Western Placer Unified School District
Regular Meeting of the Board of Trustees
October 7, 2008, 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.

6:30 P.M. **CLOSED SESSION** – Lincoln High School – Office Conference Room

1. STUDENT DISCIPLINE/EXPULSION PURSUANT TO E.C. 48918

a. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion #08/09 A.

b. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion #08/09 B.

c. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion #08/09 C.

2. ADJOURN TO OPEN SESSION

7:00 P.M. **OPEN SESSION** – Lincoln High School Performing Arts Theater

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Members Present

Paul Carras, President
Brian Haley, Vice President
Ana Stevenson, Clerk
Paul Long, Member

Members Absent

James McLeod, Member

Others Present

Mary Boyle, Assistant Superintendent of Educational Services
Bob Noyes, Assistant Superintendent of Personnel
Cathy Allen, Assistant Superintendent of Facilities and Maintenance Services
Terri Ryland, Interim Assistant Superintendent of Business
Rosemary Knutson, Secretary to the Superintendent

Student – Jerisha Loya
Press - Brandon Darnell, Lincoln News Messenger

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

2.1 STUDENT DISCIPLINE/EXPULSION PURSUANT TO E.C. 48918

a. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion #08/09 A.

Motion by Mrs. Stevenson, seconded by Mr. Long, and passed by unanimous roll call vote to approve the hearing panels' recommendation for expulsion during the 08-09 school year.

b. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion #08/09 B.

Motion by Mrs. Stevenson, seconded by Mr. Haley, and passed by unanimous roll call vote to approve the hearing panels' recommendation for expulsion during the 08-09 school year.

c. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion #08/09 C.

Motion by Mrs. Stevenson, seconded by Mr. Long, and passed by unanimous roll call vote to approve the hearing panels' recommendation for expulsion during the 08-09 school year.

3. CONSENT AGENDA

3.1 Approval of Minutes Regular Meetings of:
- August 12, 2008 and August 19, 2008

3.2 Approval of Warrants.
3.3 Approve Classified Personnel Report.
3.4 Approve Certificated Personnel Report.
3.5 Student Discipline/Re-entry of Student #07-08 H.
3.6 Approve Special Education Local Plan Area Assurances.
3.7 Ratification of new Classified Job Description/Position.

There was a request by Mrs. Stevenson to remove item 3.7 for discussion. Motion by Mr. Haley, seconded by Mr. Long, and passed by unanimous vote to approve consent agenda with the exception of item 3.7.

There were questions regarding the ratification of the new classified position. There was a motion by Mrs. Stevenson, seconded by Mr. Haley, and passed by unanimous vote to ratify the new classified position.

4. COMMUNICATION FROM THE PUBLIC

Andrea Stephens reported on the following:
- Sheridan School's visit to Twelve Bridges Library, all students were treated with a story, tour of the library and

learned to do searches on the computer. They also received pencils and book marks.

- "Read for the Record" program went well. Scott read "Corduroy" at the Carnegie last Thursday. The total number of participants was 106, it looks like we helped break the record and it will be noted in the Guinness Book of World Records.
- Sheridan will be participating in "Target on Reading" on October 22nd.
- The Technology Center has had two classes for the ESL Students of Phoenix High School for introduction to computers and to show them how to create a word processing document. Will be looking into websites that will help with English.
- Homework Help Center that opened in August has had over 200 students using its services. Working on library support for teachers who attended the "Classrooms in Action".
- Working on dates for the library techs regarding sharing of MARC records, authority subject headings and collection development.
- Working with head start Program to coordinate and introduce the little ones to "Mother Goose on the Loose" along with other school ready concepts.
- Library received a digital story telling grant to access artifacts and record the voices of Lincoln's history.

Christina Medeiros is the mother of Karlie, who has diabetes and attends Twelve Bridges Middle School. Prior to school she met with Mr. Brown and other staff regarding the 504 plan for Karlie. The 504 was put in place to assure safety and health for Karlie. Both she and her husband have worked with the staff to insure the needs of her daughter. Recently she was not allowed to ride the bus to Shady Creek due to untrained personnel being on the bus. She feels her daughter is being treated unfairly, and this is not acceptable.

Mr. Carras assured her that Mr. Leaman would look into this situation, and someone would be contacting her.

5. REPORTS & COMMUNICATION

5.1 **Lincoln High School, Student Advisory** – Jerisha Loya reported the counselors left for Shady Creek (6th grade camp) on Sunday, they will also go again the last week of October. Progress reports go out next week. WASC report is currently being updated.

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

5.3 **Western Placer Classified Employee Association** – Chris Hawley, Jeanine Troxel spoke on behalf of Chris Hawley. She read the following letter to the board: Good Evening, I have been asked by the members at large to come to you this evening and present an observation that has been witnessed by several of our members. Overall we recognize the need to change in our district due to the rapid growth we are experiencing. As in

all construction; changes and/or additions that are planned, are only as good as the foundation it rests on. The classified employees are the foundation of this district. It seems that the current plan for growth and change is being constructed from the roof down. The foundation hasn't been reinforced to hold all of the weight that is being piled on it. In fact, it has been weakened and is expected to carry all the new growth with even less manpower than we had before it all started. Many of our classified employees are currently working out of their job classifications in order to assure the smooth operation of our sites, in spite of any cuts that have been made. I am here tonight to ask that you please consider the classified employees when you are making plans for the future of this district. Most importantly, we are asking that you look closely at bringing back the clerical staffing that has been so severely impaired by these cuts. The office is the first impression a person gets at a school site. The office staff greets, directs, counsels and advises any and all that enter. In addition to dealing with the ever growing enrollment process, ordering supplies and keeping track of the dwindling budget. This is all accomplished between the unending telephone calls that must be answered. As a whole we take pride in our work. This year I can honestly say that I haven't talked to one clerical staff that is satisfied with the job they're doing. It just doesn't feel like we're able to get it all done. We are not here to complain, we just want you to consider seriously, bringing back the clerical staff so that we can do a more professional job representing Western Placer Unified School District. Thank you,

5.4 **Superintendent, Scott Leaman** reported the following:

- He was invited to a CSEA meeting.
- He enjoyed reading at the Carnegie Library.
- He discussed the collaborative meetings that are held with the city. There really isn't any reason to hold any collaborative meetings. Both he and Jim, city manager agreed to meet regarding joint agreements. The collaborative meetings can always be reinstated.
- Discussed having a workshop/meeting with Ron Fiest on December 2nd. We will discuss bonds, budget parameters, and facility issues. Ron will need to work on the Master Plan which is due in June.

5.5 **Assistant Superintendent(s)**

5.5.1 **Mary Boyle** reported on the Laps for Lighthouse fundraiser that was held this past weekend. She thanked Randy Woods for his participation as the M.C. She shared an issue of the "K/8 Highlighter". This CAIPS committee is made up of k-8 teacher from every site.

5.5.2 **Terri Ryland** reported on the stateaide backfill. She is currently in the process of scheduling a meeting with the state department to find out how far the district is able to go back and claim. We do not want to put in a lot of added hours for data than can not be used. This is a huge project. She shared the State is still looking at a serious cash flow problem.

5.5.3 **Bob Noyes** reported we were contacted by SIG and Sutter Health to discuss a wellness program. The program will include health screening services, test blood. This program will be at no cost to the district. We will need to set up seminars and have at least 25 attendees, we will host three health screening events per year.

5.5.4 **Cathy Allen** – Heather spoke on behalf of Cathy. She shared CFD numbers for the month of September. There were no permits pulled on CDF #1 and CDF #2. Still working on high school plan and those will be brought back for approval. Cathy is currently working with the city on villages to discuss the needs of the district.

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

6.1 (D) **<u>UPDATE ON FINANCIAL POSITION RELATED TO REFUNDING OF CERTIFICATES OF PARTICIPATION</u> – Ryland** *(08-09 G & O Component IV-V)*

•The District had five series of outstanding issuances of adjustable interest rate certificates of participation ("COPs") issued between 2003 and 2006. Annual debt service payments on these COPs were originally intended to be paid from a combination of CFD special tax proceeds and developer fees. On November 20, 2007, a presentation was given to the Board reviewing each of the outstanding COPs and their scheduled repayment structures, along with the availability and timing of the revenue sources. Potential debt restructuring options were presented to the board for discussion and/or direction. In June of this year, the first 2008 Series A refunding COPs were issued, retiring the 2003 Series A and B. In August of this year, the second 2008 Series b refunding COPs were issued, retiring the 2004 Series.

Terri reported that Jeff Small of Capitol Public finance Group would be giving an update on our financial position related to refunding of COP's. Jeff gave a presentation on the five outstanding COP issuances. He discussed the revenue sources available for debt repayment. He commended the Board of Trustees for giving direction to restructure the outstanding debt. He felt it was done just at the right time, and so far it has been a great success. He also discussed ongoing debt maintenance. No action was taken this was information only.

6.2 (D) **<u>403(b) OMNI SERVICES AGREEMENT AND RETIREMENT PLAN ADOPTION AGREEMENT</u> – Noyes** *(08-09 G & O Component IV-V)*

•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 regs incorporate the various statutory changes and rulings that have occurred since then. An additional reason for the changes 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 explained the reasoning to bring this information before the board to make them aware of the new law changes. He reviewed the OMNI services, agreement and retirement plan that will be offered. This will be brought back for approve.

6.3 (I/D) **ZEBRA HOUSING – Leaman** *(08-09 G & O Component IV-V)*

•The City of Lincoln is requesting board interest in continuing the Zebra Housing Project. The Board has discussed the project on numerous occasions. Specific financial information will be presented to the Board and made available to the public at the meeting.

Scott reported the City of Lincoln has put the Zebra Project on hold at this time.

6.4 (A) **RESOLUTION 08/09.7 APPROVING COMMERCE BANK ACCOUNT – Ryland** *(08-09 G & O Component IV-V)*

•The District utilizes EZSchoolPay.com to allow parents to make online payments to the cafeteria. EZSchoolPay processes transaction and deposits the money into Commerce Bank. Users pay a service fee that is a percentage of the payment amount. Currently, EZSchoolPay is the merchant of record for all of its districts and has one account into which all deposits are made. Due to regulations set forth by the credit card associations, each district that utilizes EZSchoolPay must now set up its own account with Commerce Bank and become its own merchant of record. The attached Resolution #08/09.7, which is commerce Bank's standard certificate of resolution, establishes the District's individual account with the bank. The service fee charged to parents making payments online will change from a percentage to a flat fee of $2.50 per transaction. This will cover the District expenses associated with providing the service.

There was a motion by Mrs. Stevenson, seconded by Mr. Long, and passed by unanimous roll call vote to approve resolution 08/09.7 approving commerce Bank to set up the EZSchool plan for the district. This allows families to pay for lunch online.

7. BOARD OF TRUSTEES

7.1 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

7.2 BOARD MEMBER REPORTS/COMMENTS

Mrs. Stevenson asked about updating board member information on the website. Shared her concern after watching a custodian taking down the flag after school and not using proper edict. Is there some way we can teach our student on flag edict. She would like to see a couple of parents recognized. Maybe this is something that can be done at all the sites.

Mr. Long reported on his vacation he took. During his vacation he visited charter schools in 11 states and asked how they were funded. Many of them fund charter school out of their school budgets. He also reported the Farm website needs to be updated. He expressed if there is extra money he would like to see our school sites go green. He visited Idaho and Montana and shared information he found on bio diesel that these states are currently doing. This is something he would like to see done on our school farm. He also handed out copies of a short story he found during his vacation.

Mr. Haley he shared that Sac State has sustainable programs, along with thinking green.

Mr. Carras said hopefully we can move forward on green, CDE has green grants available.

8. ESTABLISHMENT OF NEXT MEETING(S)

- The President will establish the following meeting(s):
  - **October 21, 2008**, 7:00 P.M. Regular Board Meeting, Foskett Ranch Elementary School, Multi-Purpose Room

9. ADJOURNMENT

Motion by Mr. Haley, seconded by Mrs. Stevenson, and passed by unanimous vote there being no further business meeting was adorned at 8:35.

Paul Carras, Board President

Ana Stevenson, Clerk

Scott Leaman, Superintendent

Rosemary Knutson, Secretary
Superintendent

Adopted: November 4, 2008

Ayes: Haley, Long, Stevenson, Carras

Noes:

Absent: McLeod

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

WESTERN PLACER UNIFIED SCHOOL DISTRICT

Regular Meeting of Board of Trustees
DATE: 10-7-08

ATTENDANCE REGISTER

1. Jeff Small
2. Jerusha Loya
3. Jeanine Dibal
4. Stephanie
5. Tricia Shorkey
6. Mike Agguirre WPTA Pres.
7. Jeff Miller
8. Kathleen Kelly
9. Rita Flynn
10. Barbara Allen
11. Julie Shackelford
12. Norma Zuniga
13. Christie Medeiros
14. [illegible]
15. Jerusha Loya
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NOTE: Completion of this document is voluntary and not a precondition of attendance (54953.3 11124.)