Western Placer Unified School District
Regular Meeting of the Board of Trustees
August 19, 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
Damian Armitage, Clerk
Paul Carras, Member
Paul Long, Member

Board Members Absent:
Brian Haley, Vice President

Others Present:
Scott Leaman, Superintendent
Audrey Kilpatrick, Assistant Superintendent of Business & Operations
Ryan Davis, Assistant Superintendent of Personnel Services
Kerry Callahan, Assistant Superintendent of Educational Services
Heather Steer, Facilities Director
Rosemary Knutson, Secretary to the Superintendent
Carol Percy, Lincoln News Messenger

5:40 P.M. START

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

5:45 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, Kerry Callahan, Assistant Superintendent of Educational Services

2.2 PERSONNEL
Public Employee Employment/Discipline/Dismissal/Release

2.3 INTERDISTRICT ATTENDANCE APPEAL
a. Interdistrict Request Appeal 14/15 - 51

b. Interdistrict Request Appeal 14/15 - 52
c. Interdistrict Request Appeal 14/15 - 53
d. Interdistrict Request Appeal 14/15 – 54
e. Interdistrict Request Appeal 14/15 – 55
f. Interdistrict Request Appeal 14/15 – 56
g. Interdistrict Request Appeal 14/15 – 57
h. Interdistrict Request Appeal 14/15 – 58
i. Interdistrict Request Appeal 14/15 – 59
j. Interdistrict Request Appeal 14/15 – 60

7:00 P.M.

3. ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE–Lincoln High Theater
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, Kerry Callahan, Assistant Superintendent of Educational Services

No action was taken

3.2 PERSONNEL
Public Employee Employment/Discipline/Dismissal/Release

No action was taken

3.3 INTERDISTRICT ATTENDANCE APPEAL

a. Interdistrict Request Appeal 14/15 – 51

Motion by Mr. Long, motion fails. Motion by Mr. Carras, seconded by Mr. Armitage to approve, appeal denied on a 2-2 (**Ayes**: *Carras, Armitage* **No:** *Long, Wyatt*) vote.

b. Interdistrict Request Appeal 14/15 - 52

Motion by Mr. Armitage, seconded by Mr. Carras, and passed on 3-1 (**Ayes**: *Armitage, Carras, Wyatt* **No:** *Long*) vote to approve transfer appeal.

c. Interdistrict Request Appeal 14/15 – 53

Motion by Mr. Armitage, seconded by Mr. Carras to approve, transfer appeal denied on a 2-2 (**Ayes**: *Armitage, Carras* **No:** *Long, Wyatt*) vote.

d. Interdistrict Request Appeal 14/15 – 54

Motion by Mr. Long, motion fails. Motion by Mr. Carras, seconded by Mr. Armitage to approve, transfer appeal is denied on a 2-2 (**Ayes**: *Armitage, Carras* **No:** *Long, Wyatt*) vote

e. Interdistrict Request Appeal 14/15 – 55

Motion by Mr. Armitage, seconded by Mr. Carras to approve, transfer appeal is denied on a 2-2 (**Ayes**: *Armitage, Carras* **No:** *Long, Wyatt*) vote.

f. Interdistrict Request Appeal 14/15 – 56

Motion by Mr. Armitage, seconded by Mr. Carras, and passed by a 3-1 (**Ayes**: *Armitage, Carras, Wyatt* **No:** *Long*) vote to approve transfer appeal.

g. Interdistrict Request Appeal 14/15 – 57

Motion by Mr. Long, seconded by Mr. Armitage, and passed by a 4-0 (**Ayes**: *Armitage, Carras, Long, Wyatt* **No:** *None*) vote to deny the transfer appeal.

h. ~~Interdistrict Request Appeal 14/15 – 58~~

Withdrew their appeal

i. Interdistrict Request Appeal 14/15 – 59

Motion by Mr. Long, seconded by Mr. Armitage, and passed by a 4-0 (**Ayes**: *Armitage, Carras, Long, Wyatt* **No:** *None*) vote to approve transfer appeal.

j. Interdistrict Request Appeal 14/15 – 60

Motion by Mr. Armitage, seconded by Mr. Carras, and passed by a 4-0 (**Ayes**: *Armitage, Carras, Long, Wyatt* **No:** *None*) vote to approve transfer appeal.

4. CONSENT AGENDA

4.1 Classified Personnel Report
4.2 Certificated Personnel Report
4.3 Agreement to Furnish Food Services between KidZKount: Placer Community Action Council, Inc., and WPUSD.

Motion by Mr. Carras, seconded by Mr. Armitage, and passed by a 4-0 (**Ayes**: *Long, Armitage, Carras, Wyatt* **No:** *None*) roll call vote to approve consent agenda as presented.

5. COMMUNICATION FROM THE PUBLIC

There was no communication from the public.

6. REPORTS & COMMUNICATION

6.1 Lincoln High School Student Advisory – *Vacant*

6.2 Western Placer Teacher's Association, Tara McCroskey welcomed back everyone. She shared her disappointment of missing the first board meeting, but was at UCLA, attending training on school finance. Enjoyed district day, and Thanks to our teachers. Her goal she has this year is to focus on workloads of the teachers, as resource's come in. Worked with Mr. Leaman to take CELDT Testing off the teachers, and she will continue to lessen the load of teachers. WPTA will be having a BBQ on Sept 16th at 5:00 p.m., and would like to invite all Board of Trustee members, and extended an invite district office Administration and will extend the invite to CSEA President Mike Kimbrough. An email will be sent on what to bring, WPTA will provide the meat and drinks.

6.3 Western Placer Classified Employee Association, Mike Kimbrough was not present

6.4 Superintendent, Scott Leaman reported the following

- District In-service Day was great,
- Mrs. Wyatt was present at the in-service, and helped with Service Awards
- District will not have an election this year, no one ran for the board seats.
- School Opens tomorrow, August 20th
- Will bring district goals at the next meeting
- Will bring back the LCAP with formatting changes that were made.

7. ♦ACTION ♦DISCUSSION ♦INFORMATION

7.1 Action **APPROVE RESOUTION NO. 14/15.4 AUTHORIZED SIGNATORIES FOR WPUSD - Kilpatrick** *(14-15 G & O Component I, II, III, IV, V)*

•The Resolution 14/15.4, with board approval, authorizes the listed employees to act as agents for the District in matters relating to the conduct of business. Their signatures will be required on various documents, contract, purchase orders, Federal and State Grants, accounts payable, payroll, and revolving fund warrants only those named in this resolution will be authorized signatories for the Western Placer Unified School District and that listed employees are approved as authorized signatories for the Western Placer Unified School District.

Audrey Kilpatrick presented a Resolution authorizing employee signatures, due to new staff in administration. Motion by Mr. Carras, seconded by Mr. Armitage, and passed by a 4-0 (**Ayes**: *Armitage, Carras, Long, Wyatt* **No:** *None*) roll call vote to approve Resolution No. 14/15.4 approving authorized signatories for WPUSD.

7.2 Information **FACILITIES DEPARTMENT UPDATE SUMMER PROJECTS 2014 - Steer** *(14-15 G & O Component I, II, III, IV, V)*

•This item is a Board of Trustees informational update on current Facilities projects and work that was completed the summer of 2014

This item will be brought back at the next meeting, due to technical difficulties.

7.3 Action **RESOLUTION NO. 14/15.6 TO APPROVE THE WPUSD COMMUNITY FACILITIES DISTRICT NO. 1 TAX REPORT FISCAL YEAR 2014-15, AND LEVYING AND APPORTIONING THE SPECIAL TAX AS PROVIDED THEREIN - Steer** *(14-15 G & O Component I, II, III, IV, V)*

•Staff requests the Board of Trustees take action to approve the FY 2014-15 special tax levy for developed and undeveloped parcels within the Western Placer Unified School District's Community Facilities District No. 1. There are 4,253 parcels being levied for a total of $3,355,192.92. A complete printout of parcels levied is available at the District Office and will be available at the Board of Trustees meeting.

Heather Steer presented a Resolution approving the WPUSD District No. 1 Tax Report. Motion by Mr. Carras, seconded by Mr. Long, and passed by a 4-0 (**Ayes**: *Carras, Long, Armitage, Wyatt* **No:** *None*) roll call vote to approve Resolution No. 14/15.6 the WPUSD community Facilities District No. 1 Tax Report Fiscal year 2014-15, and Levying and apportioning the special tax as provided.

7.4 Action **RESOLUTION NO. 14/15.7 TO APPROVE THE WPUSD COMMUNITY FACILITIES DISTRICT NO. 2 TAX REPORT FISCAL YEAR 2014-15, AND LEVYING AND APPORTIONING THE SPECIAL TAX AS PROVIDED THEREIN - Steer** *(14-15 G & O Component I, II, III, IV, V)*

•Staff requests the Board of Trustees take action to approve the FY 2014-15 special tax levy for developed and undeveloped parcels within the Western Placer Unified School District's Community Facilities District No. 2. There are 2,716 parcels being levied for a total of $2,145,617.32. A complete print out of parcels levied is available at the District Office and will be available at the Board of Trustees meeting.

Heather Steer presented a Resolution approving the WPUSD District No. 2 Tax Report. Motion by Mr. Long, seconded by Mr. Carras, and passed by a 4-0 (**Ayes**: *Long, Armitage, Carras, Wyatt* **No:** *None*) roll call vote to approve Resolution No. 14/15.7 the WPUSD community Facilities District No. 2 Tax Report Fiscal year 2014-15, and Levying and apportioning the special tax as provided.

7.5 Action **APPROVE AGREEMENT BETWEEN WESTERN PLACER UNIFIED SCHOOL DISTRICT AND LOZANO SMITH ATTORNEYS AT LAW FOR BOND DISCLOSURE COUNSEL SERVICES - Steer** *(14-15 G & O Component I, II, III, IV, V)*

•In October 2012, we approved and signed an Agreement for Legal Services with Lozano Smith Attorneys at Law.

Utilizing that original agreement, Staff is presenting for approval an agreement for Bond Disclosure Counsel Services related to 2014 Measure A School Bond.

Heather Steer presented on agreement between WPUSD and Lozano Smith to include related services. Motion by Mr. Armitage, seconded by Mr. Long, and passed by a 4-0 (**Ayes**: *Armitage, Carras, Long, Wyatt* **No:** *None*) vote to

approve agreement between WPUSD and Lozano Smith to include services related to the 2014 Measure A School Bond.

7.6 Information **EDUCATIONAL SERVICES UPDATE - Callahan** *(14-15 G & O Component I, II, III, IV, V)*

•Information regarding the Administrator Orientations (July 31, 2014 and August 1, 2014) will be shared. Additionally, an overview of the 2014-15 priorities for Educational Services will be provided.

Kerry Callahan gave an update on information that was shared during the Administrator Orientation, which was held on July 31st and August 1st. She also gave updates on Educational focus; PLC; refining practices, which are already in place, and Common Core. She reviewed the training teachers received during district staff day.

7.7 Discussion/ Action **CONSIDER MODIFICATION TO THE RATE FOR DAY TO DAY SUBSTITUTE TEACHING - Davis** *(14-15 G & O Component I, II, III, IV, V)*

•During the last few school years and especially in the 2013-14 school year the District struggled to find day to day substitute teachers to cover all the needs of the District. The majority of our substitute teacher pool is shared with numerous other surrounding Districts and at this time District Administration feels it is necessary to increase the day to day substitute teacher rate from $90 per day up to $115 per day. A half day assignment would increase from $54 per half day up to $69 per half day. At this time we are not modifying the long term substitute rate which will remain at $150 per day for consecutive days beyond 20 days in a particular assignment.

Ryan Davis presented a modification on substitute rate of pay per day. He feels our district needs to be more competitive with surrounding districts. Interview subs, hoping for a solid sub pool this year. Motion by Mr. Armitage, seconded by Mr. Long, and passed by a 4-0 (**Ayes**: *Long, Armitage, Carras, Wyatt* **No:** *None*) vote to approve the modification to the rate for day to day substitute teaching.

7.8 Discussion/ Action **ADOPT DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS - Davis** *(14-15 G & O Component I, II, III, IV, V)*

•Each year the District must declare that there are an insufficient number of certificated persons who meet the District's employment criteria for the positions listed on the attached form. The declaration shall remain in force until June 30, 2015.

Ryan Davis presented the annual declaration of need. Motion by Mr. Carras, seconded by Mr. Long, and passed by a 4-0 (**Ayes**: *Armitage, Carras, Long, Wyatt* **No:** *None*) vote to approve the declaration of need for Fully Qualified Educators.

7.9 Action **ADOPTION OF NEW AND REVISED POLICIES, REGULATIONS AND EXHIBITS – Leaman** *(13-14 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 5116 School Attendance Boundaries
- BP 5113.1 Chronic Absence and Truancy
- AR 5125 Student Records
- BP/AR 5144 Discipline
- BP/AR 5144.1 Suspension and Expulsion/Due Process
- BP 5145.6 Parental Notifications
- AR 5148.3 Preschool/Early Childhood Education
- BP 6161.1 Selection and Evaluation of Instructional Materials
- BP 6161.11 Supplementary Instructional Materials

Motion by Mr. Armitage, seconded by Mr. Carras, and passed by a 4-0 (**Ayes**: *Armitage, Carras, Long, Wyatt* **No:** *None*) vote to approve new and revised policies as presented.

8. BOARD OF TRUSTEES

8.1 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

8.2 BOARD MEMBER REPORTS/COMMENTS

Mr. Long had a question on Measure A, after it passes, will we still need matching funds for the high school?
Mr. Armitage shared about the meeting he attending at Sierra College with Kris Wyatt and Brian Haley.
Mr. Carras had no report, just a reminder about the Trustee Dinner, which will be held November 17th.
Mr. Wyatt shared she attended District Staff Day. She also attended GEMS registration, the process went so smooth, and everything looked great. She also attended the Sierra College meeting, and learned a lot. She recommended our district needs to have a breakfast, and reach out to all locals.

9. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

- September 2, 2014 7:00 P.M., Regular Meeting of the Board of Trustee – Lincoln High School
- September 16, 2014 7:00 P.M., Regular Meeting of the Board of Trustee – Lincoln High School

10. ADJOURNMENT

There being no further business the meeting was adjourned at 7:43 p.m.

Kris Wyatt, President

Damian Armitage, Clerk

Scott Leaman, Superintendent

Rosemary Knutson, Secretary to the Superintendent

Adopted: September 2, 2014

Ayes: Haley, Long, Armitage, Carras, Wyatt

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