Western Placer Unified School District
Regular Meeting of the Board of Trustees
December 15, 2009, 7:00 P.M.
LINCOLN HIGH SCHOOL – PERFORMING ARTS THEATER
790 J Street, Lincoln, CA

MINUTES

2009-2010 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.

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

Members Absent
Paul Long, Member

Others Present
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
Stephanie Dumm, Lincoln News Messenger Press

6:00 P.M. START

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

6:05 P.M.

2. **CLOSED SESSION** – Lincoln High School – Office Conference Room
   - 2.1 **PUBLIC EMPLOYEE EMPLOYMENT**
     Assistant Superintendent of Business Services
   - 2.2 **PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**
   - 2.3 **INTER-DISTRICT TRANSFER APPEALS**
     Inter-district Request Appeal 09/10 20

7:05 P.M.

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

4. DISCLOSURE OF ACTION TAKEN IN CLOSED SESSION, IF ANY

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

4.1 PUBLIC EMPLOYE EMPLOYMENT

Assistant Superintendent of Business Services

No action taken at this time

4.2 PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Motion by Mrs. Stevenson, seconded by Mr. Haley, and passed by a 4-0 vote to approve the release of one employee.

4.3 INTER-DISTRICT TRANSFER APPEALS

Inter-district Request Appeal 09/10 20

Motion by Mrs. Stevenson, seconded by Mr. Hale, and passed by 3-1 vote to support the transfer request of appeal #09/10 20. Mrs. Gage abstained.

5. SPECIAL ORDER OF BUSINESS

The Board of Trustees requested that the Lincoln High School football team

Mr. Lowe shared that he was proud of the football team. They worked very hard this year. Quarterback Alex Stuart spoke on behalf of his team. He expressed his appreciation, for the love and support that was given from the fans. Each Board Member expressed comments to the team. Mr. Leaman and Mr. Carras presented Mr. Lowe with a plaque of appreciation.

6. 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:

6.1 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 asked for nominations for the following:
President – Motion by Mrs. Stevenson, seconded by Mr. Haley, and passed by a 4-0 vote to nominate Paul Carras as Board of Trustee President.
Vice President – Motion by Mrs. Gage, seconded by Mrs. Stevenson, and passed by a 4-0 vote to nominate Brian Haley as Board of Trustee Vice President.
Clerk – Motion by Mr. Haley, seconded by Mr. Carras, and passed by a 4-0 vote to nominate Ana Stevenson as Board of Trustee Clerk.

6.2 Appoint A Secretary to the Board

~According to Board Bylaw 9122, the Superintendent shall act as Secretary of the Governing Board.

Motion by Mrs. Gage, seconded by Mrs. Stevenson, and passed by a 4-0 vote to nominate Scott Leaman as Secretary to the Board of Trustees.

6.3 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. Haley, seconded by Mrs. Gage, and passed by a 4-0 vote to approve authorized signers.

6.4 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.

Motion by Mrs. Gage, seconded by Mrs. Stevenson, and passed by a 4-0 vote to approve meeting schedule as presented.

6.5 Appoint Committee Assignments

~The Board of Trustees will discuss committee assignments.

It was the censuses of the board to assign the individual Board of Trustees members to the following committees as listed:
Education Foundation – Paul Long, and Brian Haley
Farm Foundation – Paul Long, and Terry Gage
Wellness Committee – Paul Long and/or Paul Carras
Board Policy – Ana Stevenson

7. CONSENT AGENDA

7.1 Approve Classified Personnel Report.
7.2 Unpaid Leave of Absence Request.
7.3 Ratification of Assistant Superintendent of Business Services Contract.
7.4 Resolution # 09/10.13 of Established payment of Employer Paid Member Contributions (EPMC)

Motion by Mrs. Stevenson seconded by Mrs. Gage and passed by a 4-0 roll call vote to approve consent agenda as presented. Roll call vote: Haley, Gage, Stevenson, Carras

Mr. Leaman presented Terry Ryland with a plaque of appreciation for her service to Western Placer Unified School District.

8. COMMUNICATION FROM THE PUBLIC

Cassandra Walker - Lincoln High FFA Club officers gave a report on the activities that are being done by FFA Club. Entered a float for the homecoming and won an award; attended the conference; and also had two FFA members attend the National Convention. Participated in an FFA contest and went to the final round. FAA has received a lot of exposure from the news messenger. Would like to continue to share with the community what FFA is doing.

Paul Carras thanked the FFA for their involvement and everything they do.

Jill Loya shared the following:

1. Thursday December 24th, 2009 12 Bridges Library will be having a special Christmas Eve story time celebration. Crafts and treats will be provided to all participants from 10:30 – 11:30 a.m.
2. The 12 Bridges Library has implemented a new software program – Envision Ware-the library purchased the software to ensure that all patrons get equal access to the computers. The software allows us to limit patron use to ½ hour increments if there is high demand. If demand is light, patrons can use the computers up to 3 hours per day
3. New Years Eve Celebration- December 31st –from 4 – 8 p.m. – Movies, games and a countdown to the New Year complete with Martinelli's. Many families bring their children in pajamas to celebrate. Last year we averaged 200 participants
4. Both libraries will be closed December 25th – January 4th, 2010 due to furlough days. Online services will be available to patrons including Brainfuse.
5. This Friday morning our staff will be meeting to discuss cost cutting measures we can take to preserve jobs, library hours and service to the public.
6. Our Homework Center continues to thrive. We are averaging 40-60 children each Tuesday and Wednesday and 6-7 volunteer tutors per session.

9. REPORTS & COMMUNICATION

9.1 Lincoln High School, Student Advisory – Jerusha Loya reported on the following:

- LHS had their Holiday Dance, and raised $2,500 dollars.
- The student counsel are preparing for science expo on Feb. 18th, with Elementary on Feb. 19th.
- Mrs. Edwards has set up student tutoring.
- January 22 is the Basketball Homecoming.

9.2 Western Placer Teacher's Association – Mike Agrippino had no report.

9.3 Western Placer Classified Employee Association – Chris Hawley had no report.

9.4 Superintendent – Scott Leaman reported the following:

- We received a letter from Lawford Realestate Invents Inc., which was once Placer Holdings, indicating they will not extend our rights to the site.
- Attended CSBA with some board members
- District Office will be open during the Winter break. The city building will be locking.
- Shared information on "Race to the Top" application. January 8th is the deadline for the MOU. Documentation will be brought back in January for discussion and approval.
- Will be attending a Farm foundation meeting and will bring information.
- Attended an FAA Region meeting with Ag teachers from the region.

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

10.1 Information **MID-YEAR STUDENT ACHIEVEMENT REPORT – Boyle** *(09-10 G & O Component I, II, IV)*

•California State Department of Education has updated the 2009 STAR testing data to include the California Modified Assessment (CMA) test results for middle school students. This has resulted in some shifting of AYP/API information for some districts; however, there is no change in WPUSD scores.

Mrs. Boyle reported on the mid-year achievement report, AYP/API is based on STAR testing. Mary reviewed ORES graphs regarding test and benchmark testing.

10.2 Discussion **UPDATE ON FINANCIAL POSITION RELATED TO REFUNDING OF CERTICATES OF PARTICIPATION – Ryland** *(09-10 G & O Component V, IV)*

•On December 2, 2009 the District refunded $50,300,000 of certificates of participation (COPs) at a true interest cost of 5.814%. This represents a fixed interest rate over forty years in a manner that is more affordable for the District. The interest rate and underwriting discount were more favorable due to the recent upgrade in the District's credit rating. In addition, the bond insurance premium was decreased approximately $500,000 due to the credit rating upgrade, lowering the costs of issuance and lowering the future debt service requirements.

Terri Ryland discussed the reason for refunding of COP's. Currently there is an estimated projection of $800,000.00 in developer fees. Refunding of COP's should close on December 17th. There will be one more COP in 2011.

10.3 Discussion **RECEIPT OF THE 2008-09 AUDITED FINANCIAL STATEMENTS – Ryland** *(09-10 G & O Component V, IV)*

•The 2008-09 Unaudited Actuals were presented to the Board of Trustees in September. The firm of Perry-Smith & Co. 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 Nethaway from Perry Smith reported on the audit ending June 30, 2009.

10.4 Action **FIRST INTERIM REPORT – Ryland** *(09-10 G & O Component V, IV)*

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

In certifying the 2009-10 First Interim Report as Positive, the Board confirms its fiduciary responsibility to maintain fiscal solvency for the current and subsequent two fiscal years.

It is recognized that the statutory COLA for 2010-11 is unlikely to be funded and that the recommended COLA is 0%, at best. **As a result, the district will need to implement $2.7 million in ongoing budget reductions, or identify other available ongoing revenues, to retain a Positive certification.** Staff will convene a district budget committee in January to begin the process of identifying potential areas for reduction.

Terry Ryland reported on First Interim. She shared the process from the state department, for the governor's proposed budget, May revised tax adjustments; and the final adopted state budget which could be anywhere from June to September. After some discussion there was a motion by Mrs. Stevenson, seconded by Mrs. Gage, and passed by a 4-0 vote to approve the First Interim Report.

10.5 Discussion **BUDGET COMMITTEE AND FINANCIAL PARAMETERS – Ryland** *(09-10 G & O Component I, V, IV)*

- At the prior two board meetings, staff discussed financial parameters surrounding this year's budget committee and budget reduction process. With the completion of the First Interim Report, additional information is provided to assist the Board in establishing the committee's parameters.

The revised charts reflect the results of the First Interim Analysis. Given not only the changes to this year's budget since adoption, but the loss of ARRA monies in 2010-11, substantial budget adjustments will be required beginning next year. Three scenarios are presented:

- Using fund balance to cover 100% of the deficit spending
- Using zero fund balance, i.e. use budget reductions, to eliminate deficit spending
- Use a combination of fund balance and budget reductions to reduce the level of projected deficit spending

Staff recommends that the budget committee begin meeting in mid-January, as soon as the Governor's budget proposal is analyzed, in order to meet all statutory and contractual deadlines.

Terry Ryland discussed financial parameters, along with reviewing guidelines with the budget committee. This item is for discussion only.

10.6 Action **403(b) OMNI SERVICES AGREEMENT AND RETIREMENT PLAN ADOPTION AGREEMENT/RESOLUTION #09/10.14 – Noyes** *(09-10 G & O Component V, IV)*

- The IRS has adopted a number of changes to 403(b) plans, which will take effect on January 1, 2009. Existing regulations were finalized back in 1964, and the updated gets incorporate the various statutory changes and rulings that have occurred since then. An additional reason for the change is that the IRS was concerned that in the past, there often was little oversight of workers who took loans from their plans or made hardship withdrawals, sometimes without consideration of limits or penalties. Also, the lack of a plan document minimized the responsibility on the part of the employer to make sure that the plan was clearly spelled out and enforced. The updated regulations will make 403(b) plans look a lot more like the 401(k) plans for workers in private industry

Bob Noyes reported on the OMNI service agreement and retirement plan. The plan is not changing, it is an amendment and being offered to all employees regardless of hours worked. Motion by Mrs. Stevenson, seconded by Mr. Haley, and passed by a 4-0 roll call vote to approve Resolution 09/10.14 adopting the OMNI Services Agreement and Retirement Plan. Roll Call Vote: Gage, Stevenson, Haley, Carras

10.7 Action **BOARD OF TRUSTEE VOTING REPRESENTATIVE – Leaman**
(08-09 G & O Component I, II, III, IV, V)
• Placer County Office of Education requires a voting representative from each district to vote on the Placer County Committee. The Board of Trustees is required to select one voting representative from the current Board of Trustees.

Motion by Haley, seconded by Gage

10.8 Action **NOMINATIONS FOR CSBA DELEGATE ASSEMBLY – Leaman**
(08-09 G & O Component I, II, III, IV, V)
•CSBA is accepting nominations for delegate Assembly. Any CSBA member board is eligible to nominate board members within their geographical region or subregion. Delegates serve two-year terms; beginning April 1, 2010 through March 31, 2012.There are two Delegate Assembly meetings each year, one in May the other in November/December. Delegates are required to attend these two meetings.

Motion by Mr. Carras, seconded by Mrs. Gage, and passed by a 4-0 vote to nominate Brian Haley to serve as a CSBA delegate for a two year term.

11. BOARD OF TRUSTEES

11.1 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

11.2 BOARD MEMBER REPORTS/COMMENTS

Mrs. Gage discussed the CSBA conference and was overwhelmed with information, and very much appreciated attending.
Mr. Haley discussed the CSBA conference and felt it was very beneficial, and enjoyed getting to know others in attendance.
Mrs. Stevenson wished everyone a Merry Christmas and Happy Holidays.
Mr. Carras had no report.

12. ESTABLISHMENT OF NEXT MEETING(S)

- The President will establish the following meeting(s):
  - ➢January 5, 2010 7:00 P.M., Lincoln High School Performing Arts Theater
  - ➢January 19, 2010 7:00 P.M., Lincoln High School Performing Arts Theater

13. ADJOURNMENT

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

Paul Carras, Board President

Ana Stevenson, Clerk

Scott Leaman, Superintendent

Rosemary Knutson, Secretary to the Superintendent

Adopted: 1/5/10

Ayes: Haley, Gage, Long, 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