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

DISTRICT ADMINISTRATION

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

	STUDENT ENROLLMENT		
School	**2013-14 CALPADS**	**11/3/2015**	**12/1/2015**
Sheridan Elementary (K-5)	86	64	64
First Street Elementary (K-5)	492	472	469
Carlin C. Coppin Elementary (K-5)	402	397	405
Creekside Oaks Elementary (K-5)	635	616	618
Twelve Bridges Elementary (K-5)	682	634	633
Foskett Ranch Elementary (K-5)	529	468	474
Lincoln Crossing Elementary (K-5)	701	645	641
Glen Edwards Middle School (6-8)	732	874	868
Twelve Bridges Middle School (6-8)	824	770	770
Lincoln High School (9-12)	1,610	1,721	1,712
Phoenix High School (10-12)	62	71	73
TOTAL	**6755**	**6,732**	**6,727**

Pre-K/Special Ed
Foskett 15
First Street/LIP 63

Parent Education
Continuing Educ. Classes 55

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

January 5, 2016, 7:00 P.M.

WPUSD District Office/City Hall Building–3rd Floor Conference Room

600 Sixth Street, Lincoln, CA 95648

AGENDA

2015-2016 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.

6:15 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 not 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 Board Room. Request forms are to be submitted to the Board Clerk prior to the start of the meeting.

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

   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 Bldg. – 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

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. CPF-15-514477

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

5. *Page 13-39* - **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 Certificated Personnel Report
5.2 Classified Personnel Report
5.3 Approval of Meeting Minutes for:
- December 1, & December 15, 2015 Regular Board of Trustee Meeting

5.4 Approval of Warrants
Roll call vote:

6. **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 not 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 Board Room. Request forms are to be submitted to the Board Clerk prior to the start of the meeting.

7. **REPORTS & COMMUNICATION**
➢Lincoln High School Student Advisory – Harpreet Chumber
➢Western Placer Teacher's Association – Tara McCroskey
➢Western Placer Classified Employee Association – Mike Kimbrough
➢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 Discussion/ Action *Page 41* – **EARLY RETIREMENT INCENTIVE PROGRAM THROUGH THE PUBLIC AGENCY RETIREMENT SERVICES (PARS), THE DISTRICT IS CONSIDERING ENTERING INTO AN**

AGREEMENT WITH PARS TO DESIGN AND ADMINISTRATE A SUPPLEMENTARY RETIREMENT PLAN (SRP) FOR ELIGIBLE EMPLOYEES PROVIDED THERE IS SUFFICIENT EMPLOYEE PARTICIPATION - Simon *(15-16 G & O Component I, II, III, V, IV)*

- The Western Placer Unified School District has worked with Public Agency Retirement Services (PARS) to design a Supplementary Retirement Plan (SRP), a retirement incentive that may encourage senior employees to retire.

8.2 Discussion/ Action *Page 57* – **ADOPTION OF RESOLUTION NO. 15/16.9 TO ADOPT THE SUPPLEMENTARY RETIREMENT PLAN TO FUND THE RETIREMENT INCENTIVE FOR CERTIFICATED STAFF, NON CERTIFICATED MANAGEMENT, CLASSIFIED MANAGEMENT, AND CLASSIFIED NON-MANAGEMENT – Simon** *(15-16 G & O Component I, II, III, IV, V)*

- The Western Placer Unified School District has worked with Public Agency Retirement Services (PARS) to design a Supplementary Retirement Plan (SRP), a retirement incentive that may encourage senior employees to retire.

Roll call vote:

8.3 Information/ Discussion *Page 59* – **SUNSHINE FOR NEGOTIATIONS REGARDING THE COLLECTIVE BARGAINING AGREEMENT BETWEEN WESTERN PLACER UNIFIED SCHOOL DISTRICT AND THE CALIFORNIA SCHOOL EMPLOYEE ASSOCIATION – CHAPTER #741 – Simon** *(15-16 G & O Component I, II, III, IV, V)*

- Pursuant to Government Code section 3547, all proposals of the recognized employee groups and of the District must be presented at a public meeting of the District.

8.4 Information/ Discussion *Page 62* – **REVISED JOINT USE AGREEMENT BETWEEN THE CITY OF LINCOLN AND WESTERN PLACER UNIFIED SCHOOL DISTRICT– Leaman** *(15-16 G & O Component I, II, III, IV, V)*

- The Western Placer Unified School District (WPUSD) and the City of Lincoln (COL) have numerous, separate joint use agreements dating from 2003 and there is little language consistency across the agreements.

8.5 Discussion/ Action *Page 80* – **ADOPTION OF RESOLUTIONS # 15/16.10 AND #15/16.11 CONCERNING THE FORMATIONS OF GENERAL OBLIGATION BOND DISTRICTS– Leaman** *(15-16 G & O Component I, II, III, IV, V)*

- Based on action from the last Board meeting, the Board will be asked to take action concerning general obligation bond districts. Cathy Dominco will be in attendance to present the items.

Roll call vote:

8.6 Discussion/ Action *Page 91* – **ADOPTION OF RESOLUTIONS #15/16.12 AND #15/16.13 CONCERNING THE FORMATIONS OF GENERAL OBLIGATION BOND DISTRICTS – Leaman** *(15-16 G & O Component I, II, III, IV, V)*

•Based on action from the last Board meeting, the Board will be asked to take action to implement the prior resolutions. Cathy Dominco will be in attendance to present the items.
Roll call vote:

8.7 Action ***Page 112*** **- ADOPTION OF REVISED/NEW POLICIES/ REGULATIONS/ EXHIBITS – Leaman** *(15-16 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 5111 Admission
- BP/AR 5216 Awards for Achievement
- BP/AR 5144.4 Required Parental Attendance

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.

- High School in the Twelve Bridges Area
- Lincoln Crossing Elementary South/Facilities Update
- Community Information Breakfast
- Special Education Update

9.2 BOARD MEMBER REPORTS/COMMENTS

10. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

➢**January 19, 2016** 7:00 P.M., Regular Meeting of Board of Trustees – Lincoln High School, Performing Arts Building

11. ADJOURNMENT

BOARD BYLAW 9320: Individuals requiring disability-related accommodations or modifications including auxiliary aids and services in order to participate in the Board meeting should contact the Superintendent or designee in writing at least two days prior to meeting date. (American Disabilities Act) Government Code 54954.1

Posted: 121815

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DISCLOSURE

OF ACTION

TAKEN IN

CLOSED SESSION,

IF ANY

Western Placer Unified School District
CLOSED SESSION AGENDA

Place: **WPUSD District Office – 4th Floor Overlook Room**
Date: **Tuesday, January 5, 2016**
Time: **6:15 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
Gabe Simon, Assistant Superintendent of Personnel Services
Audrey Kilpatrick, Assistant Superintendent Business and Operations
Kerry Callahan, Assistant Superintendent of Educational Services

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:
January 5, 2016

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

SUBJECT:
CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

AGENDA ITEM AREA:
Disclosure of Action Taken in Closed Session

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

ENCLOSURES:
No

DEPARTMENT:
Administration

FINANCIAL INPUT/SOURCE:
N/A

MEETING DATE:
January 5, 2016

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

SUBJECT:
PUBLIC EMPLOYEE EMPLOYMENT/DISCIPLINE/ DISMISSAL/RELEASE

AGENDA ITEM AREA:
Closed Session

REQUESTED BY:
Gabe Simon
Assistant Superintendent of Personnel Services

ENCLOSURES:
No

DEPARTMENT:
Personnel

FINANCIAL INPUT/SOURCE:
N/A

MEETING DATE:
January 5, 2016

ROLL CALL REQUIRED:
Yes

BACKGROUND:

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

RECOMMENDATION:

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

wp/rk/factform

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:
Certificated Personnel Report

AGENDA ITEM AREA:
Consent Agenda

REQUESTED BY:
Gabe Simon
Assistant Superintendent of Personnel Services GS

ENCLOSURES:
Yes

DEPARTMENT:
Personnel

FINANCIAL INPUT/SOURCE:
Categorical/General

MEETING DATE:
January 5, 2016

ROLL CALL REQUIRED:

BACKGROUND:

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

RECOMMENDATION:

Administration recommends ratification of the certificated personnel report.

WESTERN PLACER UNIFIED SCHOOL DISTRICT

PERSONNEL REPORT

January 5, 2016

CERTIFICATED/MANAGEMENT

NEW HIRE:

1.	Name:	Emily Merwin
	Position:	Second Grade Teacher
	FTE:	1.0
	Effective Date:	January 4, 2016
	Site:	Creekside Oaks Elementary School

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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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:
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:
January 5, 2016

ROLL CALL REQUIRED:

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

January 5, 2016

CLASSIFIED/MANAGEMENT

NEW HIRES:

1. **Name:** Holly Baser — **Effective:** 1/4/16
   Position: Instructional Aide — **Site:** First Street School
   Salary: CSEA, Range 15, Step A
   Hours: 3 Hours/Days
   Days: 10 Months/Year

ADDITIONAL POSITION:

1. **Name:** Evelyn Keaton — **Effective:** 1/4/16
   Position: Facilities Support Clerk-Grant Funded — **Site:** District Office
   Salary: CSEA, Range 26, Step B — Replacement
   Hours: 4 Hours/Days
   Days: 12 Months/Year

RESIGNATION:

1. **Name:** Debra Hutchinson — **Effective:** 1/26/16
   Position: Intervention Services Provider — **Site:** First Street School
   Hours: 5.5 Hours/Day
   Days: 10 Months/Year

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET

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DISTRICT GLOBAL GOALS
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SUBJECT:
Approval of Minutes:
- December 1 & 15, 2015 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:
January 5, 2016

ROLL CALL REQUIRED:
No

BACKGROUND:

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

- December 1, 2015 Regular Board of Trustee Meeting
- December 15, 2015 Annual Organizational 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
December 1, 2015, 7:00 P.M.
WPUSD District Office/City Hall Building–3rd Floor Conference Room
600 Sixth Street, Lincoln, CA 95648

MINUTES

2015-2016 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:
Brian Haley, President
Damian Armitage, Vice President
Kris Wyatt, Clerk
Paul Carras, Member
Paul Long, Member

Others Present:
Scott Leaman, Superintendent
Kerry Callahan, Assistant Superintendent of Educational Services
Gabe Simon, Assistant Superintendent of Personnel Services
Rosemary Knutson, Secretary to the Superintendent
Harpreet Chumber, LHS Student Representative
Carol Percy, 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 LEGAL COUNSEL – EXISTING LITIGATION**
   CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF-15-514477

3.3 **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**
Property Designated as Mariner Ranch

3.4 **PERSONNEL**
Public Employee Employment/Discipline/Dismissal/Release

7:00 P.M.

4. **ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE** – District Office/City Hall Bldg. – 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 was 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. CPF-15-514477

No action was taken

4.3 *Page 11* - **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**
Property Designated as Mariner Ranch

No action was taken

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

No action was taken

5. *Page 14* - **SPECIAL ORDER OF BUSINESS**
Chris Bean – Recognition
Chris was unable to attend due to another commitment. Mr. Leaman will call him, and make sure he receives his certificate.

6. *Page 17-63* - **CONSENT AGENDA**
6.1 Approval of Meeting Minutes for:
- November 3 & November 17, 2015 Regular Board of Trustee Meeting

6.2 Approval of Warrants
6.3 Student Discipline Stipulated Expulsion Student #15/16 – C

6.4 Ratify Agreement for Performance Audit Services Measure A General Obligation Bonds – Crowe Horwath, LLP

6.5 Donation Approval for Glen Edwards Middle School

Motion by Mr. Armitage, seconded by Mr. Long, and passed by a 5-0 (Ayes: *Long, Armitage, Wyatt, Carras, Haley* **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, Harpreet Chumber shared the following:

- December 8th Band performance, Dec. 10th Choir December 13th fun run by girls volleyball
- There are some concerns, in the girl's restrooms, with doors on stalls that don't lock. Mike Kimbrough addressed the board that the issues will be taken care of.
- Sports update, as well upcoming tournaments coming up

➢Western Placer Teacher's Association, Tara McCroskey had no report

➢Western Placer Classified Employee Association, Mike Kimbrough, had no report

➢Superintendent - Scott Leaman, Superintendent shared the following:

- During Christmas break, the district office will have reduced hours during the first week, however the front doors will be locked during the second week.
- Working on board packet for January. Packets will be ready by December 18th
- Attended a great staff meeting, brought in all the arts classes, fund raisers for Austria in spring 2016, for the Sound of Music. Drama performance, and the Band performed
- Joint use agreement is being presented to the recreation department committee tonight, will than go to city council on December 8th, and will come to our board on the 15th for approval.

9. ♦ACTION ♦DISCUSSION ♦INFORMATION

9.1 Action ~~*Page 65* **APPROVE RESOLUTION #15/16.5 WPUSD REQUESTING ACTION BY THE PLACER COUNTY BOARD OF SUPERVISORS TO AUTHORIZE THE DISTRICT TO FORM A GENERAL OBLIGATION BOND IN DESIGNATED AREAS OF THE DISTRICT – Kilpatrick** *(15-16 G & O Component I, II, III, V, IV)*~~

~~♦In order to authorize a general obligation bond in designated areas of a school district, under the Education Code, the county board of supervisors must adopt a resolution allowing for these types of bonds in their county. This Resolution #15/16.5 requests that the Placer County Board of Supervisors take such action.~~

~~***Roll call vote:***~~

This item was pulled from the agenda, no action was needed.

9.2 Action *Page 70* - **LEA PLAN, GOAL 2 – CHANGES FROM ANNUAL UPDATE – Callahan** *(15-16 G & O Component I, II, III, IV, V)*

- The Elementary and Secondary Education Act (ESEA), Title III, Limited English Proficient (LEP) and Immigrant student program states require participating local educational agencies (LEAs) to update Goal 2 of their LEA Plan annually, including the budget (SESA, Title III, Part A, Section 3114).

Kerry Callahan reported the changes to the LEA Plan. The updated changes will be submitted to FPM. Motion by Mrs. Wyatt, seconded by Mr. Carras, and passed by a 5-0 vote to approve the changes to the LEA Plan.

9.3 Action *Page 73* - **ESTABLISH ANNUAL ORGANIZATIONAL MEETING – Leaman** *(15-16 G & O Component I, II, III, IV, V)*

- Education Code Sections 35143 and 5017 require the scheduling of an annual organizational meeting in December for selecting board officers. Placer County Office of Education request we take board action on the scheduling of the annual organizational meeting, and submit to PCOE.

Mr. Leaman requested the board schedule the Annual Organization Meeting within the specified timeline. The Board of Trustees are requested to take action on scheduling the annual organizational meeting, and submit to PCOE. Motion by Mr. Long, seconded by Mrs. Wyatt, and passed by a 5-0 vote to establish the Annual Organizational Meeting on December 15, 2015.

9.4 Discussion *Page 75* – **CSBA DELEGATE ASSEMBLY – Leaman** *(15-16 G & O Component I, II, III, IV, V)*

- The Board of Trustees will discuss submitting a nomination for the CSBA Delegate Assembly.

It was the consensus of the board, to not submit a nomination for the CSBA Delegate Assembly.

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.

- High School in the Twelve Bridges Area
- Lincoln Crossing Elementary South/Facilities Update
- Community Information Breakfast
- Special Education Update

10.2 BOARD MEMBER REPORTS/COMMENTS

Mr. Long had no comment

Mr. Armitage had no comment

Mrs. Wyatt shared selling ornaments, to raise money for the Choir program, there is an ugly sweater run on December 13th.
Mr. Carras shared possibly the Trustee dinner may be held in Lincoln, at Beermans next year.
Mr. Haley had no comment

11. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

- **December 15, 2015** 7:00 P.M., Annual Organizational Meeting of the Board of Trustees – District Office/City Hall Bldg., 3rd Floor Conference Room

12. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:25 p.m.

Brian Haley, President

Kris Wyatt, Clerk

Scott Leaman, Superintendent

Rosemary Knutson, Secretary to the Superintendent

Adopted:

Ayes:

Noes:

Absent:

BOARD BYLAW 9320: Individuals requiring disability-related accommodations or modifications including auxiliary aids and services in order to participate in the Board meeting should contact the Superintendent or designee in writing at least two days prior to meeting date. (American Disabilities Act) Government Code 54954.1

Posted: 112015

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Western Placer Unified School District
Annual Organizational Meeting of the Board of Trustees
December 15, 2015, 7:00 P.M.
WPUSD District Office/City Hall Building–3rd Floor Conference Room
600 Sixth Street, Lincoln, CA 95648

MINUTES

2015-2016 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:
Brian Haley, President
Damian Armitage, Vice President
Kris Wyatt, Clerk
Paul Carras, Member
Paul Long, Member

Others Present:
Scott Leaman, Superintendent
Kerry Callahan, Assistant Superintendent of Educational Services
Gabe Simon, Assistant Superintendent of Personnel Services
Rosemary Knutson, Secretary to the Superintendent
Harpreet Chumber, LHS Student Representative
Carol Percy, Lincoln News Messenger

6:00 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

6:05 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
   ~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 LEGAL COUNSEL – EXISTING LITIGATION**
   CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF-15-514477

3.3 **CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**
1 Potential Case

3.4 **PERSONNEL**
Public Employee Employment/Discipline/Dismissal/Release
CL-15/16.3

7:00 P.M.

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

4.1 *Page 10* - **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 was taken

4.2 *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 was taken

4.3 *Page 12* - **CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**
1 Potential Case

No action was taken

4.4 *Page 13* - **PERSONNEL**
Public Employee Employment/Discipline/Dismissal/Release
CL-15/16.3

Mrs. Wyatt reported the Board of Trustees took action to approve the termination and voluntary resignation of employee CL-15/16-3. It was a unanimous vote.

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 15* - **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.

Mr. Leaman recognized Mr. Haley for his service as Board President to the student and staff of Western Placer Unified School District.

Mr. Leaman presided over the board meeting to elect new officers for 2016. **President** – Motion by Mrs. Wyatt, seconded by Mr. Long, and passed by a 5-0 vote to nominate Mr. Armitage for President

Vice President - Motion by Mr. Carras, seconded by Mr. Haley, and passed by a 5-0 (**Ayes**: *Armitage, Carras, Haley, Long, Wyatt,* **No:** *None*) vote to nominate Mrs. Wyatt for Vice President.

Clerk - Motion by Mr. Carras, seconded by Mr. Armitage, and passed by a 5-0 (**Ayes**: *Armitage, Carras, Haley, Long, Wyatt,* **No:** *None*) vote to nomination Mr. Long for Clerk.

5.2 ***Page 20*** **- Appoint a Secretary to the Board**

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

Motion by Mr. Long, seconded by Mr. Haley, and passed by a 5-0 (**Ayes**: *Armitage, Carras, Haley, Long, Wyatt,* **No:** *None*) vote to nomination Scott Leaman as Board Secretary.

5.3 ***Page 22*** **- 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. Long, and passed by a 5-0 (**Ayes**: *Armitage, Carras, Haley, Long, Wyatt,* **No:** *None*) vote to approve authorized signature list.

5.4 ***Page 23*** **- Develop a Schedule of Regular Meetings for the Year**

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

Motion by Mrs. Wyatt, seconded Mr. Haley, and passed by a 5-0 (**Ayes**: *Armitage, Carras, Haley, Long, Wyatt,* **No:** *None*) vote to approve the 2016 meeting schedules.

5.5 ***Page 26*** **- Appoint Committee Assignments**

~The Board of Trustees will discuss committee assignments.

Education Foundation – Mr. Long, and Mr. Haley

Farm Foundation – Mrs. Wyatt, and Mr. Long

Wellness Committee – Mrs. Wyatt

Board Policy – Mr. Damian

Schools Committee – Mr. Carras, and Mr. Armitage

The Board volunteered their positions on the above committees.

6. *Page 28-62* - **CONSENT AGENDA**
   - 6.1 Classified Personnel Report
   - 6.2 Student Discipline Stipulated Expulsion Student #15/16 – D, E & F
   - 6.3 Ratification of Contract with Shady Creek Outdoor School and Sheridan Elementary School.
   - 6.4 Donation approval for Special Education from Columbian Foundation Supporting People with Intellectual Disabilities.
   - 6.5 Donation approval for Lincoln High School from Intel Community Grant Program.
   - 6.6 Ratification of Contract with WPUSD and Dixon SmartSchoolHouse LLC – Maintenance & Operations Services.
   - 6.7 Ratification of Contract with Shady Creek Outdoor School and First Street Elementary School.
   - 6.8 Ratification of contract with Pacific Environmental Education Center and Lincoln Crossing Elementary School.
   - 6.9 Workability I Grant Policy and Procedures
   - 6.10 Acceptance of Lincoln High School Portable Buildings Addition Project and Approval of Notice to Completion
   - 6.11 Acceptance of Glen Edwards Middle School Portable Buildings Addition Project and Approval of Notice to Completion
   - 6.12 Uniform Complaint Appeal – Case #UCP 004

Mr. Leaman shared, we have a unique item, 6.12 on the consent agenda. Based on board policy process, this item was appealed to the board for a hearing, we have a two-step process. **(1)** if the board decides to accept the final report that is contained on consent agenda, they are indicating they do not want to hear the item. **(2)** any member of the board can remove that item and we will place on the action portion of the agenda for an actual hearing. Mr. Armitage requested to pull item 6.2 from the consent agenda for discussion. Motion by Mr. Long, seconded by Mr. Haley, and passed by a 5-0 roll call vote (**Ayes**: *Long, Wyatt, Haley, Carras, Armitage* **No:** *None*) vote to approve consent agenda as present with the removal of item 6.2 for discussion.

After some discussion and clarification on 6.2, there was a Motion by Mr. Haley, seconded by Mrs. Wyatt, and passed by a 5-0 (**Ayes**: *Wyatt, Haley, Carras, Long, Armitage* **No:** *None*) roll call vote to approve item 6.2 on the consent agenda.

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

8. REPORTS & COMMUNICATION

➢Lincoln High School Student Advisory – Harpreet Chumber reporting the following:

- LHS has two new tennis coaches
- Sports update

➢Western Placer Teacher's Association – Tara McCroskey wished everyone a Happy Holidays.

➢Western Placer Classified Employee Association – Mike Kimbrough was not present

➢Superintendent - Scott Leaman reported the following:

- Multiple performances throughout the schools during the holiday season
- Will be attending Hall a Fame dinner this Thursday for LHS
- Kris Wyatt will be inducted as a honoree Hall a Fame
- District office hours will be 10:30 to 2:00 on December 21st-23rd, closed 24th through Jan 3rd
- Board Packets will be ready Friday the 18th
- ESEA was re authorized with new requirements, (ESSA) Every Student Succeeds Act
- Congratulated Harpreet on her ability on completing applications, she is applying to colleges, she has a great future ahead of her.

9. ♦ACTION ♦DISCUSSION ♦INFORMATION

9.1 Action *Page 87* – **2015-2016 FIRST INTERIM REPORT – Kilpatrick/Carlson**
(15-16 G & O Component I, II, III, V, IV)

♦The district's Board of Trustees shall certify in writing whether or not the district is able to meet its financial obligations for the remainder of the fiscal year and, based on current forecasts, for the two subsequent fiscal years.

Carrie Carlson presented a power point on the 2015-16 First Interim and changes since the June approval. Carrie Carlson reviewed the following:

- Major Changes to 2015-16 Budget since Adopted Budget
- Major Expenditure Changes to 2015-16 Since Adopted Budget
- Enrollment Trends
- Contributions To Restricted Programs
- Multiple-Year Budget Projections
- MYP – Budget Assumptions – Revenues
- MYP – Budget Assumptions – Expenditures
- Multiple Year Projections
- Components of Fund Balance
- Next Steps

Motion by Mr. Carras, seconded by Mr. Long, and passed by a 5-0 (**Ayes**: *Armitage, Carras, Haley, Long, Wyatt,* **No:** *None*) vote to approve the 2015-16 First Interim Report.

9.2 Action *Page 229* – **APPROVE RESOLUTION #15/16.6 – SUPPORT OF KINDERGARTEN THROUGH COMMUNITY COLLEGE PUBLIC**

EDUCATION FACILITIES BOND ACT OF 2016 – Leaman/ Kilpatrick *(15-16 G & O Component I, II, III, V, IV)*

•Resolution #15/16.6 is presented to the for approval with the intent that the Western Placer Unified School District supports the California Public Education Facilities Bond Measure that is eligible for the November 2016 ballot.

Motion by Mr. Carras, seconded by Mrs. Wyatt, and passed by a 5-0 (**Ayes**: *Haley, Carras, Long, Wyatt, Armitage* **No:** *None*) roll call vote to approve Resolution #15/16.6 in support of Kindergarten through Community College Public Education Facilities Bond Action of 2016.

9.3 Action *Page 232* – **APPROVE RESOLUTION #15/16.7 AND #15/16.8 – ESTABLISH SCHOOL FACILITIES IMPROVEMENT DISTRICTS NO. 1 (VILLAGE 1, ZONE A) AND NO. 2 (VILLAGE 7 ZONE B) Leaman/ Kilpatrick** *(15-16 G & O Component I, II, III, V, IV)*

•The attached Resolutions #15/16.7 and #15/16.8 are presented to the board for review and approval to establish the General Obligation Bonds in designated areas, specifically Village 1 and Village 7. Cathy Dominco of Capital PFG will be reviewing the resolutions and the plans for implementation of the bonding districts.

Cathy Dominco explained to the Board of Trustee the purpose of both Resolutions, which are needed to building future school facilities. Motion by Mrs. Wyatt, seconded by Mr. Long, and passed by a 5-0 (**Ayes**: *Carras, Long, Wyatt, Haley, Armitage* **No:** *None*) roll call vote to approve Resolutions #15/16.7 and #15/16.8 with the removal of the wording (*shall contain the text of this Resolution of Intentions and)* in section 7.

9.4 Action *Page 241* - **DISTRICT VOTING REPRESENTATIVE - Leaman** *(15-16 G & O Component V, IV)*

•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 Mrs. Wyatt, seconded by Mr. Long, and passed by a 5-0 (**Ayes**: *Armitage, Carras, Haley, Long, Wyatt,* **No:** *None*) vote to appoint Mr. Carras as the WPUSD voting representative.

9.5 Action *Page 243* – **2015-2016 SINGLE PLANS FOR STUDENT ACHIEVEMENT – Callahan** *(15-16 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 stated and federal funds through the Consolidated Application and Reporting System (CARS) and ESEA Program Improvement funds consolidate all school plans into the Single Plan and Student Achievement (SPSA).

Elementary Plans:
http://www.wpusd.k12.ca.us/documents/Educational%20Programs/2015-2016%20SPSAs%20for%20Elementary%20Schools.pdf

Secondary Plans:

http://www.wpusd.k12.ca.us/documents/Educational%20Programs/2015-2016%20SPSAs%20for%20Secondary%20Schools-1-.pdf

Kerry Callahan presented the 2015-16 Student Achievement Plans for approval. Motion by Mrs. Wyatt, seconded by Mr. Carras, and passed by a 5-0 vote to approve the 2015-16 Single Plans for Student Achievement.

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.

- High School in the Twelve Bridges Area
- Lincoln Crossing Elementary South/Facilities Update
- Community Information Breakfast
- Special Education Update

10.2 BOARD MEMBER REPORTS/COMMENTS

Mr. Long wished everyone a Merry Christmas, and talked about the car donation to LHS for restoration. The money raised from the car will help fund scholarships to students.
Mrs. Wyatt shared Mr. Ash does a great job with the boys basketball team.
Mr. Haley shared Damian, Scott and himself had a great time at education foundation, they give out grant money. Many things were funded through the grants.
Mr. Carras attended a retirement party, of a student he once taught in class.
Mr. Armitage thanked Brian for his past presidency, and looking forward to Christmas vacation.

11. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

- **January 5, 2016** 7:00 P.M., Regular Meeting of the Board of Trustees – District Office/City Hall Bldg., 3rd Floor Conference Room
- **January 19, 2016** 7:00 P.M., Regular Meeting of the Board of Trustees – Lincoln High School, Performing Arts Theater

12. ADJOURNMENT

There being no further business the meeting was adjourned at 8:23 p.m.

Damian Armitage, President

Paul Long, Clerk

Scott Leaman, Superintendent

Rosemary Knutson, Secretary to the Superintendent

Adopted:

Ayes:

Noes:

Absent:

BOARD BYLAW 9320: Individuals requiring disability-related accommodations or modifications including auxiliary aids and services in order to participate in the Board meeting should contact the Superintendent or designee in writing at least two days prior to meeting date. (American Disabilities Act) Government Code 54954.1

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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.k12.ca.us

DEPARTMENT:
Business Services

FINANCIAL INPUT/SOURCE:
N/A

MEETING DATE:
January 5, 2016

ROLL CALL REQUIRED:
N/A

BACKGROUND:

The Board of Trustees will consider approval of warrants paid since the December 15, 2015 board meeting.

RECOMMENDATION:

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

wp/rk/factsheetwarrants

Checks Dated 12/11/2015

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85465933	12/11/2015	JIVE COMMUNICATIONS, INC.	01-5560		237.27
85465934	12/11/2015	PACIFIC GAS & ELECTRIC CO	01-5510		939.52
85465935	12/11/2015	"DANIELSEN COMPANY, THE"	13-4380	159.47	
			13-4710	3,972.63	
			Unpaid Sales Tax	1.00-	4,131.10
85465936	12/11/2015	CROWN DISTRIBUTING INC.	13-4380		765.74
85465937	12/11/2015	D & P CREAMERY	13-4710		6,319.37
85465938	12/11/2015	EARTHGRAINS BAKING CO INC	13-4710		78.00
85465939	12/11/2015	MILLERS CITRUS GROVE	13-4710		403.75
85465940	12/11/2015	MINDWARE BRAINY TOYS	01-4300	80.36	
			Unpaid Sales Tax	5.61-	74.75
85465941	12/11/2015	MISSION UNIFORM SERVICE INC	13-5800		722.84
85465942	12/11/2015	PIZZA GUYS	13-4710		1,839.10
85465943	12/11/2015	TRINITY FRESH	13-4710		444.17
85465944	12/11/2015	Kathleen F. Dano	01-5200		614.78
85465945	12/11/2015	Lori J. Fury	01-5200		48.88
85465946	12/11/2015	Amanda Y. Gee	01-5200		146.05
85465947	12/11/2015	Kathleen M. Leehane	01-5200		188.73
85465948	12/11/2015	Tracey N. Lillie	01-5200	40.25	
			11-5200	16.10	56.35
85465949	12/11/2015	Diane M. Metzelaar	01-4300		19.92
85465950	12/11/2015	Hannah K. Ritchie	01-5200		10.93
85465951	12/11/2015	Susan E. Watkins	01-4300		30.60
85465952	12/11/2015	ANGELINA BROWN - DBA ANGEION CONSULTING	01-5800	2,500.00	
			25-5800	480.00	2,980.00
85465953	12/11/2015	C & S TELECOMMUNICATIONS INC	01-4300		271.25
85465954	12/11/2015	CALTRONICS BUSINESS SYSTEMS	01-5800		291.00
85465955	12/11/2015	CAPITOL CLUTCH AND BRAKE INC	01-4365		970.21
85465956	12/11/2015	CSTA CA SCIENCE TEACHERS ASSC	01-5200		415.50
85465957	12/11/2015	DELTA EDUCATION INC	01-4100		7.46
85465958	12/11/2015	DISCOVERY OFFICE SYS/US BANK EQUIPMENT FINANCE	01-5600		1,644.93
85465959	12/11/2015	DISCOVERY OFFICE SYSTEMS	01-5600		210.28
85465960	12/11/2015	EDUCATIONAL DATA SYSTEMS ATTENTION: ACCOUNTING DEPT.	01-4300		661.36
85465961	12/11/2015	EMMANOUEL ROZAKIS - DBA E. ROZAKIS RESTORATION	01-5800		3,750.00
85465962	12/11/2015	ESPECIAL NEEDS, LLC	01-4400	519.35	
			Unpaid Sales Tax	32.40-	486.95
85465963	12/11/2015	GLENCOE DIVISION MCGRAW-HILL	01-4100	6,539.19	
			01-9500	334.84	6,874.03
85465964	12/11/2015	GRAINGER .	01-4300	309.24	
			01-5800	144.31	453.55
85465965	12/11/2015	GUIDING FITNESS	01-4300		840.00
85465966	12/11/2015	HD SUPPLY FACILITIES MAINTENENCE, LTD.	01-4300		190.24
85465967	12/11/2015	HOLT OF CALIFORNIA	01-4365	1,043.52	

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 12/11/2015

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85465967	12/11/2015	HOLT OF CALIFORNIA	01-5600	2,554.94	3,598.46
85465968	12/11/2015	INSIGHT SYSTEMS EXCHANGE	01-4300		996.48
85465969	12/11/2015	INTERNATIONAL INSTITUTE FOR RESTORATIVE PRACTICES	01-5200		1,400.00
85465970	12/11/2015	JABBERGYM INC.	01-5800		12,160.00
85465971	12/11/2015	JCI JOHNSON CONTROLS INC.	01-5600		6,839.93
85465972	12/11/2015	JOBS FOR THE FUTURE INC	01-5200		150.00
85465973	12/11/2015	K S TELECOM INC	01-5600		445.00
85465974	12/11/2015	MAXIM HEALTHCARE SERVICES DBA MAXIM STAFFING SOLUTIONS	01-5800		6,944.84
85465975	12/11/2015	MAYER-JOHNSON LLC	01-4300	331.43	
			Unpaid Sales Tax	22.43-	309.00
85465976	12/11/2015	MEDICAB OF SACRAMENTO/SIERRA	01-5800		4,605.00
85465977	12/11/2015	NAVIA BENEFIT SOLUTIONS	01-5800		154.00
85465978	12/11/2015	NORTHERN SPEECH SERVICES, INC.	01-5200		258.00
85465979	12/11/2015	ODYSSEY LEARNING CENTER, INC.	01-5800		10,323.41
85465980	12/11/2015	RAY MORGAN CO. / CHICO	01-5600		18.49
85465981	12/11/2015	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-5600		2,220.35
85465982	12/11/2015	ROY R. RADTKE - DBA APPROVED SAFE & LOCK	01-4300		178.28
85465983	12/11/2015	SAC VAL JANITORIAL SALES	01-4300		350.43
85465984	12/11/2015	SCHOOL SPECIALTY INC	01-4300		232.63
85465985	12/11/2015	SIERRA FOOTHILLS ACADEMY	01-5800		27,411.87
85465986	12/11/2015	SIERRA OFFICE SUPPLIES &	01-4300		413.75
85465987	12/11/2015	SITEONE LANDSCAPE SUPPLY	01-4300		37.56
85465988	12/11/2015	STATE OF CALIFORNIA - DOJ	01-5821		64.00
85465989	12/11/2015	THE TREVOR ROMAIN COMPANY	01-4300	837.70	
			Unpaid Sales Tax	55.95-	781.75
85465990	12/11/2015	TOTAL COMPENSATION SYS INC	01-5800		3,100.00
85465991	12/11/2015	TOTAL EDUCATION SOLUTIONS	01-5800		1,360.00
85465992	12/11/2015	WEATHERPROOFING TECHNOLOGIES	01-5600		2,200.00
85465993	12/11/2015	Nicole R. Bartlett	01-4300		192.76
85465994	12/11/2015	Jeanie E. Duncan	01-4300		27.98
85465995	12/11/2015	Karina A. Kappmeyer-Sofia	01-4300		77.79
85465996	12/11/2015	Gregg Law	01-4300	12.89	
			01-5200	63.25	76.14
85465997	12/11/2015	Karen C. Newman	01-4300		27.05
85465998	12/11/2015	Donna J. Warren	01-4300		60.20
85465999	12/11/2015	ADD SOME CLASS	01-4300		8,056.04
85466000	12/11/2015	ATHLETICS UNLIMITED	01-4300		1,652.41
85466001	12/11/2015	BATTERIES PLUS +	01-4300		282.30
85466002	12/11/2015	BIO CORPORATION	01-4300	1,835.22	
			Unpaid Sales Tax	109.50-	1,725.72
85466003	12/11/2015	BURKETT'S OFFICE	01-4300		7,349.78
85466004	12/11/2015	CABE	01-5200		390.00
85466005	12/11/2015	CHRISTOPHER E. AMBROSI - DBA MASTER GRINDING & SECURITY LLC	01-4300	222.00	

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Checks Dated 12/11/2015

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
			Unpaid Sales Tax	15.00-	207.00
85466006	12/11/2015	DAVID B. MURRAY/MOBILE TOOL	01-4300	29,760.53	
			01-4400	5,212.68	34,973.21
85466007	12/11/2015	DELTA CHARTER BUS	01-5800		78.75
85466008	12/11/2015	DISCOVERY OFFICE SYSTEMS	01-4300		260.78
85466009	12/11/2015	EDMENTUM INC.	01-5800		161.60
85466010	12/11/2015	EFFIE YEAW NATURE CENTER	01-5800		1,293.84
85466011	12/11/2015	FLAG HOUSE	01-4300		317.13
85466012	12/11/2015	FLINN SCIENTIFIC INC	01-4300		169.64
85466013	12/11/2015	FOLLETT SCHOOL SOLUTIONS, INC.	01-4200	1,483.01	
			01-4300	817.66	2,300.67
85466014	12/11/2015	FRANKLIN COVEY CO	01-5200		996.00
85466015	12/11/2015	GOLD COUNTRY FUNDRAISING	01-5800		1,330.56
85466016	12/11/2015	GOPHER SPORT	01-4300		1,349.92
85466017	12/11/2015	HAWKINS OFFICIATING SERVICE	01-5800		560.00
85466018	12/11/2015	HD FUNDRAISING EDJE LLC	01-4300		2,500.00
85466019	12/11/2015	HEINEMANN	01-4200		246.76
85466020	12/11/2015	J.W. PEPPER & SON INC	01-4300		149.70
85466021	12/11/2015	LAKESHORE LEARNING MATERIALS	01-4300		99.93
85466022	12/11/2015	LOGO SPORTSWEAR INC	01-4300	1,609.23	
			Unpaid Sales Tax	112.28-	1,496.95
85466023	12/11/2015	LOWE'S	01-4300		156.38
85466024	12/11/2015	LRP PUBLICATIONS	01-4300		48.45
85466025	12/11/2015	NATIONAL FFA	01-4300	242.10	
			Unpaid Sales Tax	15.43-	226.67
85466026	12/11/2015	OFFICE DEPOT	01-4300		396.98
85466027	12/11/2015	ORIENTAL TRADING COMPANY INC	01-4300	22.02	
			Unpaid Sales Tax	1.05-	20.97
85466028	12/11/2015	PCOE - PLACER CO OFFICE OF ED	01-4300		17.50
85466029	12/11/2015	PJ'S MAIL & PARCEL SERVICE	01-4300		11.48
85466030	12/11/2015	RAY MORGAN CO. / CHICO	01-5600		177.29
85466031	12/11/2015	READ NATURALLY INC.	01-5800		599.00
85466032	12/11/2015	REALLY GOOD STUFF	01-4300	271.80	
			Unpaid Sales Tax	16.78-	255.02
85466033	12/11/2015	SAFEWAY INC	01-4300		283.70
85466034	12/11/2015	SCHOOL MART	01-4300	577.45	
			Unpaid Sales Tax	33.97-	543.48
85466035	12/11/2015	SCHOOL SPECIALTY INC	01-4300		287.99
85466036	12/11/2015	SUPERIOR REGION CATA	01-5200		560.00
85466037	12/11/2015	WOODWIND & BRASSWIND	01-4300		145.11
85466038	12/11/2015	YOUR FENCE STORE	01-4300		274.00
		Total Number of Checks	**106**		**196,086.47**

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	98	181,306.70

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ESCAPE ONLINE

Checks Dated 12/11/2015

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount

Fund Summary

Fund	Description	Check Count	Expensed Amount
11	Adult Education Fund	1	16.10
13	Cafeteria Fund	8	14,705.07
25	Capital Facilities Fund	1	480.00
	Total Number of Checks	**106**	196,507.87
	Less Unpaid Sales Tax Liability		421.40-
	Net (Check Amount)		**196,086.47**

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Checks Dated 12/04/2015

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85464501	12/04/2015	PACIFIC GAS & ELECTRIC CO	01-5510		32,424.88
85464502	12/04/2015	VERIZON WIRELESS	01-5560	1,234.21	
			13-5560	63.63	
			21-5560	53.63	1,351.47
85464503	12/04/2015	WAVE BROADBAND - ROCKLIN	01-5560		86.23
85464504	12/04/2015	Christy L. Aday	01-4300		346.00
85464505	12/04/2015	Cheryl A. Dyok	01-4300		148.10
85464506	12/04/2015	Michelle L. McIntyre	01-4300		103.65
85464507	12/04/2015	Lucy E. Mowchan	01-5200		165.56
85464508	12/04/2015	ADD SOME CLASS	01-4300		342.99
85464509	12/04/2015	ATHLETICS UNLIMITED	01-4300		267.72
85464510	12/04/2015	AUBURN HARDWOODS	01-4300		698.17
85464511	12/04/2015	CAL POLY CORPORATION AG EDUCATION & COMMUNICATION	01-5200		125.00
85464512	12/04/2015	CALTRONICS BUSINESS SYSTEMS	01-5600		91.80
85464513	12/04/2015	CAPSTONE	01-5800		995.00
85464514	12/04/2015	CSTA CA SCIENCE TEACHERS ASSC	01-5200		828.00
85464515	12/04/2015	CURRICULUM ASSOCIATES INC.	01-4300		2,926.69
85464516	12/04/2015	DE LAGE LANDEN	01-5600		123.63
85464517	12/04/2015	DEMCO MEDIA	01-4300		66.04
85464518	12/04/2015	DIRECT PRESS 2	01-4300		127.59
85464519	12/04/2015	DISCOVERY OFFICE SYSTEMS	01-4300	1,231.18	
			01-5600	454.79	1,685.97
85464520	12/04/2015	ESGI - EDUCATIONAL SOFTWARE FOR GUIDING INSTRUCTION	01-5800		149.00
85464521	12/04/2015	FITNESS FINDERS	01-4300	559.43	
			Unpaid Sales Tax	36.33-	523.10
85464522	12/04/2015	FOLLETT EDUCATIONAL SERVICES	01-4300		467.63
85464523	12/04/2015	FOLLETT SCHOOL SOLUTIONS, INC.	01-4300		125.45
85464524	12/04/2015	JONES SCHOOL SUPPLY CO INC	01-4300	52.90	
			Unpaid Sales Tax	3.69-	49.21
85464525	12/04/2015	LAKESHORE LEARNING MATERIALS	01-4300		73.49
85464526	12/04/2015	LEARNING PLUS ASSOCIATES	01-5800		752.19
85464527	12/04/2015	MARRIOTT PIANO SERVICE	01-5800		115.00
85464528	12/04/2015	MIKALAI KALMAN	01-5800		2,951.44
85464529	12/04/2015	NASCO MODESTO	01-4300		140.83
85464530	12/04/2015	OFFICE DEPOT	01-4300		449.97
85464531	12/04/2015	PURCHASE POWER	01-4300		959.58
85464532	12/04/2015	RAY MORGAN CO. / CHICO	01-5600		160.18
85464533	12/04/2015	REALLY GOOD STUFF	01-4300	117.06	
			Unpaid Sales Tax	7.41-	109.65
85464534	12/04/2015	REGENTS OF UC DAVIS OFFICE	01-4300		120.00
85464535	12/04/2015	RISO PRODUCTS OF SAC INC	01-4300		3,703.75
85464536	12/04/2015	SCHOLASTIC TEACHING RESOURCES	01-4300		34.00
85464537	12/04/2015	SCHOOL MATE	01-4300	774.00	
			Unpaid Sales Tax	54.00-	720.00
85464538	12/04/2015	SCHOOL SPECIALTY INC	01-4300		420.35
85464539	12/04/2015	SEQUOIA WHOLESALE FLORIST	01-4300		535.85

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ESCAPE ONLINE

Checks Dated 12/04/2015

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85464540	12/04/2015	SIERRA OFFICE SUPPLIES &	01-4300		114.27
85464541	12/04/2015	SPEECH CORNER	01-4300	188.66	
			Unpaid Sales Tax	12.75-	175.91
85464542	12/04/2015	STAPLES ADVANTAGE	01-4300		4,788.92
85464543	12/04/2015	SUPER DUPER SCHOOL COMPANY	01-4300	245.64	
			Unpaid Sales Tax	17.14-	228.50
85464544	12/04/2015	U.S. BANK NATIONAL ASSOCIATIONU.S. BANCORP PURCHASING CARD	01-4100	409.13	
			01-4300	1,624.34	
			01-4400	1,133.88	
			01-5200	1,167.35	
			13-4380	67.63	
			13-4710	17.20	4,419.53
85464545	12/04/2015	WEST MUSIC	01-4300	1,091.67	
			Unpaid Sales Tax	76.17-	1,015.50
85464546	12/04/2015	"DANIELSEN COMPANY, THE"	13-4380	226.41	
			13-4710	2,588.35	
			Unpaid Sales Tax	6.11-	2,808.65
85464547	12/04/2015	CASBO - CALIF ASSOC OF SCHOOL BUSINESS OFFICIALS	01-5200		915.00
85464548	12/04/2015	CDW GOVERNMENT INC	01-4400		523.18
85464549	12/04/2015	CROWN DISTRIBUTING INC.	13-4380		1,092.68
85464550	12/04/2015	DISCOUNT SCHOOL SUPPLY	01-4300		197.07
85464551	12/04/2015	EARTHGRAINS BAKING CO INC	13-4710		742.20
85464552	12/04/2015	GOLD STAR FOODS, INC	13-4710		3,470.91
85464553	12/04/2015	HEALTH-E MEAL PLANNER PRO	13-5600		1,521.00
85464554	12/04/2015	MILLERS CITRUS GROVE	13-4710		760.00
85464555	12/04/2015	MINDWARE BRAINY TOYS	01-4300	313.67	
			Unpaid Sales Tax	20.63-	293.04
85464556	12/04/2015	ORIENTAL TRADING COMPANY INC	01-4300	975.16	
			Unpaid Sales Tax	68.03-	907.13
85464557	12/04/2015	PIZZA GUYS	13-4710		2,257.19
85464558	12/04/2015	SCHOOL SPECIALTY INC	01-4300		304.70
85464559	12/04/2015	TRINITY FRESH	13-4710		322.87
85464560	12/04/2015	CARRIE GODSCHAW	13-4710		21.25
85464561	12/04/2015	Ramey Dern	01-4300		9.72
85464562	12/04/2015	Charlene V. Pallas	01-9550		1,185.40
85464563	12/04/2015	ABLE NET INC.	01-4300		82.78
85464564	12/04/2015	ADI HONEYWELL INTERNATIONAL	01-4300		19.47
85464565	12/04/2015	ANYWHERE CART	01-4300	427.52	
			01-4400	82.48	510.00
85464566	12/04/2015	APPLE INC.	01-4300		30.00
85464567	12/04/2015	BOYLE FUTURE TECHNOLOGY	01-5600		53.10
85464568	12/04/2015	CAPITOL PUBLIC FINANCE GROUP	25-5800		5,400.00
85464569	12/04/2015	CDW GOVERNMENT INC	01-4300		1,591.87
85464570	12/04/2015	COMMITTEE FOR CHILDREN	01-4300		748.00
85464571	12/04/2015	CUBE DEPOT	01-4400		8,635.92

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Checks Dated 12/04/2015

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85464572	12/04/2015	DISCOVERY OFFICE SYSTEMS	01-5600		53.32
85464573	12/04/2015	EMMANOUEL ROZAKIS - DBA E. ROZAKIS RESTORATION	01-5800		2,750.00
85464574	12/04/2015	GCR TIRES & SERVICE	01-4360		729.87
85464575	12/04/2015	GRAINGER .	01-4300	114.56	
			01-4400	1,224.44	1,339.00
85464576	12/04/2015	HANDWRITING WITHOUT TEARS	01-4100		3,441.60
85464577	12/04/2015	HOUGHTON MIFFLIN COMPANY	01-4100		61,710.98
85464578	12/04/2015	J & J SCREEN & GLASS	01-5600		75.25
85464579	12/04/2015	KIMOCHIS PLUSHY FEELY CORP.	01-4300		591.25
85464580	12/04/2015	LAKESHORE LEARNING MATERIALS	01-4300		1,926.22
85464581	12/04/2015	LOVE AND LOGIC INSTITUTE, INC	01-5200		792.00
85464582	12/04/2015	LOWE'S	01-4300	4,783.05	
			01-5800	120.00	4,903.05
85464583	12/04/2015	LOZANO SMITH, LLP	01-5810	6,227.94	
			25-5810	2,174.50	8,402.44
85464584	12/04/2015	LPA INC.	01-6210		5,317.40
85464585	12/04/2015	MARY WILKIE - DBA WHEST KOAST PLUMBING	01-5800		7,758.50
85464586	12/04/2015	MCM ROOFING COMPANY INC	01-5600	17,050.00	
			01-5800	4,565.00	21,615.00
85464587	12/04/2015	MEDICAL BILLING TECHNOLOGIES	01-5800		608.75
85464588	12/04/2015	MISSION UNIFORM SERVICE INC	01-5800		1,592.74
85464589	12/04/2015	PACIFIC GAS & ELECTRIC CO	01-5800		5,000.00
85464590	12/04/2015	PCOE - PLACER CO OFFICE OF ED	01-5800		2,931.64
85464591	12/04/2015	PLACER LEARNING CENTER	01-5800		42,142.00
85464592	12/04/2015	PLATT ELECTRIC SUPPLY, INC.	01-4300		123.36
85464593	12/04/2015	QUALITY SOUND SYSTEMS	01-5600		220.00
85464594	12/04/2015	QUALITY WINDOWS	01-5800		1,465.03
85464595	12/04/2015	RAINFORTH GRAU ARCHITECTS	21-6210		150.00
85464596	12/04/2015	RONALD D. LITTLE - DBA AAA TREE SERVICE	01-5800		6,150.00
85464597	12/04/2015	ROY R. RADTKE - DBA APPROVED SAFE & LOCK	01-4300		281.11
85464598	12/04/2015	RSD - REFRIGERATION SUPPLIES	01-4300		1,079.48
85464599	12/04/2015	RUA & SON MECHANICAL INC	01-5800		19,573.00
85464600	12/04/2015	SAC VAL JANITORIAL SALES	01-4300		59.58
85464601	12/04/2015	SCHOOL FACILITY CONSULTANTS	25-5800		737.50
85464602	12/04/2015	SEEVERS JORDAN ZIEGENMEYER	21-6150		4,000.00
85464603	12/04/2015	SHI INTERNATIONAL CORP	01-4300		43.00
85464604	12/04/2015	SIERRA SAFETY COMPANY INC	01-4300		58.05
85464605	12/04/2015	SIG EMPLOYEE BENEFITS TRUST	76-9554		642,874.30
85464606	12/04/2015	SITEONE LANDSCAPE SUPPLY	01-4300		641.62
85464607	12/04/2015	STINEMAN'S FARM SUPPLY	01-4300		10.19
85464608	12/04/2015	TAG / AMS INC	01-5800		308.00
85464609	12/04/2015	UNITED RENTALS EXCHANGE, LLC	01-5600		240.00
85464610	12/04/2015	WESTERN PLACER WASTE	01-5540		184.69

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Checks Dated 12/04/2015					
Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85464611	12/04/2015	WILCO SUPPLY	01-4300		197.51
85464612	12/04/2015	MISSION UNIFORM SERVICE INC	01-4300		71.12
		Total Number of Checks		**112**	**952,759.47**

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	98	284,520.48
13	Cafeteria Fund	11	13,151.32
21	Building Fund #1	3	4,203.63
25	Capital Facilities Fund	3	8,312.00
76	Payroll Fund	1	642,874.30
	Total Number of Checks	**112**	953,061.73
	Less Unpaid Sales Tax Liability		302.26-
	Net (Check Amount)		**952,759.47**

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INFORMATION

DISCUSSION

ACTION

ITEMS

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET

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

SUBJECT:
Early Retirement Incentive Program
Through the Public Agency Retirement Services (PARS), the District is considering entering into an agreement with PARS to design and administrate a supplementary retirement plan (SRP) for eligible employees provided there is sufficient employee participation.

AGENDA ITEM AREA:
Discussion/Action

REQUESTED BY:
Gabe Simon, Ed.D. G5
Assistant Superintendent of Personnel Services

ENCLOSURES:
Plan language, Agreement for Adminstrative Services

DEPARTMENT:
Personnel

FINANCIAL INPUT/SOURCE:
General Fund

MEETING DATE:
January 5, 2016

ROLL CALL REQUIRED:
No

BACKGROUND:

The Western Placer Unified School District has worked with Public Agency Retirement Services (PARS) to design a Supplementary Retirement Plan (SRP), a retirement incentive that may encourage senior employees to retire. The goal of the program is to be of little or no cost to the District by increasing the numbers of retirements in the 2015-2016 school year. The program allows the District to offer the plan, conduct enrollments, analyze the participation, and elect to move forward or cancel the program depending on the participation and overall projected savings or cost of the program.

As the trust administrator of the Supplementary Retirement Plan (SRP), PARS will assist the District in the initial design, perform plan communication and enrollment, and conduct all ongoing administration of the program. PARS will hold orientation meetings at District locations to provide information regarding the program to eligible employees and will be available for questions and additional information throughout the enrollment period. Pacific Life Insurance Company will serve as the plan insurer. Pacific Life is rated excellent, very strong and superior by the Rating Agencies.

PARS administers the third largest multiple employer public retirement system in California. Currently, there are over 350 member agencies representing over a quarter of a million public employees. Over 125 California school districts such as the Los Angeles Unified School District, Long Beach Unified School District, Pasadena Unified School District, Oakland Unified School District, Tracy USD, Stockton School District and others are members of PARS.

FINANCIAL IMPACT

The ultimate savings or cost of the program will be determined based on the actual number of enrolled employees and the final assumptions used (see attached estimates). A final analysis based on the actual enrolled employees will be presented to the District after the close of the enrollment window. If the District cancels the plan due to insufficient participation, a one-time fee of $5,000 will apply.

RECOMMENDATION:

Administration recommends the Board of Trustees review the plan language regarding Early Retirement Incentive Program Through the Public Agency Retirement Services (PARS). Administration also recommends the Board of Trustees review and approve the "Agreement for Administrative Services".

Scenario II: 65% of Final Pay

Projected Fiscal Impact

100% Full-Replacement @ PARS Projection

Employee Group	Non-Replace PARS	Projected Savings in Year 1	Projected Savings over 3 Years	Projected Savings over 5 Years
Certificated Non-Management	0.00	$66,239	$153,923	$177,119
Certificated Management	0.00	($14,043)	($53,389)	($95,308)
Classified Non-Management	0.00	$352	($34,817)	($122,895)
Confidential	0.00	$10,410	$22,353	$19,181
Classified Management	0.00	$7,104	$3,449	($7,783)
TOTAL	0.00	$70,062	$91,519	($29,686)

100% Full-Replacement @ Break-even

Employee Group	Non-Replace PARS	Projected Savings in Year 1	Projected Savings over 3 Years	Projected Savings over 5 Years
Certificated Non-Management	0.00	$74,563	$175,543	$207,648
Certificated Management	0.00	($14,043)	($53,389)	($95,308)
Classified Non-Management	0.00	$352	($34,817)	($122,895)
Confidential	0.00	$10,410	$22,353	$19,181
Classified Management	0.00	$7,104	$3,449	($7,783)
TOTAL	0.00	$78,386	$113,139	$843

2015-2016 PARS Supplementary Retirement Plan

Western Placer Unified School District
Certificated Non-Management, Certificated Management, Classified Non-Management, Classified Management and Confidential Employees
December 15, 2015 – Version 3

With regard to the PARS Supplementary Retirement Plan for the 2015-2016 school year, the District proposes the following:

1.0 Eligibility

1.1 Those Certificated Non-Management, Certificated Management, Classified Non-Management, Classified Management and Confidential employees who:

a) Are employed at an FTE (full-time equivalence) of 0.65 or greater by the District as of January 5, 2016 (date of Board of Trustees adoption);

b) Have 5 years of District service as of June 30, 2016;

c) Are eligible to retire under STRS (age 55 with 5 years of STRS service or age 50 with 30 years of STRS service) or PERS (age 50 with 5 years of PERS service) as of June 30, 2016;

d) Have resigned from District employment (after completing the 2015-2016 school year) on or before June 30, 2016.

1.2 The Superintendent, Deputy Superintendent and Assistant Superintendents shall be excluded from plan eligibility.

2.0 Participation Requirements

2.1 The plan must have sufficient participation to meet the District's fiscal and operational objectives in each employee group (Certificated Non-Management, Certificated Management, Classified Non-Management, Classified Management and Confidential) by the enrollment deadline of March 4, 2016, in order for the incentive to go into effect for an employee group. Participating employees shall submit all required enrollment materials and District Letter of Resignation to PARS on or before this deadline. As of the enrollment deadline, resignations of participants are irrevocable and may not be rescinded unless the District withdraws the PARS incentive for an employee group pursuant to Paragraph 2.2 below.

2.2 If a level of participation acceptable to the District has not been reached in an employee group as of the enrollment deadline, the District may withdraw the incentive for that employee group, provided it notifies enrolled employees in that employee group of the withdrawal on or before April 8, 2016. If the District withdraws the incentive for an employee group, resignations in that employee group will be automatically rescinded.

2.3 Participation in the retirement incentive requires:

a. Submission of required PARS enrollment materials and District Letter of Retirement to PARS on or before March 4, 2016; and

b. Resignation from District employment after completing the 2015-2016 school year effective on or before June 30, 2016.

2.4 Participating employees shall not return to the District under a full-time contract without forfeiting their PARS benefit.

2.5 Participating employees shall not be eligible for any other District sponsored retirement incentive programs.

3.0 Incentive Payments

3.1 Regarding the basic incentive under this plan:

a) The District shall make non-elective employer contributions to the participant's 403(b) annuity contract held at Pacific Life Insurance Company ("Pacific Life").

b) The sum of the contributions shall equal 65% of Final Pay, according to the following schedule:

Contribution Date	Percent of Final Pay
July 10, 2016	13%
July 10, 2017	13%
July 10, 2018	13%
July 10, 2019	13%
July 10, 2020	13%
Total Contributions	65%

c) For purposes of this plan, Final Pay shall be defined as the employee's 2015-2016 Contract Salary multiplied by the participant's current FTE (full-time equivalence).

3.2 Alternative monthly forms of payment of equivalent present value to the basic benefit, which shall be paid in the form of a life annuity, shall be offered. They shall include:

a) Joint-and-survivor payments; and

b) Lifetime with a ten (10) year guarantee; and

c) Fixed term monthly payments from five (5) to fifteen (15) years. These payments are guaranteed to the participant for the full term selected.

3.3 The amount of monthly cash payment shall be fixed upon annuity purchase date and shall not be subject to increase thereafter.

3.4 The choice of form of payment (and the choice of payment beneficiary if choosing a joint and survivor form of payment) shall become final upon March 4, 2016 and shall not be subject to change thereafter.

3.5 Participants shall not have a cash option to the employer paid 403(b) contributions.

3.6 All contributions into the participant's 403(b) account must be made in accordance with applicable IRS Rules and Regulations.

3.7 District PARS benefits are scheduled to commence on August 1, 2016.

4.0 Contract Administrator

4.1 The Contract Administrator for the Retirement Incentive shall be Public Agency Retirement Services (PARS).

Projected Timeline:

1.	Board adopts Resolution to approve Plan	January 5, 2016
2.	Enrollment Window Opens	January 6, 2016
3.	Enrollment Packets Mailed to eligible employees	TBD (By January 8, 2016)
4.	Employee Orientation Meetings	January 14, 2016, 3:30pm TBMS (location tentative)
5.	Employee Workshop	March 1, 2016, 3pm-5pm TBMS (location tentative)
6.	Enrollment Window Closes	March 4, 2016
7.	Board approves/cancels plan based on participation	March 15 or April 5, 2016
8.	District announces whether Plan goes forward	no later than April 8, 2016
9.	Employees Resign from District employment (after completing the 2015-2016 school year)	on or before June 30, 2016
10.	Benefits Commence	August 1, 2016

AGREEMENT FOR ADMINISTRATIVE SERVICES

This agreement ("Agreement") is made this 5th day of January, 2016, by and between Phase II Systems, a corporation organized and existing under the laws of the State of California, doing business as Public Agency Retirement Services and PARS (hereinafter "PARS") and the Western Placer Unified School District ("Agency").

WHEREAS, the Agency is desirous of retaining PARS to act as administrator to assist the Agency in the establishment of early retirement incentive programs through contributions to purchase an *IRC 403(b)* fixed annuity contract ("Plan"), for the benefit of Agency's eligible employees and their beneficiaries ("Participants"); and

WHEREAS, the Agency wishes for PARS to provide consulting, analytical, and administrative services necessary to implement the Plan; and

WHEREAS, in performance of the duties set forth hereinafter PARS shall designate from time to time a custodian and/or trustee to receive Employer Plan contributions ("Custodian") designated for Participants; and

WHEREAS, in performance of the duties set forth hereinafter, PARS shall designate from time to time an insurance company for the purpose of paying Participants a specified amount of money on a regular basis over a specified period of time ("Insurance Company") pursuant to the terms of the Plan.

NOW THEREFORE, the parties agree:

1. **Services.** PARS will provide the services pertaining to the Plan as described in the exhibit attached hereto as "Exhibit 1A" ("Services") in a timely manner, subject to the further provisions of this Agreement.
2. **Fees for Services.** PARS will be compensated for performance of the Services as described in the exhibit attached hereto as "Exhibit 1B".
3. **Payment Terms.** Payment for the Services will be remitted directly from contributions for the Plan (see Exhibit 1B – fee for services) that Agency has made to the Custodian unless otherwise stated in Exhibit 1B. In the event that the Agency chooses to make payment directly to PARS, it shall be the responsibility of the Agency to remit payment directly to PARS based upon an invoice prepared by PARS and delivered to the Agency. If payment is not received by PARS within thirty (30) days of the invoice delivery date, the balance due shall bear interest at the rate of 1.5% per month.
4. **Fees for Services Beyond Scope.** Fees for services beyond those specified in this Agreement will be billed to the Agency at the rates indicated in the PARS standard fee schedule in effect at the time the services are provided and shall be payable as described in Section 3 of this Agreement. Before any such services are performed, PARS will provide the Agency with a detailed description of the services, terms, and applicable rates for such services. Such services, terms, and applicable rates shall be agreed upon in writing and

executed by both parties before the performance of any services beyond those specified in the Agreement.

5. **Information Furnished to PARS.** PARS will provide the Services contingent upon the Agency's providing PARS the information specified in the exhibit attached hereto as "Exhibit 1C" ("Data"). It shall be the responsibility of the Agency to certify the accuracy, content and completeness of the Data so that PARS may rely on such information without further audit. It shall further be the responsibility of the Agency to deliver the Data to PARS in such a manner that allows for a reasonable amount of time for the Services to be performed. Unless specified in Exhibit 1A, PARS shall be under no duty to question Data received from the Agency, to compute contributions made to the Plan, to determine or inquire whether contributions are adequate to meet and discharge liabilities under the Plan, or to determine or inquire whether contributions made to the Plan are in compliance with the Plan or applicable law. In addition, PARS shall not be liable for non-performance of Services to the extent such non-performance is caused by or results from erroneous and/or late delivery of Data from the Agency. In the event that the Agency fails to provide Data in a complete, accurate and timely manner within 30 days after receipt of notice and pursuant to the specifications in Exhibit 1C, PARS reserves the right, notwithstanding the further provisions of this Agreement, to terminate this Agreement upon no less than ninety (90) days written notice to the Agency.

6. **Suspension of Contributions.** In the event contributions are suspended, either temporarily or permanently, prior to the complete discharge of PARS' obligations under this Agreement, PARS reserves the right to bill the Agency for Services under this Agreement at the rates indicated in PARS' standard fee schedule in effect at the time the services are provided, subject to the terms established in Section 3 of this Agreement. Before any such services are performed, PARS will provide the Agency with written notice of the subject services, terms, and an estimate of the fees therefore.

7. **Records.** During the term of this Agreement, and for a period of five (5) years after termination of this Agreement, PARS shall provide duly authorized representatives of the Agency access to all records and material relating to calculation of PARS' fees under this Agreement. Such access shall include the right to inspect, audit and reproduce such records and material and to verify reports furnished in compliance with the provisions of this Agreement. All information so obtained shall be accorded confidential treatment as provided under applicable law.

8. **Confidentiality.** Without the Agency's consent, PARS shall not disclose any information relating to the Plan except to duly authorized officials of the Agency and to parties retained by PARS to perform specific services within this Agreement. The Agency shall not disclose any information relating to the Plan to individuals not employed by the Agency without the prior written consent of PARS, except as such disclosures may be required by applicable law.

9. **Independent Contractor.** PARS is and at all times hereunder shall be an independent contractor. As such, neither the Agency nor any of its Board Members, officers, and employees shall have the power to control the conduct of PARS, its officers, employees or agents, except as specifically set forth and provided for herein. PARS and any and all officers, employees or agents of PARS shall perform this Agreement in their independent capacity and not as officers or employees of the Agency. Both Parties acknowledge that

PARS is not an employee of the Agency for Federal or State tax purposes. PARS shall pay all wages, salaries and other amounts due its employees in connection with this Agreement and shall be responsible for all reports and obligations respecting them, such as social security, income tax withholding, unemployment compensation, workers' compensation and similar matters.

10. **Indemnification.** PARS and Agency hereby indemnify each other and hold the other harmless, including their respective officers, Board members, directors, employees, from any and all claims, actions, liabilities and losses, including reasonable attorneys' fees and costs, incurred by the other as a consequence of, to the extent, PARS' or Agency's, as the case may be, negligent acts, errors, or omissions with respect to the performance of their respective duties hereunder. Each party shall be given sufficient notice to enable it to participate and conduct an appropriate defense to any claims made.

11. **Compliance with Applicable Law.** The Agency shall observe and comply with federal, state and local laws in effect when this Agreement is executed, or which may come into effect during the term of this Agreement, regarding the administration of the Plan. PARS shall observe and comply with federal, state and local laws in effect when this Agreement is executed, or which may come into effect during the term of this Agreement, regarding Plan administrative services provided under this Agreement.

12. **Applicable Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of California. In the event any party institutes legal proceedings to enforce or interpret this Agreement, venue and jurisdiction shall be in the appropriate court in Placer County.

13. **Force Majeure.** When satisfactory evidence of a cause beyond a party's control is presented to the other party, and nonperformance was unforeseeable, beyond the control and not due to the fault of the party not performing, a party shall be excused from performing its obligations under this Agreement during the time and to the extent that it is prevented from performing by such cause, including but not limited to: any incidence of fire, flood, acts of God, acts of terrorism or war, commandeering of material, products, plants or facilities by the federal, state or local government, or a material act or omission by the other party.

14. **Ownership of Reports and Documents.** The originals of all letters, documents, reports, and data produced for the purposes of this Agreement shall be delivered to, and become the property of the Agency. Copies may be made for PARS but shall not be furnished to others without written authorization from Agency.

15. **Designees.** The Agency, or their designee, shall have the authority to act for and exercise any of the rights of the Agency as set forth in this Agreement, subsequent to and in accordance with the written authority granted by the Governing Board of the Agency through adoption of a Resolution, a copy of which writing shall be delivered to PARS. Any officer of PARS, or his or her designees, shall have the authority to act for and exercise any of the rights of PARS as set forth in this Agreement.

16. **Notices.** All notices hereunder and communications regarding the interpretation of the terms of this Agreement, or changes thereto, shall be effected by delivery of the notices in person

or by depositing the notices in the U.S. mail, registered or certified mail, return receipt requested, postage prepaid and addressed as follows:

(A) To PARS: PARS; 4350 Von Karman Avenue, Suite 100, Newport Beach, CA 92660; Attention: President

(B) To Agency: Western Placer Unified School District; 600 Sixth Street, Suite 400 Lincoln, CA 95648; Attention: Assistant Superintendent of Personnel Services

Notices shall be deemed given on the date received by the addressee.

17. **Term of Agreement.** This Agreement shall remain in effect for the period beginning January 5, 2016 and ending July 31, 2020 ("Term"). The Agreement will automatically terminate on July 31, 2020 unless the parties agree in writing to extend the terms of the Agreement.

18. **Assignment**. PARS shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties, or obligations without the prior written consent of the Agency. The District's representative for the PARS incentive is the Assistant Superintendent of Personnel Services. This District representative cannot be changed without the consent of the District.

19. **Amendment.** This Agreement may not be amended orally, but only by a written instrument executed by the parties hereto.

20. **Entire Agreement.** This Agreement, including exhibits, contains the entire understanding of the parties with respect to the subject matter set forth in this Agreement. In the event a conflict arises between the parties with respect to any term, condition or provision of this Agreement, the remaining terms, conditions and provisions shall remain in full force and legal effect. No waiver of any term or condition of this Agreement by any party shall be construed by the other as a continuing waiver of such term or condition.

21. **Attorney's Fees.** In the event any action is taken by a party hereto to enforce the terms of this Agreement, the prevailing party therein shall be entitled to receive its reasonable attorney's fees.

22. **Counterparts.** This Agreement may be executed in any number of counterparts, and in that event, each counterpart shall be deemed a complete original and be enforceable without reference to any other counterpart.

23. **Headings.** Headings in this Agreement are for convenience only and shall not be used to interpret or construe its provisions.

24. **Effective Date.** This Agreement shall be effective on the date first above written, and also shall be the date the Agreement is executed.

25. **Further Acts.** The Parties shall execute all such further and additional documents as shall be reasonable, convenient, necessary, or desirable to carry out the provisions of this Agreement, including but not limited to any Custodial Agreement and/or Trust Agreement as shall be required by PARS and/or the Custodian/Trustee.

AGENCY:

BY: _____

Gabe Simon, Ed.D.

TITLE: Assistant Superintendent of Personnel Services

DATE: _____

PARS:

BY: _____

Tod Hammeras

TITLE: Chief Financial Officer

DATE: _____

EXHIBIT 1A

SERVICES

PARS will provide the following services for the Western Placer Unified School District:

1. Plan Consultation Services:
   (A) Meeting with Agency personnel to discuss the impact to the Agency of implementing a Plan;
   (B) If appropriate, completing a fiscal analysis, based on data and assumptions provided by Agency, to determine the fiscal feasibility of a Plan;
   (C) Meeting with Agency personnel to discuss the fiscal analysis and receive feedback on the analysis, data, and assumptions made;
   (D) Making appropriate revisions to the fiscal analysis as directed by Agency.

2. Plan Installation Services:
   (A) Meeting with Agency personnel to finalize Plan provisions, implementation timelines, benefit communication strategies, data reporting and contribution submission requirements;
   (B) Providing the necessary analysis and advisory services to finalize these elements of the Plan;
   (C) Providing the documentation needed to establish the Plan to be reviewed and approved by Agency legal counsel. Resulting final Plan documentation must be approved by the Agency prior to the commencement of PARS Plan Administration Services outlined in Exhibit 1A, paragraph 3 below.

3. Plan Administration Services:
   (A) Monitoring the receipt of Plan contributions made by the Agency to the Custodian, based upon information received from the Agency and the Custodian;
   (B) Performing periodic accounting of custodial assets, including the allocation of employer contributions, payments to the Insurance Company, investment activity and expenses (if applicable), based upon information received from the Agency and/or Custodian;
   (C) Acting as ongoing liaison between the Participant and the Agency in regard to the Plan, which shall include use by the Participants of toll-free telephone communication to PARS;
   (D) Producing benefit illustrations and processing enrollments;
   (E) Coordinating the processing of contribution payments to the Insurance Company pursuant to authorized written Agency certification of eligibility, authorized direction by the Agency, and the provisions of the Plan, and, to the extent possible, based upon Agency-provided Data;
   (F) Coordinating actions with the Custodian as directed by the Plan Administrator within the scope of this Agreement.

4. PARS is not licensed to provide and does not offer tax, accounting, legal, investment or actuarial advice.

5. Any analysis provided by PARS is subject to the receipt of accurate information and assumptions as may be provided by Agency. The Agency is responsible for integrating the PARS analysis into any Agency budgetary analysis or decision-making processes. The fiscal projections in the PARS analysis are dependent upon future experience conforming to the assumptions used and the results will be altered to the extent that future experience deviates from these assumptions. It is certain that actual experience will not conform exactly to the assumptions used in the analysis.

EXHIBIT 1B

FEES FOR SERVICES

PARS will be compensated for performance of Services, as described in Exhibit 1A based upon the following schedule:

1. Upon implementation of the Plan associated with this Agreement, the Agency agrees to pay an administration fee equal to five and one-half percent (5.50%) of all premiums made by the Agency on behalf of Participants in the subject Plan, subject to a $5,000.00 minimum per year forfive years. Fees will be billed to the Custodian as contributions are made by the Agency, and it will be the responsibility of the Custodian to pay those fees from the custodial assets of the Plan.
2. In the event that the Plan associated with this Agreement is not implemented, the Agency agrees to pay a one-time fee equal to $5,000.00. The fee will be billed to the Agency upon notice of cancellation of the Plan and it will be the responsibility of the Agency to pay this fee.

EXHIBIT 1C
DATA REQUIREMENTS

PARS will provide the Services under this Agreement contingent upon receiving the following information:

1. Fiscal Analysis Data (provided by Agency):
   (A) Participant's Legal Name
   (B) Participant's Position
   (C) Participant's Birth Date
   (D) Participant's Hire Date
   (E) Participant's Contract Salary
   (F) Years of Agency Service
   (G) Completed Request for Information Form, including applicable Salary Schedules, Collective Bargaining Agreements, and Board Policies
2. Participant Data (provided by Agency):
   (A) Participant's Legal Name
   (B) Participant's Position
   (C) Participant's Address
   (D) Participant's Birth Date
   (E) Participant's Hire Date
   (F) Participant's Contract Salary
   (G) Years of Agency Service
   (H) Retirement Date
3. Executed Legal Documents (provided by Agency):
   (A) Certified Board Resolution
   (B) Addendum for Supplementary Retirement Plan/Execution Agreement
   (C) Custodial Agreements/Disclosure Forms
   (D) 403(b) Annuity Contracts & Disclosures
4. Completed Funding Documents (provided by Agency):
   (A) Authorization to Pay Benefits Form
5. Completed Enrollment Forms (timely submitted by Participant):
   (A) Correction Form
   (B) Enrollment Form
   (C) Beneficiary Designation Form
   (D) Tax Withholding Form
   (E) Proof of Age
   (F) Letter of Resignation

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 Resolution No. 15/16.9 to adopt the Supplementary Retirement Plan to fund the retirement incentive for certificated staff, non certificated management, classified management, and classified non-management.

AGENDA ITEM AREA:
Discussion/Action

REQUESTED BY: G5
Gabe Simon
Assistant Superintendent of Personnel Services

ENCLOSURES:
Resolution No. 15/16.9

DEPARTMENT:
Personnel

FINANCIAL INPUT/SOURCE:
General Fund

MEETING DATE:
January 5, 2016

ROLL CALL REQUIRED:
Yes

BACKGROUND:
The Western Placer Unified School District has worked with Public Agency Retirement Services (PARS) to design a Supplementary Retirement Plan (SRP), a retirement incentive that may encourage senior employees to retire. The goal of the program is to be of little or no cost to the District by increasing the numbers of retirements in the 2015-2016 school year. The program allows the District to offer the plan, conduct enrollments, analyze the participation, and elect to move forward or cancel the program depending on the participation and overall projected savings or cost of the program.

As the trust administrator of the Supplementary Retirement Plan (SRP), PARS will assist the District in the initial design, perform plan communication and enrollment, and conduct all ongoing administration of the program. PARS will hold orientation meetings at District locations to provide information regarding the program to eligible employees and will be available for questions and additional information throughout the enrollment period. Pacific Life Insurance Company will serve as the plan insurer. Pacific Life is rated excellent, very strong and superior by the Rating Agencies.

RECOMMENDATION:

Administration recommends the Board of Trustees Approve Resolution No. 15/16.9 to adopt the PARS Supplementary Retirement Plan resolution, as part of the District Retirement Program, effective January 5, 2016.

BOARD RESOLUTION #15/16.9

WESTERN PLACER UNIFIED SCHOOL DISTRICT
PLACER COUNTY, CALIFORNIA

WHEREAS it is determined to be in the best fiscal interest of the Western Placer Unified School District and its employees to provide a retirement incentive offer to eligible Certificated Non-Management, Certificated Management, Classified Non-Management, Classified Management and Confidential employees who wish to voluntarily exercise their option to separate from District Service;

WHEREAS there is no cash option available to employees in lieu of this retirement incentive offer;

WHEREAS Public Agency Retirement Services (PARS) has made available to the District a Supplementary Retirement Plan, a retirement incentive program supplementing STRS/PERS, and qualifying under the relevant sections of Section 403(b) of the Internal Revenue Code;

WHEREAS the District, pursuant to applicable policy and/or a collective bargaining agreement, desires to adopt the Supplementary Retirement Plan and to fund the incentive through nonelective employer, post-employment contributions to the PARS designated 403(b) provider.

NOW THEREFORE, BE IT RESOLVED THAT:

1. The Governing Board of Trustees of the District hereby adopts the PARS Supplementary Retirement Plan, as part of the District Retirement Program, effective January 5, 2016; and

2. The retirement incentive must meet the District's fiscal and operational objectives within any group (Certificated Non-Management, Certificated Management, Classified Non-Management, Classified Management, or Confidential) in order for the plan to go into effect. If these goals are not reached within any group's offer, the District may withdraw the retirement incentive offered that specific group. If the District withdraws the retirement incentive for a specific group, resignations may be rescinded; and

3. The Board of Trustees of the District hereby appoints the Assistant Superintendent of Personnel Services, Gabe Simon, Ed.D, or his/her successor or his/her designee as the District's Plan Administrator; and

4. The District's PARS Plan Administrator is hereby authorized to execute the contracts, custodial agreement facilitating the payment of contributions to the 403(b) arrangement, and other legal documents related to a trust or the plan on behalf of the District and to take whatever additional actions are necessary to maintain the District's participation in the plan and to maintain compliance of any relevant regulations issued.

AYES: NOES: ABSENT: ABSTAIN:

STATE OF CALIFORNIA
COUNTY OF PLACER

Kris Wyatt, the Clerk of the Board of Trustees of the Western Placer Unified School District of Placer County, California, hereby certifies that the above foregoing resolution was duly and regularly adopted by said District at a regular meeting thereof held on the 5th of January, 2016, and passed by a _____ vote of said Board.

IN WITNESS WHEREOF I have hereunto set my hand and seal this January 5, 2016.

_____
Clerk of the Board

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:
Sunshine for Negotiations Regarding the Collective Bargaining Agreement Between Western Placer Unified School District and the California School Employee Association – Chapter #741

AGENDA ITEM AREA:
Information/Discussion

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

ENCLOSURES:
Collective Bargaining Sunshine Proposals for WPUSD and CSEA Chapter #741

DEPARTMENT:
Personnel

FINANCIAL INPUT/SOURCE:
N/A

MEETING DATE:
January 5, 2016

ROLL CALL REQUIRED:
No

BACKGROUND:

Pursuant to Government Code section 3547, all proposals of the recognized employee groups and of the District must be presented at a public meeting of the District. This is commonly referred to as "Sunshining" the proposals. The California School Employee Association – Chapter #741 and the Western Placer Unified School District wish to negotiate the following items. The District's and CSEA Chapter #741's proposals are being presented to the public at our January 5, 2016 meeting in order to allow the members of the public to become informed and have an opportunity to express themselves regarding the proposals. The Board will consider adopting the initial proposals at its January 19, 2016 meeting.

RECOMMENDATION:

Administration recommends the Board of Trustees review the proposals.

WESTERN PLACER
UNIFIED SCHOOL DISTRICT
600 Sixth Street, Suite 400, Lincoln CA 95648
Ph: 916-645-6350

Board of Trustees:
Paul Long
Brian Haley
Paul Carras
Kris Wyatt
Damian Armitage

Superintendent: Scott Leaman

VIA Electronic Mail & District Mail

December 17, 2015
Mike Kimbrough, CSEA Chapter #741 Labor Relations Representative, Lincoln High School
790 J Street
Lincoln, CA 95648

Re: WPUSD Sunshine Proposal for Collective Bargaining Negotiations for the 2015-2016 School Year

Dear Mike,

This letter serves as notice that the District desires to negotiate contract provisions that are fiscally and educationally responsible so the District can provide its students with instructional programs based on a sound, realistic budget. The District is reopening the following articles and noted sections:

- *Article III, Terms and Conditions of Employment to include Section F – Call Back and Call in Time*
- *Article IV, Employee Benefits to include Section A – Health Insurance*
- *Article V, Leaves to include Section H – Medical Appointments and Section I – Personal Necessity Leave*
- *Article VI, Salaries*

We look forward to working together with the CSEA Bargaining Team throughout the negotiations process.

Sincerely,

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

CC: Scott Leaman, Superintendent (Via Email PDF)
Audrey Kilpatrick, Assistant Superintendent of Business Services (Via Email PDF)
Kerry Calahan, Assistant Superintendent of Educational Services (Via Email PDF)
Norma Lazaro, CSEA Steward

Lincoln
All-America City
2006

CSEA and its CHAPTER 741

INITIAL PROPOSAL (2016-2019)

TO THE

WESTERN PLACER UNIFIED SCHOOL DISTRICT

ARTICLE III- TERMS AND CONDITIONS OF EMPLOYMENT :

A. 5. Classified Seniority List availability be made more accessible and updated quarterly.

A. **2.** CSEA has an interest in discussing to ensure proper implementation.

F. CSEA has interest in addition of language regarding after hours calls and appropriate compensation.

CSEA has interest in addition of language covering compensation during required training periods

ARTICLE IV- EMPLOYEE BENEFITS:

CSEA is seeking a fair and equitable increase to employee benefits, including an increase to retiree benefits.

I. CSEA has an interest in expanding the holiday calendar with three additional holidays; updating current contract language to better reflect the California Education code regarding declared holidays. CSEA also seeks to identify the use of the Admissions Day Holiday.

ARTICLE V-LEAVES:

B. CSEA has an interest in adding additional language for general leaves.

J. 1 a. CSEA has an interest in expanding definition of immediate family.

ARTICLE VI-SALARIES

CSEA has an interest in a fair and equitable increase to the Classified salary schedule.

12/14/15

Michael J. Kimbrough

CSEA President CH# 741

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:
Revised Joint Use Agreement Between the City of Lincoln and Western Placer Unified School District

AGENDA ITEM AREA:
Information/Discussion

REQUESTED BY:
Scott Leaman, Superintendent

ENCLOSURES:
Yes

DEPARTMENT:
Business Services

FINANCIAL INPUT/SOURCE:
N/A

MEETING DATE:
January 5, 2016

ROLL CALL REQUIRED:
No

BACKGROUND:

The Western Placer Unified School District (WPUSD) and the City of Lincoln (COL) have numerous, separate joint use agreements dating from 2003 and there is little language consistency across the agreements. In order to streamline the use of facilities by both parties, a committee has been attempting to unify the language so one common document could be used to govern use of the sites.

The attached document was approved by the City of Lincoln Recreation Board and will be placed on the City Council's Agenda for their January 12, 2016 meeting. A draft is being presented to the WPUSD Board for discussion with final action at January 19, 2016 meeting.

RECOMMENDATION:

Administration recommends discussion of the item.

Joint Use Agreement

This Joint Use Agreement ("Agreement") is entered into as of _____ ("Effective Date") by and between Western Placer Unified School District, a public school district organized and existing under the laws of the State of California ("District") and the City of Lincoln, a municipal corporation existing under the law of the State of California ("City"). The District and City are together referred to in this Agreement as the "Parties".

RECITALS

WHEREAS, the Parties entered into the following agreements (collectively these agreements are referred to hereafter as the "Prior Agreements"):

Master Agreement for Joint Use of City of Lincoln and Western Placer Unified School District Property dated May 9, 2003,

Joint Use Agreement between the Western Placer Unified School District and the City of Lincoln dated May 9, 2003 (Twelve Bridges Elementary)

Joint Use Agreement between the Western Placer Unified School District and the City of Lincoln dated June 23, 2003 (Twelve Bridges Elementary)

Joint Use Agreement between Western Placer Unified School District and the City of Lincoln dated August 21, 2003 (Foskett Ranch Multipurpose Room)

Agreement regarding the Joint Use of the Twelve Bridges Elementary School Site and City Park Site dated January 13, 2004

Agreement Regarding the Joint Use of the Twelve Bridges Middle School Site and City Park Site dated August 9, 2005

Agreement Regarding the Joint Use of the Foskett Ranch Elementary School Site and City Park Site dated June 27, 2006

Agreement Regarding the Joint Use of the Lincoln Community Center dated August 8, 2006

Agreement Regarding the Joint Use of the Lincoln High School Tennis Courts and Softball Field Site dated August 22, 2006

WHEREAS, the Parties wish to establish one comprehensive agreement that addresses the Parties use of each other's facilities identified in this Agreement.

WHEREAS, California Education Code Sections 10900, *et seq.*, empower District and City to cooperate with each other and enter into agreements for the purposes of

organizing, promoting, and conducting programs for community recreation; establishing a system of playgrounds and recreation; and acquiring, constructing, improving, maintaining, and operating recreational centers.

WHEREAS, Education Code section 17077.40 further authorized the District to enter into joint use agreements with community organization for the purposes of constructing libraries, multipurpose rooms and gymnasium on school campuses where these facilities are used jointly for both school and community purposes, and provide State funding for such properties and the District has utilized such resources in the past in relation to the Prior Agreements and certain facilities that are the subject of this Agreement.

WHEREAS, the Parties have determined that the terms of the Prior Agreements have either been fulfilled or have become inconsistent with the Parties' desired intentions for use of the facilities in the future and the Parties desire to modify the terms of such Prior Agreements.

NOW, THEREFORE, in consideration of the mutual promises and agreements contained herein, the Parties agree as follows:

1. Facilities. This Agreement sets forth the terms of use by the City and District of certain facilities owned by the other Party. The term "Facility" refers only to a facility identified in this section. The term "Facilities" refers to two or more of the facilities identified in this section. Any offices, buildings, playfields or other property owned by either Party not expressly identified in this section ("Other Property") shall not be considered Facilities subject to the terms of this Agreement. Use of Other Property shall be subject to separate agreement between the Parties.

(a) City Facilities. The City Facilities are:

i. Wilson Park adjacent to Twelve Bridges Middle School (Exhibit A)
ii. Soccer Fields #1, #2, and one-half of #3 adjacent to Foskett Ranch Elementary School (Exhibit B)
iii. Twelve Bridges Park adjacent to Twelve Bridges Elementary School (Exhibit C)
iv. Pete Singer Park adjacent to Lincoln Crossing Elementary School (Exhibit D)
v. Community Center located at 2010 First Street (Exhibit E)
vi. The Pool located at McBean Park (Exhibit F)

(b) District Facilities. The District Facilities are:

i. Twelve Bridges Middle School Multipurpose Room, Gymnasium, and Parking Lot (Exhibit A)

ii. Soccer Field #4 and one-half of Soccer Field #3 adjacent to Foskett Ranch Elementary School (Exhibit B)
ii. Twelve Bridges Multipurpose Room and Hard Courts (Exhibit C)
iii. Lincoln Crossing Multipupose Room and Hard Courts (Exhibit D)
iv. Foskett Ranch Elementary School Multipurpose Gymnasium and Soccer Fields (Exhibit J)
v. Lincoln High School Tennis Courts and Softball Fields (Exhibit G)

2. Superseding All Prior Agreements. This Agreement sets forth the entire understanding of the Parties relating to the Facilities, and supersedes all prior understandings relating to them, whether written or oral including but not limited to the Prior Agreements. The Prior Agreements are hereby deemed terminated and shall have no further effect. There are no obligations, commitments, representations, or warranties relating to the Facilities except those expressly set forth in this Agreement.

3. Priority of Use.

a. To facilitate scheduling of the Facilities in a manner consistent with this section and to address other issues that may arise, the Parties shall meet during the months of September, February, and May of each year ("Coordination Meeting").

b. City Facilities

1) The City shall have exclusive use of all City Facilities over all other requests including the District.
2) The District shall have priority use of City Facilities over all parties except when a City Facility is needed by the City, as determined by the City. Priority non-exclusive use is granted to the District for City Facilities located next to schools while schools are in session.
3) The District will be subject to making a request for facilities in a manner consistent with the process established by the City.
4) The McBean Pool (Exhibit F) is excluded from Section #3 of the agreement; however, any use by the District use may be included in the hours stated in Section #4 in lieu of payment to the City.

c. District Facilities

1) The District shall have exclusive use of District Facilities over all other requests including the City.
2) The City shall have priority use over all other requests for District Facilities, except when a District Facility is needed by the District, as determined by the District.
3) The City will be subject to making a request for facilities in a manner consistent with the process established by the District.

4) The field and track at Twelve Bridges Middle School (Exhibit A) are excluded from Section #3 of the agreement; however, any use by the City may be included in the hours stated in Section #4 in lieu of payment to the District.

4. Time Allotment. Each Party shall be entitled to use the other Party's Facilities for one-thousand five-hundred (1,500) hours per year. This block of time may not be exceeded except by mutual written agreement preferably established at a Coordination Meeting.

5. No Third Party Users. All programs operated at a Facility by the non-owner of the Facility shall be operated under the direct supervision and control of the non-owner Party. The non-owner Party shall not permit any third party user to operate a program or otherwise use the Facilities as part of the non-owner Party's use under this Agreement. Any third party use of the Facilities shall, instead, be coordinated through the owner of the Facility. To the extent that the City contracts with a third party provider that is not an employee of the City to conduct a recreational program for the City at the District's Facilities, the City must comply with all security procedures set forth in Section 8 below and the third party provider shall comply with all insurance requirements set forth in Section 11 below.

6. Alcoholic Beverages and Smoking. The use and/or possession of tobacco, alcohol, and/or controlled substances are prohibited on District Property at all times. Smoking is prohibited on City Facilities during Regular School Hours and shall only be permitted on City Facilities consistent with City policy during non-School Hours.

7. Custodial. Each party shall return the facility to its original condition after use. If restrooms are open during use, the party using the facility shall provide custodial services unless another arrangement is mutually agreed upon. The District will provide cleaning supplies for use in its Facilities.

8. Utilities and Maintenance. Each party shall generally pay for all utilities and maintenance of its own Facilities. However, if use of the Facilities causes extraordinary utility usage or wear on the facilities, the Party causing such extraordinary impacts shall pay for the costs associated with their activity as agreed upon mutually by both parties.

9. Security. All Facilities shall be maintained in a secure manner by the using Party. An employee of the using Party shall be responsible for opening and locking the Facility, and setting any alarms (as applicable) after each use. No using Party shall duplicate keys to any Facility or provide copies of keys to any third parties or other users that are not employees of the Parties. If the City contracts with a third party to provide a recreational program for the City at the District's Facilities, a City employee shall provide direct supervision of the use of the Facility or the City shall pay the direct cost to the District for the District's custodial staff to open and lock the Facility.

10. Damage to Property. City shall be responsible for the cost of repair and/or replacement of any District property or Facilities that is lost, damaged, or stolen during and/or as the result of City's use of District Facilities, normal wear and tear excepted. The City shall promptly notify District upon City's actual knowledge of any loss or damage to the District Facilities of which the City becomes aware during and/or in conjunction with City's use of same.

District shall be responsible for the cost of repair and/or replacement of any City property or Facilities that is lost, damaged, or stolen during and/or as the result of District's use of City Facilities, normal wear and tear excepted. The District shall promptly notify City upon District's actual knowledge of any loss or damage to the City Facilities of which the District becomes aware during and/or in conjunction with District's use of same.

11. Lincoln High School Tennis Courts Use. As a pilot project, the Tennis Courts (Exhibit G) are included in and subject to the terms of this Agreement. The Tennis Courts shall remain unlocked outside Regular School Hours. The District and City will equally share the costs cited in sections 8 and 10 of this agreement, including normal wear and tear, during the length of the pilot. Either party can cease the Tennis Courts Use Pilot with thirty (30) days' written notice to the other party.

To increase public use, the District and City may mutually agree to exclude the Lincoln High School Tennis Courts and Softball Fields (Exhibit G) from this agreement. If mutual agreement takes place, the District will pay the City the sum of three-hundred fifty-one thousand ($351,000) dollars.

12. Indemnity. To the fullest extent permitted by law, City shall indemnify, defend and hold harmless District and each of District's officers, directors, officials, employees, and authorized volunteers and agents from and against any and all Claims, demands, actions, losses, liabilities, damages, and all expenses and costs incidental thereto (Collectively "Claims"), including cost of defense, settlement, arbitration, and reasonable attorneys' fees, sustained by any person or to any person or to any property in, on, or about the Facilities resulting in injuries to or death of persons, including but not limited to employees of either Party hereto, and damage to or destruction of property, including but not limited to the Facilities, arising out of, pertaining to, or resulting from the acts or omissions of City, its officers, directors, officials, employees, authorized volunteers and agents, contractors, invitees, or guests.

To the fullest extent permitted by law, District shall indemnify, defend and hold harmless City and each of City's officers, directors, officials, employees, and authorized volunteers and agents from and against any and all Claims, including cost of defense, settlement, arbitration, and reasonable attorneys' fees, sustained by any person or to any person or to any property in, on, or about the Facilities resulting in injuries to or death of persons, including but not limited to employees of either Party hereto, and damage to or destruction of property, including but not limited to the Facilities, arising out of,

pertaining to, or resulting from the acts or omissions of District, its officers, directors, officials, employees, authorized volunteers and agents, contractors, invitees, or guests.

It is the intention of the Parties that the provisions of this Indemnity be interpreted to impose on each Party responsibility to the other for the acts and omissions of their officers, directors, officials, employees, authorized volunteers and agents, contractors, invitees or guests. It is also the intention of the Parties that, where comparative fault is determined to have been contributory, principles of comparative fault will be followed and each Party shall bear the proportionate cost of any Claims attributable to the fault of that party, its officers, directors, officials, employees, authorized volunteers and agents, contractors, invitees, or guests.

This indemnity shall not be limited by the types and amounts of insurance or self-insurance maintained by the Parties.

Nothing in this Indemnity shall be construed to create any duty to, any standard of care with reference to, or any liability or obligation, contractual or otherwise, to any third party.

The provisions of this Indemnity shall survive the expiration or termination of the Agreement.

13. Insurance. Each party, at its sole cost and expense, shall carry commercial policies of insurance, or self-insure, its activities in connection with this Agreement, and obtain, keep in force and maintain, insurance or equivalent programs of self-insurance, for comprehensive general liability, which will insure District or City, as applicable, against liability for injury or death of persons and damage to the Facilities, as applicable. Each policy shall be for not less than $1,000,000 per occurrence for any one person injured or killed, and not less than $1,000,000 for property damage, and shall be maintained on an occurrence basis. Each party agrees to provide the other proof of such coverages, naming the other party as "additional insured" where appropriate and shall also provide thirty (30) days' advance written notice of any cancellation, termination or lapse of any of the insurance or self-insurance coverages. Failure to maintain insurance as required in this Agreement is a material breach of contract and may be grounds for termination of the Agreement. The City shall require any non-employee provider of services for recreational programs operated at District Facilities to obtain insurance consistent with these requirements and name the District as an additional insured on such policies.

14. Term. This Agreement shall be in effect for a term of twenty (20) years from the Effective Date of this Agreement.

15. Termination. Either party may terminate this Agreement upon 90 days' written notice to the other party for the material breach of Agreement by the other Party. Within thirty (30) days of such notice, parties will meet to discuss the impacts of such cessation of use on the terms of this Agreement.

16. Compliance with Law; Limitations Upon Use. Each party agrees to comply with all federal, state and local laws, statutes, codes, ordinances, rules, regulations, policies and requirements (collectively, "Law") regarding their respective use of County Property or District Property under this Agreement. The parties further agree that they shall not cause Facilities to be used, occupied, or improved under this Agreement in any manner or for any purpose that is in any way in violation of any Law. If any license, permit, or other governmental authorization is required for either party's lawful use of the Facilities, such affected party shall procure and maintain same to the extent required by Law. Each party shall be solely and completely responsible for the safety of all persons and property associated with their respective use of the Facilities, and all materials, equipment, and supplies provided by such party during said use shall fully conform to all applicable Law.

17. Fingerprinting. To the extent that District determines it necessary that any employee, officer, agent, or Invitee of City shall be required to submit fingerprints of any applicable employees, officers, agents, or Invitee of the Department of Justice in accordance with Education Code Sections 45125.1, City agrees to make said individuals available for fingerprinting and to reasonably cooperate with the DOJ screening process. City further agrees that any persons who are not allowed by law to come into contact with District students as a result of said fingerprinting and screening shall be prohibited from accessing the District Facilities during Regular School Hours and during District events.

18. 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.

19. Successors and Assignees. All terms and conditions of this Agreement shall be binding upon all successors-in-interest, only to the extent that a different school district or municipality is the successor-in-interest. If either party sells any or all of the Facilities subject to this Agreement, the terms of this Agreement shall remain in full force and effect as to the other Facilities, but the availability of use of the Facility being sold or leased shall not run with the land and notwithstanding Section 12, this Agreement shall automatically terminate as to that Facility upon sale or lease of the Facility to a third party.

20. 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.

21. 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.

23. 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.

24. 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 Owner:

City of Lincoln
ATTN: CITY MANAGER
600 Sixth Street
Lincoln, CA 95648
(916) 645-8903

With a copy to Legal Counsel
Jonathan Hobbs

DRAFT

25. No Further Assurances. Nothing in this Agreement, whether express or implied, is intended to or shall do any of the following: (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.

26. 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.

27. Entire Agreement. Consistent with Section 2, 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.

28. 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.

29. Execution in Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, and counterpart signature pages may be assembled to form a single document which shall be deemed an original document.

30. Authority to Sign. 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.

31. 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.

[Signatures on Following Page]

IN WITNESS WHEREOF, this Agreement has been entered into by and between the District and City as of the last date set forth below.

WESTERN PLACER UNIFIED SCHOOL DISTRICT

By: _____

Name: _____

Its: Superintendent

Date: _____, 2015

CITY OF LINCOLN

By: _____

Name: _____

Its: City Manager

Date: _____, 2015

DRAFT

Exhibit A

Wilson Park / Twelve Bridges Middle School



Joint Use Area

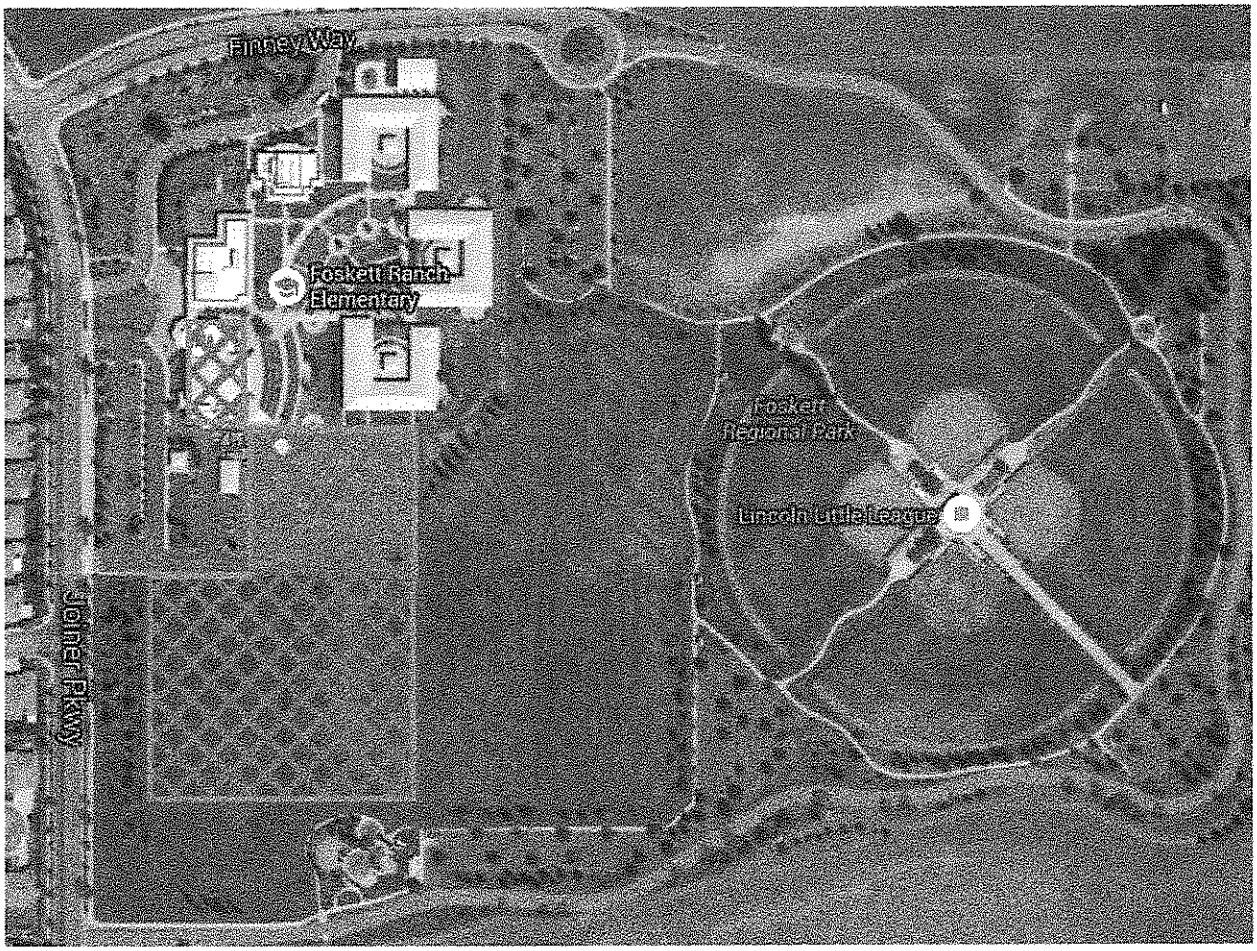
Softball Fields
Multi-Purpose Room
Gymnasium
Softball Fields
Parking Lots
Outdoor Hard Courts

City of Lincoln

School

Exhibit B

Foskett Park / Foskett Ranch Elementary School



Joint Use Area

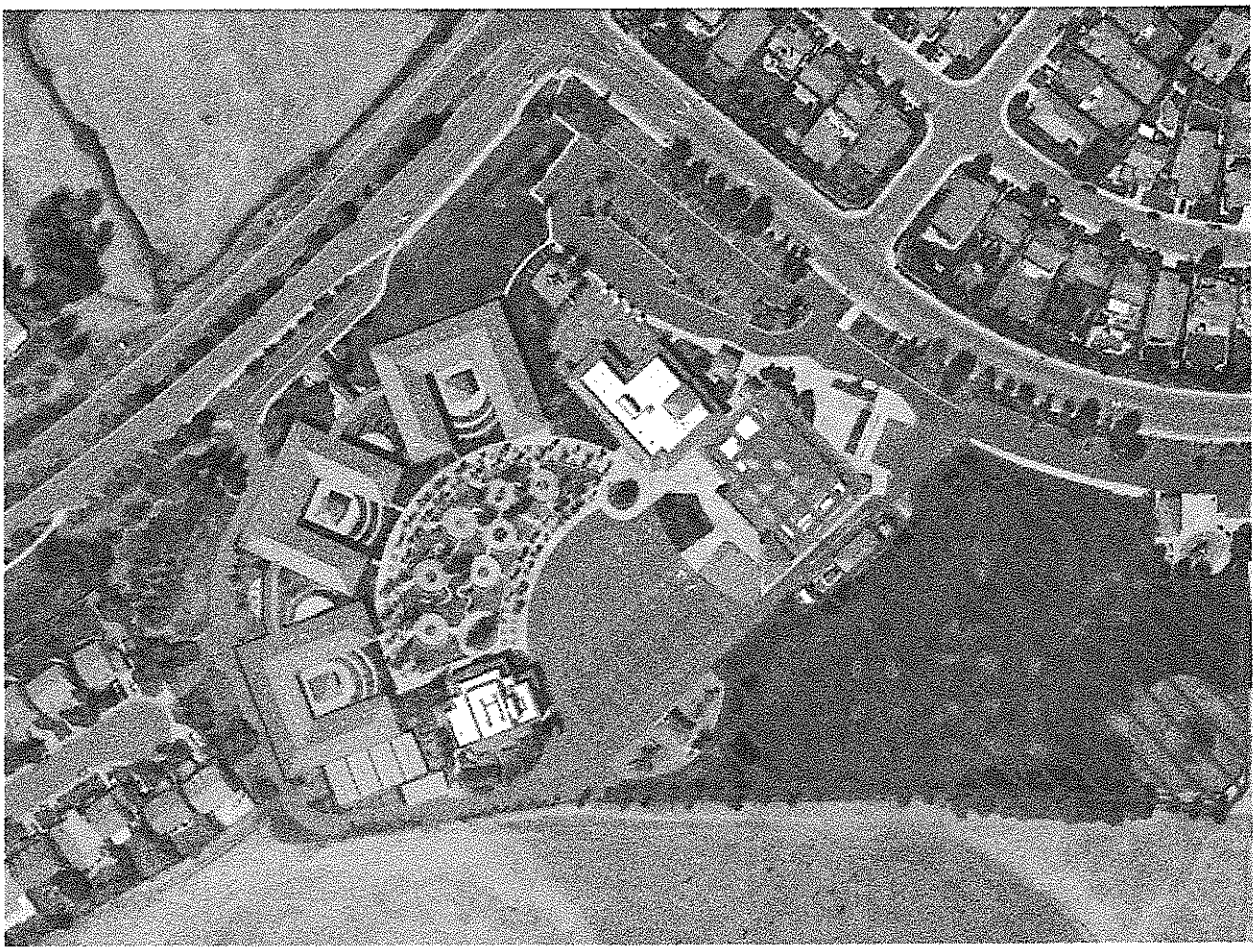
Multi-Purpose Room
Outdoor Courts
Half of Soccer Field 3
All of Soccer Field 4

City of Lincoln

School

Exhibit C

Twelve Bridges Park / Twelve Bridges Elementary School



Joint Use Area

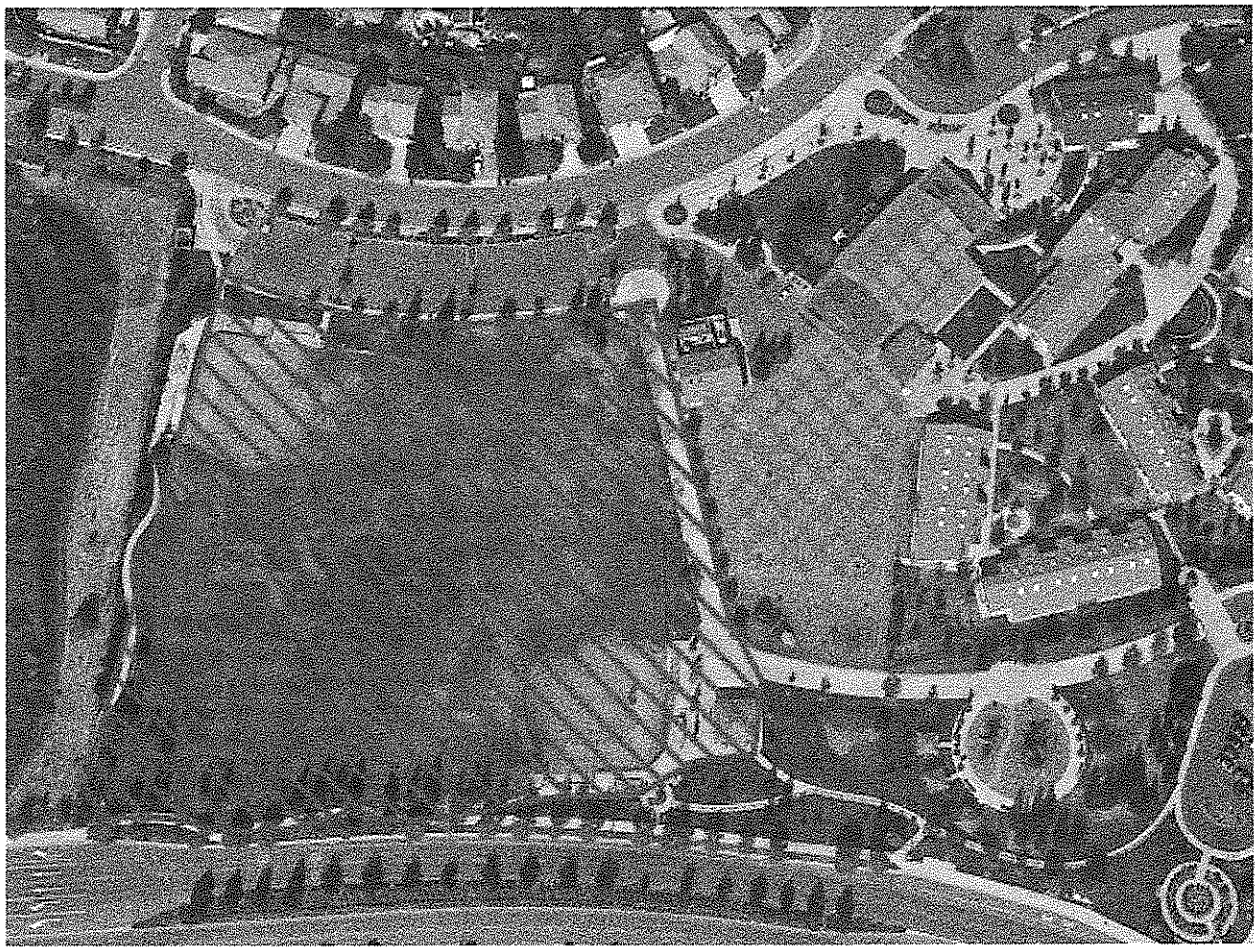
Multi-Purpose Room
Parking Lots
Outdoor Courts
Park Turf

City of Lincoln

School

Exhibit D

Pete Singer Park / Lincoln Crossing Elementary School



Joint Use Area

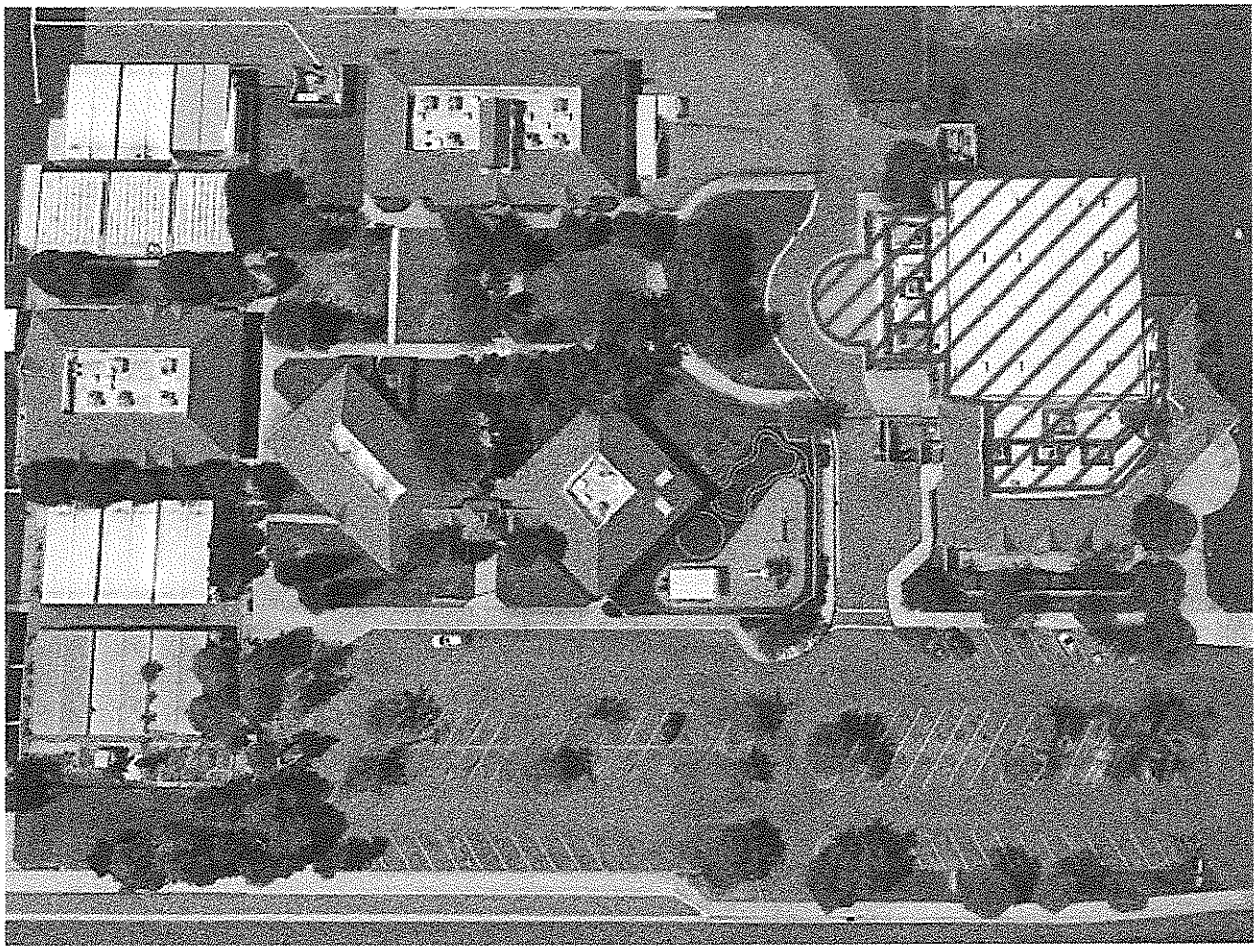
Multi-Purpose Room
Outdoor Courts
Parking Lot
Park Turf

City of Lincoln

School

Exhibit E

Community Center at 2010 First Street



Joint Use Area

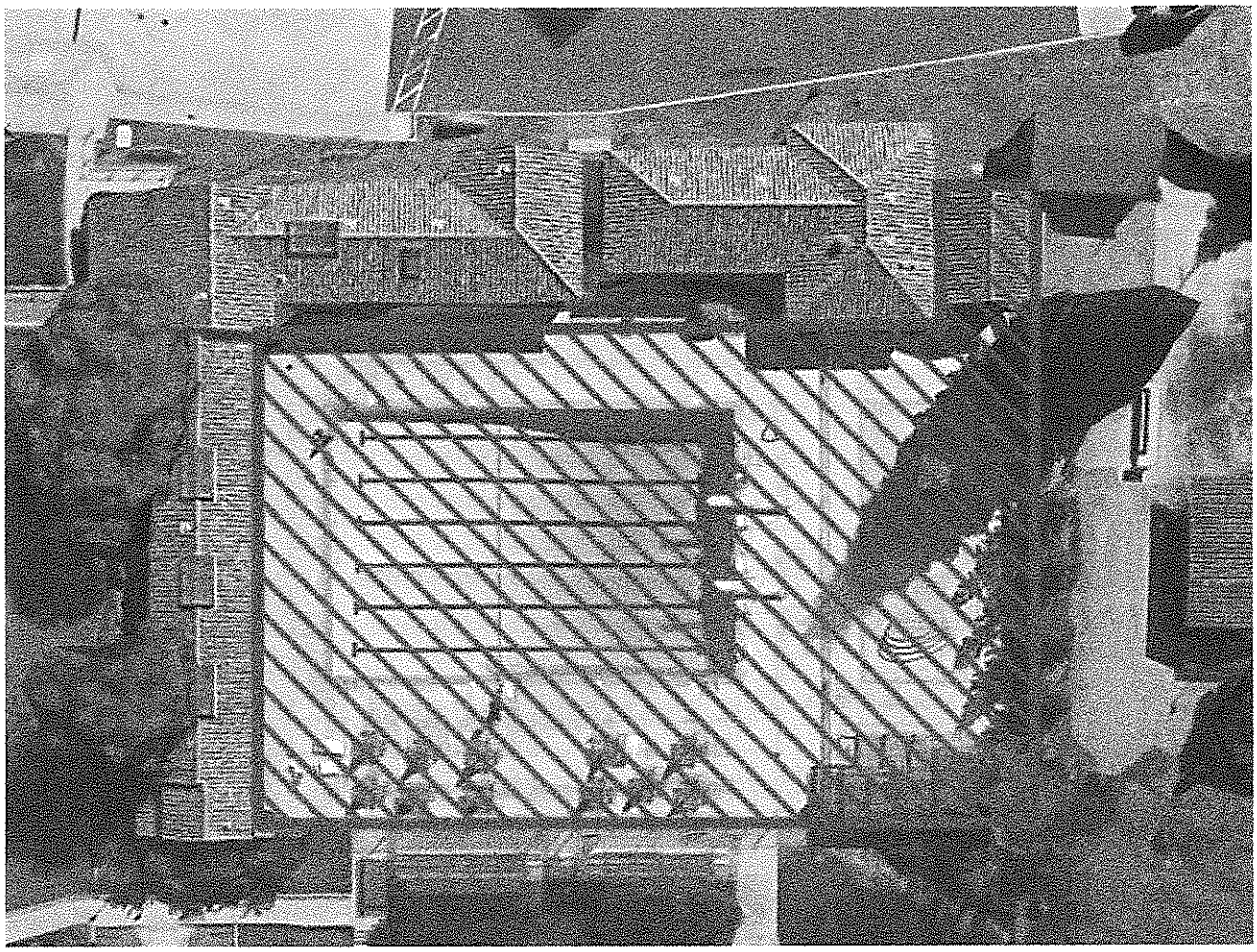
Multi-Purpose Room
Parking Lots
Outdoor Courts
Park Turf

City of Lincoln

School

Exhibit F

McBean Pool



Joint Use Area

Pool/Pool Deck
Outdoor Restrooms

City of Lincoln

School

Exhibit G

Lincoln High School Tennis Courts and Softball Fields



Joint Use Area

Softball Field
Tennis Courts
Restroom

City of Lincoln

School

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:
Adoption of Resolutions #15/16.10 and #15/16.11 Concerning the formations of General Obligation Bond Districts

AGENDA ITEM AREA:
Discussion/Action

REQUESTED BY:
Scott Leaman, Superintendent
Audrey Kilpatrick, Assistant Superintendent

ENCLOSURES:
Yes

DEPARTMENT:
Business Services

FINANCIAL INPUT/SOURCE:
N/A

MEETING DATE:
January 5, 2016

ROLL CALL REQUIRED:
Yes

BACKGROUND:

Based on action from the last Board meeting, the Board will be asked to take action concerning general obligation bond districts. Cathy Dominico will be in attendance to present the items.

RECOMMENDATION:

Administration recommends approval of resolutions #15/16.10 and #15/16.11.

WESTERN PLACER UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 15/16.10

RESOLUTION OF FORMATION OF THE BOARD OF TRUSTEES OF THE WESTERN PLACER UNIFIED SCHOOL DISTRICT IN CONNECTION WITH ITS FORMATION OF SCHOOL FACILITIES IMPROVEMENT DISTRICT NO. 1 (VILLAGE 1, ZONE A) OF THE WESTERN PLACER UNIFIED SCHOOL DISTRICT AND TO AUTHORIZE CERTAIN OTHER ACTIONS

RESOLVED, by the Board of Trustees (the "Board") of the Western Placer Unified School District (the "District"), as follows:

WHEREAS, Chapter 2, Part 10, Division 1, Title 1 (commencing with section 15300) of the California Education Code (the "Law") provides for the formation of school facilities improvement districts consisting of a portion of the territory within a school district for the issuance of general obligation bonds by such school facilities improvement district;

WHEREAS, for the purposes of financing improvement at certain schools and facilities as authorized under the provisions of the Law and sections 15100 and 15264 *et seq.* of the California Education Code the District, on its own initiative, intends to establish a school facilities improvement district within the boundaries of the District;

WHEREAS, as required under section 15320 of the Law, the District has previously adopted its Resolution No. 15/16.7 (the "Resolution of Intention") stating its intention to form School Facilities Improvement District No. 1 (Village 1, Zone A) of the Western Placer Unified School District and has made certain determinations and findings required under the Law, including the determination that it is necessary and in the best interest of the District to form a school facilities improvement district pursuant to the Law to finance any or all of the improvements set forth in the Law and sections 15100 and 15264 *et seq.* of the California Education Code;

WHEREAS, as required under section 15303 of the Law, the Board of Supervisors of Placer County adopted a resolution which caused the provisions of the Law to be operative for the District;

WHEREAS, in connection with the hearing held on this day, the District has previously caused the publication of the Resolution of Intention as required under section 15321 of the Law and section 6066 of the California Government Code;

WHEREAS, section 15326 of the Law provides that at the conclusion of the hearing on the Resolution of Intention, the Board may, by resolution, order the school facilities improvement district formed for the purpose and with the boundaries described in the Resolution of Intention;

WHEREAS, on this date, the Board has held the hearing on the Resolution of Intention as required in section 15322 of the Law and desires to adopt this Resolution to cause the formation of the School Facilities Improvement District No. 1 (Village 1, Zone A) of the Western Placer Unified School District, all as provided in the Law;

NOW, THEREFORE, it is hereby DECLARED and ORDERED, as follows:

Section 1. The above recitals are true and correct and are incorporated herein as if fully set forth in the body of this Resolution.

Section 2. The Board hereby orders the formation of the proposed school facilities improvement district and hereby designates the name "School Facilities Improvement District No. 1 (Village 1, Zone A) of the Western Placer Unified School District" with respect to said school facilities improvement district. Such school facilities improvement district shall be referred to in this Resolution of Formation as "Improvement District No. 1."

The exterior boundaries of the Improvement District No. 1 shall be as depicted in the map placed on file with the Clerk of the Board. Such boundary map is available for inspection by the public, and attached hereto as Exhibit A.

Section 3. The Board further orders the filing of a plat or map in accordance with section 54902 of the California Government Code, which map shall indicate property of the District which is not included within the boundaries of Improvement District No.1.

Section 4. Improvement District No. 1 is being formed to facilitate the issuance of general obligation bonds of Improvement District No. 1 to finance the costs of school facilities described in Exhibit B hereto (the "Facilities"). The Board has determined that the Facilities are consistent with the purposes set forth in the Law and sections 15100 and 15264 *et seq.* of the California Education Code. The Board has further determined that the estimated cost of the Facilities will not exceed $175,000,000.

Section 5. As provided in section 15327 of the Law, the Board shall have the same rights, powers, duties and responsibilities with respect to the formation and government of Improvement District No. 1 as the Board has with respect to the District.

Section 6. This Resolution of Intention shall take effect immediately upon its passage.

****

PASSED AND ADOPTED by the Board of Trustees of the Western Placer Unified School District this 5th day of January, 2016, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

By _____
President, Board of Trustees

ATTEST:

_____
Clerk, Board of Trustees

EXHIBIT A

BOUNDARY MAP

EXHIBIT B

DESCRIPTION OF THE FACILITIES

School Facilities Improvement District No. 1 (Village 1, Zone A) will fund the site acquisition, site development, construction and related soft costs for new middle and high school facilities to serve students from the anticipated new housing units to be constructed within Village 1.

WESTERN PLACER UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 15/16.11

RESOLUTION OF FORMATION OF THE BOARD OF TRUSTEES OF THE WESTERN PLACER UNIFIED SCHOOL DISTRICT IN CONNECTION WITH ITS FORMATION OF SCHOOL FACILITIES IMPROVEMENT DISTRICT NO. 2 (VILLAGE 7, ZONE B) OF THE WESTERN PLACER UNIFIED SCHOOL DISTRICT AND TO AUTHORIZE CERTAIN OTHER ACTIONS

RESOLVED, by the Board of Trustees (the "Board") of the Western Placer Unified School District (the "District"), as follows:

WHEREAS, Chapter 2, Part 10, Division 1, Title 1 (commencing with section 15300) of the California Education Code (the "Law") provides for the formation of school facilities improvement districts consisting of a portion of the territory within a school district for the issuance of general obligation bonds by such school facilities improvement district;

WHEREAS, for the purposes of financing improvement at certain schools and facilities as authorized under the provisions of the Law and sections 15100 and 15264 *et seq.* of the California Education Code the District, on its own initiative, intends to establish a school facilities improvement district within the boundaries of the District;

WHEREAS, as required under section 15320 of the Law, the District has previously adopted its Resolution No. 15/16.8 (the "Resolution of Intention") stating its intention to form School Facilities Improvement District No. 2 (Village 7, Zone B) of the Western Placer Unified School District and has made certain determinations and findings required under the Law, including the determination that it is necessary and in the best interest of the District to form a school facilities improvement district pursuant to the Law to finance any or all of the improvements set forth in the Law and sections 15100 and 15264 *et seq.* of the California Education Code;

WHEREAS, as required under section 15303 of the Law, the Board of Supervisors of Placer County adopted a resolution which caused the provisions of the Law to be operative for the District;

WHEREAS, in connection with the hearing held on this day, the District has previously caused the publication of the Resolution of Intention as required under section 15321 of the Law and section 6066 of the California Government Code;

WHEREAS, section 15326 of the Law provides that at the conclusion of the hearing on the Resolution of Intention, the Board may, by resolution, order the school facilities improvement district formed for the purpose and with the boundaries described in the Resolution of Intention;

WHEREAS, on this date, the Board has held the hearing on the Resolution of Intention as required in section 15322 of the Law and desires to adopt this Resolution to cause the formation of the School Facilities Improvement District No. 2 (Village 7, Zone B) of the Western Placer Unified School District, all as provided in the Law;

NOW, THEREFORE, it is hereby DECLARED and ORDERED, as follows:

Section 1. The above recitals are true and correct and are incorporated herein as if fully set forth in the body of this Resolution.

Section 2. The Board hereby orders the formation of the proposed school facilities improvement district and hereby designates the name "School Facilities Improvement District No. 2 (Village 7, Zone B) of the Western Placer Unified School District" with respect to said school facilities improvement district. Such school facilities improvement district shall be referred to in this Resolution of Formation as "Improvement District No. 2."

The exterior boundaries of the Improvement District No. 2 shall be as depicted in the map placed on file with the Clerk of the Board. Such boundary map is available for inspection by the public, and attached hereto as Exhibit A.

Section 3. The Board further orders the filing of a plat or map in accordance with section 54902 of the California Government Code, which map shall indicate property of the District which is not included within the boundaries of Improvement District No.1.

Section 4. Improvement District No. 2 is being formed to facilitate the issuance of general obligation bonds of Improvement District No. 2 to finance the costs of school facilities described in Exhibit B hereto (the "Facilities"). The Board has determined that the Facilities are consistent with the purposes set forth in the Law and sections 15100 and 15264 *et seq.* of the California Education Code. The Board has further determined that the estimated cost of the Facilities will not exceed $215,000,000.

Section 5. As provided in section 15327 of the Law, the Board shall have the same rights, powers, duties and responsibilities with respect to the formation and government of Improvement District No. 2 as the Board has with respect to the District.

Section 6. This Resolution of Intention shall take effect immediately upon its passage.

****

PASSED AND ADOPTED by the Board of Trustees of the Western Placer Unified School District this 5th day of January, 2016, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

By _____
President, Board of Trustees

ATTEST:

_____
Clerk, Board of Trustees

EXHIBIT A

BOUNDARY MAP

EXHIBIT B

DESCRIPTION OF THE FACILITIES

School Facilities Improvement District No. 2 (Village 7, Zone B) will fund the site acquisition, site development, construction and related soft costs for new elementary, middle and high school facilities to serve students from the anticipated new housing units to be constructed within Village 7.

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:
Adoption of Resolutions #15/16.12 and #15/16.13 Concerning the formations of General Obligation Bond Districts

AGENDA ITEM AREA:
Discussion/Action

REQUESTED BY:
Scott Leaman, Superintendent
Audrey Kilpatrick, Assistant Superintendent

ENCLOSURES:
Yes

DEPARTMENT:
Business Services

FINANCIAL INPUT/SOURCE:
N/A

MEETING DATE:
January 5, 2016

ROLL CALL REQUIRED:
Yes

BACKGROUND:

Based on action from the last Board meeting, the Board will be asked to take action to implement the prior resolutions. Cathy Dominico will be in attendance to present the items.

RECOMMENDATION:

Administration recommends approval of resolutions #15/16.12 and #15/16.13.

SCHOOL FACILITIES IMPROVEMENT DISTRICT NO. 1 (VILLAGE 1, ZONE A) OF THE WESTERN PLACER UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 15/16.12

RESOLUTION ORDERING AN ELECTION TO AUTHORIZE THE ISSUANCE OF GENERAL OBLIGATION BONDS OF THE SCHOOL FACILITIES IMPOROVEMENT DISTRICT NO. 1 (VILLAGE 1, ZONE A) OF THE WESTERN PLACER UNIFIED SCHOOL DISTRICT, ESTABLISHING SPECIFICATIONS OF THE ELECTION ORDER, AND CERTAIN RELATED MATTERS

WHEREAS, in the judgment of the Board of Trustees of the Western Placer Unified School District (the "Board") on behalf of the School Facilities Improvement District No. 1 (Village 1, Zone A) of the Western Placer Unified School District (the "Improvement District"), it is advisable to call an election to submit to the electors of the Improvement District the question whether general obligation bonds of the Improvement District shall be issued and sold for the purpose of raising money for the expansion, improvement, acquisition, construction, equipping and renovation of facilities of the Improvement District;

WHEREAS, Article XIII A, Section 1(b), of the California Constitution ("Article XIII A") provides an exception to the limit on *ad valorem* property taxes for bonded indebtedness for the acquisition or improvement of real property approved by two-thirds (2/3) of the votes cast by the voters voting on the proposition;

WHEREAS, Proposition 46, approved by the voters of the State of California on June 3, 1986 (Proposition 46"), amended Section 1(b) of Article XIIIA of the California Constitution by adding a provision which exempts from the 1% of full cash value limitation, those ad valorem taxes used to pay for debt service of any bonded indebtedness for the acquisition or improvement of real property on or after July 1, 178, by two-thirds of the votes cast by voters voting on the proposition;

WHEREAS, Chapter 3, Part 109, Division 1, Title 1 (commencing with section 15300) of the California Education Code (the "Law") provides that the Improvement District may call an election for the purpose of seeking voter approval for the issuance of general obligation bonds by the Improvement District;

WHEREAS, the Placer County Board of Supervisors has adopted a resolution causing the provisions of the Law to be applicable within Placer County;

WHEREAS, pursuant to section 10403 *et seq.* of the California Elections Code, it is appropriate for the Board to request the Placer County Registrar of Voters to perform required election services for the Improvement District;

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 Improvement District, relating to the election;

WHEREAS, certain provisions of the California Government Code (sections 53410 *et seq.*) require that a local agency submitting a bond measure to the voters provide specific accountability measures; and

WHEREAS, it is the intent of the Board to set forth by this Resolution the specified accountability measures with respect to the proceeds of the bonds to be authorized by the election called pursuant to this Resolution;

NOW, THEREFORE, THE BOARD OF TRUSTEES OF SCHOOL FACILITIES IMPROVEMENT DISTRICT NO. 1 (VILLAGE 1, ZONE A) OF THE WESTERN PLACER UNIFIED SCHOOL DISTRICT DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. Call for Election. The Board, pursuant to section 15100 et seq. and section 15300 et seq. of the California Education Code, and section 53506 of the California Government Code, hereby orders an election and requests the Placer County Registrar of Voters to conduct an election under the provisions of Proposition 46 and submit to the electors of the Improvement District the question of whether general obligation bonds (the "Bonds") of the Improvement District shall be authorized in the amount of $_____ for the purpose of financing and refinancing the expansion, improvement, acquisition, construction, equipping and renovation of facilities of the Improvement District, and to pay costs incident thereto (the "Project"), as set forth more fully in the ballot proposition approved pursuant to Section 3 of this Resolution. This Resolution constitutes the order of the Improvement District to call such election.

Section 2. Election Date. The Board hereby calls a mailed ballot election for May 3, 2016, to be held within the boundaries of the Improvement District in accordance with section 4108 of the California Elections Code.

Section 3. Purpose of Election; Ballot Measure. The purpose of the election shall be for the voters in the Improvement District to vote on a ballot measure, a copy of which is attached hereto and marked Exhibit A, containing the question of whether the Improvement District shall issue the Bonds to finance the Project, which is hereby approved and adopted by the Board. The Board hereby determines to include within the ballot pamphlet the Full Ballot Text attached hereto as Exhibit B, which is hereby approved and adopted by the Board. The Placer County Registrar of Voters is hereby requested to reprint the measure in its entirety (the Full Ballot Text located in Exhibit B) in the voter information pamphlet to be distributed to voters, together with the tax rate information (attached as Exhibit C) required by the Law.

The Superintendent of the Western Placer Unified School District or his designee is hereby authorized and directed to make any changes to the text of the ballot measure as required to conform to any requirements of Article XIII A, the Law, the California Elections Code or the Placer County Registrar of Voters.

Section 4. Authority for Election. The authority for ordering the election and for the specification of this election order are contained in section 15340 of the California Education Code and section 53506 of the California Government Code. The authority for the specifications of this election order is contained in section 5322 of the California Education Code.

Section 5. Legal Bonding Limit. The Improvement District hereby finds that the bonded indebtedness proposed herein, together with all outstanding bonded indebtedness of the Improvement District, shall not exceed 2.5% of the assessed value of all taxable property in the Improvement District, as shown by the last equalized assessment role of Placer County in accordance with section 32308 of the Law.

Section 6. Terms of the Bonds upon Approval by the Electorate. The ballot measure shall become effective only upon the affirmative vote of a two-thirds supermajority of those electors voting on the measure and in an aggregate amount not to exceed $_____; provided that such aggregate maximum amount shall be equal to the par amount of the Bonds, which shall not include any bond premium at which the Bonds or any series thereof may be issued. The Bonds shall bear interest payable at a rate not exceeding the legal limit (at the current time twelve percent (12%) per annum), and any series of which shall have a maturity date no later than forty (40) years following the date of issuance of such series. The Board shall apply the Bond proceeds only to the specific purposes stated in the ballot measure and shall cause the preparation of an annual report pursuant to sections 53410-53411 of the California Government Code.

Section 7. Accountability Provisions.

(a) **No Money For Administrators' Salaries.** Proceeds from the sale of the Bonds authorized by this proposition shall be used only for costs incurred in connection with funding of the Project and the cost of the issuance of the Bonds, and not for any other purpose, including staff and administrator salaries and other operating expenses.

(b) **Special Bond Proceeds Account; Annual Audit And Report to Board.** The Board hereby directs that a separate account shall be established for deposit of proceeds of the sale of the Bonds if the measure is approved by Improvement District voters. For so long as any proceeds of Bonds remain unexpended, the Superintendent of the Western Placer Unified School District shall cause a report to be filed with the Board no later than five (5) months after the end of each fiscal year, commencing with the first fiscal year during which any proceeds of Bonds authorized by this measure shall have been received. The report shall state (1) the amount of Bond proceeds received and expended in such fiscal year and (2) the status of any projects funded or to be funded from the proceeds of Bonds authorized to be issued by this measure. The report may be incorporated into or filed with the audit or other appropriate routine report provided to the Board. Audited financial statements of the Improvement District will continue to be made available in accordance with applicable requirements.

Section 8. Request for All-Mail Ballot; Costs.

(a) The Improvement District requests that the Placer County Registrar of Voters take all steps necessary to hold the election by all-mail ballot pursuant to Division 4 (commencing with section 4000) of the California Elections Code.

(b) The Improvement District hereby agrees to reimburse Placer County for actual costs incurred by it for the Improvement District's election, as set forth in the current election cost allocation procedures of Placer County.

Section 9. Delivery of this Resolution. The Secretary is hereby directed to file (or cause to be filed) a certified copy of this Resolution, no later than the close of business on February 5, 2016, with the Placer County Registrar of Voters and the Clerk of the Placer County Board of Supervisors.

Section 10. Impartial Analysis; Ballot Arguments; Further Authorization. The Placer County Counsel is hereby requested to prepare the impartial analysis of the ballot measure in accordance with section 9160 of the California Elections Code and transmit it to the Placer County election officer. Any and all members of the Board, the Superintendent of the Western Placer Unified School District, or any of their respective designees, are hereby authorized to act as an author of any ballot argument prepared in connection with the election, including a rebuttal argument. Each of the Chair and Vice Chair of the Board, and the Superintendent of the Western Placer Unified School District, or any of their respective designees, are each hereby authorized, empowered, and directed, for and on behalf of the Improvement District, to execute any and all documents, and to perform any and all acts necessary or appropriate to place the Bond measure on the ballot.

Section 11. General Authorization with Respect to the Bond Election. The members of the Board and the other officers of the Improvement District are hereby authorized and directed, individually and collectively, to do any and all things and to execute, deliver, and perform any and all agreements and documents that they deem necessary or advisable in order to effectuate the purposes of this Resolution, including, without limitation, to prepare and submit for inclusion in the voter information pamphlet an argument in favor of passage of the ballot proposition. All actions heretofore taken by the officers and agents of the Improvement District that are in conformity with the purposes and intent of this Resolution are hereby ratified, confirmed, and approved in all respects.

Section 12. Effective Date. This resolution shall take effect immediately on and after its adoption.

* * * * * * * *

PASSED AND ADOPTED this 5th day of January, 2016, by the following vote:

AYES:

NAYS:

ABSENT:

President, Board of Trustees
School Facilities Improvement District No. 1
(Village 1, Zone A) of the Western Placer
Unified School District

ATTEST:

Board Secretary
School Facilities Improvement District No. 1
(Village 1, Zone A) of the Western Placer
Unified School District

CERTIFICATION

I, _____, Secretary of the Board of Trustees of School Facilities Improvement District No. 1 (Village 1, Zone A) of the Western Placer Unified School District, Placer County, California, do hereby certify that the foregoing is a full, true and correct copy of Resolution No. _____, passed and adopted by said Board of Trustees at a meeting held on the 5th day of January, 2016, and that the minutes of said Board of Trustees show that _____ members of said Board voted for and _____ members of said Board voted against the adoption of said Resolution, _____ members of said Board abstained from voting and _____ members of said Board were absent.

_____

Board Secretary
School Facilities Improvement District No. 1
(Village 1, Zone A) of the Western Placer
Unified School District

EXHIBIT A

BALLOT MEASURE

To construct new middle and high school facilities and acquire land to accommodate growing student enrollment and avoid overcrowding to support high academic achievement, shall the School Facilities Improvement District No. 1 (Village 1, Zone A) of Western Placer Unified School District incur bonded indebtedness of not to exceed $175,000,000 with interest rates below legal limits and no money for salaries or other routine school operating expenses with all money raised benefiting local students?

EXHIBIT B

FULL BALLOT TEXT

The following is the full ballot text of the measure to be presented to the voters by School Facilities Improvement District No. 1 (Village 1, Zone A) of the Western Placer Unified School District in the ballot pamphlet:

> To construct new middle and high school facilities and acquire land to accommodate growing student enrollment and avoid overcrowding to support high academic achievement, shall the School Facilities Improvement District No. 1 (Village 1, Zone A) of Western Placer Unified School District incur bonded indebtedness of not to exceed $175,000,000 with interest rates below legal limits and no money for salaries or other routine school operating expenses with all money raised benefiting local students?

Purpose of the Bonds. Bonds will be used to fund the land acquisition and construction of new middle and high school facilities benefitting School Facilities Improvement District No. 1 (Village 1, Zone A). This includes the land acquisition, planning, design, engineering, site development costs as well as construction costs.

Special Bond Account and Mandatory Annual Audits. A separate account shall be established for deposit of proceeds of the sale of the Bonds. This account shall be audited annually and a report shall be made detailing (1) the amount of Bond proceeds received and expended in such fiscal year and (2) the status of any projects funded or to be funded from the proceeds of Bonds authorized to be issued by this measure.

No Money For Administrators' Salaries. Proceeds from the sale of the Bonds authorized by this proposition shall be used only for costs incurred in connection with funding of the Project and the cost of the issuance of the Bonds, and not for any other purpose, including staff and administrator salaries and other operating expenses.

All funds stay local for the benefit of School Facilities Improvement District No. 1 (Village 1, Zone A) of the Western Placer Unified School District Facilities. All bond proceeds shall be used to improve facilities within the School Facilities Improvement District No. 1 (Village 1, Zone A) of the Western Placer Unified School District for the benefit of the local community. No funds may be taken away by the state government, federal government, or other agencies.

EXHIBIT C

TAX RATE STATEMENT

An election will be held in the School Facilities Improvement District No. 1 (Village 1, Zone A) of the Western Placer Unified School District (the "Improvement District") on May 3, 2016, to authorize the sale of not to exceed $175,000,000 in bonds of the Improvement District to finance facilities as described in the ballot measure. If the bonds are approved, the Improvement District expects to sell the bonds in one 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 Improvement District. The following information is provided in compliance with sections 9400-9404 of the California Elections Code:

1. The best estimate of the tax rate that would be required to be levied to fund this bond issue during the first fiscal year after the sale of the bonds, based on estimated assessed valuations available at the time of filing this statement, is $124 per $100,000 of assessed valuation in fiscal year 2032-33.

2. The Improvement District's best estimate of the average tax rate that would be required to be levied to fund this bond issue, based on estimated assessed valuations available at the time of filing this statement, is $40 per $100,000 of assessed valuation.

3. The best estimate of the highest tax rate that would be required to be levied to fund this bond issue, based on estimated assessed valuations available at the time of filing this statement, is $133 per $100,000 of assessed valuation in fiscal year 2048-49, decreasing each year thereafter.

Voters should note that the estimated tax rates are based on the assessed value of taxable property on the Placer County official tax rolls, not on the market value of property. 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 on the Improvement District's projections and estimates only, which are not binding upon the Improvement 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 the sale of the bonds, the amount of bonds sold and market interest rates at the time of the sale, and actual assessed valuations over the term of repayment of the bonds.

The date of sale and the amount of bonds sold at any given time will be determined by the Improvement District based on the need for construction funds and other factors, including the legal limitations approved by a 2/3 vote. The actual interest rates at which the bonds will be sold will depend on the bond market at the time of each bond sale, among other factors. Actual future assessed valuation will depend on the amount and value of taxable property within the Improvement District as determined by the Placer County Assessor in the annual assessment and the equalization process.

The date of sale and the amount of bonds sold at any given time will be determined by the Improvement District based on the need for construction funds and other factors, including the legal limitations approved by a 2/3 vote. The actual interest rates at which the bonds will be sold will depend on the bond market at the time of each bond sale, among other factors. Actual future assessed valuation will depend on the amount and value of taxable property within the Improvement District as determined by the Placer County Assessor in the annual assessment and the equalization process.

Dated: January 5, 2016

President, Board of Trustees
School Facilities Improvement District No. 1
(Village 1, Zone A) of the Western Placer
Unified School District

SCHOOL FACILITIES IMPROVEMENT DISTRICT NO. 2 (VILLAGE 7, ZONE B) OF THE WESTERN PLACER UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 15/16.13

RESOLUTION ORDERING AN ELECTION TO AUTHORIZE THE ISSUANCE OF GENERAL OBLIGATION BONDS OF THE SCHOOL FACILITIES IMPOROVEMENT DISTRICT NO. 2 (VILLAGE 7, ZONE B) OF THE WESTERN PLACER UNIFIED SCHOOL DISTRICT, ESTABLISHING SPECIFICATIONS OF THE ELECTION ORDER, AND CERTAIN RELATED MATTERS

WHEREAS, in the judgment of the Board of Trustees of the Western Placer Unified School District (the "Board") on behalf of the School Facilities Improvement District No. 2 (Village 7, Zone B) of the Western Placer Unified School District (the "Improvement District"), it is advisable to call an election to submit to the electors of the Improvement District the question whether general obligation bonds of the Improvement District shall be issued and sold for the purpose of raising money for the expansion, improvement, acquisition, construction, equipping and renovation of facilities of the Improvement District;

WHEREAS, Article XIII A, Section 1(b), of the California Constitution ("Article XIII A") provides an exception to the limit on *ad valorem* property taxes for bonded indebtedness for the acquisition or improvement of real property approved by two-thirds (2/3) of the votes cast by the voters voting on the proposition;

WHEREAS, Proposition 46, approved by the voters of the State of California on June 3, 1986 (Proposition 46"), amended Section 1(b) of Article XIIIA of the California Constitution by adding a provision which exempts from the 1% of full cash value limitation, those ad valorem taxes used to pay for debt service of any bonded indebtedness for the acquisition or improvement of real property on or after July 1, 178, by two-thirds of the votes cast by voters voting on the proposition;

WHEREAS, Chapter 3, Part 109, Division 1, Title 1 (commencing with section 15300) of the California Education Code (the "Law") provides that the Improvement District may call an election for the purpose of seeking voter approval for the issuance of general obligation bonds by the Improvement District;

WHEREAS, the Placer County Board of Supervisors has adopted a resolution causing the provisions of the Law to be applicable within Placer County;

WHEREAS, pursuant to section 10403 *et seq.* of the California Elections Code, it is appropriate for the Board to request the Placer County Registrar of Voters to perform required election services for the Improvement District;

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 Improvement District, relating to the election;

WHEREAS, certain provisions of the California Government Code (sections 53410 *et seq.*) require that a local agency submitting a bond measure to the voters provide specific accountability measures; and

WHEREAS, it is the intent of the Board to set forth by this Resolution the specified accountability measures with respect to the proceeds of the bonds to be authorized by the election called pursuant to this Resolution;

NOW, THEREFORE, THE BOARD OF TRUSTEES OF SCHOOL FACILITIES IMPROVEMENT DISTRICT NO. 2 (VILLAGE 7, ZONE B) OF THE WESTERN PLACER UNIFIED SCHOOL DISTRICT DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. Call for Election. The Board, pursuant to section 15100 et seq. and section 15300 et seq. of the California Education Code, and section 53506 of the California Government Code, hereby orders an election and requests the Placer County Registrar of Voters to conduct an election under the provisions of Proposition 46 and submit to the electors of the Improvement District the question of whether general obligation bonds (the "Bonds") of the Improvement District shall be authorized in the amount of $_____ for the purpose of financing and refinancing the expansion, improvement, acquisition, construction, equipping and renovation of facilities of the Improvement District, and to pay costs incident thereto (the "Project"), as set forth more fully in the ballot proposition approved pursuant to Section 3 of this Resolution. This Resolution constitutes the order of the Improvement District to call such election.

Section 2. Election Date. The Board hereby calls a mailed ballot election for May 3, 2016, to be held within the boundaries of the Improvement District in accordance with section 4108 of the California Elections Code.

Section 3. Purpose of Election; Ballot Measure. The purpose of the election shall be for the voters in the Improvement District to vote on a ballot measure, a copy of which is attached hereto and marked Exhibit A, containing the question of whether the Improvement District shall issue the Bonds to finance the Project, which is hereby approved and adopted by the Board. The Board hereby determines to include within the ballot pamphlet the Full Ballot Text attached hereto as Exhibit B, which is hereby approved and adopted by the Board. The Placer County Registrar of Voters is hereby requested to reprint the measure in its entirety (the Full Ballot Text located in Exhibit B) in the voter information pamphlet to be distributed to voters, together with the tax rate information (attached as Exhibit C) required by the Law.

The Superintendent of the Western Placer Unified School District or his designee is hereby authorized and directed to make any changes to the text of the ballot measure as required to conform to any requirements of Article XIII A, the Law, the California Elections Code or the Placer County Registrar of Voters.

Section 4. Authority for Election. The authority for ordering the election and for the specification of this election order are contained in section 15340 of the California Education Code and section 53506 of the California Government Code. The authority for the specifications of this election order is contained in section 5322 of the California Education Code.

Section 5. Legal Bonding Limit. The Improvement District hereby finds that the bonded indebtedness proposed herein, together with all outstanding bonded indebtedness of the Improvement District, shall not exceed 2.5% of the assessed value of all taxable property in the Improvement District, as shown by the last equalized assessment role of Placer County in accordance with section 32308 of the Law.

Section 6. Terms of the Bonds upon Approval by the Electorate. The ballot measure shall become effective only upon the affirmative vote of a two-thirds supermajority of those electors voting on the measure and in an aggregate amount not to exceed $_____; provided that such aggregate maximum amount shall be equal to the par amount of the Bonds, which shall not include any bond premium at which the Bonds or any series thereof may be issued. The Bonds shall bear interest payable at a rate not exceeding the legal limit (at the current time twelve percent (12%) per annum), and any series of which shall have a maturity date no later than forty (40) years following the date of issuance of such series. The Board shall apply the Bond proceeds only to the specific purposes stated in the ballot measure and shall cause the preparation of an annual report pursuant to sections 53410-53411 of the California Government Code.

Section 7. Accountability Provisions.

(a) **No Money For Administrators' Salaries.** Proceeds from the sale of the Bonds authorized by this proposition shall be used only for costs incurred in connection with funding of the Project and the cost of the issuance of the Bonds, and not for any other purpose, including staff and administrator salaries and other operating expenses.

(b) **Special Bond Proceeds Account; Annual Audit And Report to Board.** The Board hereby directs that a separate account shall be established for deposit of proceeds of the sale of the Bonds if the measure is approved by Improvement District voters. For so long as any proceeds of Bonds remain unexpended, the Superintendent of the Western Placer Unified School District shall cause a report to be filed with the Board no later than five (5) months after the end of each fiscal year, commencing with the first fiscal year during which any proceeds of Bonds authorized by this measure shall have been received. The report shall state (1) the amount of Bond proceeds received and expended in such fiscal year and (2) the status of any projects funded or to be funded from the proceeds of Bonds authorized to be issued by this measure. The report may be incorporated into or filed with the audit or other appropriate routine report provided to the Board. Audited financial statements of the Improvement District will continue to be made available in accordance with applicable requirements.

Section 8. Request for All-Mail Ballot; Costs.

(a) The Improvement District requests that the Placer County Registrar of Voters take all steps necessary to hold the election by all-mail ballot pursuant to Division 4 (commencing with section 4000) of the California Elections Code.

(b) The Improvement District hereby agrees to reimburse Placer County for actual costs incurred by it for the Improvement District's election, as set forth in the current election cost allocation procedures of Placer County.

Section 9. Delivery of this Resolution. The Secretary is hereby directed to file (or cause to be filed) a certified copy of this Resolution, no later than the close of business on February 5, 2016, with the Placer County Registrar of Voters and the Clerk of the Placer County Board of Supervisors.

Section 10. Impartial Analysis; Ballot Arguments; Further Authorization. The Placer County Counsel is hereby requested to prepare the impartial analysis of the ballot measure in accordance with section 9160 of the California Elections Code and transmit it to the Placer County election officer. Any and all members of the Board, the Superintendent of the Western Placer Unified School District, or any of their respective designees, are hereby authorized to act as an author of any ballot argument prepared in connection with the election, including a rebuttal argument. Each of the Chair and Vice Chair of the Board, and the Superintendent of the Western Placer Unified School District, or any of their respective designees, are each hereby authorized, empowered, and directed, for and on behalf of the Improvement District, to execute any and all documents, and to perform any and all acts necessary or appropriate to place the Bond measure on the ballot.

Section 11. General Authorization with Respect to the Bond Election. The members of the Board and the other officers of the Improvement District are hereby authorized and directed, individually and collectively, to do any and all things and to execute, deliver, and perform any and all agreements and documents that they deem necessary or advisable in order to effectuate the purposes of this Resolution, including, without limitation, to prepare and submit for inclusion in the voter information pamphlet an argument in favor of passage of the ballot proposition. All actions heretofore taken by the officers and agents of the Improvement District that are in conformity with the purposes and intent of this Resolution are hereby ratified, confirmed, and approved in all respects.

Section 12. Effective Date. This resolution shall take effect immediately on and after its adoption.

* * * * * * * *

PASSED AND ADOPTED this 5th day of January, 2016, by the following vote:

AYES:

NAYS:

ABSENT:

President, Board of Trustees
School Facilities Improvement District No. 2
(Village 7, Zone B) of the Western Placer
Unified School District

ATTEST:

Board Secretary
School Facilities Improvement District No. 2
(Village 7, Zone B) of the Western Placer
Unified School District

CERTIFICATION

I, _____, Secretary of the Board of Trustees of School Facilities Improvement District No. 2 (Village 7, Zone B) of the Western Placer Unified School District, Placer County, California, do hereby certify that the foregoing is a full, true and correct copy of Resolution No. _____, passed and adopted by said Board of Trustees at a meeting held on the 5th day of January, 2016, and that the minutes of said Board of Trustees show that _____ members of said Board voted for and _____ members of said Board voted against the adoption of said Resolution, _____ members of said Board abstained from voting and _____ members of said Board were absent.

_____

Board Secretary
School Facilities Improvement District No. 2
(Village 7, Zone B) of the Western Placer
Unified School District

EXHIBIT A

BALLOT MEASURE

To construct new elementary, middle and high school facilities and acquire land to accommodate growing student enrollment and avoid overcrowding to support high academic achievement, shall the School Facilities Improvement District No. 2 (Village 7, Zone B) of the Western Placer Unified School District incur bonded indebtedness of not to exceed $215,000,000 with interest rates below legal limits and no money for salaries or other routine school operating expenses with all money raised benefiting local students?

EXHIBIT B

FULL BALLOT TEXT

The following is the full ballot text of the measure to be presented to the voters by School Facilities Improvement District No. 2 (Village 7, Zone B) of the Western Placer Unified School District in the ballot pamphlet:

> To construct new elementary, middle and high school facilities and acquire land to accommodate growing student enrollment and avoid overcrowding to support high academic achievement, shall the School Facilities Improvement District No. 2 (Village 7, Zone B) of Western Placer Unified School District incur bonded indebtedness of not to exceed $215,000,000 with interest rates below legal limits and no money for salaries or other routine school operating expenses with all money raised benefiting local students?

Purpose of the Bonds. Bonds will be used to fund the land acquisition and construction of new elementary, middle and high school facilities benefitting School Facilities Improvement District No. 2 (Village 7, Zone B). This includes the land acquisition, planning, design, engineering, site development costs as well as construction costs.

Special Bond Account and Mandatory Annual Audits. A separate account shall be established for deposit of proceeds of the sale of the Bonds. This account shall be audited annually and a report shall be made detailing (1) the amount of Bond proceeds received and expended in such fiscal year and (2) the status of any projects funded or to be funded from the proceeds of Bonds authorized to be issued by this measure.

No Money For Administrators' Salaries. Proceeds from the sale of the Bonds authorized by this proposition shall be used only for costs incurred in connection with funding of the Project and the cost of the issuance of the Bonds, and not for any other purpose, including staff and administrator salaries and other operating expenses.

All funds stay local for the benefit of School Facilities Improvement District No. 2 (Village 7, Zone B) of the Western Placer Unified School District Facilities. All bond proceeds shall be used to improve facilities within the School Facilities Improvement District No. 2 (Village 7, Zone B) of the Western Placer Unified School District for the benefit of the local community. No funds may be taken away by the state government, federal government, or other agencies.

EXHIBIT C

TAX RATE STATEMENT

An election will be held in the School Facilities Improvement District No. 2 (Village 7, Zone B) of the Western Placer Unified School District (the "Improvement District") on May 3, 2016, to authorize the sale of not to exceed $215,000,000 in bonds of the Improvement District to finance facilities as described in the ballot measure. If the bonds are approved, the Improvement District expects to sell the bonds in one 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 Improvement District. The following information is provided in compliance with sections 9400-9404 of the California Elections Code:

1. The best estimate of the tax rate that would be required to be levied to fund this bond issue during the first fiscal year after the sale of the bonds, based on estimated assessed valuations available at the time of filing this statement, is $126 per $100,000 of assessed valuation in fiscal year 2026-28.

2. The Improvement District's best estimate of the average tax rate that would be required to be levied to fund this bond issue, based on estimated assessed valuations available at the time of filing this statement, is $84 per $100,000 of assessed valuation.

3. The best estimate of the highest tax rate that would be required to be levied to fund this bond issue, based on estimated assessed valuations available at the time of filing this statement, is $210 per $100,000 of assessed valuation in fiscal year 2045-46, decreasing each year thereafter.

Voters should note that the estimated tax rates are based on the assessed value of taxable property on the Placer County official tax rolls, not on the market value of property. 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 on the Improvement District's projections and estimates only, which are not binding upon the Improvement 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 the sale of the bonds, the amount of bonds sold and market interest rates at the time of the sale, and actual assessed valuations over the term of repayment of the bonds.

The date of sale and the amount of bonds sold at any given time will be determined by the Improvement District based on the need for construction funds and other factors, including the legal limitations approved by a 2/3 vote. The actual interest rates at which the bonds will be sold will depend on the bond market at the time of each bond sale, among other factors. Actual future assessed valuation will depend on the amount and value of taxable property within the Improvement District as determined by the Placer County Assessor in the annual assessment and the equalization process.

The date of sale and the amount of bonds sold at any given time will be determined by the Improvement District based on the need for construction funds and other factors, including the legal limitations approved by a 2/3 vote. The actual interest rates at which the bonds will be sold will depend on the bond market at the time of each bond sale, among other factors. Actual future assessed valuation will depend on the amount and value of taxable property within the Improvement District as determined by the Placer County Assessor in the annual assessment and the equalization process.

Dated: January 5, 2016

President, Board of Trustees
School Facilities Improvement District No. 2
(Village 7, Zone B) of the Western Placer
Unified School District

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 Policies/Regulations/Exhibits

AGENDA ITEM AREA:
Action

REQUESTED BY:
Scott Leaman
Superintendent

ENCLOSURES:
Yes

DEPARTMENT:
Administration

FINANCIAL INPUT/SOURCE:
N/A

MEETING DATE:
January 5, 2016

ROLL CALL REQUIRED:
No

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

- BP/AR 5111 Admission
- BP/AR 5126 Awards for Achievement
- BP/AR 5144.4 Required Parental Attendance

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

wp/rk/factform

MANUAL MAINTENANCE GUIDESHEET

April 2016

Note: Description below identify major changes in revised materials. Editorial changes have also been made.

BP/AR 5111 - Admission
(BP/AR revised)

Policy updated to reflect **NEW LAW** (AB 2706, 2014) which requires district enrollment forms to include information about affordable health care options and available enrollment assistance. Policy also adds language to ensure that enrollment of a homeless student, foster youth, or child of a military family is not delayed for lack of records, and reflects **NEW LAW** (AB 2276, 2014) which prohibits districts from denying enrollment to children from juvenile court schools for the sole reason of their contact with the juvenile court system. Regulation updated to delete outdated dates re: age eligibility for TK, kindergarten, or first grade.

BP/AR 5126 - Awards for Achievement
(BP/AR revised)

Updated policy, **mandated** for districts that maintain a scholarship and loan fund, includes material formerly in AR re: board responsibilities related to the scholarship and loan fund. Material related to selection of the scholarship and loan committee revised to delegate to the Superintendent the appointment of staff, community, and student representatives. Updated regulation deletes detailed eligibility criteria for the Golden State Seal Merit Diploma and State Seal of Biliteracy, as these criteria are in transition.

BP/AR 5144.4 - Required Parental Attendance
(BP/AR added)

New **mandated** policy and regulation are for use by districts that authorize teachers to require parents/guardians to attend a portion of a school day in their child's classroom when their child has been removed from class for specified violations. Policy and regulation contain material formerly in BP/AR 5144.1 - Suspension and Expulsion/Due Process.

ADMISSION

Age of Admission to Grades K-1

~~A child shall be eligible for enrollment in kindergarten or first grade,~~ At the beginning of the school year, **the Superintendent or designee shall enroll any otherwise eligible child who will have** ~~or at a later time in the same year, if the child has~~ his/her fifth or sixth birthday~~, respectively,~~ on or before September 1st **of that year into kindergarten or first grade, as applicable.** (Education Code 48000, 48010)

Any child who will have his/her fifth birthday between September 2nd and December 2nd shall be offered a transitional kindergarten program in accordance with law and Board policy. (Education Code 48000)

(cf. 5123 - Promotion/Acceleration/Retention)
(cf. 6170.1 - Transitional Kindergarten)

~~On a case-by-case basis, a child who reaches age five after the date listed above for the applicable school year may be admitted to transitional kindergarten at any time during the school year with the approval of the child's parent/guardian, provided that: (Education Code 48000)~~

On a case-by-case basis, a child who will turn five years old in a given school year may be enrolled in kindergarten or TK at any time during that school year with the approval of the child's parent/guardian, provided that: (Education Code 48000)

1. The Superintendent or designee determines that the admittance is in the best interests of the child.

2. The parent/guardian is given information regarding the advantages and disadvantages and any other explanatory information about the effect of this early admittance.

(cf. 5145.6 - Parental Notifications)

~~In determining whether a child may be granted early entry to kindergarten,~~ The Superintendent or designee **shall make a recommendation to the Board regarding whether a child should be granted early entry to kindergarten. In doing, so the Superintendent or designee shall** ~~may also~~ consider the **various factors including the** availability of classroom space and any negotiated maximum class size.

(cf. 6151 - Class Size)
(cf. 7111 - Evaluating Existing Buildings)

Documentation of Age/Grade

Prior to the admission of a child to kindergarten or first grade, the parent/guardian shall present proof of the child's age. (Education Code 48002)

ADMISSION

Evidence of the child's age may include: (Education Code 48002)

1. A certified copy of a birth certificate or a statement by the local registrar or county recorder certifying the date of birth

2. A duly attested baptism certificate

3. Passport

~~When none of the foregoing is obtainable, the parent/guardian may provide any other appropriate means of proving the age of the child. (Education Code 48002)~~

~~A student enrolling in a district school at any other grade level shall present records from his/her previous school district documenting his/her age and current grade level.~~

~~*(cf. 5125 - Student Records)*~~
~~*(cf. 6146.3 - Reciprocity of Academic Credit)*~~

ADMISSION

The Board of Trustees encourages the enrollment and appropriate placement of all school-aged children in school. The Superintendent or designee shall inform parents/guardians of students entering a district at any grade level about admission requirements and shall assist them with enrollment procedures.

Before enrolling any child in a district school, ~~T~~the Superintendent or designee shall verify the ~~student's~~ **child's** age, **residency, immunization,** and ~~any~~ other ~~admission~~ **applicable eligibility** criteria specified in law, **the accompanying administrative regulation, or other applicable** ~~and in~~ Board policies. ~~and administrative regulations.~~

~~*(cf. 0410 - Nondiscrimination in District Programs and Activities)*~~
(cf. 5111.1 - District Residency)
(cf. 5111.12 - Residency Based on Parent/Guardian Employment)
~~*(cf. 5111.13 - Residency for Homeless Children)*~~
(cf. 5125 – Student Records)
(cf. 5141.3 - Health Examinations)
(cf. 5141.31 - Immunizations)
(cf. 5141.32 - Health Screening for School Entry)

The Superintendent or designee shall ensure that the enrollment of a homeless or foster child or a child of a military family is not delayed because of outstanding fees or fines owed to the child's last school or for his/her inability to produce previous academic, medical, or other records normally required for enrollment.

(cf. 6173 - Education for Homeless Children)
(cf. 6173.1 - Education for Foster Youth)
(cf. 6173.2 - Education of Children of Military Families)

In addition, no child shall be denied enrollment in a district school solely on the basis of his/her arrest, adjudication by a juvenile court, formal or informal supervision by a probation officer, detention in a juvenile facility, enrollment in a juvenile court school, or other contact with the juvenile justice system. (Education Code 48645.5)

(cf. 5119 - Students Expelled from Other Districts)

~~All resident students who are enrolling either in the school in their attendance area or in another district school shall be subject to the timelines established by the Board in BP/AR 5116.1 - Intradistrict Open Enrollment. Nonresident students may apply for interdistrict attendance in accordance with the timelines specified in applicable Board policies and administrative regulations.~~

When enrolling in any district school, including a school in their attendance area, children whose parents/guardians reside within district boundaries shall be subject to the timelines established by the Board for open enrollment. Children whose parents/guardians do not reside within the district or who are not otherwise eligible for

ADMISSION (continued)

enrollment in the district may apply for interdistrict attendance in accordance with the timelines specified in applicable Board policies and administrative regulations.

(cf. 5116.1 - Intradistrict Open Enrollment)
(cf. 5117 - Interdistrict Attendance)
(cf. 5118 - Open Enrollment Act Transfers)

~~The Superintendent or designee may admit to the ninth grade only those students who have graduated from eighth grade or who are recommended in writing by their eighth-grade principal as capable of profiting from high school instruction.~~

~~*(cf. 5123 - Promotion/Acceleration/Retention)*~~

The district's enrollment application shall include information about the health care options and enrollment assistance available to families within the district. The district shall not discriminate against any child for not having health care coverage and shall not use any information relating to a child's health care coverage or his/her interest in learning about health care coverage in any manner that would harm the child or his/her family. (Education Code 49452.9)

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

Legal Reference: (see next page)

ADMISSION (continued)

Legal Reference:

EDUCATION CODE
46300 Computation of average daily attendance, inclusion of kindergarten and transitional kindergarten
46600 Agreements for admission of pupils desiring interdistrict attendance
48000 Minimum age of admission (kindergarten)
48002 Evidence of minimum age required to enter kindergarten or first grade
48010 Minimum age of admission (first grade)
48011 Admission from kindergarten or other school; minimum age
48050-48053 Nonresidents
48200 Children between ages of 6 and 18 years (compulsory full-time education)
48350-48361 Open Enrollment Act
48850-48859 *Educational placement of foster youth*
49076 Access to records by persons without written consent or under judicial order
49408 Information of use in emergencies
49452.9 Health care coverage options and enrollment assistance
49700 – 49704 Education of children of military families
HEALTH AND SAFETY CODE
120325-120380 Education and child care facility immunization requirements
121475-121520 Tuberculosis tests for pupils
CODE OF REGULATIONS, TITLE 5
200 Promotion from kindergarten to first grade
201 Admission to high school
CODE OF REGULATIONS, TITLE 17
6000-6075 School attendance immunization requirements
UNITED STATES CODE, TITLE 42
11431-11435 McKinney Homeless Assistance Act

Management Resources:

~~*CSBA PUBLICATIONS*~~
~~*Transitional Kindergarten, Issue Brief, July 2011*~~
~~*OFFICE FOR CIVIL RIGHTS, U.S. DEPARTMENT OF EDUCATION,*~~ ***OFFICE FOR CIVIL RIGHTS*** *PUBLICATIONS*
Dear Colleague Letter, May 6, 2011
WEB SITES
CSBA: http://www.csba.org
California Department of Education: http://www.cde.ca.gov
Office for Civil Rights, U.S. Department of Education: http://www2.ed.gov/about/offices/list/ocr

Policy
adopted: September 4, 2007
revised: January 20, 2015
revised: January 1, 2016

WESTERN PLACER UNIFIED SCHOOL DISTRICT
Lincoln, California

AWARDS FOR ACHIEVEMENT

The Board of Trustees encourages excellence as a goal for all students and wishes to publicly recognize students for unique or exemplary achievements in academic, extracurricular or community service activities

(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 5127 - Graduation Ceremonies and Activities)

District/School Awards

Student awards may include verbal recognition, a letter, a certificate, a Board resolution, public ceremony, trophy, gift, plaque or cash gift.

The Superintendent or designee shall develop criteria for the selection of student award recipients.

Golden State Seal Merit Diplomas

At graduation from high school, special recognition shall be awarded to those students whose academic achievements in core curriculum areas have been outstanding.

The Superintendent or designee shall identify high school students who have demonstrated mastery of the high school curriculum qualifying them for the Golden State Seal Merit Diploma. (Education Code 51454)

(cf. 6162.51 – State Academic Achievement Tests)

Biliteracy Award

The district shall present the State Seal of Biliteracy to each graduating high school student who has attained a high level of proficiency in speaking, reading, and writing in one or more languages in addition to English. (Education Code 51460-51464)

(cf. 6142.2 - World/Foreign Language Instruction)
(cf. 6174 - Education for English Language Learners)

In order to affirm the value of bilingualism and encourage students' enrollment in world language programs, the Superintendent or designee may present awards at appropriate grade levels to recognize the pursuit and/or attainment of grade-level proficiency in one or more languages in addition to English.

Scholarship and Loan Fund

The Board shall establish and maintain a scholarship and loan fund which may be used to provide interest-free loans for educational advancement, scholarship, or grants-in-aid to bona fide organizations, students, or graduates of district schools. (Education Code 35310, 35315)

AWARDS FOR ACHIEVEMENT

Legal Reference:

EDUCATION CODE
220 Nondiscrimination
35160 Authority of governing boards
35310-35319 Scholarship and loan funds
44015 Awards to employees and students
51243-51245 Credit for private school foreign language instruction
51450-51455 Golden State Seal Merit Diploma
51460-51464 State Seal of Baliteracy
52464.1 Assessment of English language skills of English learners
CODE OF REGULATIONS, TITLE 5
876 Golden State Seal Merit Diploma
1632 Credit for private school foreign language instruction
11510-11516 California English Language Development Test

Management Resources:

WEB SITES
CSBA: http://www csba.org
California Department of Education: http://www.cde.ca.gov
Californians Together: http://www.californianstogether.org

Policy
adopted: September 4, 2007
revised: March 19, 2013
revised: January 20, 2015
revised: January 1, 2016

WESTERN PLACER UNIFIED SCHOOL DISTRICT
Lincoln, California

Students

AWARDS FOR ACHIEVEMENT

District/School Awards

The Superintendent or designee may appoint an awards committee at each school to consider student accomplishments. This committee may consist of school administrators, teachers, parents/guardians community members, and student representatives. The committee shall submit recommendations for student awards to the Superintendent or designee for approval.

(cf. 1220 – Citizen Advisory Committees)

Individual awards in excess of $200 must be expressly approved by the Board of Trustees. (Education Code 44015)

Golden State Seal Merit Diplomas

To be eligible to receive the Golden State Seal Merit Diploma upon ~~high school~~ graduation **from high school**, a student shall complete all requirements for a high school diploma and demonstrate, in accordance with the means adopted by the State Board of Education, mastery of the curriculum in ~~at least six subject areas, four of which shall be~~ mathematics, English language arts, science, and United States history, ~~with the remaining~~ **and** two **other** subject matter areas selected by the student. (Education Code 51451, 51452; 5 CCR 876)

(cf. 6143 - Courses of Study)
(cf. 6146.1 - High School Graduation Requirements)
(cf. 6146.11 - Alternative Credits Toward Graduation)
(cf. 6162.51 – State Academic Achievement Tests)
(cf. 6162.52 - High School Exit Examination)

~~To demonstrate mastery of these subject areas, the student shall earn a scaled score of 370 or above on six separate high school California Standards Tests (CST), including:~~

~~1. One mathematics exam, including Algebra II, Geometry, Summative High School Mathematics, or Integrated Mathematics 2 or 3~~

~~=~~

~~2. One English language arts exam at grade 9, 10, or 11~~

~~3. One science exam, including Biology, Chemistry, Physics, Earth Science, or Integrated/Coordinated Science 1, 2, 3, or 4~~

~~4. The grade 11 History-Social Science exam (United States history)~~

~~5. Two CSTs of the student's choice, which may include World History or any additional exams listed in items #1-4 above which have not already been used to establish eligibility~~

AWARDS FOR ACHIEVEMENT (continued)

~~*(cf. 6162.51 - Standardized Testing and Reporting Program)*~~

The Superintendent or designee shall maintain appropriate records to identify students who are eligible for the merit and shall affix an insignia to the diploma and transcript of each student awarded the merit diploma. (Education Code 51454)

(cf. 5125 - Student Records)

The Superintendent or designee shall submit an insignia request form to the California Department of Education in sufficient time to allow processing of the request prior to the high school graduation ceremony.

Biliteracy Award

To be eligible to receive the State Seal of Biliteracy upon graduation, a student shall **demonstrate, in accordance with state criteria, proficiency in English and at least one other language, which any include American Sign Language. A student whose primary language is other than English shall also attain the required proficiency level on the state test of English language proficiency.** ~~meet all the following criteria:~~ (Education Code 51461)

~~1. Complete all English language arts requirements for high school graduation with an overall grade point average (GPA) of 2.0 or above in those classes~~

~~2. Pass the CST in English language arts administered in grade 11 at the proficient level or above~~

~~3. Demonstrate proficiency in one or more foreign languages, which may include American sign language, by fulfilling one of the following criteria:~~

~~a. Pass a foreign language Advanced Placement examination with a score of 3 or higher or an International Baccalaureate examination with a score of 4 or higher~~

~~*(cf. 6141.5 - Advanced Placement)*~~

~~b. Successfully complete a four-year high school course of study in a foreign language, attaining an overall GPA of 3.0 or above in that course of study~~

~~*(cf. 6142.2 - World/Foreign Language Instruction)*~~

~~c. Pass a district language examination that meets the rigor of a four-year high school course of study in that language, provided the test has been certified to or approved by the Superintendent of Public Instruction~~

AWARDS FOR ACHIEVEMENT (continued)

~~d. Pass the SAT II foreign language examination with a score of 600 or higher~~

~~In addition to meeting the criteria in items #1-3 above, a student in any of grades 9-12 whose primary language is other than English shall attain the early advanced proficiency level or higher on the California English Language Development Test (CELDT). As necessary for this purpose, the district may administer the CELDT an additional time outside of the regularly scheduled administration specified in AR 6174 - Education for English Language Learners. (Education Code 51461)~~

~~*(cf. 6174 - Education for English Language Learners)*~~

The Superintendent or designee shall maintain appropriate records to identify high school students who qualify for the award and shall affix the insignia to the diploma or transcript of each student who earns the award. (Education Code 51463)

Scholarship and Loan Fund

~~The district's scholarship and loan fund shall be administered by a district committee composed of Board members, the Superintendent, and such other community, teacher, administrative, and/or student representatives as determined by the Board. (Education Code 35310)~~

~~Members of this committee shall be appointed by the Board and shall serve two-year terms.~~

The Superintendent shall serve as ~~chairperson of the committee and chief~~ executive officer **of the scholarship and loan and** ~~of the fund~~ **and as chairperson of the district committee established to administer the fund**. The committee shall meet at least once each fiscal year and at other such times as it may be called into session by the Superintendent. (Education Code 35311, 35312)

Scholarship and loan funds shall be deposited, administered, and audited in accordance with Education Code 35314 and 35318.

(cf. 3400 - Management of District Assets/Accounts)
(cf. 3460 - Financial Reports and Accountability)

~~The committee may accept gifts, donations, and bequests made for the purposes of the fund. The committee also may prescribe conditions or restrictions on these gifts and bequests. The committee shall review any conditions imposed by the donor and make a recommendation to the Board as to the compatibility of such conditions with the intent and purpose of the fund. The Board may prohibit the committee from accepting any donation under conditions it finds incompatible with the fund's intents and purposes. (Education Code 35313)~~

~~*(cf. 1260 - Educational Foundation)*~~

AWARDS FOR ACHIEVEMENT (continued)

~~*(cf. 3290 - Gifts, Grants and Bequests)*~~

The Superintendent or designee shall establish criteria, procedures, and deadlines for student applications for scholarships and/or loans from the fund. As applicable, **the Superintendent or designee** ~~he/she~~ may require the student to submit letters of recommendation or other supplementary materials providing evidence of the student's accomplishments and/or need.

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

~~The Superintendent or designee shall report to the Board at least annually regarding the status and activity of the fund. (Education Code 35319)~~

Notifications

The Superintendent or designee shall annually distribute information about eligibility requirements for the Golden State Seal Merit Diploma, State Seal of Biliteracy, and/or any district awards programs to students at the applicable grade levels.

REQUIRED PARENTAL ATTENDANCE

Whenever a teacher requires a parent/guardian to attend a portion of a school day with his/her child for the child's commission of an act specified in Education Code 48900(i) or (k), the principal shall send the parent/guardian a written notice that the parent/guardian's attendance is required pursuant to law. (Education Code 48900.1)

(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))
(cf. 5145.6 - Parental Notifications)

The notice shall:

1. Inform the parent/guardian of the date that his/her presence is expected, the length of the visit, and by what means he/she may arrange an alternate date

2. State that if the parent/guardian does not have a means of transportation to school, he/she may ride the school bus with the student

3. Direct the parent/guardian to meet with the principal after the visit and before leaving school

4. Direct the parent/guardian to contact the school if there are reasonable factors that would prevent him/her from complying with the attendance requirement

Attendance of the parent/guardian shall be limited to the class from which the student was removed. (Education Code 48900.1)

A parent/guardian who has received a written notice shall attend class as specified in the notice. After completing the classroom visit and before leaving school premises, the parent/guardian also shall meet with the principal or designee. (Education Code 48900.1)

At the meeting with the student's parent/guardian, the principal or designee shall explain the district's and school's discipline policies, including the disciplinary strategies that may be used to achieve proper student conduct.

When a parent/guardian does not respond to the request to attend school, the principal or designee shall contact him/her by any method that maintains the confidentiality of the student's records.

(cf. 5125 - Student Records)

REQUIRED PARENTAL ATTENDANCE

The Governing Board is committed to providing a safe school environment and setting expectations for appropriate student conduct. The Superintendent or designee may involve parents/guardians in student discipline as necessary to improve a student's behavior and encourage personal responsibility.

(cf. 5131 - Conduct)
(cf. 5131.1 - Bus Conduct)
(cf. 5131.2 - Bullying)
(cf. 5144 - Discipline)
(cf. 6020 - Parent Involvement)

When removing a student from class pursuant to Education Code 48910 for committing an act of obscenity, habitual profanity or vulgarity, disruption of school activities, or willful defiance, the teacher of the class may require any parent/guardian who lives with the student to accompany the student for a portion of a school day in the class from which the student has been removed. (Education Code 48900.1)

(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities)

Any teacher requiring parental attendance pursuant to this policy shall apply the policy uniformly to all students within the classroom. (Education Code 48900.1)

District and school-site rules for student discipline shall include procedures for implementing parental attendance requirements. (Education Code 48900.1)

Legal Reference: (see next page)

REQUIRED PARENTAL ATTENDANCE (continued)

Legal Reference:

EDUCATION CODE
35291 Rules (for government and discipline of schools)
35291.5 Rules and procedures on school discipline
48900-48927 Suspension and expulsion, especially:
48900 Grounds for suspension and expulsion
48900.1 Required parental attendance
48910 Suspension by teacher

Management Resources:

CSBA PUBLICATIONS
Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011
U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS
Dear Colleague Letter on the Nondiscriminatory Administration of School Discipline, January 2014
WEB SITES
CSBA: http://www.csba.org
California Attorney General's Office: http://www.oag.ca.gov
California Department of Education: http://www.cde.ca.gov
U.S. Department of Education, Office for Civil Rights: http://www.ed.gov/about/offices/list/ocr/docs/crdc-2012-data-summary.pdf
U.S. Department of Education, Office of Safe and Drug-Free Schools: http://www.ed.gov/about/offices/list/osdfs