Western Placer Unified School District
Regular Meeting of the Board of Trustees
August 6, 2013, 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

Board Members Absent
Paul Long, Member

Others Present
Scott Leaman, Superintendent
Mary Boyle, Deputy Superintendent
Audrey Kilpatrick, Assistant Superintendent of Business & Facilities
Ryan Davis, Director of Human Services
Rosemary Knutson, Secretary to the Superintendent
Heather Steer, Facilities Coordinator
Jillian Loya, Student Representative
Toni Arnés, Lincoln News Messenger

5:15 P.M. START

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

5:20 P.M.

2. **CLOSED SESSION** – Lincoln High School - Office Conference Room

   2.1 CONFERENCE WITH REAL PROPERTY NEGOTIATOR
   Purchase price, and payment terms for additional property adjacent to the Twelve Bridges Library, negotiated between representatives of Western Placer Unified School District and Sierra Community College District.

   2.2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
   Case No. SCV0032309, Western Placer Unified School District vs. City of Lincoln

   2.3 CONFERENCE WITH LABOR NEGOTIATOR
   Bargaining groups: WPTA & CSEA Negotiations

Agency Negotiators: Scott Leaman, Superintendent, Mary Boyle, Deputy Superintendent of Educational Services, Ryan Davis, Director of Human Services Audrey Kilpatrick, Assistant Superintendent of Business Services

2.4 PERSONNEL
PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
- CL 13/14.1

2.5 INTERDISTRICT ATTENDANCE APPEAL
a. Interdistrict Request Appeal 13/14 – 16
b. Interdistrict Request Appeal 13/14 – 17
c. Interdistrict Request Appeal 13/14 – 18
d. Interdistrict Request Appeal 13/14 – 19

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 REAL PROPERTY NEGOTIATOR
Purchase price, and payment terms for additional property adjacent to the Twelve Bridges Library, negotiated between representatives of Western Placer Unified School District and Sierra Community College District.

No Action taken

3.2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Case No. SCV0032309, Western Placer Unified School District vs. City of Lincoln

No Action taken

3.3 CONFERENCE WITH LABOR NEGOTIATOR
Bargaining groups: WPTA & CSEA Negotiations
Agency Negotiators: Scott Leaman, Superintendent, Mary Boyle, Deputy Superintendent of Educational Services, Ryan Davis, Director of Human Services Audrey Kilpatrick, Assistant Superintendent of Business Services

No Action taken

3.4 PERSONNEL
PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
- CL 13/14.1

Mr. Armitage reported the Board of Trustee took action to release probationary classified employee CL 13/14.1. It was a unanimous roll call vote.

3.5 INTERDISTRICT ATTENDANCE APPEAL
a. Interdistrict Request Appeal 13/14 – 16

Motion by Mr. Armitage, seconded by Mr. Haley, and passed by a 4-0 vote to approve transfer appeal.

b. Interdistrict Request Appeal 13/14 – 17

Motion by Mr. Armitage, seconded by Mr. Carras, and passed by a 4-0 vote to approve transfer appeal.

~~c. Interdistrict Request Appeal 13/14 – 18~~

d. Interdistrict Request Appeal 13/14 – 19

Motion by Mr. Haley, seconded by Mr. Carras, and passed by a 4-0 vote to approve transfer appeal.

4. CONSENT AGENDA

4.1 Approval of Meeting Minutes for:
- June 4, & 18th, 2013 Regular Board of Trustee Meeting

4.2 Approval of Warrants
4.3 Classified Personnel Report
4.4 Certificated Personnel Report
4.5 Approval of Resolution 13/14.1 Approving State Preschool Contract.
4.6 Shared PCOE State Preschool Grant/Contract
4.7 Agreement between The OMNI Group and WPUSD for 403(b) Compliance and Remitting Services for the 2013-14 Fiscal Year.
4.8 Classified Management Salary Schedule: Mental Health Specialist
4.9 Notification to Hire Classified Management: Mental Health Specialist
4.10 Approve Student Discipline/Stipulated Expulsion for Student #13-14 A.
4.11 Service Agreement for an Employee Assistance Program between ACI Specialty Benefits, Inc. and WPUSD.
4.12 Document Tracking Service (DTS) Licensing Agreement.
4.13 Approve STAR MOU
4.14 Red Schoolhouse Software License for OARS (Online Assessment Reporting System)
4.15 Ratification of Revised Job Description for the Program Support Specialist Intervention position.
4.16 Ratification of Consulting Services Order with Capitol Public Finance Group.
4.17 Approval of Change Order #01 for Twelve Bridges Middle School Water Damage Reconstruction.
4.18 Contract with SchoolWorks, Inc. for Geographical Informational Systems (GIS) for the 2013-2014 Fiscal Year.
4.19 Unpaid Leave of Absence Request.

Mr. Haley requested the removal of item 4.17 from the consent agenda for discussion. Motion by Mr. Haley, seconded by Mr. Carras, and passed by a 4-0 roll call vote to approve consent agenda as presented. With the removal of item 4.17

Mr. Haley had questions regarding the amount being paid by the insurance company. Heather Steer was able to answer his questions and reported the project should be completed by August 15th. Motion by Mr. Haley, seconded by Mr. Armitage, and passed by a 4-0 roll call vote to approve the Change Order of #01 for Twelve Bridges Middle School Water Damage Reconstruction. Roll call vote: Carras, Armitage, Haley, Wyatt

5. COMMUNICATION FROM THE PUBLIC

No communication from the public

6. REPORTS & COMMUNICATION

6.2 Lincoln High School, Student Advisory – Jillian Loya was absent

6.2 Western Placer Teacher's Association – Tara McCroskey shared what WPTA has been doing during the summer, attending National workshops, attended presentation conferences along with other members of the group. New things are happening with education. CTA has amazing resources available to us, and she asked the board of trustees if they have any questions please feel free to contact her, she is here to support the board.

6.3 Western Placer Classified Employee Association – Mike Kimbrough was absent

6.4 Superintendent - Scott Leaman reported the following:

- He explained how the district will be processing common core changes, and control funding programs
- The district will return to regular hours tomorrow, school sites will be open.
- New administrative changes, Stacy Brown will move to GEMS, and Randy Woods will assume interim principal at TBMS for now. The principal position for TBMS was posted today.

7. ♦ACTION ♦DISCUSSION ♦INFORMATION

7.1 Information **COMMON CORE STATE STANDARDS ONE-TIME FUNDING PRELIMINARY ACTION PLAN - Boyle** *(13-14 G & O Component I, II, III, IV, V)*

•AB 86 Education Omnibus Trailer Bill appropriates $1.25 billion statewide to support the integration of academic content standards in instruction, apportioning these funds to school districts, county offices of education, charter schools and state special schools on an equal rate per pupil basis, based on prior year enrollment. The bill requires the receiving entities to adopt a plan delineating how the funds shall be spent and to report detailed expenditure information to the State Department of Education on or before July 1, 2015.

Mary Boyle discussed common core state standards and the steps that will be needed to be taken in order to receive the apportioning funds from the State Department of Education.

7.2 Action **ASSISTANT SUPERINTENDENT OF PERSONNEL SERVICES CONTRACT - Leaman** *(13-14 G & O Component I, II, III, IV, V)*

•With increased district responsibility to provide Horizon Schools technical assistance and the desire to have year-round management in the personnel office, administration is recommending conversion of the Director of Human Services to Assistant Superintendent of Personnel Services. The increased cost for this

position will be funded through Horizon Schools Technical Assistance funds so it will not have a negative impact on the general fund.

Mr. Leaman reported on the purpose for approval of Assistant Superintendent Contract. He asked the board to establish the position. Motion by Mr. Carras, seconded by Mr. Haley, and passed by a 4-0 vote to approve the Assistant Superintendent of Personnel Services position.

7.3 Action **RESOLUTION NO. 13/14.2 TO REVOKE PARTICIPATION IN THE CALIFORNIA UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT - Steer** *(13-14 G & O Component I, IV, V)*

•On March 18, 2008, the Board of Trustees approved Resolution 07/08.15 to elect to participate in the California Uniform Public Construction Cost Accounting Act ("CUPCCAA"), more commonly known as Informal Bidding. While in concept the idea of being able to "informally" bid smaller projects utilizing a higher threshold of project costs under the Public Contract Code, in reality it is a very complex set of requirements in order to be in compliance with the Act. Upon Staff's research into this, it was discovered that the District is currently not in compliance with this Act, and had not used this method for contracting work for some time.

Heather Steer presented Resolution No. 13/14.2 discussing the purpose of revoking the participation in the California Uniform Public Construction Cost Accounting Act. This would change the bidding process for contracting work. Motion by Mr. Haley, seconded by Mr. Carras, and passed 4-0 roll call vote to approve Resolution No. 13/14.2, approving to revoke the participation in the California Uniform Public Construction Cost Accounting Act. Roll call vote: Armitage, Haley, Carras, Wyatt

7.4 Information **2013-14 DISTRICT BUDGET UPDATE – STATE BUDGET APPROVAL - Kilpatrick** *(13-14 G & O Component I, II, III, IV, V)*

•California Education Code 42127(i)(4) requires school districts to make available for public review any revenue and/or expenditure revisions made to the budget to reflect the funding made available by the Budget Act no later than 45 days following the signing of the Budget Act.

Audrey Kilpatrick gave a 2013-14 District Budget update, and reviewed the following:

- 2013-14 State Budget
- Themes for the Budget
- The Budget in Broad Strokes
- LCFF (**Local Control Funding Formula**) Policy Goals and Features:
  - ~Increase transparency and reduce complexity
  - ~Reduce the administrative burden
  - ~Improve funding equity across school districts
  - ~Improve local accountability
- Base Year Funding and LCFF Target: (*A school district LCFF entitlement will be based on three key elements*):
  - ~ Its base year funding in 2012-13

~ The demographics of its student population, specifically the percentage of student who qualify for supplemental/ concentration grants.
~The state appropriation of LCFF

- 2013-14 District LCFF Entitlement
- Categorical Programs and the LCFF
- LCFF vs. Revenue Limit & Categoricals
- What State Programs Excluded from LCFF Funding
- SSC Financial Planning Dartboard
- Local Control Accountability Plan – Next Steps
- LCAP Timeline
- Summary of Changes in Funding Model to LCFF for 2013-14
- Funding for Common Core
- State Lottery 2013-14
- Mandated Programs
- Proposition 39

7.5 Action **APPROVAL OF JOB DESCRIPTION – DIRECTOR OF MAINTENANCE & OPERATIONS - Kilpatrick** *(13-14 G & O Component IV, V)*

•A review of the Director of Maintenance & Operations job description was performed of the job duties and responsibilities on the current job description. Based on the results of the review specific job duties were revised related to support provided for the Deferred Maintenance program as it relates to maintenance and repair. Some other minor changes were made relating to job title of supervisor.

Audrey Kilpatrick discussed the changes to the job description, and reviewed the changes, with no change in salary schedule. Motion by Mr. Carras, seconded by Mr. Haley, and passed by a 4-0 vote to approve the revised job description of the Director of Maintenance & Operations.

7.6 Action **APPROVAL OF JOB DESCRIPTION – FACILITIES COORDINATOR - Kilpatrick** *(13-14 G & O Component IV, V)*

•A review of the Facilities Coordinator job description was performed of the job duties and responsibilities on the current job description and other needs of the Facilities department. Based on the results of the review specific job duties were added related to Deferred Maintenance duties. Some other minor changes were made relating to job title of supervisor.

Audrey Kilpatrick discussed the changes to the job description, and reviewed the changes, with no change in salary schedule. Motion by Mr. Haley, seconded by Mr. Armitage, and passed by a 4-0 vote to approve the revised job description of the Facilities Coordinator.

7.7 Discussion/ Action **ADOPT DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS – Davis** *(13-14 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, 2014.

Ryan Davis presented the annual declaration of need for fully qualified educators. Motion by Mr. Carras, seconded by Mr. Armitage, and passed by 4-0 vote to approve the Declaration of Need for Fully Qualified Educators.

7.8 Information **ANNUAL ASSESSMENT ACCOUNTABILITY REPORT - Boyle** *(13-14 G & O Component I, II, III, IV, V)*

•STAR California Standards Test (CST) score results from April 2013 have been received from the California Department of Education (CDE). Individual student results have been mailed home and school/grade-level/course results have been distributed to school sites. The District is currently awaiting the release of Academic Performance Index (API) and Annual Yearly Progress (AYP) results for schools and for our district. CAHSEE (California High School Exit Exam) results for March and May have been received, as have AO (Advanced Placement) assessment results. We are awaiting results from our recent CAHSEE testing.

Mary Boyle reviewed the 2013 STAR Testing results. Scores were mailed out to families today. 2013-14 will be our last year of STAR testing. We have not received AYP/API from the State yet.

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.

- Relationship with Sierra Community College
- Twelve Bridges High School
- Lincoln Crossing Elementary South/Facilities Update

8.2 BOARD MEMBER REPORTS/COMMENTS

Mr. Haley saw the article in the Bee regarding scores
Mr. Carras became a grandfather.
Mr. Armitage had no report
Mrs. Wyatt had no report

9. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

- August 20, 2013 7:00 P.M., Regular Meeting of the Board of Trustee – Lincoln High School
- September 3, 2013 7:00 P.M., Regular Meeting of the Board of Trustee – Lincoln High School

➢September 17, 2013 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 8:13 p.m.

Kris Wyatt, President

Damian Armitage, Clerk

Scott Leaman, Superintendent

Rosemary Knutson, Secretary to the Superintendent

Adopted: September 3, 2013

Ayes: Haley, Carras, Armitage, Wyatt

Noes:

Absent: Long

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