Western Placer Unified School District
Annual Organizational Meeting of the Board of Trustees
December 17, 2013, 7:00 P.M.
Lincoln High School – Performing Arts Theater
790 J Street, Lincoln, CA 95648

MINUTES

2013-2014 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, Vice President
Damian Armitage, Clerk
Paul Carras, Member

Board Members Absent:
Kris Wyatt, President
Paul Long, Member

Others Present:
Scott Leaman, Superintendent
Audrey Kilpatrick, Assistant Superintendent of Business & Facilities
Rosemary Knutson, Secretary to the Superintendent
Heather Steer, Facilities Coordinator
Carol Percy, Lincoln News Messenger

6:20 P.M. START

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

6:25 P.M.

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

2.1 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

2.2 LIABILITY
Consider Claim, (Michael Jensen) Pursuant to Government Codes 910 & 910.2

2.3 PERSONNEL
PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

7:00 P.M.

3. ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE– Lincoln High School

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, Mary Boyle, Deputy Superintendent of Educational Services, Ryan Davis, Assistant Superintendent of Personnel Services, Audrey Kilpatrick, Assistant Superintendent of Business and Operations

No action was taken

3.2 LIABILITY

Consider Claim, (Michael Jensen) Pursuant to Government Codes 910 & 910.2

Mr. Armitage reported the Board of Trustees to action to reject the claim from Michel Jensen.

3.3 PERSONNEL

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Public Employee Discipline/Dismissal/Release – CL 13/14.3

No action was taken

4. 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:

4.1 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 presided over the board meeting to elect new Officers for 2014.
President - Motion by Mr. Long, seconded by Mr. Haley, and passed by a 4-0 vote to elect Mrs. Wyatt for President.
Vice President - Motion by Mr. Long, seconded by Mr. Armitage, and passed by a 4-0 vote to elect Mr. Haley for Vice President.
Clerk – Motion by Mr. Haley, seconded by Mr. Long, and passed by a 4-0 vote to elect Damian Armitage as clerk

4.2 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 4-0 vote to appoint Scott Leman as Secretary to the Board.

4.3 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 Mr. Armitage, seconded by Mr. Long, and passed by a 4-0 vote to approve the authorized signature list.

4.4 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.

Mr. Leaman requested approval of the 2014 meeting schedule. He requested the January 7th meeting be cancelled due to the holiday schedule. Motion by Mr. Haley, seconded by Mr. Armitage, and passed by a 4-0 vote to approve the amended 2014 meeting schedule.

4.5 Appoint Committee Assignments

~The Board of Trustees will discuss committee assignments.

Education Foundation – Brian Haley, Damian Armitage
Farm Foundation – Paul Long, Kris Wyatt
Wellness Committee – Kris Wyatt
Board Policy – Paul Carras
School Committee – Paul Carras

Motion by Mr. Armitage, seconded by Mr. Haley, and passed by a 4-0 vote to approve the appointed committee assignments.

5. CONSENT AGENDA

5.1 Classified Personnel Report
5.2 Agreement for School Project for Utility Rate Reductions (SPURR) and WPUSD for natural Gas Services – July 1, 2014-June 30, 2019

Ryan Davis reported the correction on the Classified Personnel report, should read 7.5 hours per day. Motion by Mr. Long, seconded by Mr. Armitage, and passed by a 4-0 vote to approve consent agenda with the correction to the classified personnel report. Roll call vote: Haley, Long, Armitage, Wyatt

6. COMMUNICATION FROM THE PUBLIC

There was 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 – Tara read the following: "I've had a thought on my mind that I wanted to share with the Board tonight. I wanted to start by saying I appreciate the conservative financial stance

that both our Board and our District have taken concerning our Budget. I recognize the financial realities we face as we adjust to a new funding model, continue to pay our debts, and ultimately prepare for new growth. And all this with an eye to providing the high level education our students expect and deserve. I appreciate the wise and proactive choices made in the process.

I became president of our teacher association six months ago and I believe I started with the hope and optimism characteristic of a newbie. It's intriguing to me how when realities hit hard optimism can fade quickly. And there seems to be no harder reality than money. I find myself in those moments hearing the voice of fear much more loudly than the voice of hope. I have learned though that making decisions from a place of fear rarely leads us to the path we want to be on, so I turn towards hope.

We've weathered much in the past few years and we are emerging, slowly, but I see the sun ahead. I plan to keep the ground we have all fought to maintain through the budget cuts of the last years and I look forward to working towards the restoration of the cuts we just couldn't keep at bay. Tonight, I hear hope in our First Interim and I hope you do, too."

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

7.4 Superintendent – Scott Leaman reported the following:

- Cancelling the Board of Trustee meeting schedule on January 7th.
- PCOE will have a Financial Speaker for Board Members
- Holiday Office Hours and Closure times will be posted on website, and a recorded phone message will be set.

8. ♦ACTION ♦DISCUSSION ♦INFORMATION

8.1 Action **KINDERGARTEN EARLY ENTRY AR 5111 – Boyle** *(13-14 G & O Component I, II, III, IV, V)*

•In 2012/13, WPUSD launched our Transitional Kindergarten (TK) program with one classroom at Twelve Bridges Elementary School (TBES), serving all eligible District students. This year as the age of eligibility for TK expanded, we have added two additional TK classrooms – one at each of the Creekside Oaks and Carlin C. Coppin Elementary Schools. In 2014/15, the last year of the legislated TK expansion, we expect to add up to two additional classrooms at locations to be determined. The TK program has been extremely successful and now serves 62 students from across the District on three campuses.

Mary Boyle reported on TK update. 2014-15 dates will change. Midyear changes will expand to the amount of students that will be entering into TK. We have students turning 5 that will be entering TK from preschool. Motion by Mr. Armitage, seconded by Mr. Long, and passed by a 4-0 vote to approve the revised Administrative Regulation 5111 and attached Transitional Kindergarten, Kindergarten, First Grade Matriculation & Mid-Year Enrollment Protocols.

8.2 Action **MATHEMATICS GRADUATION REQUIREMENTS – Boyle** *(13-14 G & O Component I, II, III, IV, V)*

•California Educational Code 51225.3 requires a minimum of two courses in mathematics for high school graduation in grades 9-12. Ed Code 51224.5 stipulates that one of those courses must be Algebra I, and that if Algebra I is completed in middle school (prior to grade 9), a student must still complete two years of mathematics in grades 9-12.

Mary Boyle reported on the revised policy regarding graduation requirements on Algebra I. Motion by Mr. Haley, seconded by Mr. Long, and passed by a 4-0 vote to approve Mathematics graduation requirements.

8.3 Discussion **RECEIPT OF THE 2012-13 AUDITED FINANCIAL STATEMENTS – Kilpatrick** *(13-14 G & O Component I, II, III, IV, V)*

•The 2012-13 Unaudited Actuals were presented to the Board of Trustee in September. The firm of Crowe Horwath, LLp, has performed the required independent annual audit and submitted our audit report to the State Controller's Office by December 15 as required by law. The auditors will be present at the Board meeting to present highlights of the Audited Financial Statements.

Matt with Crowe Horwath firm presented the 2012-13 audited financials to the Board of Trustees. He shared any concerns would be reported to the board immediately, and no adjustments were required.

8.4 Action **2013-14 FIRST INTERIM REPORT– Kilpatrick** *(13-14 G & O Component I, II, III, IV, V)*

•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. The certification shall be classified as positive, qualified, or negative, pursuant to standards and criteria adopted by the State Board of Education (EC §33127).

Audrey Kilpatrick presented a power point presentation on the first interim, which included:

- State Economic Conditions
- School Funding before and now
- New Revenue Funding Formula – LCFF
- Old System (Revenue Limit/Categoricals) vs. New System (LCFF)
- Differentiated Funding within LCFF
- Before LCFF: Rule Based and Compliance Driven
- Now: Goal Directed and Outcome Based
- Maintenance of Effort
- 'COLE' and the LCFF Growth to Target Model
- LCFF and Western Placer Unified 2013/14
- First Interim
- First Interim Update – 2013-14 Budget
- 2013-14 Budget – First Interim
- Adopted Budget vs. First Interim

- Major Revenue Changes to Budgeted Deficit since Adopted Budget
- Major Expenditure Changes to Budgeted Deficit since adopted Budget
- Major Expenditure Changes to Budgeted Deficit since Adopted Budget
- Contributions to Restricted Programs
- Multiple – Projections:
  - 2013/14 – First Interim
  - 2014/15 – Projected
  - 2015/16 – Projected
- MYP – Budget Assumptions – Revenues
- MYP – Budget Assumptions – Expenditures
- Enrollment Trends
- Multiple Year Projections
- Components of Fund Balance
- Next Steps
  - Governor's 2014-15 State Budget Proposal – SSC Workshop – January 2014
  - Presentation of Information from District Budget Committee for 2014-15 Budget/LCFF/LCAP – January & February 2014

After some discussion, Audrey Kilpatrick recommended the board approve First Interim Report. Motion Mr. Haley, seconded by Mr. Long, and passed by a 4-0 vote to approve the First Interim Report.

8.5 Action **APPROVAL OF PROPOSAL FOR VINYL FLOORING REPLACEMENT AT SHERIDAN ELEMENTARY SCHOOL RESTROOM WITH JIMMY JR'S FLOOR COVERING – Steer** *(13-14 G & O Component I, II, III, IV, V)*

•On a requested Facilities site review with the Principal of Sheridan Elementary, staff was made aware of floor covering in a portable girl's restroom that was beyond disrepair. It was determined by staff and Management that the flooring should be replaced as soon as possible.

Heather Steer reported on the condition of the restroom floor and the reason for the repairs. Motion Mr. Armitage, seconded by Mr. Long, and passed by a 4-0 vote to approve the proposal for vinyl flooring replacement at Sheridan Elementary School Restroom.

8.6 Discussion/ Information **SUNSHINE PROPOSALS FOR NEGOTIATIONS REGARDING THE COLLECTIVE BARGAINING AGREEMENT BETWEEN WESTERN PLACER UNIFIED SCHOOL DISTRICT AND THE WESTERN PLACER TEACHERS ASSOCIATION – Davis** *(13-14 G & O Component I, II, III, IV, V)*

•Pursuant to Government Code section 3547, all contract 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 Western Placer Unified School District and the Western Placer Teachers Association are both proposing opening Articles for negotiations for successor Collective Bargaining Agreement as the current Agreements ends on June 30, 2014.

Ryan Davis presented the "sunshine" proposal. This will be brought back for approval at the next board meeting.

8.7Action **DISTRICT VOTING REPRESENTATIVE - Leaman** *(13-14 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 Mr. Long, seconded on Mr. Haley, and passed by a 4-0 vote to nominate Paul Carras as the district voting representative for the Placer county Committee.

8.8 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/AR 0420.4 Charter School Authorization
- BP/E 0420.41 Charter School Oversight
- BP 0420.42 Charter School Renewal
- BP 0420.43 Charter School Revocation
- BP/AR 0460 Local Control and Accountability Plan
- BP 0500 accountability
- BP/AR 3100 Budget
- BP 3110 Transfer of Funds

Motion by Mr. Armitage, seconded by Mr. Haley, and passed by a 4-0 vote to approve the new and revised policies/regulations/exhibits presented.

8.9 Action **COMPREHENSIVE SAFE SCHOOL PLANS – Boyle** *(13-14 G & O Component I, II, III, IV, V)*

•School safety is paramount in Western Placer Unified School District. Each of our eleven school sites and the district office practice safety on a daily basis by implementing processes and procedures to safeguard our students and staff as well as scheduling regular safety drills to practice responses to potential fire, lock-down and/or shelter-in-place situations. The District communicates with local law enforcement to determine and communicate best safety practices at our sites.

Mary Boyle reported on the site plans presented from the school sites. Motion Mr. Armitage, seconded by Mr. Long, and passed by a 4-0 vote to approve the School Safety plans presented.

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 is looking forward to having dinner with the City, and working together.

Mr. Long seconded everything Brian said. He shared his grandson (Christian Long) was selected for the Optimist All Star game from Lincoln High School.

Mr. Armitage is looking forward to going to the band performance on Thursday at TBMS.

Mrs. Wyatt attended the Christmas Story presentation at LHS on Saturday, it was unbelievable. Would like to see more site presentations sent to board members, and wished everyone a Merry Christmas.

10. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

- ~~**January 7, 2013** 7:00 P.M., Regular Meeting of the Board of Trustee – Lincoln High School Theater~~ CANCELLED
- **January 21, 2013** 7:00 P.M., Regular Meeting of the Board of Trustee – Lincoln High School Theater

11. ADJOURNMENT

There being no further business the meeting was adjourned at 8:35 p.m.

Kris Wyatt, President

Damian Armitage, Clerk

Scott Leaman, Superintendent

Rosemary Knutson, Secretary to the Superintendent

Adopted: January 21, 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