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
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 13-70* - 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 **– CONSIDER APPROVING REVISED CLASSIFIED JOB DESCRIPTION FOR ACCOUNT TECHNICIAN II – 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: November 5, 2019

Ayes: Haley, Long, Wyatt, Carras, Armitage

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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