WESTERN PLACER UNIFIED SCHOOL DISTRICT
600 SIXTH STREET, FOURTH FLOOR,
LINCOLN, CALIFORNIA 95648
Phone: 916.645.6350 Fax: 916.645.06356

MEMBERS OF THE GOVERNING BOARD

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

DISTRICT ADMINISTRATION

Scott Leaman, Superintendent
Bob Noyes, Assistant Superintendent of Personnel Services
Mary Boyle, Assistant Superintendent of Educational Services
Terri Ryland, Interim Chief Business Official
Cathy Allen, Assistant Superintendent of Facilities and Maintenance Services

STUDENT ENROLLMENT

School	08/26/08	09/26/08
Sheridan School (K-5)	79	78
First Street School (K-5)	425	420
Carlin C. Coppin Elementary (K-5)	434	432
Creekside Oaks Elementary (K-5)	617	616
Twelve Bridges Elementary (K-5)	711	711
Foskett Ranch Elementary (K-5)	502	501
Glen Edwards Middle (6-8)	635	635
Twelve Bridges Middle School (6-8)	836	835
Lincoln High School (9-12)	1,491	1492
Phoenix High School (10-12)	92	91
Lincoln Crossing Elementary	574	572
PCOE Home School	0	0
TOTAL:	**6,396**	**6,393**

Preschool/Head Start
First & J Street 24
Carlin Coppin 24 -A.M. /20 -P.M.
Sheridan 23

Adult Education 145

First-5 Program
Sheridan 23
First Street 30

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
September 16, 2008, 7:00 P.M.
Lincoln High School – Performing Arts Theater
790 J Street, Lincoln, CA

AGENDA

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. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Superintendent

2. ADJOURN TO OPEN SESSION

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

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

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

2.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Superintendent

3. 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.

3.1 Approve Classified Personnel Report.
3.2 Approve Certificated Personnel Report.
3.3 Waiver of California High School Exit Exam Requirement for Diploma for Special Education Student:

- #07-08 D6
- #07-08 D7
- #07-08 D8

Who Has Passed CAHSEE with Modifications.
3.4 Ratification of New Classified Job Descriptions/Positions.
Roll Call Vote:

4. 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.

5. REPORTS & COMMUNICATION

5.1 Lincoln High School, Student Advisory – Jurisha Loya
5.2 Western Placer Teacher's Association – Mike Agrippino
5.3 Western Placer Classified Employee Association – Chris Hawley
5.4 Superintendent, Scott Leaman
5.5 Assistant Superintendent(s)
- 5.5.1 Mary Boyle – STAR Testing and AYP/API
- 5.5.2 Terri Ryland
- 5.5.3 Bob Noyes
- 5.5.4 Cathy Allen

6. PUBLIC HEARING

Education Code 60119 requires that the governing board of a school district hold an annual instructional materials public hearing to determine whether the district has sufficient standards aligned textbooks or instructional materials for students in each of its schools. The requirement for a ten-day notice of the public hearing was met.

7. ♦ACTION ♦DISCUSSION ♦INFORMATION

CODE: (A) = Action (D) = Discussion (I) = 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.

7.1 (I/A) **RESOLUTION 08/09.5 RE SUFFICIENT INSTRUCTIONAL MATERIALS – Boyle** *(08-09 G & O Component IV-V)*

•Education Code 60119 requires that the governing board of a school district hold an annual instructional materials public hearing before the end of the eighth week of school to determine whether the district has sufficient standards-aligned textbooks or instructional materials for students in each of its schools.

Roll Call:

7.2 (D) **STATE BACKFILL UPDATE – Ryland** *(08-09 G & O Component IV-V)*

•District staff has recently discovered potential additional funding available to the District. We are currently pursing one-time settlement dollars with the California Department of Education for monies that were available in the past. Due to the fact that the District would be a Basic Aid district, except for the statutory transfer of property taxes to the charter school, there is a provision in the Education Code that allows the collection of additional apportionment money during the period certain conditions exist. We will keep the Board

apprised of the status of meetings with CDE. Staff continues to collect data, and is setting up a meeting with the CDE in September. The State will be reviewing and recalculating back to 2003-04, potentially. Given the likelihood of additional settlement dollars, discussions are beginning to take place regarding parameters for spending and reserving the money, as well as the critical needs of the District. Parameters and currently identified critical needs are attached for discussion. As groups meet to discuss other ideas, these will come forward to the Board.

7.3 (D/A) **BOARD POLICY AND ADMIN REGULATION 3100 – Ryland** *(08-09 G & O Component IV)*

•On November 20, 2008, the Board identified four Board priorities for the next year(s):
1. Refrain from incurring additional debt obligations
   - Restructured current debt
2. Do no let benefit increases decide the priorities of the District
   - Have allowed for the bargaining of benefits annually, with all but WPTA
3. Provide equity across all employee groups
   - Classified and teachers are among the highest in the county
4. Take steps to provide sufficient reserves for uncertainty.

7.4 (D/A) **APPROVAL OF THE 2007-08 UNAUDITED ACTUALS – Ryland** *(08-09 G & O Component IV)*

•The 2007-08 Unaudited Actuals are included for the Board of Trustees, and an executive summary of significant items is included.

7.5 (D/A) **APPROVE RESOLUTION 08/09.6 TO ADOPT THE 2008-09 WESTERN PLACER UNIFIED SCHOOL DISTRICT GANN LIMIT – Ryland** *(08-09 G & O Component IV)*

•Shortly after Proposition 13, the 1978 Jarvis-Gann amendment was enacted. Proposition 4, adopted in November 1979, established constitutional limit on the allowable growth in state and local government spending. These appropriation limits, commonly call Gann Limits, allow government spending to grow at a rate no faster than inflation and change in population. Education Code Sections 1629 and 42132 specify that by September 30, county office and district governing boards shall adopt a resolution identifying their estimated appropriations limits for the current year and their annual appropriations limit for the preceding year.

ROLL CALL:

7.6 (D/A) **APPROVE THE WPUSD's QUALIFIED CONTRACTORS' LIST PER THE CALIFORNIA UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT ("INFORMAL BIDDING ACT") – Allen** *(08-09 G & O Component IV-V)*

•The Board of Trustees adopted the California Uniform Public Construction Cost Accounting Act (Public Contract Code 22000 *et. seq.*) to promote uniformity of bidding procedures and cost accounting standards on projects performed or contracted by public entities in the State on March 18, 2008 by resolution number 07/08.15.

Section 22034 of this "Act" states that the public agency shall maintain a list of qualified contractors, identified according to categories of work. Minimum criteria for development and maintenance of the contractors list shall be determined by the commission.

In June 2008, a "Request for Proposal" was published inviting qualified contractors to submit a registration form to be eligible to receive notices of projects for their particular category. A list was created with the information received from the contractors and will be updated annually by the Facilities and Maintenance Department. A copy of the list is attached for your perusal.

8. BOARD OF TRUSTEES

8.1 FUTURE AGENDA ITEMS

The following are a number of agenda items that the Board of Trustees has been monitoring. They are NOT action items for tonight's meeting, but are noted here for continuing purposes and to ensure that when there are changes or new information they will be called up as Action/Discussion/Information.

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

8.2 BOARD MEMBER REPORTS/COMMENTS

9. ESTABLISHMENT OF NEXT MEETING(S)

- The President will establish the following meeting(s):
  - **October 7, 2008**, 7:00 P.M., Lincoln High School Performing Arts Center

10. 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

Posted: 091108
h:\wpfiles\board\agendas\091608

DISCLOSURE

OF ACTION

TAKEN IN

CLOSED SESSION,

IF ANY

Western Placer Unified School District
CLOSED SESSION AGENDA

Place: **Lincoln High School – Office Conference Room**
Date: **September 16, 2008**
Time: **6:30 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 Performance Evaluation - Superintendent

AGENDA ITEM AREA:

Closed Session

REQUESTED BY:

Scott Leaman,
Superintendent

ENCLOSURES:

No

DEPARTMENT:

Administration

FINANCIAL INPUT/SOURCE:

General Fund

MEETING DATE:

September 16, 2008

ROLL CALL REQUIRED:

No

BACKGROUND:

The Board of Trustees will discuss Public Employee Performance Evaluation of the Superintendent.

RECOMMENDATION:

Administration recommends the Board of Trustees disclose action taken in closed session in regards to the Public Employee Performance Evaluation.

wp/rk/factform

2.1

CONSENT

AGENDA

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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SUBJECT:
Classified Personnel Report

AGENDA ITEM AREA:
Consent Agenda

REQUESTED BY:
Bob Noyes
Assist. Superintendent, Personnel Services

ENCLOSURES:

DEPARTMENT:
Personnel

FINANCIAL INPUT/SOURCE:
General Fund/Categorical

MEETING DATE:
September 16, 2008

ROLL CALL REQUIRED:

BACKGROUND:

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

RECOMMENDATION:

Administration recommends ratification of the classified personnel report.

WESTERN PLACER UNIFIED SCHOOL DISTRICT

PERSONNEL REPORT

September 16, 2008

CLASSIFIED/MANAGEMENT

NEW HIRES

1. Name: Murial Moore
   Position: Campus Monitor
   Salary: CSEA, Range 13, Step A
   Hours: 3 Hours 40 minutes/Day
   Days: 10 Months/Year
   Effective: 9/4/08
   Site: Lincoln High School
   Funding: Categorical

REHIRES:

2. Name: Dennice Stearns
   Position: School Clerk II
   Salary: CSEA, Range 20, Step D
   Hours: 4 Hours/Day
   Days: 11 Months/Year
   Effective: 9/3/08
   Site: Twelve Bridges Middle
   Funding: General

3. Name: Teri Solander
   Position: Campus/Café Supervisor
   Salary: CSEA, Range 13, Step C
   Hours: 2 Hours/Day
   Days: 10 Months/Year
   Effective: 9/2/08
   Site: Foskett Ranch Middle
   Funding: General

ADDED POSITION

4. Name: Angela Button
   Position: Health Clerk
   Salary: CSEA, Range 19, Step B
   Hours: 3.5 Hours/Day
   Days: 10 Months/Year
   Effective: 9/3/08
   Site: Glen Edwards Middle
   Funding: General

ADDITIONAL HOURS

5. Name: Tamera Allen
   Position: Campus Monitor
   Site: Lincoln High School
   Hours: From 1.6 Hours to 3.6 Hours
   Effective: 9/2/08

RESIGNATION

6. **Name:** Carrie Pawloski
   Position: Campus/Café Supervisor
   Site: Lincoln Crossing Elementary
   Hours: .34 Minutes/Day
   Effective: 8/27/08

RETIEREMENT

7. **Name:** Richard Noyes
   Position: Custodian/Groundsman
   Site: Carlin C. Coppin Elementary
   Hours: 8 Hours/Day
   Effective: 10/1/08

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:
Certificated Personnel Report

AGENDA ITEM AREA:
Consent Agenda

REQUESTED BY:
Bob Noyes
Assist. Superintendent, Personnel Services

ENCLOSURES:

DEPARTMENT:
Personnel

FINANCIAL INPUT/SOURCE:
General Fund & Categorical

MEETING DATE:
September 16, 2008

ROLL CALL REQUIRED:

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

September 16, 2008

CERTIFICATED/MANAGEMENT

NEW HIRES

1. **Jack Mabe, SDC Teacher, Twelve Bridges Middle School**
2. **Angelo Re, English Teacher, Phoenix High School**

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:

Waiver of California High School Exit Exam Requirement for Diploma for Special Education Student #07-08 D6 Who Has Passed CAHSEE with Modifications

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:

Mary Boyle
Jim Spratling, LHS Counselor

ENCLOSURES:

Confidential Student Assessment Information

MEETING DATE:

September 16, 2008

FINANCIAL IMPACT:

None

BACKGROUND:

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 order to earn a 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 then take the CAHSEE test with those modifications. IEP students who pass CAHSEE with modifications and who complete course requirements are eligible for a high school diploma. Student # 07-08 D6 is a special education senior student with a current IEP who has earned a passing score on CAHSEE with modifications and 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 Student #07 – 08 D6.

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:

Waiver of California High School Exit Exam Requirement for Diploma for Special Education Student #07-08 D7 Who Has Passed CAHSEE with Modifications

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:

Mary Boyle
Jim Spratling, LHS Counselor

ENCLOSURES:

Confidential Student Assessment Information

MEETING DATE:

September 16, 2008

FINANCIAL IMPACT:

None

BACKGROUND:

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 order to earn a 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 then take the CAHSEE test with those modifications. IEP students who pass CAHSEE with modifications and who complete course requirements are eligible for a high school diploma. Student # 07-08 D7 is a special education senior student with a current IEP who has earned a passing score on CAHSEE with modifications and 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 Student #07 – 08 D7.

3.3.1

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:

Waiver of California High School Exit Exam Requirement for Diploma for Special Education Student #07-08 D8 Who Has Passed CAHSEE with Modifications

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:

Mary Boyle
Jim Spratling, LHS Counselor

ENCLOSURES:

Confidential Student Assessment Information

MEETING DATE:

September 16, 2008

FINANCIAL IMPACT:

None

BACKGROUND:

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 order to earn a 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 then take the CAHSEE test with those modifications. IEP students who pass CAHSEE with modifications and who complete course requirements are eligible for a high school diploma. Student # 07-08 D8 is a special education senior student with a current IEP who has earned a passing score on CAHSEE with modifications and 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 Student #07 – 08 D8.

3.3.2

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:
Ratification of New Classified
Job Descriptions/Positions

AGENDA ITEM AREA:
Consent Agenda

REQUESTED BY:
Bob Noyes
Assist. Superintendent, Personnel Services

ENCLOSURES:
Yes

DEPARTMENT:
Personnel

FINANCIAL INPUT/SOURCE:
Categorical – Dept. Secretary
General – Secretary to Asst. Sup.

MEETING DATE:
September 16, 2008

ROLL CALL REQUIRED:
No

BACKGROUND:

The Board of Trustees will take action to ratify new Classified job descriptions/positions as follows:

Secretary to the Assistant Superintendent, Business Services – Business Services
Department Secretary – Facilities and Maintenance

RECOMMENDATION:

Administration recommends ratification of the new Classified job descriptions/positions listed above.

Western Placer Unified School District

POSITION DESCRIPTION

Position Title:	**SECRETARY TO THE ASSISTANT SUPERINTENDENT, BUSINESS SERVICES**
Department:	Administrative Office
Reports to:	Assistant Superintendent, Business Services

SUMMARY:

Under direction of the Assistant Superintendent of Business Services and is responsible for confidential information and records. Serves as information liaison between supervisor, district staff, and the general public.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Performs both secretarial and clerical duties
- Prepares board meeting agenda items for Business Services and Personnel departments
- Provides department back up for issuing bus passes
- Provides department back up for receiving Free and Reduced meal applications
- Coordinates workers compensation claims with the third party administrator and employee
- Coordinates retiree benefits between the employee, the district and School Insurance Group
- Types letters, reports, bulletins, agendas, memoranda, staff meeting minutes, may compose independently (or from oral instructions)
- Receives, date stamps, and routes mail; maintains files and records; compiles and prepares reports, maintains and secures signed district contracts.
- Operates office equipment, including adding machines, duplicating equipment, as well as typewriters, and word processors/personal computers
- Keeps inventory of supplies, property and purchase order, coordinates orders
- Maintains appointment calendar for Business Services Department
- Prepares local, State and Federal reports as necessary. Prepares monthly warrant report for the Board.
- Arranges group meetings, coordinates schedules with outside agencies and district personnel; assists with district Staff Development Day.
- Coordinates correspondence with Schools Insurance Group, CDE and PCOE for Business Services department.
- Converses with and furnishes information to outside agencies, principals, and other personnel throughout the district at all levels and with the public in general
- Provides support to Director of Finance and Assistant Superintendent of Business Services throughout the employee bargaining process
- Prints and distributes purchase orders.
- Other duties as assigned.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

EDUCATION and/or EXPERIENCE:

High School diploma or general education degree (GED) and minimum of one year related experience and/or training. Bachelor's degree preferred.

OTHER SKILLS and ABILITIES:
Knowledge of office procedures and practices, including filing systems, receptionist and telephone techniques, letter and report writing, and sound bookkeeping procedures; English usage, spelling, grammar and punctuation; ability to operate common office machines including data processing equipment such as computer terminals, printers and word processors. Ability to interpret and apply pertinent school district procedures, policies, laws, rules and regulations, and to apply them with good judgment in a variety of situations. Compose routine correspondence independently; perform responsible clerical work with accuracy and speed. Make arithmetical calculations quickly and accurately. Meet the public tactfully and courteously and answer questions correctly. Compile and maintain accurate records and files. Understand and carry out oral and written directions, establish and maintain cooperative relationships with those contacted in the course of work.

CONFIDENTIAL STATUS:
Cases or confidential district matters are not to be discussed by the secretary under any circumstances outside of the District office. Infringement of the above policy may result in immediate dismissal.

LANGUAGE SKILLS:
Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before parents, staff and students.

MATHEMATICAL SKILLS:
Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions and decimals. Ability to compute rate, ratio, and percent and to draw and interpret graphs.

REASONING ABILITY:
Ability to apply common sense understanding to carry out detailed written oral and technical instructions. Ability to define problems, collects data, establish facts, and draw valid conclusions.

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 essential functions.

While performing the duties of this job, the employee is regularly required to sit, talk or hear. The employee is occasionally required to stand and walk. Occasionally the employee will type for long periods of time. Specific vision abilities required by this job include close vision, and the ability to adjust focus.

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 usually quiet. The employee continuously interacts with the public and other staff and occasionally meets multiple demands from several people.

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

Western Placer Unified School District

POSITION DESCRIPTION

Position Title:	**DEPARTMENT SECRETARY**
Department:	Maintenance Services
Reports to:	Director of Maintenance/Asst. Superintendent of Facilities and Maintenance

SUMMARY:

Performs a variety of complex and responsible secretarial support functions, including preparation and review of departmental financial transactions and records. Employees in this classification receive limited supervision within a broad framework of policies and procedures. Employees in this classification may direct and coordinate the work of others. This job class requires in-depth knowledge of secretarial and organizational skills, and functions in a highly visible and independent manner.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

* Acts as secretary to the site/departmental manager performing a wide variety of complex and responsible clerical and secretarial support duties as well as relieving the departmental manager of routine administrative functions not requiring his/her immediate attention
* Converses with and furnishes information to outside agencies, principals, and other staff throughout the district and with the public in general
* Processes documents such as purchase orders, payables, and budget transfers
* Assists in departmental budget development and monitoring
* Prepares and processes warrants for payment
* Audits, reconciles, tabulates and classifies invoices
* Responsible for department purchase order processing
* Maintains account code list for department
* Takes notes and/or transcribes dictation of letters, memoranda, and other documents
* Acts as a receptionist to greet and interview visitors; takes and screens phone calls for department
* Coordinates meetings and appointments with vendors or staff as directed
* Acts as a resource person to teachers, students, parents, and the general public regarding general and specific information on the policies, procedures, and activities of assigned department
* Processes, reviews, and verifies various forms, reports, records, and other material for accuracy, completeness, and conformity with established standards
* Composes and types correspondence, memos, and/or reports on own initiative, from marginal notes, or from oral and written directions.
* Types a variety of materials from clear draft, hand-written copy, notes, and verbal direction including memos, correspondence, reports, purchase orders, forms, cards, and records
* Receives, date stamps, and routes mail; maintains files and records; compiles and prepares reports
* Ensures office supplies are ordered and stocked as necessary
* Other departmental duties as assigned

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE:
High School graduate or general education degree (GED) and two years of responsible secretarial experience, preferably in a school district environment.

OTHER SKILLS and ABILITIES:
Knowledge of school district clerical operations and functions. Knowledge of proper office methods and practices including filing systems, receptionist and telephone techniques, and letter and report writing. Knowledge of correct English usage, spelling, grammar, and punctuation. Knowledge of financial record keeping methods and practices. Ability to understand and apply successfully a variety of complex directions to specific situations. Ability to proofread work accurately. Ability to take notes and dictation and transcribe them accurately. Ability to communicate effectively and tactfully in both oral and written formats. Ability to establish and maintain a variety of record keeping, reference, and data collection systems. Ability to analyze situations and take appropriate action in a variety of procedural matters without immediate supervision. Ability to prioritize and coordinate workflow and timelines. Ability to establish and maintain effective work relationships when contacted in the performance of required duties. Ability to operate a variety of office equipment. Ability to utilize word processing (preferably Microsoft Word), database, spreadsheet programs, and financial programs on the computer. Ability to type accurately at a minimum rate of 60 w.p.m.

LANGUAGE SKILLS:
Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively to staff and public. Ability to speak and/or write Spanish desirable.

MATHEMATICAL SKILLS:
Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals.

REASONING ABILITY:
Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to multi-task in a variety of situations while meeting time constraints and deadlines. Ability to effectively handle emergency situations.

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 almost continuously required to sit, talk, or hear. The employee is occasionally required to walk and stand. The employee is occasionally required to reach with hands and continuously will repeat the same hand, arm or finger motion many times, as in typing. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, depth perception, and the ability to adjust focus.

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 acceptable to this particular environment. However, the noise level can vary depending upon daily activity but will remain within the acceptable noise level range. The employee continuously is interacting with the public and staff. The employee frequently will be required to meet multiple demands from several people.

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

3.4.5

REPORTS

AND

COMMUNICATION

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:

STAR Testing and AYP/API

AGENDA ITEM AREA:

Information

REQUESTED BY:

Mary Boyle

ENCLOSURES:

Handouts at Meeting

MEETING DATE:

September 16, 2008

FINANCIAL IMPACT:

None at this time.

BACKGROUND:

As reported at our May 6, 2008 Board meeting, we have been closely monitoring our district as a whole and our Title I schools in particular regarding our students' STAR test scores and our Program Improvement status. The API (Academic Performance Index - State Accountability System) and the AYP (Adequate Yearly Progress - Federal Accountability System) results are now available for Western Placer Unified School District and for each of our schools. With the exception of Sheridan School and Pheonix High School, all schools in the district and the district as a whole made their overall API goals, showing good progress toward the goal of a score of 800 on a 1000 point scale. First Street School, which was in its second year of Year 1 Program Improvement, made a 61 point improvement, finishing with an API of 776! The district as a whole has an API of 787, showing a 19 point gain. In the area of federal accountability which required huge increases of percentages of all subgroups of students meeting proficiency standards, four schools did not meet AYP requirements: First Street School, Carlin C. Coppin Elementary, Creekside Oaks Elementary and Phoenix High School. Details will be provided at the Board meeting.

ADMINISTRATION RECOMMENDATION:

Information only.

5.5.1

Public

Hearing

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET

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5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:
Public Hearing re Sufficient Instructional Materials

AGENDA ITEM AREA:
Public Hearing

REQUESTED BY:
Mary Boyle

ENCLOSURES:
CDE Curriculum Cycle
WPUSD Textbook Adoptions

DEPARTMENT:
Educational Services

FINANCIAL INPUT/SOURCE:
Requirement for State Funding

MEETING DATE:
September 16, 2008

BACKGROUND:

Education Code 60119 requires that the governing board of a school district hold an annual instructional materials public hearing to determine whether the district has sufficient standards-aligned textbooks or instructional materials for students in each of its schools. The requirement for a ten-day notice of the public hearing was met.

RECOMMENDATION:

Conduct Public Hearing re Sufficient Instructional materials.

wp/rk/factform

PLEASE POST August 25, 2008

WESTERN PLACER UNIFIED SCHOOL DISTRICT

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Western Placer Unified School District will hold a public hearing at which the governing board shall encourage participation by parents, teachers, members of the community interested in the affairs of the school district, and bargaining unit leaders. This hearing shall make a determination, through a resolution, as to whether each pupil in each school in programs operated by Western Placer Unified School District will have sufficient textbooks or instructional materials, or both, in each of the following subjects, as appropriate, that are consistent with the content and cycles of the curriculum framework adopted by the State Board of Education (SBE):

1. Mathematics
2. Science
3. History-Social Science
4. Reading/Language Arts, including the English language development component of the adopted program.

A public hearing will be held September 16, 2008 at 7:00 p.m. in the Lincoln High School Theater. The Lincoln High School address is 970 J Street, Lincoln, CA.

The public hearing is a requirement for the district to qualify for Instructional Materials Funds for the 2008 – 2009 school year.

6.1

Schedule for Curriculum Framework Development and Adoption of K-8 Instructional Materials

Calendar Year		00	01	02	03	04	05	06	07	08	09	10	11	12
Academic content standards and SBE adopted instructional materials	History-Social Science		F		c		A				F		A	
	Science	A		F		c		A				F		A
	Mathematics		A				F c		A				F	
	Reading/Language Arts/ELD			A				F c		A				F
Content standards and SBE adopted instructional materials	Visual & Performing Arts				F c			A					F	
SBE adopted instructional materials, will have content standards	Foreign Language		F c		A						S F c		A	
SBE adopted instructional materials	Health			F c		A						F		
Model content standards, no SBE adopted materials	Physical Education						S		F					F

A = Primary Adoption
a = follow-up adoption
c = Evaluation Criteria
F = Framework
ELD = English Language Development
S = Standards to be adopted by SBE
SBE = State Board of Education

Core Curriculum Matrix 2008 - 2009

Grades K-12

		Reading/Language Arts	English Language Development	Mathematics	History/Social Science	Science
Elementary School	K	Houghton Mifflin: Legacy of Literacy	Houghton Mifflin ELL Handbook & ELD Strand Harcourt Moving Into English	Saxon Math	Scott Foresman: History Social Science for CA	FOSS: Fabric, Wood & Animals 2 by 2
	1	Houghton Mifflin: Legacy of Literacy SRA: Reading Mastery Plus Intervention	Houghton Mifflin ELL Handbook & ELD Strand Harcourt Moving Into English	Saxon Math	Scott Foresman: History Social Science for CA	FOSS: Solids/Liquids, Air/Weather & Insects
	2	Houghton Mifflin: Legacy of Literacy SRA: Reading Mastery Plus Intervention	Houghton Mifflin ELL Handbook & ELD Strand Harcourt Moving Into English	Saxon Math	Scott Foresman: History Social Science for CA	FOSS: Balance/Motion, Pebbles/Sand/Silt & Plants
	3	Houghton Mifflin: Legacy of Literacy SRA: Reading Mastery Plus Intervention	Houghton Mifflin ELL Handbook & ELD Strand Harcourt Moving Into English	Saxon Math	Scott Foresman: History Social Science for CA	FOSS: Physics of Sound, Measurement & Structure of Life
	4	Houghton Mifflin: Legacy of Literacy SRA: Corrective Reading Intervention	Houghton Mifflin ELL Handbook & ELD Strand Harcourt Moving Into English	Saxon Math	Scott Foresman: History Social Science for CA	FOSS: Magnetism/Electricity, Earth Materials & Environment
	5	Houghton Mifflin: Legacy of Literacy SRA: Corrective Reading Intervention	Houghton Mifflin ELL Handbook & ELD Strand Harcourt Moving Into English	Saxon Math	Scott Foresman: History Social Science for CA	FOSS: Mixtures/Solutions, Solar Energy & Human Body
Middle School	6	Holt Literature & Language Arts Hampton Brown: High Point Intervention	Hampton Brown: High Point	McDougal Littell: Course 1/2	Holt, Rinehart & Winston: World History, Ancient Civilizations	Prentice Hall: Earth Science
	7	Holt Literature & Language Arts Hampton Brown: High Point Intervention	Hampton Brown: High Point	McDougal Littell: Course 2 / Algebra	Holt, Rinehart & Winston: World History, Medieval to Early Modern Times	Prentice Hall: Life Science
	8	Holt Literature & Language Arts Hampton Brown: High Point Intervention	Hampton Brown: High Point	McDougal Littell: Algebra / Advanced Algebra	Holt, Rinehart & Winston: US History, Independence to 1914	Prentice Hall: Physical Science
High School		Frosh English /McDougal Littel Language of Literature Soph English/McDougal Littel Language of Literature Junior English/McDougal Littel Language of Literature Senior English Frosh/Honors English Soph/Honors English American Literature AP English Literature Frosh Reading Soph Reading Jr/Sr Reading	Hampton Brown: High Point	Holt/Rinehart: General Math McDougal Littell: Algebra I McDougal Littell: Geometry Glencoe: Algebra II McDougal Littell: Calculus _____: Pre Calculus	Glencoe/McGraw: US History Glencoe/McGraw: World History Glencoe/McGraw: Economics Glencoe/McGraw: Government Holt/Rinehart: Psychology	Holt/Rinehart: Int Sci I Pearson/Prentice Hall: Int Sci II Pearson/Prentice Hall: Earth Sci Prentice Hall: Biology Kendall Hunt: BSCS Biology Addison Wesley: Chemistry Kendall Hunt: Forensic Sci _____: Physics

6-3

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.
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:
Resolution 08/09.5 re Sufficient Instructional Materials

AGENDA ITEM AREA:
Information/Action

REQUESTED BY:
Mary Boyle

ENCLOSURES:
Resolution Regarding Sufficiency Of Instructional Materials

DEPARTMENT:
Educational Services

FINANCIAL INPUT/SOURCE:
Requirement for State Funding

MEETING DATE:
September 16, 2008

ROLL CALL REQUIRED:
Yes

BACKGROUND:

Education Code 60119 requires that the governing board of a school district hold an annual instructional materials public hearing before the end of the eighth week of school to determine whether the district has sufficient standards-aligned textbooks or instructional materials for students in each of its schools.

At the Public Hearing on September 16, 2008, there were found to be sufficient standards-aligned textbooks and instructional materials at each school in the district.

RECOMMENDATION:

Approve resolution 08/09.5

wp/rk/factform

RESOLUTION 08/09.5

Education Code Section 60119

Resolution on Sufficiency of Instructional Materials

RESOLUTION REGARDING SUFFICIENCY OR INSUFFICIENCY OF INSTRUCTIONAL MATERIALS:

Whereas, the governing board of Western Placer Unified School District, in order to comply with the requirements of *Education Code* Section 60119 held a public hearing on September 16, 2008, at seven o'clock, which is on or before the eighth week of school (between the first day that students attend school and the eighth week from that day) and which did not take place during or immediately following school hours, and;

Whereas, the governing board provided at least 10 days notice of the public hearing posted in at least three public places within the district that stated the time, place, and purpose of the hearing, and;

Whereas, the governing board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

Whereas, information provided at the public hearing and to the governing board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the district, and;

Whereas, the definition of "sufficient textbooks or instructional materials" means that each pupil has a textbook or instructional materials, or both, to use in class and to take home, and;

Whereas, sufficient textbooks and instructional materials were provided to each student, including English learners, that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects:

- Mathematics – (Adoption Cycle 2007 – 2009)
  - K – 5 Saxon Math, Levels 1 – 76 (Adopted 2001)
  - 6 – 8 McDougal Littell Concepts and Skills Courses 1 & 2 and Algebra (Adopted 2001)
  - 9 – 12 McDougal Littell Algebra; Glencoe/McGraw Hill PreCalculus (Adopted 2008); McDougal Littell (Geometry (Adopted 2008)

- Science – (Adoption Cycle 2006 – 2008)
  - K – 5 Delta Science/FOSS (Adopted 2007)
  - 6 – 8 Pearson Prentice Hall – Focus on Science for California (Adopted 2007)
  - 9 – 12 Pearson Prentice Hall Biology (Adopted 2007); Kendall Hunt Biology – An Ecological Approach; Addison Wesley Chemistry (Adopted 2007); Kendall Hunt Forensic Science (Adopted 2007)

7.1.1

- History-Social Science – (Adoption Cycle 2005 – 2007)
    - K – 5 Pearson Scott Foresman History/Social Science for California (Adopted 2007)
    - 6 – 8 Holt Rinehart & Winston History Social Studies (Adopted 2006)
    - 9 – 12 McDougal Little World History (Adopted 2005); Glencoe McGraw Hill Economics; McDougal Little US History (Adopted 2006); Prentice Hall Comparative Politics (Adopted 2006)

- English/Language Arts, including the English language development component of an adopted program – (Adoption Cycle 2008 – 2010)
    - K – 5 Houghton Mifflin Reading Language Arts (Adopted 2002)
    - 6 – 8 Holt Rinehart & Winston Literature and Language Arts (Adopted 2002)
    - 9 – 12 McDougall Little The Language of Literature (Adopted 2002)

Whereas, laboratory science equipment was available for science laboratory classes offered in grades 9-12, inclusive;

Therefore, it is resolved that for the 2008 - 2009 school year, the Western Placer Unified School District has provided each pupil with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

7.1.2

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:
State Backfill Update

AGENDA ITEM AREA:
Discussion

REQUESTED BY:
Terri Ryland, Asst. Supt. Business Services

ENCLOSURES:
attached

DEPARTMENT:
Business Services

FINANCIAL INPUT/SOURCE:
N/A

MEETING DATE:
September 16, 2008

BACKGROUND:
District staff has recently discovered potential additional funding available to the District. We are currently pursing one-time settlement dollars with the California Department of Education for monies that were available in the past. Due to the fact that the District would be a Basic Aid district, except for the statutory transfer of property taxes to the charter school, there is a provision in the Education Code that allows the collection of additional apportionment money during the period certain conditions exist. We will keep the Board apprised of the status of meetings with CDE.

Staff continues to collect data, and is setting up a meeting with the CDE in September. The State will be reviewing and recalculating back to 2003-04, potentially. Given the likelihood of additional settlement dollars, discussions are beginning to take place regarding parameters for spending and reserving the money, as well as the critical needs of the District. Parameters and currently identified critical needs are attached for discussion. As groups meet to discuss other ideas, these will come forward to the Board.

RECOMMENDATION:
Receive and discuss.

7.2

Property Tax Backfill

Phase One

Develop Parameters

1. One-time money for one-time uses
2. Don't spend it until we get it
3. Use November board goals for guidance:
    a. Comparability of compensation
    b. Restructure debt, and keep from General Fund
    c. Establish prudent reserves
    d. Cap on benefits

Phase Two

Complete Calculations and meet with Department of Education

In progress

Phase Three

Identify Critical Needs

1. Establish reserves
    a. At least 5% Reserve for Economic Uncertainty
    b. Basic Aid Reserve (one year's worth of additional funding)
    c. On-going computer replacement fund
2. Fund OPEB obligation for employees (post-employment benefits)
3. Wetlands property reserve fund, per agreement ($750,000)
4. Reserve for enrollment and staffing fluctuations
5. School (operations) start-up set aside
6. Budget for "Basic Aid" - either one time, or items that can be eliminated with loss of Basic Aid status. Not to exceed one year's worth of Property Tax backfill to provide time to adjust budget as necessary. Ideas may include:
    a. Professional development
    b. Music teachers
    c. Aides
    d. Middle college program
    e. IB program
    f. Other program development
    g. Lower staffing ratios
    h. Other enhancements

7.2.1

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET

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5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:
Board Policy and Admin Regulation 3100

AGENDA ITEM AREA:
Discussion/Action

REQUESTED BY:
Terri Ryland
Assistant Superintendent, Business Services

ENCLOSURES:
proposed revised board policy

DEPARTMENT:
Business Services

FINANCIAL INPUT/SOURCE:
addressed in policy

MEETING DATE:
September 16, 2008

ROLL CALL REQUIRED:
No

BACKGROUND:
On November 20, 2008, the Board identified four Board priorities for the next year(s):

1. Refrain from incurring additional debt obligations
   - Restructured current debt
2. Do not let benefit increases decide the priorities of the District
   - Have allowed for the bargaining of benefits annually, with all but WPTA
3. Provide equity across all employee groups
   - Classified and teachers are among the highest in the county
4. Take steps to provide sufficient reserves for uncertainty

The District has been able to make progress on all of these goals, except number 4. Until now. Given the recent identification of additional one-time State monies available to the District, and the on-going negotiations with the California Department of Education on recovering these funds, steps are being proposed to solidify the District's reserve position, and protect the anticipated influx of these one-time monies.

RECOMMENDATION:
Conduct first reading of proposed revisions to BP 3100 and AR 3100 involving establishing and maintaining adequate reserves in the District.

BP 3100

Page 2 reads: "The Board shall establish and maintain a general fund reserve for economic uncertainty that meets or exceeds the requirements of 5 CCR 15443."

Add: "In addition, during the period that the District has the unique status of a basic aid district, or a district that would be basic aid except for the transfer of in lieu property taxes to a charter school (EC § 47663), a separate Basic Aid Reserve Fund will be maintained."

AR 3100

Add section called "General Fund Reserves

Reserve for Economic Uncertainty
Per BP 3100, the Board shall establish and maintain a general fund reserve for economic uncertainty that meets or exceeds the requirements of 5 CCR 15443. The reserve for economic uncertainty for the District will be established at 5% of total general fund expenditures. In the event that the District falls below the 5% level, the Board will adopt a plan to achieve the 5% minimum reserve level within one year.

Basic Aid Reserve Fund

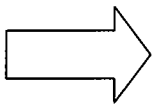
1. Recognizing the unique status of Western Placer USD as "a district that loses basic aid status as a result of transferring property taxes to a charter school or schools pursuant to Section 47635", and that a reserve is a one-time funding source, the District will maintain a separate Basic Aid Reserve Fund.

2. Basic Aid Reserve Fund may be used only to fund non-recurring expenditures, such as instructional materials, and unique program opportunities, such as the establishment of an International Baccalaureate program.

3. The Basic Aid Reserve will be equal to half of the differential between the WPUSD property tax collections and the state's revenue limit for WPUSD. The differential is to be calculated each June prior to adoption of the annual budget and recalculated in August prior to funds being moved, based on the budgeted property tax estimate for the then current fiscal year and the estimate of the revenue limit for the current fiscal year.

4. As part of the approval of the annual budget, the Board shall consider any proposed use of the Basic Aid Reserve Fund and shall take separate action to approve such uses."

47663. (a) For a pupil of a charter school sponsored by a basic aid school district who resides in, and is otherwise eligible to attend, a school district other than a basic aid school district, the Superintendent of Public Instruction shall apportion to the sponsoring school district an amount equal to 70 percent of the revenue limit per unit of average daily attendance that would have been apportioned to the school district that the pupil resides in and would otherwise have been eligible to attend.



(b) **A district that loses basic aid status as a result of transferring property taxes to a charter school or schools pursuant to Section 47635 shall be eligible to receive a pro rata share of funding provided by subdivision (a), with the proration factor calculated as the ratio of the following:**

(1) The amount of property taxes that the district receives in excess of its total revenue limit guarantee, prior to any transfers made pursuant to Section 47635.

(2) The total amount of property taxes transferred pursuant to Section 47635 to the charter school or schools that it sponsors.

(c) The Superintendent of Public Instruction may not apportion funds for the attendance of a pupil in a charter school of a non-basic aid school district who resides in, and is otherwise eligible to attend school in, a basic aid school district unless the pupil is subject to the exception set forth in paragraph (5) of subdivision (b) of Section 47635.

(d) For purposes of this section, "basic aid school district" means a school district that does not receive from the state, for any fiscal year in which the subdivision is applied, an apportionment of state funds pursuant to subdivision (h) of Section 42238.

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.
BOARD OF TRUSTEES/GLOBAL DISTRICT GOALS
1. 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:
Approval of the 2007-08 Unaudited Actuals

AGENDA ITEM AREA:
Discussion/Action

REQUESTED BY:
Terri Ryland
Assistant Superintendent, Business Services

ENCLOSURES:
State forms distributed at meeting

DEPARTMENT:
Business Services

FINANCIAL INPUT/SOURCE:
Addressed below

BOARD MEETING DATE:
September 16, 2008

BACKGROUND:

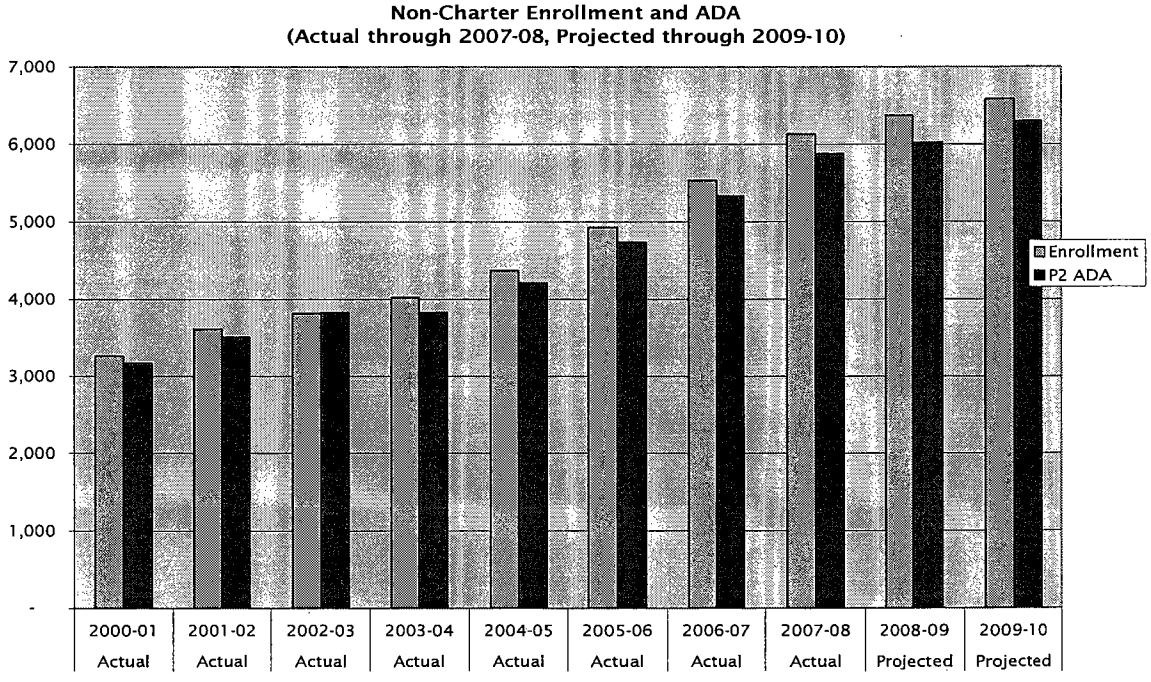
The 2007-08 Unaudited Actuals are included for the Board of Trustees, and an executive summary of significant items is included below.

General Fund expenditures exceeded revenues by $(1,002,775), leaving an ending Fund Balance of $2,549,041. The unrestricted, undesignated ending Fund Balance is $0 after a 2.3% Reserve for Economic Uncertainty of $1,089,607. After budgeted surplus spending in 2008-09 of $1,293,424 and a minimum 3% Reserve for Economic Uncertainty, the ending undesignated Fund Balance for 2008-09 is budgeted to be $1,025,000. Based upon the current budget for 2008-09 and the multi-year projections for 2009-10 and 2010-11, the District will be able to meet its financial obligations for the current and subsequent two years. The results of 2007-08, along with current projections, are below:

	Unrestricted General Fund		
	2007-08 Actuals	2008-09 Adopt Budget	2009-10 Projection
Revenues			
Revenue Limit	$33,915,058	$34,744,836	$37,604,330
Federal Revenue	$0	$0	
Other State Revenue	$2,782,262	$2,811,374	$2,900,000
Other Local Revenue	$1,404,699	$1,311,274	$1,350,000
Total Revenue	$38,102,019	$38,867,484	$41,854,330
Expenditures			
Certificated Salaries	$19,717,629	$19,919,110	$20,919,110
Classified Salaries	$3,735,804	$3,352,212	$3,518,212
Employee Benefits	$6,872,801	$6,640,478	$7,275,000
Books and Supplies	$1,072,805	$703,193	$760,000
Services and Other Operating	$2,801,367	$2,499,131	$2,700,000
Capital Outlay	$0	$0	
Other Outgo/Debt Service	$886,845	$805,085	$896,000
Total Expenditures	$35,087,251	$33,919,209	$36,068,322
Transfers In	$0	$15,000	$0
Contributions to Restricted	($3,808,858)	($3,669,851)	($4,139,323)
Total Sources/Uses	($3,808,858)	($3,654,851)	($4,139,323)
Net Increase (Decrease) in Fund Balance	($794,090)	$1,293,424	$1,646,685
Net Beginning Fund Balance	$1,883,697	$1,089,607	$2,383,031
Ending Fund Balance	$1,089,607	$2,383,031	$4,029,716

Enrollment and ADA

Enrollment continues its upward trend with 597 new students in 2007-08 and over 240 new students in 2008-09. Slipping slightly from the District's prior 96% ADA to enrollment yield, 95.87% of the enrollment generated 546 additional ADA, which were added to the District's 2007-08 Revenue Limit calculation, resulting in $3,155,000 in additional revenue limit funding. Of course, there were staffing increases, as well as increased costs of operation, corresponding to the new students. The growth of students can be demonstrated as:



Budget to Actual

As with every year, budget savings occur as the difference between the approved budget and the actual results of operations. The significant differences between the District's Projected Actuals, as of May 31, and the final Unaudited Actuals are:

2007-08 Unaudited Actuals
Variance Analysis
Fund 01 - Unrestricted

Description	*Budget*	*Actual*	*$ Variance*	*% Variance*	
Revenues					
Revenue Limit	33,922,647	33,915,058	(7,589)	-0.02%	
Federal Revenue	0	0	0	0.00%	
Other State Revenue	2,689,435	2,782,262	**92,827**	3.45%	1
Other Local Revenue	1,814,296	1,404,699	**(409,597)**	**-22.58%**	2
Total Revenues	38,426,378	38,102,019	(324,359)	-0.84%	
Expenditures					
Certificated Salaries	19,482,866	19,717,629	**234,763**	1.20%	3
Classified Salaries	3,732,572	3,735,804	3,232	0.09%	
Employee Benefits	6,931,071	6,872,801	(58,270)	-0.84%	
Books & Supplies	1,476,867	1,072,805	**(404,062)**	**-27.36%**	4
Services & Other Operating Exp.	2,808,973	2,801,367	(7,606)	-0.27%	
Capital Outlay	0	0	0	0.00%	
Other Outgo Exc. Indirect	1,496,776	1,247,322	**(249,454)**	**-16.67%**	5
Indirect	(273,265)	(360,477)	**(87,212)**	**31.91%**	6
Total Expenditures	35,655,860	35,087,251	(568,609)	-1.59%	
Excess / (Deficiency)	2,770,518	3,014,768	244,250	8.82%	
Other Financing Sources/Uses					
Interfund Transfers					
In	23,400	0	**(23,400)**	**-100.00%**	7
Out	144,525	0	**(144,525)**	**-100.00%**	8
Other Sources / Uses					
Sources	0	0	0	0.00%	
Uses	0	0	0	0.00%	
Contributions	(3,688,381)	(3,808,858)	**(120,477)**	3.27%	9
Total Other Financing Sources/Use	(3,809,506)	(3,808,858)	648	-0.02%	
Net Increase / (Decrease)	(1,038,988)	(794,090)	244,898	-23.57%	

Footnotes to Variance Analysis

[1] Lottery revenues were greater than budgeted

[2] a. TRAN Interest A/R was significantly over-accrued in 06-07, so actual interest revenue was negative in current year, b. Interest on cash in county was $43k less than budget, c. 1% transfer from HIS was $40k less than budget (for a 2-year period).

[3] Includes about $100k each of teacher substitute and teacher extra assignment cost overages, as well as $60k of administrator salaries. Extra assignment costs are due to BTSA, coaching stipends and class size overages.

[4] Unspent funds: Site discretionary - $55k, Co-curricular - $40k, Custodial - $32k, D.O./Districtwide - $34k, MAA - $67k, Lottery - $53k, TBL startup - $79k

[5] Prior year 3rd interim calculation and accrual was about $180k greater than actual; $75k of 2007-08 transportation billback was charged to PPPIP

[6] Charged indirect to Special Ed and PL94-142, neither of which were budgeted.

[7] Determination made not to transfer 3% into general fund from Fund 25

[8] No Cafeteria encroachment! Revenues higher than anticipated.

[9] Special Ed encroachment was higher than anticipated due mostly to nonpublic schools.

7.4.2

Categorical Fund Balances

Restricted, or categorical funds, are carried over each year that monies remain unspent. The balances in General Fund categorical programs for 2007-08 are as follows:

Categorical Carryover 2007-08	
PE Teacher Incentive	$93,373
ELAP	$44,477
Lottery (Prop 20)	$94,200
CTE Equipment	$6,973
School Safety	$50,309
Arts & Music Block Grant	$76,372
Arts, Music & PE Block Grant	$54,191
CAHSEE	$73,873
CAHSEE Individ Interv	$1,981
Supplemental School Counseling	$8,198
EIA	$260,502
GATE	$34,835
K-12 IMFRP	$15,115
Inst Mat English Learners	$15,388
PAR	$104,032
Staff Development Math	$7,053
Pupil Retention Blcok Grant	$207,765
Prof Development Block Grant	$17,527
Targeted Instruction Block Grant	$10,064
School & Library Improvement	$5,220
School Site Block Grant	$92,828
District Block Grant	$13,184
Instr Materials, Library Materials	$3,477
Routine Maintenance & Repair	$124,789
Other General Fund restricted carryover	$43,708
	$1,459,434

Long-Term Debt

A detailed analysis of the District's financial position and strategy for managing debt was an on-going project during the year. The 2003 and 2004 COP issues were refinanced at more favorable rates, and the threat of an imminent impact to the General Fund has been avoided. Based upon the results of a current actuarial study of the District's retiree benefit obligation, an adjustment was made to bring the outstanding balance into alignment with the actuarial study. The status of the District's debt as of June 30, 2008 can be summarized in the following chart:

	Balance June 30, 2007	Additions	Deductions	Balance June 30, 2008
General Obligation Bonds	$9,932,284		$1,135,000	$8,797,284
CFD (Mello Roos) Bonds	$14,825,000		$325,000	$14,500,000
Certificates of Participation	$128,650,000	$32,370,000	$37,715,000	$123,305,000
Capital Leases	$1,348,576		$502,008	$846,568
Net OPEB Obligation	$600,888	$1,780,151		$2,381,039
Compensated Absences	$129,380	$47,208	$14,288	$162,300
	$155,486,128	$34,197,359	$39,691,296	$149,992,191

Next Steps

The Education Code requires that the District revise its adopted budget within 45 days of the State adopting a new budget, if there are any material changes to the District's assumptions. This year, we are still waiting for the State budget, so the next likely budget report with revisions will come to the Board at First Interim. Changes that the Board should expect at that time include:

1. additional new staff for growth and unanticipated needs
2. recalculation of Revenue Limit for revised projected ADA

Enrollment has grown over 10% each of the last two years, and over 4% in this year. Given the current uncertainties with the budget, year end would be an excellent time to take advantage of the growth funding and align spending and savings policies of the District. The current Reserve for Economic Uncertainties is maintained at the 3% minimum level, however, there is now a chance to establish policy to increase that reserve for any surprising or bumpy times ahead.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees approve the 2007-08 Unaudited Actuals.

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.
BOARD OF TRUSTEES/GLOBAL DISTRICT GOALS
1. 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:
Approve Resolution 08/09.6 to Adopt the 2008-09 Western Placer Unified School District Gann Limit

AGENDA ITEM AREA:
Discussion/Action

REQUESTED BY:
Terri Ryland
Assistant Superintendent, Business Services

ENCLOSURES:
No

DEPARTMENT:
Business Services

FINANCIAL INPUT/SOURCE:
Addressed below

BOARD MEETING DATE:
September 16, 2008

BACKGROUND:

Shortly after Proposition 13, the 1978 Jarvis-Gann amendment was enacted. Proposition 4, adopted in November 1979, established constitutional limit on the allowable growth in state and local government spending. These appropriation limits, commonly called Gann Limits, allow government spending to grow at a rate no faster than inflation and change in population.

Education Code Sections 1629 and 42132 specify that by September 30, county office and district governing boards shall adopt a resolution identifying their estimated appropriations limits for the current year and their annual appropriations limit for the preceding year.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees approve Resolution 08/09.6 to adopt the 2008-09 Western Placer Unified School District Gann Limit.

WESTERN PLACER UNIFIED SCHOOL DISTRICT

Resolution No. 08/09.6

A RESOLUTION BEFORE THE GOVERNING)
BOARD OF THE WESTERN PLACER UNIFIED)
SCHOOL DISTRICT ADOPTING THE 2008-09)
GANN LIMIT)

The following **RESOLUTION** was duly passed and adopted by the Board of Trustees of the above-entitled district at a regular meeting held on the 16th day of September, 2008, by roll call vote.

AYES:
NOES:
ABSENT:

WHEREAS, in November 1979, the California electorate did adopt Proposition 4, commonly called the Gann Amendment, which added Article XIIIB to the California Constitution; and

WHEREAS, in the provisions of that Article establish maximum appropriation limits, commonly called "Gann Limits", for public agencies including school districts; and

WHEREAS, the District must establish a Gann Limit for the 2007-08 fiscal year and a projected Gann Limit for the 2008-09 fiscal year in accordance with the provisions of Article XIIIB and applicable statutory law; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does provide public notice that the attached calculations and documentation of the Gann limits for the 2007-08 and 2008-09 fiscal years are made in accord with applicable constitutional and statutory law;

AND BE IT FURTHER RESOLVED, that this Board does hereby declare that the appropriations in the Budget for the 2007-08 and 2008-09 fiscal years do not exceed the limitations imposed by Proposition 4;

AND BE IT FURTHER RESOLVED, that the Superintendent provide copies of this resolution along with the appropriate attachments to interested citizens of this District.

THE FOREGOING RESOLUTION was duly passed by the Governing Board of the Western Placer Unified School District on the 16th of September, 2008.

_____
President of the Board

ATTEST:

_____
Clerk

7.5.1

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:
To Approve the WPUSD's Qualified Contractors' List per the California Uniform Public Construction Cost Accounting Act ("Informal Bidding Act")

AGENDA ITEM AREA:
Discussion/Action

REQUESTED BY:

Cathy Allen, Assistant Superintendent

ENCLOSURES:

Yes

DEPARTMENT:

Facilities & Maintenance Services

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

September 16, 2008

ROLL CALL REQUIRED:

No

BACKGROUND:

The Board of Trustees adopted the California Uniform Public Construction Cost Accounting Act (Public Contract Code 22000 *et. seq.*) to promote uniformity of bidding procedures and cost accounting standards on projects performed or contracted by public entities in the State on March 18, 2008 by resolution number 07/08.15.

Section 22034 of this "Act" states that the public agency shall maintain a list of qualified contractors, identified according to categories of work. Minimum criteria for development and maintenance of the contractors list shall be determined by the commission.

In June 2008, a "Request for Proposal" was published inviting qualified contractors to submit a registration form to be eligible to receive notices of projects for their particular category. A list was created with the information received from the contractors and will be updated annually by the Facilities and Maintenance Department. A copy of the list is attached for your perusal.

RECOMMENDATION:

Staff recommends the Board of Trustees approve the 2008-09 list of qualified contractors.

7.6

Informal Bidding Contractor List

Contractor Name	Address	City	State	Zip	Phone	Fax	Contact	License
Abatement								
WCE, Inc.	3181 Fitzgerald Road	Rancho Cordova	CA	95742	916-852-7200	916-852-1811	Kevin Bussard	718733
Del Tech Environmental	5025 Roseville Road	North Highlands	CA	95660	916-925-1063	916-925-2771	John Cranston	830728
CES Environmental	5730 Roseville Road #H	Sacramento	CA	95842	916-349-7590	916-349-7590	Carl Simcox	760809
Boiler, Hot Water Heating & Steam Fitting								
Gold Country Plumbing	PO Box 1027	Cedar Ridge	CA	95924	530-263-8399	530-272-3320	Owen Metreyeon	363322
Johnson Controls Inc.	1030 Winding Creek Road		CA		916-218-3235	916-218-3230	John Eckhardt	22445
Building, Moving & Demolition								
All Good General Engineering Inc.	1516 Ridge Road	North San Jaun	CA	95960	530-288-3234	888-282-3031	Jade Good	891197
Consolidated Western Const. Inc	4741 Pell Drive #8	Sacramento	CA	95838	916-921-4900	916-921-4909	C. Noyer	277096
Mini Barns Inc	2400 Princeton Street	Sacramento	CA	95815	916-641-7433	916-641-8053	Brooke Chamberlain	569596
Treehenge Construction Inc	25687 China Hollow Road	Auburn	CA	95602	530-269-2816	530-269-0289	Steve Haga	481994
WCE, Inc.	3181 Fitzgerald Road	Rancho Cordova	CA	95742	916-852-7200	916-852-1811	Kevin Bussard	718733
Mascon Incorporated	8550 Tiogawoods Drive	Sacramento	CA	95828	916-689-7400	916-689-7474	Michael Schneider	658953
GW Demolition	2236 Q Street	Rio Linda	CA	95673	916-992-0741	916-991-9246	Crystal Smith	831594
Cabinet, Mill Work & Finish Carpentry								
Mascon Incorporated	8550 Tiogawoods Drive	Sacramento	CA	95828	916-689-7400	916-689-7474	Michael Schneider	658953
Cecil Construction Inc	10015 Alta Sierra Drive, Suite 1	Grass Valley	CA	95949	530-274-1516	530-272-5452	Robert Cecil	810498
Treehenge Construction Inc	25687 China Hollow Road	Auburn	CA	95602	530-269-2816	530-269-0289	Steve Haga	481994
Concrete								
GHH Engineering, Inc.	11960 Heritage Oak Pl., Suite 2B	Auburn	CA	95603	530-886-3100	530-886-3108	Gary Hall	537901

7.1

Contractor Name	Address	City	State	Zip	Phone	Fax	Contact	License
Mascon Incorporated	8550 Tiogawoods Drive	Sacramento	CA	95828	916-689-7400	916-689-7474	Michael Schneider	658953
Teichert Construction	4401 Duluth Ave	Roseville	CA	95678	916-645-4800	916-645-4801	Robin Creger	00008
Cecil Construction Inc	10015 Alta Sierra Drive, Suite 1	Grass Valley	CA	95949	530-274-1516	530-272-5452	Robert Cecil	810498
Heitz Construction & Concrete Inc	17457 Echo Valley Drive	Grass Valley	CA	95949	530-272-1647	530-272-1647	Valerie Heitzinger	679837
Drywall								
Van Vleck & Sons Drywall	13582 Falling Leaf Lane		CA		530-273-2056	530-273-2056	Justin Van Vleck	866982
Treehenge Construction Inc	25687 China Hollow Road	Auburn	CA	95602	530-269-2816	530-269-0289	Steve Haga	481994
Cecil Construction Inc	10015 Alta Sierra Drive, Suite 1	Grass Valley	CA	95949	530-274-1516	530-272-5452	Robert Cecil	810498
Earthwork & Paving								
Livingston's Grading & Paving Inc	10243 Ophir Road	Newcastle	CA	95658	916-663-2081	530-889-1167	Brandi Esteves	332122
Ryan Atwood Paving	PO Box 1156	Grass Valley	CA	95959	530-477-1671	530-477-1677	Ryan Atwood	851295
Teichert Construction	4401 Duluth Ave	Roseville	CA	95678	916-645-4800	916-645-4801	Robin Creger	00008
GHH Engineering, Inc.	11960 Heritage Oak Pl., Suite 2B	Auburn	CA	95603	530-886-3100	530-886-3108	Gary Hall	537901
Baldoni Construction Service	9998 Hillview Road	Newcastle	CA	95658	530-885-5210	530-885-0153	Dan Baldoni	390241
Simpson & Simpson Inc.	PO Box 6746	Auburn	CA	95604	530-885-4354	530-885-0199	Steve Simpson	184056
All Good General Engineering Inc.	1516 Ridge Road	North San Jaun	CA	95960	530-288-3234	888-282-3031	Jade Good	891197
Electrical								
Gossett Alarm	847 11th Street	Lakeport	CA	95458			Mike Gossett	476149
Dan G Electric	190 Todd Lane	Lincoln	CA	95648	916-645-7934	916-645-8928	Dan Griffin	783868
Aries Electric	PO Box 9213	Auburn	CA	95604	530-823-7151	530-823-7151	Barney Haley	368165
H H & F Contracting	881Market Street	Yuba City	CA	95991	530-671-1370	530-671-7482	Henry Lamon	881163
L&H Airco	1376 Leadhill Blvd	Roseville	CA		916-677-1000	916-677-1111	Bill Carmody	591093
Garrahan Electric Inc.	3338 Luyung Drive	Rancho Cordova	CA	95742	916-638-3798	916-638-3493	Nick Canjura	650844

7.6.2

Contractor Name	Address	City	State	Zip	Phone	Fax	Contact	License
Guzman Electric Inc.	8200 Berry Ave, Suite 140		CA		916-386-1249	916-386-1359	Agustin Guzman	653669
Fabri Steel West Inc	1800 Vernon Street #6	Roseville	CA	95678	916-797-4554	916-797-4599	John Arizcvey	746941
Energy Management								
L&H Airco	1376 Leadhill Blvd	Roseville	CA		916-677-1000	916-677-1111	Bill Carmody	591093
Fencing								
Crusader Fence Company Inc.	3115 Gold Valley Drive, Suite B	Rancho Cordova	CA	95742	916-631-9191	916-631-8989	Sharie Martin	726527
Nevada County Fence Inc.	698 S. Auburn Street	Grass Valley	CA	95945	530-272-3489	530-272-3409	Dusty Burnett	608733
Empire Fence Company Inc	PO Box 3027	Grass Valley	CA	95945	530-432-1955	530-432-0130	Louie Osterude	668877
Floor & Floor Control								
Fabri Steel West Inc	1800 Vernon Street #6	Roseville	CA	95678	916-797-4554	916-797-4599	John Arizcvey	746941
Furniture & Equipment								
Add Some Class	1110 Plumtree Lane	Newcastle	CA	95663	916-663-4520	916-663-2749	Tim McCrory	
General Building								
PNP Construction Inc	4500 Yankee Hill Court	Rocklin	CA	95677	916-632-9361	916-632-9362	Shawn Payne	806848
Bollo Construction	852 Northport Drive, Suite 105	West Sacramento	CA	95691	916-372-6266	916-372-7751	Mark Bollinger	765768
Munoz Development Inc	19131 Jones Ridge Road	Grass Valley	CA	95945	530-273-4993	530-273-6615	Larry Munoz	595432
Petty Construction	PO Box 6517	Auburn	CA	95604	530-305-2469		Charles Petty	631874
Roebbelen Contracting, Inc.	1241 Hawks Flight Court	El Dorado Hills	CA	95762	916-939-4000	916-939-4028	Rober Kjome	734124
Cecil Construction Inc	10015 Alta Sierra Drive, Suite 1	Grass Valley	CA	95949	530-274-1516	530-272-5452	Robert Cecil	810498
Landmark Modernization Contractors	5948 King Road	Loomis	CA	95650	916-663-1953	916-663-1867	Joe Bittaker	807981
Seward L. Schreder Construction	PO Box 7785	Chico	CA	95927	530-899-1104	530-899-2683	Antoinette Schreder	746525
T.N. Construction Inc.	PO Box 1766	Cedar Ridge	CA	95924	530-274-2927	530-265-4719	Timothy Tygart	876984
Clark & Sullivan Construciton	3612 Madison Ave, Suite 25	North Highlands	CA	95660	916-338-7707	916-338-7701	Dennis Stephan	796486/831157/800063

7.6.3

Contractor Name	Address	City	State	Zip	Phone	Fax	Contact	License
Consolidated Western Const. Inc	4741 Pell Drive #8	Sacramento	CA	95838	916-921-4900	916-921-4909	C. Noyer	277096
Wenstrom Construction	395 S. Hwy 65, Suite A	Lincoln	CA	95648	916-257-5225	916-644-3041	Eric Wenstrom	317703
Lamon Construction Company Inc	881 Market Street	Yuba City	CA	95991	530-671-1370	530-671-7482	Henry Lamon	174828
Protégé Builders, Inc.	4306 Pinell Street	Sacramento	CA	95838	916-921-0776	916-921-0779	Leah Rivera	809632
Mascon Incorporated	8550 Tiogawoods Drive	Sacramento	CA	95828	916-689-7400	916-689-7474	Michael Schneider	658953
Ferreira Construction	PO Box 828	Newcastle	CA	95658	916-718-4323	916-645-7556	Joe Ferreira	282917/601325
Mike Russell Construciton Inc	13788 Laurel Hill Loop	Penn Valley	CA	95946	530-277-6923		Mike Russell	916530
S.W. Allen Construction Inc.	4777 Auburn Blvd	Sacramento	CA	95841	916-344-2098	916-344-0307	Stephen Allen	646849

General Engineering

S.W. Allen Construction Inc.	4777 Auburn Blvd	Sacramento	CA	95841	916-344-2098	916-344-0307	Stephen Allen	646849
Seward L. Schreder Construction	PO Box 7785	Chico	CA	95927	530-899-1104	530-899-2683	Antoinette Schreder	746525
Mike Russell Construciton Inc	13788 Laurel Hill Loop	Penn Valley	CA	95946	530-277-6923		Mike Russell	916530
GHH Engineering, Inc.	11960 Heritage Oak Pl., Suite 2B	Auburn	CA	95603	530-886-3100	530-886-3108	Gary Hall	537901
Lamon Construction Company Inc	881 Market Street	Yuba City	CA	95991	530-671-1370	530-671-7482	Henry Lamon	174828
Western Engineering Contractors Inc	3171 Rippey Road	Loomis	CA	95650	916-652-3990	916-652-3995	Josh Wertz	440681
Ridgley Engineering	PO Box 5908	Auburn	CA	95604	916-444-1014	707-371-1518	Kent Ridgeby	809729
PNP Construction Inc	4500 Yankee Hill Court	Rocklin	CA	95677	916-632-9361	916-632-9362	Shawn Payne	806848
GW Demolition	2236 Q Street	Rio Linda	CA	95673	916-992-0741	916-991-9246	Crystal Smith	831594
Landmark Modernization Contractors	5948 King Road	Loomis	CA	95650	916-663-1953	916-663-1867	Joe Bittaker	807981
Ferreira Construction	PO Box 828	Newcastle	CA	95658	916-718-4323	916-645-7556	Joe Ferreira	282917/601325
Roebbelen Contracting, Inc.	1241 Hawks Flight Court	El Dorado Hills	CA	95762	916-939-4000	916-939-4028	Rober Kjome	734124

Glazing

Contractor Name	Address	City	State	Zip	Phone	Fax	Contact	License
Proglass and Mirror Inc.	PO Box 1175	Cedar Ridge	CA	95924	530-273-6979	530-273-6865	Jerry Swartz	834093
Hazardous								
Seward L. Schreder Construction	PO Box 7785	Chico	CA	95927	530-899-1104	530-899-2683	Antoinette Schreder	746525
Heating Ventilating & Air Conditioning								
Forster Heating	9410 Crater Hill Road	Auburn	CA	95603	530-888-1163	530-888-6475	Elinor Forster	501585
Heating Ventilation & Air Conditioning								
P&D Mechanical	363 Stoddard Way	Auburn	CA	95603	530-401-1102	530-823-0363	Debbie Stephens	738967
Heating, Ventilation & Air Conditioning								
Johnson Controls Inc.	1030 Winding Creek Road		CA		916-218-3235	916-218-3230	John Eckhardt	22445
Grass Valley Air Conditioning Inc.	12805 Loma Rica Drive	Grass Valley	CA	95945	530-272-8171	530-272-7263	Robin Jones	543093
Heating, Ventilation and Air Conditioning								
L&H Airco	1376 Leadhill Blvd	Roseville	CA		916-677-1000	916-677-1111	Bill Carmody	591093
Insulation & Accoustical								
WCE, Inc.	3181 Fitzgerald Road	Rancho Cordova	CA	95742	916-852-7200	916-852-1811	Kevin Bussard	718733
Insulation & Acoustical								
Insulation Solutions	11980 Charles Drive	Grass Valley	CA	95959	530-274-1343	530-274-1343	John Trace	868908
Consolidated Western Const. Inc	4741 Pell Drive #8	Sacramento	CA	95838	916-921-4900	916-921-4909	C. Noyer	277096
Landscaping								
Huppe Landscaping	9350 Viking Place	Roseville	CA	95747	916-784-7666	916-784-7733	Kyle Ray	609972
Lathing & Plastering								
Mascon Incorporated	8550 Tiogawoods Drive	Sacramento	CA	95828	916-689-7400	916-689-7474	Michael Schneider	658953
Limited Specialty								
Sierra Blinds & Services	PO Box 3383	Auburn	CA	95604	530-637-4517	530-637-1631	Ray Burrow	799864
Low Voltage								

Contractor Name	Address	City	State	Zip	Phone	Fax	Contact	License
C&S Telecommunications	3105 Fite Circle	Sacramento	CA	95827	916-364-8636	916-363-6820	Chuck Smith	733559
Garrahan Electric Inc.	3338 Luyung Drive	Rancho Cordova	CA	95742	916-638-3798	916-638-3493	Nick Canjura	650844
Johnson Controls Inc.	1030 Winding Creek Road		CA		916-218-3235	916-218-3230	John Eckhardt	22445
L&H Airco	1376 Leadhill Blvd	Roseville	CA		916-677-1000	916-677-1111	Bill Carmody	591093
H H & F Contracting	881Market Street	Yuba City	CA	95991	530-671-1370	530-671-7482	Henry Lamon	881163
Gossett Alarm	847 11th Street	Lakeport	CA	95458			Mike Gossett	476149
Ornamental Metals								
Crusader Fence Company Inc.	3115 Gold Valley Drive, Suite B	Rancho Cordova	CA	95742	916-631-9191	916-631-8989	Sharie Martin	726527
Painting								
Lighthouse Painting Company	2617 Silverado Drive	Antioch	CA	94509	925-522-8366	925-522-8366	Nikolaos Kratsas	784589
Fix Painting Company	23003 Ventura Blvd	Woodland Hills	CA	91364	818-225-0633	818-225-0284	Andreas Loizu	467787
DWS Painting	332 Hill Street	Grass Valley	CA	95945	530-272-8244	530-273-3184	Dean Serenbetz	833496
Daphne Painting Company	18824 Patronella Ave	Torrance	CA	90504	310-329-5904	310-324-9147	George Sfragidas	724027
Parking & Highway Improvement								
Teichert Construction	4401 Duluth Ave	Roseville	CA	95678	916-645-4800	916-645-4801	Robin Creger	00008
Ridgley Engineering	PO Box 5908	Auburn	CA	95604	916-444-1014	707-371-1518	Kent Ridgeby	809729
Baldoni Construction Service	9998 Hillview Road	Newcastle	CA	95658	530-885-5210	530-885-0153	Dan Baldoni	390241
All Good General Engineering Inc.	1516 Ridge Road	North San Jaun	CA	95960	530-288-3234	888-282-3031	Jade Good	891197
Western Engineering Contractors Inc	3171 Rippey Road	Loomis	CA	95650	916-652-3990	916-652-3995	Josh Wertz	440681
Pipeline								
Baldoni Construction Service	9998 Hillview Road	Newcastle	CA	95658	530-885-5210	530-885-0153	Dan Baldoni	390241
Western Engineering Contractors Inc	3171 Rippey Road	Loomis	CA	95650	916-652-3990	916-652-3995	Josh Wertz	440681
Simpson & Simpson Inc.	PO Box 6746	Auburn	CA	95604	530-885-4354	530-885-0199	Steve Simpson	184056

Contractor Name	Address	City	State	Zip	Phone	Fax	Contact	License
Teichert Construction	4401 Duluth Ave	Roseville	CA	95678	916-645-4800	916-645-4801	Robin Creger	00008
All Good General Engineering Inc.	1516 Ridge Road	North San Jaun	CA	95960	530-288-3234	888-282-3031	Jade Good	891197
Ridgley Engineering	PO Box 5908	Auburn	CA	95604	916-444-1014	707-371-1518	Kent Ridgeby	809729
Plumbing								
All Good General Engineering Inc.	1516 Ridge Road	North San Jaun	CA	95960	530-288-3234	888-282-3031	Jade Good	891197
Johnson Controls Inc.	1030 Winding Creek Road		CA		916-218-3235	916-218-3230	John Eckhardt	22445
Kennedy Plumbing	5325 Wise Road	Lincoln	CA	95648	916-645-1445	916-645-3117	Deena Kennedy	589888
W. Johnson & Sons Plumbing	PO Box 4596	Auburn	CA	95604	916-761-5743	530-823-0646	Walter Johnson	332943
Ridgley Engineering	PO Box 5908	Auburn	CA	95604	916-444-1014	707-371-1518	Kent Ridgeby	809729
JeffCo Plumbing Inc.	PO Box 4415	Auburn	CA	95604	530-885-6937	530-885-3427	Lola Barrios	440174
Gold Country Plumbing	PO Box 1027	Cedar Ridge	CA	95924	530-263-8399	530-272-3320	Owen Metreyeon	363322
Roofing								
Everlast Roofing	13818 Mica Court	Penn Valley	CA	95946	530-432-5898	530-432-5248	Steve Bucher	269198
Gold Country Roofing	PO Box 3065	Grass Valley	CA	95945	530-477-2760	530-477-2724	Stanley Smith	453905
TBT Roofing Inc	3121 Swetzer Road, Suite D	Loomis	CA	95650	916-660-9320	916-660-9325	Tim Tanner	803423
Sanitation Systems								
Western Engineering Contractors Inc	3171 Rippey Road	Loomis	CA	95650	916-652-3990	916-652-3995	Josh Wertz	440681
All Good General Engineering Inc.	1516 Ridge Road	North San Jaun	CA	95960	530-288-3234	888-282-3031	Jade Good	891197
Ridgley Engineering	PO Box 5908	Auburn	CA	95604	916-444-1014	707-371-1518	Kent Ridgeby	809729
Sheet Metal								
Johnson Controls Inc.	1030 Winding Creek Road		CA		916-218-3235	916-218-3230	John Eckhardt	22445
Forster Heating	9410 Crater Hill Road	Auburn	CA	95603	530-888-1163	530-888-6475	Elinor Forster	501585
Solar								

Contractor Name	Address	City	State	Zip	Phone	Fax	Contact	License
Ridgley Engineering	PO Box 5908	Auburn	CA	95604	916-444-1014	707-371-1518	Kent Ridgeby	809729
Steel, Reinforcing								
Mascon Incorporated	8550 Tiogawoods Drive	Sacramento	CA	95828	916-689-7400	916-689-7474	Michael Schneider	658953
Steel, Structural								
Findley Iron Works	150 Mandarin Hill	Newcastle	CA	95658	916-663-1887	916-663-1597	Robert Findley	813868
Steel, Stuctrual								
Mascon Incorporated	8550 Tiogawoods Drive	Sacramento	CA	95828	916-689-7400	916-689-7474	Michael Schneider	658953
Storage								
Box Rent Storage Containers	8588 Thys Court	Sacramento	CA	95828	916-383-0300	916-383-2343	Stephen Lucitt	
Traffic Control								
Mascon Incorporated	8550 Tiogawoods Drive	Sacramento	CA	95828	916-689-7400	916-689-7474	Michael Schneider	658953
Teichert Construction	4401 Duluth Ave	Roseville	CA	95678	916-645-4800	916-645-4801	Robin Creger	00008
Baldoni Construction Service	9998 Hillview Road	Newcastle	CA	95658	530-885-5210	530-885-0153	Dan Baldoni	390241
All Good General Engineering Inc.	1516 Ridge Road	North San Jaun	CA	95960	530-288-3234	888-282-3031	Jade Good	891197
Welding								
Findley Iron Works	150 Mandarin Hill	Newcastle	CA	95658	916-663-1887	916-663-1597	Robert Findley	813868
Window Coverings								
Sierra Blinds & Services	PO Box 3383	Auburn	CA	95604	530-637-4517	530-637-1631	Ray Burrow	799864

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