Western Placer Unified School District
Regular Meeting of the Board of Trustees
September 1, 2009, 7:00 P.M.
LINCOLN HIGH SCHOOL – PERFORMING ARTS THEATER
790 J Street, Lincoln, CA

MINUTES

2009-2010 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.

6:20 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
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
LHS Student Advisor – Jerusha Loya
Press - Brandon Darnell, Lincoln News Messenger

6:25 P.M.

2. **CLOSED SESSION** – Lincoln High School - Office Conference Room
   - 2.1 **PUBLIC EMPLOYE APPOINTMENT**
     - a. Coordinator of Educational and Business Technology
   - 2.2 **INTER-DISTRICT TRANSFER APPEALS**
     - a. Inter-district Request Appeal 09/10 19

7:00 P.M.

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

3.1 PUBLIC EMPLOYE APPOINTMENT

a. Coordinator of Educational and Business Technology

No action was taken

3.2 INTER-DISTRICT TRANSFER APPEALS

a. Inter-district Request Appeal 09/10 19

Motion by Mrs. Stevenson, seconded by Mr. Long, passed by a 5-0 vote to deny transfer appeal.

4 CONSENT AGENDA

4.1 Approval of Meeting Minutes for:
- August 4, and August 18, 2009 Regular Board of Trustee Meetings

4.2 Approval of Warrants.
4.3 Approve Classified Personnel Report.
4.4 Approve Certificated Personnel Report.
4.5 Revised Job Description of Director of Maintenance & Operations.
4.6 Approve promotion of Classified Employee from Technology Support Technician Assistant position to District & Site Support Technician.
4.7 Approve Purchase of three 2008 GM, 2008 Collins Grand Bantam 12+2 Variable Passenger Mini School Buses from all the Best from A-Z Bus Sales, Inc.
4.8 Approve Purchase of a 2009 Bluebird Vision 24+1 Passenger School Bus from All the Best from A-Z Bus Sales, Inc.
4.9 Approval of Addendum to the Master Claiming Agreement for Medi-Cal Administrative Claims Preparation (MAA)
4.10 Approve Resolution No. 09/10.9 Authorizing the Proposed Agreement of the Transition Partnership Program.

Motion by Mr. Haley, seconded by Mrs. Stevenson, and passed by a 5-0 vote to approve 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 – Jerusha Loya reported the following:
- Link crew gathered a week before school with freshman students
- First student assembly was held on in the stadium last Thursday
- Back to school night was held on Thursday, August 27th
- Held a new student rally
- Questions about the construction project at the high school, possibly moving the red line for more parking? Mr. Carras asked her to talk with Mr. Butler.

6.2 Western Placer Teacher's Association – Mike Agrippino had no report
6.3 Western Placer Classified Employee Association – Chris Hawley was not present
6.4 Superintendent, Scott Leaman reported the following:

- Opening day he visited all the schools sites
- Sent out a call to all parents on H1N1 flue virus, with the recommendation from Dr. Star of the Placer County Health Department. Level on concern is not raised until you get to 30%.Will talk with principals tomorrow about absences.
- Dispensers are being installed in all classrooms starting today.
- Asked Board of Trustees who would be interested in attending the CSBA Conference in December? Mr. Haley, Mr. Carras, and Mrs. Gage.

6.5 Terry Ryland reported that we're facing a 1.2 million dollar cut this year, she reviewed "revenue Limit" revenues.

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

7.1 (D/A) **ADOPT REVISED DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS – Noyes** *(09-10 G & O Component I, III, IV)*

•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 original Declaration of Need was approved by the Board on May 10, 2009. However, we were just informed that the California Commission on Teacher Credentialing had revised the Declaration of Need (DON) CL-500 form and that we need to send in a revised version because CTC is rejecting the old ones. The declaration shall remain in force until June 30, 2010.

Bob Noyes presented the declaration of need. This is an annual form that needs to be approved for Fully Qualified Educators. Motion by Mrs. Gage, seconded by Mrs. Stevenson, and passed by a 5-0 vote.

7.2 (D/A) **JOB DESCRIPTION – COORDINATOR OF EDUCATIONAL AND BUSINESS TECHNOLOGY – Noyes** *(09-10 G & O Component I, IV, V)*

•In reorganizing the Technology Department, it is apparent that more time is needed in the area of direct service to the ongoing support, maintenance and monitoring of district technology. The Coordinator of Educational and Business Technology is a classified management position hat reports to the Director of Technology, oversees that District and Site Support Technicians, and provides hardware/software/network/cabling planning, installation, maintenance, replacement and repair.

Mary Boyle commented on the study that was done showing the need for a Coordinator of Educational and Business Technology. After some discussion there was a motion by Mr. Long, seconded by Mr. Haley, and passed by a 5-0 vote to approve new job description.

7.3 (D/A) **REVISED JOB DESCRIPTION – DIRECTOR OF TECHNOLOGY SERVICES – Noyes** *(09-10 G & O Component I, IV, V)*

•As educational and business application expectations for technology expand, and as our district continues to grow, the highest level of visionary leadership and expertise is needed in order to continue to advance in the technological field. The job description for the Director of Technology Services has been rewritten to reflect the increase in higher

education, experience in information systems and computer science, advanced training and team leadership expertise that this position now requires.

Mary Boyle presented a revised job description based on the study that was done, reflecting the need for expertise, leadership, and team building that are required by the district. This enhances a Director of Technology services and the need to adopt a revised job description. After some discussion, there was motion by Mrs. Gage, seconded by Mr. Haley, and passed by a 5-0 vote.

7.4 (D/A) **APPROVE RESOLUTION NO. 09/10.8 ESTABLISHMENT OF SENIOR MANAGEMENT POSITION OF THE CLASSIFIED SERVICE: DIRECTOR OF TECHNOLOGY – Leaman** *(09-10 G & O Component I, IV, V)*

•California Education Code Section 45100.5 allows the Board to designate certain classified positions as "senior management" positions of the classified service. Employees whose positions are designated as senior management shall be part of the classified service and afforded all rights, benefits and burdens of other classified employees except that they shall be exempt from all provisions relating to obtaining permanent status in a senior management position. In accordance with Education Code Section 45108.5 only a classified employee who acts as the fiscal advisor to the District Superintendent or classified employees in the highest position in a principal program area and which has district-wide responsibility for formulating policies or administering the program area may be designated "senior management." The Superintendent requests the board adopt a resolution to establish the Director of Technology position as "Senior Management."

Mary Boyle commented that after reviewing the new job description, our district entails two Technology Supervisors. Both positions are put in place with the Senior Management under contract. There was a motion by Mrs. Stevenson, seconded by Mr. Long, and passed by a 5-0 roll call vote to approve Resolution 09/10.8 establishing a Senior Management Position. Roll call vote: Haley, Gage, Long, Stevenson, Carras

7.5 (D/A) **REVISED JOB DESCRIPTION – TECHNOLOGY SUPPORT TECHNICIAN SPECIAL PROJECTS – Noyes** *(09-10 G & O Component I, IV, V)*

•As we prepare for CALPADS implementation and other special projects in the area of technology, it is apparent that the short-term position of Technology Support Technician Assistant Special Projects needs to become a permanent twelve-month half-time position, and the title changed to omit the word "Assistant". The Technology Support Technician Special Projects job description has been modified to include ongoing CALPADS reporting requirements and other special projects as assigned.

Mary Boyle commented on the revised job description. Motion by Mrs. Stevenson, seconded by Mrs. Gage, and passed by a 5-0 vote to approve the revised job description of the Technology Support Technician Special Projects.

7.6 (A) **ADOPTION OF AND REVISED POLICIE(S), REGULATION(S) AND EXHIBIT(S) – Leaman** *(09-10 G & O Component I, II, IV)*

•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 4113 Certificated Personnel Assignment

There was a motion by Mr. Long, seconded by Mrs. Stevenson and passed by unanimous vote to approve policy as presented.

7.7 (I/D) **LINCOLN HIGH SCHOOL BANNERS – Allen** *(09-10 G & O Component I, II, IV)*

•As requested, staff is presenting a revised banner to be installed along "J" Street for Lincoln High School.

Cathy Allen presented the banner with the new revisions. The board approved the banners.

8. BOARD OF TRUSTEES

Mr. Haley had no report.
Mrs. Gage reported she attended back to school night at CCC and LHS.
Mrs. Stevenson reported her son started Kindergarten.
Mr. Long reported on hand washing, and that most public transportations have sanitizer dispensers on the bus, we might look into that.
Mr. Carras had no report.

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
- Gladding Parkway Carlin C. Coppin

8.2 BOARD MEMBER REPORTS/COMMENTS

9. ESTABLISHMENT OF NEXT MEETING(S)

- The President will establish the following meeting(s):
  - ➢September 15, 2009 7:00 P.M., First Street School, Multi-Purpose Room

10. ADJOURNMENT

There being no further business there was a motion by Mrs. Gage, seconded by Mrs. Stevenson, passed to adjourned meeting at 8:40 p.m.

Paul Carras, Board President

Ana Stevenson, Clerk

Scott Leaman, Superintendent

Rosemary Knutson, Secretary to the Superintendent

Adopted: 10/6/09

Ayes: Haley, Long, Gage, Carras

Noes:

Absent Stevenson

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