Reduction of Certain Classified employee Positions Due to Lack of Work/Lack of Funds.

10.5 Discussion/ Action *Page 230* – **CONSIDER APPROVING CLASSIFIED JOB DESCRIPTION FOR MAIL DELIVERY/DRIVER AND CORRESPONDING REVISED SALARY SCHEDULE – Simon** *(19-20 G & O Component I, II, III, IV, V)*

Gabe Simon stated this is a new position for a mail delivery person due to the growth in our district and the need to keep communication flowing throughout the District. Motion by Mr. Haley and seconded by Mrs. Wyatt and passed by a 5-0 (*Ayes: Armitage, Carras, Haley, Long, Wyatt No: None*) vote to Approve Classified Job Description for Mail Delivery/Driver and Corresponding Revised Salary Schedule.

10.6 Information/ Discussion *Page 234* – **TWELVE BRIDGES HIGH SCHOOL MASCOT – Leaman, Kilpatrick** *(19-20 G & O Component I, II, III, IV, V)*

Audrey Kilpatrick handed out rough draft drawings of the Twelve Bridges High School Mascot. Mrs. Kilpatrick stated that tonight they are bring to the Board the recommendation from administration for the Mascot for Twelve Bridges High School based on the student survey and input from the Board at the last meeting. They are recommending that the Mascot be the "Rhino" which was the top pick on the surveys for the middle school students at both middle schools. It was a good turnout with 95-98% of the students at both middles schools participating. Provided at the meeting was a draft of three options of the Mascot. Looking for input from the Board on the drawings to then fine tune the drawings. Mrs. Kilpatrick also presented the colors for the Mascot, which are gray, green and black with the TBHS letters white. Mr. Leaman stated that he is going to talk to the ASB teacher at Lincoln High School, for input on the drawings as to which of the drafts would work best. This is just an update for the board to see what we have so far. We are still fine tuning the options and trying to have the have the best option for the students. Mr. Leaman also stated that administration did look online for Mascot uniforms and there are quite a few out there. We would like to have one customized as well. Mrs. Kilpatrick stated that they received some commentary on the standing Rhino drawing and that it is similar to the Zebra Mascot so it may be easier to put on shirts and uniforms.

Mr. Long stated that there are two different types of Rhinos on the drafts presented. He stated that one has two horns and one of the drawings has one horn. He further stated that one is a black rhino which is gray but rolls

in black mud and the other is a white rhino which in now extinct. He stated that we should be the gray/black rhino. He stated we should go with the two horns.

Mr. Haley stated that two of the three drawings look like they are in football stance and those are the ones that he liked.

Mrs. Wyatt stated some concerns with the choice being an animal from Africa and stated that she has had individuals approach her regarding their feelings that we would select a mascot just because it is from Africa. She stated that the Zebras were not named the Fighting Zebras because they are from Africa, it was because of the uniforms the Basketball team wore which were striped shirts. She also focused on making sure that the hands and feet are designed correctly and explained the creation of the Fighting Zebra Mascot which has hands and feet, not four hoofs. Mrs. Kilpatrick explained that most of mascots that were on the list, were not from Africa. Broncos, coyotes and rattlers were on the list as well. There may have been a misconceptions or miscommunication regarding the choices and that it be an animal from Africa. The list was generated from the public and input was received from students with Rhino receiving the highest percentage for top choice from the students.

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

11.2 BOARD MEMBER REPORTS/COMMENTS

Mr. Carras stated that has been involved in other school boundary changes. He talked about the loyalty of parents to LCE and that it will be a difficult situation.

Mrs. Wyatt, thanked the CTA for dinner. Tuesday is the "What I wish my parents knew" at Lincoln High School. She also shared with Mrs. Hladun that as a former counselor at Lincoln High School, the AVID program is a great program to help students be organized and she hopes that all of our schools will be providing AVID at their sites. She attended District Day and it was great.

Mr. Long thanked Tim Allen for the wonderful lunch/dinner. Stated that we are all a family and that is one of the things that comes out of Mr. Leaman's leadership. He enjoyed the presentation with the students here at LCE. He attended District Day and it was nice to have all the teachers and staff there and to hand out the awards. He is attending the groundbreaking ceremony for John Adams Academy tomorrow.

Mr. Haley stated that he enjoyed the dinner and collaboration. He loved the singing of the students here at LCE. Wonderful direction by the Choir Director. The AVID students showed great confidence.

Mr. Armitage thanked CTA for dinner and stated that his colts are off to college. He also encouraged that the Board members consider attending one of the performances put on by the students. He stated that the students put on great performances.

12. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

- **October 29, 2019** 6:00 P.M., Special Meeting of the Board of Trustees – District Office/City Hall Bldg., 4th Floor, Zebra Room

13. ADJOURNMENT

There being no further business the meeting was adjourned at 8:16p.m.

Damian Armitage, President

Kris Wyatt, 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.

Posted: 101119
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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 29, 2019 Special 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 5, 2019

ROLL CALL REQUIRED:
No

BACKGROUND:

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

- October 29, 2019 Special Board of Trustee Meeting

RECOMMENDATION:

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

wp/rk/factform

Western Placer Unified School District

Special Meeting of the Board of Trustees

October 29, 2019

WPUSD District Office/City Hall Building – 4th Floor Zebra Room
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:
Damian Armitage, President
Paul Long, Vice President
Kris Wyatt, Clerk
Brian Haley, Member
Paul Carras, Member

Others Present:
Scott Leaman, Superintendent
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

6:00 P.M. START

1. **CALL TO ORDER** – WPUSD District Office/City Hall Bldg. – 4th Floor Zebra Room

2. **COMMUNICATION FROM THE PUBLIC**
No communication from the public

3. **♦ACTION ♦DISCUSSION ♦INFORMATION**

3.1 Action *Page 4* – **APPROVE RESOLUTION NO. 19/20.15 AND CALLING FOR A LOCAL GENERAL OBLIGATION BOND MEASURE FOR MARCH 3, 2020 GENERAL ELECTION – Kilpatrick** *(19-20 G & O Component I, II, III, IV, V)*
Roll call vote:

Audrey Kilpatrick presented information regarding the General Obligation Bond Measure for the March 3, 2020 General Election. Mrs. Kilpatrick stated that the bond project is the "Lincoln Aquatics Center and Athletic Complex at Twelve Bridges High School." It will include the construction of an aquatic center (pool), field and hardcourt (tennis courts) surface installation with lighting, fencing and installation of athletic equipment. It will also include parking for the fields and the City of Lincoln Public

Library. This is a 29 million dollar project which will be covered by the bond. The average annual tax rate will be $11 per 100,000 of assessed valuation. There will be an information night for the public to attend regarding the project. Currently the City of Lincoln has the McBean Pool facility but there is a need for an aquatic center with additional enhancements. We have reached out to the Placer County Tourism Agency and they are interested in assisting us with the aquatic center and we will be partnering with them. The City of Lincoln is also very interested in a joint use agreement of the facilities when the schools are not using it. The aquatic center will be used by the entire district. The pool will be an outdoor 25-yard pool, which can be used for water polo, and swim meets and there will be some seating around the pool area. This will be a multi-use facility with several partners. There will be public use of the pool so restrooms will also be built as part of the construction of the facility. There will be no access to the school for the public. It will be located between the Twelve Bridges High School Stadium and the school gym.

Audrey Kilpatrick presented Resolution no 19/20.15 for approval. Motion by Mr. Carras, seconded by Mrs. Wyatt and passed by a 5-0 *(**Ayes:** Haley, Long, Wyatt, Carras, Armitage **No**: None)* roll call vote to approved resolution no. 19/20.15 for Local General Obligation Bond Measure for March 3, 2020 General Election.

4. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

- **November 5, 2019** 7:00 P.M., Regular Meeting of the Board of Trustees – District Office/City Hall Bldg., 3rd Floor Conference Room
- **November 19, 2019** 7:00 P.M., Regular Meeting of the Board of Trustees – Sheridan Elementary, 4730 H Street, Sheridan

5. ADJOURNMENT

No further business, the meeting was adjourned at 6:15 p.m.

_____
Damian Armitage, President

_____
Kris Wyatt, 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.

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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 5, 2019

ROLL CALL REQUIRED:
N/A

BACKGROUND:

The Board of Trustees will consider approval of warrants paid since the October 1, 2019 board meeting.

RECOMMENDATION:

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

wp/rk/factsheetwarrants

Checks Dated 10/25/2019

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85712246	10/25/2019	Clark, Kathryn L	01-5800		127.50
85712247	10/25/2019	Jocoy, Clelia	01-5800		110.50
85712248	10/25/2019	Johnson, Shannon L	01-5800		36.00
85712249	10/25/2019	Lillie, Tracey N	11-5200		34.80
85712250	10/25/2019	Oehler, Emma L	01-5200		50.00
85712251	10/25/2019	Zinzun, Rhianon R	01-5200		176.92
85712252	10/25/2019	A-Z BUS SALES INC	01-4365		243.85
85712253	10/25/2019	AMP YOUR GOOD INC	01-4300	1,093.88	
			Unpaid Tax	68.88-	1,025.00
85712254	10/25/2019	APPLE INC.	01-4390		1,302.71
85712255	10/25/2019	AT&T BUSINESS SERVICE	01-5560		42.33
85712256	10/25/2019	BACK TO LIFE AUTOMOTIVE	01-5800		37.75
85712257	10/25/2019	BUS WEST - DIVISION OF VELOCITY VEHICLE GROUP	01-4365		58.33
85712258	10/25/2019	CA COUNCIL OF ADMIN OF SPEC ED	01-5200		125.00
85712259	10/25/2019	CDW GOVERNMENT INC	01-4300	4,671.84	
			21-4300	564.85	
			21-4400	5,375.62	10,612.31
85712260	10/25/2019	CITY OF LINCOLN	01-5540	6,816.01	
			01-5550	15,411.90	
			01-5570	25,576.94	47,804.85
85712261	10/25/2019	CITY OF LINCOLN - ALARM PRGM LINCOLN POLICE DEPARTMENT	01-5800		150.00
85712262	10/25/2019	COOKS PORTABLE TOILETS	21-5600		268.53
85712263	10/25/2019	CURRICULUM ASSOCIATES INC.	01-4100		1,185.12
85712264	10/25/2019	ECONOMIC & PLANNING SYS. INC.	49-5800		352.50
85712265	10/25/2019	ECORP CONSULTING INC	21-6140		3,251.51
85712266	10/25/2019	EQUAL OPPORTUNITY SCHOOLS	01-5800		604.50
85712267	10/25/2019	ESS ENVIRONMENTAL	21-6140		6,250.00
85712268	10/25/2019	GCR TIRES & SERVICE	01-4360		1,604.28
85712269	10/25/2019	GOOD DOCS	01-4300		158.35
85712270	10/25/2019	GRAINGER	01-4300		177.82
85712271	10/25/2019	INDUSTRIAL PLUMBING SUPPLY	01-4300		245.70
85712272	10/25/2019	KINGSLEY BOGARD THOMPSON LLP	01-5810		2,670.00
85712273	10/25/2019	LAKESHORE LEARNING MATERIALS	01-4300		642.43
85712274	10/25/2019	Loomis Union School Dist	01-4100		504.00
85712275	10/25/2019	LOZANO SMITH LLP	01-5810		7,633.28
85712276	10/25/2019	MEDICAB	01-5800		2,972.00
85712277	10/25/2019	MEDICAL BILLING TECHNOLOGIES	01-5800		519.20
85712278	10/25/2019	MWG MESTMAKER & ASSOCIATES	01-3901		136.60
85712279	10/25/2019	NANCY ALEXANDER-STORM	01-5800		3,484.50
85712280	10/25/2019	NORCAL IMAGING SYSTEMS	01-5800		1,189.00
85712281	10/25/2019	PACIFIC GAS & ELECTRIC CO	01-5510		14,599.09
85712282	10/25/2019	PEARSON ASSESSMENTS ORDERING DEPARTMENT	01-4300		457.14

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.

Checks Dated 10/25/2019

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85712283	10/25/2019	PJ'S MAIL & PARCEL SERVICE	01-4300		109.22
85712284	10/25/2019	PRG AMERICAS, LLC	01-4300		1,045.69
85712285	10/25/2019	RAINFORTH GRAU ARCHITECTS	21-6210		44,560.40
85712286	10/25/2019	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-5600		3,766.83
85712287	10/25/2019	REALLY GOOD STUFF	01-4300		652.20
85712288	10/25/2019	RECOLOGY FMRLY AUBURN PLACER DISPOSAL	01-5540		513.42
85712289	10/25/2019	SCHOOL NURSE SUPPLY INC.	01-4400		5,709.99
85712290	10/25/2019	SHI INTERNATIONAL CORP	01-5800		14,450.00
85712291	10/25/2019	SIEMENS INDUSTRY INC	01-5800		5,715.00
85712292	10/25/2019	SIG SCHOOLS INSURANCE GROUP	01-3402		964.36
85712293	10/25/2019	SITEONE LANDSCAPE SUPPLY	01-4300		513.76
85712294	10/25/2019	SUPER DUPER SCHOOL COMPANY	01-4300		614.54
85712295	10/25/2019	UNIFIRST CORPORATION	01-5800		2,163.05
85712296	10/25/2019	VERIZON WIRELESS	01-5560	1,410.24	
			13-5560	81.78	
			21-5560	36.14	1,528.16
85712297	10/25/2019	WARREN CONSULT ENGINEERS INC	21-6140		800.00
85712298	10/25/2019	WAVE BUSINESS	01-5560		130.42
85712299	10/25/2019	WAXIE'S SANITARY SUPPLY	01-4300		502.09
85712300	10/25/2019	WESTERN PSYCHOLOGICAL SERVICES	01-4300		265.44
85712301	10/25/2019	Hess, Barret B	01-4300		176.28
85712302	10/25/2019	Hladun, Jennifer C	01-4300		190.31
85712303	10/25/2019	Jeffs, Tami D	01-4300		105.22
85712304	10/25/2019	Maul, Michael G	01-4300		91.13
85712305	10/25/2019	Moss, Kimberly A	01-4300		43.90
85712306	10/25/2019	Nelson, Clinton J	01-4300		101.03
85712307	10/25/2019	Petersen, Marcie M	01-5200		9.75
85712308	10/25/2019	Salinger, Adam P	01-4300		325.41
85712309	10/25/2019	Sandoval, Sherri B	01-5200		35.86
85712310	10/25/2019	Springborn, Barbara S	01-4300		101.77
85712311	10/25/2019	Van Court, Lance R	01-4300		78.25
85712312	10/25/2019	Volmer, Corie R	01-4300		25.79
85712313	10/25/2019	Weiss-Karr, Diana S	01-4300		226.35
85712314	10/25/2019	Whitecotton, Charles E	01-4300		70.15
85712315	10/25/2019	Zimmerman, Mikaela K	01-4300		30.03
85712316	10/25/2019	BARNES & NOBLE BOOKSTORES	01-4300		50.76
85712317	10/25/2019	CDW GOVERNMENT INC	01-4300	82.14	
			01-4400	1,393.18	1,475.32
85712318	10/25/2019	CHRISTOPHER E. AMBROSI - DBA MASTER GRINDING & SECURITY LLC	01-4300	87.44	
			Unpaid Tax	5.44-	82.00

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.

Checks Dated 10/25/2019

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85712319	10/25/2019	COAST TO COAST COMPUTER PRODUCTS	01-4300		81.50
85712320	10/25/2019	COMPUTER-USING EDUCATORS, INC.	01-5200		1,104.00
85712321	10/25/2019	CSTA CA SCIENCE TEACHERS ASSC	01-5200		690.00
85712322	10/25/2019	CUSTOM INK.COM	01-4300		708.89
85712323	10/25/2019	DISCOUNT MAGAZINE SUB SERVICE	01-4300		129.82
85712324	10/25/2019	FOLLETT SCHOOL SOLUTIONS, INC.	01-4300		9.36
85712325	10/25/2019	GOPHER SPORT	01-4300		641.23
85712326	10/25/2019	GRAINGER	01-4300		130.64
85712327	10/25/2019	HELLO LITERACY, INC.	01-5200		900.00
85712328	10/25/2019	KYOCERA.	01-5600	324.26	
			01-5800	25.63	349.89
85712329	10/25/2019	LOOMIS UNION SCHOOL DISTRICT	01-4300		19.20
85712330	10/25/2019	NORTH STATE SCREENPRINT & ATHLETIC	01-4300		461.27
85712331	10/25/2019	NYSTROM - DIVISION OF SOCIAL STUDIES SCHOOL SERVICE	01-4300		408.65
85712332	10/25/2019	OFFICE DEPOT	01-4300		103.47
85712333	10/25/2019	PCOE - PLACER CO OFFICE OF ED	01-5200		150.00
85712334	10/25/2019	POSTMASTER / TBMS	01-4300		550.00
85712335	10/25/2019	PRINT TO MAIL	01-4300		736.85
85712336	10/25/2019	REAL INSPIRATION, INC.	01-5800		1,000.00
85712337	10/25/2019	REALLY GOOD STUFF	01-4300		193.14
85712338	10/25/2019	RENAISSANCE LEARNING INC.	01-5800		4,253.25
85712339	10/25/2019	RICHARDS INSTITUTE OF EDUCATION & RESEARCH	01-5200		340.00
85712340	10/25/2019	RISO PRODUCTS OF SAC INC	01-5800		221.00
85712341	10/25/2019	ROSEVILLE THEATER ARTS ACADEMY	01-5800		672.00
85712342	10/25/2019	SCHOLASTIC MAGAZINE	01-4300		607.22
85712343	10/25/2019	SCHOOL SPECIALTY INC	01-4300		73.28
85712344	10/25/2019	SIERRA OFFICE SUPPLIES &	01-4300		220.62
85712345	10/25/2019	SIERRA SAFETY COMPANY INC	01-4300		63.49
85712346	10/25/2019	TEACHERS PAY TEACHERS DEPT. 6759	01-4300		58.82
85712347	10/25/2019	WEST MUSIC	01-4300	2,062.68	
			Unpaid Tax	139.44-	1,923.24
85712348	10/25/2019	Roman Yovani	01-4100		80.00
85712349	10/25/2019	Castillo, Abigail C	01-5200		231.42
85712350	10/25/2019	Keaton, Evelyn G	01-4300		29.99
85712351	10/25/2019	CALIF DEPT OF TAX & FEE ADMIN	01-4300		52.08
85712352	10/25/2019	CROWN DISTRIBUTING INC.	13-4380		859.23
85712353	10/25/2019	CULTURE SHOCK YOGURT	13-4710		120.00
85712354	10/25/2019	DANIELSEN COMPANY	13-4710		1,391.96

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.

Checks Dated 10/25/2019

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85712355	10/25/2019	FIERY GINGER FARM	13-4710		287.50
85712356	10/25/2019	GOLD STAR FOODS, INC	13-4710		17,936.38
85712357	10/25/2019	PRODUCERS DAIRY FOODS, INC.	13-4710		3,749.43
85712358	10/25/2019	PROPACIFIC FRESH	13-4380	101.79	
			13-4710	1,608.46	1,710.25
85712359	10/25/2019	SAND DUNE VENTURES INC. TABLEKIOSK	13-4300	1,364.49	
			13-4400	1,575.00	2,939.49
85712360	10/25/2019	UNIFIRST CORPORATION	13-5800		177.56
		Total Number of Checks	**115**		244,433.40

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	99	153,899.23
11	Adult Education Fund	1	34.80
13	Cafeteria Fund	10	29,253.58
21	Building Fund #1	7	61,107.05
49	Mello Roos Capital Projects	1	352.50
	Total Number of Checks	115	244,647.16
	Less Unpaid Tax Liability		213.76-
	Net (Check Amount)		**244,433.40**

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.

Checks Dated 10/18/2019

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85710984	10/18/2019	DEBBIE F. BROWN	01-4300		1,367.44
85710985	10/18/2019	Gonzalez, Maria A	01-5200		49.07
85710986	10/18/2019	Kilpatrick, Audrey K	01-5300		150.00
85710987	10/18/2019	McKinnon, Deborah J	01-5200		17.40
85710988	10/18/2019	49ER WATER SERVICES	01-5800		630.00
85710989	10/18/2019	APPLE INC.	01-4390		1,234.44
85710990	10/18/2019	AWARDS BY KAY	01-4300		761.25
85710991	10/18/2019	BARE BONES WORKWEAR	01-4300		150.00
85710992	10/18/2019	BRIGHT START THERAPIES INC	01-5800		2,207.50
85710993	10/18/2019	BUREAU OF EDUCATION & RESEARCH	01-5200		279.00
85710994	10/18/2019	BUS WEST - DIVISION OF VELOCITY VEHICLE GROUP	01-4365		522.92
85710995	10/18/2019	CAPITOL CLUTCH AND BRAKE INC	01-4365		53.42
85710996	10/18/2019	CDW GOVERNMENT INC	01-4300	3,456.51	
			01-4400	6,756.39	10,212.90
85710997	10/18/2019	CITY OF LINCOLN / PG&E REIMB	01-5510		2,983.79
85710998	10/18/2019	COOKS PORTABLE TOILETS	21-5600		268.53
85710999	10/18/2019	DELL MARKETING LP C/O DELL USA LP	01-6400		49,812.59
85711000	10/18/2019	EQ SCHOOLS	01-5800		12,000.00
85711001	10/18/2019	GRAINGER	01-4300		5.94
85711002	10/18/2019	HMC GROUP	21-6210		72,753.40
85711003	10/18/2019	J.W. PEPPER & SON INC	01-4100		243.95
85711004	10/18/2019	LAKESHORE LEARNING MATERIALS	01-4300		826.68
85711005	10/18/2019	MEDICAB	01-5800		4,610.25
85711006	10/18/2019	OJO TECHNOLOGY INC.	21-4400		6,829.69
85711007	10/18/2019	PEARSON ASSESSMENTS ORDERING DEPARTMENT	01-4300		892.53
85711008	10/18/2019	PLACER LEARNING CENTER	01-5800		46,135.00
85711009	10/18/2019	SACRAMENTO AUTOGLASS	01-5600		452.68
85711010	10/18/2019	SIERRA BUILDING SYSTEMS INC	01-4300	43.56	
			01-5600	225.46	
			01-5800	105.98	375.00
85711011	10/18/2019	SIERRA OFFICE SUPPLIES &	01-4300		44.17
85711012	10/18/2019	SPECIALIZED EDUC OF CA, INC. DBA SIERRA SCHOOLS	01-5800		22,041.25
85711013	10/18/2019	SUPER DUPER SCHOOL COMPANY	01-4300		228.44
85711014	10/18/2019	SUTTER MEDICAL FOUNDATION	01-5800		284.00
85711015	10/18/2019	THERAPRO INC.	01-4300		71.28
85711016	10/18/2019	THERAPY SHOPPE INC	01-4300		373.85
85711017	10/18/2019	UNIFIRST CORPORATION	01-5800		40.54
85711018	10/18/2019	VIKING SHRED LLC	01-5800		61.99
85711019	10/18/2019	WAVE BUSINESS	01-5903		4,379.25
85711020	10/18/2019	WAXIE'S SANITARY SUPPLY	01-4300		2,452.64
85711021	10/18/2019	WAYFAIR.COM	01-4300		125.48

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ESCAPE ONLINE

Checks Dated 10/18/2019

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85711022	10/18/2019	WESTERN PLACER WASTE MGT AUTH ACCOUNTING DIVISION WPWMA	01-5540		25.26
85711023	10/18/2019	WHEST KOAST PLUMBING	01-5600	846.00	
			35-5600	3,740.00	4,586.00
85711024	10/18/2019	WINSOR LEARNING, INC.	01-4300		1,173.85
85711025	10/18/2019	U.S. BANK NATIONAL ASSOCIATION U.S. BANCORP PURCHASING CARD	01-4200	54.95	
			01-4300	2,603.50	
			01-4390	12.21	
			01-4400	967.00	
			01-5200	2,501.54	
			01-5600	127.73	
			01-5800	1,403.40	
			13-4300	156.45	
			13-4710	37.39	
			21-4300	64.61	7,928.78
85711026	10/18/2019	CROWN DISTRIBUTING INC.	13-4380		3,157.10
85711027	10/18/2019	CULTURE SHOCK YOGURT	13-4710		180.00
85711028	10/18/2019	DANIELSEN COMPANY	13-4380	77.11	
			13-4710	3,232.28	
			Unpaid Tax	5.21-	3,304.18
85711029	10/18/2019	GOLD STAR FOODS, INC	13-4710		7,679.64
85711030	10/18/2019	NUTIRIKIDS -HEARTLAND PMNT SYS	13-5800		342.50
85711031	10/18/2019	ORIENTAL TRADING COMPANY INC	01-4300		1,115.04
85711032	10/18/2019	PROPACIFIC FRESH	13-4380	135.72	
			13-4710	2,458.85	2,594.57
85711033	10/18/2019	UNIFIRST CORPORATION	13-5800		355.12
85711034	10/18/2019	BRITTANY FIELD	13-8634		40.00
85711035	10/18/2019	ZACHARY WILLIAMSON	73-5850		800.00
		Total Number of Checks	**52**		**279,210.30**

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	40	176,907.12
13	Cafeteria Fund	9	17,852.16
21	Building Fund #1	4	79,916.23
35	Schools Facilities (Prop 1A)	1	3,740.00
73	Foundation Trust	1	800.00
	Total Number of Checks	52	279,215.51
	Less Unpaid Tax Liability		5.21-
	Net (Check Amount)		**279,210.30**

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.

Checks Dated 10/16/2019

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85710244	10/16/2019	Garcia, Gladys M	01-9550		124.70
85710245	10/16/2019	Morford, Kristin N	01-5200		69.02
85710246	10/16/2019	Walters, Jennifer D	01-4200		95.00
85710247	10/16/2019	A-Z BUS SALES INC	01-4365		266.33
85710248	10/16/2019	AMANDA GANT	01-5800		375.14
85710249	10/16/2019	APPROVED SAFE & LOCK	01-4300	280.66	
			01-5600	561.31	841.97
85710250	10/16/2019	CDW GOVERNMENT INC	01-4300	14,398.88	
			01-4400	5,489.55	19,888.43
85710251	10/16/2019	EFOODHANDLERS, INC.	01-4300		50.00
85710252	10/16/2019	EVERYDAY SPEECH	01-4300		199.99
85710253	10/16/2019	GRAINGER	01-4300		679.66
85710254	10/16/2019	HILLYARD / SACRAMENTO	01-4300		371.05
85710255	10/16/2019	HOLIDAY INN - REDDING	01-5200		403.20
85710256	10/16/2019	HUMBOLDT CO. OFFICE OF ED.	01-4300		400.00
85710257	10/16/2019	L & H AIRCO	01-5600		646.10
85710258	10/16/2019	LEARNING SOLUTIONS INC	01-5800		4,010.90
85710259	10/16/2019	NORMAC	01-4300		628.47
85710260	10/16/2019	PACIFIC GAS & ELECTRIC CO	01-5510		1,882.60
85710261	10/16/2019	POSTMASTER / WORKABILITY	01-4300		10.00
85710262	10/16/2019	SITEONE LANDSCAPE SUPPLY	01-4300		300.09
85710263	10/16/2019	SPECIALIZED EDUC OF CA, INC. DBA SIERRA SCHOOLS	01-5800		125.60
85710264	10/16/2019	STATE OF CALIFORNIA - DOJ	01-5821		245.00
85710265	10/16/2019	VICTORIA MILLER	01-5800		1,215.68
85710266	10/16/2019	Alcorn, Daniel T	01-4300		70.89
85710267	10/16/2019	Larsen, Maria W	01-4300		53.99
85710268	10/16/2019	Salinger, Adam P	01-4300		62.21
85710269	10/16/2019	Storment, Lindsay J	01-4300		12.83
85710270	10/16/2019	Wagner, Susan G	01-4300		111.92
85710271	10/16/2019	B STREET THEATRE	01-5800		2,313.00
85710272	10/16/2019	CDW GOVERNMENT INC	01-4300		943.61
85710273	10/16/2019	CITY OF ROSEVILLE DBA: MAIDU INTERPRETIVE CENTER	01-5800		610.00
85710274	10/16/2019	COAST TO COAST COMPUTER PRODUCTS	01-4300		275.57
85710275	10/16/2019	HAWKINS OFFICIATING SERVICE	01-5800		690.00
85710276	10/16/2019	Kelly B. Nickel DBA: Bucketfillers Forever	01-4300	650.00	
			01-5800	650.00	1,300.00
85710277	10/16/2019	LAKESHORE LEARNING MATERIALS	01-4300		183.34
85710278	10/16/2019	LOWE'S	01-4300		2,287.19
85710279	10/16/2019	MOUNTAIN MATH/LANGUAGE LLC	01-4300		49.95
85710280	10/16/2019	MUSIC IN MOTION	01-4300	79.66	
			Unpaid Tax	4.72-	74.94
85710281	10/16/2019	NATIONAL GEOGRAPHIC EXPLORER	01-4300		156.75

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Checks Dated 10/16/2019

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85710282	10/16/2019	OFFICE DEPOT	01-4300		86.88
85710283	10/16/2019	ORIENTAL TRADING COMPANY INC	01-4300		109.71
85710284	10/16/2019	RAY MORGAN CO. / CHICO	01-5600		399.28
85710285	10/16/2019	RIDDELL ALL AMERICAN SPORTS CORPORATION	01-5800		9,309.89
85710286	10/16/2019	RIEBES AUTO PARTS	01-4300		718.12
85710287	10/16/2019	ROCKLER WOODWORKING & HARDWARE	01-4300		130.73
85710288	10/16/2019	SAFEWAY INC	01-4300		154.72
85710289	10/16/2019	SCHOOL SPECIALTY INC	01-4300		182.97
85710290	10/16/2019	SIERRA HAY & FEED	01-4300		369.72
85710291	10/16/2019	THE BEISTLE CO DBA PARTY EXPR	01-4300		152.20
		Total Number of Checks	**48**		**53,639.34**

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	48	53,644.06
	Total Number of Checks	**48**	53,644.06
	Less Unpaid Tax Liability		4.72-
	Net (Check Amount)		**53,639.34**

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.

Checks Dated 10/11/2019

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85709301	10/11/2019	Getz, Pamela	01-5200		31.96
85709302	10/11/2019	Hichborn, Amber N	01-5200		232.99
85709303	10/11/2019	Melendrez-Lopez, Faviola J	01-4300		21.00
85709304	10/11/2019	AT&T	01-5560		3,626.22
85709305	10/11/2019	BRIGHT START THERAPIES INC	01-5800		2,303.75
85709306	10/11/2019	CDW GOVERNMENT INC	01-4300	1,774.35	
			01-4400	1,681.33	3,455.68
85709307	10/11/2019	COAST TO COAST COMPUTER PRODUCTS	01-4300		480.42
85709308	10/11/2019	DICK BLICK COMPANY	01-4300		172.33
85709309	10/11/2019	FIREPLACE INC DBA SMORE	01-4300		999.00
85709310	10/11/2019	FLINT BUILDERS, INC.	21-6200		3,185,185.00
85709311	10/11/2019	FOUNDATION FOR EDUCATION ADMIN	01-5200		1,275.00
85709312	10/11/2019	JABBERGYM INC.	01-5800		5,866.25
85709313	10/11/2019	JAMIE PUCCETTI ESCOBAR	01-5800		198.36
85709314	10/11/2019	JOHN A. MILLEN	21-6290		11,120.00
85709315	10/11/2019	LANDMARK CONSTRUCTION	21-6200	1,046,447.41	
			21-6270	688,556.05	1,735,003.46
85709316	10/11/2019	LOOMIS UNION SCHOOL DISTRICT	01-4300		45.00
85709317	10/11/2019	MEDICAB	01-5800		6,081.75
85709318	10/11/2019	MEDICAL BILLING TECHNOLOGIES	01-5800		409.85
85709319	10/11/2019	NAVIA BENEFIT SOLUTIONS	01-5800		143.00
85709320	10/11/2019	ODYSSEY LEARNING CENTER, INC.	01-5800		5,755.68
85709321	10/11/2019	PACIFIC GAS & ELECTRIC CO	01-5510	13,366.84	
			01-5530	86.80	13,453.64
85709322	10/11/2019	RAY MORGAN CO. / CHICO	01-5600		76.61
85709323	10/11/2019	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-5600		3,383.57
85709324	10/11/2019	SACRAMENTO CO OFFICE OF ED.	01-5200		700.00
85709325	10/11/2019	SCHOOL STEPS, INC.	01-5800		28,687.50
85709326	10/11/2019	SIERRA FOOTHILLS ACADEMY	01-5800		47,677.72
85709327	10/11/2019	SIERRA OFFICE SUPPLIES &	01-4300		36.67
85709328	10/11/2019	SITEONE LANDSCAPE SUPPLY	01-4300		82.56
85709329	10/11/2019	STARFALL EDUCATION FOUNDATION	01-5300		70.00
85709330	10/11/2019	SUPER DUPER SCHOOL COMPANY	01-4300		434.36
85709331	10/11/2019	UNIFIRST CORPORATION	01-5800		275.66
85709332	10/11/2019	WAXIE'S SANITARY SUPPLY	01-4300		1,750.93
85709333	10/11/2019	WELLNESS TOGETHER	01-5800		18,406.76
85709334	10/11/2019	PAUL HILLS CONSTRUCTION	49-8699		15,394.00
85709335	10/11/2019	Coyle, Shamryn L	01-4300		547.98
85709336	10/11/2019	Cubias, Reynaldo A	01-5800		149.00
85709337	10/11/2019	ACADEMIC COMMUNICATION ASSOC PUBLICATION CENTER DEPT 508	01-4300		126.63

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Checks Dated 10/11/2019

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85709338	10/11/2019	BSN SPORTS SPORTS SUPPLY GROUP	01-4300		229.29
85709339	10/11/2019	BURKETT'S OFFICE	01-4300		7,280.70
85709340	10/11/2019	COAST TO COAST COMPUTER PRODUCTS	01-4300		68.62
85709341	10/11/2019	KYOCERA.	01-5600		69.46
85709342	10/11/2019	MJB WELDING SUPPLY, INC.	01-4300		38.00
85709343	10/11/2019	NASCO MODESTO	01-4300		532.82
85709344	10/11/2019	OFFICE DEPOT	01-4300		99.59
85709345	10/11/2019	PLACER COUNTY WATER AGENCY	01-4300		39.48
85709346	10/11/2019	PLACER FARM SUPPLY	01-4300		28.48
85709347	10/11/2019	PURCHASE POWER	01-4300		32.47
85709348	10/11/2019	RAY MORGAN CO. / CHICO	01-5600		350.36
85709349	10/11/2019	RECOLOGY FMRLY AUBURN PLACER DISPOSAL	01-4300		135.00
85709350	10/11/2019	RICHARDS INSTITUTE OF EDUCATION & RESEARCH	01-5200		1,550.00
85709351	10/11/2019	STAPLES BUSINESS ADVANTAGE	01-4300	21,857.33	
			25-4300	155.16	22,012.49
85709352	10/11/2019	TEACHERS PAY TEACHERS DEPT. 6759	01-4300		54.60
85709353	10/11/2019	TOLEDO P.E. SUPPLY	01-4300		391.87
85709354	10/11/2019	VIKING SHRED LLC	01-5600		47.99
		Total Number of Checks	54		**5,126,621.51**

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	50	179,763.89
21	Building Fund #1	3	4,931,308.46
25	Capital Facilities Fund	1	155.16
49	Mello Roos Capital Projects	1	15,394.00
	Total Number of Checks	54	5,126,621.51
	Less Unpaid Tax Liability		.00
	Net (Check Amount)		**5,126,621.51**

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ESCAPE ONLINE

Checks Dated 10/04/2019

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85708148	10/04/2019	Chapman, Vivian G	01-5200		26.10
85708149	10/04/2019	Gordon, Kelley D	01-5200		132.82
85708150	10/04/2019	Harp, Robyn M	01-5200		76.56
85708151	10/04/2019	Kaur, Bhawnpreet	01-5200		79.46
85708152	10/04/2019	Lillie, Tracey N	01-4300	57.92	
			01-5200	70.18	128.10
85708153	10/04/2019	Martelle, Jina S	01-5200		96.56
85708154	10/04/2019	Palafox, Benjamin D	01-5200		202.45
85708155	10/04/2019	Schumann, Madeleine	01-5200		133.40
85708156	10/04/2019	A-Z BUS SALES INC	01-4365		451.07
85708157	10/04/2019	ADD SOME CLASS	01-4300	250.72	
			01-4400	518.84	769.56
85708158	10/04/2019	AT&T BUSINESS SERVICE	01-5560		37.24
85708159	10/04/2019	BARE BONES WORKWEAR	01-4300		300.00
85708160	10/04/2019	BUS WEST - DIVISION OF VELOCITY VEHICLE GROUP	01-4365		328.26
85708161	10/04/2019	C & S TELECOMMUNICATIONS INC	01-4300	205.31	
			01-5600	400.07	605.38
85708162	10/04/2019	CALIF.DEPT OF ED CDE PRESS	01-4100		231.46
85708163	10/04/2019	CAPITOL CLUTCH AND BRAKE INC	01-4365		60.47
85708164	10/04/2019	CDW GOVERNMENT INC	01-4300		5,014.15
85708165	10/04/2019	COOKS PORTABLE TOILETS	01-5600		565.35
85708166	10/04/2019	CV INDUSTRIAL CORP	01-4300		482.38
85708167	10/04/2019	DRY CREEK JOINT ELEMENTRY SCHOOL DISTRICT - CVPSG	01-5300		35.00
85708168	10/04/2019	E LOCALLINK INC	01-4300		2,000.00
85708169	10/04/2019	ECONOMIC & PLANNING SYS. INC.	49-5800		528.75
85708170	10/04/2019	GRAINGER	01-4300		49.26
85708171	10/04/2019	HD SUPPLY FACILITIES MAINTENENCE, LTD.	01-4300		550.19
85708172	10/04/2019	HILLYARD / SACRAMENTO	01-4300		1,845.83
85708173	10/04/2019	HOLT OF CALIFORNIA	01-4365	118.55	
			01-5600	474.18	592.73
85708174	10/04/2019	KONA ICE ROSEVILLE	01-5800		502.00
85708175	10/04/2019	KYOCERA.	01-4300	9.51	
			01-5600	51.56	61.07
85708176	10/04/2019	LOZANO SMITH LLP	01-5200	580.00	
			01-5810	3,971.50	4,551.50
85708177	10/04/2019	MEDICAB	01-5800		6,836.00
85708178	10/04/2019	MYSTERY SCIENCE INC.	01-5800		6,993.00
85708179	10/04/2019	MYTANA	01-4300		264.34
85708180	10/04/2019	PACIFIC GAS & ELECTRIC CO	01-5510	48,408.10	
			01-5530	558.25	48,966.35
85708181	10/04/2019	PCOE - PLACER CO OFFICE OF ED	01-7142		23,100.00
85708182	10/04/2019	PLACER COUNTY PUBLIC WORKS ATTN MEGAN WEST	01-5800		431.25

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Checks Dated 10/04/2019

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85708183	10/04/2019	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-5600		84.05
85708184	10/04/2019	RECOLOGY FMRLY AUBURN PLACER DISPOSAL	01-5540		405.00
85708185	10/04/2019	ROEBBELEN CONTRACTING INC	21-6270		1,403,532.20
85708186	10/04/2019	SACRAMENTO CO OFFICE OF ED.	01-5200		150.00
85708187	10/04/2019	SCHOLASTIC MAGAZINE	01-4300		75.90
85708188	10/04/2019	SCHOOL FACILITY CONSULTANTS	25-5800		7,318.75
85708189	10/04/2019	SCHOOL NURSE SUPPLY INC.	01-4300		91.52
85708190	10/04/2019	SITEONE LANDSCAPE SUPPLY	01-4300		316.71
85708191	10/04/2019	SLAKEY BROTHERS	01-4300		224.31
85708192	10/04/2019	UNIFIRST CORPORATION	01-5800		243.45
85708193	10/04/2019	WALLACE-KUHL & ASSOCIATES	21-5800	17,823.35	
			21-6170	1,668.75	19,492.10
85708194	10/04/2019	WALTER MAY	21-6290		13,440.00
85708195	10/04/2019	WAXIE'S SANITARY SUPPLY	01-4300		390.07
85708196	10/04/2019	WILCO SUPPLY	01-4300		384.50
85708197	10/04/2019	CROWN DISTRIBUTING INC.	13-4380		104.03
85708198	10/04/2019	DANIELSEN COMPANY	13-4380	66.53	
			13-4710	2,160.93	2,227.46
85708199	10/04/2019	GOLD STAR FOODS, INC	13-4710		7,158.14
85708200	10/04/2019	PRODUCERS DAIRY FOODS, INC.	13-4710		2,278.17
85708201	10/04/2019	PROPACIFIC FRESH	13-4380	67.86	
			13-4710	930.58	998.44
85708202	10/04/2019	UNIFIRST CORPORATION	13-5800		177.56
85708203	10/04/2019	Guemmer, Jenny L	01-4300		71.02
85708204	10/04/2019	Hladun, Jennifer C	01-4300		66.04
85708205	10/04/2019	Mars, Monica L	01-4300		30.17
85708206	10/04/2019	Maul, Michael G	01-4300		168.37
85708207	10/04/2019	ALL METALS SUPPLY INC	01-4300		203.12
85708208	10/04/2019	CALIF LANGUAGE TEACHERS ASSOC	01-5300		30.00
85708209	10/04/2019	CAROLINA BIOLOGICAL SUPPLY	01-4300		157.21
85708210	10/04/2019	CDW GOVERNMENT INC	01-4300		1,707.94
85708211	10/04/2019	CEV MULTIMEDIA, LTD.	01-5800		750.00
85708212	10/04/2019	COAST TO COAST COMPUTER PRODUCTS	01-4300		232.64
85708213	10/04/2019	CURRICULUM ASSOCIATES INC.	01-4300		381.98
85708214	10/04/2019	DISCOUNT MAGAZINE SUB SERVICE	01-4300		60.97
85708215	10/04/2019	INTERNATIONAL INSTITUTE FOR RESTORATIVE PRACTICES	01-5200		800.00
85708216	10/04/2019	KYOCERA.	01-4300		6.37
85708217	10/04/2019	LAMINATION DEPOT	01-4300		283.01
85708218	10/04/2019	LEARNING FOR LIVING, INC	01-5200		2,796.00
85708219	10/04/2019	MCMASTER CARR SUPPLY CO	01-4300		457.63
85708220	10/04/2019	OFFICE DEPOT	01-4300		229.74

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.

Checks Dated 10/04/2019

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85708221	10/04/2019	ORIENTAL TRADING COMPANY INC	01-4300		325.35
85708222	10/04/2019	PEAR DECK, INC.	01-4300		149.99
85708223	10/04/2019	REAL INSPIRATION, INC.	01-5800		500.00
85708224	10/04/2019	SCHOLASTIC MAGAZINE	01-4300		4,090.88
85708225	10/04/2019	SCHOLASTIC TEACHING RESOURCES	01-4300		158.13
85708226	10/04/2019	SCHOOL OUTFITTERS.COM	01-4300		574.07
85708227	10/04/2019	SEQUOIA WHOLESALE FLORIST	01-4300		420.21
85708228	10/04/2019	SMART SIGN	01-4300		234.88
85708229	10/04/2019	TOLEDO P.E. SUPPLY	01-4300		404.83
85708230	10/04/2019	WESTERN TOOL SUPPLY	01-4300		34.31
85708231	10/04/2019	BARE BONES WORKWEAR	01-4300		1,214.02
85708232	10/04/2019	CDW GOVERNMENT INC	01-4300		1,763.68
85708233	10/04/2019	CITRUS HEIGHTS SAW & MOWER	01-4365	1,091.99	
			01-5600	500.00	1,591.99
85708234	10/04/2019	HORIZON	01-4300		61.37
85708235	10/04/2019	POSTMASTER / WORKABILITY	01-4300		100.00
85708236	10/04/2019	SITEONE LANDSCAPE SUPPLY	01-4300		88.52
85708237	10/04/2019	Erin Wilson	01-5800		90.00
		Total Number of Checks	**90**		**1,586,354.84**

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	79	129,099.24
13	Cafeteria Fund	6	12,943.80
21	Building Fund #1	3	1,436,464.30
25	Capital Facilities Fund	1	7,318.75
49	Mello Roos Capital Projects	1	528.75
	Total Number of Checks	**90**	1,586,354.84
	Less Unpaid Tax Liability		.00
	Net (Check Amount)		**1,586,354.84**

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 10/02/2019

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85707509	10/02/2019	Alcorn, Daniel T	01-4300		63.96
85707510	10/02/2019	Bettini, Maria H	01-5200		11.60
85707511	10/02/2019	Burns, Shannon L	01-4300		39.67
85707512	10/02/2019	Colombo, Megan D	01-5200		117.72
85707513	10/02/2019	Cubias, Reynaldo A	01-4200		271.60
85707514	10/02/2019	Derouin-St John, Desiree L	01-4300		83.86
85707515	10/02/2019	Fernandez, Jessica M	01-5200		130.96
85707516	10/02/2019	Hayes, Mary E	01-5200		20.00
85707517	10/02/2019	Hernandez, Santiago	01-4300		28.66
85707518	10/02/2019	Hladun, Jennifer C	01-4300		40.68
85707519	10/02/2019	Lacey Alarcon, Misty M	01-5200		196.13
85707520	10/02/2019	Luci, David T	01-4300		18.49
85707521	10/02/2019	Middleton, William R	01-4300		42.33
85707522	10/02/2019	Moss, Kimberly A	01-4300		42.86
85707523	10/02/2019	Murphy, Timothy D	01-4300		53.68
85707524	10/02/2019	Saul, Jada L	01-4300		49.35
85707525	10/02/2019	Sliepen, Laura D	01-5200		142.15
85707526	10/02/2019	Soha, Pamela S	01-4300		268.58
85707527	10/02/2019	Swank, Sheri M	01-5200		136.66
85707528	10/02/2019	Thompson, Daniela M	01-5200		80.00
85707529	10/02/2019	Volmer, Corie R	01-4300		39.36
85707530	10/02/2019	Whitecotton, Charles E	01-4300		8.58
85707531	10/02/2019	Zimmerman, Mikaela K	01-4300		282.68
85707532	10/02/2019	ALPHA FIRED ARTS	01-4300		2,309.07
85707533	10/02/2019	AVALON PRINTING & GRAPHICS	01-4300		287.86
85707534	10/02/2019	B STREET THEATRE	01-5800		250.00
85707535	10/02/2019	CALIFORNIA MUSIC EDUCATORS CAPITOL SECTION	01-5200		340.00
85707536	10/02/2019	CDW GOVERNMENT INC	01-4300		204.46
85707537	10/02/2019	CURRICULUM ASSOCIATES INC.	01-4300		191.95
85707538	10/02/2019	D3 SPORTS	01-4300		444.00
85707539	10/02/2019	DEMCO MEDIA	01-4300		123.05
85707540	10/02/2019	FLINN SCIENTIFIC INC	01-4300		7,233.62
85707541	10/02/2019	FOLLETT LIBRARY RESOURCES	01-4300		106.52
85707542	10/02/2019	FOLLETT SCHOOL SOLUTIONS, INC.	01-4200	651.36	
			01-4300	562.49	1,213.85
85707543	10/02/2019	FOOTAGE FIRM INC	01-5800		99.00
85707544	10/02/2019	GRAINGER	01-4300		217.98
85707545	10/02/2019	J.W. PEPPER & SON INC	01-4300		825.83
85707546	10/02/2019	JUPITER ED, INC.	01-5800		2,999.75
85707547	10/02/2019	KYOCERA.	01-4300		1,034.14
85707548	10/02/2019	LOWE'S	01-4300		1,250.59
85707549	10/02/2019	MJB WELDING SUPPLY, INC.	01-4300		271.12
85707550	10/02/2019	OFFICE DEPOT	01-4300		542.22
85707551	10/02/2019	ORIENTAL TRADING COMPANY INC	01-4300		114.71

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.

Checks Dated 10/02/2019

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85707552	10/02/2019	PACIFIC ENVIRONMENTAL	01-5800		5,840.00
85707553	10/02/2019	PITNEY BOWES INC	01-5600		125.48
85707554	10/02/2019	PRECISION WEST TECHNOLOGIES	01-4400		2,073.69
85707555	10/02/2019	RICHARDS INSTITUTE OF EDUCATION & RESEARCH	01-5200		680.00
85707556	10/02/2019	SCHOLASTIC MAGAZINE	01-4100	809.60	
			01-4300	1,089.61	1,899.21
85707557	10/02/2019	SCHOLASTIC TEACHING RESOURCES	01-4300		139.15
85707558	10/02/2019	SCHOOL SPECIALTY INC	01-4300		465.77
85707559	10/02/2019	SUPER DUPER SCHOOL COMPANY	01-4300		462.15
85707560	10/02/2019	TEACHER'S DISCOVERY	01-4300	78.37	
			Unpaid Tax	4.63-	73.74
85707561	10/02/2019	TOLEDO P.E. SUPPLY	01-4300		1,071.11
85707562	10/02/2019	TRIARCO ARTS & CRAFTS	01-4300		1,087.03
85707563	10/02/2019	TURNING TECHNOLOGIES	01-5800		52.55
85707564	10/02/2019	WAVE BROADBAND	01-5800		20.98
85707565	10/02/2019	WAVE BUSINESS	01-5800		20.98
85707566	10/02/2019	WEST MUSIC	01-4300	298.19	
			Unpaid Tax	18.75-	279.44
85707567	10/02/2019	WORLDS FINEST CHOCOLATE	01-4300		875.00
		Total Number of Checks	**59**		**37,395.56**

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	59	37,418.94
	Total Number of Checks	59	37,418.94
	Less Unpaid Tax Liability		23.38-
	Net (Check Amount)		**37,395.56**

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.

Checks Dated 09/27/2019

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85706960	09/27/2019	Croall, Douglas B	01-5820		193.50
85706961	09/27/2019	Hurtado, Vincent R	01-4300		80.51
85706962	09/27/2019	Nelson, Jamie A	01-4300		361.62
85706963	09/27/2019	ADD SOME CLASS	21-4300	1,245.47	
			21-4400	4,289.40	
			21-5800	358.26	5,893.13
85706964	09/27/2019	AT&T BUSINESS SERVICE	01-5560		49.08
85706965	09/27/2019	B.Z. SERVICE STATION	01-5600		802.00
85706966	09/27/2019	BUS WEST - DIVISION OF VELOCITY VEHICLE GROUP	01-4365		472.99
85706967	09/27/2019	CAPITOL CLUTCH AND BRAKE INC	01-4365		128.42
85706968	09/27/2019	CAPITOL PUBLIC FINANCE GROUP	25-5800		1,950.00
85706969	09/27/2019	CITRUS HEIGHTS SAW & MOWER	01-4365	50.13	
			01-5600	36.23	86.36
85706970	09/27/2019	CITY OF LINCOLN	01-5540	6,649.81	
			01-5550	17,675.11	
			01-5570	30,595.71	54,920.63
85706971	09/27/2019	CLIMATE CONTROL INC	01-5800		2,741.50
85706972	09/27/2019	DELL FINANCIAL SERVICES	01-6400		49,812.59
85706973	09/27/2019	GRAINGER	01-4300		551.58
85706974	09/27/2019	HCI AUDIOMETRICS	01-5800		450.00
85706975	09/27/2019	HD SUPPLY FACILITIES MAINTENENCE, LTD.	01-4300		1,045.69
85706976	09/27/2019	J.W. PEPPER & SON INC	01-4100		75.06
85706977	09/27/2019	JOYLABZ LLC	01-4100		3,102.79
85706978	09/27/2019	LOZANO SMITH LLP	01-5810	1,117.49	
			25-5810	3,289.50	4,406.99
85706979	09/27/2019	NORMAC	01-4300		439.38
85706980	09/27/2019	PLACER COUNTY PUBLIC WORKS ATTN MEGAN WEST	01-5550	2,922.83	
			01-5570	4,997.48	7,920.31
85706981	09/27/2019	PLACER COUNTY TREASURER TAX COLLECTOR	01-5800		2,690.78
85706982	09/27/2019	PURCHASE POWER	01-4300		4,040.00
85706983	09/27/2019	RAINFORTH GRAU ARCHITECTS	21-6210		30,004.91
85706984	09/27/2019	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-5600		249.12
85706985	09/27/2019	RECOLOGY FMRLY AUBURN PLACER DISPOSAL	01-5540		350.84
85706986	09/27/2019	Schools Insurance Group	01-3402		964.36
85706987	09/27/2019	SHEET MUSIC PLUS	01-4100		119.52
85706988	09/27/2019	SIERRA BUILDING SYSTEMS INC	01-5600		4,000.00
85706989	09/27/2019	SIERRA OFFICE SUPPLIES &	01-4300		524.97
85706990	09/27/2019	SIG EMPLOYEE BENEFITS TRUST	76-9558		728,513.25
85706991	09/27/2019	SITEONE LANDSCAPE SUPPLY	01-4300		203.96
85706992	09/27/2019	SPECIALIZED EDUC OF CA, INC. DBA SIERRA SCHOOLS	01-5800		12,198.15

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 CONTINUE

Checks Dated 09/27/2019

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85706993	09/27/2019	TAG / AMS INC	01-5800		381.00
85706994	09/27/2019	US BANK BUSINESS EQUIPMENT	01-5600		462.32
85706995	09/27/2019	VERIZON WIRELESS	01-5560	1,513.94	
			13-5560	81.94	
			21-5560	36.16	1,632.04
85706996	09/27/2019	WAVE BUSINESS	01-5560	1,160.21	
			01-5903	4,379.25	5,539.46
85706997	09/27/2019	CROWN DISTRIBUTING INC.	13-4380		1,203.74
85706998	09/27/2019	CULTURE SHOCK YOGURT	13-4710		180.00
85706999	09/27/2019	DANIELSEN COMPANY	13-4380	15.90	
			13-4710	516.56	532.46
85707000	09/27/2019	GOLD STAR FOODS, INC	13-4710		11,853.18
85707001	09/27/2019	PRODUCERS DAIRY FOODS, INC.	13-4710		3,615.27
85707002	09/27/2019	PROPACIFIC FRESH	13-4380	31.21	
			13-4710	944.31	975.52
85707003	09/27/2019	UNIFIRST CORPORATION	13-5800		177.56
85707004	09/27/2019	APPLE INC.	01-4390		244.54
85707005	09/27/2019	CAPITOL ADVISORS GROUP LLC	01-5800		1,625.00
85707006	09/27/2019	CARNEGIE LEARNING, INC.	01-4200		1,055.25
85707007	09/27/2019	CDW GOVERNMENT INC	01-4300		10,864.20
85707008	09/27/2019	CLIMATE CONTROL INC	01-5800		2,240.50
85707009	09/27/2019	CURRICULUM ASSOCIATES INC.	01-4100		6,655.59
85707010	09/27/2019	E-CONOLIGHT LLC	01-4300		950.67
85707011	09/27/2019	GRAINGER	01-4300		250.77
85707012	09/27/2019	HANDWRITING WITHOUT TEARS	01-4100		257.95
85707013	09/27/2019	HD SUPPLY FACILITIES MAINTENENCE, LTD.	01-4300		185.51
85707014	09/27/2019	HILLYARD / SACRAMENTO	01-4300		638.78
85707015	09/27/2019	HOME DEPOT CREDIT SERVICES	01-4300		559.73
85707016	09/27/2019	INDUSTRIAL PLUMBING SUPPLY	01-4300		65.55
85707017	09/27/2019	MAXIM HEALTHCARE SERVICES DBA MAXIM STAFFING SOLUTIONS	01-5800		181.86
85707018	09/27/2019	PACIFIC GAS & ELECTRIC CO	01-5510	122,983.18	
			01-5530	431.38	123,414.56
85707019	09/27/2019	PLATT ELECTRIC SUPPLY, INC.	01-4300		240.19
85707020	09/27/2019	POINT BREAK	01-5800		5,600.00
85707021	09/27/2019	RSD - REFRIGERATION SUPPLIES	01-4300		41.53
85707022	09/27/2019	SIERRA FOOTHILLS ACADEMY	01-5800		28,940.04
85707023	09/27/2019	SPECIALIZED EDUC OF CA, INC. DBA SIERRA SCHOOLS	01-5800		9,297.70
85707024	09/27/2019	TIME FOR KIDS	01-4100		69.30
85707025	09/27/2019	WAXIE'S SANITARY SUPPLY	01-4300		577.55
		Total Number of Checks	**66**		**1,139,853.31**

Fund Recap

Fund	Description	Check Count	Expensed Amount

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 09/27/2019

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	55	351,546.69
13	Cafeteria Fund	8	18,619.67
21	Building Fund #1	3	35,934.20
25	Capital Facilities Fund	2	5,239.50
76	Payroll Fund	1	728,513.25
	Total Number of Checks	66	1,139,853.31
	Less Unpaid Tax Liability		.00
	Net (Check Amount)		**1,139,853.31**

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.

Checks Dated 09/25/2019

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85706374	09/25/2019	STAPLES BUSINESS ADVANTAGE	01-4300	22,422.91	
			13-4300	698.70	23,121.61
		Total Number of Checks	**1**		**23,121.61**

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	1	22,422.91
13	Cafeteria Fund	1	698.70
	Total Number of Checks	1	23,121.61
	Less Unpaid Tax Liability		.00
	Net (Check Amount)		**23,121.61**

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 [redacted]

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:
Approval of Memorandum of Understanding between William Jessup University and the Western Placer Unified School District

AGENDA ITEM AREA:
Consent

REQUESTED BY:
Gabe Simon, Ed.D. GS
Assistant Superintendent of Personnel Services

ENCLOSURES:
Agreement

DEPARTMENT:
Personnel

FINANCIAL INPUT/SOURCE:
N/A

MEETING DATE:
November 5, 2019

ROLL CALL REQUIRED:
No

BACKGROUND:

The Western Placer Unified School District and William Jessup University approve of this agreement. This agreement is to provide student teaching, assisting, and observation experiences in our classrooms for William Jessup students.

RECOMMENDATION:

Administration recommends the Board of Trustees approve the memorandum of understanding between William Jessup University and the Western Placer Unified School District.

MEMORANDUM OF UNDERSTANDING
AND AGREEMENT TO PROVIDE STUDENT TEACHING, ASSISTING & OBSERVATION EXPERIENCES

This Memorandum of Understanding and Agreement to Provide Student Teaching, Assisting and Observation Experiences ("Agreement"), is entered into this _10-23-2019_, by and between the William Jessup University ("University") and the Western Placer Unified ("District").

RECITALS

WHEREAS, pursuant to the provisions of the Education Code of the State of California, the governing board of any school district is authorized to enter into agreements with any institution approved by the California Commission on Teacher Credentialing (CCTC) as a teacher education institution to provide teaching experience to students enrolled in the teacher preparation curricula of such institutions; and

WHEREAS, University is approved by the CCTC as a teacher education institution.

TERMS

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained in this Agreement, University and District agree as follows:

I. DISTRICT RESPONSIBILITIES

A. District shall provide a student teaching ("Teaching"), Assisting and/or Observation experiences in the schools or classes of District, based on mutual agreement by District and University. Such experiences shall be under the direct supervision, evaluation, and instruction of District and University employees, through their duly authorized representatives. "Teaching" as used in this Agreement means active participation in the duties and functions of classroom teaching under the supervision and instruction of employees of District. These employees will: a) hold valid teaching credentials issued by the CCTC, other than emergency or provisional credentials, authorizing them to serve as classroom teachers in the schools and classes of District; b) be identified as a teacher excellence; c) have at least 5 years of teaching experience.

"Assisting" as used in this Agreement means active participation in specific and targeted functions of classroom teaching under the supervision and instruction of employees of District. These employees will hold valid teaching credentials issued by the CCTC, other than emergency or provisional credentials, authorizing them to serve as classroom teachers in the schools and classes of District.

"Observation" as used in this Agreement means observing multiple and specific grade levels, subjects and programs in the schools and/or classes of District under the supervision and instruction of employees of District. These employees will hold valid teaching credentials issued by the CCTC, other than emergency or provisional credentials, authorizing them to serve as classroom teachers in the schools and classes of District.

B. The assignment of candidates of the University for "Teaching," "Assisting" and/or "Observing" experiences is by mutual agreement of District and University. Such experiences shall be under the direct supervision, evaluation, and instruction of District and University employees, through their duly authorized representatives.

The assignment of a candidate of the University for "Teaching" in the District shall be deemed effective for the purpose of this Agreement as of the date the Student Teaching Plan is reviewed, complete and signed by District and University employee, through their duly authorized representatives.

The assignment of a candidate of the University for "Assisting" in the District shall be deemed effective for the purposes of this Agreement as of the date an Assisting Letter is reviewed and signed by the District, through their duly authorized representatives.

The assignment of a student of the University for "Observing" in the District shall be deemed effective for the purposes of this Agreement as of the date an Observation Letter is reviewed signed by the District, through their duly authorized representatives.

C. District for good cause, may refuse to accept "Teaching", "Assisting", or "Observing" students from University. Additionally, District for good cause, may terminate any student's "Teaching", "Assisting", or "Observing" experience.

II. UNIVERSITY RESPONSIBILITIES

A. University "Teaching" candidates will have an assigned University Supervisor. This Supervisor will meet with District (principal(s) and Cooperating Master Teacher(s)) to review and clarify University's Field Experience Manual including number of observations, starting and ending dates, orientation to Teacher Performance Expectations and Teacher Performance Assessments, and honorarium process.

University "Teaching" candidates will teach in the District, based on mutual agreement by District and University, for a term as agreed to on the Student Teaching Plan. The candidate will be concurrently enrolled in University coursework, which supports their "Teaching" experience.

University "Assisting" candidates will assist in the District, based on mutual agreement by District, for a term as agreed to on the Assisting Letter. The candidate will be concurrently enrolled in University coursework, which supports their "Assisting" experience.

University students will "Observe" in the District, based on mutual agreement by District, for a term as agreed to on the Observation Letter. The student will be concurrently enrolled in University coursework, which supports their "Observing" experience.

B. University "Teaching" candidates will posses valid CCTC Certificates of Clearance (LiveScan/Fingerprinting) and have passed the California Basic Educational Skills Test (CBEST), passed all California Subject Examinations for Teachers (CSET) and have T.B. Clearance.

University "Assisting" students will posses valid CCTC Certificates of Clearance (LiveScan/Fingerprinting) and have passed the CBEST.

University "Observing" students will posses valid CCTC Certificates of Clearance (LiveScan/Fingerprinting).

III. HONORARIUM FOR COOPERATING MASTER TEACHERS (TEACHING) and Content Mentors

In support of a University candidate who is "Teaching", the University will pay the Cooperating Master Teacher and/or a Content Mentor an honorarium for the performance of all services required to be performed by District and University under this Agreement and listed in the Field Experience Manual for Student Teaching. The Cooperating Master Teacher must complete a W-9 and sign an Independent Service Agreement. The honorarium is for serving as full-time Cooperating Master Teacher is four hundred dollars ($400.00) per student teacher supervision placement completed in a semester within District. The Content Mentor honorarium is three hundred dollars ($300.00) to support up to four pre-service teachers in one semester. The honorarium is paid within 30 days of the completion of the student teaching supervision experience, providing University has completed W-9, Independent Service Agreement.

If University terminates the assignment of a student to teach in District, the Cooperating Master Teacher shall receive payment of an amount for such student as though there had been no termination of the assignment.

If the District terminates the assignment of a student to teach in District, the Cooperating Master Teacher shall receive a prorated amount based on the number of completed weeks of teaching.

IV. RELEASE
The District grants permission to the University to use the District name without payment in diverse public settings for presentations, publications and web-based/electronic media.

V. INDEMNITY
District and University agree to protect, hold harmless, indemnify and defend each other (including their respective officers, officials, employees, students and volunteers) from any and all liability (including reasonable attorneys fees) resulting from injury to or death sustained by any person or damage to property of any kind, which is in any way connected with the performance of this Agreement, except that said hold harmless and indemnification shall not be applicable to liability arising from the sole negligence or the sole willful misconduct of District or University.

VI. DISTRICT AND UNIVERSITY INSURANCE
District and University each agree to keep in full force and effect, during the term of this Agreement, insurance to meet their respective obligations and liabilities hereunder and such insurance shall include but not be limited to the following:

- Commercial General Liability and Auto Liability with limits of not less than $1,000,000 per occurrence, and $3,000,000 in the aggregate, for bodily injury, personal injury and property damage, endorsed to name the other party to this Agreement as additional insured;
    - Medical Professional Liability with limits of not less than $1,000,000 per occurrence, and $3,000,000 in the aggregate;
- Workers' Compensation coverage with statutory limits; and
    - Employers Liability coverage with limits of not less than $1,000,000 per occurrence, and $3,000,000 in the aggregate.

Each insurance policy required above shall be endorsed to state that coverage shall not be suspended, voided, or canceled by either party, except after sixty (60) days prior written notice by certified mail, return receipt requested, has been given to the other party to this Agreement.

District and University, upon request of either party, shall each cause to be issued to the other evidence of such insurance prior to the commencement of this Agreement and annually thereafter.

VII. DISPUTES
In the event that a dispute arises between the parties with regard to the rights or duties created by this Agreement, or in the event of a breach of this Agreement by either party, the parties hereto agree to meet and confer in good faith in an effort to resolve the dispute or issue.

In the event the parties are unable to informally resolve the dispute within thirty (30) days after the dispute has arisen, the parties agree to decide whether to attempt to settle the dispute through arbitration or litigation. In order to send a dispute to arbitration, both parties must agree in writing that arbitration is their chosen method of resolving the dispute in question.

VIII. GENERAL PROVISIONS
A. Term of Agreement. The term of this Agreement shall commence on 10-23-2019 and shall terminate on 10-23-2024.

B. Termination. This Agreement may be terminated by either party without cause upon thirty (30) days prior written notice; provided, however, that any such termination by District shall not be effective as to any student who

at the date of mailing of the notice by District was receiving teaching or counseling experience within District until the student has completed his or her assignment, except at the election of University.

C. Entire Agreement; Modification. This Agreement contains all the terms between the parties and may be modified only in writing signed by both parties.

D. Applicable Law. The terms and conditions of this Agreement shall be interpreted in accordance with the laws of the State of California.

E. Severability. In the event any court of competent jurisdiction determines that any paragraph or subparagraph of this Agreement is invalid or unenforceable for any reason, all remaining paragraphs or subparagraphs shall remain in full force and effect.

F. Confidentiality. Both parties shall protect the confidentiality of each others records and information, and shall not disclose confidential information without the prior written consent of the other party. University agrees to comply with District policy and procedure related to patient confidentiality.

G. Notices. Any notice to either party hereunder must be in writing signed by the party giving notice, and shall be served either personally or by registered or certified mail addressed as follows:

To University:

Dr. Nathan Herzog
School of Education, Dean
William Jessup University
333 Sunset Blvd.
Rocklin, CA 95675

David Punt
Finance and Administration, CFO
William Jessup University
333 Sunset Blvd.
Rocklin, CA 95765

Dan Albrecht
Academic Director
Bay Area Campus
William Jessup University
1190 Saratoga Ave
San Jose, CA 95129

To District:

_____
_____
_____
_____

and

H. Status of the Parties. It is expressly understood and agreed that this Agreement is not intended, and shall not be construed, to create the relationship of agent, servant, employee, partnership, joint venture or association between University and District; rather it is an affiliation between independent contractors, these being University and District.

IN WITNESS WHEREOF, this Agreement has been executed by and on behalf of the parties hereto, the date written above

William Jessup University	District
By: _____	By: _____

Name	Name
School of Education, Dean	Asst. Supt. of Personnel
Title	Title
	10/28/19
Date	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:

Ratification of Contract with
Holiday Inn Express Lake Oswego and
Lincoln High School

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Audrey Kilpatrick
Asst Superintendent - Business & Operations

ENCLOSURES:

Yes

DEPARTMENT:

Business Services

FINANCIAL INPUT/SOURCE:

LHS - Student Body Donations/Fundraising

MEETING DATE:

November 5, 2019

ROLL CALL REQUIRED:

No

BACKGROUND:

The attached contacts with Holiday Inn Express Lake Oswego are for lodging for students and employees in Lake Oswego, Oregon for one night on November 15 through November 16, 2019. Seventeen rooms will be booked for students and teachers of the Lincoln High School National Honor Society. The trip will be paid using student body donations and fundraising.

RECOMMENDATION:

Staff recommends the Board ratify the contact with Holiday Inn Express Lake Oswego and Lincoln High School for lodging needs of employees and students.

Rooms Contract

Confirmation of Group Rooms only Arrangements

Group/Company: Lincoln High School National Honor Society	Booking Date: 10/21/19
Contact: Marilou Edwards	Salesperson: Telo Walden
Address:	**Holiday Inn Express Lake Oswego**
City/State:	15700 SW Upper Boones Ferry Rd.
Phone Number: 530-651-4717	Lake Oswego, OR 9703S
Fax:	Phone: 503-620-2980 Reservations: 855.373.8578
Email: medwards@wpusd.org	**Email: fom.hitg@bhghotels.com**

Room Block Commitment Dates: 11/15 to 11/16/2019

Room Type:	Date:	**11/15/19**	Date:		Date:		Date:		Date:	
	Rate	# Rooms	Rate	# Rooms	Rate	# Rooms	Rate	# Rooms	Rate	# Rooms
Queen										
Single King	**$104.00**	**1**								
2 Queens	**$104.00**	**14**								
Exec. King										
2 Queens (ADA)										
Family Suite	**$144.00**	**2**								
Total Number Rooms		**17**								

All Rates subject to State and Local taxes of 13.3%

RESERVATION CUT OFF DATE: 11/1/19 ROOMS WILL BE DROPPED ON: Midnight 11/1/19.

Additional Group Requests:

All cancellations must be received by **11/12/19.** See Attrition Clause on next page. Any rooms not cancelled are considered No Shows, charged for one night ($104/$144 + tax), and subsequent nights cancelled. All rooms to be guaranteed to Credit Card. Card & valid State issued ID required at check-in, or Credit Card Authorization sent prior to group arrival.

Direct Bill:		Account Number:	**NA**	Group Master:	No
Company Check:	x	Check number-date:		**Required 7 Days in Advance**	
Credit Card:	x	Credit Card Number:		Expiration:	
Advance Deposit:		Deposit Date:	**NA**	**Name on card:**	

If the conditions of this agreement meet your approval, please sign and return this agreement by 10/25/19 via email or fax please.

All arrangements will be considered *tentative* until a signed copy of this agreement is returned to the Holiday Inn Express Lake Oswego.

By: Audrey Kilpatrick Signature: _____ Date: 10/22/19 Title Asst Supt of Business Svs and Operations

Booking Policies & Procedures

Attrition Clause

All rates quoted are based upon the customers sleeping room requirements as outlined in the rooms' contract. Rates are subject to change if the commitment drops below 70% of the original contract room block.

CONDUCT/DAMAGE POLICY:

Customer booking this group will be responsible for the conduct of the group and liable for any damages incurred on hotel property including, but not limited to; sleeping rooms, public areas including restaurant, lounge bathrooms, outside areas including landscaping and parking lot. Any guest found vandalizing hotel property or equipment including fire alarms will be subject to pay any fines and damages. Group will be responsible for any expense related to noise complaints where group guests have caused the hotel to refund another guests stay due to the noise of any group member.

CANCELLATION POLICY:

Should cancellation of the rooms become necessary, the hotel must receive cancellation notification in writing prior to the cancellation date indicated on the room's contracts. If a cancellation occurs after that date, the refunding of any deposit or monies received as prepayment will be at the discretion of the hotel management.

The Customer may also be liable for the payment of additional penalties if the hotels opportunity to resell the sleeping room or meeting space is impaired because of the late cancellation.

HOTEL ARRIVALS AND DEPARTURE:

During periods of high occupancy, all group rooms may not be available upon arrival. Rooms will be made available for group check-in as soon as possible.

EXTRA PERSON, ROLLAWAYS and CRIBS:

There is no charge for children under 18 years of age or younger when accompanied by an adult in each guest room with no additional bedding. Rollaways are not available. Cribs are complimentary and subject to availability.

ALTERNATIVE ACCOMMODATIONS:

The hotel reserves the right to accommodate the group, or any part thereof, in an equivalent hotel as determined in the reasonable judgment of the hotel management for the duration of the groups stay or any part thereof at no extra charge, regardless of the price of the alternative accommodations.

The hotel shall not be liable for non-performance of this contract when such non-performance is attributable to labor troubles, disputes or strikes, accidents, government regulations or restrictions upon travel or transportation, non-availability of food, beverage or supplies, riots, national emergencies, acts of god and other causes whether enumerated here in or not, which are beyond the reasonable control of the hotel.

This contract shall terminate if the hotel is transferred, sold or closed for renovations, provided however that at least 30 days written notice of the transfer, sale or renovations shall be given to the customer and all advance payments and deposits received by the hotel shall be returned and both parties shall be relieved of any further obligations under this contract.

The credit card given at the time of the group was made is used ONLY to reserve the block of rooms from general inventory. This card will not be used for payment of any guest room, unless you specify otherwise. If a credit card payment is desired, a signature will be required.

Please note the reservation cut-off-date, it is on this day that any rooms that have not been booked are to be released and any additional rooms that are available for sale may NOT be sold to your guests at the group rate.

If this group will be direct billed to the company, a direct bill application must be completed and APPROVED 14 days in advance of the arrival date. If payment is to be made by check, payment must be made 14 days in advance. NO CHECKS are accepted upon arrival.

Reservation confirms room type only, room locations in the hotel are not guaranteed. The hotel will attempt to please each individual with the same hotel area as the rest of the room block. Be advised not all similar room types are located in the same area of the hotel.

BY: Wendy Kilpatrick. BY: _____

Asst Supt of Business Svs and Operations

Title: _____ Title: _____

Signature: _____ Date: 10/22/19 Signature: _____ 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:

Disposal of Surplus Items

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Audrey Kilpatrick
Assistant Superintendent of Business Services

ENCLOSURES:

No

DEPARTMENT:

Business Services

FINANCIAL INPUT/SOURCE:

Textbook Fund

MEETING DATE:

November 5, 2019

ROLL CALL REQUIRED:

No

BACKGROUND:

Board Policy 3270 provides that the Board of Trustees may authorize the disposal of surplus equipment when the equipment becomes unusable, obsolete or no longer needed. Administrative Regulation 3270 provides the process for selling surplus or obsolete property through a number of methods. If the property value is insufficient to defray the costs to arrange a sale, the Board may unanimously approve that property be donated to a charitable organization deemed appropriate by the Board or may be disposed of by dumping (EC 17546)

The attached list of items have been determined to be unusable, obsolete or no longer needed and the district desires to sell back the Houghton Mifflin workbooks through Follett if they have a need for them. If items on the list do not sell or the cost to sell exceeds the estimated value, they will be disposed of by donation or recycling.

Per Education Code 17547, money received from the sale of surplus property shall be either deposited in the district reserve or general fund or credited to the fund from which the original purchase was made (for example Textbook Fund or Facilities Fund).

RECOMMENDATION:

Administration recommends the Board of Trustees declare the attached list of items as surplus, authorize the disposal and/or sale of the items and authorize the removal of these items from the fixed assets inventory list if applicable.

Surplus Items

Item	Quantity	Location	Estimated Value
SRA Reading Mastery Plus/Special Ed Textbook A	47	FSS	0.00
SRA Reading Mastery Plus/Special Ed Workbooks A	73	FSS	0.00
SRA Reading Mastery Plus/Special Ed Textbook B	11	FSS	0.00
SRA Reading Mastery Plus/Special Ed Workbook B	39	FSS	0.00
SRA Reading Mastery Plus/Special Ed Textbook C	34	FSS	0.00
SRA Reading Mastery Plus/Special Ed Workbook C	20	FSS	0.00
SRA Reading Mastery Plus/Special Ed Reading Mastery Textbook	11	FSS	0.00
SRA Reading Mastery Plus/Special Ed Reading Mastery Storybook	13	FSS	0.00
SRA Reading Mastery Plus/Special Ed Kits Level K	2	FSS	0.00
SRA Reading Mastery Plus/Special Ed Kits Level 1	1	FSS	0.00
SRA Reading Mastery Plus/Special Ed Kits Level 1 Collection	1	FSS	0.00
SRA Reading Mastery Plus/Special Ed Kits Level 2	2	FSS	0.00
SRA Reading Mastery Plus/Special Ed Kits Level 2 Collection	1	FSS	0.00
SRA Reading Mastery Plus/Special Ed Kits Level 3	1	FSS	0.00

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

SUBJECT:

Approve Contract Between Placer Union High School District And WPUSD/Lincoln High School

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Audrey Kilpatrick
Assistant Supt. - Business and Operations

ENCLOSURES:

Yes

DEPARTMENT:

Business Services

FINANCIAL INPUT/SOURCE:

No Charge

MEETING DATE:

November 5, 2019

ROLL CALL REQUIRED:

No

BACKGROUND:

The attached contract is between Placer Union High School District (PUHSD) and Western Placer Unified School District/Lincoln High School for PUHSD to provide up to two teachers credentialed by the State of California to teach courses to adults, 18 years or older, in career readiness and English as a Second Language. The agreement term is for the 2019-20 school year. There will be no charge for the services.

RECOMMENDATION:

Administration recommends the Board ratify the agreement between Placer Union High School District (PUHSD) and Western Placer Unified School District/Lincoln High School.

PLACER UNION HIGH SCHOOL DISTRICT
13000 New Airport Road
Auburn, CA 95603

SERVICES AGREEMENT

This Agreement is made this 1st day of October, 2019 between the Placer Union High School District, hereinafter referred to as "PUHSD", and Western Placer Unified School District, hereinafter referred to as "WPUSD."

RECITALS

PUHSD is a school district in the County of Placer, State of California, and has its principal place of business at 13000 New Airport Drive, Auburn, California, 95603

California Government Code section 53060 authorizes a school district to contract with other entities/school districts for the furnishing of special services, use of facilities, and advice in financial, economic and administrative matters if such entities are specially positioned to provide the facilities and/or perform the special services required. Said section further authorizes PUHSD to pay from any available funds such compensation to such entities as it deems proper for the services rendered.

1. **Term**: This Agreement shall commence on October 1, 2019, and shall continue until July 31, 2020, provided all services under this Agreement are performed in a satisfactory manner. This Agreement may be terminated by either Party with Thirty (30) days written notice to the other Party.
2. **Services**: WPUSD shall perform the following services: Provide facilities (classroom computer lab space) equipment (computer screen, projector, and a minimum of 18 computers with current MS Office, network connectivity and Internet access), and storage (for small amount of curriculum materials) for classes taught by PUHSD instructors from Placer School for Adults. PUHSD shall provide the following services: up to two teachers credentialed by the State of California to teach courses to adults (18 years of age or older, not currently enrolled in any high school program) in career readiness and English as a Second Language as outlined in the agreed upon class schedule between WPUSD and PUHSD.
3. **Equipment**: WPUSD will provide PUHSD staff with access to facilities (see item 2) and equipment (see item 2). PUHSD agrees at all times during its use and occupancy of the premises to comply with all applicable ordinances, laws and regulations affecting the use and occupancy thereof.
4. **Fee**: WPUSD and PUHSD agree that there shall be no fee charged to the PUHSD for use of facilities, nor shall there be a fee charged by PUHSD to WPUSD for the delivery of instructional services by a Placer School for Adults teacher or teachers.
5. **Devotion of Time**: WPUSD shall devote such time and energy to the performance of duties under this Agreement as outlined in the class schedule agreed upon by WPUSD and PUHSD for a satisfactory performance.
6. **Expenses**: See item 4 - Fee.
7. **Tuberculosis and Fingerprint Clearance**: PUHSD staff shall have been tested and free of active tuberculosis pursuant to Ed. Code 49496 and have successfully completed fingerprinting and are free of any convictions for violence, sex or drug pursuant to Ed Code 45125.1 _____ (initial her if waived). .
8. **Business License and Permits**: As an independent entity, it shall be the sole responsibility of the WPUSD to obtain any needed business licenses or permits to conduct business.
9. **Insurance and Taxes**: WPUSD shall be independent contractors and not an agent or employee of PUHSD under this Agreement. Prior to commencement of services and during the life of the Agreement, both parties shall provide each with a current certificate of policy evidencing its professional general liability insurance coverage in the sum not less than One Million Dollars ($1,000,000) per occurrence.
10. **Indemnification and Hold Harmless Agreement**: PUHSD and WPUSD hereby respectfully agree, to the fullest extent permitted by law, to indemnify, defend and hold harmless the other Party and its board of trustees, officers, agents, invitees and employees from and against any and all claims, costs, demands, expenses (including attorney's fees), losses, damages, injuries and liabilities arising from any accident, death or injury whatsoever or however caused to the other Parties person or property, due to, arising out of, or related to the negligence of the other Party.
11. **Uniform Complaint Procedure**: PUHSD shall follow uniform complaint procedures when addressing complaints alleging unlawful discrimination harassment, intimidation, or bullying against any protected group as identified under Education Code 200 and 220 and Government Code 11135, including actual or perceived sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability, or age, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics in any program or activity that receives or benefits from state financial assistance (5 CCR 4610).
12. **Civil Rights**: WPUSD agrees that it will comply with Title VI of the Civil Rights Act of 1964 (42 USC 2000d) and all requirements imposed by or pursuant to the regulations of government agencies (including but not limited to 45 CFR Part 80). WPUSD agrees that it will comply with Title IX (20 USC 1681), the Americans with Disabilities Act (42 USC 12101 et seq.), the Unruh Civil Rights Act (California Civil Code 51 et seq.) and any other applicable laws.
13. **Entire Agreement**: This Agreement supersedes any and all other agreements, either oral or in writing, between the Parties hereto with respect to the subject matter hereof, and no other agreement statement or promise relating to the subject matter of this Agreement which is not contained herein shall be valid or binding.
14. **Severability**: In the event that any provision of this Agreement is held invalid or unenforceable by a court of competent jurisdiction, no other provision of this Agreement will be affected by such holding, and all of the remaining provisions of this Agreement will continue in full force and effect.

Peter Efstathiu, Placer Union High School District (PUHSD) — Date: 10/10/19

Asst Supt of Business Svs and Operations

Audrey Kilpatrick, Western Placer Unified School District (WPUSD) — Date: 10/10/19

600 Sixth Street, Lincoln, CA 95648 — Contractor Address
(530) 645-6350 — Phone Number
akilpatrick@wpusd.org — E-mail

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

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

SUBJECT:

Approve Contract Between Roseville Joint Union High School District And WPUSD/Lincoln High School

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Audrey Kilpatrick
Assistant Supt. - Business and Operations

ENCLOSURES:

Yes

DEPARTMENT:

Business Services

FINANCIAL INPUT/SOURCE:

No Charge

MEETING DATE:

November 5, 2019

ROLL CALL REQUIRED:

No

BACKGROUND:

The attached contract is between Roseville Joint Union High School District (RJUHSD) and Western Placer Unified School District/Lincoln High School for RJUHSD to provide up to two teachers credentialed by the State of California to teach courses to adults, 18 years or older, in career readiness and English as a Second Language. The agreement term is for the 2019-20 school year. There will be no charge for the services.

RECOMMENDATION:

Administration recommends the Board ratify the agreement between Roseville Joint Union High School District (RJUHSD) and Western Placer Unified School District/Lincoln High School.

ROSEVILLE UNION HIGH SCHOOL DISTRICT
1950 Cirby Way
Roseville, CA 95661

SERVICES AGREEMENT

This Agreement is made this 1st day of October, 2019 between the Roseville Joint Union High School District, hereinafter referred to as "RJUHSD", and Western Placer Unified School District, hereinafter referred to as "WPUSD."

RECITALS

RJUHSD is a school district in the County of Placer, State of California, and has its principal place of business at 11750 Cirby Way, Roseville, California, 95661

California Government Code section 53060 authorizes a school district to contract with other entities/school districts for the furnishing of special services, use of facilities, and advice in financial, economic and administrative matters if such entities are specially positioned to provide the facilities and/or perform the special services required. Said section further authorizes RJUHSD to pay from any available funds such compensation to such entities as it deems proper for the services rendered.

1. Term: This Agreement shall commence on October 1, 2019, and shall continue until July 31, 2020, provided all services under this Agreement are performed in a satisfactory manner. This Agreement may be terminated by either Party with Thirty (30) days written notice to the other Party.
2. Services: WPUSD shall perform the following services: Provide facilities (classroom computer lab space) equipment (computer screen, projector, and a minimum of 18 computers with current MS Office, network connectivity and Internet access), and storage (for small amount of curriculum materials) for classes taught by RJUHSD instructors from Placer School for Adults. RJUHSD shall provide the following services: up to two teachers credentialed by the State of California to teach courses to adults (18 years of age or older, not currently enrolled in any high school program) in career readiness and English as a Second Language as outlined in the agreed upon class schedule between WPUSD and RJUHSD.
3. Equipment: WPUSD will provide RJUHSD staff with access to facilities (see item 2) and equipment (see item 2). RJUHSD agrees at all times during its use and occupancy of the premises to comply with all applicable ordinances, laws and regulations affecting the use and occupancy thereof.
4. Fee: WPUSD and RJUHSD agree that there shall be no fee charged to the RJUHSD for use of facilities, nor shall there be a fee charged by RJUHSD to WPUSD for the delivery of instructional services by a Placer School for Adults teacher or teachers.
5. Devotion of Time: WPUSD shall devote such time and energy to the performance of duties under this Agreement as outlined in the class schedule agreed upon by WPUSD and RJUHSD for a satisfactory performance.
6. Expenses: See item 4 - Fee.
7. Tuberculosis and Fingerprint Clearance: RJUHSD staff shall have been tested and free of active tuberculosis pursuant to Ed. Code 49496 and have successfully completed fingerprinting and are free of any convictions for violence, sex or drug pursuant to Ed Code 45125.1 _____ (Initial her if waived). .
8. Business License and Permits: As an independent entity, it shall be the sole responsibility of the WPUSD to obtain any needed business licenses or permits to conduct business.
9. Insurance and Taxes: WPUSD shall be independent contractors and not an agent or employee of RJUHSD under this Agreement. Prior to commencement of services and during the life of the Agreement, both parties shall provide each with a current certificate of policy evidencing its professional general liability insurance coverage in the sum not less than One Million Dollars ($1,000,000) per occurrence.
10. Indemnification and Hold Harmless Agreement: RJUHSD and WPUSD hereby respectfully agree, to the fullest extent permitted by law, to indemnify, defend and hold harmless the other Party and its board of trustees, officers, agents, invitees and employees from and against any and all claims, costs, demands, expenses (including attorney's fees), losses, damages, injuries and liabilities arising from any accident, death or injury whatsoever or however caused to the other Parties person or property, due to, arising out of, or related to the negligence of the other Party.
11. Uniform Complaint Procedure: RJUHSD shall follow uniform complaint procedures when addressing complaints alleging unlawful discrimination harassment, intimidation, or bullying against any protected group as identified under Education Code 200 and 220 and Government Code 11135, including actual or perceived sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability, or age, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics in any program or activity that receives or benefits from state financial assistance (5 CCR 4610).
12. Civil Rights: WPUSD agrees that it will comply with Title VI of the Civil Rights Act of 1964 (42 USC 2000d) and all requirements imposed by or pursuant to the regulations of government agencies (including but not limited to 45 CFR Part 80). WPUSD agrees that it will comply with Title IX (20 USC 1681), the Americans with Disabilities Act (42 USC 12101 et seq.), the Unruh Civil Rights Act (California Civil Code 51 et seq.) and any other applicable laws.
13. Entire Agreement: This Agreement supersedes any and all other agreements, either oral or in writing, between the Parties hereto with respect to the subject matter hereof, and no other agreement statement or promise relating to the subject matter of this Agreement which is not contained herein shall be valid or binding.
14. Severability: In the event that any provision of this Agreement is held invalid or unenforceable by a court of competent jurisdiction, no other provision of this Agreement will be affected by such holding, and all of the remaining provisions of this Agreement will continue in full force and effect.

Joseph Landon, Roseville Joint Union High School District (RJUHSD) — Date 10/2/19

Asst Supt of Business Svs and Operations

Audrey Kilpatrick, Western Placer Unified School District (WPUSD) — Date 10/10/19

600 Sixth Street, Lincoln, CA 95648
Contractor Address

(530) 645-6350
Phone Number

akilpatrick@wpusd.org
E-mail

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING FACT SHEET

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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:
Out of State Travel for Professional Development
- La Cosecha Dual Language Conference

AGENDA ITEM AREA:
Consent

REQUESTED BY:
Kerry Callahan
Deputy Superintendent

ENCLOSURES:
Yes

DEPARTMENT:
Educational Services

FINANCIAL INPUT/SOURCE:
Title II

MEETING DATE:
November 5, 2019

ROLL CALL REQUIRED:
No

BACKGROUND:

Per District Administrative Regulation 3350 - Travel Expenses, all out-of-state travel shall be presented to the Board for approval with a complete explanation of the school business purpose to be served.

As part of our preparation for starting a Spanish language immersion program, we are investing in professional development for staff to ensure successful program implementation. La Cosecha is known to be one of the best dual language conferences in the country. We would like to send Jennifer Villanueva, a teacher in the District and member of our dual language planning committee, to the conference, which will be held November 13 – 16, 2019 in Albuquerque, NM. The approximate cost for the conference (including travel, lodging, and meals) is $1750.

RECOMMENDATION:

Administration recommends Board approval for this out of state travel request for the La Cosecha Dual Language Conference in Albuquerque, NM.

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**
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SUBJECT:
Student Discipline
Stipulated Expulsion
Student #19-20-B

AGENDA ITEM AREA:
Consent Session

REQUESTED BY:
Chuck Whitecotton
District Hearing Officer

ENCLOSURES:
Yes

DEPARTMENT:
Administration

FINANCIAL INPUT/SOURCE:
N/A

MEETING DATE:
November 5, 2019

ROLL CALL REQUIRED:
No

BACKGROUND:

The Board of Trustees will take action under consent to approve the Stipulated Expulsion of Student #19-20-B.

RECOMMENDATION:

The Administration recommends the Board of Trustees disclose approve the Stipulated Expulsion of Student #19-20-B.

wp/rk/factform

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

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SUBJECT:
Adopt Resolution No. 19/20.16, Support of Application Requesting Grant Funding For the Glen Edwards Middle School Additions and Modernization Phase II Project Under The School Facility Program

AGENDA ITEM AREA:
Action

REQUESTED BY:
Michael Adell
Director of Facilities

ENCLOSURES:
Yes

DEPARTMENT:
Facilities

FINANCIAL INPUT/SOURCE:
Fund 35 – State Facility Program

MEETING DATE:
November 5, 2019

ROLL CALL REQUIRED:
Yes

BACKGROUND:

The District has been filing eligibility and funding applications under the State School Facility Program (SFP) to fund various eligible projects in the District. Under SFP Regulation Section 1859.77.3(a), the District may request new construction grants to construct a gymnasium if the existing site does not have an existing or adequate facility of the type being requested. The District proposes requesting School Facility Program (SFP) new construction funding for the Glen Edwards Middle School Additions and Modernization Phase II Project to build the school gymnasium. As a condition of processing the new construction application, the District must adopt a school board resolution pursuant to School Facility Program Regulation Section 1859.77.3 that includes specific acknowledgements and an associated housing plan that supports the application.

The attached resolution is proposed supporting the new construction application under the SFP, acknowledging specific considerations, and providing a housing plan.

RECOMMENDATION:

Staff recommends that the Board of Trustees approve Resolution 19/20.16 supporting the application for new construction funding for the Glen Edwards Middle School Additions and Modernization Phase II Project under the School Facility Program.

RESOLUTION NO. 19/20.16

A RESOLUTION OF THE GOVERNING BOARD OF THE
WESTERN PLACER UNIFIED SCHOOL DISTRICT

SUPPORT OF APPLICATION REQUESTING GRANT FUNDING FOR THE GLEN EDWARDS MIDDLE SCHOOL ADDITIONS AND MODERNIZATION PHASE II PROJECT

WHEREAS, the Western Placer Unified School District intends to file an application for funding for the Glen Edwards Middle School Addition and Modernization Phase II Project ("Project") under the School Facility Program (commencing with section 17070.10 et. Seq., of the Education Code); and

WHEREAS, the Western Placer Unified School District intends to file one or more new construction applications for funding for the Project under the School Facility Program (commencing with section 17070.10 et. Seq., of the education code) as provided in Senate Bill 50:

WHEREAS, the Western Placer Unified School District must adopt a school board resolution pursuant to School Facility Program Regulation Section 1859.77.3 that has been discussed at a public hearing at a regularly scheduled meeting of the District's governing board on a date preceding the new construction funding application(s) that includes the acknowledgements and the housing plan contained herein and as attached in Exhibit "A"; and

WHEREAS, the new construction grants requested for the Project are at a different grade level than the pupils to be housed in the Project; and

WHEREAS, the Board is aware and acknowledges that requesting new construction grants at a different grade level than the proposed project will divert funds to alternative uses; and

WHEREAS, the grants requested exceed the number of pupils housed in the projects as allowed under School Facility Program Regulation Section 1859.77.3 (a); and

WHEREAS, the Board is aware that requesting grants that exceed the number of pupils housed in the project will not result in the construction of the exact number of classrooms required to house all the pupils associated with the grants requested, but that some of the eligibility will be diverted to alternate uses; and

WHEREAS, the Board is aware and acknowledges that upon approval and funding of the District's plan and application, the State will satisfy its obligation to house the pupils for which grants are received pursuant to the School Facility Program Regulation Section 1859.50; and

WHEREAS, the District must adopt a housing plan that identifies how the District has housed or will house the pupils receiving grants in the Projects in school buildings defined in Education Code Section 17368. The plan must certify one of the following methods:

1) The District will construct or acquire facilities for housing the pupils with funding not otherwise available to the School Facility Program as a District match within five years of the project approval by the State Allocation Board, and the District must identify the source of funds; **or**

2) The District will utilize higher District loading standards providing the loading standards are within the approved District's teacher contract(s) and do not exceed 33:1 per classroom; **or**

3) The pupils requested that exceed the project's capacity will be housed in classrooms at an existing school in the district which will have its grade level changed, to the grade level requested, at the completion of the School Facility Program project.

WHEREAS, the District certifies it will utilize higher loading standards as its adopted methodology as outlined in the housing plan attached and noted as Exhibit "A"; and

THEREFORE, BE IT HEREBY RESOLVED that the Board of Trustees is in support of the Project under the School Facility Program

APPROVED, PASSED and ADOPTED by the Governing Board of the Western Placer Unified School District this 5th day of November, 2019, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

_____
President, Governing Board
Western Placer Unified School District

ATTEST:

_____
Secretary, Governing Board
Western Placer Unified School District

EXHIBIT "A"

WESTERN PLACER UNIFIED SCHOOL DISTRICT
HOUSING PLAN FOR THE
GLEN EDWARDS MIDDLE SCHOOL ADDITIONS AND MODERNIZATION
PHASE II PROJECT

The Western Placer Unified School District proposes requesting School Facility Program (SFP) new construction funding for the Glen Edwards Middle School Additions and Modernization Phase II Project to build the school gymnasium.

The District is requesting grants not to exceed **180 K-6 or 180 7-8 new construction grants (or a combination of both K-6 and 7-8 grants totaling 180)** to fund the project. Under SFP Regulation Section 1859.77.3(a), the District may request new construction grants that exceed the project's capacity to construct a Gymnasium if the existing site does not have an existing or adequate facility of the type being requested.

The Glen Edwards Middle School site does not have an existing Gymnasium.

Per SFP Regulation Section 1859.77.3(a)(1)(C)(2)., the District plans to house the anticipated request of K-8 unhoused pupils mentioned above in other classrooms within the District and will utilize higher district loading standards providing the loading standards are within the approved district's teacher contract and do not exceed 33:1 per classroom.

More specifically, the District will house these pupil grants as follows:

- The Western Placer Unified School District will utilize existing classroom space, as allowed by SFP Regulation Section 1859.77.3(a)(1)(C)(2). The District will have 232 K-8 grade level classrooms. Loading these classrooms within the approved District's teacher contracts and up to 33:1 per classroom produces 1,864 seats of additional capacity over the SFP recognized 5,792 seat capacity.

As a result of this plan, the District is capable of housing 1,864 more K-8 pupils than recognized by the State SFP, and all grants requested will be housed.

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:
Review and Approval of School Facilities Agreements For the Special Use District - B Northeast Quadrant Specific Plan Area

AGENDA ITEM AREA:
Action

REQUESTED BY:
Michael Adell
Director of Facilities

ENCLOSURES:
Yes

DEPARTMENT:
Facilities

FINANCIAL INPUT/SOURCE:
Developer Fees Fund 25

MEETING DATE:
November 5, 2019

ROLL CALL REQUIRED:
Yes

BACKGROUND:

Due to the shortfall of revenue generated by Level 1 Statutory Developer Fees and the recent difficulty to qualify to collect Level 2 Statutory Developer Fees through the School Facility Needs Analysis, the District is unable to fully fund the construction of new facilities within new developments. With the combination of the lack of local funding and the uncertainty and disparity in the amount of State matching funds compared to the actual cost of school construction, the District has been in the process of negotiating School Facilities Agreements with developers to provide additional funding sources for school construction.

In an effort to assist the District with future school construction created by the impact of developments within the Special Use District – B (SUD-B) Northeast Quadrant Specific Plan, A&P Lincoln, LLC., and Gill Property Development, LLC., have negotiated and finalized the provided School Facilities Agreements.

Staff will review the components of the School Facilities Agreement and answer questions for clarification.

RECOMMENDATION:

Approve the School Facilities Agreements with A&P Lincoln, LLC., and Gill Property Development, LLC., for development within the Special Use District - B Northeast Quadrant Specific Plan area.

RECORDING REQUESTED BY
AND WHEN RECORDED RETURN TO:

FOR RECORDER'S USE ONLY

WESTERN PLACER UNIFIED SCHOOL DISTRICT
SCHOOL FACILITIES AGREEMENT

PREAMBLE

THIS SCHOOL FACILITIES AGREEMENT ("**Agreement**") shall be effective as of _____, 2019 ("**Effective Date**"), and is entered into by and between WESTERN PLACER UNIFIED SCHOOL DISTRICT, a public school district in the State of California ("**District**"), and A&P Lincoln, LLC, a California limited liability company, and its successors and assign ("**Developer**"). For purposes of this Agreement, the term "**Party**" shall refer to either the District or the Developer and the term "**Parties**" shall refer to the District and the Developer collectively.

RECITALS

A. The Developer and other parties have proposed the SUD-B Northeast Quadrant Specific Plan ("**Specific Plan**"), the land use diagram for which is attached hereto as **Exhibit A** and made a part hereof. The Specific Plan affects approximately 198.4 acres of land located in Placer County, in the City of Lincoln's ("**City**") sphere of influence, within the boundaries of the District. As shown on **Exhibit A**, the proposed Specific Plan provides for a mix of land uses, including residential and employment-generating uses along with recreational, open space, public and educational land uses.

B. Developer's proposal includes approximately 325 residential units (which may increase) and 501,800 square feet of the employment and commercial space, as particularly described in **Exhibit B** ("**Project**") located on 113.6 acres of the Specific Plan area owned by the Developer. It is the intent of the Parties that all residential units and commercial space within the Specific Plan owned or controlled by Developer, its successors, or any party substantially controlled by Developer, shall be considered part of the Project and subject to the terms of this Agreement. The Developer, identified above, is a passive investor with no intent to develop the Project; rather Developer intends to convey the property subject to this Agreement to third party developers who will construct the improvements thereon, subject to the terms of the Specific Plan and this Agreement.

C. The Parties acknowledge that students generated by the Project may result in significant impacts on the District's facilities and infrastructure and may require construction of permanent elementary, middle and high school facilities, acquisition of school sites for the permanent facilities, and furnishings, fixtures, equipment, technology and buses required to accommodate students generated by the Project, and may require

interim elementary, middle and high school facilities to house students during construction of permanent school facilities (such permanent and interim facilities collectively being called the "**School Facilities**").

D. The Developer agrees to timely fund a portion of the cost of the School Facilities to assist in providing adequate facilities for K-12 students generated by the Project as more particularly set forth in this Agreement.

E. The Parties have entered into this Agreement freely and voluntarily and acknowledge that at the time of the Effective Date, the California State Legislature has enacted as part of Senate Bill 50 ("**SB 50**") in Government Code sections 65995, *et seq.*, which became fully effective in November 1998, certain modifications to the law concerning payment of school impact fees by homebuilders. The Parties mutually acknowledge, agree and find that this Agreement sets forth the responsibility of the Developer to mitigate impacts intended to be mitigated by any "State Mandated Fee" (as hereinafter defined), and the California Environmental Quality Act with respect to the Project. The Parties further acknowledge and agree that this Agreement is not subject to legal challenge as an alleged violation of any terms of SB 50 or any other applicable law concerning the payment of school impact fees by homebuilders.

NOW, THEREFORE, in consideration of the premises set forth above, the mutual covenants and obligations of the Parties set forth herein, the Parties hereby agree as follows.

AGREEMENT

ARTICLE I
DEFINITIONS

Section 1 Definitions. In addition to the terms defined elsewhere in this Agreement, as used in this Agreement, the following terms shall have the meaning set forth below:

Section 1.1 "Certificate of Compliance." "**Certificate of Compliance**" shall mean a certificate issued by District for the purposes of obtaining a building permit from the City acknowledging that the Developer has complied with all requirements of this Agreement with respect to the issuance of a building permit for any Residential Unit or commercial construction located within the Project.

Section 1.2 "Residential Unit." "**Residential Unit**" shall mean a residential dwelling, as that term is used and interpreted in Chapter 4.7 (school facilities) of the State Government Code, and shall include single-family and multi-family (apartment) units, but shall exclude age-qualified housing for seniors (55+) as defined in Government Code section 65995.1.

Section 1.3 "School Facility Program." "**School Facility Program**" shall mean the State program providing State Funds in the form of per pupil grants, with

supplemental grants for site development, site acquisition, and other project specific costs when warranted, as contemplated by School Fee Legislation.

Section 1.4 "School Fee Legislation." "**School Fee Legislation**" shall mean sections 65995 through 65996, inclusive, of the Government Code of the State of California and Section 17620, *et seq.*, of the Education Code of the State of California (including any amendments thereto), and any related or successor statutes thereto.

Section 1.5 "State." "**State**" shall mean the State of California.

Section 1.6 "State Funds." "**State Funds**" shall mean the total funds allocated and paid to District by the State specifically intended for the acquisition, construction, furnishing and/or equipping of School Facilities.

Section 1.7 "State Law." "**State Law**" shall mean the applicable laws and/or administrative regulations of the State of California and its agencies.

Section 1.8 "State Mandated Fee." "**State Mandated Fee**" shall mean the statutorily mandated fee for School Facilities pursuant to the School Fee Legislation.

ARTICLE II
FEES AND PAYMENT CONDITIONS

Section 2.1 Residential School Fee. Prior to and as a condition of obtaining Certificate of Compliance and a building permit for any Residential Unit, Developer shall pay for each Residential Unit the following "**Residential School Fee**", which shall be adjusted by an Inflation Factor in a manner set forth in Section 2.2 of this Agreement:

(a) For each single family Residential Unit, Developer shall pay the District a Residential School Fee equal to Five Dollars Fifty Cents ($5.50) multiplied by the square footage of the Residential Unit up to a maximum of Twelve Thousand Dollars ($12,000.00) ("Maximum Fee") for any single family Residential Unit. (For example, for a 1000 square foot Residential Unit Owner will pay $5,500.00 = $5.50 x 1,000.)

(b) For each multi-family (apartment) Residential Unit, Developer shall pay a Residential School Fee equal to rate as described in (a) through (e) above, on a "per door" or "per apartment" basis. Developer shall not be required to pay a Residential School Fee on common areas of multi-family (apartment) units such as stairwells and common hallways. (By way of example, if an 1100 square foot apartment complex has two apartments of 500 square feet each, plus a common hallway of 100 square feet, the Residential School Fees are calculated as Apartment #1 (500 square feet x $5.50) + Apartment #2 (500 square feet x $5.50) + Hallway (100 x 0)) = $5,500.00)

The Residential School Fee shall be paid by Developer in lieu of the State Mandated Fee. If Developer does not pay the Residential School Fee, the District may withhold a Certificate of Compliance for the Residential Unit and the Developer may not construct the Residential Unit.

Section 2.2 Inflation Factor.

(a) Adjustment and Index. Except as set forth below, the Residential School Fees and Maximum Fee, identified in Section 2.1, subsections (a) through (b), shall be adjusted annually on January 1st (or as soon as possible thereafter), based upon the inflation factor applied by the State to the per pupil grant amount pursuant to Education Code Section 17072.10 ("statewide cost index for class B construction as determined by the board"), rounded to the nearest cent ("**Inflation Factor**"). (By way of example only, if the applicable Residential School Fee was $5.50 per square foot, and the index prescribed an Inflation Factor during any year of 1%, the fee would increase by six cents ($.06) (1% over the prior year ($.059), rounded to the nearest cent) from $5.50 to $5.56.) In the event there is a change in the State Facility Program such that the State no longer allocates per-pupil grants, the Parties shall apply the Marshall & Swift Eight California Cities Class B Construction Index to determine the Inflation Factor.

(b) Cap. The Inflation Factor for any one year shall not be greater than six percent (6%) over the Residential School Fee for the prior year.

(c) No Retroactive Collection. In the event the District fails to make an annual index adjustment to the Residential School Fee described in Section 2.2 in any year, the District may adjust the Residential School Fees utilizing the Inflation Factor for multiple years to bring the Residential School Fees to the authorized amount. However, the District shall not retroactively collect payments related to any such adjustment for any Residential School Fees that have already been collected.

Section 2.3 Exceptions During Initial Project Build Out.

(a) The Residential School Fee shall freeze at the amounts set forth in Section 2.1, meaning that it shall not be subject to the Inflation Factor, from the Effective Date of this Agreement through December 31, 2021.

(b) On January 1, 2022, and for the subsequent years 2023 and 2024, the Inflation Factor shall not be greater than three percent (3%) per year (if the inflation factor in any given year is less than three percent (3%), the lesser value will be applied).

(c) On January 1, 2025, the Residential School Fee shall be the value of the Residential School Fee as if the Inflation Factor had been applied, at the full value set forth in Section 2.2, over the years during which it had not been applied.

Section 2.4 Prepayment Option. Developer may prepay the Residential School Fee for any number of Residential Units at any time and at the rate in effect at the time of prepayment, even if building permits for such Residential Units will not be immediately obtained. If prepayment is made, an accounting will be completed when building permits

are obtained to reconcile the number of Residential Units, square footage thereof, and appropriate Residential School Fees. After the accounting, the Developer will pay any deficiency in the pre-paid Residential School Fees resulting from a change in the number of Residential Units and square footage thereof at the then-current rate of the Residential School Fee. For purposes of clarity, the then-current rate of the Residential School Fee will only be charged against the difference between the number of Residential Units and corresponding square footage at the time building permits are sought and the number of Residential Units and corresponding square footage at the time of pre-payment. For any overpayment, the District shall provide a credit to the Developer, which can be applied to Residential School Fees to be paid on future Residential Units or nonresidential square footage within the Project. In no event shall the Developer be entitled to a refund for any prepayment of the Residential School Fees if Developer has Residential Units or nonresidential square footage remaining to be constructed within the Project. Developer may bank, sell or trade credits accrued due to prepayment for application toward a different Residential Unit inside or outside the Project upon written notification to the District.

Section 2.5 Commercial, Office and/or Industrial Unit Fee. Developer shall also pay a commercial, office and/or industrial unit fee ("**Commercial School Impact Fee**") to District in accordance with Education Code sections 17620, *et seq.*, and Government Code sections 65995, *et seq.* Developer shall pay the Commercial School Impact Fee for each commercial, office, and/or industrial unit constructed on the Property, multiplied by the total square footage of each unit's "**chargeable covered and enclosed space**," as such term is defined in Government Code section 65995(b)(2). Upon payment of the Commercial School Impact Fee, the District shall issue Developer a Certificate of Compliance.

Section 2.6 Age Restricted Residential Units. As provided in Section 1.2 above, any deed restricted senior citizen housing units or facilities (as defined in Government Code section 65995.1) shall be subject to the Commercial School Impact Fee set forth in Section 2.4.

Section 2.7 Full and Complete Mitigation. It is the intent of the Parties hereto that the terms and conditions set forth in this Agreement shall serve as full and complete mitigation for any school related impacts resulting from development of the Project. By acknowledging and agreeing to the terms and conditions set forth in this Agreement, the District hereby agrees that the terms and conditions set forth in this Agreement shall serve as full and complete mitigation for any school related impacts resulting from development of the Project and that no additional mitigation shall be required in connection thereto.

ARTICLE III
MISCELLANEOUS PROVISIONS

Section 3.1 Agreement Runs with Land. This Agreement is created for the benefit of Developer and the Project. Subject to the limitations set forth herein, the

covenants of this Agreement shall run with the land constituting the Project. Developer agrees for the benefit of District that the Project, as described in **Exhibit B** hereto, shall be held, transferred, and encumbered subject to the provisions of this Agreement which are for the use and benefit of the Parties, the Project and of every person who now or in the future owns any portion or portions of the Project. Any Party to this Agreement may cause this Agreement to be recorded with the Recorder's Office of Placer County, and shall reasonably cooperate to prepare or provide any further documents and signatures necessary for the recording of the terms of this Agreement. Additionally, the Parties shall reasonably cooperate to prepare and provide any documentation and signatures necessary to remove this Agreement from the Official Records of Placer County for any portion of the Project for which the fees set forth above have been paid, as evidenced by a Certificate of Completion.

Section 3.2 Disputes. If a dispute arises relating to the interpretation of, enforcement of, or compliance with the terms of this Agreement, the Parties shall first attempt to resolve such dispute through informal discussions or other alternative means. Any Party may convene such discussions by written notice, and shall reasonably accommodate the other Party with respect to scheduling any such discussion. If the dispute is not resolved in this manner within thirty (30) days of such written notice, it shall be referred to mediation upon the request of either Party for a period not to exceed an additional thirty (30) days. This dispute resolution process shall be undertaken in good faith and exhausted prior to judicial review. However, compliance with this process does not waive any Party's obligation to comply with, or right to assert as a defense, any applicable statutes of limitation. The Parties may agree in writing to toll any applicable statutes of limitation for such period as may reasonably be necessary to complete the dispute resolution process outlined in this section.

Section 3.3 Successors and Assignees. All terms and conditions of this Agreement shall be binding upon all successors-in-interest, including without limitation purchasers of all or any part of the Project. In the event that Developer transfers title to all or a portion of the Project, then such successor or assign shall be required to fulfill Developer's obligations under this Agreement for that certain portion of the transferred Project. Developer shall be released from the obligations under this Agreement that apply to the transferred portion of the Project. For any portion of the Project that is not transferred, Developer's obligations under this Agreement shall remain in full force and effect. Prior to any such transfer or assignment, Developer shall also notify the District in writing of the name of the successor or assign and all appropriate contact information for the District's records.

Section 3.4 Headings. The headings of this Agreement are for convenience purposes only and shall not limit or define the meaning of the provisions of this Agreement.

Section 3.5 Governing Law and Venue. This Agreement shall be construed in accordance with, and governed by, the laws of the State of California applicable to contracts to be performed wholly within this State. Any dispute arising from the terms and conditions of this Agreement shall be heard by a court of competent jurisdiction located within Placer County.

Section 3.6 Attorneys' Fees and Costs. In the event of any legal proceeding or alternative dispute resolution proceeding, including any lawsuit, action, or proceeding in law or equity, arising out of or relating to this Agreement, the prevailing Party shall be entitled to recover its reasonable attorneys' fees and costs arising from the proceeding, including expert witness fees, not to exceed the total attorneys' fees and costs incurred by the Party incurring fewer fees. The prevailing Party on any appeal shall also be entitled to recover its reasonable attorneys' fees and costs arising out of any such appeal, not to exceed the total attorneys' fees and costs incurred by the Party incurring fewer fees. In addition to the foregoing attorneys' fees and costs, the prevailing Party shall be entitled to its attorneys' fees and costs incurred in any post-judgment proceedings to collect or enforce the judgment. This provision is separate and severable and shall survive the merger of this Agreement into any judgment on this Agreement.

Section 3.7 Construction. The singular includes the plural, "shall" is mandatory, and "may" is permissive. The Parties acknowledge and agree the each of the Parties and each of the Parties' attorneys have participated fully in the negotiation and drafting of this Agreement. In cases of uncertainty as to the meaning, intent or interpretation of any provision of this Agreement, the Agreement shall be construed without regard to which of the Parties caused, or may have caused, the uncertainty to exist. No presumption shall arise from the fact that particular provisions were or may have been drafted by a specific Party, and prior versions or drafts of this Agreement may be used to interpret the meaning or intent of this Agreement or any provision thereof.

Section 3.8 Notices. Any notice to be given hereunder to either Party shall be in writing and shall be given either by personal delivery (including express or courier service), by receipt-confirmed facsimile, or by registered or certified mail, with return receipt requested and postage prepaid (excluding electronic messaging) and addressed as follows:

To District:

Western Placer Unified School District
ATTN: SUPERINTENDENT
600 Sixth Street, Suite 600
Lincoln, CA 95648
Fax: 916-645-6582

With a copy to Legal Counsel:

Megan E. Macy
LOZANO SMITH
1 Capitol Mall, Suite 640
Sacramento, CA 95814

To Developer:

Dick Peery, John Arrillaga and Jeannette Schirtzinger

2450 Watson Court
Palo Alto, CA 94303

Dick Perry
2200 Cowper Street
Palo Alto, CA 94301

With a copy to Legal Counsel:

Katharine Hardt-Mason
Hardt-Mason Law
1145 Teresa Lane
Morgan Hill, CA 95037

Section 3.9 No Joint Venture. The relationship of the Parties shall be determined solely by the provisions of this Agreement. This Agreement does not create and shall not be construed to create any agency, partnership, joint venture, trust or other relationship with duties or incidents different from those of parties to an arm's-length contract.

Section 3.10 No Further Assurances. Subject to Section 3.3, nothing in this Agreement, whether express or implied, is intended to or shall: (a) confer any benefits, rights or remedies under or by reason of this Agreement on any persons or entities other than the express Parties to this Agreement; (b) relieve or discharge the obligation or liability of any person not an express party to this Agreement; or (c) give any person not an express party to this Agreement any right of subrogation or action against any Party to this Agreement.

Section 3.11 Time is of the Essence. Time is of the essence in the performance of each Party's respective obligations under this Agreement.

Section 3.12 Amendments and Waivers. No amendment of, supplement to, or waiver of any obligations under this Agreement shall be enforceable or admissible unless set forth in writing signed by the Party against which enforcement or admission is sought. No delay or failure to require performance of any provision of this Agreement shall constitute a waiver of that provision as to that or any other instance. Any waiver granted shall apply solely to the specific instance expressly stated in a writing signed by the Parties.

Section 3.13 Entire Agreement. This Agreement sets forth the entire understanding of the Parties relating to the transactions it contemplates, and supersedes all prior understandings relating to them, whether written or oral. There are no obligations, commitments, representations, or warranties relating to them except those expressly set forth in this Agreement.

Section 3.14 Severability. If any provision of this Agreement is held invalid, void or unenforceable by a court of competent jurisdiction, but the remainder of the Agreement can be enforced without failure of material consideration to any Party, then this Agreement shall not be affected and it shall remain in full force and effect, unless amended or modified by mutual consent of the Parties.

Section 3.15 Signatures. By signing below, each of the signatories represents and warrants that he or she has been duly authorized to execute this Agreement on behalf of the Party on whose behalf he or she is signing.

Section 3.16 Eminent Domain. Nothing in the Agreement shall prevent the District from exercising its rights of eminent domain pursuant to law.

Section 3.17 Represented by Counsel. Each Party hereto acknowledges that it has been represented by legal counsel, or had the opportunity to obtain legal counsel and consciously chose not to obtain it, in the negotiation, drafting, and execution of this Agreement.

IN WITNESS WHEREOF, this Agreement has been entered into by and between the Parties as of the Effective Date.

[SIGNATURES ON FOLLOWING PAGE]

WESTERN PLACER UNIFIED SCHOOL DISTRICT

By: _____
Name: _____
Title: _____

DEVELOPER

A&P LINCOLN, LLC, a California limited liability company

By: _____
Name: Richard T. Peery
Title: Member

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Santa Clara)

On October 24, 2019 before me, Kayla M. Simon, Notary Public,
(insert name and title of the officer)

personally appeared Richard T. Peery,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

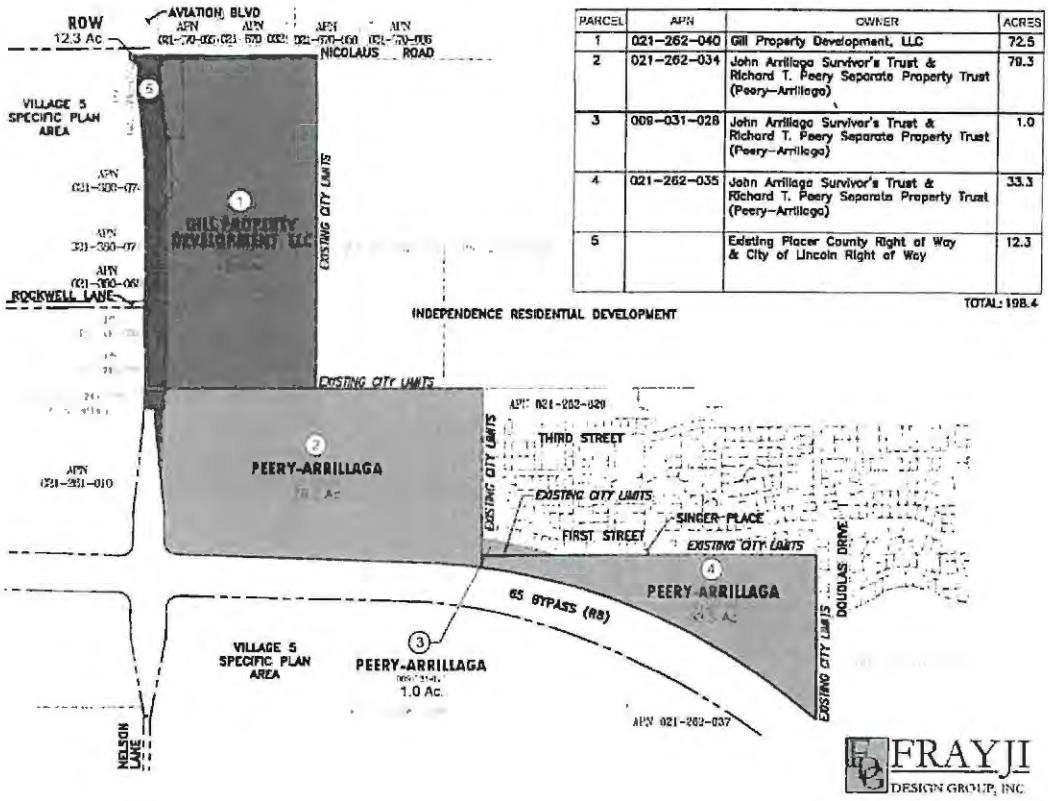
WITNESS my hand and official seal.

KAYLA M. SIMON
Notary Public – California
Santa Clara County
Commission # 2187365
My Comm. Expires Mar 26, 2021

Signature Kayla M. Simon (Seal)

EXHIBIT A

Map of Specific Plan



PARCEL	APN	OWNER	ACRES
1	021-262-040	Gill Property Development, LLC	72.5
2	021-262-034	John Arrillaga Survivor's Trust & Richard T. Peery Separate Property Trust (Peery-Arrillaga)	78.3
3	009-031-028	John Arrillaga Survivor's Trust & Richard T. Peery Separate Property Trust (Peery-Arrillaga)	1.0
4	021-262-035	John Arrillaga Survivor's Trust & Richard T. Peery Separate Property Trust (Peery-Arrillaga)	33.3
5		Existing Placer County Right of Way & City of Lincoln Right of Way	12.3
			TOTAL: 198.4

EXHIBIT B

Project Description

The SUD-B Northeast Quadrant Specific Plan affects approximately 198.4 acres of land located in Placer County, in the City of Lincoln's ("**City**") sphere of influence, within the boundaries of the District. Of the 198.4 acres, 113.6 acres are owned by Developer. The Specific Plan provides for a mix of land uses, including residential and employment-generating uses along with recreational, open space, public and educational land uses. Up to 325 residential units (which may increase) and 501,800 square feet of the employment and commercial space, are designated for construction on Developer's portion of the Specific Plan area. The City of Lincoln intends to annex the Specific Plan area into city limits.

RECORDING REQUESTED BY
AND WHEN RECORDED RETURN TO:

FOR RECORDER'S USE ONLY

WESTERN PLACER UNIFIED SCHOOL DISTRICT
SCHOOL FACILITIES AGREEMENT

PREAMBLE

THIS SCHOOL FACILITIES AGREEMENT ("**Agreement**") shall be effective as of October 30, 2019 ("**Effective Date**"), and is entered into by and between WESTERN PLACER UNIFIED SCHOOL DISTRICT, a public school district in the State of California ("**District**"), and GILL PROPERTY DEVELOPMENT LLC., a California Domestic Limited Liability Company, and its successors and assign ("**Developer**"). For purposes of this Agreement, the term "**Party**" shall refer to either the District or the Developer and the term "**Parties**" shall refer to the District and the Developer collectively.

RECITALS

A. The Developer and other parties have proposed the SUD-B Northeast Quadrant Specific Plan ("**Specific Plan**"), the land use diagram for which is attached hereto as **Exhibit A** and made a part hereof. The Specific Plan affects approximately 198.4 acres of land located in Placer County, in the City of Lincoln's ("**City**") sphere of influence, within the boundaries of the District. As shown on **Exhibit A**, the proposed Specific Plan provides for a mix of land uses, including residential and employment-generating uses along with recreational, open space, public and educational land uses.

B. Developer's proposal includes approximately 104 residential units (which may increase) and 469,200 square feet of the employment and commercial space, as particularly described in **Exhibit B** ("**Project**") located on 72.6 acres of the Specific Plan area owned by the Developer. It is the intent of the Parties that all residential units and commercial space within the Specific Plan owned or controlled by Developer, its successors, or any party substantially controlled by Developer, shall be considered part of the Project and subject to the terms of this Agreement. The Developer, identified above, is the owner of the property and may develop a small portion of the Project, but Developer intends to convey the majority of the property subject to this Agreement to third party developers who will construct the improvements thereon, subject to the terms of the Specific Plan and this Agreement.

C. The Parties acknowledge that students generated by the Project may result in significant impacts on the District's facilities and infrastructure and may require construction of permanent elementary, middle and high school facilities, acquisition of school sites for the permanent facilities, and furnishings, fixtures, equipment, technology

and buses required to accommodate students generated by the Project, and may require interim elementary, middle and high school facilities to house students during construction of permanent school facilities (such permanent and interim facilities collectively being called the "**School Facilities**").

D. The Developer agrees to timely fund a portion of the cost of the School Facilities to assist in providing adequate facilities for K-12 students generated by the Project as more particularly set forth in this Agreement.

E. The Parties have entered into this Agreement freely and voluntarily and acknowledge that at the time of the Effective Date, the California State Legislature has enacted as part of Senate Bill 50 ("**SB 50**") in Government Code sections 65995, *et seq.*, which became fully effective in November 1998, certain modifications to the law concerning payment of school impact fees by homebuilders. The Parties mutually acknowledge, agree and find that this Agreement sets forth the responsibility of the Developer to mitigate impacts intended to be mitigated by any "State Mandated Fee" (as hereinafter defined), and the California Environmental Quality Act with respect to the Project. The Parties further acknowledge and agree that this Agreement is not subject to legal challenge as an alleged violation of any terms of SB 50 or any other applicable law concerning the payment of school impact fees by homebuilders.

NOW, THEREFORE, in consideration of the premises set forth above, the mutual covenants and obligations of the Parties set forth herein, the Parties hereby agree as follows.

AGREEMENT

ARTICLE I
DEFINITIONS

Section 1 Definitions. In addition to the terms defined elsewhere in this Agreement, as used in this Agreement, the following terms shall have the meaning set forth below:

Section 1.1 "Certificate of Compliance." "**Certificate of Compliance**" shall mean a certificate issued by District for the purposes of obtaining a building permit from the City acknowledging that the Developer has complied with all requirements of this Agreement with respect to the issuance of a building permit for any Residential Unit or commercial construction located within the Project.

Section 1.2 "Residential Unit." "**Residential Unit**" shall mean a residential dwelling, as that term is used and interpreted in Chapter 4.7 (school facilities) of the State Government Code, and shall include single-family and multi-family (apartment) units, but shall exclude age-qualified housing for seniors (55+) as defined in Government Code section 65995.1.

Section 1.3 "School Facility Program." "**School Facility Program**" shall mean the State program providing State Funds in the form of per pupil grants, with

supplemental grants for site development, site acquisition, and other project specific costs when warranted, as contemplated by School Fee Legislation.

Section 1.4 "School Fee Legislation." "**School Fee Legislation**" shall mean sections 65995 through 65996, inclusive, of the Government Code of the State of California and Section 17620, *et seq.*, of the Education Code of the State of California (including any amendments thereto), and any related or successor statutes thereto.

Section 1.5 "State." "**State**" shall mean the State of California.

Section 1.6 "State Funds." "**State Funds**" shall mean the total funds allocated and paid to District by the State specifically intended for the acquisition, construction, furnishing and/or equipping of School Facilities.

Section 1.7 "State Law." "**State Law**" shall mean the applicable laws and/or administrative regulations of the State of California and its agencies.

Section 1.8 "State Mandated Fee." "**State Mandated Fee**" shall mean the statutorily mandated fee for School Facilities pursuant to the School Fee Legislation.

ARTICLE II
FEES AND PAYMENT CONDITIONS

Section 2.1 Residential School Fee. Prior to and as a condition of obtaining Certificate of Compliance and a building permit for any Residential Unit, Developer shall pay for each Residential Unit the following "**Residential School Fee**", which shall be adjusted by an Inflation Factor in a manner set forth in Section 2.2 of this Agreement:

(a) For each single family Residential Unit, Developer shall pay the District a Residential School Fee equal to Five Dollars Fifty Cents ($5.50) multiplied by the square footage of the Residential Unit up to a maximum of Twelve Thousand Dollars ($12,000.00) ("Maximum Fee") for any single family Residential Unit. (For example, for a 1000 square foot Residential Unit Owner will pay $5,500.00 = $5.50 x 1,000.)

(b) For each multi-family (apartment) Residential Unit, Developer shall pay a Residential School Fee equal to rate as described in (a) through (e) above, on a "per door" or "per apartment" basis. Developer shall not be required to pay a Residential School Fee on common areas of multi-family (apartment) units such as stairwells and common hallways. (By way of example, if an 1100 square foot apartment complex has two apartments of 500 square feet each, plus a common hallway of 100 squarc feet, the Residential School Fees are calculated as Apartment #1 (500 square feet x $5.50) + Apartment #2 (500 square feet x $5.50) + Hallway (100 x 0)) = $5,500.00)

The Residential School Fee shall be paid by Developer in lieu of the State Mandated Fee. If Developer does not pay the Residential School Fee, the District may withhold a Certificate of Compliance for the Residential Unit and the Developer may not construct the Residential Unit.

Section 2.2 Inflation Factor.

(a) Adjustment and Index. Except as set forth below, the Residential School Fees and Maximum Fee, identified in Section 2.1, subsections (a) through (b), shall be adjusted annually on January 1st (or as soon as possible thereafter), based upon the inflation factor applied by the State to the per pupil grant amount pursuant to Education Code Section 17072.10 ("statewide cost index for class B construction as determined by the board"), rounded to the nearest cent (**"Inflation Factor"**). (By way of example only, if the applicable Residential School Fee was $5.50 per square foot, and the index prescribed an Inflation Factor during any year of 1%, the fee would increase by six cents ($.06) (1% over the prior year ($.059), rounded to the nearest cent) from $5.50 to $5.56.) In the event there is a change in the State Facility Program such that the State no longer allocates per-pupil grants, the Parties shall apply the Marshall & Swift Eight California Cities Class B Construction Index to determine the Inflation Factor.

(b) Cap. The Inflation Factor for any one year shall not be greater than six percent (6%) over the Residential School Fee for the prior year.

(c) No Retroactive Collection. In the event the District fails to make an annual index adjustment to the Residential School Fee described in Section 2.2 in any year, the District may adjust the Residential School Fees utilizing the Inflation Factor for multiple years to bring the Residential School Fees to the authorized amount. However, the District shall not retroactively collect payments related to any such adjustment for any Residential School Fees that have already been collected.

Section 2.3 Exceptions During Initial Project Build Out.

(a) The Residential School Fee shall freeze at the amounts set forth in Section 2.1, meaning that it shall not be subject to the Inflation Factor, from the Effective Date of this Agreement through December 31, 2021.

(b) On January 1, 2022, and for the subsequent years 2023 and 2024, the Inflation Factor shall not be greater than three percent (3%) per year (if the inflation factor in any given year is less than three percent (3%), the lesser value will be applied).

(c) On January 1, 2025, the Residential School Fee shall be the value of the Residential School Fee as if the Inflation Factor had been applied, at the full value set forth in Section 2.2, over the years during which it had not been applied.

Section 2.4 Prepayment Option. Developer may prepay the Residential School Fee for any number of Residential Units at any time and at the rate in effect at the time of prepayment, even if building permits for such Residential Units will not be immediately obtained. If prepayment is made, an accounting will be completed when building permits

are obtained to reconcile the number of Residential Units, square footage thereof, and appropriate Residential School Fees. After the accounting, the Developer will pay any deficiency in the pre-paid Residential School Fees resulting from a change in the number of Residential Units and square footage thereof at the then-current rate of the Residential School Fee. For purposes of clarity, the then-current rate of the Residential School Fee will only be charged against the difference between the number of Residential Units and corresponding square footage at the time building permits are sought and the number of Residential Units and corresponding square footage at the time of pre-payment. For any overpayment, the District shall provide a credit to the Developer, which can be applied to Residential School Fees to be paid on future Residential Units or nonresidential square footage within the Project. In no event shall the Developer be entitled to a refund for any prepayment of the Residential School Fees if Developer has Residential Units or nonresidential square footage remaining to be constructed within the Project. Developer may bank, sell or trade credits accrued due to prepayment for application toward a different Residential Unit inside or outside the Project upon written notification to the District.

Section 2.5 Commercial, Office and/or Industrial Unit Fee. Developer shall also pay a commercial, office and/or industrial unit fee ("**Commercial School Impact Fee**") to District in accordance with Education Code sections 17620, *et seq.*, and Government Code sections 65995, *et seq.* Developer shall pay the Commercial School Impact Fee for each commercial, office, and/or industrial unit constructed on the Property, multiplied by the total square footage of each unit's "**chargeable covered and enclosed space**," as such term is defined in Government Code section 65995(b)(2). Upon payment of the Commercial School Impact Fee, the District shall issue Developer a Certificate of Compliance.

Section 2.6 Age Restricted Residential Units. As provided in Section 1.2 above, any deed restricted senior citizen housing units or facilities (as defined in Government Code section 65995.1) shall be subject to the Commercial School Impact Fee set forth in Section 2.4.

Section 2.7 Full and Complete Mitigation. It is the intent of the Parties hereto that the terms and conditions set forth in this Agreement shall serve as full and complete mitigation for any school related impacts resulting from development of the Project. By acknowledging and agreeing to the terms and conditions set forth in this Agreement, the District hereby agrees that the terms and conditions set forth in this Agreement shall serve as full and complete mitigation for any school related impacts resulting from development of the Project and that no additional mitigation shall be required in connection thereto.

ARTICLE III
MISCELLANEOUS PROVISIONS

Section 3.1 Agreement Runs with Land. This Agreement is created for the benefit of Developer and the Projcct. Subject to the limitations set forth herein, the

covenants of this Agreement shall run with the land constituting the Project. Developer agrees for the benefit of District that the Project, as described in **Exhibit B** hereto, shall be held, transferred, and encumbered subject to the provisions of this Agreement which are for the use and benefit of the Parties, the Project and of every person who now or in the future owns any portion or portions of the Project. Any Party to this Agreement may cause this Agreement to be recorded with the Recorder's Office of Placer County, and shall reasonably cooperate to prepare or provide any further documents and signatures necessary for the recording of the terms of this Agreement. Additionally, the Parties shall reasonably cooperate to prepare and provide any documentation and signatures necessary to remove this Agreement from the Official Records of Placer County for any portion of the Project for which the fees set forth above have been paid, as evidenced by a Certificate of Completion.

Section 3.2 Disputes. If a dispute arises relating to the interpretation of, enforcement of, or compliance with the terms of this Agreement, the Parties shall first attempt to resolve such dispute through informal discussions or other alternative means. Any Party may convene such discussions by written notice, and shall reasonably accommodate the other Party with respect to scheduling any such discussion. If the dispute is not resolved in this manner within thirty (30) days of such written notice, it shall be referred to mediation upon the request of either Party for a period not to exceed an additional thirty (30) days. This dispute resolution process shall be undertaken in good faith and exhausted prior to judicial review. However, compliance with this process does not waive any Party's obligation to comply with, or right to assert as a defense, any applicable statutes of limitation. The Parties may agree in writing to toll any applicable statutes of limitation for such period as may reasonably be necessary to complete the dispute resolution process outlined in this section.

Section 3.3 Successors and Assignees. All terms and conditions of this Agreement shall be binding upon all successors-in-interest, including without limitation purchasers of all or any part of the Project. In the event that Developer transfers title to all or a portion of the Project, then such successor or assign shall be required to fulfill Developer's obligations under this Agreement for that certain portion of the transferred Project. Developer shall be released from the obligations under this Agreement that apply to the transferred portion of the Project. For any portion of the Project that is not transferred, Developer's obligations under this Agreement shall remain in full force and effect. Prior to any such transfer or assignment, Developer shall also notify the District in writing of the name of the successor or assign and all appropriate contact information for the District's records.

Section 3.4 Headings. The headings of this Agreement are for convenience purposes only and shall not limit or define the meaning of the provisions of this Agreement.

Section 3.5 Governing Law and Venue. This Agreement shall be construed in accordance with, and governed by, the laws of the State of California applicable to contracts to be performed wholly within this State. Any dispute arising from the terms and conditions of this Agreement shall be heard by a court of competent jurisdiction located within Placer County.

Section 3.6 Attorneys' Fees and Costs. In the event of any legal proceeding or alternative dispute resolution proceeding, including any lawsuit, action, or proceeding in law or equity, arising out of or relating to this Agreement, the prevailing Party shall be entitled to recover its reasonable attorneys' fees and costs arising from the proceeding, including expert witness fees, not to exceed the total attorneys' fees and costs incurred by the Party incurring fewer fees. The prevailing Party on any appeal shall also be entitled to recover its reasonable attorneys' fees and costs arising out of any such appeal, not to exceed the total attorneys' fees and costs incurred by the Party incurring fewer fees. In addition to the foregoing attorneys' fees and costs, the prevailing Party sball be entitled to its attorneys' fees and costs incurred in any post-judgment proceedings to collect or enforce the judgment. This provision is separate and severable and shall survive the merger of this Agreement into any judgment on this Agreement.

Section 3.7 Construction. The singular includes the plural, "shall" is mandatory, and "may" is permissive. The Parties acknowledge and agree the each of the Parties and each of the Parties' attorneys have participated fully in the negotiation and drafting of this Agreement. In cases of uncertainty as to the meaning, intent or interpretation of any provision of this Agreement, the Agreement shall be construed without regard to which of the Parties caused, or may have caused, the uncertainty to exist. No presumption shall arise from the fact that particular provisions were or may have been drafted by a specific Party, and prior versions or drafts of this Agreement may be used to interpret the meaning or intent of this Agreement or any provision thereof.

Section 3.8 Notices. Any notice to be given hereunder to either Party shall be in writing and shall be given either by personal delivery (including express or courier service), by receipt-confirmed facsimile, or by registered or certified mail, with return receipt requested and postage prepaid (excluding electronic messaging) and addressed as follows:

To District:

Western Placer Unified School District
ATTN: SUPERINTENDENT
600 Sixth Street, Suite 600
Lincoln, CA 95648
Fax: 916-645-6582

With a copy to Legal Counsel:

Megan E. Macy
LOZANO SMITH
1 Capitol Mall, Suite 640
Sacramento, CA 95814

To Developer:

Chris Gill

Gill Property Development LLC.
424 D Street
Marysville, CA 95901

With a copy to Legal Counsel:

[Insert Name]

Section 3.9 No Joint Venture. The relationship of the Parties shall be determined solely by the provisions of this Agreement. This Agreement does not create and shall not be construed to create any agency, partnership, joint venture, trust or other relationship with duties or incidents different from those of parties to an arm's-length contract.

Section 3.10 No Further Assurances. Subject to Section 3.3, nothing in this Agreement, whether express or implied, is intended to or shall: (a) confer any benefits, rights or remedies under or by reason of this Agreement on any persons or entities other than the express Parties to this Agreement; (b) relieve or discharge the obligation or liability of any person not an express party to this Agreement; or (c) give any person not an express party to this Agreement any right of subrogation or action against any Party to this Agreement.

Section 3.11 Time is of the Essence. Time is of the essence in the performance of each Party's respective obligations under this Agreement.

Section 3.12 Amendments and Waivers. No amendment of, supplement to, or waiver of any obligations under this Agreement shall be enforceable or admissible unless set forth in writing signed by the Party against which enforcement or admission is sought. No delay or failure to require performance of any provision of this Agreement shall constitute a waiver of that provision as to that or any other instance. Any waiver granted shall apply solely to the specific instance expressly stated in a writing signed by the Parties.

Section 3.13 Entire Agreement. This Agreement sets forth the entire understanding of the Parties relating to the transactions it contemplates, and supersedes all prior understandings relating to them, whether written or oral. There are no obligations, commitments, representations, or warranties relating to them except those expressly set forth in this Agreement.

Section 3.14 Severability. If any provision of this Agreement is held invalid, void or unenforceable by a court of competent jurisdiction, but the remainder of the Agreement can be enforced without failure of material consideration to any Party, then this Agreement shall not be affected and it shall remain in full force and effect, unless amended or modified by mutual consent of the Parties.

Section 3.15 Signatures. By signing below, each of the signatories represents and warrants that he or she has been duly authorized to execute this Agreement on behalf of the Party on whose behalf he or she is signing.

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IN WITNESS WHEREOF, this Agreement has been entered into by and between the Parties as of the Effective Date.

[SIGNATURES ON FOLLOWING PAGE]

WESTERN PLACER UNIFIED SCHOOL DISTRICT

By: _____
Name: _____
Title: _____

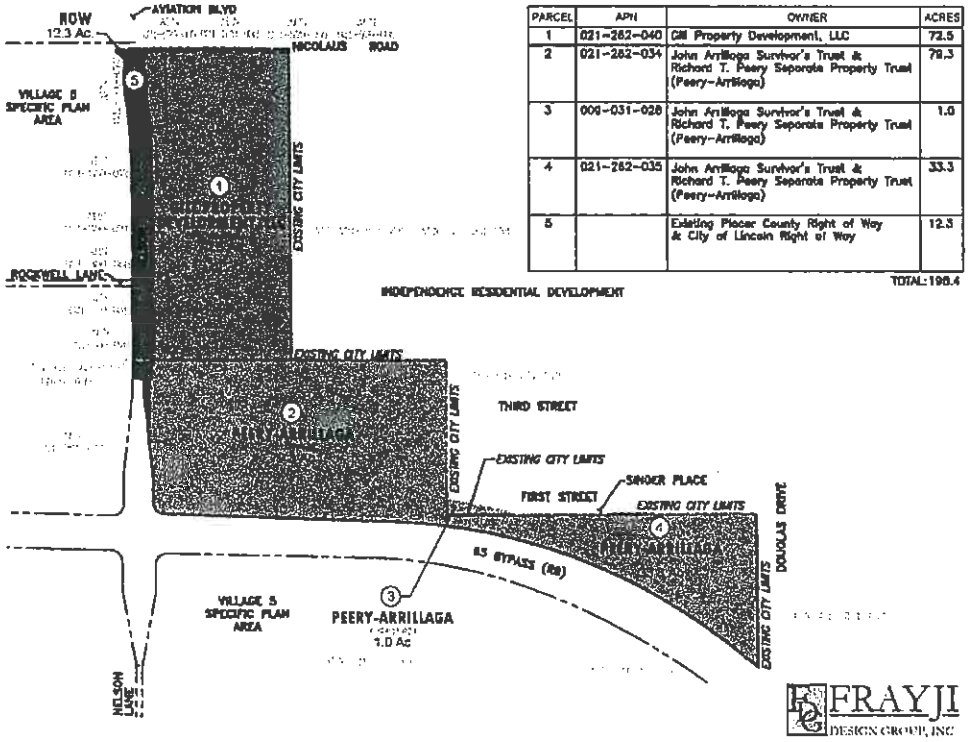
DEVELOPER

GILL PROPERTY DEVELOPMENT LLC, a California limited liability company

By: _____
Name: Rajinder Gill
Title: Managing Member

EXHIBIT A

Map of Specific Plan



PARCEL	APN	OWNER	ACRES
1	021-262-040	GM Property Development, LLC	72.5
2	021-262-034	John Arrillaga Survivor's Trust & Richard T. Peery Separate Property Trust (Peery-Arrillaga)	78.3
3	008-031-028	John Arrillaga Survivor's Trust & Richard T. Peery Separate Property Trust (Peery-Arrillaga)	1.0
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5		Existing Placer County Right of Way & City of Lincoln Right of Way	12.3
			TOTAL: 198.4

EXHIBIT B

Project Description

The SUD-B Northeast Quadrant Specific Plan affects approximately 198.4 acres of land located in Placer County, in the City of Lincoln's ("**City**") sphere of influence, within the boundaries of the District. Of the 198.4 acres, 72.6 acres are owned by Developer. The Specific Plan provides for a mix of land uses, including residential and employment-generating uses along with recreational, open space, public and educational land uses. Up to 104 residential units (which may increase) and 469,200 square feet of the employment and commercial space, are designated for construction on Developer's portion of the Specific Plan area. The City of Lincoln intends to annex the Specific Plan area into city limits.

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:
Approve Resolution 19/20.17 and Calling for a Local General Obligation Bond Measure for March 3, 2020 General Election

AGENDA ITEM AREA:
Action

REQUESTED BY:
Scott Leaman, Superintendent
Audrey Kilpatrick, Asst. Supt. Business & Operations

ENCLOSURES:
Yes

DEPARTMENT:
Facilities

FINANCIAL INPUT/SOURCE:
Restricted Facilities Funding/Bond Funds

MEETING DATE:
November 5, 2019

ROLL CALL REQUIRED:
Yes

BACKGROUND:

Based on feedback received from the Placer County Elections office, Resolution 19/20.17 includes minor modifications to the tax statement and additional information regarding district boundaries and county elections reimbursement.

Resolution 19/20.17 calls for a general obligation bond measure to be placed on the March 3, 2020 ballot to fund the construct an aquatics center for the Lincoln community, athletics field space for baseball, softball, soccer and other athletic programs and parking for fields and the Lincoln Public Library. A bond project list as presented in Exhibit A provides a detail of the project and is also listed below:

BOND PROJECT LIST

Lincoln Aquatics Center and Athletics Complex at Twelve Bridges High School

- Construction of an aquatics center
- Field and hardcourt surface installation with lighting, fencing and installation of athletic equipment
- Parking for fields and the Lincoln Public Library

The proposed bond measure of $29,000,000 would fund the improvements and new construction project.

The next opportunity for a local general obligation bond election is March 3, 2020. In order to call for a bond election on that date, at tonight's meeting, the Board will consider a resolution formally calling for the election, identifying the ballot language, setting forth the facilities projects to be funded from a bond, and determining the amount of bond authorization requested.

RECOMMENDATION:
Staff recommends the Board of Trustees approve Resolution 19/20.17 and to call for a local general obligation bond measure on March 3, 2020.

WESTERN PLACER UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 19/20.17

RESOLUTION OF THE BOARD OF TRUSTEES OF THE WESTERN PLACER UNIFIED SCHOOL DISTRICT ORDERING A SCHOOL BOND ELECTION, AND AUTHORIZING NECESSARY ACTIONS IN CONNECTION THEREWITH

WHEREAS, the Board of Trustees (the "Board") of the Western Placer Unified School District (the "District"), within Placer County, California (the "County"), is authorized to order elections within the District and to designate the specifications thereof, pursuant to sections 5304 and 5322 of the California Education Code (the "Education Code");

WHEREAS, the Board is specifically authorized to order elections for the purpose of submitting to the electors the question of whether bonds of the District shall be issued and sold for the purpose of raising money for the purposes hereinafter specified, pursuant to section 15100 *et seq.* of the California Education Code;

WHEREAS, pursuant to section 18 of Article XVI and section 1 of Article XIII A of the California Constitution, and section 15266 of the California Education Code, school districts may seek approval of general obligation bonds and levy an *ad valorem* tax to repay those bonds upon a 55% vote of those voting on a proposition for the purpose, provided certain accountability measures are included in the proposition;

WHEREAS, such a bond election must be conducted concurrent with a statewide primary election, general election or special election, or at a regularly scheduled local election, as required by section 15266 of the California Education Code;

WHEREAS, on March 3, 2020, a primary election is scheduled to occur throughout the District;

WHEREAS, pursuant to section 15270 California Education Code, based upon a projection of assessed property valuation, the Board has determined that, if approved by voters, the tax rate levied to meet the debt service requirements of the bonds proposed to be issued will not exceed the legal limit of $60 per year per $100,000 of assessed valuation of taxable property;

WHEREAS, section 9400 *et seq.* of the California Elections Code requires that a tax rate statement be contained in all official materials, including any ballot pamphlet prepared, sponsored or distributed by the District, relating to the election; and

NOW, THEREFORE, be it resolved, determined and ordered by the Board of Trustees of the Western Placer Unified School District as follows:

Section 1. Specifications of Election Order. Pursuant to sections 5304, 5322, 15100 *et seq.*, and section 15266 of the California Education Code, an election shall be held within the boundaries of the District on March 3, 2020, for the purpose of submitting to the registered voters of the District the following proposition:

BOND AUTHORIZATION

By approval of this proposition by at least 55% of the registered voters voting on the proposition, the District shall be authorized to issue and sell bonds of up to $29,000,000 in aggregate principal amount to provide financing for the specific school facilities projects listed in the Bond Project List attached hereto as Exhibit A, subject to all of the accountability safeguards specified below. Bonds will be issued in one or more series.

ACCOUNTABILITY SAFEGUARDS

The provisions in this section are specifically included in this proposition in order that the voters and taxpayers of the District may be assured that their money will be spent to address the specific facilities needs of the District, in compliance with the requirements of Article XIII A, section 1(b)(3) of the State Constitution, and the Strict Accountability in Local School Construction Bonds Act of 2000 (codified at section 15264 *et seq.* of the California Education Code).

Evaluation of Needs. The Board has updated its Facilities Master Plan in order to evaluate and address all of the facilities needs of the District, and to determine which projects to finance from a local bond at this time. The Board hereby certifies that it has evaluated safety, class size reduction and information technology and other needs in developing the Bond Project List contained in Exhibit A.

Independent Citizens' Oversight Committee. The Board shall establish an independent Citizens' Oversight Committee (section 15278 *et seq.* of the California Education Code), to ensure bond proceeds are expended only for the school facilities projects listed in Exhibit A. The committee shall be established within 60 days of the date when the results of the election appear in the minutes of the Board.

Annual Performance Audits. The Board shall cause an annual, independent performance audit to be conducted to ensure that the bond proceeds have been expended only on the school facilities projects listed in Exhibit A.

Annual Financial Audits. The Board shall cause an annual, independent financial audit of the bond proceeds to be conducted until all of those proceeds have been spent for the school facilities projects listed in Exhibit A.

BOND PROJECT LIST

The Bond Project List attached to this resolution as Exhibit A shall be considered a part of the ballot proposition, and shall be reproduced in any official document required to contain the full statement of the bond proposition.

The Bond Project List, which is an integral part of this proposition, lists the specific projects the District proposes to finance with proceeds of the Bonds. Listed repairs, rehabilitation projects and upgrades will be completed as needed. Each project is assumed to include its share of costs of the election and bond issuance, architectural, engineering, and similar planning costs, construction management, and a customary contingency for unforeseen design and construction costs. The final cost of each project will be determined as plans are finalized, construction bids are awarded, and projects are completed. In addition, certain construction funds expected from non-bond sources, including State grant funds for eligible projects, have not yet been secured. Therefore the Board cannot guarantee that the bonds will provide sufficient funds to allow

completion of all listed projects.

FURTHER SPECIFICATIONS

No Administrator Salaries. Proceeds from the sale of bonds authorized by this proposition shall be used only for the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities, and not for any other purpose, including teacher and administrator salaries and other school operating expenses.

Single Purpose. All of the purposes enumerated in this proposition shall be united and voted upon as one single proposition, pursuant to section 15100 of the California Education Code, and all the purposes shall constitute the specific single purpose of the bonds, and proceeds of the bonds shall be spent only for such purpose, pursuant to section 53410 of the California Government Code.

Other Terms of the Bonds. When sold, the bonds shall bear interest at an annual rate not exceeding the statutory maximum, and that interest will be made payable at the time or times permitted by law. The bonds may be issued and sold in several series, and no bond shall be made to mature more than 25 years (if issued pursuant to the provisions of the California Education Code) or 40 years (if issued pursuant to the provisions of the California Government Code) from the date borne by that bond.

Section 2. Brief Statement of Proposition. Pursuant to section 13247 of the California Elections Code and section 15122 of the California Education Code, the Board hereby directs the Registrar of Voters to use the following abbreviation of the bond proposition on the ballot:

> "**Lincoln Aquatics / Athletics Complex:** Shall the measure to support and enhance student health and curriculum by constructing an aquatics center and athletic fields for community / school use, shall Western Placer Unified School District issue $29,000,000 in bonds at legal rates, levying an average 1.1¢ per $100 assessed value, generating $1,600,000 Districtwide annually, while bonds are outstanding, with strict accountability including: annual audits, independent citizens' oversight, no money for salaries and all money staying in the Lincoln community be adopted?"

YES: _____ NO: _____

Section 3. Voter Pamphlet. The Registrar of Voters of the County is hereby requested to reprint Section 1 hereof (including Exhibit A hereto) in its entirety in the voter information pamphlets to be distributed to voters pursuant to section 13307 of the California Elections Code. In the event Section 1 is not reprinted in the voter information pamphlets in its entirety, the Registrar of Voters of the County is hereby requested to print, immediately below the impartial analysis of the bond proposition, in no less than 10-point boldface type, a legend substantially as follows:

> "The above statement is an impartial analysis of Measure __. If you desire a copy of the measure, please call the Placer County Registrar of Voters at (530) 886-5600, and a copy will be mailed at no cost to you."

Section 4. Required Vote. Pursuant to section 18 of Article XVI and section 1 of Article XIII A of the State Constitution, the above proposition shall become effective upon the affirmative vote of at least 55% of those voters voting on the proposition.

Section 5. State Matching Funds. In addition to the amount of Bonds issued, it is the Board's intention to seek State funding, in the event and to the extent it is available.

Section 6. Existing Tax Rates. District voters have approved a prior authorization ($60,000,000 2015 Measure A) under which the District has issued bonds that are still outstanding. In 2019-20, the general obligation bond tax rate is $28.24 per $100,000 of assessed value for such authorization. The District has issued all bonds under such authorization. District voters have also approved a prior authorization ($60,000,000 2016 Measure N) under which the District has issued bonds that are still outstanding. In 2019-20, the general obligation bond tax rate is $17.72 per $100,000 of assessed value for such authorization. The District has issued all bonds under such authorization.

Section 7. Request to County Officers to Conduct Election. The Registrar of Voters of the County is hereby requested, pursuant to section 5322 of the California Education Code, to take all steps to call and hold the election in accordance with law and these specifications.

Section 8. Consolidation Requirement; Canvass.

(a) Pursuant to section 15266(a) of the California Education Code, the election shall be consolidated with the primary election on March 3, 2020.

(b) The Boards of Supervisors of the County is authorized and requested to canvass the returns of the election, pursuant to section 10411 of the California Elections Code.

Section 9. Election Costs. The District shall pay its allocable costs of the election approved by the Board of Supervisors of the County pursuant to section 5421 of the California Elections Code.

Section 10. No Boundary Map Changes. There have been no boundary map changes to the District since the last held election.

Section 11. Delivery of Order of Election to County Officers. The Clerk of the Board is hereby directed to deliver, no later than December 6, 2019, one copy of this Resolution to the Placer County Superintendent of Schools and the Registrar of Voters of the County together with the Tax Rate Statement (attached hereto as Exhibit B), completed and signed by the Superintendent, and shall file a copy of this Resolution with the Clerks of the Boards of Supervisors of the County.

Section 12. Ballot Arguments. The members of the Board are hereby authorized, but not directed, to prepare and file with the Registrar of Voters of the County a ballot argument in favor of the proposition contained in Section 1 hereof, within the time established by the Registrar of Voters of the County.

Section 13. Further Authorization. The members of this Board, the Superintendent, and all other officers of the District are hereby authorized and directed, individually and collectively, to do any and all things that they deem necessary or advisable in order to effectuate the purposes of this resolution.

Section 14. Effective Date. This Resolution shall take effect upon its adoption.

PASSED AND ADOPTED this 5th day of November, 2019, by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

APPROVED:

_____

President of the Board of Trustees of the
Western Placer Unified School District

Attest:

_____

Clerk of the Board of Trustees of the
Western Placer Unified School District

CLERK'S CERTIFICATE

I, , Clerk of the Board of Trustees of the Western Placer Unified School District, of Placer County, California, hereby certify as follows:

The attached is a full, true and correct copy of a resolution duly adopted at a meeting of the Board of Trustees of the District duly and regularly held at the regular meeting place thereof on November 5, 2019, and entered in the minutes thereof, of which meeting all of the members of the Board of Trustees had due notice and at which a quorum thereof was present. The resolution was adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

At least 24 hours before the time of said meeting, a written notice and agenda of the meeting was mailed and received by or personally delivered to each member of the Board of Trustees not having waived notice thereof, and to each local newspaper of general circulation, radio, and television station requesting such notice in writing, and was posted in a location freely accessible to members of the public, and a brief description of the resolution appeared on said agenda.

I have carefully compared the same with the original minutes of the meeting on file and of record in my office. The resolution has not been amended, modified or rescinded since the date of its adoption, and the same is now in full force and effect.

WITNESS my hand this 5th day of November, 2019.

_____

Clerk of the Board of Trustees
Western Placer Unified School District

EXHIBIT A

WESTERN PLACER UNIFIED SCHOOL DISTRICT

BOND PROJECT LIST

INTRODUCTION

- The Western Placer Unified School District ("District") currently serves a population of almost 7,000 students in 12 schools. The District is focused on providing a top-quality education to prepare students for college and 21st-century careers. Rigorous academic programs emphasize science, technology, language arts and math.

- Exceptional teachers, a strong curriculum, safe and up-to-date classrooms and the support of our local community are key to maintaining our students' success. The District is committed to continuing a strong educational program for the students it serves, and to attracting and retaining quality staff by providing safe and secure schools that are equipped to support changing educational needs, methods and standards.

- The District has made considerable progress in repairing, upgrading and improving our local high school and middle school over the past several years, making the campuses more accessible to all students, upgrading instructional technology, improving student safety and repairing aging facilities.

- The District is making rapid progress in the construction of two new schools – Twelve Bridges High School and Scott M. Leaman Elementary School – to serve our growing student population and prevent overcrowding at existing schools.

- Despite the significant progress that has been made, there is still work that needs to be completed to provide a well-balanced education to our students. The District and community have a need for facilities to support and improve student health, wellness, and provide a balanced curriculum.

- The Board of Trustees, acknowledging the significant benefit that the Measure A and Measure N bond programs have provided for District students and the community, desires to build upon this success by raising additional funds to construct a new aquatics center for the Lincoln community and athletics field space for baseball, softball, soccer and other athletic programs.

BOND PROJECT LIST

Lincoln Aquatics Center and Athletic Complex at Twelve Bridges High School

- Construction of an aquatics center
- Field and hardcourt surface installation with lighting, fencing and installation of athletic equipment
- Parking for fields and the Lincoln Public Library

For any project involving modernization or renovation of a building or the major portion of a building, the District shall be authorized to proceed with new replacement construction if the Board of Trustees determines that replacement and new construction is economically more practical considering the building's age, condition and other relevant factors.

* * *

The listed projects will be completed as needed. Each project is assumed to include its share of furniture, equipment, architectural, engineering, and similar planning costs, program management, staff training expenses and a customary contingency, and escalation for unforeseen design and construction costs. In addition to the listed projects stated above, the Project List also includes the acquisition of a variety of instructional, maintenance and operational equipment, including the reduction or retirement of outstanding lease obligations and interim funding incurred to advance fund projects from the Project List, payment of the costs of preparation of all facility planning, facility studies, assessment reviews, facility master plan preparation and updates, environmental studies (including environmental investigation, remediation and monitoring), design and construction documentation, and temporary housing of dislocated District activities caused by bond projects. The upgrading of technology infrastructure includes, but is not limited to, fiber optic cable and hardware necessary to increase bandwidth.

The allocation of bond proceeds may be affected by the District's receipt of State matching funds and the final costs of each project. In the absence of State matching funds, which the District will aggressively pursue to reduce the District's share of the costs of the projects, the District may not be able to complete some of the projects listed above. The budget for each project is an estimate and may be affected by factors beyond the District's control. The final cost of each project will be determined as plans are finalized, construction bids are awarded and projects are completed. Based on the final costs of each project, certain of the projects described above may be delayed or may not be completed. Demolition of existing facilities and reconstruction of facilities scheduled for repair and upgrade may occur, if the Board determines that such an approach would be more cost-effective in creating enhanced and operationally efficient campuses. Necessary site preparation/restoration and landscaping, may occur in connection with new construction, renovation or remodeling, or installation or removal of relocatable classrooms, including ingress and egress, removing, replacing, or installing irrigation, utility lines, trees and landscaping, redirecting fire access, and acquiring any necessary easements, licenses, or rights of way to the property.

Bond proceeds shall be expended only for the specific purposes identified herein. Proceeds of the bonds may be used to pay or reimburse the District for the cost of District staff when performing work on or necessary and incidental to the bond projects, but not for other administrator or teacher salaries. The District shall create an account into which proceeds of the bonds shall be deposited and comply with the reporting requirements of Government Code § 53410.

FISCAL ACCOUNTABILITY: IN ACCORDANCE WITH EDUCATION CODE SECTION 15272, THE BOARD OF EDUCATION WILL APPOINT A CITIZENS' OVERSIGHT COMMITTEE AND CONDUCT ANNUAL INDEPENDENT AUDITS TO ASSURE THAT FUNDS ARE SPENT ONLY ON DISTRICT PROJECTS AND FOR NO OTHER PURPOSE. THE EXPENDITURE OF BOND MONEY ON THESE PROJECTS IS SUBJECT TO STRINGENT FINANCIAL ACCOUNTABILITY REQUIREMENTS. BY LAW, PERFORMANCE AND FINANCIAL AUDITS WILL BE PERFORMED ANNUALLY, AND ALL BOND EXPENDITURES WILL BE MONITORED BY AN INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE TO ENSURE THAT FUNDS ARE SPENT AS PROMISED AND SPECIFIED. THE CITIZENS' OVERSIGHT COMMITTEE MUST INCLUDE, AMONG OTHERS, REPRESENTATION OF A BONA FIDE TAXPAYERS ASSOCIATION, A BUSINESS ORGANIZATION AND A SENIOR CITIZENS ORGANIZATION. NO DISTRICT EMPLOYEES OR VENDORS ARE ALLOWED TO SERVE ON THE CITIZENS' OVERSIGHT COMMITTEE.

EXHIBIT B

TAX RATE STATEMENT

An election will be held in the Western Placer Unified School District (the "District") on March 3, 2020, to authorize the sale of up to $29,000,000 in bonds of the District for the specific school facilities projects listed in the Bond Project List established by the District, as described in the proposition. If the bonds are authorized and a State bonding capacity waiver is received, the District expects to sell the bonds in two or more series. Principal and interest on the bonds will be payable from the proceeds of tax levies made upon the taxable property in the District. The following information is provided in compliance with Sections 9400-9404 of the Elections Code of the State of California.

1. The best estimate from official sources of the average annual tax rate that would be required to be levied to fund that bond issue over the entire duration of the bond debt service, based on assessed valuations available at the time of the election or a projection based on experience within the same jurisdiction or other demonstrable factors is 1.1 cents per $100 of assessed valuation ($11 per $100,000 of assessed valuation) of all property to be taxed. The best estimate of the final fiscal year in which the tax is anticipated to be collected is 2049-50.

2. The best estimate from official sources of the highest tax rate that would be required to be levied to fund that bond issue, and an estimate of the year in which that rate will apply, based on assessed valuations available at the time of the election or a projection based on experience within the same jurisdiction or other demonstrable factors is 1.7 cents per $100 of assessed valuation ($17 per $100,000 of assessed valuation) of all property to be taxed. The best estimate of the year in which the highest tax rate will apply is anticipated to be 2020-21.

3. The best estimate from official sources of the total debt service, including the principal and interest, that would be required to be repaid if all the bonds are issued and sold is $48,000,000.

Voters should note that such estimated tax rates are specific to the repayment of bonds issued under this authorization and are and will be in addition to tax rates levied in connection with other bond authorizations approved or to be approved by local voters for the District or for any other overlapping public agency.

District voters have approved a prior authorization ($60,000,000 2015 Measure A) under which the District has issued bonds that are still outstanding. In 2019-20, the general obligation bond tax rate is $28.24 per $100,000 of assessed value for such authorization. The District has issued all bonds under such authorization. District voters have also approved a prior authorization ($60,000,000 2016 Measure N) under which the District has issued bonds that are still outstanding. In 2019-20, the general obligation bond tax rate is $17.72 per $100,000 of assessed value for such authorization. The District has issued all bonds under such authorization.

Voters should note that estimated tax rate is based on the ASSESSED VALUE of taxable property on the Placer County's official tax rolls, not on the property's market value. Property owners should consult their own property tax bills to determine their property's assessed value and any applicable tax exemptions.

Attention of all voters is directed to the fact that the foregoing information is based upon the District's projections and estimates only, which are not binding upon the District. The actual tax rates and the years in which they will apply may vary from those presently estimated, due to variations from these estimates in the timing of bond sales, the amount of bonds sold and market interest rates at the time of each sale, and actual assessed valuations over the term of repayment of the bonds. The dates of sale and the amount of bonds sold at any given time will be determined by the District based on need for construction funds and other factors. The actual interest rates at which the bonds will be sold will depend on the bond market at the time of each sale. Actual future assessed valuation will depend upon the amount and value of taxable property within the District as determined by the Placer County Assessor in the annual assessment and the equalization process.

Dated: November 5, 2019.

Superintendent
Western Placer Unified School District

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:
2018-2019 Smarter Balanced Assessment (SBAC) Results

AGENDA ITEM AREA:
Information

REQUESTED BY:
Kathleen Leehane KL
Director of Supplemental Programs & Accountability

ENCLOSURES:
No – PPT and Handouts will be provided at the meeting

DEPARTMENT:
Educational Services

FINANCIAL INPUT/SOURCE:
NA

MEETING DATE:
November 5, 2019

ROLL CALL REQUIRED:
No

BACKGROUND:
We have received and analyzed our 2018-2019 SBAC results in English Language Arts and Math for grades 3-8 and 11. A summary and analysis of the results will be presented during the board meeting.

RECOMMENDATION:
Administration recommends the Board receive the information provided.

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 5, 2019

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 0420.4 – Charter School Authorization
- BP/E 0420.41 – Charter School Oversight
- BP/AR 3100 – Budget
- BP 5123 – Promotion/Acceleration/Retention
- BP/AR 5136 – Gangs
- BP/AR 6142.2 -World Language Instruction
- AR 6145.2 - Athletic Competition
- BP/AR 6145.6 – International Exchange
- BP/AR 6174 – Education for English Learners
- BP 6179 – Supplemental Instruction

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

wp/rk/factform

POLICY GUIDE SHEET
May 2019
Page 1 of 1

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.

BP/AR 0420.4 - Charter School Authorization
(BP/AR revised)

Policy updated to delete the legal cite for the Parent Empowerment Act, as the criteria for that program include the Academic Performance Index which is no longer calculated, and to delete the outdated legal cite for California Department of Education (CDE) standards for the identification of academically low-achieving students. Policy also reflects **NEW LAW (SB 126, 2019)** which requires charter schools to comply with the Brown Act, California Public Records Act, and other specified state laws governing transparency and public integrity, and **NEW LAW (AB 406, 2018)** which, for any charter petition submitted on or after July 1, 2019, prohibits the charter school from operating as or by a for-profit corporation or organization. Regulation updated to reflect **NEW LAW (AB 1747, 2018)** which requires that the charter petition include provisions for the development and annual update of a school safety plan.

CHARTER SCHOOLS-AUTHORIZATION

The Board of Trustees recognizes that charter schools may assist the district in offering diverse learning opportunities for district students. In considering any petition to establish a charter school within the district, the Board shall give ~~careful~~ **thoughtful** consideration to the potential of the charter school to provide students with a high-quality education that enables them to achieve to their fullest potential.

One or more persons may submit a petition for a start-up charter school to be established within the district. ~~In addition,~~ **or for the conversion of** an existing district school ~~may be converted~~ to a charter school ~~when deemed beneficial by the district and community~~. (Education Code 47605, ~~47606, 53300~~)

The district shall not require any district student to attend the charter school nor shall it require any district employee to work at the charter school. (Education Code 475605)

~~*(cf. 0520.2 - Title I Program Improvement Schools)*~~

Any petition for a start-up charter school or conversion charter school shall include all components and signatures required by law and shall be submitted to the Board. The Superintendent or designee shall consult with legal counsel, as appropriate, regarding compliance of the charter ~~proposals~~ **petition** with legal requirements.

The Superintendent or designee may work with charter school petitioners prior to the formal submission of the petition in order to ensure compliance of the petition with legal requirements. As needed, ~~he/she also~~ **the Superintendent or designee** may **also** meet with the petitioners to establish workable plans for technical assistance or contracted services which the district may provide to the proposed charter school.

Within 30 days of receiving a petition to establish a charter school, the Board shall hold a public hearing to determine the level of support for the petition by teachers, other employees of the district, and parents/guardians. (Education Code 47605)

(cf. 9320 - Meetings and Notices)

Within 60 days of receiving a petition, or within 90 days with mutual consent of the petitioners and the Board, the Board shall either approve or deny the request to establish the charter school. (Education Code 47605)

The approval or denial of a charter petition shall not be controlled by collective bargaining agreements nor subject to review or regulation by the Public Employment Relations Board. (Education Code 47611.5)

CHARTER SCHOOL AUTHORIZATION (continued)

Approval of Petition

The Board shall approve the charter petition if doing so is consistent with sound educational practice. In granting charters, the Board shall give preference to ~~schools best able~~ **petitions that demonstrate the capability** to provide comprehensive learning experiences for **students who are identified by the petitioner as** academically low-achieving ~~students according to standards established by the California Department of Education (CDE) under Education Code 54032~~. (Education Code 47605)

~~The Board may initially grant a charter for a specified term not to exceed five years. (Education Code 47607)~~

~~*(cf. 0420.42 - Charter School Renewal)*~~
~~*(cf. 0420.43 - Charter School Revocation)*~~

The Board shall ~~ensure~~ **verify** that any approved charter contains adequate processes and measures for holding the school accountable for **complying with applicable law, including Education Code 47604.1, and for** fulfilling the terms of its charter. These shall include, but not be limited to, fiscal accountability systems, multiple measures for evaluating the educational program, including student outcomes aligned with state priorities as described in Education Code 52060, and regular reports to the Board.

(cf. 0420.41 - Charter School Oversight)

The Board may approve one or more memoranda of understanding to clarify the financial and operational agreements between the district and the charter school. Any such memorandum of understanding shall be annually reviewed by the Board and charter school governing body and amended as necessary.

The Board may initially grant a charter for a specified term not to exceed five years. (Education Code 47607)

(cf. 0420.42 - Charter School Renewal)
(cf. 0420.43 - Charter School Revocation)

It shall be the responsibility of the petitioners to provide written notice of the Board's approval and a copy of the charter to the County Superintendent of Schools, the **California Department of Education** ~~CDE~~, and the State Board of Education (SBE). (Education Code 47605)

CHARTER SCHOOL AUTHORIZATION (continued)

Denial of Petition

The Board shall deny any charter petition that:

1. **Proposes to operate a charter school as or by a for-profit corporation, a for-profit educational management organization, or a for-profit charter management organization (Education Code 47604)**

2. ~~The Board shall deny any petition to a~~**A**uthorizes the conversion of a private school to a charter school~~.~~ **(Education Code 47602)**

3. ~~The Board shall also deny any petition for a charter that p~~**P**roposes to serve students in a grade level that is not served by the district, unless the petition proposes to serve students in all the grade levels served by the district~~.~~ (Education Code ~~47602,~~ 47605)

Any other charter petition shall be denied only if the Board presents written factual findings specific to the petition that one or more of the following conditions exist: (Education Code 47605)

1. The charter school presents an unsound educational program for the students to be enrolled in the charter school.

2. The petitioners are demonstrably unlikely to successfully implement the program set forth in the petition.

3. The petition does not contain the number of signatures required.

4. The petition does not contain an affirmation of each of the conditions described in Education Code 47605(d).

5. The petition does not contain reasonably comprehensive descriptions of the charter provisions in Education Code 47605(b).

6. The petition does not contain a declaration as to whether or not the charter school shall be deemed the exclusive public school employer of the school's employees for purposes of collective bargaining pursuant to Government Code 3540-3549.3.

The Board shall not deny a petition based on the actual or potential costs of serving students with disabilities, nor shall it deny a petition solely because the charter school might enroll disabled students who reside outside the special education local plan area in which the district participates. (Education Code 47605.7, 47647)

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

CHARTER SCHOOL AUTHORIZATION (continued)

If the Board denies a petition, the petitioners may choose to submit the petition to the County Board of Education and, if then denied by the County Board, to the SBE. (Education Code 47605)

Legal Reference:

EDUCATION CODE
200 Equal rights and opportunities in state educational institutions
220 Nondiscrimination
17078.52-17078.66 Charter schools facility funding; state bond proceeds
17280-17317 Field Act
17365-17374 Field Act, fitness for occupancy
32282 Comprehensive safety plan
33126 School Accountability Report Card
41365 Charter school revolving loan fund
42238.51-42238.53 Funding for charter districts
44237 Criminal record summary
44830.1 Certificated employees, conviction of a violent or serious felony
45122.1 Classified employees, conviction of a violent or serious felony
46201 Instructional minutes
47600-47616.7 Charter Schools Act of 1992
47640-47647 Special education funding for charter schools
47650-47652 Funding of charter schools
49011 Student fees
51745-51749.3 Independent study
52052 ***Accountability;*** ~~***N***~~*numerically significant student subgroups*~~*, definition*~~
52060-52077 Local control and accountability plan
56026 Special education
56145-56146 Special education services in charter schools
CORPORATIONS CODE
5110-6910 Nonprofit public benefit corporations
GOVERNMENT CODE
1090-1099 Prohibitions applicable to specified officers
3540-3549.3 Educational Employment Relations Act
6250-6270 California Public Records Act
54950-54963 Ralph M. Brown Act
81000-91014 Political Reform Act of 1974
CODE OF REGULATIONS, TITLE 5
11700.1-11705 Independent study
11960-11969 Charter schools
~~*CODE OF REGULATIONS, TITLE 24*~~
~~*Part 2.101 et seq. California Building Standards Code*~~
UNITED STATES CODE, TITLE 20
7223-7225 Charter schools
COURT DECISIONS
Ridgecrest Charter School v. Sierra Sands Unified School District, (2005) 130 Cal.App.4th 986
ATTORNEY GENERAL OPINIONS
Opinion No. 11-201 (2018)
89 Ops.Cal.Atty.Gen. 166 (2006)
80 Ops.Cal.Atty.Gen. 52 (1997)
78 Ops.Cal.Atty.Gen. 297 (1995)

Management Resources: (see next page)

CHARTER SCHOOL AUTHORIZATION (continued)

Management Resources:

CSBA PUBLICATIONS

Uncharted Waters: Recommendations for Prioritizing Student Achievement and Effective Governance in California's Charter Schools, September 2018

~~*Charter Schools in Focus, Issue 2: Ensuring Effective Oversight, Governance Brief, October 2017*~~

Charter Schools in Focus, Issue 1: Managing the Petition Review Process, Governance Brief, November 2016

Charter Schools and Board Member Responsibilities, Education Insights Legal Update Webcast, March 2016

Charter Schools: A Guide for Governance Teams, rev. February 2016

~~*Charter School Facilities and Proposition 39: Legal Implications for School Districts, 2005*~~

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Sample Copy of Memorandum of Understanding

~~*Charter School Authorization: Guidance and Technical Assistance for Prospective Charter School Authorizers, Webinar 2014*~~

*U.S. DEPARTMENT OF EDUCATION ~~GUIDANCE~~**PUBLICATIONS***

Dear Colleague Letter: Guidance Regarding the Oversight of Charter Schools Program and Regulatory Requirements, including the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, August 2016

*Charter Schools Program~~:~~**: Title V, Part B of the ESEA, Nonregulatory Guidance,** January 2014*

Guidance on the Voluntary Use of Race to Achieve Diversity and Avoid Racial Isolation in Elementary and Secondary Schools, December 2011

~~*Applying Federal Civil Rights Laws to Public Charter Schools: Questions and Answers, May 2000*~~

WEB SITES

CSBA: http://www.csba.org

*California Charter Schools Association: **http://www.calcharters.org**ccsa.org*

California Department of Education, Charter Schools: http://www.cde.ca.gov/sp/cs

National Association of Charter School Authorizers: http://www.qualitycharters.org

U.S. Department of Education: http://www.ed.gov

Policy
adopted: September 4, 2007
revised: October 7, 2014
revised: March 6, 2018
revised: November 5, 2019

WESTERN PLACER UNIFIED SCHOOL DISTRICT
Lincoln, California

CHARTER SCHOOLS AUTHORIZATION

Petition Signatures

A petition for the establishment of a start-up charter school must be signed by one of the following: (Education Code 47605)

1. A number of parents/guardians equivalent to at least one-half of the number of students that the charter school estimates will enroll in the charter school for its first year of operation

2. A number of teachers equivalent to at least one-half of the number of teachers that the charter school estimates will be employed at the school during its first year of operation

If the charter petition calls for an existing public school to be converted to a charter school, the petition must be signed by at least 50 percent of the permanent status teachers currently employed at the school. (Education Code 47605)

(cf. 4116 - Permanent/Probationary Status)

~~In circulating a petition, the petitioners~~ **Any petition circulated to collect signatures** shall include a prominent statement explaining that a parent/guardian's signature means that the parent/guardian is meaningfully interested in having ~~his/her~~ child attend the charter school or, in the case of a teacher's signature, that the teacher is meaningfully interested in teaching at the charter school. The proposed charter shall be attached to the petition. (Education Code 47605)

Advisory Committee

~~At his/her discretion, t~~**T**he Superintendent or designee may establish a staff advisory committee to evaluate the completeness of a charter petition addressed ~~on the bases of~~ **based on the** requirements in Education Code 47605 and to identify any concerns that should be addressed on the petitioners.

(cf. 2230 - Representative and Deliberative Groups)

Components of Charter Petition

A charter petition shall include affirmations that the charter school will be nonsectarian in its programs, admission policies, employment practices, and operations; **will** not charge tuition; and **will** not discriminate against a student **on the** basis of characteristics listed in Education Code 220. ~~It~~ **The petition** shall also contain reasonably comprehensive descriptions of: (Education Code 47605~~, 47611.5~~)

CHARTER SCHOOLS AUTHORIZATION (continued)

1. The educational program of the **proposed** school, designed, among other things, to identify those whom the school is attempting to educate, what it means to be an "educated person" in the 21st century, and how learning best occurs. The goals identified in that program shall include the objective of enabling students to become self-motivated, competent, and lifelong learners.

   The petition shall include a description of **the charter school's** annual goals for all students and for each numerically significant subgroup of students identified pursuant to Education Code 52052, including ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students. These goals shall be aligned with the state priorities listed in Education Code 52060 that apply to the grade levels served or the nature of the program operated by the charter school. The petition also shall describe specific annual actions to achieve those goals. The petition may identify additional priorities established for the proposed school, goals aligned with those priorities, and specific annual actions to achieve those goals.

(cf. 0420.41 - Charter School Oversight)
(cf. 0460 - Local Control and Accountability Plan)

   If the proposed **charter** school will serve high school students, the petition shall describe the manner in which the school will inform parents/guardians about the transferability of courses to other public high schools and the eligibility of courses to meet college entrance requirements. Courses offered by the charter school that are accredited by the Western Association of Schools and Colleges may be considered transferable, and courses approved by the University of California or the California State University as creditable under the "A-G" admissions criteria may be considered to meet college entrance requirements.

2. The measurable student outcomes identified for use by the charter school. *Student outcomes* means the extent to which all students of the school demonstrate that they have attained the skills, knowledge, and attitudes specified as goals in the school's educational program, including outcomes that address increases in student academic achievement both schoolwide and for each numerically significant subgroup of students served by the charter school. The student outcomes shall align with the state priorities identified in Education Code 52060 that apply for the grade levels served or the nature of the program operated by the charter school.

3. The method by which student progress in meeting the identified student outcomes is to be measured. To the extent practicable, the method for measuring student outcomes for state priorities shall be consistent with the way information is reported on a school accountability report card.

(cf. 0510 – School Accountability Report Card)

CHARTER SCHOOLS AUTHORIZATION (continued)

4. The governance structure of the **charter** school, including, but not limited to, the process to be followed by the school to ensure parent/guardian involvement.

5. The qualifications to be met by individuals to be employed by the **charter** school.

6. The procedures that the **charter** school will follow to ensure the health and safety of students and staff, including the **following** requirement ~~that~~**:**

   a. **e**Each **charter** school employee **shall** furnish the school with a criminal record summary as described in Education Code 44237.

   b. **The charter school shall develop a school safety plan which includes the topics listed in Education Code 32282(a)(2)(A)-(H) and procedures for conducting tactical responses to criminal incidents.**

   c. **The charter school's safety plan shall be reviewed and updated by March 1 each year.**

7. The means by which the **charter** school will achieve a racial and ethnic balance among its students that is reflective of the general population residing within the district's territorial jurisdiction.

8. The charter school's student admission policy. The petition shall, in accordance with Education Code 47605(d), specify procedures for determining enrollment when the number of applicants exceeds the school's capacity, including requirements for the use of a public random drawing, admission preferences, and priority order of preferences as required by law and subject to Board approval.

9. The manner in which annual, independent financial audits shall be conducted, which shall employ generally accepted accounting principles, and the manner in which audit exceptions and deficiencies shall be resolved to the Governing Board's satisfaction.

10. The procedures by which students can be suspended or expelled for disciplinary reasons or otherwise involuntarily removed for any reason, including an explanation of how the charter school will comply with federal and state constitutional procedural and substantive due process requirements as specified in Education Code 47605(b). Such procedures shall also include processes by which the charter school will notify the superintendent of a district and request to be notified by a district about a student when the circumstances specified in Education Code 47605(d) exist.

11. The manner by which staff members of the charter school will be covered by the State Teachers' Retirement System, the Public Employees' Retirement System, or federal social security.

CHARTER SCHOOLS AUTHORIZATION (continued)

12. The public school attendance alternatives for students residing within the district who choose not to attend charter schools.

13. A description of the rights of any district employee upon leaving district employment to work in the charter school and of any rights of return to the district after employment at the charter school.

14. The procedures to be followed by the charter school and the Board to resolve disputes relating to charter provisions.

15. A declaration as to whether or not the charter school ~~shall~~ **will** be deemed the exclusive public school employer of the school's employees for purposes of collective bargaining under Government Code 3540-3549.3.

16. **Consistent with 5 CCR 11962, the** ~~The~~ procedures to be used if the charter school closes, including, but not limited to: (5 CCR 11962)

    a. Designation of a responsible entity to conduct closure-related activities

    b. Notification to parents/guardians, the Board, the county office of education, the special education local plan area in which the **charter** school participates, the retirement systems in which the school's employees participate, and the California Department of Education, providing at least the following information:

        (1) The effective date of the closure

        (2) The name(s) and contact information of the person(s) to whom reasonable inquiries may be made regarding the closure

        (3) The students' districts of residence

        (4) The manner in which parents/guardians may obtain copies of student records, including specific information on completed courses and credits that meet graduation requirements

    c. Provision of a list of students at each grade level, the classes they have completed, and their districts of residence to the responsible entity designated in accordance with item #16a above

    d. Transfer and maintenance of all student records, all state assessment results, and any special education records to the custody of the responsible entity designated in accordance with item #16a above, except for records and/or

CHARTER SCHOOLS AUTHORIZATION (continued)

assessment results that the charter may require to be transferred to a different entity

e. Transfer and maintenance of personnel records in accordance with applicable law

f. Completion of an independent final audit within six months after the closure of the **charter** school that includes an accounting of all financial assets and liabilities pursuant to 5 CCR 11962 and an assessment of the disposition of any restricted funds received by or due to the school

g. Disposal of any net assets remaining after all liabilities of the **charter** school have been paid or otherwise addressed pursuant to 5 CCR 11962

h. Completion and filing of any annual reports required pursuant to Education Code 47604.33

i. Identification of funding for the activities identified in item #16a-h above

Charter school petitioners shall provide information to the Board regarding the proposed operation and potential effects of the school, including, but not limited to: (Education Code 47605)

1. The facilities to be used by the **charter** school, including where the school intends to locate

(cf. 7160 - Charter School Facilities)

2. The manner in which administrative services of the **charter** school are to be provided

3. Potential civil liability effects, if any, upon the **charter** school and district

4. Financial statements that include a proposed first-year operational budget, including start-up costs and cash-flow and financial projections for the first three years of operation

Location of Charter School

Unless otherwise exempted by law, the charter petition shall identify a single charter school that will operate within the geographic boundaries of the district. A charter school may propose to operate at multiple sites within the district as long as each location is identified in the petition. (Education Code 47605, 47605.1)

CHARTER SCHOOLS AUTHORIZATION (continued)

A charter school that is unable to locate within the district's jurisdictional boundaries may establish one site outside district boundaries but within the county, provided that: (Education Code 47605, 47605.1)

1. The district is notified prior to approval of the petition.

2. The County Superintendent of Schools and Superintendent of Public Instruction are notified before the charter school begins operations.

3. The charter school has attempted to locate a single site or facility to house the entire program but such a facility or site is unavailable in the area in which the school chooses to locate, or the site is needed for temporary use during a construction or expansion project.

A charter school may establish and locate a resource center, meeting space, or other satellite facility in an adjacent county if both of the following conditions are met: (Education Code 47605.1)

1. The facility is used exclusively for the educational support of students who are enrolled in nonclassroom-based independent study of the charter school.

2. The charter school provides its primary educational services in, and a majority of the students it serves are residents of, the county in which the school is authorized.

POLICY GUIDE SHEET
March 2019

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.

BP/E 0420.41 - Charter School Oversight
(BP/E revised)

Policy updated to include the California School Dashboard as a means for monitoring charter school performance and identifying the need for technical assistance. Policy also deletes material related to the identification of schools for federal Program Improvement, which is no longer operational. Exhibit reorganized and subheads added for clarity. Exhibit also reflects **NEW LAW (SB 126, 2019)** and **NEW ATTORNEY GENERAL OPINION** which clarify that charter schools are subject to the Brown Act, California Public Records Act, Political Reform Act, and conflict of interest laws, and **NEW LAWS** which (1) prohibit the operation of a charter school as a for-profit corporation or organization **(AB 406)**; (2) provide that a student who is receiving individual instruction at home or a hospital due to a temporary disability must be allowed to return to the charter school when well enough to do so **(AB 2109)**; (3) require specified accommodations for pregnant and parenting students **(AB 2289)**; (4) prohibit taking negative action against a student or former student for a debt owed to the school **(AB 1974)**; (5) require development of a local control funding formula (LCFF) budget overview for parents/guardians in conjunction with the local control and accountability plan (LCAP) **(AB 1808)**; (6) require charter schools applying for certain categorical funding to adopt a school plan for student achievement **(AB 716)**; (7) require charter schools to adopt a comprehensive safety plan **(AB 1747)**; (8) require each bus to be equipped with a child safety alert system **(AB 1840)**; (9) require charter schools serving grades 7-12 to offer comprehensive sexual health and HIV prevention education **(AB 2601)**; (10) require parental notification regarding human trafficking resources **(SB 1104)**; (11) require charter schools to exempt certain students transferring in grades 11-12 from locally established graduation requirements **(AB 2121)**; (12) allow students to wear cultural or religious adornments at graduation ceremonies **(AB 1248)**; (13) require charter schools to provide eligible students with a free or reduced-price meal each day **(AB 1871)**; (14) require charter schools to review their suicide prevention policy at least once every five years **(AB 2639)**; (15) require that the suicide prevention hotline number be printed on student identification cards **(SB 972)**; (16) require notification of how to access school or community mental health services **(AB 2022)**; (17) require an automated external defibrillator to be accessible at athletic events **(AB 2009)**; (18) mandate the adoption of policy on bullying and cyberbullying prevention **(AB 2291)**; (19) prohibit the use of seclusion and restraint for disciplinary purposes **(AB 2657)**; (20) prohibit the inclusion of a student's or parent/guardian's personal information in board minutes when so requested **(SB 1036)**; and (21) require charter schools receiving state facilities funding to provide an annual report of facilities expenditures and submit an audit within one year of project completion **(AB 99, 2017; AB 1808)**.

BP/AR 3100 - Budget
(BP/AR revised)

Policy updated to reflect **NEW LAW (AB 1808)** which requires districts to annually develop, adopt, and post an LCFF budget overview for parents/guardians and to file the budget overview with the county superintendent of schools. Section on "Long-Term Financial Obligations" revised to reflect **NEW LAW (SB 1413)** which establishes the California Employers' Pension Prefunding Trust Program to allow districts to prefund required contributions to the California Public Employees' Retirement System. Regulation updated to emphasize that any recommendations by the budget advisory committee should be consistent with the district's vision, goals, priorities, LCAP, and other comprehensive plans and to clarify that a regional budget review committee convened by the county superintendent of schools requires approval of the Superintendent of Public Instruction as well as the district board.

CHARTER SCHOOL OVERSIGHT

The Board of Trustees recognizes its ongoing responsibility to oversee that any charter school **authorized by** the Board is successfully fulfilling the terms of its charter and is providing a high-quality educational program for students enrolled in the charter school.

(cf. 0420.4 - Charter School Authorization)
(cf. 0500 - Accountability)

The Superintendent or designee shall identify at least one staff member to serve as a contact person for each charter school authorized by the Board. (Education Code 47604.32)

The ~~Board and~~ Superintendent or designee ~~may inspect or observe any part of the charter school at any time. The Superintendent or designee~~ shall visit each charter school at least annually **and may inspect or observe any part of the charter school at any time**. (Education Code 47604.32, 47607)

The Superintendent or designee shall attend meetings of the charter school ~~board~~ **governing body** whenever possible and shall periodically meet with a representative of the charter school.

Waivers

If the charter school wishes to request a general waiver of any state law or regulation applicable to it, it shall request that the district submit a general waiver request to the State Board of Education (SBE) on its behalf. Upon approval of the Board, the Superintendent or designee shall submit such a waiver request to the SBE on behalf of the charter school.

(cf. 1431 - Waivers)

Provision of District Services

The charter school may purchase administrative or other services from the district or any other source. (Education Code 47613)

Whenever the district agrees to provide administrative or support services, the district and charter school shall develop a memorandum of understanding which clarifies the financial and operational agreements between the district and charter school.

At the request of a charter school, the Superintendent or designee shall create and submit any reports required by the State Teachers' Retirement System or Public Employees' Retirement System on behalf of the charter school. The district may charge the charter school for the actual costs of the reporting services, but shall not require the charter school to purchase payroll processing services from the district as a condition for creating and submitting these reports. (Education Code 47611.3)

CHARTER SCHOOL OVERSIGHT (continued)

Material Revisions to Charter

Material revisions to a charter may be made only with Board approval. Material revisions shall be governed by the same standards and criteria that apply to new charter petitions as set forth in Education Code 47605 and shall include, but not be limited to, a reasonably comprehensive description of any new requirement for charter schools enacted into law after the charter was originally granted or last renewed. (Education Code 47607)

If an approved charter school proposes to establish or move operations to one or more additional sites, the charter school shall request a material revision to its charter and shall notify the Board of those additional locations. The Board shall consider approval of the additional locations at an open meeting. (Education Code 47605)

The Board shall have the authority to determine whether a proposed change in charter school operations constitutes a material revision of the approved charter.

Monitoring Charter School Performance

The Superintendent or designee shall monitor the charter school to determine whether it complies with all legal requirements applicable to charter schools, including making all reports required of charter schools in accordance with Education Code 47604.32. Any violations of law shall be reported to the Board.

The Board shall monitor ~~each~~ **the** charter school to determine whether it is achieving~~, both schoolwide and for all groups of students served by the school,~~ the measurable student outcomes set forth in the charter**, both schoolwide and for each numerically significant student subgroup served by the school, as defined in Education Code 52052**. This determination shall be based on the measures specified in the approved charter **petition and any applicable memorandum of understanding,** and on the charter school's annual review and assessment of its progress toward the goals and actions identified in its local control and accountability plan (LCAP)**, as reported in the California School Dashboard.**

The Board shall monitor the fiscal condition of the charter school based on any financial information obtained from the charter school, including, but not limited to, the charter school's preliminary budget, annual update of the **charter** school's LCAP, first and second interim financial reports, and final unaudited report for the full prior year. (Education Code 47604.32, 47604.33, 47606.5)

The district may charge up to one percent of a charter school's revenue for the actual costs of supervisorial oversight of the school. However, if the district is able to provide substantially rent-free facilities to the charter school, the district may charge up to three percent of the

CHARTER SCHOOL OVERSIGHT (continued)

charter school's revenue for actual costs of supervisorial oversight or, if the facility is provided under Education Code 47614, the pro-rata share facilities costs calculated pursuant to 5 CCR 11969.7. If the district charges the pro-rata share, it may also charge one percent of the charter school's revenue in oversight fees. (Education Code 47613)

(cf. 7160 - Charter School Facilities)

Technical Assistance/Intervention

~~If a charter school receiving federal Title I funding has been identified for program improvement, it shall implement improvement strategies in accordance with its existing school improvement plan.~~

~~*(cf. 0520.2 - Title I Program Improvement Schools)*~~

If, in three out of four consecutive school years, a charter school fails to improve outcomes for three or more **numerically significant** student subgroups ~~identified in Education Code 52052~~, or for all of the student subgroups if the school has fewer than three **subgroups**, in regard to one or more state or school priorities identified in the charter, the district: (Education Code 47607.3)

1. Shall provide technical assistance to the charter school ~~using an evaluation rubric adopted by the SBE pursuant to Education Code 52064.5~~ **based on the California School Dashboard**

2. May request that the Superintendent of Public Instruction (SPI), with SBE approval, assign the California Collaborative for Educational Excellence to provide advice and assistance to the charter school pursuant to Education Code 52074

In accordance with law, the Board may deny a charter's renewal petition or may revoke a charter based on the charter school's poor performance, especially with regards to the academic achievement of all numerically significant subgroups of students served by the charter school.

(cf. 0420.42 - Charter School Renewal)
(cf. 0420.43 - Charter School Revocation)

Complaints

Each charter school shall establish and maintain policies and processes to enable any person to file a complaint, in accordance with the uniform complaint procedures as specified in 5 CCR 4600-~~46874~~**4670**, alleging the school's noncompliance with Education Code 47606.5 or 47607.3. (Education Code 52075)

CHARTER SCHOOL OVERSIGHT (continued)

(cf. 1312.3 - Uniform Complaint Procedures)

A complainant who is not satisfied with the decision may appeal the decision to the SPI. (Education Code 52075)

If the charter school finds merit in the complaint or the SPI finds merit in an appeal, a remedy shall be provided to all affected students and parents/guardians. (Education Code 52075)

School Closure

In the event that the Board revokes or denies renewal of a charter or the **charter** school closes for any other reason, the Superintendent or designee shall, when applicable in accordance with the charter and/or a memorandum of understanding, provide assistance to facilitate the transfer of the charter school's former students and to finalize financial reporting and close-out.

The Superintendent or designee shall provide notification to the California Department of Education, within 10 calendar days of the Board's action, if renewal of the charter school is denied, the charter is revoked, or the charter school will cease operation for any reason.

Such notification shall include, but not be limited to, a description of the circumstances of the closure, the effective date of the closure, and the location of student and personnel records. (Education Code 47604.32; 5 CCR 11962.1)

Legal Reference: (see next page)

CHARTER SCHOOL OVERSIGHT (continued)

Legal Reference:

EDUCATION CODE

215 Suicide prevention policy
215.5 Suicide prevention hotline contact information on student identification cards
220 Nondiscrimination
221.61 Posting of Title IX information on web site
221.9 Sex equity in competitive athletics
222 Lactation accommodations for students
222.5 Pregnant and parenting students, notification of rights
234.4 Mandated policy on bullying prevention
234.7 Student protections relating to immigration and citizenship status
17070.10-17079.30 Leroy F. Greene School Facilities Act
17280-17317 Field Act
17365-17374 Field Act, fitness for occupancy
32282 Comprehensive safety plan
32283.5 Online training on bullying prevention
33479-33479.9 The Eric Parades Sudden Cardiac Arrest Prevention Act
35179.4-35179.6 Interscholastic athletic programs, safety
35183.1 Graduation ceremonies; tribal regalia or recognized object of religious/cultural significance
35330 Field trips and excursions; student fees
38080-38086 School meals
39831.3 Transportation safety plan
39843 Disciplinary action against bus driver; report to Department of Motor Vehicles
41024 Report of expenditure of state facility funds
42100 Annual statement of receipts and expenditures
44030.5 Reporting change in employment status due to alleged misconduct
44237 Criminal record summary
44691 Information on detection of child abuse
44830.1 Certificated employees, conviction of a violent or serious felony
45122.1 Classified employees, conviction of a violent or serious felony
45125.1 Fingerprinting; employees of contracting entity
46015 Accommodations for pregnant and parenting students; parental leave
47600-47616.7 Charter Schools Act of 1992
47634.2 Nonclassroom-based instruction
47640-47647 Special education funding for charter schools
47651 Apportionment of funds, charter schools
48000 Minimum age of admission for kindergarten; transitional kindergarten
48010-48011 Minimum age of admission (first grade)
48206.3-48208 Students with temporary disabilities; individual instruction
48850-48859 Educational placement of foster youth and homeless students
48907 Students' exercise of free expression; rules and regulations
48950 Student speech and other communication
49005-49006.4 Seclusion and restraint
49011 Student fees
49014 Public School Fair Debt Collection Act
49061 Student records
49073.2 Privacy of student and parent/guardian personal information
49076.7 Student Records; data privacy; Social Security numbers
49110 Authority to ~~of~~ issue work permits
49381 Human trafficking prevention

CHARTER SCHOOL OVERSIGHT (continued)

Legal Reference: (continued)

EDUCATION CODE (continued)
49414 Epinephrine auto-injectors
49414.3 Administration of opioid antagonist
49428 Notification of mental health services
49430-49434 The Pubip Nutrition, health, and Achievement Act of 2001, especially:
49431.9 Advertisement of non-nutritious foods
49475 Health and safety, concussions and head injuries
49557.5 Child Hunger Prevention and Fair Treatment Act of 2017
49564 Meals for needy students
51224.7 Mathematics placement policy
51225.1-51225.2 Exemption from local graduation requirements; acceptance of coursework
51225.6 Instruction in cardiopulmonary resuscitation
51513 Diploma of graduation, without the passage of high school exit examination
51745-51749.~~3~~ 6 Independent study
51930-51939 California Healthy Youth Act
52052 Accountability; numerically significant student subgroups
52060-52077 Local control and accountability plans
52075 Uniform complaint procedures
56026 Special education
56145-56146 Special education services in charter schools
60600-60649 Assessment of academic achievement
~~*60850-60859 High school exit examination*~~
64000 Categorical programs included in consolidated application
64001 School plan for student achievement, consolidated application programs
65000-65001 School site councils
~~*69432.9 Cal Grant program; notification of grade point average*~~
69432.9-69432.92 Cal Grant program; notification of grade point average and high school graduation
CORPORATIONS CODE
5110-6910 Nonprofit public benefit corporations
GOVERNMENT CODE
1090-1099 Prohibitions applicable to specified officers
3540-3549.3 Educational Employment Relations Act
6250-6270 California Public Records Act
54950-54963 Ralph M. Brown Act
81000-91014 Political Reform Act of 1974
HEALTH AND SAFETY CODE
104420 Tobacco Use Prevention Education grant program
104559 Tobacco-free schools
LABOR CODE
1198.5 Personnel records related to performance and grievance
PENAL CODE
667.5 Definition of violent felony
1192.7 Definition of serious felony
VEHICLE CODE
28160 Child safety alert system
CALIFORNIA CONSTITUTION
Article 9, Section 5 Common school system
Article 19, Section 8.5 Public finance; school accountability report card
CODE OF REGULATIONS, TITLE 5
4600-4687 Uniform complaint procedures
11700.1-11705 Independent study
11960-11969 Charter schools
~~*15497.5 Local control and accountability plan template*~~

CHARTER SCHOOL OVERSIGHT (continued)

Legal Reference: (continued)

CODE OF REGULATIONS, TITLE 24
101 et seq. California Building Standards Code
UNITED STATES CODE, TITLE 20
1681-1688 Title IX of the Education Amendments of 1972; discrimination based on sex
6311 State plan
7221-7221j Charter schools
UNITED STATES CODE, TITLE 42
11431-11435 McKinney-Vento Homeless Assistance Act
CODE OF FEDERAL REGULATIONS, TITLE 34
200.1-200.78 Accountability
COURT DECISIONS
Ridgecrest Charter School v. Sierra Sands Unified School District, (2005) 130 Cal.App.4th 986
ATTORNEY GENERAL OPINIONS
Opinion No. 11-201 (2018)
89 Ops.Cal.Atty.Gen. 166 (2006)
80 Ops.Cal.Atty.Gen. 52 (1997)
78 Ops.Cal.Atty.Gen. 297 (1995)
CALIFORNIA OFFICE OF ADMINISTRATIVE HEARINGS DECISIONS
Student v. Horizon Instructional Systems Charter School, (2012) OAH Case No. 2011060763

Management Resources:

CSBA PUBLICATIONS
Uncharted Waters: Recommendations for Prioritizing Student Achievement and Effective Governance in California's Charter Schools, September 2018
Charter Schools in Focus, Issue 2: Ensuring Effective Oversight, Governance Brief, October 2017
Charter Schools: A Manual for Governance Teams, rev. 2016
CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
~~*Model Youth Suicide Prevention Policy, May 2017*~~
~~*Every Student Succeeds Act 2016-17 School Year Transition Plan, April 2016*~~
California School Accounting Manual
Sample Copy of a Memorandum of Understanding
Pupil Fees, Deposits, and Other Charges, Fiscal Management Advisory ~~*12-02, April 24, 2013*~~***17-01, July 28, 2017***
Special Education and Charter Schools: Questions and Answers, September 10, 2002
U.S. DEPARTMENT OF EDUCATION GUIDANCE
Charter Schools Program: Title V, Part B of the ESEA, ~~*April 2011*~~***January 2014***
WEB SITES
CSBA: http://www.csba.org
California Charter Schools Association: http://www.calcharters.org
California Department of Education, Charter Schools: http://www.cde.ca.gov/sp/cs
National Association of Charter School Authorizers: http://www.qualitycharters.org
U.S. Department of Education: http://www.ed.gov

Policy
adopted: December 17, 2013
revised: February 21, 2017
revised: November 5, 2019

WESTERN PLACER UNIFIED SCHOOL DISTRICT
Lincoln, California

CHARTER SCHOOL OVERSIGHT

REQUIREMENTS FOR CHARTER SCHOOLS

A ~~C~~charter schools shall be subject to the terms of ~~their~~ **its** charters~~,~~**;** any memorandum of understanding **between the school and the district Board of Trustees** ~~with their chartering authority,~~**; the state and federal constitutions; applicable federal laws;** ~~and~~ **state laws that apply to governmental agencies in general; and** other legal requirements that are expressly applicable to charter schools, including, but not limited to, requirements that each charter school **or the entity managing the charger school**:

Governance

1. **Comply with the Ralph M. Brown Act (Government Code 54950-54963), California Public Records Act (Government Code 6250-6270), conflict of interest laws (Government Code 1090-1099), and Political Reform Act (Government Code 81000-91014), including the adoption of a conflict of interest code pursuant to Government Code 87300 (Education Code 47604.1)**

2. **Except as otherwise authorized by Government Code 54954, hold the meetings of its governing body within the physical boundaries of the county in which the charter school is located or, if a nonclassroom-based charter school that does not have a facility or operates one or more resource centers, hold governing body meetings within the physical boundaries of the county in which the greatest number of students enrolled in the charter school reside. In addition, a two-way teleconference location shall be established at the school site and/or resource center, as applicable. (Education Code 47604.1)**

Operations

3. **Not be operated as, or be operated by, a for-profit corporation, a for-profit educational management organization, or a for-profit charter management organization (Education Code 47604)**

~~1~~ 4. Be nonsectarian in its programs, admission policies, employment practices, and all other operations (Education Code 47605)

~~2. Not discriminate against any student on the basis of the characteristics listed in Education Code 220 (Education Code 47605)~~

~~3. Not charge tuition (Education Code 47605)~~

~~4. Not charge student fees for any activity that is an integral component of the educational program, except as authorized by those Education Code provisions that explicitly apply to charter schools~~

CHARTER SCHOOL OVERSIGHT (continued)

Admission/Enrollment

5. Adhere to all laws establishing the minimum age for public school attendance (Education Code 47610)

6. Serve students who are California residents and who, if over 19 years of age, are continuously enrolled in a public school and making "satisfactory progress" toward a high school diploma as defined in 5 CCR 11965 (Education Code 47612)

7. Serve students with disabilities in the same manner as such students are served in other ~~public~~ **district** schools (Education Code 47646, 56145)

8. Admit all students who wish to attend the **charter** school, according to the following criteria and procedures:

   a. Admission to the charter school shall not be determined according to the student's **or parents/guardian's** place of residence~~, or that of his/her parents/guardians,~~ within the state, except that any existing public school converting partially or entirely to a charter school shall adopt and maintain a policy giving admission preference to students who reside within ~~the~~ **that** school's former attendance area. (Education Code 47605)

      ~~However, i~~**I**f a charter school will be physically located in a public elementary school attendance area in which 50 percent or more of the student enrollment is eligible for free or reduced-price meals, it may also establish an admissions preference for students who are currently enrolled in ~~the~~ **that** public elementary school and for students who reside in the public school attendance area. (Education Code 47605.3)

   b. If the number of students who wish to attend the charter school exceeds the school's capacity, attendance shall be determined by a public random drawing. However, preference shall be extended to students currently attending the charter school and students who reside in the district, except as provided for in Education Code 47614.5. (Education Code 47605)

   c. Other admissions preferences may be permitted by the ~~Governing~~ Board **of the** district on an individual school basis as consistent with law. (Education Code 47605)

9. Immediately enroll a homeless student, except where such enrollment would conflict with Education Code 47605(d) (Education Code 48850; 42 USC 11431-11435)

CHARTER SCHOOL OVERSIGHT (continued)

10. Comply with the requirements of Education Code 48850-48859 regarding the enrollment and placement of foster youth (Education Code 48853.5, 48859)

11. ~~If the school offers a kindergarten program: (Education Code 48000)~~ **Allow a student who is enrolled in the charter school but receiving individual instruction at home or a hospital due to a temporary disability to return to the charter school when well enough to do so, provided the student returns during the school year in which the individual instruction was initiated (Education Code 48207.3)**

~~a. Offer a transitional kindergarten (TK) program to students whose fifth birthday is from September 2 through December 2~~

~~b. Ensure that any credentialed teacher first assigned to teach a TK class after July 1, 2015 meets the qualifications specified in Education Code 48000 by August 1, 2020~~

Nondiscrimination

~~2~~ 12. ~~Require its teachers to hold a certificate, permit, or other document issued by the Commission on Teacher Credentialing (CTC) equivalent to that which a teacher in other public schools would be required to hold (Education Code 47605)~~ Not discriminate against any student on the basis of the characteristics listed in Education Code 220 (Education Code 47605)

~~3~~13. ~~Provide annual training on child abuse and neglect reporting requirements to employees and persons working on their behalf who are mandated reporters, within the first six weeks of each school year or within six weeks of employment (Education Code 44691)~~ Adopt policy that is consistent with the model policy developed by the California Attorney General addressing the charter school's response to immigration enforcement, notify parents/guardians of their children's right to a free public education regardless of immigration status or religious beliefs, prohibit the collection of information or documents regarding the immigration status of students or their family members, and fulfill other requirements of Education Code 234.7

~~4~~5.14. ~~Not hire any person, who has been convicted of a violent or serious felony except as otherwise provided by law, and, if the school contracts with an entity for specified services, verify that any employee of that entity who will have contact with students has had a criminal background check (Education Code 44830.1, 45122.1, 45125.1)~~ Post specified information related to the prohibition against discrimination under Title IX of the Education Amendments of 1972 in a prominent and conspicuous location on the school web site or on the web site of the charter operator (Education Code 221.61)

CHARTER SCHOOL OVERSIGHT (continued)

~~25.~~**15.** ~~Report to the CTC any change in a certificated employee's employment status (dismissal, nonreelection, resignation, suspension, unpaid administrative leave for more than 10 days, retirement, or other decision not to employ or reemploy) as a result of an allegation of misconduct or while an allegation of misconduct is pending (Education Code 44030.5)~~ If the charter school offers competitive athletics, annually post on the school's web site or on the web site of the charter operator the total enrollment of the school classified by gender, the number of students who participate in competitive athletics classified by gender, and the number of boys' and girls' teams classified by sport and by competition level (Education Code 221.9)

~~37.~~**16.** ~~Meet the requirements of Education Code 47611 regarding the State Teachers' Retirement System (Education Code 47610)~~ Provide **specified accommodations to pregnant and parenting students, including, but no limited to, the provision of parental leave** and reasonable accommodations on campus to a lactating student to express breast milk, breastfeed an infant child, or address other needs related to breastfeeding. **The charter school shall notify pregnant and parenting students and parents/guardians of the rights and options available to pregnant and parenting students.** (Education Code 222, **222.5, 46015**)

~~46.~~**17.** ~~Meet the requirements of Government Code 3540-3549.3 related to collective bargaining in public education employment (Education Code 47611.5)~~ If a direct-funded charter school, adopt and implement uniform complaint procedures to resolve complaints of unlawful discrimination or alleged violation of a state or federal law or regulation governing educational programs, in accordance with 5 CCR 4600-4670 (5 CCR 4600)

Tuition and Fees

~~3.~~**18.** ~~If the school serves students in grades 7-12, adopt a policy on suicide prevention, intervention, and postvention with specified components (Education Code 215)~~ Not charge tuition (Education Code 47605)

~~4.~~**19.** ~~If the school serves students in grade 9, adopt a fair, objective, and transparent mathematics placement policy, with specified components (Education Code 51224.7)~~ Not charge student fees for any activity that is an integral component of the educational program, except as authorized by those Education Code provisions that explicitly apply to charter schools

20. ~~Meet all statewide standards and conduct any statewide assessments applicable to noncharter public schools (Education Code 47605, 47612.5, 60605)~~ **Not bill, nor take any negative action against, a student or former student for a debt owed to the charter school. The school shall provide an itemized invoice for any amount**

CHARTER SCHOOL OVERSIGHT (continued)

owed by the parent/guardian on behalf of a student or former student before pursuing payment of the debt and shall provide a receipt to the parent/guardian for each payment made to the school. (Education Code 49014)

School Plans

21. ~~Grant a high school diploma to any student who completed grade 12 in the 2003-04 through 2014-15 school year and met all applicable graduation requirements other than the passage of the high school exit examination (Education Code 51413)~~ **Adopt a local control and accountability plan (LCAP) and update the paln by July 1 each year** ~~an update of the school's goals and the actions to achieve those goals as identified in the charter, developed using the local control and accountability plan~~ **in consultation with specified stakeholders and using the** template adopted by the State Board of Education **(SBE)**. To the extent practicable, data shall be reported in a manner consistent with how information is reported on ~~a school accountability report card~~ **the California School Dashboard. As part of the LCAP adoption and annual update to the LCAP, the governing body of the charter school shall separately adopt a local control funding formula budget overview for parents/guardians, based on the template developed by the SBE, which includes specified information relating to the school's budget.** (Education Code 47604.33, 47606.5, 52064, **52064.1)**

22. ~~Offer at least the number of instructional minutes required by law for the grade levels provided by the charter school (Education Code 46201.2, 47612.5)~~ **If the charter school applies for federal and/or state categorical program funding through the state's consolidated application, establish a school site council to develop and annually review a school plan for student achievement, unless the school chooses to use its LCAP for this purpose (Education Code 64000-64001, 65000-65001)**

23. ~~If the school provides independent study, meet the requirements of Education Code 51745-51749.3, except that the school may be allowed to offer courses required for graduation solely through independent study as an exception to Education Code 51745(e) (Education Code 47612.5, 51747.3; 5 CCR 11705)~~**Develop a comprehensive safety plan in accordance with Education Code 32282 and review and update the plan by March 1 each year (Education Code 47605)**

~~35~~.**24**. ~~Identify and report to the Superintendent of Public Instruction (SPI) any portion of its average daily attendance that is generated through nonclassroom based instruction, including, but not limited to, independent study, home study, work study, and distance and computer-based education (Education Code 47612.5, 47634.2; 5 CCR 11963.2)~~ Develop a transportation safety plan that includes procedures to ensure that a student is not left unattended on a school bus, student activity bus, **youth bus**, or child care motor vehicle and procedures ~~and standards~~ for designating an adult chaperone,

CHARTER SCHOOL OVERSIGHT (continued)

other than the driver, to accompany students on a school activity bus. **In addition, ensure that each school bus, student activity bus, youth bus, or child care motor vehicle is equipped with a child safety alert system that requires the driver to either manually contact or scan the device, thereby prompting the driver to inspect the entirety of the interior of the vehicle before exiting, unless the student activity bus is exempted by law.** (Education Code 39831.3; **Vehicle Code 28160**)

Curriculum and Instruction

~~22.~~**25.** ~~If the school offers competitive athletics, annually post on the school's web site or on the web site of the charter operator the total enrollment of the school classified by gender, the number of students who participate in competitive athletics classified by gender, and the number of boys' and girls' teams classified by sport and by competition level (Education Code 221.9)~~ Offer at least the number of instructional minutes required by law for the grade levels provided by the charter school (Education Code ~~46201.2,~~ 47612.5)

~~11.~~**26.** ~~If the school offers an athletic program, annually provide an information sheet about concussions/head injuries and sudden cardiac arrest to athletes and their parents/guardians, which must be signed and returned to the school before the athlete initiates practice or competition. In the event that an athlete is suspected of sustaining a concussion or head injury, passes out, or faints during or immediately after participation in an athletic activity, he/she shall be immediately removed from the activity for the remainder of the day and shall not be permitted to return to the activity until he/she is evaluated by a licensed health care provider and receives written clearance to return to the activity. (Education Code 33479 33479.5, 49475)~~ If the **charter** school offers a kindergarten program~~:~~, ~~a.~~ **also** ~~O~~**o**ffer a transitional kindergarten ~~(TK)~~ program to students whose fifth birthday is from September 2 through December 2 (Education Code 48000)

~~b. Ensure that any credentialed teacher first assigned to teach a TK class after July 1, 2015 meets the qualifications specified in Education Code 48000 by August 1, 2020~~

~~19.~~**27.** ~~On a regular basis, consult with parents/guardians and teachers regarding the school's educational programs (Education Code 47605)~~ If the **charter** school serves students in grade 9, adopt a fair, objective, and transparent mathematics placement policy, with specified components (Education Code 51224.7)

28. ~~Notify parents/guardians of applicant students and currently enrolled students that parental involvement is not a requirement for acceptance to, or continued enrollment at, the charter school (Education Code 47605)~~ **If the charter school serves students**

CHARTER SCHOOL OVERSIGHT (continued)

in any of grades 7-12, provide comprehensive sexual health education and human immunodeficiency virus (HIV) prevention education at least once in junior high or middle school and once in high school, beginning in the 2019-2020 school year (Education Code 51931, 51934)

29. ~~Provide students the right to exercise freedom of speech and of the press including, but not limited to, the use of bulletin boards; the distribution of printed materials or petitions; the wearing of buttons, badges, and other insignia; and the right of expression in official publications (Education Code 48907, 48950)~~ **If the charter school serves students in any of grades 6-12, identify and implement methods of informing parents/guardians of human trafficking prevention resources by January 1, 2020 (Education Code 49381)**

~~23.~~**30.** ~~Adopt policy that is consistent with the model policy developed by the California Attorney General addressing the school's response to immigration enforcement, notify parents/guardians of their children's right to a free public education regardless of immigration status or religious beliefs, prohibit the collection of information or documents regarding the immigration status of students or their family members, and fulfill other requirements of Education Code 234.7~~ If the **charter** school provides independent study, meet the requirements of Education Code 51745-51749.~~3~~**6**, except that the school may be allowed to offer courses required for graduation solely through independent study as an exception to Education Code 51745(e) (Education Code 47612.5, 51747.3; 5 CCR 11705)

~~20.~~**31.** ~~Not collect or solicit social security numbers or the last four digits of social security numbers from students or their parents/guardians unless otherwise required to do so by state or federal law (Education Code 49076.7)~~ Meet all statewide standards and conduct any statewide assessments applicable to noncharter public schools (Education Code 47605, 47612.5, 60605)

High School Graduation

32. ~~Maintain written contemporaneous records that document all student attendance and make these records available for audit and inspection (Education Code 47612.5)~~ **Exempt a foster youth, homeless student, former juvenile court school student, child of a military family, or migrant student who transfers between schools after the second year of high school, or a student participating in a newcomer program for newly immigrant students in grades 11-12, from any graduation requirements established by the charter school that exceed state requirements, unless the school determines that the student is reasonably able to complete the requirements by the end of the fourth year of high school (Education Code 51225.1, 51225.2)**

CHARTER SCHOOL OVERSIGHT (continued)

~~21.~~**33.** ~~If a student subject to compulsory full-time education is expelled or leaves the charter school without graduating or completing the school year for any reason, notify the Superintendent of the school district of the student's last known address within 30 days and, upon request, provide that district with a copy of the student's cumulative record, including a transcript of grades or report card, and health information (Education Code 47605)~~ Grant a high school diploma to any student who completed grade 12 in the 2003-04 through 2014-15 school year and met all applicable graduation requirements other than the passage of the high school exit examination (Education Code 51413)

34. ~~If the school serves high school students, submit to the Student Aid Commission, for use in the Cal Grant program, the grade point average (GPA) of all in grade 12 and verification of high school graduation or its equivalent for students who graduated in the prior academic year. However, such information shall not be submitted when students opt out or are permitted by the rules of the Student Aide Commission to provide test scores in lieu of the GPA. (Education Code 69432.9, 69432.92)~~ **Allow a student to wear traditional tribal regalia or recognized objects of religious or cultural significance as an adornment at school graduation ceremonies, unless the charter school determines that an item is likely to cause a substantial disruption of, or material interference with, the ceremony (Education Code 35183.1)**

Student Expression

~~29.~~**35.** ~~Develop a transportation safety plan that includes procedures to ensure that a student is not left unattended on a school bus, student activity bus, youth bus, or child care motor vehicle and procedures and standards for designating an adult chaperone, other than the driver, to accompany students on a school activity bus (Education Code 39831.3)~~ Provide students the right to exercise freedom of speech and of the press including, but not limited to, the use of bulletin boards; the distribution of printed materials or petitions; the wearing of buttons, badges, and other insignia; and the right of expression in official publications (Education Code 48907, 48950)

Staffing

~~12.~~**36.** ~~Comply with the California Building Standards Code as adopted and enforced by the local building enforcement agency with jurisdiction over the area in which the charter school is located, unless the charter school facility meets either of the following conditions: (Education Code 47610, 47610.5)~~ Require its teachers to hold a certificate, permit, or other document issued by the Commission on Teacher Credentialing (CTC) equivalent to that which a teacher in other public schools would be required to hold (Education Code 47605)

CHARTER SCHOOL OVERSIGHT (continued)

~~a. The facility complies with the Field Act pursuant to Education Code 17280-17317 and 17365-17374.~~

~~b. The facility is exclusively owned or controlled by an entity that is not subject to the California Building Standards Code, including, but not limited to, the federal government.~~

~~14.~~**37.** ~~Provide reasonable accommodations on campus to a lactating student to express breast milk, breastfeed an infant child, or address other needs related to breastfeeding (Education Code 222)~~ Not hire any person who has been convicted of a violent or serious felony except as otherwise provided by law, and, if the **charter** school contracts with an entity for specified services, verify that any employee of that entity who will have contact with students has had a criminal background check (Education Code 44830.1, 45122.1, 45125.1)

~~15.~~**38.** ~~Ensure the availability and proper use of emergency epinephrine auto-injectors by: (Education Code 49414)~~ Report to the CTC any change in a certificated employee's employment status (dismissal, nonreelection, resignation, suspension, unpaid administrative leave for more than 10 days, retirement, or other decision not to employ or reemploy) as a result of an allegation of misconduct or while an allegation of misconduct is pending (Education Code 44030.5)

~~a. Providing school nurses or other voluntary, trained personnel with at least one regular and one junior device for elementary schools and, for secondary schools, one regular device if there are no students who require a junior device~~

~~b. Distributing a notice at least once per school year to all staff requesting volunteers and describing the training that volunteers will receive~~

~~c. Providing defense and indemnification to volunteers for any and all civil liability from such administration~~

~~16.~~**39.** ~~If the school chooses to make an opioid antagonist available to persons suffering, or reasonably believed to be suffering, from an opioid overdose, comply with the requirements of Education Code 49414.3, including, but not limited to, providing training to personnel who volunteer to administer the opioid antagonist~~ Meet the requirements of Education Code 47611 regarding the State Teachers' Retirement System (Education Code 47610)

~~17.~~**40.** ~~If the school participates in the National School Lunch and/or Breakfast program, not promote any food or beverage during the school day that does not comply with state nutritional standards pursuant to Education Code 49430-49434, and not participate in a corporate incentive program that offers free or discounted non-nutritious foods or~~

CHARTER SCHOOL OVERSIGHT (continued)

~~beverages as rewards for students who reach certain academic goals (Education Code 49431.9)~~ Meet the requirements of Government Code 3540-3549.3 related to collective bargaining in public education employment (Education Code 47611.5)

Parent/Guardian Involvement

~~27.~~**41.** ~~If the school participates in the National School Lunch and/or Breakfast program, notify parents/guardians within 10 days of their child's meal account reaching a negative balance; ensure that a student with unpaid school meal fees is not shamed, treated differently, or served a meal that differs from other students; and prohibit student discipline from resulting in the denial or delay of a nutritionally adequate meal (Education Code 49557.5)~~ On a regular basis, consult with parents/guardians and teachers regarding the **charter** school's educational programs (Education Code 47605)

~~28.~~**42.** ~~If the school participates in the National School Lunch and/or Breakfast program and is a very high poverty school, as defined, apply to the California Department of Education (CDE) to provide lunch and/or breakfast free of charge to all students under a federal universal service provision (Education Code 49564)~~ Notify parents/guardians of applicant students and currently enrolled students that parental involvement is not a requirement for acceptance to, or continued enrollment at, the charter school (Education Code 47605)

Nutrition

43. ~~Promptly respond to all reasonable inquiries from the district, the county office of education, or the SPI, including, but not limited to, inquiries regarding the school's financial records (Education Code 47604.3)~~ **Beginning with the 2019-2020 school year, provide each eligible student with one nutritionally adequate free or reduced-price meal during each school day, except as provided for a charter school that offers nonclassroom-based instruction (Education Code 47613.5)**

~~40.~~**44.** ~~Annually prepare and submit financial reports to the Governing Board and the County Superintendent of Schools in accordance with the following reporting cycle:~~ If the **charter** school participates in the National School Lunch and/or Breakfast program, not promote any food or beverage during the school day that does not comply with state nutritional standards pursuant to Education Code 49430-49434, and not participate in a corporate incentive program that offers free or discounted non-nutritious foods or beverages as rewards for students who reach certain academic goals (Education Code 49431.9)

CHARTER SCHOOL OVERSIGHT (continued)

a. By July 1, a preliminary budget for the current fiscal year. For a charter school in its first year of operation, financial statements submitted with the charter petition pursuant to Education Code 47605(g) will satisfy this requirement. (Education Code 47604.33)

b. By July 1 each year, an update of the school's goals and the actions to achieve those goals as identified in the charter, developed using the local control and accountability plan template adopted by the State Board of Education. This report shall include a review of the progress toward the goals, an assessment of the effectiveness of the specific actions toward achieving the goals, a description of changes the school will make to the specific actions as a result of the review and assessment, and a listing and description of expenditures for the fiscal year implementing the specific actions. (Education Code 47604.33, 47606.5, 52064)

When conducting this review, the governing body of the school may consider qualitative information including, but not limited to, findings that result from any school quality reviews conducted pursuant to Education Code 52052 or any other reviews. To the extent practicable, data shall be reported in a manner consistent with how information is reported on a school accountability report card. The update shall be developed in consultation with teachers, principals, administrators, other school personnel, parents/guardians and students. (Education Code 47606.5)

c. By December 15, an interim financial report for the current fiscal year reflecting changes through October 31. (Education Code 47604.33)

d. By March 15, a second interim financial report for the current fiscal year reflecting changes through January 31. (Education Code 47604.33)

e. By September 15, a final unaudited report for the full prior year. The report submitted to the Board shall include an annual statement of all the charter school's receipts and expenditures for the preceding fiscal year. (Education Code 42100, 47604.33)

f. By December 15, a copy of the charter school's annual, independent financial audit report for the preceding fiscal year, unless the charter school's audit is encompassed in the district's audit. The audit report shall also be submitted to the state Controller and the California Department of Education. (Education Code 47605

41.45. Post specified information related to the prohibition against discrimination under Title IX of the Education Amendments of 1972 in a prominent and conspicuous location

CHARTER SCHOOL OVERSIGHT (continued)

~~on the school web site or on the web site of the charter operator (Education Code 221.61)~~ If the **charter** school participates in the National School Lunch and/or Breakfast program, notify parents/guardians within 10 days of their child's meal account reaching a negative balance; ensure that a student with unpaid school meal fees is not shamed, treated differently, or served a meal that differs from other students; and prohibit student discipline from resulting in the denial or delay of a nutritionally adequate meal (Education Code 49557.5)

~~42.~~**46.** ~~If a direct-funded charter school, adopt and implement uniform complaint procedures to resolve complaints of unlawful discrimination or alleged violation of a state or federal law or regulation governing educational programs, in accordance with 5 CCR 4600-4670 (5 CCR 4600)~~ If the **charter** school participates in the National School Lunch and/or Breakfast program and is a very high poverty school, as defined, apply to the California Department of Education (CDE) to provide lunch and/or breakfast free of charge to all students under a federal universal service provision (Education Code 49564)

Student Health

~~18.~~47. ~~Annually adopt a school accountability report card (Education Code 47612; California Constitution, Article XVI, Section 8.5)~~ If the **charter** school serves students in grades 7-12, adopt a policy on suicide prevention, intervention, and postvention with specified components**, review the policy at least every five years, and, if the school issues student identification cards, print the telephone number of the National Suicide Prevention Lifeline on those cards** (Education Code 215**, 215.5**)

48. Notify students and parents/guardians at least twice during the school year on how to initiate access to available student mental health services on campus or in the community (Education Code 49428)

~~13.~~**49.** Provide annual training on child abuse and neglect reporting requirements to employees and persons working on the **charter** school's behalf who are mandated reporters, within the first six weeks of each school year or within six weeks of employment (Education Code 44691)

~~26.~~**50.** If the **charter** school offers an athletic program, annually provide information sheets about concussions/head injuries and sudden cardiac arrest to athletes and their parents/guardians, which must be signed and returned to the school before the athlete initiates practice or competition. In the event that an athlete is suspected of sustaining a concussion or head injury, passes out, or faints during or immediately after participation in an athletic activity, ~~he/she~~ **the student** shall be immediately removed

CHARTER SCHOOL OVERSIGHT (continued)

from the activity for the remainder of the day and shall not be permitted to return to the activity until ~~he/she~~ **the student** is evaluated by a licensed health care provider and receives written clearance to do so. (Education Code 33479-33479.5, 49475)

51. **If the charter school offers an interscholastic athletic program, develop and post a written emergency action plan that describes procedures to be followed in the event of sudden cardiac arrest and other medical emergencies, acquire at least one automated external defibrillator (AED) for the school, and make the AED available at on-campus athletic activities or events (Education Code 35179.4, 35179.6)**

~~38.~~52. ~~Ensure the availability and proper use of~~ **Provide school nurses or other voluntary, trained personnel with** emergency epinephrine auto-injectors **of the type required pursuant to Education Code 49414** ~~by:~~ (Education Code 49414)

~~a. Providing school nurses or other voluntary, trained personnel with at least one regular and one junior device for elementary schools and, for secondary schools, one regular device if there are no students who require a junior device~~

~~b. Distributing a notice at least once per school year to all staff requesting volunteers and describing the training that volunteers will receive~~

~~c. Providing defense and indemnification to volunteers for any and all civil liability from such administration~~

~~39.~~53. If the **charter** school chooses to make an opioid antagonist available to persons suffering, or reasonably believed to be suffering, from an opioid overdose, comply with the requirements of Education Code 49414.3, including, but not limited to, providing training to personnel who volunteer to administer the opioid antagonist

Student Conduct/Discipline

54. **Adopt a policy on bullying and cyberbullying prevention by December 31, 2019, and annually make CDE's online training module on bullying prevention available to school site certificated employees and other employees who have regular interaction with students (Education Code 234.4, 32283.5)**

55. **Prohibit seclusion and behavioral restraint of students as a means of discipline, and only use such methods to control student behavior that poses a clear and present danger of serious physical harm to a student or others that cannot be immediately prevented by a less restrictive response (Education Code 49005-49006.4)**

CHARTER SCHOOL OVERSIGHT (continued)

Student and Parent/Guardian Records

~~31.~~**56.** Not collect or solicit social security numbers or the last four digits of social security numbers from students or their parents/guardians unless otherwise required to do so by state or federal law (Education Code 49076.7)

57. Upon written request, not include the directory information of a student or the personal information of a parent/guardian, as defined, in the minutes of a meeting of the governing body (Education Code 49073.2)

~~33.~~**58.** If a student subject to compulsory full-time education is expelled or leaves the charter school without graduating or completing the school year for any reason, notify the Superintendent of the school district of the student's last known address within 30 days and, upon request, provide that district with a copy of the student's cumulative record, including a transcript of grades or report card, and health information (Education Code 47605)

~~34.~~**59.** If the **charter** school serves high school students, submit to the Student Aid Commission, for use in the Cal Grant program, the grade point average (GPA) of all students in grade 12 and verification of high school graduation or its equivalent for students who graduated in the prior academic year. However, such information shall not be submitted when students opt out or are permitted by the rules of the Student Aid Commission to provide test scores in lieu of the GPA. (Education Code 69432.9, 69432.92)

Facilities

~~36.~~**60.** Comply with the California Building Standards Code as adopted and enforced by the local building enforcement agency with jurisdiction over the area in which the charter school is located, unless the charter school facility meets either of the following conditions: (Education Code 47610, 47610.5)

a. The facility complies with the Field Act pursuant to Education Code 17280-17317 and 17365-17374.

b. The facility is exclusively owned or controlled by an entity that is not subject to the California Building Standards Code, including, but not limited to, the federal government.

CHARTER SCHOOL OVERSIGHT (continued)

Finance

~~43.~~**61.** Promptly respond to all reasonable inquiries from the district, the county office of education, or the **Superintendent of Public Instruction** (SPI), including, but not limited to, inquiries regarding the **charter** school's financial records (Education Code 47604.3)

~~32.~~**62.** Maintain written contemporaneous records that document all student attendance and make these records available for audit and inspection (Education Code 47612.5)

~~24.~~**63.** Identify and report to the ~~Superintendent of Public Instruction (~~SPI~~)~~ any portion of ~~its~~ **the charter school's** average daily attendance that is generated through nonclassroom-based instruction, including, but not limited to, independent study, home study, work study, and distance and computer-based education (Education Code 47612.5, 47634.2; 5 CCR 11963.2)

~~44.~~**64.** Annually prepare and submit financial reports to the district ~~Governing~~ Board and the County Superintendent of Schools in accordance with the following reporting cycle:

a. By July 1, a preliminary budget for the current fiscal year. For a charter school in its first year of operation, financial statements submitted with the charter petition pursuant to Education Code 47605(g) will satisfy this requirement. (Education Code 47604.33)

~~b. By July 1, an update of the school's goals and the actions to achieve those goals as identified in the charter, developed using the local control and accountability plan template adopted by the State Board of Education. This report shall include a review of the progress toward the goals, an assessment of the effectiveness of the specific actions toward achieving the goals, a description of changes the school will make to the specific actions as a result of the review and assessment, and a listing and description of expenditures for the fiscal year implementing the specific actions. (Education Code 47604.33, 47606.5, 52064)~~

~~When conducting this review, the governing body of the school may consider qualitative information including, but not limited to, findings that result from any school quality reviews conducted pursuant to Education Code 52052 or any other reviews. To the extent practicable, data shall be reported in a manner consistent with how information is reported on a school accountability report card. The update shall be developed in consultation with teachers, principals, administrators, other school personnel, parents/guardians and students. (Education Code 47606.5)~~

CHARTER SCHOOL OVERSIGHT (continued)

~~c.~~**b.** By December 15, an interim financial report for the current fiscal year reflecting changes through October 31. (Education Code 47604.33)

~~d.~~**c.** By March 15, a second interim financial report for the current fiscal year reflecting changes through January 31. (Education Code 47604.33)

~~e.~~**d.** By September 15, a final unaudited report for the full prior year. The report submitted to the Board shall include an annual statement of all the charter school's receipts and expenditures for the preceding fiscal year. (Education Code 42100, 47604.33)

~~f.~~**e.** By December 15, a copy of the charter school's annual, independent financial audit report for the preceding fiscal year, unless the charter school's audit is encompassed in the district's audit. The audit report shall also be submitted to the State Controller and **CDE** ~~the California Department of Education~~. (Education Code 47605)

65. If the charter school receives state facilities funding pursuant to the Leroy F. Greene School Facilities Act (Education Code 17070.10-17079.30), annually report a detailed list of all expenditures of state funds and of the school's matching funds for completed projects, and submit an audit of completed facilities projects within one year of project completion (Education Code 41024)

Accountability

~~47.~~**66.** Annually adopt a school accountability report card (Education Code 47612; California Constitution, Article 16, Section 8.5)

~~In addition, charter schools shall comply with the state and federal constitutions, applicable federal laws, and state laws that apply to governmental agencies in general, such as the Brown Act requirements in Government Code 54950-54963 and the conflict of interest laws in Government Code 1090-1099 and 87100-91014.~~

BUDGET

The Board of Trustees recognizes its critical responsibility for adopting a sound budget for each fiscal year which is aligned with **and reflects** the district's vision, goals, priorities, local control and accountability plan (LCAP), and **other** comprehensive plans. The district budget shall guide decisions and actions throughout the year and shall serve as a tool for monitoring the fiscal health of the district.

(cf. 0000 - Vision)
(cf. 0200 – Goals for the School District)
(cf. 0400 – Comprehensive Plans)
(cf. 0460 – Local Control and Accountability Plan)
(cf. 3300 - Expenditures and Purchases)
(cf. 3460 - Financial Reports and Accountability)
(cf. 9000 - Role of the Board)

The district budget shall show a complete plan and itemized statement of all proposed expenditures and all estimated revenues for the following fiscal year, together with a comparison of revenues and expenditures for the current fiscal year. The budget shall also include the appropriations limit and the total annual appropriations subject to limitation as determined pursuant to Government Code 7900-7914. (Education Code 42122)

Budget Development and Adoption Process

In order to provide guidance in the development of the budget, the Board shall annually establish budget priorities based on identified district needs and goals and on realistic projections of available funds.

The Superintendent or designee shall oversee the preparation of a proposed district budget for approval by the Board and shall involve appropriate staff in the development of budget projections.

The Board shall hold a public hearing on the proposed budget in accordance with Education Code 42103 and 42127. **The hearing shall occur at the same meeting as the public hearing on the district's LCAP and the local control funding formula (LCFF) budget overview for parents/guardians. (Education Code 42103, 42127, 52062, 52064.1)**

(cf. 9320 – Meetings and Notices)
(cf. 9322 – Agenda/Meeting Materials)
(cf. 9323 – Meeting Conduct)

The Board shall adopt the district budget **at a public meeting held after the date of the public hearing but** on or before July 1 of each year. The Board shall adopt the budget following its adoption of the LCAP, or annual update to the LCAP, **and the LCFF budget overview for parents/guardians.** The budget shall include the expenditures necessary to implement the LCAP or the annual update to the LCAP. (Education Code 42127, **52062**)

BUDGET (continued)

~~At a public meeting held on a date after the public hearing on the budget, the Board shall adopt the budget following its adoption of the LCAP or an annual update to the LCAP at the same meeting. The budget shall include the expenditures necessary to implement the LCAP or the annual update to the LCAP. (Education Code 42127, 52062)~~

The budget that is **presented at the public hearing as well as the budget** formally adopted by the Board shall adhere to the state's Standardized Account code Structure as prescribed by the Superintendent of Public Instruction **(SPI).** (Education Code 42126, 42124)

The Superintendent or designee may supplement this format with additional information as necessary to effectively communicate the budget to the Board, staff, and public.

No later than five days after the Board adopts the district budget or by July 1, whichever occurs first, the Board shall file **the adopted district budget** with the County Superintendent of Schools ~~the adopted district budget and supporting data~~. The budget and supporting data shall be maintained and made available for public review. (Education Code 42127)

(cf. 1340 - Access to District Records)

If the County Superintendent disapproves or conditionally approves the district's budget, the Board shall review and respond to ~~his/her~~ **the County Superintendent's** recommendations at a **regular** public meeting on or before October 8. The response shall include any revisions to the adopted budget and any other proposed actions to be taken as a result of those recommendations. (Education Code 42127)

Budget Advisory Committee

The Superintendent of designee may appoint a budget advisory committee composed of staff, Board representatives, and/or members of the community.

The committee shall ~~develop~~ **submit** recommendations during the budget development process and its duties shall be assigned each year based on district needs. All recommendations of the committee shall be advisory only and shall not be binding on the Board.

(cf. 1220 – Citizen Advisory Committees)
(cf. 2230 – Representative and Deliberative Groups)
(cf. 3350 – Travel Expenses)
(cf. 9130 – Board Committees)
(cf. 9140 - Board Representatives)

BUDGET (continued)

Budget Criteria and Standards

The ~~Superintendent or designee shall develop a~~ district budget **shall be developed** in accordance with state criteria and standards specified in 5 CCR 15440-15450 as they relate to projections of average daily attendance (ADA), enrollment, ratio of ADA to enrollment, ~~local control funding formula~~ **LCFF** revenue, salaries and benefits, other revenues and expenditures, facilities maintenance, deficit spending, ~~unrestricted general~~ fund balance, and reserves. In addition, ~~he/she~~ **The Superintendent or designee** shall provide the supplemental information specified in 5 CCR 15451 which addresses the methodology and budget assumptions used, contingent liabilities, use of one-time revenues for ongoing expenditures, use of ongoing revenues for one-time expenditures, contingent revenues, contributions, long-term commitments, unfunded liabilities, status of collective bargaining agreements, the LCAP, and LCAP expenditures. (Education Code 33128, ~~33128.3,~~ 33129, 42127.01; 5 CCR 15440-15451)

The district budget shall provide for increas~~ing~~**ed** or improv~~ing~~**ed** services for unduplicated students at least in proportion to the increase in funds apportioned on the basis of the number and concentration of unduplicated students in accordance with 5 CCR 15496. Unduplicated students are students who are eligible for free or reduced-price meals, English learners, and/or foster youth. (Education Code 42238.07; 5 CCR 15496)

(cf. 3553 – Free and Reduced Price Meals)
(cf. 6173.1 – Education for Foster Youth)
(cf. 6174 – Education for English ~~Language~~ Learners)

The Board may establish other budget assumptions or parameters which may take into consideration the stability of funding sources, legal requirements and constraints, on the use of funds, anticipated increases and/or decreases in the cost of services and supplies, program requirements, and any other factors necessary to ensure that the budget is a realistic plan for district revenues and expenditures.

(cf. 2210 – Administrative Discretion Regarding Board Policy)
(cf. 3110 – Transfer of Funds)

Fund Balance

The district shall classify fund balances in compliance with Governmental Accounting Standards Board (GASB) Statement 54, as follows:

BUDGET (continued)

1. *Nonspendable fund balance* includes amounts that are not expected to be converted to cash, such as resources that are not in a spendable form (e.g., inventories and prepaids) or that are legally or contractually required to be maintained intact.

2. *Restricted fund balance* includes amounts constrained to specific purposes by their providers or by law.

3. *Committed fund balance* includes amounts constrained to specific purposes by the Board.

   For this purpose, all commitments of funds shall be approved by a majority vote of the Board. The constraints shall be imposed no later than the end of the reporting period of June 30, although the actual amounts may be determined subsequent to that date but prior to the issuance of the financial statements.

4. *Assigned fund balance* includes amounts which are intended for a specific purpose but do not meet the criteria to be classified as restricted or committed.

   The Board delegates authority to assign funds to the assigned fund balance to the Superintendent or designee and authorizes the assignment of such funds to be made any time prior to the issuance of the financial statements. The Superintendent ~~may~~ **shall have discretion to** further delegate the authority to assign funds ~~at his/her discretion~~.

5. *Unassigned fund balance* includes amounts that are available for any purpose.

When multiple types of funds are available for an expenditure, the district shall first utilize funds from the restricted fund balance as appropriate, then from the committed fund balance, then from the assigned fund balance, and lastly from the unassigned fund balance.

~~To protect the district against unforeseen circumstances such as revenue shortfalls and unanticipated expenditures,~~ ~~t~~**T**he Board intends to maintain a minimum assigned and unassigned fund balance in an amount the Board deems sufficient to maintain fiscal solvency and stability **and to protect the district against unforeseen circumstances**.

If the assigned and unassigned fund balance falls below this level set by the Board due to an emergency situation, unexpected expenditures, or revenue shortfalls, the Board shall develop a plan to recover the fund balance which may include dedicating new unrestricted revenues, reducing expenditures, and/or increasing revenues or pursuing other funding sources.

Reserve Balance

The district budget shall include a minimum reserve balance for economic uncertainties that is consistent with the percentage or amount specified in 5 CCR 15450.

BUDGET (continued)

In any year ~~that~~ **following the fiscal year in which** the district is notified by the ~~Superintendent of Public Instruction~~ **(SPI)** that the amount of monies in the state Public School System Stabilization Account equals or exceeds three percent of the combined total of general fund revenues appropriated for school districts and allocated local proceeds of taxes, the district budget shall not contain a combined assigned or unassigned ending general fund balance that is in excess of 10 percent of these funds**, unless the requirement is waived in accordance with Education Code 42127.01**. (Education Code ~~41202~~, 42127.01)

Long-Term Financial Obligations

The district's current-year budget and multi-year projections shall include adequate provisions for addressing the district's long-term financial obligations, including, but not limited to, long-term obligations resulting from collective bargaining agreements, financing of facilities projects, unfunded or future liability for retiree benefits, and accrued workers' compensation claims.

(cf. 4141/4241 – Collective Bargaining Agreement)
(cf. 4154/4254/4354 – Health and Welfare Benefits)
(cf. 7210 – Facilities Financing)
(cf. 9250 – Remuneration, Reimbursement and Other Benefits)

The Board may approve a plan for meeting the district's long-term obligations to fund contributions to the California Public Employees' Retirement System (CalPERS) which, to the extent possible, minimizes significant increases in annual general fund expenditures towards pension obligations. The plan may include prefunding required pension contributions through the California Employers' Pension Prefunding Trust Program pursuant to Government Code 21710-21716.

The Board shall approve a plan for meeting the district's long-term obligations to fund nonpension, other postemployment benefits (OPEBs). This plan shall include a specific funding strategy and the method that will be used to finance the district's annual fiscal obligations for such benefits in a manner that continually reduces the deficit to the district to the extent possible. The Board reserves that authority to review and amend the funding strategy as necessary to ensure that it continues to serve the best interests of the district and maintains flexibility to adjust for changing budgetary considerations.

~~When t~~The Superintendent or designee **shall annually** presents ~~a~~ report to the Board on the estimated accrued but unfunded cost of OPEBs. ~~, the Board shall disclose,~~ **aAs** a separate agenda item at the same meeting, **The Board shall disclose** whether ~~or not~~ it will reserve a sufficient amount of money in its budget to fund the present value of the benefits of existing retirees and/or the future costs of employees who are eligible for benefits in the current fiscal year. (Education Code 42140)

BUDGET (continued)

~~When~~ **t**The Superintendent or designee **shall annually** presents **a** report to the Board on the estimated accrued but unfunded cost of workers' compensation claims~~,~~ **and the actuarial reports upon which the estimated costs are based.** ~~the Board shall disclose, a~~**As** a separate agenda items at the same meeting, **The Board shall disclose** whether ~~or not~~ it will reserve in the budget sufficient amounts to fund the present value of accrued but unfunded workers' compensation claims or if it is otherwise decreasing the amount in its workers' compensation reserve fund. The Board shall annually certify to the County Superintendent the amount, it any, that it has decided to reserve in the budget for these costs. The Board shall submit to the County Superintendent any budget revisions that may be necessary to account for this budget reserve. (Education Code 42141)

Budget Amendments

No later than 45 days after the Governor signs the annual Budget Act, the Superintendent or designee shall make available for public review any revisions in budgeted revenues and expenditures which occur as a result of the funding made available by that Budget Act. (Education Code 42127)

Whenever revenues and expenditures change significantly throughout the year, the Superintendent or designee shall recommend budget amendments to ensure accurate projections of the district's net ending balance. When final figures for the prior-year budget are available, this information shall be used as soon as possible to update the current-year budget's beginning balance and projected revenues and expenditures.

In addition, budget amendments shall be submitted for Board approval as necessary when ~~the state budget is adopted,~~ collective bargaining agreements are accepted, district income declines, increased revenues or unanticipated savings are made available to the district, program proposals are significantly different from those approved during budget adoption, interfund transfers are needed to meet actual program expenditures, and/or other significant changes occur that impact budget projections.

Legal Reference:

EDUCATION CODE
1240 Duties of county superintendent of schools
33127-33131 Standards and criteria for local budgets and expenditures
41202 Determination of minimum level of education funding
42103 Public hearing on proposed budget; requirements for content of proposed budget
421202-42129 Budget requirements
42130-42134 Financial certifications
*42140-~~42141~~ **42142** Disclosure of fiscal obligations*
42238-42251 Apportionments to districts, especially:
42238.01-42238.07 Local control funding formula
42602 Use of unbudgeted funds

Legal Reference continued: (see next page)

BUDGET (continued)

Legal Reference continued: (see next page)
42610 Appropriation of excess funds and limitation thereon
45253 Annual budget of personnel commission
45254 First year budget of personnel commission
53060-52077 Local control and accountability plan
GOVERNMENT CODE
7900-7914 Appropriations limit
21710-21716 California Employer's Pension Prefunding Trust Program
CODE OF REGULATIONS, TITLE 5
15060 Standardized account code structure
15440-15452 Criteria and standards for school district budgets
*15494-~~1549~~**15497** Local control funding formula, **supplemental and concentration grant** expenditures*
Management Resources:
CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
California School Accounting Manual
New Requirements for Reporting Fund Balance in Governmental Funds, January 7, 2011
FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM PUBLICATIONS
*Fiscal Oversight Guide for AB 1200, AB 2756 and Subsequent Related Legislation, ~~September 2006~~**December 2015***
GOVERNMENT FINANCE OFFICERS ASSOCIATION
*Best Practice: ~~Appropriate Level of Unrestricted Fund Balance in the General Fund, 2009~~**Fund Balance Guidelines for the General Fund, September 2015***
GOVERNMENTAL ACCOUNTING STANDARDS BOARD STATEMENTS
Statement 75, Accounting and Financial Reporting ~~by Employers~~ for Post-employment Benefits Other Than Pensions, June 2015
*Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions, ~~March~~ **February** 2009*
WEB SITES
CSBA: http://www.csba.org
Association of California School Administrators: http://www.acsa.org
California Department of Education, Finance and Grants: http://www.cde.ca.gov/fg
California Department of Finance: http://www.dof.ca.gov
Fiscal Crisis and Management Assistance Team: http://www.fcmat.org
Government Finance Officers Association: http://www.gfoa.org
Governmental Accounting Standards Board: http://www.gasb.org
School Services of California, Inc.: http://www.sscal.com

Policy
adopted: September 4, 2007
revised: April 21, 2009
revised: May 17, 2011
revised: June 5, 2012
revised: December 17, 2013
revised: November 17, 2015
revised: March 6, 2018
revised: November 5, 2019

WESTERN PLACER UNIFIED SCHOOL DISTRICT
Lincoln, California

BUDGET

Budget Advisory Committee

Membership of the district's budget advisory committee may include representatives of each of the following groups:

1. Board of Trustees, provided that less than a majority of the Board serves on the committee

(cf. 9140 - Board Representatives)

2. District and school site administrators
3. Representatives of bargaining units
4. Certificated and/or classified staff
5. Parents/guardians
6. Representatives of the business community and/or other community members
7. Students

(cf. 1220 – Citizen Advisory Committees)
(cf. 2230 – Representative and Deliberative Groups)
(cf. 9130 – Board Committees)

The committee's duties may include, but **are** not necessarily ~~be~~ limited to:

1. Making recommendations regarding budget priorities **which align with the district's vision, goals, priorities, local control and accountability plan (LCAP), and other comprehensive plans**
2. Recommending cost reduction strategies, such as identifying services that may be reduced, made more efficient, or discontinued
3. Reviewing the clarity and effectiveness of budget documents and communications
4. Presenting progress reports on the committee's work and a final report of recommendations to the Superintendent or designee and to the Board

The specific duties of the committee shall be clearly defined and presented to each member in writing, along with any background information necessary for the successful completion of the committee's charges, the timelines for reporting the committee's progress, and timelines for completion of each task.

(cf. 3350 – Travel Expenses)

BUDGET (continued)

~~Initial Budget Adoption~~ Public Hearing

The agenda for the public hearing **on the district budget** shall be posted at least 72 hours before the hearing and shall indicate the location where the budget may be inspected. The proposed budget shall be available for public inspection at least three working days before this hearing. (Education Code 42103, 42127, 52062)

(cf. 0460 - Local Control and Accountability Plan)
(cf. 9320 - Meetings and Notices)
(cf. 9322 - Agenda/Meeting Materials)

The Superintendent or designee shall notify the County Superintendent of Schools of the location, **and** dates, ~~and times~~ at which the proposed budget may be inspected, as well as the location, date, and time of the public hearing, in sufficient time for the County Superintendent to publish such information in a newspaper of general circulation at least 10 days but not more than 45 days before the hearing as required by Education Code 42103.

Whenever the proposed district budget includes a combined assigned and unassigned ending fund balance that exceeds the minimum recommended reserve for economic uncertainties adopted by the State Board of Education, the district shall provide, for each fiscal year included in the budget, the following information for public review and discussion at the public hearing: (Education Code 42127; 5 CCR 15450)

1. The minimum recommended reserve for economic uncertainties
2. The combined assigned and unassigned ending fund balances that are in excess of the minimum recommended reserve
3. A statement of reasons substantiating the need for the combined assigned and unassigned ending balances that are in excess of the minimum recommended reserve

During the hearing, any district resident may ~~speak~~ **appear and object** to the proposed budget or to any item in the budget. The hearing may conclude when all residents who have requested to be heard have had the opportunity to speak. (Education Code 42103)

(cf. 9323 - Meeting Conduct)

Budget Review Committee for Disapproved Budgets

If the district's budget is disapproved by the County Superintendent for any reason other than ~~his/her~~ disapproval of the district's ~~local control and accountability plan~~ (LCAP) or annual update to the LCAP, the budget shall be reviewed by a budget review committee, unless the Board and County Superintendent agree to waive the requirement and the California Department of Education accepts the waiver. (Education Code 42127)

BUDGET (continued)

This committee shall consist of either: (Education Code 42127.1, 42127.2)

1. Three persons selected by the Board from a list of candidates provided by the **Superintendent of Public Instruction (SPI)** ~~SPIO~~, who shall be selected within five working days after receiving the list of candidates

2. A regional review committee **selected and** convened by the County Superintendent with the approval of the Board **and SPI**

If the budget review committee recommends disapproval of the district budget, the Board may submit a response **to the SPI** no later than five working days after receipt of the committee's report. The response may include any revisions to the adopted final budget and any other proposed actions to be taken as a result of the committee's recommendations. (Education Code 42127.3)

If the SPI disapproves the district budget after reviewing the committee's report and the district's response, the Board shall consult with the County Superintendent as ~~he/she~~ **to** develops and adopts, by ~~November 30~~ **December 31**, a fiscal plan and budget that will allow the district to meet its **current fiscal year and multiyear** financial obligations. For the current fiscal year, the district shall operate in accordance with the budget adopted by the County Superintendent. (Education Code 42127.3)

Until the district receives approval of its budget, it shall continue to operate either on the basis of the prior year's budget or on the basis of the current year's unapproved budget as adopted and revised by the Board, whichever budget contains a lower total spending authority. (Education Code 42127.4)

Regulation
approved: September 4, 2007
revised: April 21, 2009
revised: May 17, 2011
revised: December 17, 2013
revised: November 17, 2015
revised: November 5, 2019

WESTERN PLACER UNIFIED SCHOOL DISTRICT
Lincoln, California

POLICY GUIDE SHEET
July 2019

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.

BP 5123 - Promotion/Acceleration/Retention
(BP revised)

Policy updated to make minor revision reflecting current law pertaining to the requirement to provide remedial instruction to students who are recommended for retention or are identified as being at risk for retention.

BP/AR 5136 - Gangs
(BP/AR revised)

Policy and regulation updated to expand material related to supports and services for students identified as gang members and reflect best practices for gang prevention, intervention, and suppression described in **NEW RESOURCE** from the National Gang Center and in publication from the Los Angeles Police Department.

BP/AR 6142.2 - World Language Instruction
(BP/AR revised)

Policy and regulation retitled to be consistent with terminology used in the Education Code pursuant to **NEW LAW (AB 2319, 2018)**. Policy and regulation updated to reflect **NEW STATE CONTENT STANDARDS** for world language instruction adopted by the State Board of Education in January 2019. Policy also reflects University of California guidance stating that American Sign Language courses may be used to satisfy world language coursework requirements for college admission, and reflects state regulations which require districts to establish a process for receiving and responding to input from parents/guardians and other stakeholders regarding the world language in which instruction will be provided in any program sufficient to produce proficiency in a world language. Regulation also reflects state regulation requiring districts to establish a process for receiving and responding to parent/guardian requests to establish a language acquisition program not currently offered at the school.

AR 6145.2 - Athletic Competition
(AR revised)

Regulation updated to reflect **NEW LAW (SB 1109, 2018)** which requires districts to annually provide student athletes and their parents/guardians an opioid fact sheet produced by the Centers for Disease Control and Prevention.

BP/AR 6145.6 - International Exchange
(BP/AR revised)

Policy updated to clarify the scope of the policy, separate material pertaining to district students studying in another country and material pertaining to international exchange students studying in district schools, and reflect CSBA Legal Guidance. Policy also addresses student eligibility, information to obtain from the placement organization, and methods that may be used to calculate the total cost of educating an international student for the purpose of determining tuition. Regulation reflects the requirement to provide the placement organization with written acceptance of a student's enrollment, clarifies that a student's enrollment may be for one semester or one year, and adds optional language regarding the provision of a school transcript.

BP/AR 6174 Education for English Learners
(BP/AR revised)

Policy updated to reflect **NEW LAW (AB 2735, 2018)** which prohibits districts from denying English learners the opportunity to enroll in core curricular courses or courses needed for middle school promotion, high school graduation, or college admission. Policy also adds requirement to annually designate a district and site coordinator to oversee administration of the English Language Proficiency Assessments for California (ELPAC). Regulation reflects **NEW STATE REGULATION (Register 2019, No. 1)** which establishes a timeframe for notifying parents/guardians of their child's ELPAC test results when the results are received from the test contractor after the last day of instruction for the school year.

BP 6179 - Supplemental Instruction
(BP revised)

Policy updated to reflect current law requiring the provision of remedial instruction to students who are recommended for retention or are identified as being at risk for retention. Policy also deletes reference to federal Title I program improvement which is no longer operational, and clarifies that schools identified for comprehensive or targeted school improvement may, but are not required to, offer supplemental instruction.

PROMOTION/ACCELERATION/RETENTION

The Board of Trustees expects students to progress through each grade level within one school year. To**ward** ~~accomplish this,~~ **this end,** instruction ~~should~~ **shall be designed to** accommodate the variety of ways that students learn and ~~include~~ **provide** strategies for addressing academic deficiencies ~~when~~ **as** needed.

Students shall progress through the grade levels by demonstrating growth in learning and meeting grade-level standards of expected student achievement.

(cf. 6011 - Academic Standards)
(cf. 6146.1 - High School Graduation Requirements)
(cf. 6146.5 - Elementary/Middle School Graduation Requirements)
~~*(cf. 6162.52 - High School Exit Examination)*~~
(cf. 6170.1 - Transitional Kindergarten)

When high academic achievement is evident, the ~~Superintendent or designee~~ **teacher** may recommend a student for acceleration into a higher grade level. The student's maturity level shall be taken into consideration in making a determination to accelerate a student.

~~As early as possible in the school year,~~ ~~the~~ tTeachers shall identify students who should be retained and who are at risk of being retained ~~in accordance with law, Board policy, administrative regulation, and the following criteria.~~ **At their current grade level as early as possible in the school year and as early in their school careers as practicable. Such students shall be identified at the following grade levels: (Education Coe 48070.5)**

~~Such students shall be identified at the following grade levels: (Education Code 48070.5)~~

1. Between grades 2 and 3

2. Between grades 3 and 4

3. Between grades 4 and 5

4. Between the end of the intermediate grades and the beginning of the middle school grades

5. Between the end of the middle school grades and the beginning of the high school grades

Students shall be identified for retention on the basis of failure to meet minimum levels of proficiency, as indicated by the results of state assessments administered pursuant to Education Code 60640-60649 and the following additional indicators of academic achievement:

PROMOTION/ACCELERATION/RETENTION (continued)

~~*(cf. 5149 - At-Risk Students)*~~
(cf. 6162.5 – Student Assessment)
(cf. 6162.51 – State Academic Achievement Tests)

Students between grades 2 and 3 and grades 3 and 4 shall be identified primarily on the basis of their level of proficiency in reading. Proficiency in reading, English language arts, and mathematics shall be the basis for identifying students between grades 4 and 5, between intermediate and middle school grades, and between middle school grades and high school grades. (Education Code 48070.5)

(cf. 6142.91 - Reading/Language Arts Instruction)
(cf. 6142.92 - Mathematics Instruction)

If a student does not have a single regular classroom teacher, the Superintendent or designee shall specify the teacher(s) responsible for the decision to promote or retain the student. (Education Code 48070.5)

The teacher's decision to promote or retain a student may be appealed in accordance with AR 5123 - Promotion/Acceleration/Retention.

When a **any** student **in grades 2-9** is recommended for retention or is identified as being at risk for retention, the Superintendent or designee shall offer an appropriate program of remedial instruction to assist the student in meeting grade-level expectations. (Education Code 48070.5)

(cf. 6176 - Weekend/Saturday Classes)
(cf. 6177 - Summer Learning Programs)
(cf. 6179 - Supplemental Instruction)

Legal Reference:

EDUCATION CODE
~~*37252-37253.5 Supplemental instruction*~~
~~*41505-41508 Pupil Retention Block Grant*~~
*46300 Method of computing ~~ADA~~ **average daily attendance***
48010 Admittance to first grade
48011 Promotion/retention following one year of kindergarten
48070-48070.5 Promotion and retention
*56345 Elements of individualized education ~~plan~~ **program***
60640-60649 California Assessment of Student Performance and Progress
~~*60850-60859 Exit examination*~~
CODE OF REGULATIONS, TITLE 5
200-202 Admission and exclusion of students

PROMOTION/ACCELERATION/RETENTION (continued)

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION MANAGEMENT ADVISORIES
FAQs Promotion, Retention, and Grading (students with disabilities)
FAQs Pupil Promotion and Retention
Kindergarten Continuance Form
WEB SITES
CSBA: http://www.csba.org
California Department of Education: http://www.cde.ca.gov

GANGS

The Board of Trustees desires to keep district schools free from the threats or harmful influence of any groups or ~~gangs which~~ **who** exhibit ~~drug use, violence or disruptive~~ behavior **disruptive to the school environment and/or the safety and well-being of students. The Board additionally desires to provide support and intervention to students who are members of gangs to enable them to successfully disengage from gang involvement and be successful in school.** ~~The Superintendent or designee shall take steps to deter gang intimidation of students and staff and confrontations between members of different gangs. He/she shall exchange information and establish mutually supportive efforts with local law enforcement authorities.~~

(cf. 0450 - Comprehensive Safety Plan)
(cf. 3513.4 - Drug and Alcohol Free Schools)
(cf. 5131.4 - Student Disturbances)
(cf. 5131.6 - Alcohol and Other Drugs)
(cf. 5131.7 - Weapons and Dangerous Instruments)
(cf. 5137 - Positive School Climate)

~~The Superintendent or designee shall provide inservice training which helps staff to identify gangs and gang symbols, recognize early manifestations of disruptive activities, and respond appropriately to gang behavior. Staff shall be informed about conflict management techniques and alerted to intervention measures and community resources.~~

~~The Board realizes that students become involved in gangs for many reasons, such as peer pressure, the need for a sense of belonging, and lack of refusal skills.~~ **The Superintendent or designee shall develop strategies for gang prevention that address the reasons that students may become involved in gangs, including the identity, recognition, or status achieved as being part of a gang, protection from gang violence in the community, the need for companionship and an extended family, intimidation to join a gang, desire to join a gang to be in a position to intimidate others, and/or connection with criminal activity.**

~~Age-appropriate gang violence prevention education shall start with students in the early elementary grades and may start in kindergarten.~~ **Gang violence prevention shall start as early as possible and include, but not be limited to, age-appropriate education that focuses on developing emotional and social competence, increasing prosocial peer bonds, strengthening attachment and commitment to school, and enhancing cooperative learning skills. Prevention shall also include improving parent/guardian involvement in and support for their children's academic progress, as well as ongoing gang awareness education for parents/guardians, including gang identifiers.**

(cf. 5020 - Parent Involvement)
(cf. 6164.2 - Guidance/Counseling Services)

GANGS (continued)

The Superintendent or designee shall take steps to deter gang activity on school campuses, including threats and intimidation of students and staff, recruitment or intimidation of students to join gangs, bullying, fighting, criminal activities, and confrontations between members of different gangs.

(cf. 5131.2 - Bullying)

~~To further discourage the influence of gangs, the~~ **The** Superintendent or designee shall ensure that school rules of conduct and any school dress code prohibiting gang-related apparel are enforced consistently. If a student exhibits signs of gang affiliation, staff shall so inform the **principal or designee and the student's** parent/guardian.

~~*(cf. 0450 - Comprehensive Safety Plan)*~~
(cf. 5132 - Dress and Grooming)
~~*(cf. 6164.2 - Guidance/Counseling Services)*~~

The Superintendent or designee shall provide in-service training which helps staff to identify gangs and gang symbols, recognize early manifestations of disruptive activities, and respond appropriately to gang behavior. Staff shall be informed about conflict management techniques and alerted to intervention measures and community resources. **The Superintendent or designee shall also provide staff development on social and emotional learning, classroom management, interactive teaching, and cooperative learning skills.**

(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

The Superintendent or designee may consider gang activity prevention and intervention when developing programs outside of the school day.

(cf. 5148 - Child Care and Development)
(cf. 5148.2 - Preschool/Early Childhood Education)
(cf. 5148.3 - Before/After School Programs)
(cf. 6145 - Extracurricular and Cocurricular Activities)
(cf. 6145.2 - Athletic Competition)

The Superintendent or designee shall collaborate with child welfare services, mental health agencies, social services, and local law enforcement authorities in the prevention and intervention of gang activity.

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

Legal Reference: (see next page)

GANGS (continued)

Legal Reference:

EDUCATION CODE
32282 School safety plans
35183 Gang-related apparel
~~41510-41514 School Safety Consolidated Competitive Grant~~
48907 Student exercise of free expression
48950 Student freedom of speech
51264 Educational inservice training; CDE guidelines
51265 Gang violence and drug and alcohol abuse prevention inservice training
51266-51266.5 Model gang and substance abuse prevention curriculum
PENAL CODE
186.22 Participation in criminal street gang
13826-13826.7 Gang violence suppression
UNITED STATES CODE, TITLE 20
7101-7184 Safe and Drug-Free Schools and Communities Act

Management Resources:

~~CDE PUBLICATIONS~~
~~On Alert: Gang Prevention in School and Inservice Guidelines, January 1994~~
~~CSBA PUBLICATIONS~~
~~Protecting Our Schools: Board of Trustees Strategies to Combat School Violence, 1995~~
LOS ANGELES POLICE DEPARTMENT PUBLICATIONS
Why Young People Join Gangs
NATIONAL GANG CENTER PUBLICATIONS
Strategic Planning Tool
Gangs in Schools, March 2019
Parents' Guide to Gangs, July 2015
WEB SITES
California Cities Gang Prevention Network: http://www.ccgpn.org
California Department of Education: https://www.cde.ca.gov/ls/ss/sa
Gang Resistance Education and Training: https://www.great-online.org/GREAT-Home
Los Angeles Police Department, Gangs:
http://www.lapdonline.org/get_informed/content_basic_view/1396
Homeboy Industries: https://homeboyindustries.org
National Gang Center: https://www.nationalgangcenter.gov

GANGS

Prevention ~~and~~ Intervention, and Suppression Measures

The Superintendent or designee shall become informed of the gang history in the district and community, conduct assessments of current gang activity at the school sites, and document and follow up on gang-related incidents.

In order to discourage the influence of gangs, ~~school staff shall take~~ the following measures **shall be implemented**:

1. Any student **suspected of gang affiliation based on the** display~~ing~~ **of** behavior, gestures, apparel, or paraphernalia ~~indicative of gang affiliation~~ shall be referred to the principal or designee**, and the following actions taken, as appropriate:**~~.~~

   a. The student's parent/guardian shall be contacted and may be asked to meet with school staff **in order to proactively address the concern and be included as part of the solution**.

   b. The student may be sent home to change clothes if necessary.

(cf. 5132 - Dress and Grooming)

   c. The student's behaviors and progress in school shall be documented, including attendance and grades.

(cf. 5113 - Absences and Excuses)
(cf. 5113.1 - Chronic Absence and Truancy)
(cf. 5113.11 - Attendance Supervision)
(cf. 5113.12 - District School Attendance Review Board)
(cf. 6164.2 - Guidance/Counseling Services)

   d. Intervention techniques such as mentoring, academic support, and a system of wraparound support service shall be implemented to help the student disengage from gang involvement.

   e. Consistent and graduated discipline and accountability shall be implemented when appropriate and combined with positive support using conflict-resolution strategies and other restorative justice practices demonstrated to be effective with gang-involved youth.

~~2. Staff members shall be provided with the names of known gang members.~~

GANGS (continued)

~~3. Students who seek help in rejecting gang associations may be referred to community-based gang suppression and prevention organizations.~~

f. ~~Students who seek~~ **Students shall be offered** help in rejecting gang associations, **including possible referral** ~~may be referred~~ to community-based gang suppression and prevention organizations.

g. Law enforcement shall be notified if the student is suspected of being involved in gangs.

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

~~(cf. 1020 - Youth Services)~~

~~4.~~ **2.** Any ~~gang~~ graffiti on school premises shall be removed, washed down, or painted over as soon as discovered. Graffiti shall be **documented and** photographed before it is removed. These photographs shall be shared with local law enforcement authorities and used in future disciplinary or criminal action against the offenders. **This information can also be used to determine whether a threat or incident is imminent.**

~~a. Daily checks for graffiti shall be made throughout the campus.~~

~~b. Graffiti shall be photographed before it is removed. These photographs shall be shared with local law enforcement authorities and used in future disciplinary or criminal action against the offenders.~~

(cf. 3515 - Campus Security)
(cf. 5131.5 - Vandalism, Theft and Graffiti)

~~5.~~**3.** Classroom and after-school programs ~~at each school shall be designed to enhance individual self-esteem, provide positive reinforcement for acceptable behavior, and foster interest in a variety of constructive activities. These programs shall also~~ **may include gang prevention lessons that are taught jointly by teachers, counselors, law enforcement, and/or other organizations that are knowledgeable about gang prevention and shall**:

a. **Provide social and emotional learning** designed to enhance individual self-esteem, provide positive reinforcement for acceptable behavior, and foster interest in a variety of constructive activities

~~a.~~**b.** Explain the dangers of gang membership

~~b.~~**c.** Provide counseling for targeted at-risk students

GANGS (continued)

~~c.~~**d.** Include lessons or role-playing workshops in gang avoidance skills and nonviolent conflict resolution, including communication skills, **anti-bullying,** anger management, ~~ethnic/cultural tolerance~~ **acceptance**, and mediation skills

(cf. 5131.2 - Bullying)

~~d.~~**e.** Assign individual gang members to cooperative learning groups in which they may work toward common goals with students who are not members of their gang

~~e.~~**f,** Provide school-to-career instruction

~~*(cf. 6030 - Integrated Academic and Vocational Instruction)*~~

~~f.~~**g.** Provide positive interaction with local law enforcement ~~staff~~

(cf. 5137 - Positive School Climate)

~~Gang prevention lessons may be taught jointly by teachers and law enforcement staff.~~

~~6.~~**4.** Staff shall actively promote membership in authorized **school clubs and** student organizations**, sports and cultural activities and affiliations with the local community, and community service projects** which can provide students companionship, safety, and a sense of purpose and belonging. ~~, including:~~

~~a. Positive sports and cultural activities and affiliations with the local community~~

(cf. 6145 - Extracurricular and Cocurricular Activities)
(cf. 6142.4 - Service Learning/Community Service Classes)
(cf. 6145.2 - Athletic Competition)

~~b. Structured, goal-oriented community service projects~~

~~*(cf. 6142.4 - Learning through Community Service)*~~

Parent/Guardian and Community Outreach

The Superintendent or designee may offer g~~G~~ang prevention classes or counseling ~~offered~~ for parents/guardians ~~shall~~ **which may** address the following topics:

1. The reasons students join gangs

~~1.~~**2.** The dangers **and consequences** of gang membership

GANGS (continued)

~~2.~~**3.** Warning signs which may indicate that ~~children~~ **students** are at risk of becoming involved with gangs**, including the use of social media for gang communication and promotion**

~~3.~~**4.** The nature of local gang apparel and graffiti

~~4.~~**5.** Effective parenting techniques **and planning family time**

~~5.~~**6.** Conflict resolution techniques

In addition, the Superintendent or designee may offer c~~C~~ommunity programs ~~shall~~ **that** address: ~~1. T~~**t**he scope and nature of local gang problems **and** ~~2. S~~**s**trategies by which each segment of the community may alleviate gang problems**.**

~~1. The scope and nature of local gang problems~~

~~2. Strategies by which each segment of the community may alleviate gang problems~~

WORLD/~~FOREIGN~~ LANGUAGE INSTRUCTION

In order to prepare students for global citizenship and to broaden their intercultural understanding and career opportunities, the Governing Board shall provide students with opportunities to develop ~~linguistic proficiency~~ **communicative** and cultural **proficiency and** literacy in one or more world languages ~~in addition to English~~.

The Superintendent or designee shall recommend **a variety of** world languages to be taught in the district's educational program based on student interest, community needs, and available resources. ~~He/she shall also consider providing English learners the opportunity to study their heritage language, when such a course is available, in order to continue developing skills in that language. American Sign Language courses shall be open to all students regardless of hearing status.~~

For any program designed to provide students with instruction in a language other than English to a degree sufficient to produce proficiency in that language, the Superintendent or designee shall establish a process for schools to receive and respond to input from parents/guardians and other stakeholders regarding the non-English language in which instruction will be provided. (5 CCR 11300, 11312)

If American Sign Language courses **are offered, they** shall be open to all students regardless of hearing status.

~~*(cf. 6174 - Education for English Learners)*~~

The district shall offer a sequential curriculum aligned with the state content standards, state curriculum framework, and, as applicable, California university admission requirements for languages other than English.

(cf. 6011 - Academic Standards)
(cf. 6141 - Curriculum Development and Evaluation)

Instruction in world languages shall be offered to secondary school students beginning no later than grade 7 and shall be designed to develop students' skills in understanding, speaking, reading, and writing the language. (Education Code 51220)

(cf. 6143 - Courses of Study)

~~Students shall obtain credit toward high school graduation requirements for completion of a one-year course in a world language or American Sign Language during grades 9-12.~~

~~*(cf. 5126 - Awards for Achievement)*~~
~~*(cf. 6146.1 - High School Graduation Requirements)*~~
~~*(cf. 6146.11 - Alternative Credits Toward Graduation)*~~

WORLD/~~FOREIGN~~ LANGUAGE INSTRUCTION (continued)

The district may establish a dual-language immersion program that provides integrated language learning and academic instruction for native speakers of English and native speakers of another language, with the goals of high academic achievement, first and second language proficiency, and cross-cultural understanding. (Education Code 305-306)

The Board shall ensure that students have access to high-quality instructional materials in world languages. In accordance with Board policy, teachers shall be encouraged to identify and use supplemental resources, such as literature, technology, newspapers and other media, dictionaries, and volunteers from the community to enhance the world language instructional program.

(cf. 1240 - Volunteer Assistance)
(cf. 6161.1 - Selection and Evaluation of Instructional Materials)
(cf. 6161.11 - Supplementary Instructional Materials)
(cf. 6163.1- Library Media Centers)

The Superintendent or designee shall provide professional development as necessary to ensure that teachers of world languages have the knowledge and skills they need to implement an effective instructional program that helps students attain academic standards**, including communicative and cultural proficiency and understanding**.

(cf. 4131 - Staff Development)

Students shall obtain credit toward high school graduation requirements for ~~completion of~~ **completing one year of** ~~a one year course in~~ a world language or American Sign Language **course** during grades 9-12.

~~*(cf. 5126 - Awards for Achievement)*~~
(cf. 6146.1 - High School Graduation Requirements)
(cf. 6146.11 - Alternative Credits Toward Graduation)

The district shall determine appropriate measures to assess student proficiency in world languages offered by district schools. Students who have attained a high level of proficiency may receive recognition for their achievement, including the State Seal of Biliteracy for students graduating from high school.

(cf. 5126 - Awards for Achievement)

The Superintendent or designee shall provide periodic reports to the Board regarding the effectiveness of the district's world language program which may include, but not be limited to, **whether the district's world language program is serving the grade levels required by law,** a description of the district's curriculum and the extent to which it is aligned with the state's content standards and curriculum framework, student achievement of district standards for world language instruction, and student participation rates in each language course.

WORLD/~~FOREIGN~~ LANGUAGE INSTRUCTION (continued)

Program evaluation shall be used to identify needed improvements and may be considered in determining the world languages to be taught in the district.

(cf. 0500 - Accountability)
(cf. 6190 - Evaluation of the Instructional Program)

Legal Reference:

EDUCATION CODE
300-310 Education for English learners
42238.02 Local control funding formula; class size requirements
44253.1-44253.11 Qualifications of teachers of English learners
*44256-44257 Credential requirements, including teachers of ~~foreign~~ **world**language*
48980 Parental notifications
*51212 Legislative intent to encourage ~~foreign~~ **world** language instruction in grades 1-6*
51220 Courses of study, grades 7-12
51225.3 High school graduation requirements
*51243-51245 Alternative credits toward graduation for ~~foreign~~ **world** language instruction in private school*
60119 Public hearings, instructional materials
60605.3 Content standards for world language instruction
60605.5 Revision of state standards for world language instruction
CODE OF REGULATIONS, TITLE 5
1632 Alternative credits toward graduation for foreign language instruction in private school
11300-11316 Multilingual and English learner education

Management Resources:

*~~CALIFORNIA SCHOOL BOARDS ASSOCIATION~~ **CSBA** PUBLICATIONS*
Proposition 58 Regulations, Fact Sheet, August 2018
English Learners in Focus: The English Learner Roadmap: Providing Direction for English Learner Success, Governance Brief, February 2018
English Learners in Focus, Issue 2: The Promise of Two-Way Immersion Programs, Governance Brief, September 2014
CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
*~~Two-Way Language Immersion Program~~ **Multilingual** FAQ*
World Languages Framework for California Public Schools, Kindergarten Through Grade Twelve
California Spanish Assessment Fact Sheet, March 2019
*World Languages ~~Content~~ Standards for California Public Schools, Kindergarten Through Grade Twelve, ~~adopted~~ January ~~7, 2009~~ **2019***
California English Learner Roadmap: Strengthening Comprehensive Educational Policies, Programs and Practices for English Learners, 2017
~~Foreign Language Framework for California Public Schools, Kindergarten Through Grade Twelve, 2003~~
CENTER FOR APPLIED LINGUISTICS PUBLICATIONS
Guiding Principles for Dual Language Education, Second Edition, 2007

Management Resources continued: (see next page)

WORLD/~~FOREIGN~~ LANGUAGE INSTRUCTION (continued)

Management Resources continued:

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS
CL-622 Serving English Learners
NATIONAL EDUCATION ASSOCIATION PUBLICATIONS
21st Century Skills Map: World Languages, January 2011
UNIVERSITY OF CALIFORNIA PUBLICATIONS
*A-G **Policy Resource** Guide*
WEB SITES
CSBA: http://www.csba.org
American Council on the Teaching of Foreign Languages: http://www.actfl.org
California Association for Bilingual Education: http://www.gocabe.org
*California Department of Education, ~~Foreign~~ **World** Languages: http://www.cde.ca.gov/ci/fl*
California Language Teachers' Association: http://www.clta.net
*California ~~Foreign~~ **World** Language Project: http://www.stanford.edu/group/CFLP*
~~California Language Teachers' Association: http://www.clta.net~~
Center for Applied Linguistics: http://www.cal.org
National Education Association, Partnership for 21st Century Skills: http://www.nea.org/home/34888.htm
*University of California, ~~a-g Course Approval~~ **A-G Policy Resource Guide**: http://www.ucop.edu/agguide*

WORLD/~~FOREIGN~~ LANGUAGE INSTRUCTION

Content of Instruction

The district's instructional program for world languages shall be designed to help students gain knowledge about ~~new~~ language systems**, develop a cultural understanding** and use that knowledge to communicate. Students shall receive instruction which is aligned with state academic standards appropriate to their age and stage of linguistic and cultural proficiency in the following categories:

~~1. Content: Students shall be presented with a wide variety of content that is age and stage appropriate and increases in complexity.~~

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

~~2.~~1. Communication: Students shall be taught to effectively convey and receive messages by engaging in or interpreting written, spoken, and/or signed languages~~.~~**, including:**

a. Language functions, which describe the purposes to which language is used in culturally appropriate real-world communication

b. The setting in which the language is used, which includes using language both within and beyond the classroom to interact in local communities and abroad

c. The structures used to convey meaning

~~3.~~**2.** Cultures: Students shall receive instruction that allows them to ~~make connections and comparisons between language and culture~~ **interact, with competence and understanding, with those who are native to the language in a variety of real-world settings**.

(cf. 6142.94 - History/Social Science Instruction)

~~4. Structures: The curriculum shall address components of grammar, syntax, and language patterns appropriate to the language being taught.~~

3. Connections: Students shall receive instruction that builds, reinforces, and expands their knowledge of other disciplines using the language to develop critical thinking and problem-solving skills, and to access and evaluate information and diverse perspectives readily or only available through the language and its cultures, in order to function in real-world, academic and career-related settings.

WORLD/~~FOREIGN~~ LANGUAGE INSTRUCTION (continued)

~~5. Settings: To help students comprehend meaning and use language that is culturally appropriate, students shall develop knowledge of the context or setting in which language is used, such as common daily settings, interpersonal settings, and informal and formal settings.~~

(cf. 6011 - Academic Standards)

Dual-Language Immersion Programs

The district's dual-language immersion programs may be based on either or both of the following models:

1. A 50:50 model in which instruction is provided in the non-English target language for 50 percent of the time and in English for 50 percent of the time, throughout the duration of the program

2. A 90:10 model in which instruction is provided in the non-English target language for 90 percent of the time and in English for 10 percent of the time during the first year of the program, decreasing the percentage of time in the non-English language in each subsequent year until there is a 50:50 balance of languages

(cf. 6174 - Education for English Learners)

Native English speakers shall generally be admitted into the program only during the first grade level at which the program is offered, and English learners during the first or second grade level at which the program is offered. Bilingual students may enter the program at any time. On a case-by-case basis, the Superintendent or designee may admit a student later in the program if ~~he/she determines~~ **it is determined** that the student is adequately prepared for and will benefit from the program.

In enrolling students for the program, the district shall strive to maintain a ratio of half native English speakers and half English learners, and such ratio shall not fall below one-third for either language group except under exceptional circumstances.

Any dual-language immersion program offered in grades K-3 shall comply with class size requirements specified in Education Code 42238.02. (Education Code 310)

(cf. 6151 - Class Size)

Whenever one or more English learners are enrolled in a dual-language immersion classroom, the class shall be taught by a teacher who possesses the appropriate authorization issued by the Commission on Teacher Credentialing.

(cf. 4112.22 - Staff Teaching English Learners)

WORLD/~~FOREIGN~~ LANGUAGE INSTRUCTION (continued)

At the beginning of each school year or upon a student's enrollment, parents/guardians shall be provided information on the district's dual-language immersion program and other language acquisition programs available to students enrolled in the district, including, but not limited to, a description of each program. (Education Code 310)

(cf. 5145.6 - Parental Notifications)

~~Whenever one or more English learners are enrolled in a dual-language immersion classroom, the class shall be taught by a teacher who possesses the appropriate authorization issued by the Commission on Teacher Credentialing.~~

~~*(cf. 4112.22 - Staff Teaching English Learners)*~~

If a school does not currently offer a dual-language immersion program but the parents/guardians of 30 or more students at the school, or 20 or more students at the same grade level, request the establishment of such a program, the district shall determine whether it is possible to offer such a program in accordance with 5 CCR 11311.

ATHLETIC COMPETITION

Nondiscrimination and Equivalent Opportunities in the Athletic Program

No student shall be excluded from participation in, be denied the benefits of, be denied equivalent opportunity in, or otherwise be discriminated against in interscholastic, intramural, or club athletics on the basis of any actual or perceived characteristic specified in law and BP 0410 – Nondiscrimination in District Programs and Activities. (Education Code 220, 221.5, 230; 5 CCR 4920; 34 CFR 106.41)

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 5145.3 – Nondiscriminaiton/Harassment)

The Superintendent or designee may provide single-sex teams where selection for the teams is based on competitive skills. (5 CCR 4921 4621; 34 CFR 106.41)

Each student shall be allowed to participate in any single-sex athletic program or activity consistent with ~~his/her~~ **the student's** gender identity**, irrespective of the gender listed on the student's records,** ~~and~~ for which ~~he/she~~ **the student** is otherwise eligible to participate~~, irrespective of the gender listed on the student's records~~. (Education Code 221.5)

(cf. 5125 – Student Records)

When a school provides only one team in a particular sport for members of one sex, but provides no team in the same sport for members of the other sex, and athletic opportunities in the total program for that sex have been previously limited, members of the excluded sex shall be allowed to try out and compete with the team. The same standards for eligibility shall be applied to every student trying out for the team, regardless of sex, sexual orientation, gender, gender identity, gender expression, or other protected group status. (5 CCR 4921; 34 CFR 106.41)

The Superintendent or designee shall ensure that equivalent opportunities are available to both sexes in athletic programs by considering, among other factors: (5 CCR 4922; 34 CFR 106.41)

1. Whether the selection of sports and levels of competition offered effectively accommodate the interests and abilities of both sexes

   The athletic program may be found effectively to accommodate the interests and abilities of both sexes using any one of the following tests: (Education Code 230)

   a. Whether the interscholastic-level participation opportunities for male and female students are provided in numbers substantially proportionate to their respective enrollments.

ATHLETIC COMPETITION (continued)

b. When the members of one sex have been and are underrepresented among interscholastic athletes, whether the district can show a history and a continuing practice of program expansion that is demonstrably responsive to the developing interests and abilities of the members of that sex.

c. When the members of one sex are currently underrepresented among interscholastic athletes and the district cannot show a history and continuing practice of program expansion as required in item #1b above, whether the district can demonstrate that the interests and abilities of the members of that sex have been fully and effectively accommodated by the present program.

2. The provision and maintenance of equipment and supplies

3. Scheduling of games and practice times, selection of the season for a sport, and location of the games and practices

4. Travel and per diem allowances

5. Opportunities to receive coaching and academic tutoring

6. Assignment and compensation of coaches and tutors

7. Provision of locker rooms, practice facilities, and competitive facilities

8. Provision of medical and training facilities and services

9. Provision of housing and dining facilities and services

10. Publicity

11. Provision of necessary funds

Each school that offers competitive athletics shall, at the end of the school year, post on its school web site, or on the district web site if the school does not have a web site, the following information: (Education Code 221.9)

1. The total enrollment of the school, classified by gender

2. The number of students enrolled at the school who participate in competitive athletics, classified by gender

3. The number of boys' and girls' teams, classified by sport and by competition level

ATHLETIC COMPETITION (continued)

(cf. 1113 – District and School Web Sites)

The data reported for items #1-3 above shall reflect the total number of players on a team roster on the official first day of competition. The materials used to compile this information shall be retained by the school for at least three years after the information is posted on the web site. (Education Code 221.9)

(cf. 3580 – District Records)

Concussions and Head Injuries

The Superintendent or designee shall annually distribute to student athletes and their parents/guardians an information sheet on concussions and head injuries. The student and parent/guardian shall sign and return the information sheet before the student's initiating practice or competition. (Education Code 49475)

(cf. 5145.6 - Parental Notifications)

The Superintendent or designee shall provide training to coaches and/or athletic trainers regarding concussion symptoms, prevention, and appropriate response. (Education Code 35179.1, 49032)

(cf. 4127/4227/4327 - Temporary Athletic Team Coaches)

If a student athlete is suspected of sustaining a concussion or head injury in an athletic activity, ~~he/she~~ **the student** shall be immediately removed from the activity for the remainder of the day. The student shall not be permitted to return to the activity until ~~he/she~~ **the student** is evaluated by a licensed health care provider trained in the management of concussions and receives the health care provider's written clearance to return to the activity. If the health care provider determines that the ~~athlete~~ **student** sustained a concussion or a head injury, the ~~athlete~~ **student** shall also complete a graduated return-to-play protocol of no less than seven days in duration under the supervision of a licensed health care provider. (Education Code 49475)

A middle school or high school football team shall not hold a full-contact practice during the off-season and shall not conduct more than two full-contact practices per week during the preseason and regular season (from 30 days before the commencement of the regular season until the completion of the final interscholastic football game of that season). In addition, the full-contact portion of a practice shall not exceed 90 minutes in any single day. For these purposes, *full-contact practice* means a practice where drills or live action is conducted that involves collisions at game speed, where players execute tackles and other activity that is typical of an actual tackle football game. (Education Code 35179.5)

ATHLETIC COMPETITION (continued)

Heat Illness

The Superintendent or designee shall provide training to coaches and/or athletic trainers regarding the signs and symptoms of, and the appropriate response to, heat illness, including heat cramps, heat syncope, heat exhaustion, and exertional heat stroke. (Education Code 35179.1, 49032)

To assist in the prevention of heat illness, coaches and/or athletic trainers shall gradually increase the intensity and duration of exercise to acclimate student athletes to practice in the heat, provide adequate rest breaks, make water available during all athletic activities, and alter practice plans in extreme environmental conditions.

Sudden Cardiac Arrest

The Superintendent or designee shall distribute the California Interscholastic Federation (CIF) information sheet on sudden cardiac arrest to all student athletes who will be participating in a CIF-governed athletic activity and to their parents/guardians. The student and parent/guardian shall sign and return the information sheet prior to the student's participation in the athletic activity. If an athletic activity is not covered by the CIF, the student and ~~his/her~~ parent/guardian shall, prior to participating in the athletic activity, sign and return an acknowledgement that they have received and reviewed the sudden cardiac arrest information posted on the California Department of Education's web site. (Education Code 33479.2, 33479.3)

The Superintendent or designee shall provide training to coaches and/or athletic trainers regarding the nature and warning signs of sudden cardiac arrest. (Education Code 33479.6, 33479.7, 35179.1, 49032)

If a student athlete passes out or faints, or is known to have passed out or fainted, while participating in or immediately following ~~his/her~~ participation in an athletic activity, the student shall be removed from participation at that time. If a student exhibits any other symptoms of sudden cardiac arrest, including seizures during exercise, unexplained shortness of breath, chest pains, dizziness, racing heart rate, or extreme fatigue, ~~he/she~~ **the student** may be removed from participation by a coach or other employee who observes these symptoms. If any such symptoms are observed, notification shall be given to the student's parent/guardian so that the parent/guardian can determine the treatment, if any, the student should seek. A student who has been removed from participation shall not be permitted to return until ~~he/she~~ **the student** is evaluated and given written clearance to return to participation by a health care provider. (Education Code 33479.2, 33479.5)

ATHLETIC COMPETITION (continued)

Automated External Defibrillators

The Superintendent or designee shall acquire at least one automated external defibrillator (AED) for each district school and shall make the AED(s) available to coaches, athletic trainers, and/or other authorized persons at athletic activities or events for the purpose of providing emergency care or treatment to students, spectators, and other individuals in attendance at athletic activities and events. (Education Code 35179.6)

(cf. 5141 - Health Care and Emergencies)

The district shall comply with all requirements of Health and Safety Code 1797.196 pertaining to any AED acquired by the district, including, but not limited to, regular maintenance and testing of the AED and the provision and posting of information regarding the proper use of the AED. (Education Code 35179.6; Health and Safety Code 1797.196)

Additional ~~Parent~~ Notifications

Before ~~a~~ students participates in **practice or competition as part of** interscholastic athletic activities, the Superintendent or designee shall, in addition to provide ~~his/her~~ **the students and their** parents/guardians with ~~information on the signs and symptoms of concussions and sudden cardiac arrest~~ **the notices** as described above, send a notice to the ~~student's~~ **students and their** parents/guardians which:

1. Contains information about the procedures for filing a discrimination complaint that arises out of an interscholastic athletic activity, including the name of the district's Title IX Coordinator

(cf. 1312.3 - Uniform Complaint Procedures)

2. Includes a copy of students' Title IX rights pursuant to Education Code 221.8

3. Explains that there is an element of risk associated with all athletic competitions and that the district cannot guarantee that students will not be injured, despite its commitment to provide for every participant's health and welfare

(cf. 3530 - Risk Management/Insurance)

4. Provides information about insurance protection pursuant to Education Code 32221.5

(cf. 5143 - Insurance)

5. Requests parental permission for the student to participate in the program and, if appropriate, **to** be transported by the school to and from competitions

ATHLETIC COMPETITION (continued)

(cf. 3541.1 - Transportation for School-Related Trips)

6. States the district's expectation that students adhere strictly to all safety rules, regulations and instructions, as well as rules and guidelines related to conduct and sportsmanship

(cf. 5144 – Discipline)
(cf. 5144.1 – Suspension and Expulsion/Due Process)

7. Includes a copy of the local ~~California Interscholastic Federation~~ (CIF) league rules

8. Includes information about the CIF bylaw and district policy requiring any student athlete and ~~his/her~~ **the student's** parent/guardian to sign a statement that the student will not use steroids, unless prescribed by a licensed health care practitioner, ~~or~~ **and will not use** prohibited dietary supplements that include substances banned by the U.S. Anti-Doping Agency

(cf. 5131.63 - Steroids)

9. **Includes the opioid fact sheet published by the Centers for Disease Control and Prevention in accordance with Education Code 49476. The district shall provide this fact sheet annually to each student athlete and shall require the student and the student's parent/guardian to sign a document acknowledging receipt of the fact sheet.**

Regulation
approved: October 21, 2008
revised: April 1, 2014
revised: October 20, 2015
revised: September 5, 2017
revised: January 15, 2019
revised: November 5, 2019

WESTERN PLACER UNIFIED SCHOOL DISTRICT
Lincoln, California

INTERNATIONAL EXCHANGE

The Board of Trustees recognizes ~~that personal contact~~ **the value of interactions** between students of different countries and cultures ~~promotes~~ **in promoting** global awareness and international understanding **in an increasingly globalized an interconnected world**. ~~To that end, t~~The Board welcomes the enrollment of international exchange students **in district** and ~~further~~ encourages district students to take ~~any~~ **advantage of** opportunities that they may have to participate in such programs and study in another country.

With Board approval, a district school may establish a sister-school relationship with a school in another country.

District Students Studying in Another Country

~~District staff shall~~ **School counselors may** provide **information regarding international exchange programs and academic** ~~relevant~~ counseling to district students who wish to study in a foreign country. **Such counseling shall include a review of the student's completed coursework, academic achievement, and personal goals, and shall advise the student regarding requirements that the student must meet during attendance in the foreign school in order to maintain progress toward meeting district graduation requirements.**

(cf. 6146.1 - High School Graduation Requirements)
(cf. 6164.2 - Guidance/Counseling Services)

~~District c~~Credit for courses successfully completed in the foreign country shall be granted in accordance with Board policy and administrative regulation.

(cf. 6146.11 - Alternative Credits Toward Graduation)

International ~~Student~~ Exchange ~~Programs~~ Students in District Schools

~~To enroll~~ **Before enrolling an international exchange student** in a district school, **the Superintendent or designee shall request proof that the** ~~an international exchange~~ student ~~must be~~ **is** participating in an ~~exchange~~ **International Student Exchange Placement Organization (ISEPO)** program registered with the California Attorney General's Office~~, designated by the U.S. Department of State and accepted for listing on the Council for Standards for International Educational Travel's Advisory List~~.

The Superintendent or designee shall obtain from the ISEPO a description of the services to be performed by the ISEPO for the student, host family, and the district; telephone numbers that the student, host family, or district may contact for assistance; and a summary of the student's complete prior academic coursework completed. (Government Code 12628; 22 CFR 62.25)

INTERNATIONAL EXCHANGE (continued)

The district may require additional documents which may include, but are not limited to, evidence that the student has health and accident insurance from the time of departure from home to the time the student returns to the home country. (11 CCR 360; 22 CFR 62.25)

When necessary because of overcrowding within district schools or limited district resources, the Superintendent or designee may limit the number of international exchange students to be accepted at any district high school during any school year.

The district shall not incur any financial obligations when ~~sending and/or receiving~~ **educating** international exchange students. ~~Program sponsors shall provide assurance of their responsibility for health/accident/liability insurance, the student's home placement, and the resolution of any related personal difficulties which may arise.~~ **An international student, or the ISEPO on behalf of the student, shall reimburse the district for the full, unsubsidized per capita cost of providing education at a district school for the period of the visiting student's attendance.**

(cf. 3260 - Fees and Charges)

In determining the tuition for international exchange students, the district shall calculate the total cost of educating the student, including, but not limited to, the amount expended per student for the current provision of instruction and services, the use of buildings and equipment, the repayment of local bonds and interest payments and state building loan funds, capital outlay, and transportation to and from school.

The Superintendent or designee shall establish district criteria for issuing regular or honorary diplomas to international exchange students. The principal or designee shall refer to these criteria when assisting international exchange students in selecting classes and cocurricular activities based on the student's individual qualifications, needs and interests.

(cf. 5127 - Graduation Ceremonies and Activities)
(cf. 6146.1 - High School Graduation Requirements)
(cf. 6146.3 - Reciprocity of Academic Credit)

~~District staff shall provide relevant counseling to district students who wish to study in a foreign country. District credit for courses successfully completed in the foreign country shall be granted in accordance with Board policy and administrative regulation.~~

~~*(cf. 6146.11 - Alternative Credits Toward Graduation)*~~

Legal Reference: (see next page)

INTERNATIONAL EXCHANGE (continued)

Legal Reference:

EDUCATION CODE
35160 Authority of governing boards
35160.1 Broad authority of school districts
35185 Miscellaneous administrative authority
48052 Nonresidents
48204.4 Evidence of residency for school enrollment
51225.5 Honorary diplomas; foreign exchange students
GOVERNMENT CODE
12620-12630 International Student Exchange Visitor Placement Organizations
87100 General prohibition, conflict of interest
CALIFORNIA CODE OF REGULATIONS, TITLE 11
350-384 California Uniform Supervision of International Student Exchange Visitor Placement Organizations
CODE OF FEDERAL REGULATIONS, TITLE 8
214.2 Students in academic high schools
CODE OF FEDERAL REGULATIONS, TITLE 22
62.25 Secondary school students, exchange visitor program

Management Resources:

CSBA PUBLICATIONS
Legal Guidance Regarding International Student Exchange Placement Organizations, 2014
WEB SITES
CSBA: http://www.csba.org
California Interscholastic Federation: http://wwwcifstate.org
~~*California Attorney General's Office:*~~ ***California Office of the Attorney General, ISEPO:*** ~~*http://www.caag.state.ca.us*~~ ***https://oag.ca.gov/exchangestudents***
~~*California Interscholastic Federation: http://wwwcifstate.org*~~
Council on Standards for International Educational Travel: http://www.csiet.org
U.S. Department of State, Bureau of Educational and Cultural Affairs: http://exchanges.state.gov
U.S. Department of State, Exchange Visitor Program: http://j1visa.state.gov/programs/secondary-school-student
U.S. Immigration and Customs Enforcement: http://www.ice.gov

Policy
adopted: September 4, 2007
revised: November 5, 2019

WESTERN PLACER UNIFIED SCHOOL DISTRICT
Lincoln, California

INTERNATIONAL EXCHANGE

Admission

Prior to enrolling an international exchange student, the Superintendent or designee shall provide the International Student Exchange Placement Organization with written acceptance for the enrollment, including arrangements concerning the payment of tuition or the waiver of the tuition if applicable. (11 CCR 361; 22 CFR 62.25)

(cf. 5111.2 - Nonresident Foreign Students)

In order to approve the admission of an international exchange student, the Superintendent or designee must receive a written request for enrollment before the end of the preceding school year. ~~Enrollment shall be for one year only~~.

Enrollment shall be for ~~one year only~~ **one semester or one school year**. **(22 CFR 62.25)**

~~*(cf. 5111.2 - Nonresident Foreign Students)*~~

All international exchange students shall meet state and district immunization requirements.

(cf. 5141.22 - Infectious Diseases)
(cf. 5141.31 - Immunizations)

Athletics

International exchange students shall be eligible for participation in interscholastic sports in accordance with state bylaws of the California Interscholastic Federation as well as applicable section bylaws.

(cf. 6145 - Extracurricular and Cocurricular Activities)
(cf. 6145.2 - Athletic Competition)

Diplomas

International exchange students may be considered for a diploma if they have satisfactorily completed the district's graduation requirements.

(cf. 6146.1 - High School Graduation Requirements)
(cf. 6146.11 - Alternative Credits Toward Graduation)
(cf. 6146.3 - Reciprocity of Academic Credit)

International exchange students who are not eligible for a regular diploma may receive an honorary diploma, provided they have completed at least one semester of full-time enrollment and achieved at least a 2.0 grade point average.

INTERNATIONAL EXCHANGE (continued)

(cf. 5127 - Graduation Ceremonies and Activities)

~~At the discretion of the principal or designee,~~ ~~i~~International exchange students who do not meet requirements for a regular or an honorary diploma may, at the end of their visit, be given a **certificate or** letter certifying the time period for which they were enrolled **as well as a transcript documenting their completed coursework**.

EDUCATION FOR ENGLISH LANGUAGE LEARNERS

The Board of Trustees intends to provide English learners with challenging curriculum and instruction that maximize the attainment of high levels of proficiency in English, advance multilingual capabilities, and facilitate student achievement in the district's regular course of study.

~~The district shall identify in its local control and accountability plan (LCAP) goals and specific actions and services to enhance student engagement, academic achievement, and other outcomes for English learners.~~

~~*(cf. 0460 - Local Control and Accountability Plan)*~~
~~*(cf. 3100 - Budget)*~~

~~The Superintendent or designee shall encourage parent/guardian and community involvement in the development and evaluation of programs for English learners.~~

~~*(cf. 0420 - School Plans/Site Councils)*~~
~~*(cf. 1220 - Citizen Advisory Committees)*~~
~~*(cf. 6020 - Parent Involvement)*~~

English learners shall be provided differentiated English language development instruction which is targeted to their English proficiency level, ~~integrated across all subject areas, and aligned with the state content standards. The district's program~~ **Such instruction** shall be based on sound instructional theory, ~~use standards-aligned instructional materials,~~ **be aligned with state content standards,** emphasize inquiry-based learning and critical thinking skills, and ~~provide students access to the full educational program~~ **be integrated across all subject areas**.

(cf. 6011 - Academic Standards)
(cf. 6141 - Curriculum Development and Evaluation)
(cf. 6161.1 - Selection and Evaluation of Instructional Materials)
(cf. 6161.11 - Supplementary Instructional Materials)
(cf. 6171 - Title I Programs)

No middle or high school student who is an English learner shall be denied enrollment in any of the following: (Education Code 60811.8)

1. **Courses in the core curriculum areas of reading/language arts, mathematics, science, and history-social science, courses required to meet state and local high school graduation requirements, or courses required for middle school grade promotion**

   However, an English learner may be denied participation in any such course if the student has been enrolled in a school in the United States for less than 12 months or is enrolled in a program designed to develop the basic English skills of newly arrived immigrant students, and the course of study provided to the

EDUCATION FOR ENGLISH LANGUAGE LEARNERS (continued)

student is designed to remedy academic deficits incurred during participation and to enable the student to attain parity of participation in the standard instructional program within a reasonable length of time after the student enters the school system.

2. A full course load of courses specified in item #1 above

3. Other courses that meet the "a-g" course requirements for college admission or are advanced courses such as honors or Advanced Placement courses, on the sole basis of the student's classification as an English learner

(cf. 0415 - Equity)
(cf. 6141.4 - International Baccalaureate Program)
(cf. 6141.5 - Advanced Placement)

The district shall identify in its local control and accountability plan (LCAP) goals and specific actions and services to enhance student engagement, academic achievement, and other outcomes for English learners.

(cf. 0460 - Local Control and Accountability Plan)
(cf. 3100 - Budget)

The Superintendent or designee shall encourage parent/guardian and community involvement in the development and evaluation of programs for English learners. ~~To support students' English language development, t~~The Superintendent or designee may **also** provide an **English development** ~~adult~~ literacy training program ~~that leads to English fluency~~ for parents/guardians and community members **so that they may better support students' English language development**.

(cf. 0420 - School Plans/Site Councils)
(cf. 1220 - Citizen Advisory Committees)
(cf. 6020 - Parent Involvement)

Staff Qualifications and Training

The Superintendent or designee shall ensure that all staff employed to teach English learners possess the appropriate authorization from the Commission on Teacher Credentialing.

(cf. 4112.22 - Staff Teaching Students of Limited English Proficiency)

The district shall provide effective professional development to teachers (including teachers in classroom settings that are not the settings of language instruction educational programs), administrators, and other school or community-based organization personnel to improve the instruction and assessment of English learners and enhance staff's ability to understand and use curricula, assessment, and instructional strategies for English learners. Such professional

EDUCATION FOR ENGLISH LANGUAGE LEARNERS (continued)

development shall be of sufficient intensity and duration to produce a positive and lasting impact on teachers' performance in the classroom. (20 USC 6825)

(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

Staff development shall also address the sociocultural needs of English learners and provide opportunities for teachers to engage in supportive, collaborative learning communities.

~~To support students' English language development, the Superintendent or designee may provide an adult literacy training program that leads to English fluency for parents/guardians and community members.~~

Identification and Assessment

The Superintendent or designee shall maintain procedures for the early identification of English learners and an assessment of their proficiency ~~and needs in the areas of listening, speaking, reading and writing English~~ **using the state's English Language Proficiency Assessments for California (ELPAC). To oversee test administration, the Superintendent or designee shall annually designate a district ELPAC coordinator and a site coordinator for each test site in accordance with 5 CCR 11518.40-11518.45.**

Once identified as an English learner, a student shall be annually assessed for language proficiency until ~~he/she~~ **the student** is reclassified based on criteria specified in the accompanying administrative regulation.

In addition, English learners' academic achievement in English language arts, mathematics, science, and any additional subject required by law shall be assessed using the California Assessment of Student Performance and Progress. As necessary, the test shall be administered with allowable testing variations in accordance with 5 CCR 854.1-854.3. English learners who are in their first 12 months of attending a school in the United States shall be exempted from taking the English language arts assessment to the extent allowed by federal law. (Education Code 60603, 60640; 5 CCR 854.1-854.3)

(cf. 6152.51 - State Academic Achievement Tests)

Formative assessments may be utilized to analyze student performance and appropriately adapt teaching methodologies and instructions.

(cf. 6162.5 - Student Assessment)

EDUCATION FOR ENGLISH LANGUAGE LEARNERS (continued)

Language Acquisition Programs

The district shall offer research-based language acquisition programs that are designed to ensure English acquisition as rapidly and as effectively as possible and that provide instruction to students on the state-adopted academic content standards, including the English language development standards. (Education Code 306; 5 CCR 11300)

At a minimum, the district shall offer a structured English immersion program which includes designated and integrated English language development. In the structured English immersion program, nearly all of the classroom instruction shall be provided in English, but with the curriculum and presentation designed for students who are learning English. (Education Code 305-306; 5 CCR 11309)

For the purpose of determining the amount of instruction to be conducted in English in the structured English immersion program, "nearly all" means that all classroom instruction shall be conducted in English except for clarification, explanation, and support as needed.

In addition, language acquisition programs offered by the district may include, but are not limited to, the following: (Education Code 305-306)

~~For the purpose of determining the amount of instruction to be conducted in English in the structured English immersion program, "nearly all" means that all classroom instruction shall be conducted in English except for clarification, explanation, and support as needed.~~

~~In addition, language acquisition programs offered by the district may include, but are not limited to, the following: (Education Code 305-306)~~

1. ~~The district may offer a~~ **A** dual-language immersion program that provides integrated language learning and academic instruction for native speakers of English and native speakers of another language, with the goals of high academic achievement, first and second language proficiency, and cross-cultural understanding.

(cf. 6142.2 - World/~~Foreign~~ Language Instruction)

2. ~~The district may offer a~~ **A** transitional or developmental program for English learners that provides literacy and academic instruction in English and a student's native language and that enables an English learner to achieve English proficiency and academic mastery of subject matter content and higher order thinking skills, including critical thinking, in order to meet state academic content standards.

The district's language acquisition programs for grades K-3 shall comply with class size requirements specified in Education Code 42238.02. (Education Code 310)

(cf. 6151 - Class Size)

EDUCATION FOR ENGLISH LANGUAGE LEARNERS (continued)

In establishing the district's language acquisition programs, the Superintendent or designee shall consult with parents/guardians and the community during the LCAP development process. ~~He/she~~ **The Superintendent or designee** shall also consult with administrators, teachers, and other personnel with appropriate authorizations and experience in establishing a language acquisition program. (Education Code 305)

At the beginning of each school year or upon a student's enrollment, parents/guardians shall be provided information on the types of language acquisition programs available to students enrolled, including, but not limited to, a description of each program, the process to be followed in making a program selection, identification of any language to be taught in addition to English when the program includes instruction in another language, and the process to request establishment of a language acquisition program. (Education Code 310 ; 5 CCR 11310)

(cf. 5145.6 - Parental Notifications)

Whenever a student is identified as an English learner based on the results of the ELPAC, the student's p~~P~~arents/guardians of ~~English learners~~ may choose a language acquisition program that best suits their child. To the extent possible, any language acquisition program requested by the parents/guardians of 30 or more students at the school or by the parents/guardians of 20 or more students at any grade level shall be offered by the school. (Education Code 310; 5 CCR 11311)

Reclassification

When an English learner is determined pursuant to state and district reclassification criteria to have acquired a reasonable level of English proficiency pursuant to Education Code 313 and 52164.6, or upon request by the student's parent/guardian, the student shall be transferred from a language acquisition program into an English language mainstream classroom.

Program Evaluation

To evaluate the effectiveness of the district's educational program for English learners, the Superintendent or designee shall report to the Board, at least annually, regarding:

1. Progress of English learners towards proficiency in English

2. The number and percentage of English learners reclassified as fluent English proficient

3. The number and percentage of English learners who are or are at risk of being classified as long-term English learners in accordance with Education Code 313.1

4. The achievement of English learners on standards-based tests in core curricular areas

EDUCATION FOR ENGLISH LANGUAGE LEARNERS (continued)

5. For any language acquisition program that includes instruction in a language other than English, student achievement in the non-English language in accordance with 5 CCR 11309

6. Progress toward any other goals for English learners identified in the district's LCAP

7. A comparison of current data with data from at least the previous year in regard to items #1-6 above.

8. A comparison of data between the different language acquisition programs offered by the district

The Superintendent or designee also shall provide the Board with regular reports from any district or schoolwide English learner advisory committees.

Legal Reference:

EDUCATION CODE
300-340 English language education for immigrant children
305-310 Language acquisition programs
313-313.5 Assessment of English proficiency
430-446 English Learner and Immigrant Pupil Federal Conformity Act
33050 State Board of Education waiver authority
42238.02-42238.03 Local control funding formula
44253.1-44253.11 Qualifications for teaching English learners
48980 Parental notifications
48985 Notices to parents in language other than English
52052 Numerically significant student subgroups
52060-52077 Local control and accountability plan
52160-52178 Bilingual Bicultural Act
56305 CDE manual on English learners with disabilities
60603 Definition, recently arrived English learner
60640 California Assessment of Student Performance and Progress
~~*60810-60812 Assessment of language development*~~
60811-60812 Assessment of English language development
62005.5 Continuation of advisory committee after program sunsets
CODE OF REGULATIONS, TITLE 5
854.1-854.3 CAASPP and universal tools, designated supports, and accommodations
854.9 CASSPP and unlisted resources for students with disabilities
11300-11316 English learner education
~~*11510-11517.5 California English Language Development Test*~~
11517.6-11519.5 English Language Proficiency Assessments for California
UNITED STATES CODE, TITLE 20
1412 Individuals with Disabilities Education Act; state eligibility
1701-1705 Equal Educational Opportunities Act

Legal Reference: (see next page)

EDUCATION FOR ENGLISH LEARNERS (continued)

Legal Reference: (continued)

UNITED STATES CODE, TITLE 20 (continued)
6311 Title I state plan
6312 Title I local education agency plans
6801-7014 Title III, Language instruction for limited English proficient and immigrant students
7801 Definitions
CODE OF FEDERAL REGULATIONS, TITLE 34
100.3 Discrimination prohibited
200.16 Assessment of English learners
COURT DECISIONS
Valeria G. v. Davis, 2002 U.S. 307 F.3d 1036
California Teachers Association v. State Board of Education et al., (9th Circuit, 2001) 271 F.3d 1141
McLaughlin v. State Board of Education, (1999) 75 Cal.App.4th 196
Teresa P. et al v. Berkeley Unified School District et al, (1989) 724 F.Supp. 698
ATTORNEY GENERAL OPINIONS
83 Ops.Cal.Atty.Gen. 40 (2000)

Management Resources:

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English Learners in Focus: The English Learner Roadmap: Providing Direction for English Learner Success, Governance Brief, February 2018
English Learners in Focus, Issue 4: Expanding Bilingual Education in California after Proposition 58, Governance Brief, March 2017
English Learners in Focus, Issue 1: Updated Demographic and Achievement Profile of California's English Learners, Governance Brief. Rev. September 2016
English Learners in Focus, Issue 3: Ensuring High-Quality Staff for English Learners, Governance Brief, July 2016
English Learners in Focus, Issue 2: The Promise of Two-Way Immersion Programs, Governance Brief, September 2014
CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
California Practitioners' Guide for Educating English Learners with Disabilities, 2019
California English Learner Roadmap: Strengthening Comprehensive Educational Policies, Programs and Practices for English Learners, 2018
Matrix One: Universal Tools, Designated Supports, and Accommodations for the California Assessment of Student Performance and Progress for 2017-18, rev. August 2017
Reclassification Guidance for 2017-18, CDE Correspondence, April 28, 2017
Integrating the CA ELD Standards into K-12 Mathematics and Science Teaching and Learning, December 15

Management Resources: (continued on next page)

EDUCATION FOR ENGLISH LANGUAGE LEARNERS (continued)

Management Resources: (continued)

Next Generation Science Standards for California Public Schools, Kindergarten through Grade Twelve, rev March 2015
English Language Arts/English Language Development Framework for California Public Schools: Transitional Kindergarten Through Grade Twelve, 2014
Common Core State Standards for Mathematics, rev. 2013
English Language Development Standards for California Public Schools: Kindergarten Through Grade Twelve, 2012
THE EDUCATION TRUST – WEST PUBLICATIONS
Unlocking Learning II: Math as a Lever for English Learner Equity, March 2018
Unlocking Learning: Science as a Lever for English Learner Equity, January 2017
U.S. DEPARTMENT OF EDUCATION PUBLICATIONS
Accountability for English Learners Under the ESEA, Non-Regulatory Guidance, January 2017
Innovative Solutions for Including Recently Arrived English Learners in State Accountability Systems: A Guide for States, January 2017
English Learner Tool Kit for State and Local Educational Agencies (SEAs and LEAs), rev. November 2016
English Learners and Title III of the Elementary and Secondary Education Act (ESEA), as Amended by the Every Student Succeeds Act (ESSA), Non-Regulatory Guidance, September 23, 2016
Dear Colleague Letter: English Learner Students and Limited English Proficient Parents, January 7, 2015
WEB SITES
CSBA: http://www.csba.org
California Association for Bilingual Education: http://www.gocabe.org
California Department of Education: http://www.cde.ca.gov/sp/el
National Clearinghouse for English Language Acquisition: http://ww.ncela.us
The Education Trust-West: https://west.edtrust.org
U.S. Department of Education: http://www.ed.gov

EDUCATION FOR ENGLISH LANGUAGE LEARNERS

Definitions

English learner means a student who is age 3-21 years, who is enrolled or is preparing to enroll in an elementary or secondary school, and whose difficulties in speaking, reading, writing, or understanding the English language may be sufficient to deny the student the ability to meet state academic standards, the ability to successfully achieve in classrooms where the language of instruction is English, or the opportunity to participate fully in society. An English learner may include a student who was not born in the United States or whose native language is a language other than English; a student who is Native American or Alaska Native, or a native resident of the outlying areas, who comes from an environment where a language other than English has had a significant impact on the individual's level of English language proficiency; or a student who is migratory, whose native language is a language other than English, and who comes from an environment where a language other than English is dominant. (Education Code 306; 20 USC 7801)

Designated English language development means instruction provided during a time set aside in the regular school day for focused instruction on the state-adopted English language development standards to assist English learners to develop critical English language skills necessary for academic content learning in English. (5 CCR 11300)

Integrated English language development means instruction in which the state-adopted English language development standards are used in tandem with the state-adopted academic content standards. Integrated English language development includes specially designed academic instruction in English. (5 CCR 11300)

Native speaker of English means a student who has learned and used English ~~in his/her~~ **at** home from early childhood and English has been ~~his/her~~ **the** primary means of concept formation and communication. (Education Code 306)

Identification and Assessment

Upon enrollment in the district, each student's primary language shall be determined through use of a home language survey. (Education Code 52164.1; 5 CCR 11307)

Any student who are identified as having a primary language other than English, as determined by the home language survey, and who has not yet previously been identified as an English learner by a California public school or for whom there is no record of results from an administration of an English language proficiency test, shall be initially assessed for English proficiency using the English Language Proficiency Assessments for California (ELPAC). (Education Code 313, 52164.1; 5 CCR ~~11511~~ **11518.5**)

Each year after a student is identified as an English learner and until ~~he/she~~ **the student** is redesignated as English proficient, the summative assessment of the ELPAC shall be

EDUCATION FOR ENGLISH LANGUAGE LEARNERS (continued)

administered to the student during a four-month period after January 1 as determined by the California Department of Education. (Education Code 313)

~~The ELPAC shall be administered in accordance with test publisher instructions and 5 CCR 11518.5-11518.20. Variations and accommodations in test administration may be provided to English learners pursuant to 5 CCR 11518.30-11518.35.~~

~~The ELPAC shall be administered~~ **Administration of the ELPAC, including the use of variations and accommodations in test administration when authorized, shall be conducted** in accordance with test publisher instructions and 5 CCR 11518.5-11518.~~20~~**35**.

~~Any student with a disability who is identified as an English learner shall be allowed to take the assessment with those accommodations for testing that the student has regularly used during instruction and classroom assessment as delineated in the student's individualized education program (IEP) or Section 504 plan. If the student is unable to participate in the assessment or a portion of the assessment with such accommodations, an alternate assessment for English language proficiency shall be administered to the student as set forth in his/her IEP. (5 CCR 11518.25-11518.35; 20 USC 1412)~~

(cf. 6159 - Individualized Education Program)
(cf. 6162.51 – State Academic Achievement Tests)
(cf. 6164.6 - Identification and Education under Section 504)

Superintendent or designee shall notify parents/guardians of their child's results on the ELPAC within 30 calendar days following receipt of the results from the test contractor **or, if the results are received from the test contractor after the last day of instruction for the school year, within 15 working days of the start of the next school year**. (Education Code 52164.1; 5 CCR ~~11511.5~~ **11518.15**)

(cf. 5145.6 - Parental Notifications)

The parent/guardian of a student participating in, or identified for participation in, a language instruction program supported by federal Title I or Title III funds shall receive notification of the assessment of ~~his/her child's~~ **the student's** English proficiency. Such notice shall be provided not later than 30 calendar days after the beginning of the school year or, if the student is identified for program participation during the school year, within two weeks of the student's placement in the program. The notice shall include all of the following: (Education Code 313.2, 440; 20 USC 6312)

1. The reason for the identification of the student as an English learner and the need for placement in a language acquisition program

EDUCATION FOR ENGLISH LANGUAGE LEARNERS (continued)

2. The level of English proficiency, how the level was assessed, and the status of the student's academic achievement

3. A description of the language acquisition program in which the student is, or will be, participating, including a description of all of the following:

   a. The methods of instruction used in the program and in other available programs, including how such programs differ in content, instructional goals, and the use of English and a native language in instruction

   b. The manner in which the program will meet the educational strengths and needs of the student

   c. The manner in which the program will help the student develop ~~his/her~~ English proficiency and meet age-appropriate academic standards for grade promotion and graduation

   d. The specific exit requirements for the program, the expected rate of transition from the program into classrooms not tailored for English learner students, and the expected rate of graduation from secondary school if applicable

   e. Where the student has been identified for special education, the manner in which the program meets the requirements of the student's IEP

4. As applicable, the identification of a student as a long-term English learner or at risk of becoming a long-term English learner, as defined in Education Code 313.1, and the manner in which the program for English language development instruction will meet the educational strengths and needs of such students and help such students develop English proficiency and meet age-appropriate academic standards

5. Information about the parent/guardian's right to have the student immediately removed from a program upon the parent/guardian's ~~report~~ **request**

6. Information regarding a parent/guardian's option to decline to enroll the student in the program or to choose another program or method of instruction, if available

7. Information designed to assist a parent/guardian in selecting among available programs, if more than one program is offered

EDUCATION FOR ENGLISH LANGUAGE LEARNERS (continued)

Language Acquisition Programs

Whenever parents/guardians of enrolled students, and those enrolled for attendance in the next school year, request that the district establish a specific language acquisition program in accordance with Education Code 310, such requests shall be addressed through the following process: (5 CCR 11311)

1. The school shall make a written record of each request, including any request submitted verbally, that includes the date of the request, the names of the parent/guardian and student making the request, a general description of the request, and the student's grade level on the date of the request. As needed, the school shall assist the parent/guardian in clarifying the request. All requests shall be maintained for at least three years from the date of the request.

2. The school shall monitor requests on a regular basis and notify the Superintendent or designee when the parents/guardians of at least 30 students enrolled in the school, or at least 20 students in the same grade level, request the same or a substantially similar type of language acquisition program. If the requests are for a multilingual program model, the district shall consider requests from parents/guardians of students enrolled in the school who are native English speakers in determining whether this threshold is reached.

3. If the number of parents/guardians described in item #2 is attained, the Superintendent or designee shall:

    a. Within 10 days of reaching the threshold, notify the parents/guardians of students attending the school, the school's teachers, administrators, and the district's English learner parent advisory committee and parent advisory committee, in writing, of the requests for a language acquisition program

    b. Identify costs and resources necessary to implement any new language acquisition program, including, but not limited to, certificated teachers with the appropriate authorizations, necessary instructional materials, pertinent professional development for the proposed program, and opportunities for parent/guardian and community engagement to support the proposed program goals

    c. Within 60 calendar days of reaching the threshold number of parents/guardians described in item #2 above, determine whether it is possible to implement the requested language acquisition program and provide written notice of the determination to parents/guardians of students attending the school, the school's teachers, and administrators

EDUCATION FOR ENGLISH LANGUAGE LEARNERS (continued)

d. If a determination is made to implement the language acquisition program, create and publish a reasonable timeline of actions necessary to implement the program. If a determination is made that it is not possible to implement the program, provide a written explanation of the reason(s) the program cannot be provided.

The district shall notify parents/guardians at the beginning of each school year or upon the student's enrollment regarding the process to request a language acquisition program, including a dual-language immersion program, for their child. The notice shall also include the following: (5 CCR 11309, 11310)

1. A description of the programs provided, including structured English immersion

2. Identification of any language to be taught in addition to English when the program includes instruction in a language other than English

3. The manner in which the program is designed using evidence-based research and includes both designated and integrated English language development

4. The manner in which the district has allocated sufficient resources to effectively implement the program, including, but not limited to, certificated teachers with the appropriate authorizations, necessary instructional materials, pertinent professional development, and opportunities for parent/guardian and community engagement to support the program goals

5. The manner in which the program will, within a reasonable period of time, lead to language proficiency and achievement of the state-adopted content standards in English and, when the program includes instruction in another language, in that other language

6. The process to request establishment of a language acquisition program not offered at the school

7. For any dual-language immersion program offered, the specific languages to be taught. The notice also may include the program goals, methodology used, and evidence of the proposed program's effectiveness.

EDUCATION FOR ENGLISH LANGUAGE LEARNERS (continued)

Reclassification/Redesignation

The district shall continue to provide additional and appropriate educational services to English learners for the purposes of overcoming language barriers until they: (5 CCR 11309)

1. Demonstrated English language proficiency comparable to that of the district's average native English language speakers

2. Recoup any academic deficits which may have been incurred in other areas of the core curriculum as a result of language barriers

English learners shall be redesignated as fluent English proficient when they are able to comprehend, speak, read and write English well enough to receive instruction in an English language mainstream classroom and make academic progress at a level substantially equivalent to that of students of the same age or grade whose primary language is English and who are in the regular course of study. (Education Code 52164.6)

The ~~measures~~ **procedures** used to determine whether an English learner shall be reclassified as fluent English proficient shall include, but not be limited to: (Education Code 313; 52164.6; 5 CCR 11303)

1. Assessment of English language proficiency using an objective assessment instrument, including, but not limited to, the ELPAC

2. Participation of the student's classroom teacher and any other certificated staff with direct responsibility for teaching or placement decisions related to the student

3. Parent/guardian ~~opinion and consultation~~ **involvement, including:**

   a. Notice to parents/guardians of language reclassification and placement, including a description of the reclassification process and the parent/guardian's opportunity to participate

   b. Encouragement of parent/guardian participation in the district's reclassification procedure, including seeking parent/guardian opinion and consultation during the reclassification process

   ~~The Superintendent or designee shall provide the parent/guardian with notice and a description of the reclassification process and of his/her opportunity to participate in the process and shall encourage his/her involvement in the process.~~

4. Student performance on an objective assessment of basic skills in English that shows whether the student is performing at or near grade level

EDUCATION FOR ENGLISH LANGUAGE LEARNERS (continued)

The Superintendent or designee shall monitor the progress of reclassified students to ensure their correct classification and placement. (5 CCR 11304)

The Superintendent or designee shall monitor students for at least four years following their reclassification to determine whether ~~the student needs~~ any additional academic support **is needed**.

Advisory Committees

A parent/guardian advisory committee shall be established ~~at~~ the district level when there are more than 50 English learners in the district and at the school level when there are more than 20 English learners at the school. Parents/guardians of English learners shall constitute committee membership in at least the same percentage as English learners represent of the total number of students in the school. (Education Code 52176; 5 CCR 11308)

The district's English language advisory committee shall advise the Board on at least the following tasks: (5 CCR 11308)

1. The development of a plan for education programs and services for English learners, taking into consideration the school site plans for English learners.

2. The districtwide needs assessment on a school-by-school basis.

3. Establishment of a district program, goals and objectives for programs and services for English learners.

4. Development of a plan to ensure compliance with applicable teacher or aide requirements.

5. Administration of the annual language census.

6. Review of and comments on the district's reclassification procedures

(cf. 0420 - School Plans/Site Councils)
(cf. 1220 - Citizen Advisory Committees)
(cf. 5020 - Parent Rights and Responsibilities)
(cf. 6020 - Parent Involvement)

In order to assist the advisory committee in carrying out its responsibilities, the Superintendent or designee shall ensure that committee members receive appropriate training and materials. This training shall be planned in full consultation with the members. (5 CCR 11308)

EDUCATION FOR ENGLISH LANGUAGE LEARNERS (continued)

LCAP Advisory Committee

When there are at least 15 percent English learners in the district, with at least 50 students who are English learners, a district-level English learner parent advisory committee shall be established to review and comment on the district's local control and accountability plan (LCAP) in accordance with BP 0460 - Local Control and Accountability Plan. The committee shall be composed of a majority of parents/guardians of English learners. (Education Code 52063; 5 CCR 11301, 15495)

(cf. 0460 - Local Control and Accountability Plan)

The advisory committee established pursuant to 5 CCR 11308, as described in the section "Advisory Committee" above, could serve as the LCAP English learner advisory committee if its composition includes a majority of parents/guardians of English learners.

Regulation
approved: September 4, 2007
revised: October 16, 2007
revised: September 2, 2014,
revised: January 19, 2016
revised: September 18, 2018
revised: November 5, 2019

WESTERN PLACER UNIFIED SCHOOL DISTRICT
Lincoln, California

SUPPLEMENTAL INSTRUCTION

The Board of Trustees recognizes that high-quality supplemental instructional ~~programs~~ can motivate and support students to attain grade-level academic standards, overcome academic deficiencies, and/or acquire critical skills. The district shall offer programs of direct, systematic, and intensive supplemental instruction to meet student needs. Supplemental instruction may be offered in accordance with law and may be used to assist the district in meeting its goals for student achievement.

(cf. 0460 – Local Control and Accountability Plan)
(cf. 5113.1 – Chronic Absence and Truancy)
(cf. 5147 - Dropout Prevention)
(cf. 6011 - Academic Standards)
(cf. 6146.1 - High School Graduation Requirements)
(cf. 6146.5 - Elementary/Middle School Graduation Requirements)
(cf. 6164.5 - Student Success Teams)

Supplemental instruction may be offered outside the regular school day, including during the summer, before school, after school, on Saturday, and/or during intersessions. When supplemental instruction is offered during the regular school day, shall not supplant the student's instruction in the core curriculum areas or physical education.

(cf. 5148.2 - Before/After School Programs)
(cf. 6111 - School Calendar)
(cf. 6112 - School Day)
(cf. 6142.7 – Physical Education and Activity)
(cf. 6176 - Weekend/Saturday Classes)
(cf. 6177 - Summer Learning Programs)

As appropriate, supplemental instruction may be provided through a classroom setting, individual or small group instruction, technology-based instruction, and/or an arrangement with a community or other external service provider.

~~*(cf. 1020 - Youth Services)*~~

When determined to be necessary by the principal or designee **and when written parent/guardian consent is obtained for the student's participation**, a student may be required to participate in supplemental instruction outside the regular school day. ~~In such cases, written parent/guardian consent shall be obtained for the student's participation.~~

Supplemental instruction shall be offered to students ~~in grades 2-9~~ who ~~have been retained or~~ **are** recommended for retention**, or are identified as being at risk for retention,** at their current grade level. (Education Code ~~37252.2,~~ 48070.5)

(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 5123 - Promotion/Acceleration/Retention)
(cf. 6162.51 - State Academic Achievement Tests)

SUPPLEMENTAL INSTRUCTION (continued)

~~The district shall offer alternative supports designed to increase the academic achievement of socioeconomically disadvantaged students attending schools identified by the California Department of Education for program improvement for two or more consecutive years.~~

~~*(cf. 0520.2 - Title I Program Improvement Schools)*~~
~~*(cf. 0520.3 - Title I Program Improvement Districts)*~~

In addition, supplemental instruction may be offered to:

~~1. Students who are identified as being at risk for retention based on state assessment results, grades, or other indicators~~

~~*(cf. 5121 - Grades/Evaluation of Student Achievement)*~~
~~*(cf. 6162.51 - State Academic Achievement Tests)*~~

~~2.~~**1.** Students who demonstrate academic deficiencies that may jeopardize their attainment of academic standards

(cf. 6142.6 - Visual and Performing Arts Education)
(cf. 6142.7 - Physical Education and Activity)
(cf. 6142.91 - Reading/Language Arts Instruction)
(cf. 6142.92 - Mathematics Instruction)
(cf. 6142.93 - Science Instruction)
(cf. 6142.94 - History-Social Science Instruction)

~~3.~~**2.** High school students who need support to successfully complete courses required for graduation

Legal Reference: (see next page)

SUPPLEMENTAL INSTRUCTION (continued)

Legal Reference:

EDUCATION CODE
37200-37202 School calendar
37223 Weekend classes
~~*37252-37254.1 Supplemental instruction, summer school*~~
*42238.01-~~42238.07~~ **42238.5** Local control funding formula*
46100 Length of school day
*48070-48070.~~5~~ **6** Promotion and retention*
48200 Compulsory education
48985 Translation of notices
51210-51212 Courses of study, elementary schools
51220-41228 Courses of study, secondary schools
52060-52077 Local control and accountability plan
60603 Definitions, core curriculum areas
60640-60649 California Assessment of Student Performance and Progress
60850-60859 High school exit examination, especially:
60851.5 Suspension of high school exit examination
CODE OF REGULATIONS, TITLE 5
11470-11472 Summer school
UNITED STATES CODE, TITLE 20
6311 State plan

Management Resources:

~~*CALIFORNIA DEPARTMENT OF EDUCATINO PUBLICATIONS*~~
~~*Every Student Succeeds Act 2016-17 School Year Transition Plan, April 2016*~~
WEB SITES
CSBA: http://www.csba.org
California Department of Education: http://www.cde.ca.gov
U.S. Department of Education: http://www.ed.gov

Policy
adopted: October 21, 2008
revised: May 5, 2015
revised: June 30, 2016
revised: January 16, 2018
revised: November 5, 2019

WESTERN PLACER UNIFIED SCHOOL DISTRICT
Lincoln, California