# WESTERN PLACER UNIFIED SCHOOL DISTRICT
## 600 SIXTH STREET, SUITE 400,
## LINCOLN, CALIFORNIA 95648
## Phone: 916.645.6350 Fax: 916.645.6356


## MEMBERS OF THE GOVERNING BOARD

Damian Armitage - President
Kris Wyatt - Vice President
Brian Haley - Clerk
Paul Long - Member
Paul Carras - Member

## DISTRICT ADMINISTRATION

Scott Leaman, Superintendent
Mary Boyle, Deputy Superintendent of Educational Services
Joyce Lopes, Assistant Superintendent of Business Services

## STUDENT ENROLLMENT

| School | 2010 CBEDS | 03/30/12 | 05/01/12 |
|---|---|---|---|
| Sheridan School (K-5) | 84 | 84 | 83 |
| First Street School (K-5) | 449 | 453 | 451 |
| Carlin C. Coppin Elementary (K-5) | 420 | 426 | 425 |
| Creekside Oaks Elementary (K-5) | 620 | 618 | 622 |
| Twelve Bridges Elementary (K-5) | 716 | 677 | 678 |
| Foskett Ranch Elementary (K-5) | 543 | 568 | 571 |
| Lincoln Crossing Elementary (K-5) | 612 | 637 | 636 |
| Glen Edwards Middle (6-8) | 699 | 694 | 688 |
| Twelve Bridges Middle School (6-8) | 832 | 827 | 827 |
| Lincoln High School (9-12) | 1,496 | 1,422 | 1,423 |
| Phoenix High School (10-12) | 80 | 75 | 71 |
| PCOE Home School | 0 | 0 | 0 |
| **TOTAL:** | **6,551** | **6,481** | **6,475** |

**State Preschool**

| | |
|---|---|
| First & L Street | 24 A.M. /24 P.M. |
| Carlin Coppin | 24 A.M. |

**Pre-K/Special Ed**

| | |
|---|---|
| Foskett | 13 |
| FSS PPPIP | 69 |

**Adult Education** 316

**First-5 Program**

| | |
|---|---|
| First Street | 20 A.M. /20 P.M. |
| Sheridan | 16 A.M. /15 P.M. |

**GLOBAL DISTRICT GOALS**

- Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.
- Foster a safe, caring environment where individual differences are valued and respected.
- Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.
- Promote the involvement of the community, local government, business, service organizations, etc. as partners in the education of our students.
- Promote student health and nutrition in order to enhance readiness for learning.

Western Placer Unified School District
**Regular Meeting of the Board of Trustees**
May 15, 2012, 7:00 P.M.
TWELVE BRIDGES MIDDLE SCHOOL – Multi-Purpose Room
770 Westview Street, Lincoln, CA 95648

# AGENDA

**2011-2012 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.**

**5:30 P.M. START**

1. **CALL TO ORDER** – Twelve Bridges Middle School – Multi-Purpose Room

**5:35 P.M.**

2. **CLOSED SESSION** – Twelve Bridges Middle School – Main Office

**2.1 PERSONNEL**
**PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**
Public Employee Discipline/Dismissal/Release

**2.2 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION** - CE 11-12.2

**2.3 CONFERENCE WITH LABOR NEGOTIATOR**
Bargaining groups: WPTA & CSEA Negotiations
Agency Negotiators: Scott Leaman, Superintendent, Mary Boyle, Deputy Superintendent of Educational Services, Ryan Davis, Director of Human Services Joyce Lopes, Assistant Superintendent of Business Services

**2.4 INTERDISTRICT ATTENDANCE APPEAL**

a. Interdistrict Request Appeal 12/13 - 22
b. Interdistrict Request Appeal 12/13 - 23
c. Interdistrict Request Appeal 12/13 – 24
d. Interdistrict Request Appeal 12/13 – 25
e. Interdistrict Request Appeal 12/13 - 26
f. Interdistrict Request Appeal 12/13 – 27

**7:00 P.M.**

3. **ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE**- Multi-Purpose Room

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

**3.1 PERSONNEL**

**PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**
Public Employee Discipline/Dismissal/Release

**3.2 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION** - CE 11-12.2

**3.3 CONFERENCE WITH LABOR NEGOTIATOR**
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**3.4 INTERDISTRICT ATTENDANCE APPEAL**
a. Interdistrict Request Appeal 12/13 - 22
b. Interdistrict Request Appeal 12/13 - 23
c. Interdistrict Request Appeal 12/13 - 24
d. Interdistrict Request Appeal 12/13 - 25
e. Interdistrict Request Appeal 12/13 - 26
f. Interdistrict Request Appeal 12/13 - 27

## 4. SPECIAL ORDER OF BUSINESS
School Being Featured: Twelve Bridges Middle School

## 5. CONSENT AGENDA

**NOTICE TO THE PUBLIC**
All items on the Consent Agenda will be approved with one motion, which is not debatable and requires a unanimous vote for passage. If any member of the Board, Superintendent, or the public, so request, items may be removed from this section and placed in the regular order of business following the approval of the consent agenda.

5.1 Certificated Personnel Report
5.2 Approve Williams Uniform Quarterly Complaint Report.
5.3 Approve Waiver of California High School Exit Exam Requirement for Diploma for Special Education Students Who Have Not Passed CAHSEE. Students #11-12 A – 1 through #11-12 A – 12.
5.4 Ratification of Contract with Economic & Planning Systems, Inc. for Update of School Facility Funding Shortfall Analysis.
5.5 Approve Student Discipline/Stipulated Expulsion for students #11-12 X, Y, Z, & AA.
***Roll call vote:***

## 6. COMMUNICATION FROM THE PUBLIC

This portion of the meeting is set aside for the purpose of allowing an opportunity for individuals to address the Board regarding matters not on the agenda, but within the board's subject matter jurisdiction. The Board is not allowed to take action on any item, which is not on the agenda except as authorized by Government Code Section 54954.2. Request forms for this purpose "Request to Address Board of Trustees" are located at the entrance to the Performing Arts Theater. Request forms are to be submitted to the Board Clerk prior to the start of the meeting.

## 7. REPORTS & COMMUNICATION
7.1 Lincoln High School, Student Advisory – Isabella Franco
7.2 Western Placer Teacher's Association – Mike Agrippino

7.3 Western Placer Classified Employee Association – Mike Kimbrough
7.4 Superintendent - Scott Leaman

**8. ♦ACTION ♦DISCUSSION ♦INFORMATION**

**Members of the public wishing to comment on any items should complete a yellow REQUEST TO ADDRESS BOARD OF TRUSTEES form located on the table at the entrance to the Performing Arts Theater. Request forms are to be submitted to the Board Clerk before each item is discussed.**

**8.1 Information** **ATTENDANCE GOALS UPDATE – Boyle** *(11-12 G & O I, II, III, IV, V)*

•In To support increased student learning and to increase ADA revenues, the District and individual school sites set goals for improved attendance of .5% for 2011 – 2012, based on the last three years of attendance rates. Phoenix High School, which as a continuation high school has a different attendance reporting mechanism, set a 5% increase in credits earned as its goal. To date, eight of our eleven sites are meeting their attendance goals, as is the District; the remaining three sites show improved attendance with goals within reach. The District average three-year attendance baseline was 95.09%, with a goal of 95.59%; our attendance rate to date is 95.77%. The Business Department is providing monthly printouts to sites for attendance monitoring which is critical to the project's success.

**8.2 Action** **NEW POSTION DESCRIPTIONS – TEACHER ON SPECIAL ASSIGNMENT – PEER COACH ELEMENTARY/SECONDARY – Boyle** *(11-12 G & O I, II, III, IV, V)*

•The Western Placer Teachers Association (WPTA) and the District have entered into a one-year MOU to pool swept Tier III categorical funds from Peer Assistance and Review (PAR) and Professional Development Block Grant resources in order to create two new positions –

- Teacher on Special Assignment – Peer Coach Elementary and
- Teacher on Special Assignment – Peer Coach Secondary

**8.3 Information** **ADULT EDUCATION PLAN FOR ENGLISH LEARNERS FOR 2012-2013 SCHOOL YEAR – Boyle** *(11-12 G & O I, III, IV, V)*

•With the sweep of Tier III Adult Education funds into the General Fund for 2012 – 2013, the positions of Adult Education Administrator, Secretary, Clerk and Teachers were *eliminated. The teachers and students in the Adult Education English Second Language (ESL) program* have made impassioned pleas to continue to offer ESL classes to support parents who are learning English, in order to support their children's education in our schools.

**9. 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

- Lincoln Crossing Elementary South/Facilities Update

### 9.1 BOARD MEMBER REPORTS/COMMENTS

## 10. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

- June 5, 2012 7:00 P.M., Regular Meeting of the Board of Trustee, Lincoln High School
- June 19, 2012 7:00 P.M., Regular Meeting of the Board of Trustee, Lincoln High School

## 11. ADJOURNMENT

**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
## CLOSED SESSION AGENDA

Place: **Twelve Bridges Middle School – Main Office Conference Room**
Date: **Tuesday, May 15, 2012**
Time: **5:35 P.M.**

1. LICENSE/PERMIT DETERMINATION

2. SECURITY MATTERS

3. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

4. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

**5. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**

6. LIABILITY CLAIMS

7. THREAT TO PUBLIC SERVICES OR FACILITIES

**8. PERSONNEL**

* PUBLIC EMPLOYEE APPOINTMENT
* PUBLIC EMPLOYEE EMPLOYMENT
* PUBLIC EMPLOYEE PERFORMANCE EVALUATION
* **PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**
* COMPLAINTS OR CHARGES AGAINST AN EMPLOYEE

**9. CONFERENCE WITH LABOR NEGOTIATOR**

**10. STUDENTS**

* STUDENT DISCIPLINE/EXPULSION PURSUANT TO E.C. 48918
* STUDENT PRIVATE PLACEMENT
* **INTERDISTRICT ATTENDANCE APPEAL**
* STUDENT ASSESSMENT INSTRUMENTS
* STUDENT RETENTION APPEAL, Pursuant to BP 5123

1. **LICENSE/PERMIT DETERMINATION**
   a. Specify the number of license or permit applications.
2. **SECURITY MATTERS**
   a. Specify law enforcement agency
   b. Title of Officer,
3. **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**
   a. Property: specify the street address, or if no street address the parcel number or unique other reference to the property under negotiation.
   b. Negotiating parties: specify the name of the negotiating party, not the agent who directly or through an agent will negotiate with the agency's agent.

c. Under negotiations: specify whether the instructions to the negotiator will concern price, terms of payment or both.

4. **CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION**
   a. Name of case: specify by reference to claimant's name, names or parties, case or claim number.
   b. Case name unspecified: specify whether disclosure would jeopardize service of process or existing settlement negotiations.

5. **CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION**
   a. Significant exposure to litigation pursuant to subdivision (b) of Government Code section 54956.9 (if the agency expects to be sued) and also specify the number of potential cases.
   b. Initiation of litigation pursuant to subdivision (c) of Government Code Section 54956.9 (if the agency intends to initiate a suit) and specify the number of potential cases.

6. **LIABILITY CLAIMS**
   a. Claimant: specify each claimants name and claim number (if any). If the claimant is filing a claim alleging district liability based on tortuous sexual conduct or child abuse, the claimant's name need not be given unless the identity has already been publicly disclosed.
   b. Agency claims against.

7. **THREATS TO PUBLIC SERVICES OR FACILITIES**
   a. Consultation with: specify name of law enforcement agency and title of officer.

8. **PERSONNEL:**
   A. **PUBLIC EMPLOYEE APPOINTMENT**
      a. Identify title or position to be filled.
   B. **PUBLIC EMPLOYEE EMPLOYMENT**
      a. Identify title or position to be filled.
   C. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
      a. Identify position of any employee under review.
   D. **PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**
      a. It is not necessary to give any additional information on the agenda.
   E. **COMPLAINTS OR CHARGES AGAINST AN EMPLOYEE, UNLESS EMPLOYEE REQUESTS OPEN SESSION**
      a. No information needed

9. **CONFERENCE WITH LABOR NEGOTIATOR**
   a. Name any employee organization with whom negotiations to be discussed are being conducted.
   b. Identify the titles of unrepresented individuals with whom negotiations are being conducted.
   c. Identify by name the agency's negotiator

10. **STUDENTS:**
   A. **STUDENT DISCIPLINE/EXPULSION PURSUANT TO E.C. 48918**
   B. **STUDENT PRIVATE PLACEMENT**
      ●Pursuant to Board Policy 6159.2
   C. **INTERDISTRICT ATTENDANCE APPEAL**
      a. Education Code 35146 and 48918
   D. **STUDENT ASSESSMENT INSTRUMENTS**
      a. Reviewing instrument approved or adopted for statewide testing program.
   E. **STUDENT RETENTION/ APPEAL**
      a. Pursuant to Board Policy 5123

**WESTERN PLACER UNIFIED SCHOOL DISTRICT**
**BOARD OF TRUSTEE MEETING FACT SHEET**

**MISSION STATEMENT:** Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.

**DISTRICT GLOBAL GOALS**

1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students**
2. **Foster a safe, caring environment where individual differences are valued and respected.**
3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.**
4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.**
5. **Promote student health and nutrition in order to enhance readiness for learning.**

**SUBJECT:**
PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/ RELEASE

**AGENDA ITEM AREA:**
Closed Session

**REQUESTED BY:**
Board of Trustees

**ENCLOSURES:**
No

**DEPARTMENT:**
Ryan Davis
Director of Human Services

**FINANCIAL INPUT/SOURCE:**
N/A

**MEETING DATE:**
May 15, 2012

**ROLL CALL REQUIRED:**
No

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## BACKGROUND:

The Board of Trustees will disclose any action taken in closed session in regard to Public Employee Discipline/Dismissal/Release.

## RECOMMENDATION:

Administration recommends the Board of Trustees disclose action taken in closed session in regard to Public Employee Discipline/Dismissal/Release.

wp/rk/factform

**WESTERN PLACER UNIFIED SCHOOL DISTRICT**
**BOARD OF TRUSTEE MEETING FACT SHEET**

| **MISSION STATEMENT:** Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World. |
|---|
| **DISTRICT GLOBAL GOALS** |
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| 5. **Promote student health and nutrition in order to enhance readiness for learning.** |

**SUBJECT:**
Conference with Legal Counsel - Anticipated Litigation
- CE 11-12.2

**AGENDA ITEM AREA:**
Closed Session Disclosure

**REQUESTED BY:**
Ryan Davis,
Director of Human Services

**ENCLOSURES:**
N/A

**REQUESTED BY:**
Administration

**FINANCIAL INPUT/SOURCE:**
N/A

**MEETING DATE:**
May 15, 2012

**ROLL CALL VOTE REQUIRED:**
No

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## BACKGROUND:

The Board of Trustees will disclose any action taken in closed session in regard to Anticipated Litigation.

## RECOMMENDATION:

Administration recommends the Board of Trustee disclose action taken in closed session in regard to Anticipated Litigation.

wp/rk/factform

3.2

**WESTERN PLACER UNIFIED SCHOOL DISTRICT**
**BOARD OF TRUSTEE MEETING FACT SHEET**

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**SUBJECT:**
Bargaining Groups:
WPTA & CSEA Negotiations
Agency Negotiators:
Scott Leaman, Superintendent
Mary Boyle, Deputy Superintendent
Ryan Davis, Director of Human Services
Joyce Lopes, Assistant Superintendent
of Business Services

**AGENDA ITEM AREA:**
Disclosure of action taken in closed session

**REQUESTED BY:**
Ryan Davis
Director of Human Services

**ENCLOSURES:**
No

**DEPARTMENT:**
Personnel

**FINANCIAL INPUT/SOURCE:**
N/A

**MEETING DATE:**
May 15, 2012

**ROLL CALL REQUIRED:**
No

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## BACKGROUND:

Labor Negotiator will give the Board of Trustees an update on Western Placer Teachers Association & Classified Schools Employee Association Bargaining Groups.

## ADMINISTRATION RECOMMENDATION:

Administration recommends the board of trustees be updated on negotiations.

wp/rk/factform

**WESTERN PLACER UNIFIED SCHOOL DISTRICT**
**BOARD OF TRUSTEE MEETING FACT SHEET**

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**SUBJECT:**
Interdistrict Appeal

**AGENDA ITEM AREA:**
Disclosure of Action Taken in Closed Session

**REQUESTED BY:**
Scott Leaman,
Superintendent

**ENCLOSURES:**
No

**DEPARTMENT:**
Administration

**FINANCIAL INPUT/SOURCE:**
N/A

**MEETING DATE:**
May 15, 2012

**ROLL CALL REQUIRED:**
No

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## BACKGROUND:

The Board of Trustees will discuss disclose any action taken in closed session regarding the following transfer appeals:

- Interdistrict Request Appeal 12/13 - 22
- Interdistrict Request Appeal 12/13 - 23
- Interdistrict Request Appeal 12/13 - 24
- Interdistrict Request Appeal 12/13 - 25
- Interdistrict Request Appeal 12/13 - 26
- Interdistrict Request Appeal 12/13 - 27

## ADMINISTRATION RECOMMENDATION:

Disclose any action taken.

wp/rk/factform

# SPECIAL

# ORDER

# OF

# BUSINESS

**WESTERN PLACER UNIFIED SCHOOL DISTRICT**
**BOARD OF TRUSTEE MEETING FACT SHEET**

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**SUBJECT:**
Featured School:
Twelve Bridges Middle School

**AGENDA ITEM AREA:**
Special Order of Business

**REQUESTED BY:**
Scott Leaman,
Superintendent

**ENCLOSURES:**
Yes

**DEPARTMENT:**
Administration

**FINANCIAL INPUT/SOURCE:**
N/A

**MEETING DATE:**
May 15, 2012

**ROLL CALL VOTE:**
No

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## BACKGROUND:

Twelve Bridges Middle School will share a short presentation to the Board of Trustees. They will focus on the following:

- Pupils
- Programs
- Parents

## RECOMMENDATION:

Administration recommends the Board of Trustees enjoy the presentation.

wp/rk/PPPfactform

4.

**TWELVE BRIDGES MIDDLE SCHOOL**

770 Westview Dr.
Lincoln, CA 95648

Phone (916) 434-5270
Fax (916) 434-5273

***Principal***
Stacey Brown

***Assistant Principal***
Randy Woods

**WESTERN PLACER UNIFIED SCHOOL DISTRICT**

600 Sixth Street
Suite 400
Lincoln, CA 95648

Phone (916) 645-6350
Fax (916) 645-6356

***Superintendent***
Scott Leaman

*Welcome to Twelve Bridges Middle School*

*May 15, 2012*

*Board Meeting Agenda*

*Please enjoy presentations from:*

- *The middle and high school Robotics program featuring Lincoln High, Glen Edwards Middle and Twelve Bridges Middle. The staff will be presenting a review of the 2011-2012 Robotics Program and will be taking a look at the future!*

- *The Twelve Bridges Middle School band will perform a few selections exemplifying the benefits of music and the impact it has in school*

*Thank you!*

4.1

# CONSENT

# AGENDA

# ITEMS

**WESTERN PLACER UNIFIED SCHOOL DISTRICT**
**BOARD OF TRUSTEE MEETING FACT SHEET**

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**SUBJECT:**
Certificated Personnel Report

**AGENDA ITEM AREA:**
Consent Agenda

**REQUESTED BY:**
Ryan Davis
Director of Human Services

**ENCLOSURES:**
Yes

**DEPARTMENT:**
Personnel

**FINANCIAL INPUT/SOURCE:**
Categorical/General

**MEETING DATE:**
May 15, 2012

**ROLL CALL REQUIRED:**

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## BACKGROUND:

The Board of Trustees will take action to approve the certificated personnel report.

## RECOMMENDATION:

Administration recommends ratification of the certificated personnel report.

**WESTERN PLACER UNIFIED SCHOOL DISTRICT**

**PERSONNEL REPORT**

**May 15, 2012**

## CERTIFICATED/MANAGEMENT

### REQUEST FOR LEAVE OF ABSENCE:

| | | |
|---|---|---|
| 1. | **Name:** | **Laura Shye** |
| | **Position:** | **4th/5th Grade Teacher** |
| | **FTE:** | **1.0** |
| | **Effective Date:** | **August 20, 2012** |
| | **Site:** | **Lincoln Crossing Elementary** |

5.1.1

**WESTERN PLACER UNIFIED SCHOOL DISTRICT**
**BOARD OF TRUSTEE MEETING FACT SHEET**

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**SUBJECT:**
Williams Uniform Quarterly Complaint Report

**AGENDA ITEM AREA:**
Consent Agenda

**REQUESTED BY:**
Scott Leaman, Superintendent

**ENCLOSURES:**
Yes

**DEPARTMENT:**
Administration

**FINANCIAL INPUT/SOURCE:**
N/A

**MEETING DATE:**
May 15, 2012

**ROLL CALL REQUIRED:**
No

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## BACKGROUND:

One component of the Williams Settlement Legislation requires each district to submit a quarterly report to the County Superintendent and the Governing Board on the nature and resolution of complaints addressing insufficient instructional material, teacher vacancies and misassignments, and emergency or urgent facilities issues.

## RECOMMENDATION:

Administration recommends the Board of Trustees approve the results of the Williams Uniform Complaint report.

wp/rk/factform

PCOE
GOLD IN EDUCATION
Gayle Garbolino-Mojica
County Superintendent of Schools

PLACER COUNTY OFFICE OF EDUCATION
Gayle Garbolino-Mojica, County Superintendent of Schools
360 Nevada Street
Auburn, CA 95603

# Quarterly Report on Williams Uniform Complaints

[Education Code § 35186(d)]

District: Western Placer Unified School

Person completing this form: Rosemary Knutson

Title: Secretary to the Superintendent

Quarterly Report Submission Date: *(Check one)*

- ☑ April - 2011
- ☐ July - 2011
- ☐ October - 2011
- ☐ January - 2012

Date for information to be reported publicly at governing board meeting: May 15, 2012

☑ No complaints were filed with any school in the district during the quarter indicated above.

☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

| General Subject Area | Total # of Complaints | # Resolved | # Unresolved |
|---|---|---|---|
| Textbooks and Instructional Materials | 0 | | |
| Teacher Vacancy or Misassignment | 0 | | |
| Facilities Conditions | 0 | | |
| TOTALS | 0 | 0 | 0 |

Scott Leaman
Print Name of District Superintendent

Signature of District Superintendent

May 4, 2012
Date

5.2.1

**WESTERN PLACER UNIFIED SCHOOL DISTRICT**
**BOARD OF TRUSTEE MEETING FACT SHEET**

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**SUBJECT:**
Waiver of California High School Exit Exam Requirement for Diploma for Special Education Students Who Have Not Passed CAHSEE Math and/or CAHSEE ELA, even with Modifications
Students #11-12 A – 1 through #11-12A - 12

**AGENDA ITEM AREA:**
Consent

**REQUESTED BY:**
Mary Boyle
Jim Spratling, LHS Counselor

**ENCLOSURES:**
Confidential Student Assessment Information

**DEPARTMENT:**
Educational Services

**FINANCIAL INPUT/SOURCE:**
N/A

**MEETING DATE:**
May 15, 2012

**ROLL CALL REQUIRED:**

**BACKGROUND AND SUMMARY:**

All students graduating from high school must complete the class credits required by their local high school and pass the California High School Exit Examination (CAHSEE) in the areas of English Language Arts (ELA) AND Mathematics (Math) in order to earn a high school diploma. Students in special education who have attempted the CAHSEE test on multiple occasions, have participated in appropriate interventions and tutorials, and who have a current Individual Education Plan (IEP) which allows for modifications in testing environments including CAHSEE are allowed to take the CAHSEE test with those modifications. Students with IEP's who pass CAHSEE with modifications and who complete course requirements are eligible for a high school diploma. Students with IEP's who DO NOT pass one or both parts of CAHSEE even with modifications are eligible for a local waiver pursuant to EC60851(c). Students may also qualify for an exemption under Ed Code 60852.3.

Students # 11 – 12 A1 through #11 – 12 A12 are senior students with special needs, each with a current IEP who has NOT earned a passing score on one or both parts of CAHSEE, even with modifications. Each student is requesting a Board Waiver to allow such to suffice as the CAHSEE portion of the requirement for a diploma from Lincoln High School

**ADMINISTRATION RECOMMENDATION:**

Approve Waiver Request for Students:

- #11 – 12 A1
- #11 – 12 A2
- #11 – 12 A3
- #11 – 12 A4
- #11 – 12 A5
- #11 – 12 A6
- #11 – 12 A7
- #11 – 12 A8
- #11 – 12 A9
- #11 – 12 A10
- #11 – 12 A11
- #11 – 12 A12

CAHSEE Exemption for SWD through July 1, 2012

**TOM TORLAKSON**
STATE SUPERINTENDENT OF PUBLIC INSTRUCTION

CALIFORNIA
DEPARTMENT OF
EDUCATION

February 6, 2012

Dear Select County and District Superintendents, Charter School Administrators, High School Principals, and California High School Exit Examination Coordinators:

**UPDATE REGARDING STUDENTS WITH DISABILITIES AND THE CALIFORNIA HIGH SCHOOL EXIT EXAMINATION**

The purpose of this letter is to provide you with information regarding students with disabilities and the California High School Exit Examination (CAHSEE). All California public school students must satisfy the CAHSEE requirement, as well as all other state and local requirements, to receive a high school diploma. Eligible students with disabilities (SWDs) in the Class of 2012 may satisfy the CAHSEE requirement by passing the examination pursuant to California *Education Code* (*EC*) Section 60851(a), receiving a local waiver pursuant to *EC* Section 60851(c), or qualifying for the exemption under *EC* Section 60852.3.

*EC* Section 60852.3 states that eligible SWDs are exempt from the CAHSEE requirement until the State Board of Education (SBE) makes a determination whether or not it is feasible to have alternative means to the CAHSEE for SWDs. In July 2010, the SBE determined that alternative means are feasible and in February 2011, the SBE adopted regulations establishing July 1, 2012 as the implementation date for the alternative means. The exemption applies to any SWD currently in grade twelve who has an individual education program (IEP) or Section 504 plan that indicates that the student is scheduled to receive a high school diploma, on or after July 1, 2009 and prior to June 30, 2012. The exemption from meeting the CAHSEE requirement ends June 30, 2012, unless regulations extending the implementation date are adopted.

The California Department of Education will be taking proposed regulations to the SBE in March 2012 that would extend the current regulatory implementation date of July 1, 2012 to January 1, 2013, which is the latest date under current law by which alternative means can be extended via regulations. Adoption of the proposed amendment to regulations would have the effect of extending the exemption through December 31, 2012. In addition, the State Superintendent of Public Instruction is sponsoring legislation to extend the implementation date of alternative means to July 1, 2015, to follow the expected implementation of the SMARTER Balanced assessments aligned to the Common Core State Standards adopted by the SBE.

If you have any questions, please contact the High School and Physical Fitness Assessment Office by phone at 916-445-9449 or by e-mail at cahsee@cde.ca.gov.

Sincerely,

Deborah V.H. Sigman, Deputy Superintendent of Public Instruction
District, School and Innovation Branch

DS:dp

cc: Special Education Local Plan Area Directors

**WESTERN PLACER UNIFIED SCHOOL DISTRICT**
**BOARD OF TRUSTEE MEETING FACT SHEET**

**MISSION STATEMENT**: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.

DISTRICT GLOBAL GOALS

1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students**
2. **Foster a safe, caring environment where individual differences are valued and respected.**
3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.**
4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.**
5. **Promote student health and nutrition in order to enhance readiness for learning.**

**SUBJECT:**
Ratification of Contract with Economic & Planning Systems, Inc. for Update of School Facility Funding Shortfall Analysis

**AGENDA ITEM AREA:**
Consent

**REQUESTED BY:**
Joyce Lopes, Assistant Superintendent, Business Services

**ENCLOSURES:**
Yes

**DEPARTMENT:**
Facilities

**FINANCIAL INPUT/SOURCE:**
Fund 25 Developer Fees

**MEETING DATE:**
May 15, 2012

**ROLL CALL REQUIRED:**
No

## BACKGROUND:

In August of 2010, Western Placer Unified School District approved a final draft of a School Facility Funding Shortfall Analysis prepared by Economic & Planning Systems, Inc. for use by the District in development negotiations.

The purpose of this study was to show in comparable and analytic terms, what staff has been reporting as our funding "gap" between what we are given authority to levy in the form of Level II School Impact Development Fees, what is generally funded by the State of California for projects approved by the Office of Public School Construction, and what it actually takes monetarily to construct a complete school. This report is then utilized by staff when meeting with representatives from future development areas and also when local jurisdictions need information on what an average school district would need to truly house students in California.

The study uses information provided by the District, as well as comparable costs from surrounding districts to derive costs noted. In addition, the study shows the cost of housing students based not just on building a solitary school, but the cost of housing a student from Kindergarten through 12th grade.

Due to changing costs of land and construction, staff requested an update to the 2010 study utilizing some more recent dollar amounts and also any current District information on fees and home development.

The enclosed contract allows EPS, Inc. to move forward with the creation of an updated School Facilities Funding Shortfall Analysis, which once completed will be brought to the Board of Trustees for approval.

## RECOMMENDATION:

Board of Trustees ratify contract with EPS, Inc. to update original 2010 School Facilities Funding Shortfall Analysis.

March 23, 2012

Joyce Lopes
Assistant Superintendent, Business & Support Services
Western Placer Unified School District
600 Sixth Street, Suite 400
Lincoln, CA 95648

Subject: School Facility Financing Analysis Update; EPS #122033

Dear Joyce:

Economic & Planning Systems, Inc. (EPS), would appreciate the opportunity to assist the Western Placer Unified School District (District) in determining the potential school facility construction funding shortfall for a "typical" single-family residential unit. EPS prepared an initial analysis for the District in 2010. This scope of work will involve updating assumptions used for the model developed in 2010. EPS's experience with similar new development projects throughout Northern California can be readily applied to this project. In addition, EPS has specific experience in facility financing analysis for the District.

## Project Understanding

New residential development in the District will create the eventual need for the District to construct new school facilities to serve new students coming from the project area. The District has a Level 2 developer fee in place that serves as the local funding source to match State grants for constructing schools. However, in some cases, the local funding source is not sufficient to fully fund the cost of constructing new school facilities. The District needs to determine whether a funding shortfall per residential residence exists; if so, the District needs to develop a school funding strategy for new residential development.

## Scope of Work

EPS proposes the following scope of work to determine the school funding shortfall for new schools to be constructed to serve students generated by new development occurring in the District.

### Task 1—Conduct School Funding Analysis

EPS will review the cost assumptions of constructing new school facilities provided by the District. Using the Student Generation Rates (SGRs)

*The Economics of Land Use*

*Economic & Planning Systems, Inc.*
*2295 Gateway Oaks Drive, Suite 250*
*Sacramento, CA 95833-4210*
*916 649 8010 tel*
*916 649 2070 fax*

*Berkeley*
*Denver*
*Los Angeles*
*Sacramento*

**www.epsys.com**

provided by the District, EPS will develop assumptions regarding the "share" of new school facilities assigned to the typical single-family residential unit. This information will allow EPS to determine the overall cost assigned to each residential unit for the share of constructing new school facilities.

EPS then will review existing funding options for new schools (Level 2 fees and State grants) and develop projections of available revenue to fund construction of new school facilities. EPS will contrast costs and available revenue sources to determine if there is a school facility shortfall. If a shortfall exists, EPS will provide a "per-unit" breakdown of the shortfall to identify the amount of additional funding for schools that would be required for each dwelling unit and will provide a list of possible funding options to be used in negotiations with the developer.

### Task 2—Assist in Developer Negotiations (as needed)

Under this task EPS will assist the District in negotiating a shortfall funding solution with the developer. Once the infrastructure financing plan for city infrastructure and facilities is developed, the developer will have an understanding of the cost to develop infrastructure and facilities required to serve the project on a per-unit basis. The funding sources for infrastructure and facilities will come from a variety of sources. EPS will assist the District in negotiating the appropriate mechanism(s) to fund school facilities that meet the needs of the District, the city, and the developer.

## Key Personnel

Principal Jamie Gomes will serve as Principal-in-Charge of this project and will provide guidance and input as needed. Senior Vice President Russ Powell will serve as Project Manager and will conduct the day-to-day management of this project. Additional EPS staff may assist in identifying, collecting, and analyzing data.

## Schedule

EPS will begin working on this project as soon as contract approval is received, and EPS will provide you with accurate information and work products on a schedule that meets your needs.

## Budget

The estimated budget to complete **Task 1** is **$5,000**. EPS will develop a separate scope and budget for **Task 2**, if needed. EPS charges for its services on a direct-cost (hourly billing rates plus direct expenses), not-to-exceed basis; therefore, you will be billed only for the work completed up to the authorized budget amount. If EPS determines it may exceed the proposed budget to complete the work product, EPS will notify you with an estimated amount required to complete the work. EPS assumes, under this budgeted amount, meeting one time with District staff to present the findings of the technical memorandum.

5.4.3

Travel, data, or reproduction expenses will be billed at cost, and invoices are submitted monthly and are payable on receipt. If additional work or meetings are required, EPS will request authorization for additional budget with the understanding that terms will be negotiated in good faith. EPS's Hourly Billing Rates and Standard Terms and Conditions are attached as part of this letter agreement.

Again, EPS would appreciate the opportunity to work on this project. To approve this proposal, please sign below, return a signed copy of this letter agreement to EPS, and keep another copy for your records. If you have questions or require changes to this proposal, please call me at (916) 649-8010.

Sincerely,

ECONOMIC & PLANNING SYSTEMS, INC.

Russ Powell
Senior Vice President

Attachments

Approved:

Joyce Lopes
Western Placer Unified School District

5/4/12
Date

5.4.4

# 2012 Hourly Billing Rates

| | Sacramento Office |
|---|---|
| Managing Principal | $265–$295 |
| Principal | $235 |
| Senior Vice President | $210 |
| Vice President | $185 |
| Senior Technical Associate | $170 |
| Senior Associate | $150 |
| Associate | $130 |
| Production and Administrative Staff | $75 |

Billing rates updated annually.

5.4.5

**Economic & Planning Systems, Inc.**
**Standard Terms and Conditions for Consulting Services**

## 1. Authority

Each party has full power and authority to enter into and perform this contract, and the person signing this contract on behalf of each has been properly authorized and empowered to enter into this contract. Each party further acknowledges that it has read this agreement, understands it, and agrees to be bound by it.

## 2. Independent Contractor

It is specifically understood and agreed that in the creation and performance of this Agreement, CONSULTANT is an independent contractor, and is not and shall not be construed to be an employee or agent of the CLIENT.

## 3. Insurance

CONSULTANT shall maintain the following insurance:

3.1. Workers Compensation as required by law.

3.2. General Liability insurance policy of $1,000,000, $3,000,000 in aggregate, for personal injury and property damage.

3.3. Auto Liability insurance of $1,000,000, combined single limit for bodily injury and property damage covering all vehicles including hired, owned and non-owned vehicles.

3.4. Errors and Omissions/Professional Services Liability and Personal and Advertising Injury insurance in the amount of $2,000,000.

3.5. Excess/Umbrella Liability insurance in the amount of $1,000,000.

## 4. Personnel

The CONSULTANT represents that it is an equal opportunity employer and has, or will secure at its expense, all personnel required in performing the services under this Agreement. All personnel engaged in the work shall be authorized or permitted under State and Local law to perform such services.

## 5. Interest of CONSULTANT

CONSULTANT covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this Agreement.



5.4.6

**6. Publication, Reproduction, and Use of Material**

CLIENT may publish, distribute, or otherwise use any data, information, reports, or other materials prepared under this Agreement by EPS (EPS Work Product), in whole or in part, for purposes of this project. This authority does not apply to any computer models or software used or developed as a result of this contract, unless a separate agreement is signed concerning the disposition of such materials. CLIENT acknowledges that EPS Work Product was prepared by EPS solely for contemporaneous use by CLIENT for this Project and that it is not intended for use at any other time, location, purpose or by any other party. Accordingly, CLIENT shall not, without the prior written consent of EPS (which EPS may withhold in its sole discretion), (i) use EPS Work Product for purposes unrelated to the Project, (ii) modify EPS Work Product, or (iii) disclose or distribute any EPS Work Product to any other person, firm, or entity. EPS shall be entitled to indemnification by CLIENT, pursuant to paragraph 13 hereof, if CLIENT breaches this provision, in addition to all other available remedies at law or in equity.

**7. Confidentiality**

Any reports, information, or data given to or prepared or assembled by the CONSULTANT under this Agreement shall not be made available to any individual or organization by the CONSULTANT without the prior written approval of the CLIENT. CONSULTANT is entitled to retain copies of all data, working papers, interim documents, memoranda, and reports produced under this Agreement. However, nothing contained herein shall prevent the disclosure of such information if compelled by legal process, and in the event thereof, only after notice to CLIENT.

**8. Amendments to the Contract**

No amendment to this Agreement shall be effective unless it is in writing and signed by duly authorized representatives of both parties.

**9. Disputed Invoices**

In the event that CLIENT disputes any item on an invoice, CLIENT shall notify the CONSULTANT of this disputed item within five working days of receipt of the invoice. CLIENT will approve payment of items on an invoice that are not in dispute and CLIENT and CONSULTANT will proceed to negotiate or arbitrate the disputed items as specified elsewhere in this Agreement.

**10. Audits and Inspections**

On reasonable notice, CLIENT may inspect any books, records, or other materials that pertain directly to this Agreement.

**11. Compensation for Testimony and Preparation Thereof**

If any legal action is brought in connection with the Agreement, other than an action that is solely the result of the incompetence or malfeasance by CONSULTANT, by or against a third party, and CLIENT requests that CONSULTANT or a SUBCONSULTANT, (or if CONSULTANT or a SUBCONSULTANT is otherwise required) to testify, provide information, produce materials, or otherwise spend time on such action, then CLIENT shall pay CONSULTANT or SUBCONSULTANT

for time expended at their standard rates then in effect, plus advance all related expenses and costs, including, but not limited to, reasonable attorneys' fees. Such compensation shall be in addition to the maximum charge for services defined in the Agreement.

**12. Termination of Agreement**

The CLIENT may, at its option, elect to cancel the contract at any time, by notice to CONSULTANT, on completion of any task described in the scope of services. In such event the CLIENT will pay to the CONSULTANT the amount due by virtue of completion of the products therefore delivered. If such cancellation is not based on any claim of CONSULTANT default, such payment shall include any sums withheld pursuant to this Agreement. In addition, the CONSULTANT shall be reimbursed (in addition to the payment) for that portion of the actual out-of-pocket costs not otherwise reimbursed under this Agreement previously incurred by the CONSULTANT during the period of the Agreement, which are directly attributable to the incomplete portion of the services covered by this Agreement.

**13. Indemnification/Limitation of Liability**

13.1. CLIENT agrees to release, indemnify, hold harmless, and defend CONSULTANT and all of its partners, employees, agents, and representatives of all types from and against all claims, liability, loss, cost, damage, expense, or obligation, including, but not limited to reasonable attorneys' and experts' fees and costs, which any of them may hereafter incur, suffer, or be required to pay by reason of any actions in connection with this Agreement or the performance thereof except as to claims which are finally adjudicated or arbitrated to have resulted from the sole negligence or willful misconduct of CONSULTANT.

13.2. CLIENT agrees that CONSULTANT is not responsible for the identification of hazardous or toxic substances, waste or materials, or petroleum products and/or petroleum components or constituents, and is not liable for any conditions that stem from contamination from hazardous or toxic substances, waste or materials, or petroleum products and/or petroleum components or constituents.

**14. Nondiscrimination and Equal Opportunity**

CONSULTANT and its SUBCONSULTANTS shall not unlawfully discriminate against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided by CONSULTANT under this Agreement because of race, religion, color, national origin, ancestry, physical disability, medical condition, marital status, age (over 40), gender, or gender orientation. CONSULTANT shall comply with all applicable federal, state, and local laws, policies, rules, and requirements related to equal opportunity and nondiscrimination in employment, contracting, and the provision of any services that are the subject of this Agreement, including but not limited to the satisfaction of any positive obligations required of CONSULTANT thereby.

**15. Standard of Performance**

All work performed by CONSULTANT for CLIENT pursuant to this Agreement shall be performed by qualified persons, and shall be performed in accordance with standards of performance generally applicable to the work in the community in which the work is performed.

As in all projects of this type, the estimated results are based on the continued competent and efficient management by CLIENT. In addition, the conclusions reached by CONSULTANT are based on the assumption that no significant changes in project conditions will occur beyond those expressly discussed in EPS Work Product. CONSULTANT shall be able to rely on information provided to it by the CLIENT, and CONSULTANT shall have no responsibility to audit or otherwise verify such information.

**16. Force Majeure**

Neither party shall be responsible for delays or failures in performance resulting from acts beyond the control of such party. Such acts shall include, but not be limited to, acts of God, strikes, lockouts, riots, acts of war, epidemics, governmental regulations superimposed after the fact, fire, power failures, earthquakes, or other disasters.

**17. Arbitration and Attorneys Fees**

In the event of a dispute in any manner relating to or arising out of this Agreement, the parties shall meet, confer, and negotiate in good faith in an attempt to resolve the dispute. In the event the parties are unable to resolve the dispute themselves, the dispute shall be resolved through binding arbitration in Sacramento County, State of California, under the Construction Industry Arbitration Rules of the Judicial Arbitration and Mediation Services, Inc., (JAMS). In arbitrating any issue arising under this Agreement, the power and authority of the arbitrator shall include the power and authority to grant such equitable relief (including injunctive relief) as may be appropriate under the circumstances, in accordance with applicable law. The decision award of the arbitrator shall be binding on the parties and shall be enforceable by judgment entered in a court having jurisdiction. In the event the arbitrator determines there is a prevailing party in the arbitration, the prevailing party shall recover from the losing party all costs of arbitration, including all fees of the arbitrator and all attorneys' fees reasonably incurred by the prevailing party. The arbitrator shall have authority to order such limited discovery as the arbitrator shall deem relevant and appropriate.

**18. Governing Law**

This contract will be governed by and construed in accordance with the laws of the State of California.

**19. Notice**

Notice given under the terms of this Agreement shall be in writing and shall be effective the day it is mailed, properly addressed, to the party to receive such notice. Notice delivered other than by mail shall be effective when received. Any change of address of either of the parties shall be effective on receipt of notice of such change by the opposite party.

**WESTERN PLACER UNIFIED SCHOOL DISTRICT**
**BOARD OF TRUSTEE MEETING FACT SHEET**

| **MISSION STATEMENT**: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World. |
|---|
| DISTRICT GLOBAL GOALS |
| 1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students** |
| 2. **Foster a safe, caring environment where individual differences are valued and respected.** |
| 3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.** |
| 4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.** |
| 5. **Promote student health and nutrition in order to enhance readiness for learning.** |

**SUBJECT:**
Student Discipline
Stipulated Expulsion Student(s): #11-12-X
#11-12-Y
#11-12-Z
#11-12-AA

**AGENDA ITEM AREA:**
Consent Session

**REQUESTED BY:**
Michael Doherty
District Hearing Officer

**ENCLOSURES:**
Yes

**DEPARTMENT:**
Administration

**FINANCIAL INPUT/SOURCE:**
N/A

**MEETING DATE:**
May 15, 2012

**ROLL CALL REQUIRED:**
No

## BACKGROUND:

The Board of Trustees will disclose any action taken during Closed Session in Regards to the stipulated expulsion of Student(s): #11-12-X
#11-12-Y
#11-12-Z
#11-12-AA

## RECOMMENDATION:

The Administration recommends the Board of Trustees disclose any action taken In regards to the above item.

wp/rk/factform

# INFORMATION

# DISCUSSION

# ACTION

# ITEMS

**WESTERN PLACER UNIFIED SCHOOL DISTRICT**
**BOARD OF TRUSTEE MEETING FACT SHEET**

| **MISSION STATEMENT**: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World. |
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| 5. **Promote student health and nutrition in order to enhance readiness for learning.** |

**SUBJECT:**
Attendance Goals Update

**AGENDA ITEM AREA:**
Information

**REQUESTED BY:**
Mary Boyle MB
Deputy Superintendent Educational Services
Michael Doherty
Principal, Phoenix High School & SARB Administrator

**ENCLOSURES:**
Attached

**DEPARTMENT:**
Educational Services

**FINANCIAL INPUT/SOURCE:**
ADA Increased Revenues

**MEETING DATE:**
May 15, 2012

**ROLL CALL REQUIRED:**
No

**BACKGROUND AND SUMMARY**:

To support increased student learning and to increase ADA revenues, the District and individual school sites set goals for improved attendance of .5% for 2011 – 2012, based on the last three years of attendance rates. Phoenix High School, which as a continuation high school has a different attendance reporting mechanism, set a 5% increase in credits earned as its goal. To date, eight of our eleven sites are meeting their attendance goals, as is the District; the remaining three sites show improved attendance with goals within reach. The District average three-year attendance baseline was 95.09%, with a goal of 95.59%; our attendance rate to date is 95.77%. The Business Department is providing monthly printouts to sites for attendance monitoring which is critical to the project's success.

To support improved student attendance, the District implemented SST's (Student Study Teams), SAM (School Attendance Mediation) processes, and improved SARB (School Attendance Review Board) processes in response to recommendations of last year's DAWG (District Attendance Work Group). SST's have been in place for academic support for many years, but were expanded this year to include attendance and behavior support. SAM has proven to be a very successful new intervention, preceding formal SARB hearings for students of high school

age who are exhibiting attendance issues, and involving the student and parents appearing before a presiding judge, Judge Nichols, Placer County Probation, Lincoln PD and the school district, to develop an attendance contract. SARB hearings are now more formal and carry more weight, being held at the Santucci Judicial Center, and also involving the judiciary, Placer County Probation, Lincoln PD, the District and additional support staff – Placer County Mental Health, Lighthouse Family Counseling and Resource Center, Placer County District Attorney, and others.

**RECOMMENDATION:**
Information only.

# WPUSD ABSENCE INTERVENTION TABLE

All Conferences/Notifications MUST be in HOME Language

April, 2011

| EXCUSED ABSENCES FOR ILLNESS | | | UNEXCUSED ABSENCES | | | |
|---|---|---|---|---|---|---|
| **EXCUSED ABSENCE for ILLNESS** (30+ min excused tardy = excused absence to school or period) | **INTERVENTION** | **LETTER** | **UNEXUSED ABS** (30+ minute unexcused tardy = unexcused absence to school or period) | **INTERVENTION** | **DETENTION/ SARB LETTER** (Send SARB Letters Receipt Requested) | **NOTES** |
| 5th | | 5th Excused Illness Absence Letter; cc teacher | | | | |
| 10th | Pre-SST | 10th Excused Illness Absence Letter; cc teacher | | | | |
| 14th | Pre-SST Follow-Up or SST | 14th Excused Illness Absence Letter; cc teacher | | | | |
| 15th w/o Doc Verification | | | 1st Unexcused Absence | Automated Phone Call to Parent | Detention Notice - High School Only | Allow a few days between SARB letters to give opportunity for receiving notice. |
| 16th w/o Doc Verification | | | 2nd Unexcused Absence | Automated Phone Call to Parent | Detention Notice - High School Only | |
| 17th w/o Doc Verification | | | 3rd Unexcused Absence | Automated Phone Call to Parent; Pre-SST | SARB LETTER #1 Student Declared a Truant; cc teacher | SARB Process resets each year, unless student reached SARB Letter #4 and was placed on a SARB Contract - SARB Contract continues year to year |
| 18th w/o Doc Verification | | | 4th Unexcused Absence | SST with Parent | SARB LETTER #2; cc teacher | |
| 19th w/o Doc Verification | | | 5th Unexcused Absence | Follow-Up SST or SAM Meeting (high school) | SARB LETTER #3 (SAM for High School); cc teacher | |
| 20th w/o Doc Verification | | | 6th Unexcused Absence | SARB Hearing (County/District) | SARB Letter #4 Student Declared a Habitual Truant/ Hearing; cc teacher | SARB Contract Continues Year to Year |

2.1.8

5/1/2012
9:54 AM

# WESTERN PLACER UNIFIED
## ATTENDANCE DATA 2008/09
### YTD FOR 2011-12

| SITE | PERIOD | ENDING ENROLLMENT | DAYS ENROLLED | DAYS PRESENT | % PRESENT | Average Baseline % | 2011 - 2012 % Goal |
|---|---|---|---|---|---|---|---|
| CCC | 2008/2009 | 429 | 77,087 | 73,416 | 95.24% | 95.20% | 95.70% |
| | 2009/2010 | 444 | 80,132 | 76,186 | 95.08% | | |
| | 2010/2011 | 391 | 73,334 | 69,873 | 95.28% | | |
| 2/1/2012 | 2011/2012 | N/A | 62,249 | 59,501 | 95.59% | YTD | |
| COES | 2008/2009 | 626 | 111,551 | 105,215 | 94.32% | 94.57% | 95.07% |
| | 2009/2010 | 652 | 114,841 | 108,536 | 94.51% | | |
| | 2010/2011 | 632 | 113,339 | 107,550 | 94.89% | | |
| 2/1/2012 | 2011/2012 | N/A | 91,206 | 87,026 | 95.42% | YTD | |
| FSS | 2008/2009 | 408 | 75,685 | 72,795 | 96.18% | 96.02% | 96.52% |
| | 2009/2010 | 433 | 75,586 | 72,313 | 95.67% | | |
| | 2010/2011 | 441 | 81,471 | 78,389 | 96.22% | | |
| 2/1/2012 | 2011/2012 | N/A | 66,700 | 64,205 | 96.26% | YTD | |
| FRES | 2008/2009 | 505 | 91,520 | 87,649 | 95.77% | 95.76% | 96.26% |
| | 2009/2010 | 543 | 98,017 | 93,874 | 95.77% | | |
| | 2010/2011 | 534 | 97,510 | 93,356 | 95.74% | | |
| 2/1/2012 | 2011/2012 | N/A | 81,696 | 78,475 | 96.06% | YTD | |
| LCES | 2008/2009 | 582 | 104,560 | 100,370 | 95.99% | 95.77% | 96.27% |
| | 2009/2010 | 587 | 108,250 | 103,365 | 95.49% | | |
| | 2010/2011 | 605 | 109,847 | 105,269 | 95.83% | | |
| 2/1/2012 | 2011/2012 | N/A | 92,393 | 89,074 | 96.41% | YTD | |
| SES | 2008/2009 | 77 | 13,629 | 13,043 | 95.70% | 95.63% | 96.13% |
| | 2009/2010 | 89 | 16,391 | 15,630 | 95.36% | | |
| | 2010/2011 | 83 | 15,164 | 14,531 | 95.83% | | |
| 2/1/2012 | 2011/2012 | N/A | 11,752 | 11,351 | 96.59% | YTD | |
| TBES | 2008/2009 | 718 | 128,918 | 123,795 | 96.03% | 95.78% | 96.28% |
| | 2009/2010 | 697 | 127,765 | 121,859 | 95.38% | | |
| | 2010/2011 | 728 | 129,884 | 124,620 | 95.95% | | |
| 2/1/2012 | 2011/2012 | N/A | 99,496 | 96,313 | 96.80% | YTD | |
| GEMS | 2008/2009 | 634 | 114,974 | 108,614 | 94.47% | 94.51% | 95.01% |
| | 2009/2010 | 627 | 113,948 | 107,613 | 94.44% | | |
| | 2010/2011 | 688 | 124,149 | 117,475 | 94.62% | | |
| 2/1/2012 | 2011/2012 | N/A | 103,064 | 98,660 | 95.73% | YTD | |
| TBMS | 2008/2009 | 832 | 167,359 | 160,361 | 95.82% | 95.19% | 95.69% |

3.1.8

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | 2009/2010 | 784 | 148,487 | 140,689 | 94.75% | | |
| | 2010/2011 | 780 | 147,649 | 140,263 | 95.00% | | |
| 2/1/2012 | 2011/2012 | N/A | 120,118 | 115,024 | 95.76% | YTD | |
| | 2008/2009 | 1396 | 258,520 | 243,322 | 94.12% | | |
| LHS | 2009/2010 | 1395 | 260,254 | 245,278 | 94.25% | 94.28% | 94.78% |
| | 2010/2011 | 1411 | 262,258 | 247,748 | 94.47% | | |
| 2/1/2012 | 2011/2012 | N/A | 214,592 | 203,730 | 94.94% | YTD | |
| | 2008/2009 | 76 | 14,850 | 14,815 | 99.76% | | |
| PHS* | 2009/2010 | 70 | 15,062 | 14,910 | 98.99% | 45.02% | 50.02% |
| | 2010/2011 | 62 | 14,111 | 12,045 | 85.36% | | |
| 2/1/2012 | 2011/2012 | N/A | 3,096 | 1,912 | 61.74% | YTD | |
| | 2008/2009 | 6207 | 1,143,803 | 1,088,580 | 95.17% | | |
| DISTRICT | 2009/2010 | 6251 | 1,143,671 | 1,085,343 | 94.90% | 95.09% | 95.59% |
| | 2010/2011 | 6293 | 1,154,605 | 1,099,074 | 95.19% | | |
| | 2011/2012 | N/A | 943,266 | 903,359 | 95.77% | YTD | |

NOTE: District Calculations DO NOT include PHS data, due to different attendance reporting requirements for continuation high schools. Days Enrolled/Present for PHS 2011/2012 represent Credits Available/Earned, respectively.

F.1.8

**WESTERN PLACER UNIFIED SCHOOL DISTRICT**
**BOARD OF TRUSTEE MEETING FACT SHEET**

| **MISSION STATEMENT**: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World. |
|---|
| DISTRICT GLOBAL GOALS |
| 1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students** |
| 2. **Foster a safe, caring environment where individual differences are valued and respected.** |
| 3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.** |
| 4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.** |
| 5. **Promote student health and nutrition in order to enhance readiness for learning.** |

**SUBJECT:**
New Position Descriptions:
Teacher on Special Assignment – Peer Coach Elementary
Teacher on Special Assignment – Peer Coach Secondary

**AGENDA ITEM AREA:**
Action

**REQUESTED BY:**
Mary Boyle MB
Deputy Superintendent Educational Services
Ryan Davis
Director Human Resources

**ENCLOSURES:**
Attached Position Descriptions

**DEPARTMENT:**
Educational Services

**FINANCIAL INPUT/SOURCE:**
Swept Tier III Categorical Funds – PAR & Professional Development

**MEETING DATE:**
May 15, 2012

**ROLL CALL REQUIRED:**
No

**BACKGROUND AND SUMMARY**:
The Western Placer Teachers Association (WPTA) and the District have entered into a one-year MOU to pool swept Tier III categorical funds from Peer Assistance and Review (PAR) and Professional Development Block Grant resources in order to create two new positions –

- Teacher on Special Assignment – Peer Coach Elementary and
- Teacher on Special Assignment – Peer Coach Secondary.

These two new positions will allow the District to provide professional development support to its teachers as we continue to target improved student learning, implement Common Core State Standards (CCSS), and prepare for Smarter Balanced Assessment Consortium (SBAS) testing which will replace STAR CST's in 2015. These positions will be open for applications from teachers under contract with WPUSD for 2012 – 2013, allowing us to potentially backfill the two vacancies created with teachers from our layoff list for temporary one-year assignments.

**RECOMMENDATION:**
Approval of Position Descriptions for Teacher on Special Assignment Peer Coach – Elementary and Secondary.

8.2

**Western Placer Unified School District**

**POSITION DESCRIPTION**

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| | |
|---|---|
| Position Title: | **TEACHER ON SPECIAL ASSIGNMENT-PEER COACH ELEMENTARY** |
| Department: | Educational Services |
| Reports to: | Deputy Superintendent Educational Services |

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**SUMMARY:**

Provides professional development and instructional coaching support to elementary teachers toward goal of increased student learning. Activities and/or information from the Peer Coach will not be used in other Bargaining Unit members' evaluations.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Attends appropriate and required workshops to enhance existing professional staff development foundational knowledge and skills
- Presents workshops and inservices to WPUSD certificated staff
- Makes presentations at WPUSD site staff meetings
- Makes presentations at WPUSD Management & PAR Meetings
- Models and coaches research-based effective instructional strategies in classrooms, including:
    - Student Engagement
    - Classroom Management
    - Teaching to Standards
    - Teaching the Writing Process, including the Research Paper
    - Assessment Techniques
    - Feedback
    - Reteaching
    - Intervention
    - Other, as appropriate
- Presents model lessons in classrooms
- Visits classrooms to provide observational feedback and support to teachers
- Engages in discussions with teachers to encourage reflection on effectiveness of teaching strategies
- Supports and participates in the Professional Learning Community process at select sites
- Other related duties as assigned.

8.2.1

**QUALIFICATION REQUIREMENTS:**
To perform this job successfully, an individual must have at least five years of credentialed classroom teaching experience and be able to perform each essential duty satisfactorily. Applicant must have strong interpersonal skills. Recent attendance at relevant District, PCOE or other professional development workshops and/or series focusing on instruction, effective instructional techniques and lesson planning that is research-based preferred.

**EDUCATION:**
Four-year degree; masters preferred.

**CERTIFICATES, LICENSES, REGISTRATIONS:**
Valid teaching certificate in K/12 education.

**LANGUAGE SKILLS:**
Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write and research reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

**MATHEMATICAL SKILLS:**
Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and algebra. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

**REASONING ABILITY:**
Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

**OTHER SKILLS and ABILITIES:**
Ability to apply knowledge of current research and theory in instructional program; ability to plan and implement lessons based on division and school objectives and the needs and abilities of students to whom assigned. Ability to establish and maintain effective relationships with students, peers and parents; skill in oral and written communication. Ability to perform duties with awareness of all district requirements and Board of Trustee policies.

**PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand and talk or hear and sometimes walk and sit. While performing the duties of this job, the employee may occasionally push or lift up to 50 lb. such as boxes of books and AV/VCR/DVD carts. The employee is directly responsible for safety, well-being, or work output of other people. Specific vision abilities required by this job include close vision such as to read handwritten or typed material, and the ability to adjust focus. The position requires the individual to meet multiple demands from several people and interact with the public and other staff.

**WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is moderate to loud.

***The information contained in this job description is for compliance with the American with Disabilities Act (A.M.) and is not an exhaustive list of the duties performed for this position. The individuals holding this position may perform additional duties as assigned.***

8.24

**Western Placer Unified School District**

**POSITION DESCRIPTION**

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| | |
|---|---|
| Position Title: | **TEACHER ON SPECIAL ASSIGNMENT-PEER COACH SECONDARY** |
| Department: | Educational Services |
| Reports to: | Deputy Superintendent Educational Services |

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**SUMMARY:**

Provides professional development and instructional coaching support to secondary teachers toward goal of increased student learning. Activities and/or information from the Peer Coach will not be used in other Bargaining Unit members' evaluations.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Attends appropriate and required workshops to enhance existing professional staff development foundational knowledge and skills
- Presents workshops and inservices to WPUSD certificated staff
- Makes presentations at WPUSD site staff meetings
- Makes presentations at WPUSD Management & PAR Meetings
- Models and coaches research-based effective instructional strategies in classrooms, including:
    - Student Engagement
    - Classroom Management
    - Teaching to Standards
    - Teaching the Writing Process, including the Research Paper
    - Assessment Techniques
    - Feedback
    - Reteaching
    - Intervention
    - Other, as appropriate
- Presents model lessons in classrooms
- Visits classrooms to provide observational feedback and support to teachers
- Engages in discussions with teachers to encourage reflection on effectiveness of teaching strategies
- Supports and participates in the Professional Learning Community process at select sites
- Other related duties as assigned.

8.25

**QUALIFICATION REQUIREMENTS:**
To perform this job successfully, an individual must have at least five years of credentialed classroom teaching experience and be able to perform each essential duty satisfactorily. Applicant must have strong interpersonal skills. Recent attendance at relevant District, PCOE or other professional development workshops and/or series focusing on instruction, effective instructional techniques and lesson planning that is research-based preferred.

**EDUCATION:**
Four-year degree; masters preferred.

**CERTIFICATES, LICENSES, REGISTRATIONS:**
Valid teaching certificate in K/12 education.

**LANGUAGE SKILLS:**
Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write and research reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

**MATHEMATICAL SKILLS:**
Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry, trigonometry, and algebra. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

**REASONING ABILITY:**
Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

**OTHER SKILLS and ABILITIES:**
Ability to apply knowledge of current research and theory in instructional program; ability to plan and implement lessons based on division and school objectives and the needs and abilities of students to whom assigned. Ability to establish and maintain effective relationships with students, peers and parents; skill in oral and written communication. Ability to perform duties with awareness of all district requirements and Board of Trustee policies.

**PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand and talk or hear and sometimes walk and sit. While performing the duties of this job, the employee may occasionally push or lift up to 50 lb. such as boxes of books and AV/VCR/DVD carts. The employee is directly responsible for safety, well-being, or work output of other people. Specific vision abilities required by this job include close vision such as to read handwritten or typed material, and the ability to adjust focus. The position requires the individual to meet multiple demands from several people and interact with the public and other staff.

**WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is moderate to loud.

***The information contained in this job description is for compliance with the American with Disabilities Act (A.M.) and is not an exhaustive list of the duties performed for this position. The individuals holding this position may perform additional duties as assigned.***

8.27

**WESTERN PLACER UNIFIED SCHOOL DISTRICT**
**BOARD OF TRUSTEE MEETING FACT SHEET**

| **MISSION STATEMENT**: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World. |
|---|
| DISTRICT GLOBAL GOALS |
| 1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students** |
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| 3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.** |
| 4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.** |
| 5. **Promote student health and nutrition in order to enhance readiness for learning.** |

**SUBJECT:**
Adult Education Plans for English Learners
for 2012 – 2013 School Year

**AGENDA ITEM AREA:**
Information

**REQUESTED BY:**
Mary Boyle MB
Deputy Superintendent Educational Services
Remey Dern
Adult Education Teacher

**ENCLOSURES:**
Attached

**DEPARTMENT:**
Educational Services

**FINANCIAL INPUT/SOURCE:**
Title I & Title II Parent Funding
for Parent Involvement

**MEETING DATE:**
May 15, 2012

**ROLL CALL REQUIRED:**
No

**BACKGROUND AND SUMMARY:**
With the sweep of Tier III Adult Education funds into the General Fund for 2012 – 2013, the positions of Adult Education Administrator, Secretary, Clerk and Teachers were eliminated. The teachers and students in the Adult Education English Second Language (ESL) program have made impassioned pleas to continue to offer ESL classes to support parents who are learning English, in order to support their children's education in our schools.

We are pleased to announce that we will continue to offer ESL classes for parents of students in our district for the coming year with the same frequency as in years past, funding the instructors' wages and materials through Title I and Title III parent-involvement funds. Each of two instructors will offer two-hour classes three days a week, for a total of twelve hours of available weekly ESL classes. The program will be administered through the Educational Services Department, with direct supervision by the Program Specialist for Intervention, who is in charge of Title I and Title III programs. We are highly committed to our students' learning and believe that our parents are a critical partner in this regard. Providing ESL classes to parents can only strengthen our partnership and lead to tangible learning results for our students.

**RECOMMENDATION:**
Information only.

# WPUSD
# PARENT EDUCATION ENGLISH SECOND LANGUAGE (ESL) PROGRAM
# 2012 - 2013

Administered through and funded by the Title I and Title III Programs

**RESOURCES**

| | |
|---|---|
| Title I | $9,000.00 |
| Title III | $8,500.00 |
| **TOTAL** | **$17,500.00** |

**EXPENSES**

**SALARY**

| | Hours/Wk | # Weeks | Cost/hour | Total Cost |
|---|---|---|---|---|
| Instructor #1 | 6 | 30 | $35.56 [1] | $6,400.80 |
| Instructor #2 | 6 | 30 | $35.56 [1] | $6,400.80 |
| TOTAL | | | | $12,801.60 |

[1] Hourly wage of $31.59 plus 12.58% benefits

**CURRICULUM/SUPPLIES**

| | |
|---|---|
| Curriculum | |
| Paper | |
| Copying Costs | |
| Office Supplies | |
| Misc | |
| TOTAL | $4,000.00 |

| | |
|---|---|
| **MISCELLANEOUS** | $698.40 |
| **TOTAL EXPENSES** | **$17,500.00** |

8.3.1