Western Placer Unified School District
Regular Meeting of the Board of Trustees
June 17, 2014, 7:00 P.M.
Lincoln High School – Performing Arts Theater
790 J Street, Lincoln, CA 95648

MINUTES

2013-2014 Goals & Objectives (G & 0) for the Management Team: Component I: Quality Student Performance; **Component II:** Curriculum Themes; **Component III:** Special Student Services; **Component IV:** Staff & Community Relations; **Component V:** Facilities/Administration/Budget.

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

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

Others Present:
Scott Leaman, Superintendent
Audrey Kilpatrick, Assistant Superintendent of Business & Operations
Ryan Davis, Assistant Superintendent of Personnel Services
Michele Schultz, Interim Assistant Superintendent of Educational Services
Heather Steer, Facilities Coordinator
Rosemary Knutson, Secretary to the Superintendent
Jill Loya, Lincoln News Messenger

5:30 P.M. START

1. **CALL TO ORDER** – Lincoln High School – Performing Arts Theater

5:35 P.M.

2. **CLOSED SESSION** – Lincoln High School - Library

2.1 CONFERENCE WITH LABOR NEGOTIATOR
Bargaining groups: WPTA & CSEA Negotiations
Agency Negotiators: Scott Leaman, Superintendent, Ryan Davis, Assistant Superintendent of Personnel Services, Audrey Kilpatrick, Assistant Superintendent of Business and Operations

2.2 PERSONNEL

a. **Public Employee Employment/Discipline/Dismissal/Release**
Public Employee – CL 13/14.4

b. **Public Employee Performance Evaluation**
Superintendent

2.3 INTERDISTRICT ATTENDANCE APPEAL

a. Interdistrict Request Appeal 14/15 - 35
b. Interdistrict Request Appeal 14/15 - 36
c. Interdistrict Request Appeal 14/15 - 37
d. Interdistrict Request Appeal 14/15 - 38
e. Interdistrict Request Appeal 14/15 – 39
f. Interdistrict Request Appeal 14/15 – 40
g. Interdistrict Request Appeal 14/15 – 41
h. Interdistrict Request Appeal 14/15 – 42
i. Interdistrict Request Appeal 14/15 – 43
j. Interdistrict Request Appeal 14/15 – 44

7:00 P.M.

3. ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE– LHS Performing Arts Center

The Board of Trustees will disclose any action taken in Closed Session regarding the following items:

3.1 CONFERENCE WITH LABOR NEGOTIATOR

Bargaining groups: WPTA & CSEA Negotiations
Agency Negotiators: Scott Leaman, Superintendent, Ryan Davis, Assistant Superintendent of Personnel Services, Audrey Kilpatrick, Assistant Superintendent of Business and Operations

No action was taken

3.2 PERSONNEL

a. Public Employee Employment/Discipline/Dismissal/Release
Public Employee – CL 13/14.4

Mr. Armitage reported in closed session, the Board of Trustee took action to release one classified employee, CL 13/14.4. It was a 4-0 vote to release classified employee CL 13/14.4.

b. Public Employee Performance Evaluation
Superintendent

No action was taken.

3.3 INTERDISTRICT ATTENDANCE APPEAL

a. Interdistrict Request Appeal 14/15 - 35

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

b. Interdistrict Request Appeal 14/15 – 36

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

c. Interdistrict Request Appeal 14/15 - 37

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

d. Interdistrict Request Appeal 14/15 - 38

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

e. Interdistrict Request Appeal 14/15 – 39

Motion by Mr. Long, seconded by Mr. Haley, and passed by a 4-1 (**Ayes**: *Armitage, Carras, Haley, Long,* **No:** *Wyatt*) vote to deny transfer appeal.

f. Interdistrict Request Appeal 14/15 – 40

Motion by Mr. Haley, seconded by Mr. Long, and passed by a 4-1 (**Ayes**: *Carras, Haley, Long, Wyatt,* **No:** *Armitage*) vote to deny transfer appeal.

g. Interdistrict Request Appeal 14/15 – 41

Motion by Motion by Mr. Haley, seconded by Mr. Long, and passed by a 4-1 (**Ayes**: *Carras, Haley, Long, Wyatt,* **No:** *Armitage*) vote to deny transfer appeal.

h. Interdistrict Request Appeal 14/15 – 42

Motion by Mr. Haley, seconded by Mr. Long, and passed by a 4-1 (**Ayes**: *Carras, Haley, Long, Wyatt,* **No:** *Armitage*) vote to deny transfer appeal.

i. Interdistrict Request Appeal 14/15 – 43

Motion by Mr. Haley, seconded by Mr. Long, and passed by a 4-1 (**Ayes**: *Carras, Haley, Long, Wyatt,* **No:** *Armitage*) vote to deny transfer appeal.

j. Interdistrict Request Appeal 14/15 – 44

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

4. CONSENT AGENDA

4.1 Approval of Meeting Minutes for:
- May 20, 2014 Regular Board of Trustee Meeting

4.2 Certificated Personnel Report
4.3 Classified Personnel Report
4.4 Document Tracking Services Licensing Agreement

4.5 Ratify contract between Schoology Inc. and WPUSD (Lincoln High School) July 1, 2014-June 30, 2015.
4.7 Student Discipline Stipulated Expulsion Students # 13/14-R
4.8 Mathematics K-5
4.9 Legal Services Contract between Law Firm Lozano Smith, LLP and Western Placer Unified School District for the 2014-15 School Year.
4.10 CARS/Consolidated Application
4.11 Approval of Modification to the District's Certificated Management Salary Schedule to Reflect a Minor Change for the Continuation High School Principal Position.

Ryan Davis requested 4.3 be pulled, and approved after 8.10. Motion by Mr. Haley, seconded by Mr. Long, and passed by a 5-0 (**Ayes**: *Haley, Long, Armitage, Carras, Wyatt,* **No:** *None*) roll call vote to approve consent agenda as amended.

5. COMMUNICATION FROM THE PUBLIC

Mr. Tejeda, Parent of a denied transfer appeal. He spoke regarding his transfer being denied and his reasons for requesting a transfer.

6. REPORTS & COMMUNICATION

6.1 Lincoln High School, Student Advisory, Jillian Loya was absent
6.2 Western Placer Teacher's Association, Tara McCroskey thanked the board, sharing there have been a lot of ups and downs. She thanked them for their service and support to the students. She also shared she will be WPTA President for two more years, and wished them a wonderful summer.
6.3 Western Placer Classified Employee Association, Mike Kimbrough was absent
6.4 Superintendent, Scott Leaman reported the following:

- Special board meeting July 1st at the District office at 4:00 p.m.
- Started summer office hours, they are posted on the website and recorder.
- Barrett Hess got a 4.4 million dollar career grant, his efforts are so much appreciated.
- Summer school started Monday morning
- Reported on new administrators – 4 new Directors, 3 Principals, & 1 Assistant Superintendent.
- There will be a new Administrator Orientation
- Wished everyone a good summer

7. PUBLIC HEARING

7.1 Public Hearing on 2014 School Facility Needs Analysis and Justification Study (SFNA)

Based on meeting certain criteria set forth in Senate Bill 50, the District is authorized to collect residential developer fees over-and-above the Level I rate established by the State Allocation Board. This fee is commonly referred to as a Level II Fee. In order to qualify to collect Level II Fees, the District must annually complete a School Facility Needs Analysis and Justification Study (SFNA) and have it adopted by the Board of Trustees.

Public hearing was open at 7:15. There being no questions from the public, the hearing was closed.

7.2 Public Hearing on 2014 School Facility Fee Justification Report

Based on meeting certain criteria set forth in Senate Bill 50, the District is authorized to collect the base rate for California schools as established by the State Allocation Board. This fee is referred to as a Level I Fees. Not only do Level I Fees give a statute for residential construction, but also for commercial construction. In order to qualify to collect Level I Fees, the District must bi-annually complete a School Facility Fee Justification Report and have it adopted by the Board of Trustees.

Public hearing was open at 7:17. There being no questions from the public, the hearing was closed.

8. ♦ACTION ♦DISCUSSION ♦INFORMATION

8.1 Action **APPROVE RESOLUTION NO. 13/14.24 THE EDUCATION PROTECTION ACCOUNT AND SPENDING PLAN FOR 2014-15 – Kilpatrick** *(13-14 G & O Component I, II, III, IV, V)*

•Proposition 30, The School and Local Public Safety Protection Act of 2012, approved by the voters on November 6, 2012 temporary increases that states sales tax rate for all taxpayers and the personal income tax rates for upper-income taxpayers. The new revenues generated from Proposition 30 are deposited into a newly created state account called the Education Protection Account (EPA). School district, county office of education, and charter school (LEAs) will receive funds from the EPA based on their proportionate share of the statewide revenue limit amount.

Audrey Kilpatrick presented Resolution No. 13/14.24, which is generated from prop 30. It is required to be presented at a public meeting, showing where the money is being spent.

Motion by Mr. Carras, seconded by Mr. Haley, and passed by a 5-0 (**Ayes**: *Long, Armitage, Carras, Haley, Wyatt,* **No:** *None*) roll call vote to approve Resolution No. 13/14.24 the Education Protection Account and Spending Plan for 2014-15.

8.2 Action **ADOPTION OF RESOLUTION NO. 13/14.25 TO INCREASE FEES PER 2014 SCHOOL FACILITY FEE JUSTIFICATION REPORT – Steer** *(13-14 G & O Component I, II, III, IV, V)*

•Based on meeting certain criteria set forth in Senate Bill 50, the District is authorized to collect the base rate for California schools as established by the State Allocation Board. This fee is referred to as a Level I Fees. Not only do Level I Fees give a statute for residential construction, but also for commercial construction. In order to qualify to collect Level I Fees, the District must bi-annually complete a School Facility Fee Justification Report and have it adopted by the Board of Trustees.

Heather Steer presented Resolution No. 13/14.25 approving fee increase. The biggest change will be in the commercial fees. Motion by Mr. Long, seconded by Mr. Armitage, and passed by a roll call (**Ayes**: *Armitage, Carras, Haley, Long, Wyatt,* **No:** *None*) vote to approve Resolution No. 13/14.25 increasing fees per 2014 School Facility fee Justification Report.

8.3 Action **ADOPTION OF RESOLUTION NO. 13/14.26 TO ADJUST DEVELOPER FEES PER 2013 SCHOOL FACILITY NEEDS ANALYSIS AND JUSTIFICATION STUDY – Steer** *(13-14 G & O Component I, II, III, IV, V)*

•Based on meeting certain criteria set forth in Senate Bill 50, the District is authorized to collect residential developer fees over-and-above the Level I rate established by the State Allocation Board. This fee is commonly referred to as a Level II Fee. In order to qualify to collect Level II Fees, the District must annually complete a School Facility Needs Analysis and Justification Study (SFNA) and have it adopted by the Board of Trustees.

Heather Steer presented Resolution No. 13/14.26 to adjust developer fees. Current fees are at 4.00, and will be going 4.38. Motion by Mr. Armitage, seconded by Mr. Haley, and passed by a 5-0 roll call (**Ayes**: *Carras, Haley, Long, Armitage, Wyatt,* **No:** *None*) vote to approve Resolution No. 13/14.26 to adjust Developer Fees per 2013 School Facility Needs Analysis and Justification Study.

8.4 Action **RESOLUTION NO. 13/14.27 TO APPROVE THE ANNUAL ADJUSTMENT OF COMMUNITY FACILITY DISTRICT MELLO-ROOS RATES FOR CFD #1 AND CFD #2 – Steer** *(13-14 G & O Component I, II, III, IV, V)*

•Annually Annually the rates for fee calculations for Mello-Roos tax within the Western Placer Unified School District's Community Facilities Districts #1 and #2 are adjusted in coordination with the California Construction Cost Index (CCCI), utilizing the annual percentage increase or decrease for the most recent full calendar year as the standard. As of December 2013, there was an increase in the Construction Cost Index of 2.3%. This will increase the rates within CFD #1 to $6.33 per square foot and CFD #2 to 0.5071 per square foot respectively. Both districts observe a cap of 2,200 square feet per residential unit that can be charged. If approved, these rate increases will be in effect beginning July 1, 2014 and continue through the 2014-15 Fiscal Year.

Heather Steer presented Resolution No. 13/14.27 approving Mello-Roos Rates, looking at a 2.3% increase. Motion by Mr. Carras, seconded by Mr. Long, and passed by a 5-0 roll call (**Ayes**: *Haley, Long, Armitage, Carras Wyatt,* **No:** *None*) vote approving Resolution No. 13/14.27 the annual adjustment of Community Facility District Mello-Roos rates for CFD #1 and CFD #2.

8.5 Information **FINAL REPORT OF PROJECT FIT KIDS! – Schuetz** *(13-14 G & O Component I, II, III, IV, V)*

•Western Placer Unified School District was awarded a grant of $17,199 from the Placer Community Foundation to improve health and wellness of the District's students. The grant focused on students in 5th, 7th, and 9th grade by adding a fall Physical Fitness assessment, helping students set goals for improvement in the areas of Aerobic Capacity and Body Composition, choose a partner for encouragement, and to monitor their progress toward their goals. A requirement of the grant is to write a final report of the progress made in the project.

Michelle Schuetz presented the Project Fit Kids final report.

8.6 Action **PLACER COMMUNITY YOUTH DEVELOPMENT GRANT – Schuetz/Kilpatrick** *(13-14 G & O Component I, II, III, IV, V)*

• The Placer Community Foundation is offering a Mini-Grant for Youth Development targeting ages 14-21. In order to sustain our incentives for Project Fit Kids, help the schools implement Character Building Programs, and expand our services for social emotional support we are looking for grants and partnerships to help us meet the goal of the Wellness Committee to improve student wellness, including physical fitness. The grant will fund incentives, targeting middle school through high school, for students meeting physical fitness goals and meeting goals built into the Character Development programs.

Michelle Schuetz presented the grant for approval. Motion by Mr. Haley, seconded by Mr. Carras, and passed by a 5-0 (**Ayes**: *Armitage, Carras, Haley, Long, Wyatt,* **No:** *None*) vote to approve grant as presented.

8.7 Action **2014-15 WESTERN PLACER UNIFIED SCHOOL DISTRICT LCAP BUDGET ADOPTION – Scott/Kilpatrick/Schuetz** *(13-14 G & O Component I, II, III, IV, V)*

• The District has prepared the 2014-15 Local Control Accountability Plan (LCAP) for board review and approval. Adoption of the LCAP (and LCAP annual updates in subsequent years) shall be at the same meeting but prior to the adoption of the annual budget. *(EC 42127 and 52062)*. The adopted budget should include expenditures necessary to implement the LCAP or the annual update to a LCAP that is effective during the subsequent fiscal year.

Mr. Leaman reported on the LCAP, and all that was involved to get it completed. Audrey Kilpatrick reported there were a couple of changes from the last time it was brought before the board, which included moving class size reduction to 2016-17, and changes with separating funds. Motion by Mr. Armitage, seconded by Mr. Long, and passed by a 5-0 (**Ayes**: *Armitage, Carras, Haley, Long, Wyatt,* **No:** *None*) vote to approve the 2014-15 Western Placer Unified School District LCAP Budget Adoption.

8.8 Action **2014-15 WESTERN PLACER UNIFIED SCHOOL DISTRICT BUDGET ADOPTION – Scott/Kilpatrick/Schuetz** *(13-14 G & O Component I, II, III, IV, V)*

•By June 30th of each year, the school district must adopt a budget for all funds for the ensuring fiscal year. Prior to adoption of the budget, the Board must conduct a public hearing. This is in accordance with state prescribed procedures for single budget adoption, which require that the budget be adopted and submitted to the County Office of Education on state required forms by June 30th. The 2014-15 Budget establishes expenditure authority for the district to conduct business in the coming year.

Audrey Kilpatrick presented and reviewed slides on the 2014-15 Adopted Budget. She reported districts are required to present the budget for board approval.
Motion by Mr. Carras, seconded by Mr. Haley, and passed by a 5-0 (**Ayes**: *Armitage, Carras, Haley, Long, Wyatt,* **No:** *None*)

8.9 Discussion/ Action

APPROVAL OF CONTRACT FOR DIRECTOR OF MAINTENANCE & OPERATIONS AS SENIOR MANAGEMENT OF THE CLASSIFIED SERVICE – Davis *(13-14 G & O Component I, II, III, IV, V)*

•The current contract for the Director of Maintenance and Operations expires on June 30, 2014. District administration is recommending a two year contract for the Director of Maintenance and Operations which is a Senior Management of the Classified Service Position pursuant with Education Code sections 45100.5 and 45108.5. This contract also reflects an increase in the salary to be commensurate with other classified management Directors and reflects that the District will no longer be making the employees PERS contributions similar to the recent change for other classified management employees.

Mrs. Wyatt read the following:
I would like to make a statement about the next few items in the board packet

This has been a year of change in our administration. The district has had three people at the director level and above accept jobs outside the district, including our Deputy Superintendent. I would like to note that all three left for higher salaries.

Tonight we are taking action on three individuals to maintain stability for the district. Curtis Stizzo's contract expires June 30 2014 and the board will consider retaining him with a competitive salary. The Board will also consider the promotion of Heather Steer to Director of Facilities with a corresponding salary and work year. With major facility activity taking place in Lincoln, the district cannot afford to be short sighted in this area. Finally, the Board will consider moving Scott Leaman's compensation on par with the average of the same districts we use for employee comparisons. Longevity is also being added to Scott's contract, just as all other represented employees have in some form. It should also be noted that Scott's contract is being modified in the area of health benefits to include the same benefit cap as all other employees as of July 1, 2014.

On a personal note, I have been with Western Placer Unified School District for 37 years as a teacher and counselor and the last four years as a school board member. I have worked with seven superintendents. Scott Leaman by far is the most outstanding superintendent we have ever had in my tenure. He has brought consistent leadership to our district whether it is working with our district employees, the City of Lincoln or at the County level. Scott has brought stability and trust our leadership for WPUSD.

Ryan Davis shared the there has been a tremendous turn over in Human Resources, but feels confident with the new hires. Curtis Stizzo has been with the district for 5 years, this does include increase in salary. Administration recommends approval of the contract.

Motion by Mr. Haley, seconded by Mr. Long, and passed by a 5-0 (**Ayes**: *Armitage, Carras, Haley, Long, Wyatt,* **No:** *None*) vote to approve the contract for Director of Maintenance and Operations, to reflect the increase in the salary schedule.

8.10 Discussion/ Action **CONSIDER APPROVING NEW JOB DESCIPTION FOR DIRECTOR OF FACILITIES AND THE UPDATED SALARY SCHEDULE FOR CLASSIFIED MANAGEMENT TO INCLUDE THE NEW POSITION – Davis** *(13-14 G & O Component I, II, III, IV, V)*

- As a part of the ongoing review of job descriptions and the needs of the school sites and the District and in light of the significant impact of the increased facilities needs of the District and increased development in the city of Lincoln, there exists a need to approve a new job description for the "Director of Facilities" position which is necessary to meet the very important increase facilities needs of the District.

Ryan Davis presented new job description for Director of Facilities along with an increase in the salary schedule, which will include the Mental Health Specialist position increase. Motion by Mr. Haley, seconded by Mr. Carras, and passed by a 5-0 (**Ayes**: *Armitage, Carras, Haley, Long, Wyatt,* **No:** *None*) vote to approve the new job description for Director of Facilities and the updated salary schedule for Classified Management to include the new position.

The Motion by Mr. Haley, seconded by Mr. Carras, and passed by a 5-0(**Ayes**: *Haley, Long, Armitage, Carras, Wyatt,* **No:** *None*) roll call vote also included the approval of consent agenda item 4.3 Classified Personnel Report.

8.11 Discussion/ Action **CONSIDER APPROVING THE UPDATED SUPERINTENDENT'S CONTRACT – Davis** *(13-14 G & O Component I, II, III, IV, V)*

- The Board greatly values highly competent and consistent leadership from the District Administration. In light of the recent departure of our Deputy Superintendent along with several other key administrators, the Board has

requested a review of the Superintendent's contract to ensure that contract is placed at a competitive level in terms of compensation.

Ryan Davis presented the updated Superintendent's contract for approval. Motion by Mr. Carras, seconded by Mr. Haley, and passed by 5-0 (**Ayes**: *Armitage, Carras, Haley, Long, Wyatt,* **No:** *None*) roll call vote to approve the updated Superintendents contract.

Mr. Carras read evaluations from the past 3 years. The board also shared special appreciation for Mr. Leaman leadership to the district.

Mr. Leaman shared he is humbled by the boards comments. He shared he is currently the longest running superintendent in Placer County, and really appreciates the board for action that was taken tonight.

8.12 Action **APPROVAL OF AMENDED ADMINISTRATIVE REGULATION 1330 "USE OF SCHOOL FACILITIES" – Kilpatrick** *(13-14 G & O Component I, II, III, IV, V)*

•An amended copy of Administrative Regulation 1330, "Use of School Facilities" is attached for the Board's approval. The Schedule of Fees has been updated to reflect the greater of last year's actual and the current year projected actual.

Audrey Kilpatrick presented the revised Administrative Regulation 1330, Use of School Facilities for fee changes. Motion by Mr. Carras, seconded by Mr. Haley, and passed by a 5-0 (**Ayes**: *Armitage, Carras, Haley, Long, Wyatt,* **No:** *None*) vote to approve the revised Administrative Regulation 1330 "Use of School Facilities".

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.

- Twelve Bridges High School
- Lincoln Crossing Elementary South/Facilities Update

9.2 BOARD MEMBER REPORTS/COMMENTS

Mr. Haley had no comments, other than it was a good meeting.
Mr. Long also shared it was a good meeting.
Mr. Armitage excited that school is out, no homework. The PHS ceremony was great.
Mr. Carras complement the board for their support, kudos to the board.
Mrs. Wyatt LHS graduation came and went, it was great.

10. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

- **July 1, 2014** 4:00 P.M., Special Meeting of the Board of Trustee – District Office – Zebra Room
- **August 5, 2014** 7:00 P.M., Regular Meeting of the Board of Trustee – Lincoln High School Performing Arts Theater
- **August 19, 2014** 7:00 P.M., Regular Meeting of the Board of Trustee – Lincoln High School Performing Arts Theater

11. ADJOURNMENT

There being no further business the meeting was adjourned at 8:25 p.m.

Kris Wyatt, President

Damian Armitage, Clerk

Scott Leaman, Superintendent

Rosemary Knutson, Secretary to the Superintendent

Adopted: August 5, 2014

Ayes: Long, Armitage, Haley, Wyatt

Noes:

Absent: Carras

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