Western Placer Unified School District
Regular Meeting of the Board of Trustees
August 18, 2009, 7:00 P.M.
LINCOLN HIGH SCHOOL – PERFORMING ARTS THEATER
790 J Street, Lincoln, CA

MINUTES

2008-2009 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.

6:00 P.M. START

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

Members Present

Paul Carras, President
Brian Haley, Vice President
Ana Stevenson, Clerk
Terry Gage, Member

Members Absent

Paul Long, Member

Others Present

Scott Leaman, Superintendent
Mary Boyle, Assistant Superintendent of Educational Services
Bob Noyes, Assistant Superintendent of Personnel Services
Cathy Allen, Assistant Superintendent of Facilities and Maintenance Services
Terri Ryland, Interim Assistant Superintendent of Business
Rosemary Knutson, Secretary to the Superintendent
Press - Brandon Darnell, Lincoln News Messenger

6:05 P.M.

2. **CLOSED SESSION** – Lincoln High School - Office Conference Room
   - **2.1 PERSONNEL**
     - a. Public Employee Discipline/Dismissal/Release
     - b. Public Employee Discipline/Dismissal/Release
     - c. Public Employee Performance Evaluation – Superintendent
   - **2.2 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**
     Involves (1) Case

2.3 LIABILITY CLAIMS
Rejection of Claim, (Teresa Conroy) pursuant to Government Code Section 905 ET SEQ.

7:00 P.M.

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

3.1 PERSONNEL

a. Public Employee Discipline/Dismissal/Release
Motion by Mrs. Gage, seconded by Mr. Haley and passed by 4-0 roll call vote to support the administrations recommendation of the release of one classified employee.
Roll call vote: Haley, Gage, Stevenson, Carras

b. Public Employee Discipline/Dismissal/Release

No action taken.

c. Public Employee Performance Evaluation – Superintendent

This item will be discussed under agenda item 8.18.

3.2 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
Involves (1) Cases

No action was taken.

3.3 LIABILITY CLAIMS
Rejection of Claim, (Teresa Conroy) pursuant to Government Code Section 905 ET SEQ.

Motion by Mrs. Gage, seconded by Mr. Haley and passed by a 4-0 vote to reject claim and submit to Schools Insurance Group.

4 CONSENT AGENDA

4.1 Approve Classified Personnel Report.
4.2 Approve Certificated Personnel Report.
4.3 Approve Ratification of Classified Confidential Reclassification/Salary.
4.4 Approve Ratification of Revised Assistant Superintendent of Business Services Job Description/Position.
4.5 Approve Variable Term Waiver Request.
4.6 Approve Student Discipline/Re-Entry of Expulsion Students: 2008-09 E, G, H, I, O, P.

Motion by Mr. Haley, seconded by Mrs. Stevenson, and passed by unanimous roll call vote to approve consent agenda as listed. Roll call vote: Gage, Stevenson, Haley, Carras

5. COMMUNICATION FROM THE PUBLIC

No communication from the public.

6. REPORTS & COMMUNICATION

6.1 Lincoln High School, Student Advisory – Jerusha Loya was not present.

6.2 Western Placer Teacher's Association – Mike Agrippino reported teachers are excited to start a new school year, and their all looking forward to a good year.

6.3 Western Placer Classified Employee Association – Chris Hawley was not present.

6.4 Superintendent, Scott Leaman reported on the following:

- Looking forward to a good year
- We now have a new website, requiring still a few revisions. We are looking into training for posting updates to the website.
- The staff is doing a great job working with the enrollment.

6.5 Mary Boyle introduced Tammy Forrest our new Special Education Director.

6.6 Cathy Allen reported construction projects are currently happening at LHS, she met with staff and talked about current projects being finalized prior to the opening of school. She presented a copy of the banners that will be hung in front of LHS. The board requested the change of one banner.

7. PUBLIC HEARING

The District does not have adequate non-severe special education grants to fully fund the special education expansion project at Foskett Ranch. The State Allocation Board allows districts to utilize eligible grants at different grade levels as long as they show they can adequately house the students whose eligibility will be utilized. The attached Housing Plan and Resolution will enable the District to access otherwise eligible grants to fund the project. Staff is asking for up to 22 grants as we are currently discussing with OPSC our eligibility for both our non-severe and severe special education population.

The District's special education eligibility will be increasing in the coming years due to our taking back programs from the county. The use of Grants will have a negligible effect on the District's overall eligibility.

Mr. Carras opened the hearing for questions, there being no questions the hearing was closed.

8. ♦ACTION ♦DISCUSSION ♦INFORMATION
CODE: (A) = Action (D) = Discussion (I) = Information

8.1 (D/A) **APPROVE RESOLUTION NO. 09/10.3 IN THE SUPPORT OF THE DISTRICT'S APPLICATION REQUESTING GRANT FUNDING FOR THE FOSKETT RANCH ELEMENTARY CLASSROOM ADDITION PROJECT – Allen** *(08-09 G & O Component IV, V)*

•Following the public hearing the Board will need to adopt Resolution No. 09/10.3 to allow the District to move forward for submission to OPSC for grant funding for the Foskett Ranch Classroom Addition Project.

Cathy Allen shared the purpose of the resolution. Motion by Mrs. Stevenson, seconded by Mrs. Gage, and passed by a 4-0 roll call vote to

approve Resolution No. 09/10.3 supporting the application requesting grant funding for Foskett Ranch Elementary. Roll call vote: Stevenson, Haley, Gage, Carras

8.2 (A) **APPROVE RESOLUTION NO. 09/10.1 AUTHORIZING THE FY 2009-10 WESTERN PLACER UNIFIED SCHOOL DISTRICT'S COMMUNITY FACILITY DISTRICT (CFD) NO. 1 SPECILA TAX RATE – Ryland** *(08-09 G & O Component IV, V)*

- The CFD's special tax rate shall be adjusted at the beginning of each fiscal year by an escalation factor not to exceed 7% in any one year. The determination shall be made based upon the Engineering News Record's Construction Cost Index as of December 1 prior to the classification date. The escalation factor for FY 2009-10 is calculated at 6.05%. The escalation factor increases the CFD's amount for new residential development from $5.57 per square foot of living space per single family hone to $5.90 per square foot.

Terri reported on the CFD process, and the increases. This also needs to be approved by the City Council at their next meeting. CFD No. 1 is Twelve Bridges area, and CFD No. 2 is Lincoln Crossing area. There was a motion by Mr. Haley, seconded by Mrs. Stevenson, and passed by a 4-0 roll call vote to approve Resolution No. 09/10.1 authorizing the special tax rate for CFD No. 1. Roll call vote: Haley, Gage, Stevenson, Carras

8.3 (A) **APPROVE RESOLUTION NO. 09/10.2 AUTHORIZING THE FY 2009-10 WESTERN PLACER UNIFIED SCHOOL DISTRICT'S COMMUNITY FACILITY DISTRICT (CFD) NO. 2 SPECILA TAX RATE – Ryland** *(08-09 G & O Component IV, V)*

- The CFD's special tax rate shall be adjusted at the beginning of each fiscal year by an escalation factor not to exceed 7% in any one year. The determination shall be made based upon the Engineering News Record's Construction Cost Index as of December 1 prior to the classification date. The escalation factor for FY 2009-10 is calculated at 6.05%. The escalation factor increases the CFD's amount for new residential development from $0.3673 per square foot of living space per single family hone to $0.3896 per square foot.

Motion by Mrs. Stevenson, seconded by Mrs. Gage, and passed by a 4-0 roll call vote to approve Resolution NO. 09/10.2 authorizing special the special tax rate for CFD No. 2. Roll call vote: Gage, Stevenson, Haley, Carras

8.4 (D/A) **CALIFORNIA ENVIRONMENTAL QUALITY ACT CERTIFICATION FOR THE LINCOLN HIGH SCHOOL MODULAR AND MODERNIZATION PROJECT; INCREMENT # 2, SUMMER 2009 – Allen** *(08-09 G & O Component I, IV, V)*

- Western Placer Unified School District has received Division of State Architect (DSA) approval to move forward with Increment 2 on plans to construct one modular classroom building resulting in two science classrooms, campus wide modernize of the fire alarm system, canopy/walkway construction and related site work at Lincoln High School.

Motion by Mrs. Stevenson, seconded by Mrs. Gage, and passed by 4-0 vote to approve the environmental quality act certification for the Lincoln High School modernization project.

8.5 (I) **DISTRICT INSERVICE DAY – Boyle** *(08-09 G & O Component II, IV, V)*

- Each year the District has one day to provide inservice to all 600+ employees. All groups are represented at the inservice day, and workshop topics are designed to be relevant and informative to each employee's job description. The focus for our 2009 – 2010 District Inservie Day on August 17 was "Using Differentiation and Professional Learning Communities to Ensure Academic Success". Topics ranged from CALPADS implementation and the importance of accurate data entry, to the use of technology to monitor student achievement (OARS – Online Assessment Reporting Systems and AERIES Gradebook), to instructional techniques to enhance reading comprehension (GLAD Chants and SIPPS – Systematic Instruction in Phonics, Phonemic Awareness and Sight Words), to Differentiating Lessons for All Learners (use of GATE strategies and icons for intervention and enrichment), to Special Education Review, Business, Maintenance and Transportation inservices and information.

Mary Boyle reviewed inservice day, and the presentations that were given for staff.

8.6 (I/D) **PRELIMINARY LOOK AT STAR TEST SCORES 2009 – Boyle** *(08-09 G & O Component I, IV)*

- STAR Test score results from April 2009 testing have been received from the California Department of Education (CDE). Individual student results have been mailed home and school and grade-level/course results have been distributed to school sites. CDE has not yet released the Academic Performance Index (API) or the Annual Yearly Progress (AYP) results for schools or for school districts – those results should be released in early September.

Mary Boyle reported we have not yet received AYP and API, but did say Western Placer would not be in Program Improvement this year. She reviewed star test scores.

8.7 (D/A) **APPROVAL OF A GUARANTEED MAXIMUM PRICE FOR THE LINCOLN HIGH SCHOOL RELOCATABLES & CAMPUS MODERNIZATION PROJECT, INCREMENT #2 OF 2 BETWEEN SEWARD L. SCHREDER CONSTRUCTION, INC. & THE WESTERN PLACER UNIFIED SCHOOL DISTRICT – Allen** *(08-09 G & O Component IV, V)*

- The District advertized for a Lease Lease-Back Developer for the construction plans at Lincoln High School. Staff has chosen the firm of Seward L. Schreder Construction, Inc. A Facilities Lease, Site Lease and General Conditions, including a Construction Contract Agreement has been prepared. Both parties legal counsel have approved the documents. Before the Board tonight is the approval for Increment #2 of the LHS project Guaranteed Maximum Price. The GMP includes a contingency and several allowances for portions of the project that have yet to be clearly identified or defined. These allowances are based on what is currently in the approved plans and specifications and may be reduced due to value engineering during the project. All remaining contingency funds and allowances will be returned to the district.

Cathy Allen presented a list of costs, and requested approval. After a few questions there was a motion by Mr. Haley, seconded by Mrs. Stevenson and passed by a 4-0 vote.

8.8 (A) **ADOPTION OF AND REVISED POLICIES, REGULATIONS AND EXHIBITS – Leaman** *(08-09 G & O Component I, 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.

- AR 3541.1 Transportation for School-Related Trips
- AR 5113 Absences and Excuses
- BP 6142.6 Visual and Performing Arts Education

There was a motion by Mrs. Gage, seconded by Mrs. Stevenson and passed by 4-0 vote to approve the revised polices as presented.

8.9 (D/A) **RESOLUTION NO. 09/10.4 APPROVING THE WPUSD COMMUNITY FACILITIES DISTRICT NO. 1 TAX REPORT FISCALYEAR 2009-2010, AND LEVYING AND APPORTIONING THE SPECIAL TAX AS PROVIDED THEREIN – Ryland** *(08-09 G & O Component I, IV, V)*

•The Board of Trustees will take action to approve the FY 2009-10 special tax levy for developed parcels within the Western Placer Unified School District's Community Facilities District No. 1. There are 2,719 parcels for a total levy of $1,887,483.00. This is a 2 percent increase from the previous fiscal year and $6,000 less than budgeted.

Terri Ryland reviewed the purpose of the two percent tax increase. Motion by Mrs. Gage, seconded by Mrs. Stevenson, and passed by a 4-0 roll call vote. Roll call vote: Stevenson, Haley, Gage, Carras

8.10 (D/A) **RESOLUTION NO. 09/10.5 APPROVING THE WPUSD COMMUNITY FACILITIES DISTRICT NO. 2 TAX REPORT FISCAL YEAR 2009-2010, AND LEVYING AND APPORTIONING THE SPECIAL TAX AS PROVIDED THEREIN – Ryland** *(08-09 G & O Component IV, V)*

•The Board of Trustees will take action to approve the FY 2009-10 special tax levy for developed parcels within the Western Placer Unified School District's Community Facilities District No. 2. There are 4,265 parcels for a total levy of $3,248,516.28. This is a 1 percent decrease from the previous fiscal year and $17,000 more than budgeted.

Motion by Mr. Haley, seconded by Mrs. Gage, and passed by a 4-0 roll call vote to approve Resolution No. 09/10.5 approving the one percent tax increase. Roll call vote: Haley, Gage, Stevenson, Carras

8.11 (D/A) **RESOLUTION NO. 09/10.6 APPROVING THE WPUSD EXPRESSING OFFICIAL INTENT REGARDING CERTAIN CAPITAL EXPENDITURES TO BE REIMBURSED FROM PROCEEDS OF A QUALIFIED TAX CREDIT BOND – Ryland** *(08-09 G & O Component IV, V)*

•The District may issue qualified school construction bonds or other obligations to finance the acquisition, construction, renovation, remodeling or equipping certain capital projects and capital expenditures relating to the Project. In order for planned costs to be reimbursed from the proceeds of the bonds this fall, a resolution declaring intent is required.

Cathy Diminico reviewed COPs, outstanding COPs from 2006. 1) Reduce annual general fund liability. 2) Reduce overall debt impact on District 3) Generate additional money for capital projects. She discussed what is needed to apply for QSCBs (Quality School Construction Bonds), and what is needed to issue QSCBs. After some discussion there was a motion by Mr. Haley, seconded by Mrs. Stevenson, and passed by a 4-0 roll call vote to approve Resolution No. 09/10.6 approving expressing official intent regarding certain capital expenditures to be reimbursed from proceeds of a qualified tax credit bond. Roll call vote: Gage, Stevenson, Haley, Carras

8.12 (D/A) **RESOLUTION NO. 09/10.7 AUTHORIZING THE FILING OF AN APPLICATION WITH THE STATE OF CALIFORNIA DEPARTMENT OF EDUCATION REQUESTING AN ALLOCATION OF THE STATE'S ALLOCATION FROM THE INTERNAL REVENUE SERVICE FOR THE ISSURANCE BY THE DISTRICT OF QUALIFIED SCHOOL CONSTRUCITON BONDS - - Ryland** *(08-09 G & O Component IV, V)*

•On January 1, 2010, the District's Series 2006B Certificates of Participation (COPs) are set to convert from a fixed to a variable interest rate. As part of the District's debt management and restructuring plan, the District scheduled to evaluate whether to restructure one or both of the outstanding Series 2006 COPs.

District staff is working with Cathy Dominico of Capitol Public Financing Group on exploring financial solutions for maximizing the District's resources and minimizing the impact of existing debt repayment on the General Fund.

Cathy Dimanico explained the reason to authorize the application. After some discussion there was a motion by Mrs. Stevenson, seconded by Mr. Haley and passed by a 4-0 roll call vote to approve Resolution No. 09.10.7 authorizing the filing of the "Qualified School Construction Bonds" application with the State of California. Roll call vote: Stevenson, Haley, Gage, Carras

8.13 (I) **LETTER FROM PERRY-SMITH REGARDING WESTERN PLACER UNIFIED SCHOOL DISTRICT'S ANNUAL INDEPENDENT AUDIT – Ryland** *(08-09 G & O Component V)*

•The District's auditors, Perry-Smith LLP, have begun working on the independent audit of the District for the year ended June 30, 2009. As part of their professional obligation to the District, Perry-Smith LLC has provided the Governing Board with information regarding the conduct of the annual audit and has requested that the attached letter be shared with the Governing Board.

Terry Ryland shared the letter received by the Perry-Smith regarding the annual audit.

8.14 (D/A) **CLASSIFIED MANAGEMENT SALARY SCHEDULE ADJUSTMENT – Leaman** *(08-09 G & O Component IV, V)*

• Represented employees received salary and health and welfare benefit increases in June effective July 1, 2009. Analysis and comparison of the classified management salary schedule was completed during the summer. No salary adjustment is being recommended for the 2008-09 school year. Retroactive to July 1, 2009, salary adjustments from 3% to 8% are being recommended to place the attached group at or near the median (middle) of comparison districts, based on past discussion with the Board. A 6% increase in the benefit cap is also being recommended.

Mr. Leaman reported on an overview on salary comparisons. There was a motion by Mr. Haley, seconded by Mrs. Stevenson and passed. 4-0 vote to approve the Classified Management salary adjustment.

8.15 (D/A) **CLASSIFIED CONFIDENTIAL SALARY SCHEDULE ADJUSTMENT – Leaman** *(08-09 G & O Component IV, V)*

• Represented employees received salary and health and welfare benefit increases in June effective July 1, 2009. Analysis and comparison of the classified confidential salary schedule was completed during the summer. No salary adjustment is being recommended for the 2008-09 school year. Retroactive to July 1, 2009, a salary adjustment of 3% is being recommended to keep the attached group at or near the median (middle) of comparison districts, based on past discussion with the Board. A 6% increase in the benefit cap is also being recommended. Additional professional growth opportunities based on the classified contract are also being forwarded for approval.

Mr. Leaman reported on an overview of salary comparisons. There was a motion by Mrs. Stevenson, seconded by Mrs. Gage and passed. 4-0 vote to approve the Classified Confidential salary adjustment.

8.16 (D/A) **CERTIFICATED MANAGEMENT SALARY SCHEDULE ADJUSTMENT – Leaman** *(08-09 G & O Component IV, V)*

• Represented employees received salary and health and welfare benefit increases in June effective July 1, 2009. Analysis and comparison of the certificated management salary schedule was completed during the summer. No salary adjustment is being recommended for the 2008-09 school year. Retroactive to July 1, 2009, a salary adjustment of 3% to 8% is being recommended to keep the attached group at or near the median (middle) of comparison districts, based on past discussion with the Board. A 6% increase in the benefit cap is also being recommended. A minor reduction of two duty days is included for the high school principal position.

Mr. Leaman reported on an overview on salary comparisons. There was a motion by Mrs. Gage, seconded by Mrs. Stevenson and passed. 4-0 vote to approve the Certificated Management salary adjustment.

8.17 (D/A) **ASSISTANT SUPERINTENDENT SALARY SCHEDULE ADJUSTMENT – Leaman** *(08-09 G & O Component IV, V)*

• Represented employees received salary and health and welfare benefit increases in June effective July 1, 2009. Analysis and comparison of the assistant superintendent salary schedule was completed during the summer. No salary adjustment is being recommended for the 2008-09 school year. Retroactive to July 1, 2009, a salary adjustment 3% is being recommended to keep the attached group at or near the median (middle) of comparison

districts, based on past discussion with the Board. A 6% increase in the benefit cap is also being recommended. An increase of fifty dollars per month in car allowance is also being forwarded for approval. Based on successful performance, a one-year extension on each contract is recommended for approval.

Mr. Leaman reported on an overview on salary comparisons. There was a motion by Mr. Haley, seconded by Mrs. Gage and passed. 4-0 vote to approve the Assistant Superintendents salary adjustment.

8.18 (D/A) **SUPERINTENDENT'S SALARY SCHEDULE ADJUSTMENT – Leaman** *(08-09 G & O Component IV, V)*

- Represented employees received salary and health and welfare benefit increases in June effective July 1, 2009. Analysis and comparison of the superintendent salary schedule was completed during the summer. No salary adjustment is being recommended for the 2008-09 school year. Salary adjustments for 2009-10 ranged from 3% to 8% based on the goal of placing each group at the median of the district comparison group. Retroactive to July 1, 2009, a salary adjustment of 6.5% is being recommended. A one-year extension on the superintendent's contract is also recommended for approval.

Mr. Carras reported out that the evaluation that was given to the Superintendent was a 4.8 by the Board of Trustees. There was a motion by Mrs. Stevenson, seconded by Mr. Haley to approve the Superintendents salary adjustment, and roll over his contract for another year.

8.19 (I/D/A) **2009-10 DISTRICT GOALS – Leaman** *(08-09 G & O Component I, II, III, IV, V)*

- Draft objectives based on district goals were presented and discussed with the Board at the last meeting. They are now being presented for approval.

Mr. Leman presented the 2009-10 district goals for final approval. There was a motion by Mrs. Stevenson, seconded by Mr. Haley and passed

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.

- Relationship with Sierra Community College
- Twelve Bridges High School
- Gladding Parkway Carlin C. Coppin

9.2 BOARD MEMBER REPORTS/COMMENTS

Mr. Haley looking forward to a new school year, thanked the Assistant Supt. glad everyone one is excited. Thank Paul as Board President.
Mrs. Gage has three students excited to start school. She is grateful to the staff, and feels we're turning that corner and foresees a great year ahead.
Mrs. Stevenson looking at a great year, commented on the test scores,
Mr. Carras had no report

10. ESTABLISHMENT OF NEXT MEETING(S)

- The President will establish the following meeting(s):
  - August 18, 2009 7:00 P.M., Lincoln High School, Performing Arts Theater

11. ADJOURNMENT

There being no further business the meeting was adjourned. 8:50

Paul Carras, Board President

Ana Stevenson, Clerk

Scott Leaman, Superintendent

Rosemary Knutson, Secretary to the Superintendent

Adopted: September 1, 2009

Ayes: Haley, Gage, Long, Stevenson, Carras

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