Western Placer Unified School District
Regular Meeting of the Board of Trustees
November 19, 2013, 7:00 P.M.
Sheridan Elementary – Multi-Purpose Room
4730 H Street, Sheridan, CA 95681

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 Long, Member
Paul Carras, Member

Others Present:
Scott Leaman, Superintendent
Mary Boyle, Deputy Superintendent
Audrey Kilpatrick, Assistant Superintendent of Business & Facilities
Ryan Davis, Assistant Superintendent of Personnel Services
Rosemary Knutson, Secretary to the Superintendent
Heather Steer, Facilities Coordinator

6:00 P.M. START

1. **CALL TO ORDER** – Sheridan Elementary School – Multi-Purpose Room

6:05 P.M.

2. **CLOSED SESSION** – Sheridan Elementary School - Staff Room

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

   2.2 **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
   - 1 Potential Case

   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, Assistant Superintendent of Personnel Services, Audrey Kilpatrick, Assistant Superintendent of Business and Operations

2.4 PERSONNEL
PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
Public Employee Discipline/Dismissal/Release – CL 13/14.3

7:00 P.M.

3. ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE– Sheridan Elementary School

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

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

The Board of Trustees took action in closed session to approve the settlement agreement between the City and the District by a 5-0 vote.

3.2 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

- 1 Potential Case

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, Assistant Superintendent of Personnel Services, Audrey Kilpatrick, Assistant Superintendent of Business and Operations

No action taken

3.4 PERSONNEL
PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
Public Employee Discipline/Dismissal/Release – CL 13/14.3

The Board took action on employee CL 13/14.3. It was a unanimous vote.

SPECIAL ORDER OF BUSINESS

4.1 **School Being Featured: Sheridan Elementary School** –
Mr. Leaman introduced Ms. Willes, Sheridan Principal. She presented a video which included students, staff and volunteers, along with all that is happening at Sheridan Elementary. Ms. Willes asked Joel Sampson spoke about parent participation, and what the community groups have done for Sheridan Elementary and all the volunteerism within the community.

4.2 **Rotary Support of Literacy-**

4.3 Mary Boyle presented the Lincoln Rotary with a Certificate of Appreciation for Support of Literacy. Rotary has donated 21 bikes to WPUSD elementary students to support their reading this year.

Johnson Controls, LLC
Mike Koziowski with Johnson Controls presented Lincoln High Student, Travis Tibbs with a $500.00 Apple gift card, for winning an energy project contest that was held during the spring through Johnson Controls, LLC.

5. CONSENT AGENDA

5.1 Classified Personnel Report
5.2 Certificated Personnel Report

Motion by Mr. Haley, seconded by Mr. Long, and passed by a 5-0 roll call vote to approve consent agenda as presented. Roll call vote: Haley, Long, Armitage, Carras, Wyatt

6. COMMUNICATION FROM THE PUBLIC

No communication from the public

7. REPORTS & COMMUNICATION

7.1 Lincoln High School, Student Advisory – Jillian Loya was not present
7.2 Western Placer Teacher's Association – Tara McCroskey no report
7.3 Western Placer Classified Employee Association – Mike Kimbrough, Karen Roberts spoke in his place. She reported that CSEA is having their Annual Christmas party on Friday, December 13th, at Old Town Pizza
7.4 Superintendent – Scott Leaman reported the following:

- District office hours during Thanksgiving break will 10:00 a.m. to 2:00 p.m. on Monday and Tuesday, and the office will be closed Wednesday through Friday.
- Barrett Hess, Placer County Teacher of the Year gave a great speech at the Annual Placer County Trustee Dinner.
- Budget committee

8. ♦ACTION ♦DISCUSSION ♦INFORMATION

8.1 Discussion Action **REVIEW AND APPROVAL OF SCHOOL FACILITIES AGREEMENTS WITHIN THE VILLAGE 1 PLAN AREA – Kilpatrick/Leaman/Steer** *(12-13 G & O Component I, II, III, IV, V)*

♦Within the last two years, Staff has made a number of presentations to the Board of Trustees regarding the District's inability to fully fund the construction of new school facilities within future developments. This is both because of a lack of local funding and a disparity in the amount of State matching funding compared to the actual costs of school construction.

Heather Steer reported that Lake Development is willing to enter into an agreement. There are 4 different entities, which include Walkup Ranch (Layn & Duff/Lake Development); Leavell Ranch (Epick); Bella Rosa, LLC; and Elliott (Sunset Tartesso, LLC/East Lincoln Associates, LLC).

Megan Macy, District Legal Counsel presented the board with a power point of the Summary Agreement to review the following components:

Summary of Agreement:

- Developer pays Residential School Fees
  ~Subject to Inflation Factor
  ~Freeze and cap incentives until 2020
  ~Prepayment Option
- Walkup Ranch and Bella Rosa will provide School Site at fair market value price in exchange for fee credits
- Developer pays Commercial School Fees at statutory rate.
- Agreements run with the land.

Fee Structure:

- 1-1199 square feet = $6.25 sq./ft.
- 1200-1360 square feet = $7,500 per unit
- 1361-2700 square feet = $5.55 sq./ft.
- 2701-4000 square feet = $14,985 per unit
- 4001 + square feet = $16,485. per unit

Mitigation Implication:

- Residential School Fees are substantially more than statutory developer fee.
- State Funding will still be required to build schools.
- Other sources, including possibly special taxes or a GO Bond, will be required to build schools.

This only covers the properties north of 193. The Board thanked Rick Feld for all his work in pulling together the participation. Motion by Mr. Carras, seconded Mr. Armitage, and passed by a 5-0 vote to approve Agreements within the Village 1 Plan.

8.2 Information/ Discussion **FINANCIAL REVIEW OF JOHNSON CONTROLS, INC. REVISED PROJECT SCOPE – Leaman/Kilpatrick/Steer** *(12-13 G & O Component I, II, III, IV, V)*

•Development Agreement with Johnson Controls, Inc. (JCI).

In September, JCI presented a revised scope of work in order to better reflect; the needs of the District, concerns of the Board and Staff, and to show how the repayment schedules would change with the new Proposition 39 funding. Since that time, per the Board's request, and Ad Hoc committee was formed to review the project as proposed, as well as all other information regarding fixing Carlin C. Coppin's HVAC. In addition to our in depth review of this matter, JCI has been working with the District's financial consultants Capital Public Finance Group (CPFG).

Heather Steer introduced Jeff Small with Capital Public Finance Group. Jeff presented a power point, and discussed the two projects that the district has along with prop 39. He reviewed the following Options:

- **The District has analyzed two project options:**
  ~**Option #1** – District-wide energy efficiency measures and HVAC improvements (project cost of $3.8 million)

~**Option #2** – Coppin-only HVAC improvements (project cost of 1.3 million)

- **District-wide energy savings could be leveraged to fund the cost of the Coppin HVAC improvements**
- **Estimated Project Costs**
- **Proposition 39 Facts**
- **Implementation Schedule**
- **Process to Receive Energy Project Award Funding**
- **Proposition 39 Risks**
- **How to Fund Your Project**
- **Potential Revenue**
- **Consideration of Repayment of Existing COPS**
- **Initial Board Direction & Project Implementation**
- **Consider Contract Negotiations with JCI**

After the presentation there was some discussion of which direction the board would like to move towards.

8.3 Action **APPROVAL OF FULL SYSTEM VERFICATION FOR HVAC AT CARLIN C. COPPIN ELEMENTARY – Leaman/Kilpatrick/Steer**
(12-13 G & O Component I, II, III, IV, V)

•During the presentation of November 5, 2013, the Board showed a distinct interest in pursuing the possibility of working with the current chiller/boiler system by making changes that would yield, if not a complete change of system, at least better comfort.

Heather Steer reported on two options that were requested from the board. Option #3 would be to make changes to the current chiller and broiler, and move forward. If this is something the board would like to explore. The estimated cost would be $28,000.00 which would include chiller and boiler. After some discussion there was a motion by Mr. Carras, seconded by Mr. Armitage, and passed by a 4-1 vote to approve the district engage with SEED, Inc. to perform a full system verification at Carlin C. Coppin. No vote by Mr. Long

8.4 Information/ Discussion **PROPOSAL FOR IMPLEMENTATION OF CARLIN C. COPPIN MIDDLE SCHOOL ATTENDANCE BOUNDARY CHANGE – Leaman/Kilpatrick/Steer** *(12-13 G & O Component I, II, III, IV, V)*

•When Twelve Bridges Middle School was opened in 2006, in order to utilize available space and better balance the enrollment between the two middle schools, it was designated that students from the Carlin C. Coppin Elementary attendance area would be redirected to attend Twelve Bridges Middle School. This action was made knowing that at some point in the future the middle school boundaries would need to be reestablished to their original format in order to prevent overcrowding at Twelve Bridges Middle.

Heather Steer presented a power point on boundaries, and covered the following:
Purpose of the Plan

- Student enrollment growing in both Twelve Bridges Elementary and Carlin C. Coppin Elementary
- Twelve Bridges Middle is at capacity and the school is facing over population within a year.

- Need to balance enrollment at both Glen Edwards Middle School and Twelve Bridges Middle School.
- Current 2013/14 5th graders at Carlin C. Coppin Elementary will attend Glen Edwards Middle School in the 2014/15 school year
- Students who are currently attending Twelve Bridges Middle School can continue to attend there until completing 8th Grade.
- Bussing service to Twelve Bridges Middle School for current attending student will continue until they graduate, or no longer needed.

Timeline of Process
~March 2013 – Information to Board
~May 2013 – CCC Parent Information Meeting
~May 2013 – Board of Trustee Update
~August 2013 – 1st Informational Meeting at CCC Back to School Night
~October 2013 – 2nd Informational Meeting at CCC
~November 2013 – Complete plan to change Boundaries
~December 2013 Boundary change recommendation to Board for Action
She also presented questions and concerns regarding the changes. The final recommendation will come before the board at the December meeting for approval. The implementation date will be the fall of 2014.

8.5 Action **DISPOSAL OF SURPLUS ITEMS – Kilpatrick** *(12-13 G & O Component I, II, III, IV, V)*

•Board Policy 3270 provides that the Board of Trustees may authorize the disposal of surplus equipment when the equipment becomes unusable, obsolete or no longer needed. Administrative Regulation 3270 provides the process for selling surplus or obsolete property through a number of methods. If the property value is insufficient to defray the costs to arrange a sale, the Board may unanimously approve that property be donated to a charitable organization deemed appropriate by the Board or may be disposed of by dumping (EC 17546)

Audrey Kilpatrick requested approval for disposal of surplus items. Motion by Mr. Haley, seconded by Mr. Long, and passed by a 5-0 vote to approve disposal of surplus items.

8.6 Information **PLACER COMMUNITY FOUNDATION WELLNESS GRANT UPDATE: PROJECT FIT KIDS! – Boyle** *(12-13 G & O Component I, II, III, IV, V)*

•Last Spring, the District Student Wellness Committee wrote a grant through the Placer Community foundation to support physical fitness in our students, towards the goal of physical, mental and emotional health. The program, Project Fit Kids!, we funded and is now up and running, challenging students in grades 5, 7, and 9 to complete the Physical Fitness Test (PFT) in the fall for a baseline measure of their fitness in 6 different areas, setting goals for improvement, and periodically retesting to record their progress in meeting their goals.

Mary Boyle gave an update on the Physical fitness Test. The wellness committee applied for a grant through Placer community Foundation which is called "Project Fit Kids" the program is challenging students in grades 5, 7, and 9th. She reviewed the result of the summary on the Physical Fitness Test.

8.7 Action **SINGLE PLANS FOR STUDENT ACHIEVEMENT – Boyle** *(12-13 G & O Component I, II, III, IV, V)*

•The Single Plan for Student Achievement (SPSA) is the guiding document that each School Based Leadership Team writes to support student achievement through use of federal and state categorical funds at their site. Categorical funds include Federal Title I monies, as well as State Economic Impact Aide (EIA), Pupil Retention Block Grant, GATE, California High School Exit Exam (CAHSEE), and others.

Mary Boyle reported on the school site plans for student achievement. She touched on a couple of site plans regarding scheduling; intervention; student engagement; and professional development to show the district has been coving all the areas as required. Sites are now required to have school goals, which must align with EIA. Motion by Mr. Carras, seconded by Mr. Armitage, and passed by a 5-0 vote to approve Single Plan for Student Achievement.

8.8 Discussion/ Action **CONSIDER APPROVING RESOLUTION NO. 13/14.12, AUTHORIZING THE REDUCTION OF HOURS OF A CLASSIFIED EMPLOYEE POSITION DUE TO LACK OF WORK/LACK OF FUNDS – Davis** *(12-13 G & O Component I, II, III, IV, V*

•Pursuant to Education Code section 45117, the district administration is making a recommendation that would require the Governing Board of the Western Placer Unified School District to reduce the hours of a Classified Employee position due to lack of work/lack of funds by adopting Resolution No. 13/14.12. This modification is necessitated by very low enrollment in one afternoon preschool program. Both, CSEA and the effected employee have been notified of the pending action.

Ryan Davis presented resolution No. 13/14.12 authorizing the reduction of hours. Motion by Mr. Long, seconded by Mr. Haley, and passed by a 5-0 roll call vote to approve Resolution No. 13/14.12 authorizing the reduction of hours of a classified employee. Roll call vote: Long, Armitage, Carras, Haley, Wyatt

8.9 Discussion/ Action **CONSIDER APPROVING NEW JOB DESCRIPTION FOR GRANT FUNDED TRANSITION SUPPORT PROVIDER POSITION – Davis** *(12-13 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 by both the District and CSEA there exists a need to approve a new job description for the "Grant Funded Transition Support Provider" position which is necessary to meet the very specific needs of supporting our special education students on the transition from high school to work. The District administration worked with CSEA to bring forward the enclosed job description. The new grant funded position will be placed at Range 18 on the Classified Salary Schedule.

Ryan Davis presented the new job description for a grant fund position. The position information was reviewed by CSEA for approval. Motion by Mr. Carras, seconded by Mr. Armitage, and passed by a 5-0 vote to

approve the new job description for Grant Funded Transition Support Provider.

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

Mr. Long shared the Trustee Dinner was great last night, and Mr. Hess did a great job.

Mr. Armitage shared both he and his wife enjoyed Barret Hess's speech he gave at the Board of Trustee dinner.

Mr. Carras shared Barret did a great job.

Mrs. Wyatt shared Barret did an awesome job. He has always been a great motivator to students and parents. Also the Lincoln Mud Run has paid for crises resource cards to be printed up, and handed out to every school, and police department.

10. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

- **December 3, 2013** 7:00 P.M., Regular Meeting of the Board of Trustee – Lincoln High School Library
- **December 17, 2013** 7:00 P.M., Annual Organizational Meeting of the Board of Trustee – Lincoln High School

11. ADJOURNMENT

There being no further business the meeting was adjourned at 9:20 p.m.

Kris Wyatt, President

Damian Armitage, Clerk

Scott Leaman, Superintendent

Rosemary Knutson, Secretary to the Superintendent

Adopted: December 3, 2013

Ayes: Armitage, Carras, Haley

Noes:

Absent: Long, Wyatt

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