Western Placer Unified School District

Annual Organizational Meeting of the Board of Trustees

December 5, 2017

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

MINUTES

2017-2018 Goals & Objectives (G & O) for the Management Team: Component I: Quality Student Performance; **Component II:** Curriculum Themes; **Component III:** Special Student Services; **Component IV:** Staff & Community Relations; **Component V:** Facilities/Administration/Budget.

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

Board Members Present:
Paul Carras, President
Paul Long, Vice President
Damian Armitage, Member
Kris Wyatt, Member
Brian Haley, Clerk

Others Present:
Scott Leaman, Superintendent
Kerry Callahan, Assistant Superintendent of Educational Services
Audrey Kilpatrick, Assistant Superintendent of Business & Operations
Gabe Simon, Assistant Superintendent of Personnel Services
Rosemary Knutson, Secretary to the Superintendent
Mike Adell, Director of Facilities
Rebecca Luy, Student Advisory
Mackenzie Myers, Lincoln News Messenger

6:25 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

6:30 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
     ~Gabe Simon, Assistant Superintendent of Personnel Services
     ~Audrey Kilpatrick, Assistant Superintendent of Business and Operations
     ~Kerry Callahan, Assistant Superintendent of Educational Services

3.2 **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**
Lincoln Crossing South Site and Adjacent Property APN: 327-010-014 (9.4 acres), APN: 327-010-012 (5.2 acres)

3.3 **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF-15-514477

3.4 **PERSONNEL**
Public Employee Employment/Discipline/Dismissal/Release
Roll call vote:

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
~Gabe Simon, Assistant Superintendent of Personnel Services
~Audrey Kilpatrick, Assistant Superintendent of Business and Operations
~Kerry Callahan, Assistant Superintendent of Educational Services

No action taken

4.2 ***Page 10*** **- CONFERENCE WITH REAL PROPERTY NEGOTIATOR**
Lincoln Crossing South Site and Adjacent Property APN: 327-010-014 (9.4 acres), APN: 327-010-012 (5.2 acres)

No action taken

4.3 ***Page 11*** **- CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF-15-514477

No action taken

4.4 ***Page 12*** **- PERSONNEL**
Public Employee Employment/Discipline/Dismissal/Release

No action taken

5. **REORGANIZATION OF THE BOARD OF TRUSTEES**
As per Board Bylaw 9100 the Board shall hold an annual organization meeting within the time limits prescribed by law (Education Code 35143). At this meeting the Board shall:

5.1 ***Page 14*** **- Elect a President, Vice President, and Clerk from its Members**

As per Education code 35143 and Board Bylaw 9100 the Board of Trustees shall hold an annual organizational meeting to elect a President, Vice President and Clerk from its members.

President
Motion by Mr. Long to nominate Paul Carras for Board President, seconded by Mr. Haley, and passed by a 5-0 vote to approve Mr. Carras for Board President.

Vice President
Motion by Mr. Armitage to nominate Paul Long for Board Vice President, seconded by Mrs. Wyatt, and passed by a 5-0 vote to approve Mr. Long for Board Vice President.

Clerk
Motion by Mr. Carras to nominate Brian Haley for Board Clerk, seconded by Mr. Long, and passed by a 5-0 vote to approve Mr. Haley for Board Clerk.

5.2 ***Page 21*** **- Appoint a Secretary to the Board of Trustees**

According to Board Bylaw 9122, the Superintendent shall act as Secretary of the Governing Board.

Motion by Mr. Long nominated Scott Leaman for Board Secretary, seconded by Mr. Armitage, and passed by a 5-0 vote to nominate Scott Leaman for Board Secretary

5.3 ***Page 23*** **- Authorization of Signatures**

As per Board Bylaw 9100, the board of Trustees will authorize district officials as those who are authorized to sign district documents.

Motion by Mrs. Wyatt, seconded by Mr. Armitage, and passed by a 5-0 vote to approve the list of authorized signers.

5.4 ***Page 24*** **- Develop a Schedule of Regular Meetings for the 2018 Year**

The Board of Trustees must annually develop a schedule of regular meetings for the upcoming year.

Motion by Mr. Armitage, seconded by Mr. Long, and passed by a 5-0 vote to approve the schedule of regular meetings for the 2018 year.

5.5 ***Page 27*** **- Appoint Committee Assignments**

The Board of Trustees will discuss committee assignments.

The board took action to approve the assigned members to the following committees:

Education Foundation – Mr. Haley, Mr. Long
Farm Foundation – Mr. Long, Mrs. Wyatt
Wellness – Mrs. Wyatt
Policies – Mr. Armitage
School Committee – Mr. Carras, Mr. Armitage

6. ***Page 29-78*** **- CONSENT AGENDA**

6.1 Certificated Personnel Report
6.2 Classified Personnel Report
6.3 Approval of Minutes for: November 7th & 29, 2017
6.4 Approval of Warrants
6.5 Ratification of Contract with All West Coachlines – Transportation Services to Anaheim, CA for Lincoln High School
6.6 Ratification of Contract with Shady Creek Outdoor School and First Street Elementary School
6.7 Ratification of Contract with Pacific Environmental Education Center and Creekside Oaks Elementary School
6.8 Ratification of Agreement between Eastern Michigan University and WPUSD
6.9 Ratification on Contract with Jostens and Glen Edwards Middle School

Motion by Mrs. Wyatt, seconded by Mr. Long, and passed by a 5-0 *(**Ayes:** Long, Haley, 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 – Rebecca Luy shared on the following:

- LHS had a College and Career Fair
- College Applications are due
- FFA Fundraiser
- Working with the Salt Mine
- Fundraiser for Mrs. Miller, to help with her car accident
- Leadership Group is collecting food for Lions Club Food Drive
- The LHS Track is currently being worked on
- LHS played Del Oro and lost the game
- Track Team update
- Wrestling update
- Boys Basketball update
- Girls basketball update

➢Western Placer Teacher's Association, Tara Jeane, Tim Allen was present for Tara, and had no report
➢Western Placer Classified Employee Association, Mike Kimbrough was not present
➢Superintendent - Scott Leaman

- Attended the Village 5 meeting this afternoon
- Look out for wacky December district office hours
- Office will be closed the week after Christmas, City building will also be closed.
- Thanked the press for covering the dedication

9. ♦ACTION ♦DISCUSSION ♦INFORMATION

9.1 Action *Page 80* – **APPROVE 2017-2018 SINGLE PLANS FOR STUDENT ACHIEVEMENT - Callahan** *(17-18 G & O Component I, II, III, IV, V)*

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

Kerry Callahan presented the Student Achievement plans for approval. Motion by Mr. Armitage, seconded by Mr. Haley, and passed by a 5-0 ***(Ayes:** Armitage, Carras, Haley, Long, Wyatt **No:** None)* vote to approve the 2017-18 Single Plans for Student Achievement.

9.2 Discussion/ Action *Page 81* – **CONSIDER APPROVING REVISED JOB DESCRIPTION FOR PARAPROFESSIONAL POSITION - Simon** *(17-18 G & O Component I, II, III, IV, V)*

•As a part of the ongoing review of District needs and job descriptions by the District, there exists a need to approve a revised job description for the Paraprofessional: Specialized Physical Health Care position which is a classified position.

Gabe Simon presented job description for approval. Motion by Mrs. Wyatt, seconded by Mr. Armitage and passed by a 5-0 ***(Ayes:** Armitage, Carras, Haley, Long, Wyatt **No:** None)* vote to approve the revised job description or Paraprofessional position.

9.3 Action *Page 84* – **REVIEW AND APPROVAL OF SCHOOL FACILITIES AGREEMENT WITHIN THE VILLAGE 5 SPECIFIC PLAN AREA - Adell** *(17-18 G & O Component I, II, III, IV, V)*

•Due to the shortfall of revenue generated by Level 1 Statutory Developer Fees and the current inability 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.

Mike Adell presented School Facilities Agreement for approval, he introduced Megan Macy to review the agreement. Megan Macy presented the mitigation agreement for Village 5, she reviewed areas of importance with the Board of Trustees. Motion by Mr. Armitage, seconded by Mrs. Wyatt and passed by a 5-0 ***(Ayes:** Armitage, Carras, Haley, Long, Wyatt **No:** None)* vote to approve the School Facilities Agreement within the Village 5 Specific Plan Area.

9.4 Action *Page 101* - **DISTRICT VOTING REPRESENTATIVE - Leaman** *(17-18 G & O Component I, II, III, IV, V)*

•Placer County Office of Education requires a voting representative from each district to vote on the Placer County Committee. The district Board of Trustees is required to select one voting representative from the current Board of Trustees.

Motion by Mr. Haley, seconded by Mr. Long, and passed by a 5-0 *(**Ayes:** Armitage, Carras, Haley, Long, Wyatt **No:** None)* vote to appoint Damian Armitage as the voting representative for Western Placer Unified School District.

9.5 Action *Page 103* - **ADOPTION OF REVISED/NEW POLICIES/EXHIBITS/ REGULATIONS – Leaman** *(17-18 G & O Component I, II, III, IV, V)*

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

- AR 4112.22 Staff Teaching English Learners
- BP/AR 5113 Absences and Excuses
- E 5145.6 Parental Notifications
- BP/AR 5148.2 Before/After School Programs

Motion by Mr. Armitage, seconded by Mr. Long, and passed by 5-0 *(**Ayes:** Armitage, Carras, Haley, Long, Wyatt **No:** None)* vote to approve policies as presented with corrections.

10. BOARD OF TRUSTEES

10.1 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.

10.2 BOARD MEMBER REPORTS/COMMENTS

Mr. Long shared the high school track is really looking good
Mr. Haley had no report, but glad to be back in good health
Mr. Wyatt had no report
Mr. Damian attended a County Committee meeting
Mr. Carras shared there is a Kindergarten program at COES this Thursday, and PR campaign took off, it's the right way to go.

11. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

➢**December 19, 2017** 7:00 P.M., Regular Meeting of the Board of Trustees – District Office/City Hall Bldg., 3rd Floor Conference Room

12. ADJOURNMENT

There being no other business, the meeting was adjourned at 7:50 p.m.

Paul Carras, President

Brian Haley, Clerk

Scott Leaman, Superintendent

Rosemary Knutson, Secretary to the Superintendent

Adopted: 1/16/18

Ayes: Haley, Long, Wyatt, Armitage, Carras

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.